

DRAFT

BUDGET
WORKSHOP

BOARD OF COUNTY COMMISSIONERS JULY 14, 2011

The Board of County Commissioners convened in special workshop session on this Thursday, July 14, 2011 at Wildwood, Sumter County, Florida, with the following members present to wit: Dick Hoffman, District No. 1; Doug Gilpin, 2nd Vice Chairman, District No. 2; Don Burgess, Chairman, District No. 3; Garry Breeden, Vice Chairman, District No. 4; and Randy Mask, District No. 5. The following individuals were also present and acting in their respective official capacities: Bradley Arnold, County Administrator; Sandra Howell, Assistant County Administrator; Art Bisner, Financial Services Manager; William Kleinsorge, Finance Director; and Connie Webb, Deputy Clerk. **CLERK'S NOTE:** 2nd Vice Chairman Gilpin arrived at 9:05 a.m.

The meeting was called to order at 9:00 a.m. by Chairman Burgess and was held for the Board's information and discussion of the proposed Fiscal Year 2011/12 budget, including Constitutional Officers. Proof of Publication, as advertised, filed herewith.

Chairman Burgess announced that the agenda would be amended to accommodate Ronnie Hawkins, Property Appraiser, who will not be available on Friday, July 15.

Bradley Arnold, County Administrator, discussed a handout which shows revisions to the Proposed Budget which has been submitted for discussion today. These changes will be incorporated into the Proposed Budget upon completion of the Budget Workshops and prior to the Budget Hearings.

07-14-11-1

Mr. Arnold discussed the Property Appraiser's Budget and explained changes related to an employee going into the "DROP" Program after the budget was prepared. Because of this the Property Appraiser's original budget request of \$1,516,108 has increased by \$4,416 to \$1,520,524. There was discussion regarding the new appraisal software proposed for the Property Appraiser's Office. It will run parallel for one year with the current system. Mr. Arnold advised that the remainder of the proposed budget for the Property Appraiser is consistent with the previous year. Mr. Arnold advised that he did discuss with Mr. Hawkins the consolidation of IT and Human Resources.

Ronnie Hawkins, Property Appraiser, addressed the Board and discussed his proposed budget.

FY 11-12 - Property Appraiser

a. County Administrator Letter

Bradley Arnold, County Administrator, presented and summarized the 2011/2012 Budget Letter. Mr. Arnold explained that he would update any changes that have been made since the letter was prepared. The overall budget is being reduced by 7.7%.

Sumter County continues to outpace the growth and property value stability of our neighboring counties and the majority of counties in Florida.

The proposed budget provides for the continuation of capital construction projects, increases and decreases in service. Increases in service are associated with the following: (1) Ambulance Services (Basic and Advanced Life Support Transport); (2) Fire Prevention, Fire Protection and Emergency Medical Services provided by both The Villages Fire District and the Sumter County Fire District; (3) Mosquito Control Services (serving pond locations in The Villages); and (4) Sheriff Traffic Operations. Decreases in services are associated with the following: (1) Housing Services - Section 8 Housing Funding Application and Management; (2) Housing Services - State Housing Improvement Program (SHIP) Funds (3) Elimination of Cherry Lake Park; (4) Truancy Services.

There was discussion about the decreased presence of the Florida Highway Patrol in Sumter County and the addition of four (4) deputies for primary traffic control.

Decreases in services are associated with the following: (1) Housing Services - Section 8 Housing Funding Application and Management will be performed by Citrus County for Sumter County citizens; (2) Housing Services - State Housing Improvement Program (SHIP) Funds were eliminated by the State of Florida. The amount of distribution of existing funds will diminish over time. (3) Elimination of Cherry Lake Park; (4) Truancy Services (School Board did not provide the required funding). Mr. Arnold advised that the equipment at Cherry Lake Park will be relocated.

Mr. Arnold handed out the proposed Certification of Taxable Value. The proposed tentative millage rate is 6.3247 which is slightly less than current rate which is 6.33. After discussion, the consensus was to set the tentative rate at 6.32.00. Mr. Arnold will adjust the proposed budget accordingly.

07-14-11-2

Discussion of the General Fund.

Discussion of possible soil contamination in berms at proposed shooting range at Solid Waste.

A Cost of Living Allowance (COLA) increase is included for consideration by the BOCC in Reserve for COLA in the amount of \$860,000 (3.29%) for employees of the Board of County Commissioners and Constitutional Officers. This provides a full recovery of the BOCC financial policy for the provision of COLA increases for employees. The consensus was to proceed with the 3.29% COLA effective October 1, 2011.

In discussion of Personnel, Mr. Arnold advised that there are 195 BOCC employees which is comparable to Fiscal Year 2002/2003.

Discussion regarding Emergency Management moving back under the direction of the County Administrator. The number of proposed BOCC employees would increase from 195 to 197. This transition will occur on October 1, 2011. Mr. Arnold discussed an e-mail that states that 55% of the Emergency Managers in the State report to their respective County Administrators. The consensus is for Sumter County to follow suit. Mr. Arnold advised that Judd Wright and Diane Surratt will transfer to the BOCC and be subject to a six-month probation period beginning October 1, 2011.

07-14-11-3

Mr. Arnold discussed the new positions being proposed.

Mr. Arnold discussed economic development and a letter he received from E5 Solutions. The current contract with E5 Solutions expires on September 30, 2011. Mr. Arnold advised that it has been communicated to E5 Solutions that the County is working with The Villages relative to the marketing aspect of the County's economic development. Consensus of the Board was for Mr. Arnold to cease negotiations with E5 Solutions and focus on the remainder of their contract and start the transition to the next phase of our economic development.

07-14-11-4

Discussion on Animal Control.

Discussion on new positions in Library Services.

There are several new positions proposed for Fire and EMS. Mr. Arnold summarized these and their need. Mr. Arnold also discussed maps showing the response areas for both the County and The Villages Fire District and how they can better support each other.

07-14-11-5

Mr. Arnold discussed other positions being proposed and positions that have been eliminated.

Building Services Fund - Mr. Arnold advised that due to continued privatization efforts, online permitting, and streamlining the administrative support, the residential building permit fees are recommended to be reduced by 25% starting October 1, 2011. These fees would apply for the unincorporated areas and the City of Wildwood only per the Interlocal Service Boundary Agreement.

Vice Chairman Breeden advised that Mayor Spaude, City of Bushnell, had informed him that the City of Bushnell is looking to suspend their water and wastewater capacity reservation fees and inquired if the County would consider suspending their transportation and fire impact fees. The City is doing this for anything up to five houses

until January 1, 2013. Mr. Arnold responded that the County has not seen any significant benefit in any of the cities or counties that have suspended their impact fees. Mr. Arnold does not recommend pursuing the request from the City of Bushnell.

Clerk of Circuit Court - Courts - Mr. Arnold advised that there is a correction. The \$290,310 funding to support health insurance costs for court employees should be \$224,588.

Mr. Arnold advised that fuel was increased across the Board to \$4 per gallon.

There was discussion on funding for Miscellaneous Services.

Mr. Arnold discussed the proposed expansion at the Lake Panasoffkee Fire Station.

Mr. Arnold advised that it is the County's intention to move Planning, Veteran Services, and Building Services from 910 North Main Street to the Transit Building.

Mr. Arnold advised that the Organizational Chart will be updated to include Emergency Management.

- b. Proforma Report 5 year Operational Budget**
- c. Department Expenditure Budget Actual Comparison Report**
- d. Department Expenditure Detail Item Budget Report**
- e. Service Levels**
- f. Performance Measures**
- g. Revenue Definitions**
- h. Capital Improvement Program CIP**
- i. Staffing Report**

Mr. Arnold discussed the staffing report and explained the changes in pay ranges.

- j. Position Information**

Vice Chairman Breeden requested information regarding the total number of positions affected by transition/reduction in force.

FY 11-12 BOCC Budget

Finance Director

William Kleinsorge, Finance Director, discussed handouts he provided regarding the County's investments. There was discussion regarding the County's Investment Policy and with consensus to review it annually.

07-14-11-6; 07-14-11-7; 07-14-11-8

RECESS

The meeting was recessed at 12:00 noon and will resume at 9:00 a.m. on Friday, July 15, 2011 at the same location.