



MINUTES

Hardee County Board of County Commissioners

BUDGET WORKSHOP

July 18, 2017 at 8:30 AM

COMMISSION CHAMBERS

412 W. ORANGE, ROOM 102, WAUCHULA, FL 33873

Commissioners:	District I	Colon Lambert, Chairman
	District II	Sue Birge, Commissioner
	District III	Rick Knight, Commissioner
	District IV	Russell Melendy, Vice-Chairman
	District V	Mike Thompson, Commissioner

County Manager Lexton H. Albritton, Jr
Clerk Victoria L. Rogers
County Attorney Kenneth B. Evers

Office Manager Sandy Meeks
Deputy Clerk Charlene Albritton

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Colon Lambert	Chairman	Present	
Sue Birge	Commissioner	Present	
Rick Knight	Commissioner	Present	
Russell Melendy	Vice-Chairman	Present	
Mike Thompson	Commissioner	Present	
Lexton H Albritton	County Manager	Present	
Victoria L. Rogers	County Clerk of the Circuit Court & Comptroller	Absent	
Janice Williamson	Office of Management and Budget Director	Present	
Bonnie Heggie	Office of Budget and Management Specialist	Present	
Diane Moore	Office of Budget and Management Specialist	Present	
Jeremy Christian	Hardee County Clerk of Courts Accounting Manager	Present	
Charlene Albritton	Deputy Clerk	Present	

Chairman Lambert called the meeting to order at 8:32 a.m.

II. CONSTITUTIONAL OFFICER PRESENTATIONS:

A. Tab 6 - Hardee County Property Appraiser Kathy Crawford

Property Appraiser Crawford reviewed the following:

- Operating Expenses:
 - No new expenses budgeted
 - CAMA (Computer-Assisted Mass Appraisal) System upgrade over a three-year period - 2017/2018 second year of upgrade
- Capital Outlay - upgrade for computers and servers
- Budget approval from the Florida Department of Revenue (FDOR) and the Board
- Updated retirement rates - increased budget by \$4,600.00
- Shared budget:
 - Board funded - \$758,451.00 plus \$12,000.00 for TRIM (Truth in Millage) postage
 - School Board, SWFWMD (Southwest Florida Water Management District), and Indigent Healthcare Board - funds remaining amount
- Roll-out of new Hardee County Property Appraiser Website - September 1st

III. BOARD REVIEW OF COUNTY DEPARTMENT ALLOCATIONS

A. Tab 44 - Fire Control Fund - Revenues and Expenditures:

Director Williamson reviewed the following changes:

- Revenues:
 - Reduction - approximately \$14,000.00 to Emergency Medical Services (EMS)
 - Reduction of the transfer amount for exempt parcels from General Fund to Fire Control - from \$357,801.00 to \$255,661.00
 - Special Assessments:
 - Budgeted 100% - increased to \$2,250,000.00
 - Actual collection - maximum 95%
- Expenditures:

- Removal of duplicate expenditures
- Reduced from \$2,838,044.00 to \$2,702,627.00
- Reduction of expenditures increased the amount in reserves

County Manager Albritton questioned the expenditures for Training Florida State Fire College (\$2,500.00) and National Fire Academy Classes (\$1,500.00).

Director of Public Safety/Hardee County Fire Chief, Joseph Walker, explained the duplicate expenditures and the expenditures for the Florida State Fire College were corrected and removed.

B. Draft Resolution 17-20 for Fire Rescue Services:

Director Williamson explained the process for calculating the cost of providing Fire Control Services with the land component removed and reviewed the following:

- Categories - cost per unit changes:
 - Residential - \$149.00 per year to \$165.11 per year
 - Commercial - \$0.13 per sq. ft. to \$0.19 per sq. ft.
 - Industrial/Warehouse - \$0.09 per sq. ft. to \$0.10 per sq. ft.
 - Institutional - \$0.14 per sq. ft. to \$0.16 per sq. ft.

Chairman Lambert requested to clarify the Board needed to provide a consensus for Director Williamson to move forward with the process and advertise the rates on the TRIM Notice.

Director Williamson confirmed a consensus of the Board was needed to move forward with the rate advertisement.

There was discussion concerning the Board losing the reduction to the commercial unit rate fees due to the statutory change for the calculation formula.

It was the consensus of the Board to accept the cost per unit rates.

C. Board Budgetary Discussion:

- Fund Balance levels:
 - General Fund - change from \$1,033,207.00 (4.46%) to \$1,149,329.00 (4.97%) due to reductions in EMS, which were added to the General Fund
- Occurrence of a catastrophic event - sustaining County business with an average monthly operating amount of \$3,182,000.00
- Budgeting and maintaining Contingency and Fund Balance safe operating levels:
 - Operating with five months in reserve
 - General Fund “covering” other funds
- Millage rate - setting a maximum millage rate of 9 mills:
 - Revenues allocated as a Fund Balance increase vs. a lower millage rate
 - Viewing the Fund Balance as self-insurance or as a “cushion”
- Overall removal of the 3% wage increase:
 - How the removal affects the Hardee County Sheriff’s Office:
 - Maintaining employees without an increase
 - 7% salary increase not including salary incentives
 - Removal of the 3% wage increase from Constitutional Officers’ Budgets
- JASA Program funding:
 - Possibility of utilizing Court Surcharge Funds - approximate fund balance of \$320,000.00

- Funding the program cost of \$70,000.00 and one-third of total personnel costs of \$100,000.00
- Commissioner Thompson's outreach to County Judge, Jeff J. McKibben, concerning utilization of the Court Surcharge Funds
- Alternatives for reducing expenses, i.e., reduction of mowing hours

Judge McKibben came before the Board for discussion regarding the JASA Program. Judge McKibben noted he needed to consult with Clerk Rogers concerning utilizing the funds; his expectation of Circuit Judge, Marcus Ezelle's, support for utilizing the funds; explained his commitment to and support of the JASA Program, along with his outlook for the program's success, and requested the Board commit to one more year to further evaluate the effect of the program on drug offenders.

County Manager Albritton advised he was still unable to "process" Sheriff Lanier's submitted budget request, there appears to be a discrepancy surrounding the 3% wage increase amounts for which "the math" basically does not calculate, and requested Sheriff Lanier "take a look at" the budget numbers again.

Tab 22 - Human Services:

Chairman Lambert requested the Board review the Human Services allocations and come to a consensus concerning the funding allocations.

There was discussion concerning in-kind services; budget amendments for the Transportation Disadvantage allocation to meet match requirements; the Sheriff's Office \$10,000.00 contribution to Peace River Center, and the possibility of beginning reduction of the allocation to Resthaven.

It was the consensus of the Board to make no change to the funding allocations and maintain the same allocations adopted for Fiscal Year 2016/2017.

Chairman Lambert recessed the meeting at 10:15 a.m.

Chairman Lambert reconvened the meeting at 10:31 a.m.

Chairman Lambert advised the Board needed additional information for Sheriff Lanier's possible budget reduction amounts; he had requested Director Williamson perform recalculation of the budget document with the added changes made to date and using the current 8.8991 millage rate, which is technically a tax increase and will generate more revenue, and noted with the recalculation approximately \$156,000.00 is needed to balance the budget, which may be satisfied if budget reductions are submitted by Sheriff Lanier.

Discussion continued concerning:

- Fiscally responsible policy
- County job growth
- Not increasing reoccurring expenses
- Setting a higher tentative millage rate with the possibility of lowering the millage rate
- Reasons behind the Sheriff's Office salary increase
- Board request for a "bottom-line" amount without the 3% wage increase from Sheriff Lanier

Chairman Lambert recessed the meeting at 11:00 a.m.

Chairman Lambert reconvened the meeting at 1:01 p.m.

Director Williamson explained the Board can lower the Special Assessment tax amounts by reducing the proposed amount from \$2,250,000.00 to \$2,000,000.00. The reduction would force a recalculation of the cost per unit amounts with the following changes:

- Residential - \$165.11 to \$146.77
- Commercial - \$0.19 to \$0.16
- Industrial/Warehouse - remain at \$0.09
- Institutional - remain at \$0.14
- Fund Balance reduction to \$350,000.00
- Capital Reserve amount - \$531,877.00
- Contingency Balance - 5.85%
- Fund Balance - 13.81%

It was the consensus of the Board to accept the changes to the Fire Control Special Assessments Rates.

Tab 14 - Hardee County Sheriff Arnold Lanier:

Director Williamson reviewed Sheriff Lanier's resubmitted, amended budget request, which is a reduction from \$9,969,246.00 to \$9,769,946.00, noted the reduction allows for lowering the millage rate from 9.0000 mills to 8.8991 mills, and changes the Fund Balance \$1.192 million.

Commissioner Thompson requested the addition of the utilization of the Court Surcharge Funds for the JASA Program.

Director Williamson explained the JASA Program Funding is allocated and paid out of the \$500,000.00 budgeted for Medical Care of Inmates, the addition of the JASA Program Funding would require a new line item, and suggested waiting for final approval from Judge McKibben.

Sheriff Lanier suggested utilizing \$70,000.00 from the Capital Funds in his budget for the JASA Program.

The Board and Sheriff Lanier agreed to utilize the Capital Funds for the JASA Program.

Chairman Lambert called for a motion to set the millage rate.

1. Motion to authorize staff to advertise next year's millage rate at 8.9991 on the TRIM Notice.

Chairman Lambert called for public comment.

No public comment.

RESULT:	ADOPTED [UNANIMOUS]
MOVER:	Mike Thompson, Commissioner
SECONDER:	Sue Birge, Commissioner
AYES:	Lambert, Birge, Knight, Melendy, Thompson

D. Tab 3 - General Fund Revenues

Director Williamson advised the following proposed fee schedule changes required Board approval:

- Animal Control:
 - Change impoundment fees for dogs and cats:
 - From \$5.00 to \$15.00 for first impoundment
 - From \$15.00 to \$20.00 for second impoundment
 - Change impoundment fees for chickens:
 - From \$10.00 to \$5.00 for first impoundment
 - From \$15.00 to \$10.00 for second impoundment
 - From \$25.00 to \$15.00 for third impoundment

- Change boarding fees for dogs and cats from \$5.00 to \$8.00 per day
- Addition of surrender charge for in-field surrenders - \$5.00 per animal
- Addition of daily boarding fees for rabies quarantine - \$50.00 plus daily boarding fee
- Addition of charge for dangerous dog signs - \$20.00 per sign
- Solid Waste:
 - Weight ticket - change from \$2.00 to \$5.00 per ticket
 - Car tire w/rim - change from \$2.00 to \$5.00 each
 - Other tires w/rim - \$125.00 per ton plus \$5.00 for each rim
 - Minimum charge - \$2.00 per vehicle
 - Freon removal from appliances - \$10.00 per unit

It was the consensus of the Board to move forward with the Rate Resolution and accept the proposed fee changes.

E. Tab 66 - Solid Waste Assessment

Director Williamson reviewed the following:

- Collection - \$100.84
- Disposal - \$87.08
- Total - \$187.92

Commissioner Thompson confirmed the \$5.16 bulk collection fee per household was added to the disposal cost.

It was the consensus of the Board to move forward with the Solid Waste Assessment Resolution.

IV. ADJOURNMENT

With no further business, the meeting was adjourned.

X

Colon Lambert, Chairman
Board of County Commissioners

X

Victoria L. Rogers, Ex-Officio Clerk
Board of County Commissioners