

**REPORT OF THE BUDGET COMMITTEE OF THE WHOLE WORKSHOP
OF THE ESCAMBIA COUNTY BOARD OF COUNTY COMMISSIONERS**

JULY 10-11, 2018

Present: Commissioner Jeffrey W. Bergosh, Chairman, District 1
Commissioner Steven L. Barry, District 5
Commissioner Grover C. Robinson IV, District 4
Commissioner Douglas B. Underhill, District 2
Honorable Pam Childers, Clerk of the Circuit Court and Comptroller
(Present on July 10 only)
Jack R. Brown, County Administrator
Alison Rogers, County Attorney
DeLana Allen-Busbee, Office Assistant III, Clerk and Comptroller's Office
Angela D. Crawley, Assistant to the County Administrator

Absent: Commissioner Lumon J. May, Vice Chairman, District 3

Location: Ernie Lee Magaha Government Building, Board Chambers, First Floor
221 Palafox Place, Pensacola, Florida

Report prepared by: DeLana Allen-Busbee

AGENDA NUMBER

1. Call to Order

Chairman Bergosh called the Budget Committee of the Whole (C/W) Workshop to order on July 10, 2018, at 9:01 a.m.

Chairman Bergosh called the Budget Committee of the Whole (C/W) Workshop to order on July 11, 2018, at 9:01 a.m.

2. Was the Meeting Properly Advertised?

The C/W was advised by DeLana Allen-Busbee, Office Assistant III, Clerk and Comptroller's Office, that the meeting was advertised in the *Pensacola News Journal* on July 7, 2018, in the Board's Weekly Meeting Schedule.

AGENDA NUMBER – Continued

3. Budget Update

Stephan Hall, Budget Manager, presented the County's proposed unified balanced budget for Fiscal Year (FY) 2018/2019 in the amount of \$474,944,970 and County Administrator Brown provided the following update concerning the budget:

- A. There will be no change in the Millage rates (County Wide Millage - 6.6165; Library Municipal Services Taxing Unit [MSTU] - .3590; and Sheriff's MSTU - .6850), and this budget anticipates no other significant changes in tax levies;
- B. There is no change in the Fire Assessment rates for FY18/19 (Residential at \$125.33 per dwelling unit, Commercial at .0526 per square foot with a minimum assessment of \$125, Unimproved at \$15.03 per parcel, plus \$.03 per acre), there is a new Internal Affairs Investigator position added in the Public Safety Department for FY18/19, and funding for the position is split between Fire, Emergency Medical Services (EMS), and Public Safety;
- C. The June 1st taxable value certification is 6.15% above the July 1st certification of the previous year, resulting in about \$7 million in additional funds, of which the County may appropriate 95% or \$6.6 million; the changes between the June 1st and July 1st taxable value are not included in the Proposed FY18/19 balanced Budget of \$474,944,970;
- D. The Public Safety and Public Works Divisions, formerly housed with the Santa Rosa Island Authority (SRIA) at a cost of roughly \$4.5 million, are funded under the County at \$3.6 million for FY 18/19 while maintaining a higher level of service on Pensacola Beach;
- E. There is a budgeted SRIA Reserve of \$9,805,859 for taxes associated with real property located on Pensacola Beach and the County is escrowing an estimate of the taxes paid on the land (but not the improvements) due to continued litigation on Pensacola Beach;
- F. There is a budgeted Reserve for Contingency of \$17,275,537, Reserves for Operating of \$130,904, and a Sheriff Mediated Reserve allocation of \$500,000 per the Mediation Agreement between the Board and the Sheriff;
- G. There is 3% pay increase included in the FY18/19 Budget for the Board Departments totaling \$2.798 million across all funds;
- H. There is an increase in the Life & Health employer contribution from \$9,500 to \$10,000 per full time employee in the total amount of \$875,000 across all funds and there is no change in the employer/employee spread across all insured categories;

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AGENDA NUMBER – Continued

3. Continued...

I. There are several new positions included in the budget as follows:

- Two Building Inspections Construction Inspectors (Building Inspections Fund) BID
- One Building Codes Manager (Building Inspections Fund) BID
- One Administrative Assistant (Mass Transit Fund) Mass Transit
- Ten part-time Bus Operators (Mass Transit Fund) Mass Transit
- One Accountant (Restore Funded) Natural Resources Management
- One Environmental Analyst (Tourist Development Tax Fund) Natural Resources Management
- One Environmental Project Coordinator (Restore Funded) Natural Resource Management
- One Internal Affairs Investigator (General, Emergency Medical Services [EMS], Fire Funded) Public Safety
- One Senior Office Support Assistant (EMS Fund) Public Safety

J. The Internal Affairs Investigator has 10% of the funding coming from the General Fund, or roughly \$7 thousand, the remainder is funded by the Fire Municipal Services Benefit Unit and EMS Fund and all other new positions are paid from Non-General Fund sources, with the total cost of new positions being \$784,496;

K. There are three deleted positions from the budget, representing a savings of \$64 thousand, as follows:

- One Human Resources Associate (General Fund) Human Resources
- One Part-time Community Center Worker (Local Option Sales Tax IV) Neighborhood & Human Services
- One Senior Office Support Assistant (EMS, General Fund) Public Safety

L. State Mandated Outside Agency funding requests include \$150,000 for the Gulf Coast Kids House for abused children, \$21,289 for the Regional Planning Council, and \$39,188 for the General Fund portion of Legal Aid Court Services (these are non-discretionary) and a total of \$1,621,237 is available in the General Fund for Outside Agency funding requests for FY18/19;

M. Additional State Mandates include \$2.1 million for the Department of Juvenile Justice mandate, \$5,204,505 million for the Medicaid mandate, and \$560,000 for state mandated Baker Act services;

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AGENDA NUMBER – Continued

3. Continued...

- N. There is also \$3,791,000 included for payments to the City for the Tax Increment Financing districts (TIF) which is an increase of \$456,000 over the prior year's estimate, County Community Redevelopment Agency (CRA) TIFs are maintained at the 75% increment level of funding for FY18/19 resulting in an estimated \$2,500,000 for the County CRAs, which is an increase of \$556,000 over the prior year's estimate, and the Oakfield CRA has been added for FY18/19 with an estimated budget of \$75,000;
- O. The CRA and City of Pensacola TIF Valuations are not expected to change materially between the June and July certification of values;
- P. There were approximately \$6.5 million in operational and capital enhancement requests and \$1.3 million in personnel enhancement requests that were made by Board Departments and Constitutional Officers that are not included in this budget;
- Q. There are allocations of \$100,000 for the Board of County Commissioners (BCC) Internship Program (\$20 thousand per Commissioner), an allocation of \$200,000 for Social Programs, \$250,000 in the General Fund for the BCC discretionary allocations (\$50 thousand per Commissioner), \$55,000 for the Low Income Utility Assistance Program, \$25,000 for the Humane Society, and \$20,000 for Panhandle Equine Rescue;
- R. There are 12 months of planned Local Option Sales Tax (LOST) IV Project expenditures totaling \$41,627,818 in the FY18/19 Proposed Budget, the prior year was split with three months of LOST III and nine months of LOST IV, and Administration expects to continue to refine the FY18/19 LOST IV project listing with the Board and any changes will be included in the Adopted Budget as a budget adjustment;
- S. The Sheriff and the County came to a funding agreement on the Sheriff's Budget Appeal to the Governor's Office during the current Fiscal Year and per the Sheriff's Mediation Agreement, the Sheriff's FY18/19 General Fund Budget represents an increase of \$3.5 million for a total budget of \$60,239,868;
- T. The Sheriff has decreased his total position count by 11 positions due to certain Court Security functions that are now funded through contract security and managed by Court Administration;

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AGENDA NUMBER – Continued

3. Continued...

U. Other Constitutional Officers' budgets increased by \$928,523 over the current Fiscal Year and the total increase for all Constitutional Officer budgets is \$4.4 million; and

The C/W recommends that the Board tentatively accept the County's Millage rates, as presented.

Recommended 4-0, with Commissioner May absent

4. Constitutional Officers

The C/W heard an overview concerning the Proposed Fiscal Year (FY) 2018-2019 Budgets for Constitutional Officers, as follows:

A. Sonya Daniel, Deputy Supervisor of Elections, addressed the proposed budget for the Supervisor of Elections, and advised that:

- (1) The FY18/19 personnel budget represents an increase due to a member of staff that will be retiring;
- (2) The operational budget shows an increase due to software and firmware licenses, increases in postage and paper for mailing ballots, the replacement of the postage machine, and the replacement of modems in voting machines;
- (3) The Supervisor of Elections Office would be amenable to shifting funding for any of their budget items to Local Option Sales Tax, if applicable; and
- (4) The budget also includes an asset management system with a price tag of approximately \$50,000, thumb drives for additional data storage, and a 3% raise for employees; and

B. The Honorable Pam Childers addressed the proposed budget for the Clerk of the Circuit Court and Comptroller and advised that there is a 6% increase in the FY18/19 budget, which includes a 3% personnel increase, and reflects operating increases encompassing software upgrades, data storage, and three new laptops;

C. The Honorable Scott Lunsford addressed the proposed budget for the Tax Collector and advised that there is a total budget increase of 3.83%, which represents a 3% raise for employees, an increase in the cost of retirement and health insurance, software, and postage;

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AGENDA NUMBER – Continued

4. Continued...

- D. Chief Deputy Eric Haines briefly addressed the Sheriff's budget, and County Administrator Brown advised that the County is working with the Sheriff's Office on the range and the evidence warehouse; and
- E. The Honorable Chris Jones addressed the proposed budget for the Property Appraiser and advised that there is a total budget increase of 4.6%, which includes a 3% pay increase for employees.

5. Judicial

The C/W heard an overview concerning the Proposed Fiscal Year (FY) 2018-2019 Budgets for Judicial, as follows:

- A. Assistant State Attorney Greg Marcille addressed the proposed budget for the State Attorney's Office and advised that there is a slight increase over last year due to information technology costs and that he does not believe that Local Option Sales Tax will cover any of the budgeted expenditures;
- B. The Public Defender's Office budget was not addressed;
- C. County Administrator Brown advised that the budget for the Medical Examiner is a placeholder pending the Governor's decision; and
- D. Robin Wright, Trial Court Administrator, addressed the proposed budget for Court Administration and advised that there is a decrease in the court security budget due to the Sheriff's Office transitioning out of the building and working with County staff on shifting budget requests to Local Option Sales Tax, and the budget does not include a 3% pay increase because there are both State and County employees and it would create inequities between the two.

6. Outside Agencies

The C/W heard funding requests from Outside Agencies for the Proposed Fiscal Year (FY) 2018-2019 Budget, and:

- A. Discussed funding General Fund outside agencies, as follows:
 - (1) ACTS (Another Chance Transitional Services) - \$20,000 requested – Made no change;

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AGENDA NUMBER – Continued

6. Continued...

A. Continued...

- (2) Animal Allies of Pensacola, Inc. - \$25,000 requested – Agreed to fund \$0;
- (3) BRACE (Be Ready Alliance Coordinating for Emergencies - \$100,000 requested – Made no change;
- (4) Council on Aging - \$45,000 requested – Agreed to fund \$45,000;
- (5) Escambia Community Clinics - \$455,160 requested – Made no change;
- (6) Escambia County School Readiness Coalition - \$300,000 requested –Directed staff to research whether this request could be funded through Local Option Sales Tax and made no change;
- (7) Freedom to Go, Inc. - \$100,000 requested – Agreed to fund \$0;
- (8) Gulf Coast Kid’s House, Inc. - \$150,000 requested – Agreed to fund \$150,000;
- (9) Gulf Coast Veteran’s Advocacy Council, Inc. - \$10,000 requested – Agreed to fund \$0;
- (10) Human Relations Commission - \$84,265 requested – Agreed to fund \$0;
- (11) Junior Achievement of Northwest Florida - \$20,000 requested – Directed staff to research whether this request could be funded through Local Option Sales Tax and made no change;
- (12) Lakeview Center, Inc. - \$53,614 requested – Agreed to fund \$0;
- (13) Legal Services of North Florida, Inc. - \$39,188 requested – Agreed to fund this request and split the funding equally with Northwest Florida Legal Services, Inc.;
- (14) New World Believers - \$38,000 requested – Agreed to fund \$0;
- (15) Northwest Florida Legal Services, Inc. - \$39,188 requested – Agreed to fund this request and split the funding equally with Legal Services of North Florida, Inc.;
- (16) Pathways for Change - \$343,750 requested – Made no change;

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AGENDA NUMBER – Continued

6. Continued...

A. Continued...

- (17) Pensacola Caring Hearts, Inc. - \$20,000 requested – Made no change;
- (18) Pensacola's Promise/Chain Reaction - \$19,000 requested – Made no change;
- (19) United Way of Escambia County - \$90,725 requested – Made no change;
- (20) West Florida Regional Planning Council - \$21,289 requested – Agreed to fund \$21,289;
- (21) Wildlife Sanctuary - \$35,000 requested – Made no change; and
- (22) 2-1-1 Northwest Florida - \$25,000 requested – Agreed to fund \$25,000; and

B. Discussed funding Economic Development Fund Outside Agencies/Local Option Sales Tax Fund, as follows:

- (1) Century Economic Development Initiative - \$50,000;
- (2) Gulf Coast African American Chamber of Commerce - \$60,000; and
- (3) PEDC (Pensacola-Escambia Promotion and Development Commission) - \$550,000; and

C. Discussed the \$5,309,693 funding request from Visit Pensacola from the Third Cent Tourist Development Tax and made no change;

D. Discussed funding requests from the Fourth Cent Tourist Development Tax, as follows, and made no changes to the listed requests:

- (1) African American Heritage Society - \$30,000;
- (2) Naval Aviation Museum Foundation - \$100,000;
- (3) Sertoma's 4th of July Celebration - \$75,000;
- (4) St. Michael's Cemetery - \$25,000;
- (5) St. Michael's Cemetery – Mt. Zion - \$20,000;

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AGENDA NUMBER – Continued

6. Continued...

D. Continued...

- (6) St. Michael's Cemetery – AME Zion and Magnolia - \$25,000;
- (7) Visit Pensacola - \$1,411,146;
- (8) West Florida Historic Preservation, Inc. - \$120,000; and
- (9) William Banks Enterprise - \$250,000.

Speaker(s):

- | | |
|---------------------|--------------------------|
| Joyce Arnold | Sharon Berg |
| Carole Tebay | Melissa Pino |
| Greg Strader | David Lister |
| John Clark | Chandra Smiley |
| Bruce Watson Jr. | Richard Harrah |
| Stacey Kostevicki | Rebecca Hale |
| Ildi Hosman | Dr. David Josephs |
| Christine Fausel | Rodney Jones |
| Douglas White | Connie Bookman |
| Arnetha Welcome | Kristin Fairchild |
| Laura Gilliam | Dorothy Kaufmann |
| Brian Wyer | Dave Hoxeng |
| Steve Hayes | Lucy Stulfi |
| Angie West-Robinson | Riannon Boven |
| Margo Stringfield | Robert Overton |
| Sigrid Solgard | William "Cadillac" Banks |

7. BCC Departments

The C/W reviewed the proposed budgets for County Departments, and:

- A. Heard a review of the proposed Board of County Commissioners budget and Non-Departmental budget from County Administrator Brown, were advised that the only increase in this aspect of the budget is from the 3% pay increase and the increase in the cost of health insurance, and made no change;

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AGENDA NUMBER – Continued

7. Continued...

- B. Heard a review of the proposed budget for the County Attorney's Office from County Attorney Rogers and made no change;
- C. Heard a review of the proposed County Administration budget from County Administrator Brown and made no change;
- D. Heard a review of the proposed budget for Extension Services from Director Nick Simmons and made no change;
- E. Heard a review of the proposed budget for the Public Works Department from Joy Jones, Director; Wes Moreno, Deputy Director; Colby Brown, Deputy Director; and David Forte, Traffic and Transportation Manager, and made no change;
- F. Heard a review of the proposed budget for the Development Services Department from Horace Jones, Director, and Charlie Gonzalez, Graphic Information Systems Manager, and made no change;
- G. Heard a review of the proposed budget for the Human Resources Department from Eric Kleinert, Director, and made no change;
- H. Heard a review of the proposed budget for the Mass Transit Department from Mike Crittenden, Director, and made no change;
- I. Heard a review of the proposed budget for the Parks and Recreation Department from Michael Rhodes, Director, and made no change;
- J. Heard a review of the proposed budget for the Neighborhood and Human Services Department from Tonya Gant, Director, and Clara Long, Community Redevelopment Agency Manager, and made no change;
- K. Heard a review of the proposed budget for the Assistant County Administrator from County Administrator Brown and made no change;
- L. Heard a review of the proposed budget for the Management and Budget Services Department from Stephan Hall, Manager; the Risk Management Department from Bob Dye, Manager; the Purchasing Department from Paul Nobles, Manager; and the Bay Center from Cyndee Pennington, General Manager, and Suann Nowlan, Finance Director, and made no change;

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AGENDA NUMBER – Continued

7. Continued...

- M. Heard a review of the proposed budget for the Library Department from Todd Humble, Director, and made no change;
- N. Heard a review of the proposed budget for the Information Technology Department from Shawn Fletcher, Director, and made no change;
- O. Heard a review of the proposed budget for the Solid Waste Services Department from Pat Johnson, Director, and made no change;
- P. Heard a review of the proposed budget for the Natural Resource Management Department from Chips Kirschenfeld, Director, and made no change;
- Q. Heard a review of the proposed budget for the Corrections Department from Selina Barnes, Jail Commander, and made no change;
- R. Heard a review of the proposed budget for the Public Safety Department from Mike Weaver, Director, and John Dosh, Emergency Manager, and made no change;
- S. Heard a review of the proposed budget for the Facilities Department from Bob Dye, Interim Director, and made no change; and
- T. Heard a review of the proposed budget for the Building Services Department from Tim Tolbert, Director, and John Robinson, Animal Services Manager, and agreed to add an additional \$15,000 to the low cost spay and neuter fund for Animal Services.

8. Adjourn

Chairman Bergosh declared the Budget C/W Workshop adjourned at 2:07 p.m. on July 10, 2018.

Chairman Bergosh declared the Budget C/W Workshop adjourned at 1:33 p.m. on July 11, 2018.