

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

**JUNE 25-27, 2019**

Present: Commissioner Lumon J. May, Chairman, District 3  
Commissioner Steven L. Barry, Vice Chairman, District 5  
Commissioner Robert D. Bender, District 4  
Commissioner Jeffrey W. Bergosh, District 1 (June 25<sup>th</sup> and 26<sup>th</sup> only)  
Commissioner Douglas B. Underhill, District 2 (June 25<sup>th</sup> and 26<sup>th</sup> only)  
Matt Coughlin, Interim County Administrator  
Sharon Harrell, Finance Director, Clerk and Comptroller's Office  
Alison Rogers, County Attorney  
DeLana Allen-Busbee, Administrative Specialist, Clerk and Comptroller's Office  
Shamara Jernigan, Agenda Program Coordinator, County Administrator's Office

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 May called the Budget Committee of the Whole (C/W) Workshop to order on June 25, 2019, at 8:34 a.m.

Chairman May called the Budget Committee of the Whole (C/W) Workshop to order on June 26, 2019, at 8:29 a.m.

Chairman May called the Budget Committee of the Whole (C/W) Workshop to order on June 27, 2019, at 8:33 a.m.

2. Was the Meeting Properly Advertised?

The meeting was advertised in the *Pensacola News Journal* on June 22, 2019, 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) 2019/2020 in the amount of \$491,766,223 and Interim County Administrator Coughlin 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 currently no change in the Fire Assessment rates for FY19/20 (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);
- C. Fire Services personnel totals remain at the prior year level of 169 positions and any changes in rates to the Fire MSBU would need to be made at the budget workshops for required statutory notification to the public and adopted by the Board at the regularly scheduled July 18, 2019, Board Meeting;
- D. The June 1st taxable value certification is 7.29% above the July 1st certification of the previous year, resulting in about \$8.8 million in additional funds, of which the County may appropriate 95% or \$8.4 million; the changes between the June 1st and July 1st taxable value are not included in the Proposed FY19/20 balanced Budget of \$491,766,223;
- E. 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 \$3.67 million for FY 19/20 while maintaining a greater level of service on Pensacola Beach;
- F. There is a budgeted SRI 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;
- G. There is a budgeted Reserve for Contingency of \$17,503,898, Reserves for Operating of \$500,000, and a Sheriff Mediated Reserve allocation of \$1,000,000 per the Mediation Agreement between the Board and the Sheriff; the total budgeted General Fund reserves are \$28.8 million;

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- H. There is 3% pay increase included in the FY19/20 Budget for the Board Departments and Constitutional Officer totaling \$3.3 million across all funds (excluding the Sheriff);
- I. There is no change in the Life & Health employer contribution of \$10,000 per full time employee and there is no change in the employer/employee spread across all insured categories;
- J. There are several new positions included in the budget, as follows:
- One Purchasing Deputy Division Manager (General Fund) Management Budget Services
  - One Purchasing Associate (General Fund) Management Budget Services
  - Forty-eight Detention Assistants (General Fund) Corrections
  - Twenty-nine Corrections Officers (General Fund) Corrections
  - Four Corrections Sergeants (General Fund) Corrections
  - Seven LPNs (General Fund) Corrections
  - Four RNs (General Fund) Corrections
  - One Mental Health Counselor (General Fund) Corrections
  - Two Parks Maintenance Techs (General Fund 40%/LOST 60%) Parks
  - One Administrative Supervisor (Bob Sikes Toll Fund) Engineering
  - Two Accounting Technicians (Bob Sikes Toll Fund) Engineering
  - Four EMTs (EMS Fund) Public Safety
  - Four Paramedics (EMS Fund) Public Safety
- K. The total cost to the General Fund is \$2.4 million, the total Non-General Fund cost is \$956,000, and the total cost of new positions is \$3.36 million;
- L. There is one deleted position from the Budget, which is an EMS Division Manager (EMS Fund) Public Safety;
- M. State Mandated Outside Agency funding requests include \$150,000 for the Gulf Coast Kids House for abused children, \$26,973 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 \$1,410,870 is available in the General Fund for Outside Agency funding requests for FY19/20;
- N. Additional State Mandates include \$3.45 million for the Department of Juvenile Justice mandate, \$5.45 million for the Medicaid mandate, \$110,000 for indigent cremation, and \$700,000 for state mandated Baker Act services;

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AGENDA NUMBER – Continued

3. Continued...

- O. There is also \$4.395 million included for payments to the City for the Tax Increment Financing districts (TIF), which is an increase of \$610,000 over the prior year's estimate; County Community Redevelopment Agency (CRA) TIFs are maintained at the 75% increment level of funding for FY19/20 resulting in an estimated \$2.9 million for the County CRAs, which is an increase of \$445,000 over the prior year's estimate;;
- P. The CRA and City of Pensacola TIF Valuations are not expected to change materially between the June and July certification of values;
- Q. There were approximately \$22.1 million in operational and capital enhancement requests and \$3.32 million in personnel enhancement requests (excluding Fire Services) that were made by Board Departments that are not included in this budget;
- R. There were approximately \$10 million in capital enhancement requests and \$4.6 million in personnel and operational requests that were made by Fire Services that are not included in the FY19/20 budget;
- S. 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 the Summer Work Programs in LOST (Local Option Sales Tax) IV, \$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;
- T. There are 12 months of planned LOST IV Project expenditures totaling \$43,312,891 in the FY19/20 Proposed Budget and Administration expects to continue to refine the FY19/20 LOST IV project listing with the Board and any changes will be included in the Adopted Budget as a budget adjustment;
- U. The Sheriff and the County came to a funding agreement on the Sheriff's Budget Appeal to the Governor's Office during the prior Fiscal Year and per the Sheriff's Mediation Agreement, the Sheriff's FY19/20 General Fund Budget represents an increase of \$2.6 million for a total budget of \$62,839,867; the final year of the Mediation Agreement is FY20/21 at \$2.9 million;
- V. The Sheriff has a total of 693 positions for FY19/20 and this is the same as the prior fiscal year; and

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AGENDA NUMBER – Continued

3. Continued...

W. Other Constitutional Officers' budgets increased by \$973,300 over the prior Fiscal Year and the total increase for all Constitutional Officers' budgets is \$3.57 million.

4. Constitutional Officers

The C/W heard an overview concerning the Proposed Fiscal Year (FY) 2019-2020 Budgets for Constitutional Officers, as follows:

- A. Sharon Harrell, Finance Director, addressed the proposed budget for the Clerk of the Circuit Court and Comptroller and advised that there is a 5.82% increase in the budget, which includes a salary increase, increasing cost of retirement, a capital request of \$53,000 for computer upgrades, and increased operating costs for unavoidable items for technology related costs;
- B. The Honorable Scott Lunsford addressed the proposed budget for the Tax Collector and advised that there is a total increase of \$253,000 and that last year the Tax Collector's Office processed around 180,000 transactions for the Board and collected just over \$274 million;
- C. Chief Deputy Eric Haines briefly addressed the Sheriff's budget, and advised that the budget request of \$2.6 million falls in line with the Mediated Settlement Agreement;
- D. Chief Deputy Appraiser Gary "Bubba" Peters addressed the proposed budget for the Property Appraiser and advised that there is a 1.9% increase, which includes the 3% salary increase, and that the Property Appraiser's Office has returned around \$4 million to the County over the last 10-12 years; and
- E. The Honorable David Stafford addressed the proposed budget for the Supervisor of Elections Office and advised that increases in his budget are due to an extra election this upcoming fiscal year, a significant retirement, and costs for software and licensing.

AGENDA NUMBER – Continued

5. Judicial

The C/W heard an overview concerning the Proposed Fiscal Year (FY) 2019-2020 Budgets for Judicial, as follows:

- A. The State Attorney's Office budget was not addressed;
- B. The Public Defender's Office budget was not addressed;
- C. County Attorney Rogers advised that the Medical Examiner's budget should only be taken under advisement for now; and
- D. Stephan Hall, Budget Manager, advised that the Court Administration budget is \$355,000 less this year and that Robin Wright, Trial Court Administrator, expressed her willingness to meet with any of the Commissioners individually since she was unable to attend the Workshops.

6. BCC Departments

The C/W reviewed the proposed FY19/20 budgets for County Departments, and:

- A. Heard a review of the proposed Board of County Commissioners budget and Non-Departmental budget from Interim County Administrator Coughlin and made no change;
- B. Heard a review of the proposed budget for the County Attorney's Office from County Attorney Rogers, discussed the budget, and made no change;
- C. Heard a review of the proposed County Administration budget from Interim County Administrator Coughlin and made no change;
- D. Heard a review of the proposed budget for Extension Services from Director Nick Simmons, discussed the budget, and made no change;
- E. Heard a review of the proposed budget for the Engineering Department from Joy Jones, Director, and David Forte, Traffic and Transportation Manager, discussed the budget, and made no change;
- F. Heard a review of the proposed budget for the Roads Department from Wes Moreno, Public Works Deputy Director, discussed the budget, requested that Deputy Director Moreno bring back information on the cost of raising salaries in the department, and made no change;

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AGENDA NUMBER – Continued

6. Continued...

- G. Heard a review of the proposed budget for the Development Services Department from Horace Jones, Director, discussed the budget, and made no change;
- H. Heard a review of the proposed budget for the Human Resources Department from Paulette Stallworth, Interim Director, discussed the budget, and made no change;
- I. Heard a review of the proposed budget for the Mass Transit Department from Tonya Ellis, Interim Director, discussed the budget, and made no change;
- J. Heard a review of the proposed budget for the Parks and Recreation Department from Michael Rhodes, Director, discussed the budget, and made no change;
- K. Heard a review of the proposed budget for the Neighborhood and Human Services Department from Tonya Gant, Director, Clara Long, Community Redevelopment Agency Manager, and Meredith Reeves, Neighborhood Enterprise Manager, discussed the budget, and made no change;
- L. Heard a review of the proposed budget for the departments falling under the responsibility of the Assistant County Administrator from Chips Kirschenfeld, Interim Assistant County Administrator, and made no change;
- M. 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, discussed the budgets, and made no change;
- N. Heard a review of the proposed budget for the Library Department from Todd Humble, Director, discussed the budget, and made no change;
- O. Heard a review of the proposed budget for the Information Technology Department from Scott MacDonald, Interim Director, discussed the budget and the idea of having software purchases for all departments require IT sign-off, and made no change;
- P. Heard a review of the proposed budget for the Solid Waste Services Department from Pat Johnson, Director, and made no change;

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AGENDA NUMBER – Continued

6. Continued...

- Q. Heard a review of the proposed budget for the Natural Resource Management Department from Chips Kirschenfeld, Director, and Tim Day, Senior Manager, discussed the budget, requested that staff look into splitting two employees between Code Enforcement and Mosquito Control, and made no change;
- R. Heard a review of the proposed budget for the Assistant County Administrator from Interim County Administrator Coughlin and made no change;
- S. Heard a review of the proposed budget for the Corrections Department from Rich Powell, Director, and Whitney Lucas, Financial Manager, discussed the budget, and made no change;
- T. Heard a review of the proposed budget for the Public Safety Department from John Dosh, Interim Director, Tamika Williams, Business Operations Manager, and Leon Salter, Interim EMS Manager, discussed the budget, heard comments from Commissioner Bergosh and Commissioner Underhill advising staff to ask for additional EMS crews if needed, and made no change;
  - ❖ Heard a separate review of the proposed budget for Fire Services from John Dosh, Interim Public Safety Director, and Interim Chief Paul Williams, discussed the budget, requested that Chief Williams remove life safety items from his five-year plan for more immediate consideration, discussed the budget, and made no change
- U. Heard a review of the proposed budget for the Facilities Department from Bob Dye, Interim Director, discussed the budget, and made no change; and
- V. Heard a review of the proposed budget for the Building Services Department from Tim Tolbert, Director, and John Robinson, Animal Services Manager, discussed the budget, and made no change.

FOR INFORMATION: The C/W asked staff to bring back an item to the Board for approval via consent agenda any time funds are moved from personnel to another area of a department's budget.

Speaker(s):

Paolo Ghio



AGENDA NUMBER – Continued

7. Outside Agencies

The C/W heard funding requests from Outside Agencies for the Proposed Fiscal Year (FY) 2019-2020 Budget, and:

A. Discussed funding General Fund outside agencies, as follows:

- (1) ACTS (Another Chance Transitional Services) - \$25,000 requested – Made no change;
- (2) Barbara Goins Athletics, Inc. - \$15,000 requested – Made no change;
- (3) BRACE (Be Ready Alliance Coordinating for Emergencies) - \$100,000 requested – Tentatively agreed to fund the full amount;
- (4) Council on Aging - \$45,000 requested – Made no change;
- (5) Community Health Northwest Florida - \$455,160 requested – Made no change;
- (6) Escambia Soil & Water Conservation District - \$4,710 requested – Made no change;
- (7) Gulf Coast Kid’s House, Inc./Child Protection Team - \$150,000 requested – Made no change;
- (8) Gulf Coast Veteran’s Advocacy Council, Inc. - \$20,000 requested – Made no change;
- (9) Human Relations Commission - \$84,265 requested – Made no change;
- (10) James B. Washington Education and Sports - \$25,000 requested – Made no change;
- (11) Lakeview Center, Inc. - \$56,054 requested – Made no change;
- (12) Legal Services of North Florida, Inc. - \$124,688 requested – Agreed to split the funding with Northwest Florida Legal Services and made no change;
- (13) My Inspiration for Gods News Outreach Ministry - \$60,000 requested – Made no change;
- (14) New World Believers - \$38,000 requested – Made no change;

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AGENDA NUMBER – Continued

7. Continued...

A. Continued...

(15) Northwest Florida Legal Services, Inc. - \$62,344 requested – Agreed to split the funding with Legal Services of North Florida, Inc. and made no change;

(16) Pathways for Change - \$343,750 requested – Made no change;

(17) Pensacola Caring Hearts, Inc. - \$20,000 requested – Made no change;

(18) Pensacola's Promise/Chain Reaction - \$19,000 requested – Made no change;

(19) Shepherd's Place Foundation - \$50,000 requested – Made no change;

(20) Studer Community Institute – \$25,000 requested – Made no change;

(21) United Way of Escambia County - \$90,725 requested – Made no change;

(22) West Florida Regional Planning Council - \$26,973 requested – This request was not discussed;

(23) Wildlife Sanctuary - \$52,500 requested – Made no change; and

(24) 2-1-1 Northwest Florida - \$35,000 requested – Made no change;

B. Briefly Discussed CDBG Entitlement funds, the request of \$20,000 for the Human Relations Commission, and made no change;

C. Discussed the \$5,945,000 funding request from Visit Pensacola from the Third Cent Tourist Development Tax, which also funds ACE (Arts, Culture, and Entertainment) and Pensacola Sports Association, and made no change;

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AGENDA NUMBER – Continued

7. Continued...

D. Discussed funding requests from the Fourth Cent Tourist Development Tax, as follows:

- (1) African American Heritage Society - \$30,000 – Made no change;
- (2) Naval Aviation Museum Foundation - \$100,000 – Made no change;
- (3) Visit Pensacola - \$1,809,534 – Was advised that the Sertoma 4<sup>th</sup> of July celebration is funded through Visit Pensacola, and made no change;
- (4) West Florida Historic Preservation, Inc. - \$200,000 – Was advised that the maintenance of St. Michael's Cemetery, St. Michael's Mt. Zion, and St. Michael's AME Zion and Magnolia are now funded through West Florida Historic Preservation, Inc. and made no change; and
- (5) Gulf Coast Veterans Advocacy Council – Tentatively agreed to fund \$5,000 for the parade;

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

- (1) Century Economic Development Initiative - \$55,000 requested – Made no change;
- (2) Gulf Coast Minority Chamber of Commerce - \$75,000 requested – Made no change; and
- (3) PEDC (Pensacola-Escambia Promotion and Development Commission) - \$625,000 originally requested – Was advised that the request was reduced to \$600,000 and made no change;
- (4) Junior Achievement of Northwest Florida - \$20,000 requested – Made no change; and
- (5) Escambia County School Readiness Coalition - \$300,000 requested – Made no change; and

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AGENDA NUMBER – Continued

7. Continued...

F. Discussed the Solid Waste Management Fund, the \$51,000 request from Keep Pensacola Beautiful, Inc., and made no change.

Speaker(s):

Brian Wyer	Lewis Bear
Scott Luth	Bishop Leon Rankins
David Lister	Greg Strader
John Clark	Sandra Donaldson
Chandra Smiley	Walter Watson
Delbert Redditt	Stacey Kostevicki
Arnetha Welcome	James B. Washington
Carolyn Shearman	Christine A. Kelly Fausel
Emma Watts	Rodney Jones
Lee Avant	Kristin Fairchild
Shirley Stone	Shannon Nickinson
Laura Gilliam	Dorothy Kaufmann
Ildi Hosman	Sigrid Solgard
Cheryl Howard	Dave Hoxeng
Riannon Boven	Robert Overton
William D. Clay	Isabella DiPhilippo

DISCUSSION ITEM NOT ON THE AGENDA

1. Beach Traffic Discussion

Commissioner Bender discussed Sunpass and Toll-By-Plate options to improve the flow of traffic onto Pensacola Beach, presented a postcard being handed out to promote information, advised that he was open to any options to continue improvements, and the C/W discussed the idea of reimbursing employees who work on the beach for annual passes.

AGENDA NUMBER – Continued

8. Adjourn

Chairman May declared the Budget C/W Workshop adjourned at 1:02 p.m. on June 25, 2019.

Chairman May declared the Budget C/W Workshop adjourned at 1:26 p.m. on June 26, 2019.

Chairman May declared the Budget C/W Workshop adjourned at 10:44 a.m. on June 27, 2019.