

**BOARD OF COUNTY COMMISSIONERS
MEETING MINUTES**

July 29, 2019

County Commission Chambers
945 North Temple Avenue
Starke, FL 32091

FY2019-2020 Budget Workshop
6:30 p.m.



PRESENT: Commissioner District 5 Chairman Frank Durrance
Commissioner District 3 Vice-Chairman Chris Dougherty
Commissioner District 1 Commissioner Ross Chandler
Commissioner District 2 Commissioner Kenny Thompson
Commissioner District 4 Commissioner Danny Riddick

ALSO PRESENT: Brad Carter, County Manager; Rachel Rhoden, Deputy County Manager; Will Sexton, County Attorney; Ray Norman, Clerk of Courts; Marlene Stafford, Deputy Clerk; Jim Farrell, Finance Director; Lisa Hall, Finance Clerk; Sheriff Smith; Lt. Shuford; Allen Parrish, Emergency Medical Services Director; Dean Bennett, Facility Maintenance Director; D.K. Bennett, Fire Director; Capt. Konkel; Mark Crawford, Press; Jason Dodds, Road Superintendent; Rod Crawford, Building Official; Kelly Canady, Community Development Director; Bennie Jackson, Solid Waste and Mosquito Control Director; Robert Perone, Library Director; and Randy Andrews, Zoning Director.

CALL TO ORDER: Chairman Durrance called the Budget Workshop to order at 6:30 p.m.

Chairman Durrance presented opening comments regarding the purpose of the workshop and the FY19-20 budget.

1. DISCUSS BRADFORD COUNTY BUDGET FOR THE PURPOSE OF PREPARING A FINAL BUDGET FOR FISCAL-YEAR 2019-2020:

Mr. Farrell asked for clarification regarding the following items:

- **Jail Set-Aside Funds - Amount to Budget as Transfer to the Sheriff**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- Leave the \$1,852,556 fund balance in place.
- Budget up to \$400,000.00 of the FY19-20 projected revenue as a transfer to the Sheriff. Any expenditures over \$400,000.00 must have prior approval of the Board.

- **Fire Department - Amount to Budget for Living Quarters for the Fire/EMS Department and for General Fire Department Expenses**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- To budget up to \$300,000.00 of Jail Set-Aside funds as a transfer to the Sheriff for the living quarters. Any expenditures over the \$300,000.00 must have prior approval of the Board. (This amount is in addition to the \$524,064.00 Fire Department budget.)

- **Ad Valorem Taxes for the Health Department – 25% Cut**

Mr. Farrell explained that the funding for the Health Department contract comes from a portion of the millage rate, currently .0057 mills. If a 25% cut is permissible, he will re-calculate the portion of the millage rate to fund the Health Department.

- **Identify Specific Line Item Amounts Within the Fiscally Constrained Fund (Capital Projects)**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- Budget \$70,000.00 to retrofit the three (3) remaining rescue units with the new cot system.
- Budget \$70,000.00 to purchase a mid-size excavator and towable boom for the Road Department.

Ms. Rhoden pointed out that the Road Department FY19-20 Budget “New Items Requested” includes \$30,000.00 for a towable boom. Mr. Farrell will reduce the Road Department budget request by \$30,000.00

- **Determine Amount of Fiscally Constrained Funds to Transfer to the General Fund for Emergency Purchases Other than Capital Projects**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- To transfer \$2 million from the Fiscally Constrained Fund to the General Fund for emergency purchases only and require prior approval of the Board.

- **5 Cent and Ninth Cent Gas Tax Revenue – Amount to Budget for FY19-20**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- Budget one-half of the .05 projected FY19-20 revenue of \$437,225 in the Transportation Trust Fund.
- The ninth-cent gas tax revenue to continue to be budgeted in the Transportation Trust Fund. Mr. Dodds’ to use the funds at his discretion.
- Mr. Dodds is to prioritize the roads on a needs basis (county-wide), regardless of the district.

- **FEMA Reimbursement Funds – Amount to Budget and in Which Fund for FY19-20**

Following discussion, the **DIRECTIVE by consensus** was as follows:

- Budget the entire amount in the General Fund.

- **Reinstatement of Impact Fees**

Mr. Andrews and Mr. Crawford presented comments, discussion followed.

Based on discussion, Mr. Farrell advised that should the Board reinstate Impact Fees during the budget year, the revenues can be picked up as “unanticipated revenue”. The Board agreed by **consensus** to take that course of action.

Chairman Durrance advised that the subject is on the agenda for the August 5 Regular Meeting for further discussion. Mr. Andrews and Mr. Crawford were instructed to conduct more research and bring their findings to the August 5 meeting.

Mr. Carter added that both Mr. Andrews and Mr. Crawford have recommendations for some moderate fee increases that they will present at the August 15 Regular Meeting.

- **What to Budget for Bradford Soil and Water Conservation - FY2019 was \$5,210.00**

Consensus to cut 25%

- **What to Contribute to Sheriff’s Caruth Camp – FY2019 was \$5,000.00**

Sheriff Smith advised that this item can be cut entirely.

- **How Much to Contribute to Bradford Concerned Citizens – FY2019 was \$10,000.00**

Consensus to cut 25%.

Mr. Carter expressed appreciation to the county departments who have reduced spending and have worked diligently in an effort to reduce their budgets.

COMMISSIONERS' COMMENTS:

Vice-Chairman Dougherty:

- Encouraged everyone to remain diligent concerning spending. He would rather see budget cuts versus cutting services and/or positions.
- Announced that the Pleasant Grove Community Action Group is hosting a NAACP meeting August 19 at 6:30 p.m. at the New Covenant Church. The purpose of the meeting is to seek new volunteers and members.

Commissioner Riddick:

- Announced the Grand Opening for the new fire station – August 10 at 10:00 a.m.

2. PUBLIC COMMENTS: None.

ADJOURN: There being no further business, the workshop adjourned at 8:35 p.m.

**BOARD OF COUNTY COMMISSIONERS
BRADFORD COUNTY, FLORIDA**



FRANK DURRANCE, CHAIRMAN

ATTEST: 

RAY NORMAN, CLERK TO THE BOARD

Minutes prepared by Marlene Stafford, Deputy Clerk
Minutes approved by BOCC at the Regular Scheduled Meeting of 9-19-19