

BOARD OF COUNTY COMMISSIONERS

May 20, 2009

A meeting was held at the Murdock Administration Complex in Room 119, Port Charlotte, Florida.

Members present were: Chairman Duffy, Commissioner Loftus, Commissioner Starr, Commissioner Cummings, Commissioner Skidmore, County Administrator Baltz, County Attorney Knowlton, and Deputy Clerk Lansing. The following members were absent: None.

The workshop was called to order at **1:30 PM** followed by the Pledge of Allegiance. **(The meeting was paralleled by visual slides)**

1. Review Performance Budgets - Kelly Shoemaker and Ray Sandrock

Mr. Sandrock confirmed 281 positions have been cut to date including the 43 full-time positions that were recently cut, corrected his answer related to the number of green fields, said there are 11 official green fields out of 64 which amounts to 17%, and indicated the United Way would be discussed first since there are 130 Power Point slides to review for Budget and Administrative Services.

b. United Way Discussion - Taken out of order

Mr. Sandrock confirmed the United Way has requested \$625,555 to be allocated for FY08/09 with the recommendation of 18 non-profits to receive funding as opposed to 15 non-profits currently, said the Board must determine the amount to be allocated, and pointed out the allocated amount for this year is \$537,305 with a 15% reduction to keep in line with most other departments. **Commissioner Skidmore** explained the process and how the United Way arrives at their numbers. **Chairman Duffy** was in favor of funding the requested amount of \$625,555 and commented on her reasons. **Commissioner Starr** disagreed; suggesting \$465,709 is a reasonable amount and opined the funding should eventually be worked down to zero. **Commissioner Loftus** was in favor of funding the higher amount, stated we need to look at

the impact of not funding these programs, and expressed the importance of supporting our citizens in these difficult times.

COMMISSIONER CUMMINGS MOVED TO FUND THE REQUESTED AMOUNT OF \$625,555 TO THE UNITED WAY, SECONDED BY COMMISSIONER LOFTUS

Commissioner Skidmore expressed opposition to the higher amount, commented on the need for a reduction, and asked if there is any repetitive funding in this request. **Commissioner Loftus** asked for confirmation that the organizations took a 15% reduction from last year. Ms. Glenn explained a majority did take cuts, but the end number was higher because of additional services. **Commissioner Starr** said we had to cut our budget, yet we are helping other organizations. **Commissioner Loftus** elaborated on the new clinic and pointed out the importance of its existence. Mr. Baltz provided additional detail related to devaluations for budget process. Ms. Glenn indicated Health Clinic statistics.

MOTION CARRIED 3:2. COMMISSIONER STARR, COMMISSIONER SKIDMORE OPPOSING.

a. Budget and Administrative Services

Mr. Sandrock advised the Budget and Administrative Services Department was a new department created to include the Real Estate Services Division; Information Technology (IT); Purchasing and Fleet; and the Fiscal Division, pointed out the Reduction Update, and discussed an organizational chart for each division. Ms. Shoemaker read the Real Estate Services Mission Statement, its Core Services, provided its Linkage to Strategic Goals, gave its FTEs, noted Revenue Sources and Budget, provided Results; and pointed out Time Allocation graphs. Mr. Payette said we need to acquire 95 parcels for the Edgewater project initially and explained the timeline. Mr. Sandrock discussed position eliminations and general operating reductions.

COMMISSIONER SKIDMORE MOVED TO APPROVE STAFF RECOMMENDATIONS (REAL ESTATE SERVICES DIVISION), SECONDED BY COMMISSIONER LOFTUS

MOTION CARRIED 4:1. COMMISSIONER CUMMINGS OPPOSING.

Mr. Sandrock discussed Revenue Opportunities, provided the Current Year Savings, and gave a breakdown of costs. Mr. Payette noted Comprehensive Plan rules, the importance of receiving the best return for the dollar, and pointed out 2009 costs are 2 1/2 times less expensive than the private sectors.

Ms. Shoemaker read the Information Technology Division Mission Statement, said its Core Services are Desktop Support Group, Network Services Group, Applications Services Group, and Geographic Information Services, provided their Linkage to Strategic Goals; gave their FTEs, Revenue Sources, Results, Time Allocation Graphs, and provided Current Year Savings and Outsourcing Opportunities. Mr. Sandrock pointed out graphs relating to Various County IT Budgets, presented the Recommended Reduction Scenario, and noted impacts to position eliminations. **Commissioner Cummings** commented on the reduction impacts. Mark Ramsey discussed the approaches and efficiencies used to handle the volume of calls and agreed customers will eventually be affected by the decrease in the level of service.

COMMISSIONER SKIDMORE MOVED TO APPROVE STAFF RECOMMENDATIONS (IT), SECONDED BY COMMISSIONER LOFTUS

MOTION CARRIED 4:1. COMMISSIONER CUMMINGS OPPOSING.

Chairman Duffy said our reduction update is \$13,533,000.

RECESS: 2:36 PM - 2:48 PM

Ms. Shoemaker read the Purchasing Division Mission Statement, its Core Services, provided their Linkage to Strategic Goals, gave their FTEs, Revenue Sources and Budgets, provided Results; pointed out Time Allocation graphs, and noted several related decisions points. **Chairman Duffy** commended the addition of the Mission Statements into the presentations and the effectiveness of performance based budgeting. **Commissioner Cummings** commented on reduction impacts related to removing resources.

COMMISSIONER SKIDMORE MOVED TO APPROVE STAFF RECOMMENDATIONS (PURCHASING), SECONDED BY COMMISSIONER LOFTUS

MOTION CARRIED 4:1. COMMISSIONER CUMMINGS OPPOSING.

Ms. Shoemaker provided Revenue Opportunities, mentioned Current and Future Outsourcing Opportunities for the Purchasing Division. **Commissioner Skidmore** talked about savings related to the bid process. Ms. Corbett explained specifications and annual renewals. **Commissioner Loftus** agreed we need to be more diligent with specifications. **Commissioner Starr** and **Commissioner Cummings** commended Ms. Corbett for doing an extraordinary job. **Chairman Duffy** said one of our goals is to have a more effective and efficient government, pointed out savings suggestions, and encouraged Purchasing to continue with their efforts.

Mr. Sandrock read the Fleet Mission Statement, provided Fleet vehicle and equipment statistics, explained why the County requires a Fleet Department, and discussed outsourcing. **Commissioner Starr** questioned the heavy equipment that is shared. Ms. Shoemaker provided the best solutions for meeting Fleet needs. **Commissioner Loftus** asked several questions related to lubrication and oil change bids. Ms. Corbett explained the oil change bid pertains to vehicles up to 1 ton and less and discussed associated topics. **Commissioner Starr** asked several questions related to Fire/EMS equipment and pump systems. Ms. Corbett explained in detail and discussed Fuel Service. Mr. Sandrock discussed position eliminations, the Recommended Reduction Scenario, noted Revenue Opportunities, and pointed out Current Year Savings. **Commissioner Cummings** pointed out the impacts related to the reductions and commented on the back up material referencing outsourcing.

COMMISSIONER LOFTUS MOVED TO APPROVE STAFF RECOMMENDATIONS (FLEET), SECONDED BY COMMISSIONER SKIDMORE

MOTION CARRIED 4:1. COMMISSIONER CUMMINGS OPPOSING.

Mr. Sandrock mentioned the Fiscal Division is a new division that consolidated internal departments into one department, described the purpose and benefits of the consolidation, and introduced Cari Branco. **Commissioner Cummings** opined no negative impact. Mr. Baltz commented that this model requires teamwork and has a larger organizational mindset. **Commissioner Loftus** and **Chairman Duffy** commended staff for creating this model. Ms. Branco reviewed the consolidation timeline, discussed the purpose of broadbanding, explained its reasoning and organization chart, and discussed the advantage of centrally

located offices. Mr. Sandrock reviewed statistics for current workload indicators. Ms. Branco mentioned the Federal Government Grant Application process. Ms. Shoemaker explained new grant opportunities and grant programs further. Ms. Branco read the Fiscal Division Mission Statement into record, and noted its Linkage to Strategic Goals. Mr. Sandrock provided FTE information, mentioned the budget, described the Core Functions, and pointed out the Fiscal Division organizational chart going forward. Ms. Branco reviewed function descriptions individually and pointed out the Fiscal Services Division chart (present and past). Mr. Sandrock indicated there were efficiencies and savings related to the changes. Ms. Branco expressed the importance of consistencies, provided a 13% Reduction model, noted Current Year Savings, and asked for Board direction.

COMMISSIONER LOFTUS MOVED TO APPROVE STAFF RECOMMENDATIONS IN THE AMOUNT OF \$451,000, SECONDED BY COMMISSIONER STARR

MOTION CARRIED 5:0.

Commissioner Cummings requested the projected expenses for upcoming years be brought before the Board prior to advertising millage rate discussions and made suggestions related to revenue projections, factoring in of delays, and revenue impacts. Mr. Sandrock announced he will provide the information at the upcoming workshop. **Chairman Duffy** announced \$2.3 Million in reductions were made as of this meeting. Mr. Baltz followed up on a Kitson and Partners letter discussed at a past Board meeting and mentioned the centralized County Motor Pool Program established to provide better efficiency is currently in use. **Commissioner Cummings** noted we were contractually obligated to write the letter for Kitson, noted they said they were going to pay their own way with no cost to anybody, opined they are not paying their own way if they get one dime of tax money, and remarked this is not the vision they originally presented to the County. **Commissioner Loftus** commended the Motor Pool Program and opined it will help reduce our budget. **Chairman Duffy** thanked the Fiscal Department for their hard work.

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ADJOURNED: 4:00 PM

Signature on file in Commission Minutes
Chairman

ATTEST:

BARBARA T. SCOTT, CLERK
OF THE CIRCUIT COURT AND
EX-OFFICIO TO THE BOARD
OF COUNTY COMMISSIONERS

By: Signature on file in Commission Minutes
Deputy Clerk

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