

BOARD OF COUNTY COMMISSIONERS

BUDGET REVIEW WORKSHOP

MAY 30, 2007

A budget review workshop was held at the Murdock Administration Complex in Room B-106, Port Charlotte, Florida. The following members were present: Chairman Loftus, Commissioner Duffy, Commissioner Cummings, and Commissioner Moore. Also in attendance were County Attorney Knowlton, County Administrator Loucks, and Minutes Supervisor Nice. The following member was absent for this portion of the workshop: Commissioner D'Aprile. The meeting was called to order at 8:05 A.M.

County Administrator Loucks stated the workshops have been scheduled at the request of the Board, explained the overall review process; this is a work in progress, it may be necessary to go through this process again after the June 22, 2007 Legislative budget session, stated budget public hearings are set for September 13 and 27, 2007, there will be substantial changes in the levels of service for Environmental Services, and there is no standard format for the workshops.

Raymond Sandrock explained the uncertainty about forthcoming Legislative action; in April each department presented budgets to Administration; one of the pages shows the original budget submitted and adjustments; requested direction prior to the June 8, 2008 budget workshop; and advised changes made during the reviews will not be reflected in paperwork for the preliminary budget workshop. Mr. Sandrock distributed the Proposed General Fund Budget showing a breakdown for Constitutional Officers and BCC Departments for an overall increase of approximately \$1 million or .7%; reported the typical year would be an \$18 to \$20 million increase; the reduction for BCC Departments is 6% to 7% and there is a balance of about 50/50 attributed to departmental costs and reserves; and the primary increases of Constitutional Officers are from budgets for the Sheriff for the new jail and staffing and Supervisor or Elections for new voting equipment.

Commissioner Cummings asked for cuts in service. Mr. Loucks stated there will be a reduction of three to four positions from Environmental and Extension Services (EES) and a request to fees

to pay for lighting under the Parks & Recreation proposed budget. **Chairman Loftus** expressed appreciation for the Budget Office in providing the information in advance of this workshop and requested the increase of employees and services over the last three to four years. Mr. Loucks stated a total composite will be provided; usually cuts are done first on maintenance and then services but a different approach has been taken to reduce Parks staff not maintenance staff; and there will be increases for the West County Library and 10 positions for the Event Center. **Commissioner Cummings** questioned the availability of the broader analysis he requested. Mr. Sandrock stated that will be available at the June 8, 2007 workshop. Mr. Loucks reiterated changes made during the review process will not be reflected in the information for the June 8 workshop. **Commissioner Moore** stated his primary goal is to find ways to reduce expenditures. **Chairman Loftus** suggested the Board make recommendations for cuts during the review process. **Commissioner Cummings** requested time to discuss the changes and overall budget prior to June 8 since he will be out of the office. Mr. Sandrock offered to meet with **Commissioner Cummings**. **Commissioner Duffy** requested the purpose of the June 8th workshop. Mr. Sandrock stated the June 8 workshop will focus mainly on the ad valorem portion of the budget and the more significant workshop will be in July after receipt of the Property Appraiser's valuations. Mr. Loucks stated ad valorem and non-ad valorem for each department will be discussed during the review workshops. Mr. Loucks advised the Property Appraiser will provide preliminary figures June 1st with final calculations July 1st, the tentative millage rates need to be adopted about August 5th and prior to mailing of TRIM notices with Board decisions made at the Public Hearings on the millage rate and final budgets in September on the approximate 200 funds. Mr. Loucks added discussion this morning will include the Solid Waste Fund and Solid Waste Department. **Commissioner Moore** questioned the possibility of an increase from the Property Appraiser on June 1st. Mr. Loucks stated there have been a lot of increases in the commercial market and declines in the housing market. Mr. Sandrock suggested focusing on the first page of each section in the book that shows a three-year average and new budget requests and pointed out impacts from Hurricane Charley are included. **Commissioner Cummings** asked if final FEMA and insurance recovery funds have been processed. Mr. Sandrock stated the close out process is being done and estimated another \$5 million more from FEMA. Mr. Loucks stated this is the

operating or line item budget. Mr. Sandrock referenced the Animal Control budget comparison on page six.

8:00 AM - Environmental and Extension Services (Tab K)

Jim Thomson stated a lot of changes have occurred since December and January resulting in about \$485,000 of cost reductions and revenue generating opportunities and introduced staff.

David Johnston started with Aquatic Vegetation Control by pointing out the hiring freeze for 2006 was held to 2004 and 2005 positions, positions were starting to be replaced in 2006, and all departments have been in a two-year catch up mode. Mr. Thomson stated approximately two-thirds of the budget is funded through Stormwater Management MSBU assessments and only about one-third from ad valorem revenues. **Chairman Loftus** requested an explanation of the increase in salaries and wages. Johnny Hunter stated there is no increase in the number of employees and the increases are from wages, COLA, pay-for-performance, and shifting part time to full time positions. Mr. Loucks highlighted the staffing summary chart on page 7 and reported a reduction by one position in Mosquito Control. Mr. Johnston noted the 1.2% increase over last year. Mr. Loucks referenced \$224,000+ in 2005 and 2006; explained actual expenditures are reflected in the 2006 Actual column; and all positions are budgeted at 100% but some vacancies may occur during the year. **Commissioner Cummings** suggested comparing the 2006 and 2007 number of employees. Mr. Sandrock stated wages and salaries do not really work for averaging over a three year period and referenced the \$244,758 for the FY 06 Actual, \$288,568 for the FY 07 Amended Budget, and \$328,237 for the FY 08 Proposed Budget increases. **Commissioner Moore** recognized the need to consider impacts from Hurricane Charley from FY 04/05; acknowledged the 3% or 6% budget increase under the Union contract; and questioned the 52.5% or \$113,031 increase in regular salaries and wages on page 1 when there is no increase in the number of employees. Mr. Sandrock stated the \$113,031 increase is the variance of the new budget request to the three-year average instead of comparing it to the prior year. **Commissioner Cummings** referenced the .85 staffing increase on page 7. Mr. Loucks stated 8.30 for full time employees are the same for 2006 and 2007. Mr. Sandrock pointed out the new employee started in 2005. **Chairman Loftus** asked for an explanation of the 30% increase. Mr. Sandrock

reported a 3% COLA and 3.5% pay for performance increases have been budgeted. **Commissioner Duffy** questioned the potential to provide the increases. Mr. Loucks explained the updated wage plans that brought salaries up to pay scales for surrounding counties for like positions, commented on the difficulty of attracting and retaining quality employees, explained the pay for performance and cost of living increases, and opined you get more productivity from fewer people who are competitive than more people who are underpaid. **Commissioner Moore** questioned the possibility of changing the COLA this year. Mr. Loucks advised provision for COLA is in the Union contract, it is based on living increases, and the Union contract also sets out the guidelines for pay for performance. Mr. Loucks stated an across the board increase is not a good incentive for harder working employees. **Chairman Loftus** concluded an employee may get the 3% and 3.5% increases and requested other possible increases. Mr. Loucks commented on the two separate Union programs for regular employees and fire fighters; pointed out the COLA is based on the Bureau of Labor and Statistics percentage received generally in August; the 3% and 3.5% have been budgeted; and will be addressed in the budget evaluation process. Mr. Johnston stated last year COLA came in higher (4+%) and pay for performance was lower (2+%) and the total budgeted amount did not exceed 6.5%. **Commissioner Duffy** stated everyone deserves a reasonable raise. Mr. Loucks pointed out the \$7 million decrease in the General Fund; this is a good solid budget that preserves services; and there were no reductions in Mosquito Control based on health and safety issues. **Commissioner Duffy** stated a position was added in 2006/07 and the increase was \$83,000. Mr. Loucks stated the new full time position was added in 2005/06 and the actuals for 2006/07 will be in after September 30, 2007. **Chairman Loftus** questioned the actuals for 2006. Mr. Loucks explained the actuals for 2005/06 are for the period ending September 30, 2006 and pointed out the Amended Budget for FY 07 on page 3. **Commissioner Cummings** concluded the way increase is \$40,000 instead of \$84,000. Mr. Loucks stated the \$40,000 represents the full funding for all positions. Mr. Hunter explained the increase reflects the 6.5% increase, no position was added, and the staffing summary on page 7 indicates the total of shared salaries under the entire Environmental and Extension Services department. Mr. Thomson referenced page 8 on allocations of wages based on adjustments made by demands for services. Mr. Hunter stated only 30% of his salary is funded by Aquatic Weed and 70% from Mosquito Control.

Chairman Loftus questioned how jumps in grade levels are handled. Mr. Loucks referenced page 8 and the different salaries reported on each of the six positions with projections. **Chairman Loftus** acknowledged some people receive the 6.5% as well as increases for grades. Mr. Loucks summarized the process of budgeting for a full year and promotions to vacant positions with the exception of fire fighters. Mr. Loucks stated skilled based positions are in two departments and pay is increased due to attaining certain skills that are also required and utilized in that job. **Chairman Loftus** stated an employee could get 20% to 30% increase in a year. Mr. Loucks stated only under the fire fighters' Union contract and the maximum of skilled based increases are limited to two. Mr. Thomason explained the skill based pay allocated last year was about \$8,000 that was less than budgeted but it serves as an incentive for employees to increase their skills and cross train. Mr. Loucks stated Charlotte County Utilities and EES are the only two departments utilizing skill based pay as part of the pilot program and it may be implemented in Public Works and Parks and Recreation. **Commissioner Cummings** recalled the Board fought to get the pay for performance in the Union contract and it replaced the old step program. Mr. Loucks stated no one would get a 20% salary increase unless they get a higher paying job and recalled buyouts from the Union contract associated with longevity. Mr. Loucks stated adjustments are done in the interim years, pay plan reviews are done every three years, and the most recent one done was a maintenance pay plan. Assistant County Administrator Baltz stated every budget will include a 6.5% increase as well as an additional 1% for skill based pay; reclassification can also increase an employee's salary; there is also a program to award a bonus for outstanding performance by an individual or a team. (**Commissioner D'Aprile was present for this portion of the workshop.**) Mr. Loucks explained less than 50 employees might get a reclassification over a year's time; summarized the steps taken by Human Resources prior to reclassification; and reiterated skill based determines the pay. **Commissioner Duffy** stated over 30 minutes has been utilized to answer **Chairman Loftus'** question and he was right. **Chairman Loftus** requested all information up front. **Commissioner Duffy** opined a 3% increase is a good raise and she was shocked that 6% raises were given over the last few years. **Commissioner Cummings** concluded a person might get a big pay increase but there are not hundreds getting 20% increases for doing the same job. Mr. Loucks stated no one. Mr. Johnston

recommended skipping over the Conservation Charlotte budget and move onto the Landfill budget. **Commissioner Moore** questioned what is being done for security. Mr. Johnston stated increases are attributed to a similar guard structure as in Murdock. Mr. Thomson stated the costs of guards at the Environmental Campus are shared with Charlotte County Utilities. **Commissioner Moore** requested the percentage for FRS this year. Mr. Sandrock stated the percentage will be made available in July. Linda Carr stated last year's was 8.7% and might go up to 15.3% this year due to the proposed health insurance subsidy. Mr. Sandrock explained it is normal to see such spikes, additional funding is budgeted for possible increases, and final adjustments will be done in July. Mr. Loucks stated FRS rates are different every year. Mr. Sandrock advised other issues are conservatively budgeted. **Chairman Loftus** requested answers quickly and all of the information up front regarding salary increases. Mr. Thomson suggested staff offer to bring back more adequate answers, if necessary, in order to speed up the process. **Commissioner Cummings** suggested more specific information be given on the number of increases in order to avoid miss information. Mr. Johnston started with the roll up budget for the Landfill, the administrative staff position increase will impact all of the offices under Landfill whereas other departments have an administrative services line item. Mr. Johnston suggested moving forward to the roll up on Solid Waste on page 7. **Commissioner Moore** noted the significant decrease in Solid Waste budget. Mr. Thomson stated Hurricane Charley impacted this section and costs increased for the opening of the Mid-County recycling center. Mr. Johnston stated the 25 positions in the staffing summary for FY 07/08 are carried over from the previous year and no additional positions are being requested. Mr. Loucks pointed out the State Grant listed on page 1 ended in 2006. Mr. Sandrock stated some grant information has not yet been loaded into the budget program but the grant has been eliminated. Barbara Kula outlined changes made at transfer stations will provide additional revenues from the sale of used motor oils and batteries for about \$40,000 per annum with no additional staff and paint is being transported to the landfill under a Department of Environmental Protection program that will result in about a \$37,000 cost savings. **Commissioner Duffy** questioned tipping fee revenues. Mr. Johnston referenced Tab 10. Mr. Thomson estimated about \$6.6 million in tip fee revenues, reported it is a self-supporting program, and the costs are split out regarding Solid

Waste and recycling programs. (Commissioners Moore and Duffy were not present for this portion of the workshop.) Chairman Loftus stated it would be good to know the operational expenses of recycling centers and transfer stations. Commissioner Cummings advised the recycling centers reduce trip generation and the costs of the trucks, drivers, and maintenance. Mr. Thomson commented on the significant efficiencies from the recycling centers. Chairman Loftus questioned reductions in illegal dumping. Richard Allen stated reductions have occurred in illegal dumping. Mr. Sandrock continued with Environmental Extension Services (Tab 15). Mr. Thomason stated \$238,000 has been reduced from the budget submitted in January as a result of the elimination of positions for two 4-H Program Assistants, the Sea Grants Program Assistant, and a Graphics Specialist. Mr. Sandrock stated those reductions are reflected on page 8. Mr. Thomason explained that is a little over a 30% reduction in the budget. Ralph Mitchell advised the 4-H Program Assistant reductions will not significantly decrease services. (Commissioner Duffy was present for this portion of the meeting.) Elizabeth Staugler stated the Sea Grant Program Assistant was a newly created position and was filled in January to oversee and obtain new Sea Grant programs; reviewed revenues generated as a result of grants; the reduction of the position will place a heavy burden on her to continue the programs; and commented on grants from the West Coast Inland Navigation District, the \$99,000 grant to restore three nautical miles in the Harbor that were damaged as a result of Hurricane Charley, and the redfish tracking program for kids. Commissioner Cummings suggested partnering with water quality groups and aquatic preservation groups. Ms. Staugler explained university contracts limit certification for divers who she might go with whereas Mote Marine is more flexible in certification of divers for dive monitoring. Commissioner D'Aprile questioned if current grants will be fulfilled. Ms. Staugler stated the Marine Advisory Committee has recommended funding \$58,000 in grants that will come to the Board in September; the Fish America Foundation proposal for \$99,000 grant for mangrove restoration and the two FWC grants will be giving official notice by the end of June; she is confident on the mangrove restoration grant; and fulfilling all of these grant obligations will be impossible if the Assistant position is eliminated. Commissioner D'Aprile requested the salary for that position. Ms. Staugler stated about \$48,000 including benefits. Mr. Sandrock summarized the

reductions based on 70% and 80% shown on page 9. **Commissioner D'Aprile** concluded about \$61,000. Carie Branco stated eliminating the Assistant's position would mean a reduction of \$51,500 in the budget. **Commissioner Cummings** questioned the amount the grants pay for Roger's position. Mr. Loucks stated these types of grants do not pay for staffing costs. Ms. Staugler added very little for administrative costs and nothing towards the Assistant position. Mr. Thomason stated cuts resulted in about a 33% budget reduction. Pamela Phillippe explained the proposed cuts of both 4-H positions including administrative and out-reach programs; reported she will be the only one left to carry on the work; and part of the outreach assistant's job was to set up the 4-H camp at Babcock Ranch. **Chairman Loftus** questioned using the School Board. Ms. Phillippe stated a lot of teachers volunteer. **Chairman Loftus** suggested securing funding from the School Board for the positions. **Commissioner D'Aprile** stated the School Board should be providing this service since most of the kids are school age students. **Commissioner Cummings** recalled State standards that require Cooperative Extension to provide the 4-H services. **Commissioner D'Aprile** stated he is not against 4-H programs but he is tired of paying everyone's bills. Ms. Phillippe stated only about one-fourth of 4-H program participants are agricultural related. **Commissioner Duffy** recommended partnering with the YMCA and Girls and Boys Clubs. Ms. Phillippe responded that a partnership does exist. **Chairman Loftus** suggested partnering with Kiwanis. Ms. Phillippe pointed out funds have been received from the United Way. Mr. Sandrock suggested reviewing Mosquito Control (Tab 7) and then Natural Resources. **Commissioner Cummings** suggested securing funds from the Legislature. Ms. Phillippe stated she has already pursued some funding. (Discussion ensued regarding attendance at the Memorial Day ceremony. **Commissioner Duffy** stated she was to speak. **Commissioners D'Aprile and Cummings** stated this is more important. **Commissioner Duffy** left at 10:00 AM.) Mr. Hunter advised three positions have been cut from Mosquito Control for a 12% reduction. **Chairman Loftus** asked for the impact on services. Mr. Hunter stated on-site investigations will be cut because of the reduction of 3 out of 7 positions or a 42% reduction. **Commissioner Cummings** compared the service reductions. Mr. Hunter referenced page 6 that reflects the present cuts proposed and positions frozen. **Commissioner Cummings** concluded proposed cuts will impact investigations for individual complaints but the County-wide program will remain the

same. Mr. Loucks stated the response time will increase over the 24-hour time. **Commissioner D'Aprile** asked what these people do when not spraying for Mosquito Control. Mr. Hunter stated these individuals take about two months to prepare for the next season, they also participate in old tire pickups and identify illegal dump sites. Mr. Loucks pointed out four seasonal specialists are utilized in lieu of full time year round. Mr. Thomason reported Mr. Hunter has identified a savings of \$130,000 based upon modifications in materials. **Commissioner D'Aprile** stated this would compensate for two employees and he is looking to eliminate waste not employees. Mr. Thomson stated waste can be reduced through well trained employees. Mr. Loucks added frozen positions are reflected in the budget. Mr. Sandrock explained the actual dollars have been cut from the budget but not the number of frozen positions e.g. the frozen positions are in the budget but not the dollars to fill the positions but frozen positions may be filled in the future. **Chairman Loftus** stated funding for a frozen position would have to come back to the Board unless it was shifted within a department. Mr. Loucks stated services associated with a frozen position might be reactivated whereas services for a cut position are gone. Mr. Sandrock moved the presentation to the next department.

9:00 AM - Natural Resources

Mr. Johnston summarized a \$120,000 expense was shifted to Conservation Charlotte. Andy Stevens stated it would be for the project manager and a third of both his and the manager's time. Mr. Stevens stated a lot of equipment was acquired this fiscal year that will attribute to reductions over the next few years. Mr. Loucks stated pages 1 through 4 reflect line item expenditures. Mr. Sandrock stated page 1 is the overall review. Mr. Loucks referenced page 4 for the total reduction of \$275,000 that includes the \$120,000 shift and equipment expenses. Ms. Branco stated positions have not been cut but reallocated to Conservation Charlotte. **Commissioner Cummings** questioned the \$275,000 allocated to Conservation Charlotte. Ms. Branco referenced page 1 under Conservation Charlotte. (**Commissioner Duffy was present for this portion of the workshop.**) Mr. Johnson stated page 4 compares the two budgets, page six compares the original budget submitted in March and today's budget. **Chairman Loftus** questioned the staffing increase. Mr. Loucks stated program allocations over the entire department are

reflected on page 8 and there is no additional staff. **Commissioner D'Aprile** referenced the significant increase over last year's budget. Mr. Loucks explained on page 4 the reduction of \$275,000 of which \$92,000 was for equipment; \$120,000 of the \$160,000 was shifted to Conservation Charlotte for a \$40,000 savings; and revenues and expenses are significantly different. **Chairman Loftus** questioned the Lands Management allocation. Mr. Stevens summarized services provided including vegetation burns, fencing, signage, and removal of exotics and feral cats. Ms. Branco stated the land will be purchased and \$275,000 for management. Mr. Thomason stated if the land is acquired, then funds must be expended for management and advised explained 15% will go to Conservation Charlotte. Mr. Stevens reported a prescribed fire regiment will be implemented, the acquired land will have to be fenced, and signage installed. **Commissioner D'Aprile** stated animals live in these areas. **Commissioner Cummings** agreed but natural habitats disturbed by man need to be restored. Mr. Thomson stated management of an acquired property is considered prior to actual acquisition and management plans must be brought to the Board. **Commissioner Cummings** recalled the management plan for Tippecanoe required preservation of scrub jays. Mr. Stevens stated four burns were conducted in Tippecanoe I and the scrub jay population increased from one to eight. **Commissioner Duffy** requested data on administrative services. Mr. Johnston pointed out the line item on page 1, after insurance. **Commissioner Duffy** stated the request is for \$50,000. Mr. Stevens stated one position is frozen; explained the surveys, etc. required by habitat conservation plans; and funds have been received for burns and preservation of scrub jays e.g. \$36,000 was received from Fish and Wildlife Service for scrub jay management. **Commissioner Duffy** stated she was told that many of grants have not been applied for by the County. Mr. Loucks requested the individual's name to ascertain additional grants. **Commissioner Cummings** stated no properties have been acquired through Conservation Charlotte as of this time and referenced the \$28,300 reduction after comparing the administration line items for Conservation Charlotte and Natural Resources. Mr. Sandrock explained individuals change health care options and these impact the budget.

(Discussion ensued regarding the schedule for the remainder of today e.g. work through without lunch and conclude about 2:00 PM

or take a full hour and move the Clerk's segment back and it was decided to take a lunch break.)

RECESS: 10:40 AM - 10:50 AM

10:00 AM - Human Services

Mr. Sandrock introduced Roger Davis who introduced Victoria Carpenter. Mrs. Carpenter introduced staff. Mr. Davis asked Richard Weingarten to proceed with the Dial-A-Ride portion of the budget. Mr. Weingarten stated the budget is a wash; requested a \$1 fare rate increase and projected \$72,000 in the budget for the increase; advertising revenues will be pursued later in the year that might offset some costs but no additional funds can be had unless additional County matches are made. Mr. Weingarten stated the formula grant is about balanced and even if more money became available, the County could not use it but for capital items. **Chairman Loftus** concluded the County will need to increase the match when grant funds become available and he would be looking for increased services. Mr. Sandrock referenced page 6 for the net department cost of \$142,800; the rate increase will reduce monies from the General Fund. **Chairman Loftus** stated Dial-A-Ride is an effective means to increase transportation services. Mr. Weingarten recalled when the program was implemented in 1999, the program was to serve 20% of the population, there is a 22% turn down rate, and 14% are ADA rides which are more costly. Mr. Loucks asked what it would take to get more grant monies to expand services. Mr. Weingarten stated no more dollars are available for capital items. **Commissioner Cummings** stated the handicapped trips are high because they have no other transport. **Chairman Loftus** asked about future transportation needs. Mr. Weingarten stated the Metropolitan Planning Organization has funding available for a study and recommended when funds are available, a general transportation plan be implemented between Punta Gorda and Murdock on a group diversion rather than a fixed route; and commented on the improbability of addressing all transportation needs. **Commissioner D'Aprile** opined Dial-A-Ride has been very successful. **Chairman Loftus** requested the ADA requirements on a fixed route. Mr. Weingarten suggested three miles on either side of the fixed route be supported by Dial-A-Ride and pointed out funds could be utilized from the Dial-A-Ride program to incorporate the transportation route. **Commissioner Duffy** asked about the revenues generated from advertising. Mr.

Weingarten explained most jurisdictions go to the private sector and commented on the limited number of sightings if the bus only travels on US 41. **Commissioner Duffy** requested clarification on the recommendation to redesign the use of contracted employees e.g. Ambitrans. Mr. Weingarten suggested providing discretion to use County employees as a cost savings not to affect more than 50% of the contract; estimated the savings at about \$219,000; and reported discussions have been held with Fleet Management. **Commissioner Cummings** referenced the handout showing a reduction of \$220,000 if in-house personnel are utilized in lieu of contracted services. Mr. Weingarten stated contracted drivers are \$1.10 less per hour. Mr. Loucks stated new in-house activities usually show a savings but three years out, the costs have increased enough to bid the services out again. Mr. Weingarten stated the costs will be reduced for the first year of in-house services. **Commissioner Cummings** questioned if costs under this contract have gone up more slowly than in-house costs. Mr. Loucks expressed uncertainty and stated the bid will go out for October. Mr. Weingarten reported the contractor is paid on an hourly basis and it would be easier to control that in-house. **Commissioner Cummings** stated if it can be done cheaper in-house, it should be done that way. **Chairman Loftus** questioned the installation of the software for dispatchers. Mr. Weingarten advised the software was installed for use on the Sunshine rides and it is more difficult to schedule Dial-A-Ride for a full day with no down time. **Commissioner Cummings** stated it would be more beneficial to schedule both services in-house as one coordinated effort instead of one in-house and one outsourced. Mr. Weingarten commented in support of working on a flexible basis with the private sector. Mr. Davis requested information on Tab 57 regarding Sunshine Ride. Mr. Weingarten explained increased revenues of \$61,000 as a result of \$1.00 copays instead of donations e.g. this would not include Medicaid clients or volunteers. Susan Reed explained the base rate for Dial A Ride is \$2.00 each way and the \$1.00 increase would be \$3.00 but many clients get the \$1.00 discount and Sunshine Rides are free but a \$1.00 copay has been requested for each way. **Commissioner D'Aprile** expressed appreciation for Mr. Weingarten's efforts. Mr. Davis suggested moving onto Tab 69 on the 211 services. Ms. Faezeh Andrews explained the 211 services which have become the voice of the community; there is combined staff for 8:00 to 5:00 as well as evenings and weekends; the types of calls received on the IRIS data base provide information as to the type of area and

callers. Ms. Carpenter stated the information is disbursed to the community and various agencies. Ms. Andrews stated there are six different programs in the data base. Ms. Carpenter explained 211 was implemented in 2005, the 211 operations are certified by the State and must be Nationally accredited within three years, and the application has been submitted. Ms. Andrews stated on an average about 1,000 calls are received and fluctuates from 1,000 to 1,200. Ms. Carpenter reported 211 can be dialed from cellular phones. **Commissioner Cummings** asked how many staff answer the telephones. Ms. Andrews stated three full time staff and her as a back up with volunteers; the calls fluctuate based on emergencies in the area; staff also go out into the community to collect data on mental health needs; and assist with coordination of 911 calls. Ms. Carpenter advised unmet needs are provided to non-profits in the process of prioritizing needs of callers. **Commissioner D'Aprile** requested the cuts to achieve the \$11,000 reduction. Ms. Carpenter advised out-reach programs and many 211 operations are funding is being pursued through United Way. **Commissioner Duffy** questioned the difference in the 2006 budget of \$263,000 and \$329,000 for 2007. Ms. Andrews stated the move to the new Public Safety Complex and new charges for water, sewer, and janitorial as well as salary, life and health insurance increases. Mr. Loucks stated the 2007 budget request from the department was for \$341,000 and it was cut to \$329,000. Ms. Carpenter added with no additional employees. (**Commissioner D'Aprile was not present for this portion of the workshop.**) Emily Lewis reviewed the Family Services budget with one employee other than herself that is funded by grant monies and stated she does facilities maintenance and outreach. **Chairman Loftus** questioned the lack of water and sewer expenses. Ms. Lewis stated this is the revenue side of the budget for a net cost to the County of \$57,980. Mr. Davis referred the Board to Tab 54 on State Housing Initiatives Partnership (SHIP). Lorraine Helber stated the program funds are all State and Federal dollars, the Federal monies come from the Department of Community Affairs whereas the State funds come from the Florida State Housing Finance Corporation; she is the manager and State Liaison for the State funds; the Hurricane Recovery funds will wrap in June 2009; the SHIP annual allocation is about \$1.2 million used mainly for home ownership; the tripled 2004/05 SHIP funds received must be used by June 2007; and the County is on target. **Chairman Loftus** expressed concern on the new type of construction. Ms. Helber stated all three of the homes under construction should be done

by September 2007 and lots are being acquired since prices are down and the average cost of a lot with municipal water is \$15,000. Mr. Davis referred to Tab 58 on Veterans Services. James Barrett explained offices located in West County, Punta Gorda, and Port Charlotte are manned by military retirees; commented on the services provided to returning veterans including health, educational, and home ownership programs.

RECESS: 12:00 PM - 1:00 PM

(Commissioners Moore was not present for this portion of the workshop.)

Ms. Carpenter explained the Medicaid Waiver Program that is almost a nursing home diversion program to allow elderly to remain in their homes. **Chairman Loftus** requested the number of people served. Ms. Carpenter estimated 76 at a cost of \$12,000 per annum whereas the nursing home cost would be about \$56,000 per year. **Chairman Loftus** questioned if the number of people being served has increased or decreased. Ms. Carpenter stated the number has increased since Hurricane Charley that had a significant impact on people between the ages of 75 to 95 years. Ms. Carpenter stated the care plans are individualized utilizing all available services within the community. (**Commissioner D'Aprile was present for the remainder of the workshop.**) **Chairman Loftus** expressed appreciation for all of the efforts to help seniors remain in their homes. Ms. Carpenter advised grant funding has not gone up in conjunction with increased costs; and if Medicaid patients go into nursing homes, the County ends up paying a certain percentage of the care. **Commissioner Duffy** questioned the vehicle cost of \$1,080. Ms. Carpenter advised case workers now use County vehicles in lieu of their own vehicles. Ms. Carpenter stated there are six vehicles for six caseworkers who are in the field all day; and they manage 75 cases which are above the average of 60 to 85 cases. **Commissioner D'Aprile** questioned the cost feasibility of private versus County vehicle usage. Mr. Loucks stated these vehicles are used all day, every day. Ms. Carpenter advised case workers had concerns about gas, increased mileage, and accidents. Kelly Studenwalt advised very high mileage reimbursement checks were issued each month to caseworkers. Mr. Davis referred to the Special (Senior) Grants. Ms. Carpenter explained the Special Grant revenues are for in-home services for seniors for

Alzheimer's, etc. Ms. Studenwalt distributed the Senior Services Grants as of April 2007 that reflected \$1,037,830 in total grant funding, exclusive of matches. Ms. Studenwalt commented on securing unspent funds from other counties and pointed out Medicaid Waiver is not on the list of Senior Services Grants. Ms. Carpenter estimated \$1 million was received from the Medicaid Waiver grant. Mr. Davis continued the presentation with Social Services under Tab 75. Ms. Carpenter reported all of the State mandated services are listed in this section including indigents, Medicaid reimbursements for nursing homes and hospitals which is close to \$1 million, burials and cremation of indigents; there has been an increase in social services programs in the target area of the Family Service Center; a grants analyst is being requested for first time reviewing grant applications; low income energy assistance program receives Federal funds as well as funds from Community Development Block Grants; these grants will be moving out of the crisis status over the next couple years; and a workforce manager has been hired to move forward. **Commissioner Moore** compared the 28.9% from 2006 to 2008 and the average increase of 34% over the last three years. Ms. Studenwalt stated the Neighborhood Redevelopment Specialist and the Grants Analyst are two new positions. **Commissioner Moore** opined most of the public are now questioning whether the County can afford these services. **Commissioner D'Aprile** requested an explanation of the \$500,000 increase from 2006 and 2007. **Chairman Loftus** requested the total personnel requested. **Commissioner D'Aprile** stated all he is concerned with is the actual and new budget requests. Mr. Sandroock stated the new budget requests are for next year and the amended budget was eliminated in the budget book this year. Ms. Studenwalt commented on the two new positions and the purchase of six new vehicles. **Commissioner Duffy** questioned the \$16,900 for a replacement vehicle. Mr. Loucks explained the Sinking Fund that is done on a County-wide basis for vehicle and equipment replacements. Ms. Carpenter stated the largest portion of the increase is to cover State mandates. Mr. Sandroock explained Beatrice Harris tracks for auditing purposes the grants throughout the County and explores new opportunities whereas the Grant Analyst in Human Services deals with non-profits. **Commissioner Duffy** suggested pursuing funds from United Way. Ms. Carpenter stated this is the first year that the Review Panel reviewed needs of the community in conjunction with projected budget cuts and the recommendations will be brought back to the Board based on what the County is getting back for each dollar,

whether the needs are being met, and if the agency is demonstrating results. **Chairman Loftus** indicated understanding that United Way would make the evaluations. Ms. Carpenter advised staff has worked with United Way throughout the review process. Mr. Loucks stated the next step will be up to the Board on whether to hand over the process 100% to United Way. **Chairman Loftus** asked that such an agenda item be brought back to the Board. **Commissioner Cummings** expressed concern about United Way managing grant funds that the County applied for and received. Ms. Carpenter reported Mental Health is not funded by United Way but a report on non-profits will be available in the next couple weeks. **Commissioner Cummings** concluded the County should control the grant funds applied for and not United Way because of liability issues. Ms. Carpenter stated the County has a perfect audit trail for these grants and expressed uncertainty if the County can hand over control if it provides a match for the grant. Mr. Davis concluded the presentation.

1:00 AM - Fire/EMS, Emergency Management/Animal Control/Radio Communications

Ms. Dianne Quilty introduced Wayne Sallade regarding Tab I. Mr. Sallade stated Emergency Management is governed by preparedness, response, recovery, and mitigation. Mr. Sallade explained recovery and mitigation efforts have been significant since hiring a Recovery Officer and Mitigation Manager that are funded by ad valorem, Federal and State monies. Mr. Sallade explained under the Emergency Management Performance Agreement (EMPA) over the 67 counties all receive \$104,000; many dual property owners write insurance on Florida properties on out-of-state insurance policies; the Scope of Works sets out required work including review and update of Emergency Management Plans; 150 appearances a year to over 15,000 residents and public information announcements have been done in compliance with the Storm Ready Designation that the County achieved in 2002 and the second one that is good until 2009; he is on call 7/24 for 365 days a year in order to protect this community and coordinate responses; the 2008 request is down considerably from two years ago and 28% down from last year; the office has four staff at \$417,000 with one planner frozen; and she does not intend to return from Family Leave. Mr. Sallade stated Lisa Berman was a remarkable planner, the new Mitigation Manager has very high credentials but little experience, he is not a planner, and the move to the Public

Safety Complex will be done soon. Kelly Shoemaker stated a discussion has not been conducted on fulfilling that position since she is on medical leave. Ms. Quilty continued with Animal Control. Keith Larson explained staff who work Monday through Saturday and dispatchers handled about 2,000 calls a year that do not require field inspections. Mr. Loucks pointed out, on the first page regarding Animal Welfare, the County pays for animals at two facilities on a per day basis up to five days. Mr. Larson stated a lot of animals are claimed within three days and recommended the impound time be reduced from five to four days for a cost savings. Mr. Loucks pointed out the shelters receive animals from private citizens and advised Sun Coast Animal Shelter is one of the best shelters in the State. Mr. Larson advised the shelters are resisting the reduction, the options are either the County goes into the shelter business or leave the agreement as status quo, and recommended the County not go into the shelter business. Mr. Larson reported the County picks up approximately 5,000 animals per year and the first step is to try and find the owner. Mr. Larson stated numbers on tag help staff identify owners in the computer system. **Commissioner Cummings** questioned the benefits of micro chipping versus tagging animals. Mr. Larson stated about 30,000 animal tags are sold each year that represents one of the biggest revenue sources and the second largest revenue source are fees associated with violations and removal; if all cats and dogs were tagged, then a shelter would be obsolete; and all animals are housed at the Animal Shelter in Charlotte Harbor or West Coast in Englewood. **Commissioner Cummings** commented on the fabulous job done by Animal Control when a bobcat was recently hit on US 17. Ms. Quilty continued with Emergency Medical Services under Tab J. Chief Dennis DiDio stated Fire sector is run assessments and impact fees and EMS is run by ad valorem and impact fees; impact fees can only be used for new construction; explained ratings the County receives under National Fire Protection Standards that were adopted by County, the Florida Administrative Codes, and the Insurance Service Office (ISO) on fire insurance; reported about 23,000 calls are run through 16 fire stations, there are 240 employees with 215 in the field with 50 new employees since 2005; 90 pieces of equipment are in the fleet and include staff vehicles, specialty, and marine vehicles; three new fire stations have opened recently in order to reduce response times; the ISO sets out standards delineating the number of fire stations and response vehicles to each call; 4/9 was the County's rating just before and subsequent

to Hurricane Charley; the last rating requires another 13 stations but the County has a two-minute response time within 2 miles of each station; the two additional stations would be required in South Gulf Cove and Tern Bay areas since the response time is between four to eight minutes; Charlotte County runs three men on fire trucks whereas many counties run two men teams; six of the two engines are para-medical engines; the fire department does a five-year plan that has been accelerated one year due to Hurricane Charley so the five year plan will be brought to the Board this year for an increased assessment; increases are based on the Union contract and Sheriff's responses; Airpaks need to be replaced because they are obsolete e.g. \$1.4 million for replacement based on \$288,000 each year over five years; costs associated with clothing, gas, fuel and new medical supplies and equipment have increased; and a change out program exists with the hospitals and expired drugs and medications must be replaced. **Chairman Loftus** suggested disbursing them prior to expiration to hospitals. Chief DiDio responded some are exchanged at hospitals and some are used for educational purposes. Chief DiDio advised 17 or 18 drillings into bones for IVs have been conducted in the field since implementation and a lot of medical supplies are upgraded; administrative cuts were achieved through reductions in equipment phase-ins, office supplies, and change outs of mattresses at the fire stations every three years. **Commissioner D'Aprile** questioned collection of the \$800,000 debt. Chief DiDio commented on the collections done in Miami and Gulf Coast Collections. Mr. Loucks stated every county has the same problems and some uncollectibles are as high as 50% to 60%. (**Commissioner Duffy was not present for the remainder of the workshop.**) Chief DiDio advised the last three stations required \$60,000 to \$70,000 worth of landscaping, sprinklers were installed to maintain them, and stated he tried to hook up with the Sheriff's Department on inmate services for maintenance but they only go as far as Murdock. **Commissioner Cummings** suggested working with the Master Gardeners on a xeriscape program to eliminate watering and mowing. **Chairman Loftus** commented in support of changing the landscaping to xeriscaping. **Commissioner Cummings** stated an up-front investment would be required. Mr. Loucks stated the landscaping is done pursuant to the landscape ordinance. **Commissioner Cummings** suggested phasing-in xeriscaping. **Chairman Loftus** agreed on the need to look at good xeriscaping. **Commissioner Cummings** also suggested

looking into limited fill zones and stemwalls. **Chairman Loftus** noted the \$16+ million for 240 employees that equates to about \$78,000 per individual. Mr. Loucks pointed out FRS contribution rates for fire fighters are double that of regular employees since they are considered high risk. Ms. Shoemaker stated comparisons are being made as part of the negotiation process for the Union contract. Chief DiDio stated salaries are going up especially for medics, Charlotte County is down 15 medic positions and Sarasota County is down 50 medics, sign-on bonuses are being offered in other jurisdictions, all 17 fire/paramedics have been hired and are in training. Chief DiDio stated he does not want Charlotte County to continue as a training area for Sarasota and Lee Counties. Chief DiDio commented on the marine operation that is comprised of two boats to respond to fires as was done recently when a father and four children were rescued, the larger boat is docked in Placida, the smaller boat is used to serve canal areas, and the boats were acquired by the Marine Advisory Committee. **Commissioner Cummings** stated he is not happy about paying the same as Sarasota County for medics but it is necessary to have good quality staff. Chief DiDio advised the County pays about \$200 each for back ground checks. **Commissioner D'Aprile** questioned if employees are required to stay for a certain time frame under the contract. Chief DiDio advised no but he is trying to get a commitment from the Union to implement such a provision in a contract for a three-year period with prorated payback. Chief DiDio commented on training of the five-man specialty team, one of 52 in Florida that has received recognition. Mr. Davis continued the presentation with Tab D on Radio Communications that is a one-man operation; the County owns three tower sites and leases two additional towers; he requested additional equipment to link towers together to the main source at Edgewater and add a Technician position for service to the Islands and cut costs on repairs to the shop; \$69,300 was budgeted for radio repairs last year at \$110 per hour; \$28,350 would be the cost to the County if the Technician is hired; and Nextel and T-Mobile lease portions of towers from the County as revenue sources. Mr. Loucks stated no new positions are being requested and it will be reviewed administratively along with other positions and this position will either be in or out of the budget for the public hearings in September. **Commissioner D'Aprile** stated he would have no problem for voting for a budget with a reduction. Chief DiDio advised hiring a Technician would decrease the repairs currently done on an out-sourced basis.

Commissioner D'Aprile stated he would not object to hiring the Technician if justified with a cost savings. Carlos Cardona stated about 25 to 30 radios a week are sent in for repairs and reprogramming. Mr. Loucks advised radios from the Sheriff's Office, the City of Punta Gorda, and School Board along with the County's radios must be reprogrammed monthly. Mr. Loucks pointed out Mr. Cardona has reduced the cost so far by \$285,000 by contracting with another vendor and long-term savings will be achieved through competition. Chief DiDio stated the cost of radios from EF Johnson is lower by about \$800 per unit. Mr. Cardona stated he has compared the Johnson and Fischer radios and he is looking at a 20-year life cycle versus Motorola's radios that have a 10-year life cycle.

1:00 PM - Clerk of the Circuit Court

Ann Navan distributed the Historical Funding Requests for Ad Valorem and General Revenue Funded Expenditures and Proposed Budgetary Comparison for 2007/08. Barbara T. Scott was joined by Ms. Navan, Tommy Q. White, James Masch, and Michael Byrne. Mrs. Scott explained the handout indicates a lot about the office and she is more than happy to meet with Commissioners to review the budget; advised her staff reviews the budget on an on-going basis; 80% of the budget is payroll related and it is supported by zero based budgeting; more restrictive measures have been implemented requiring analysis of equipment life cycles, service calls, and the need for upgrades and replacements; justification is necessary for hiring additional staff and savings have been found by replacing retirees with existing staff; and monthly reports are submitted on Court fees received versus expenditures and excess monies are utilized by Florida counties to offset expenditures. Mrs. Scott stated the comparison of 2004 through 2008 budgets reflects significant efforts to hold down spending regardless of available revenue and still provide exceptional service to the citizens of Charlotte County and the Board; the County has grown over the last four years which has increased the demand for services concerning the Value Adjustment Board, the Board, Finance, payroll, and computers; the increase to the Board since 2004 is only \$74,986, exclusive of excess fees returned to the County which is about \$1.2 million; the number of employees has been reduced because of new computer technology and software; similar to the County's budget, a 6.5% increase has been included in the budget and the cost for insurance has been kept flat; and

reported out of the \$45+ million provided to the General Fund, only .17% has been returned to the Clerk's Office. **Commissioner D'Aprile** acknowledged the reduction of almost \$80,000. Mrs. Scott reported the additional \$2.00 in recording fees is used to offset Court automation expenditures and staff is continuing to look for ways to cut technology costs. **Chairman Loftus** expressed appreciation for the Clerk's efforts.

ADJOURNED: 3:10 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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