

**MINUTES
BOARD OF COUNTY COMMISSIONERS**

**SARASOTA COUNTY ADMINISTRATION CENTER
1660 RINGLING BOULEVARD
THINK TANK, THIRD FLOOR
SARASOTA, FLORIDA**

9:00 a.m.

David R. Mills, Chair, District 2
Nora Patterson, Vice Chair, District 4
Paul H. Mercier, District 1
Shannon Staub, District 3
Jon Thaxton, District 5

Also present were:

James Ley, County Administrator
David Bullock, Deputy County Administrator
Susan Scott, Deputy County Administrator
Stephen DeMarsh, County Attorney
Pauline Shaw, Board Records Manager
Paula Clintsman, Deputy Clerk

BUDGET WORKSHOP

12. OTHER BUSINESS

A. BCC/COUNTY ADMINISTRATOR

Chair Mills commented on a telephone call and correspondence received regarding the time frame for review of site and development plans and inquired regarding staffing needs for Plans Examiners. Subsequent to comments by County Administrator James Ley regarding funding/Budget/adjustments and operational concerns related to the number of permits issued versus staffing needs, discussions were held on the time frame/submission and review process/policing.

1. CLERK OF THE CIRCUIT COURT AND COUNTY COMPTROLLER

Clerk of the Circuit Court and County Comptroller Karen Rushing introduced Staff members present, and submitted a copy of and reviewed the Strategic Plan (Goals and Strategies, and Balanced Scorecard) for Fiscal Years 2006 - 2008. Following an inquiry, Clerk Rushing discussed Collection Rates - Court Costs (Balanced Scorecard, Goal 1, Section 1.1) and pay plans/remedies and submitted a copy of and reviewed the 2005 Annual Report. Clerk Rushing submitted a copy of the PowerPoint presentation entitled "Fiscal Year 2007 Budget" and presented an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget as outlined in Chapter 3, page 3-4, and discussed the following topics/issues:

- Board Records' Staff turnover/automation plans/training
- proposed versus actual returns
- fine assessments/enforcement
- new Judgeship/staffing.

Chair Mills commended the Clerk's Office for their efforts and service.
(9:28:57)

2. COUNTY ATTORNEY

County Attorney Stephen DeMarsh presented an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget as outlined in Chapter 4, page 4-3, and submitted and commented on correspondence, dated June 15, 2006, regarding the employment of an additional Attorney. Discussions were held with County Attorney DeMarsh on the following topics/issues:

- role in the creation/review of complex Ordinances
- unused/lapsed funds returned
- hourly costs/range
- basis of costs/expenses.

Chair Mills commented on correspondence received complimenting the trial work of Assistant County Attorney David Pearce and commended the County Attorney's Office for their efforts and service.

(9:40:35)

3. SHERIFF

Sheriff William Balkwill introduced Staff members present, submitted a copy of his presentation, and gave an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget in Chapter 3, Page 3-3. Discussions were held with Sheriff Balkwill, Major Skip Rossi, Major William Fleeman, Chief Deputy Larry Dunklee, and County Administrator James Ley on the following topics/issues:

- crime index/per capita
- employee health care contributions
- jail doors/operations/repair
- helicopter use/charge backs/costs/savings
- new positions
- Budget increases/decreases
- Deputies/number of positions requested/staffing requirements
- Interdiction Deputies/current staffing/vehicles/markings
- intoxilyzer use/results
- Civil Deputies/work hours/subpoenas served
- Training Deputy/paperwork completion/safety
- "white" lights installation/operation
- current number of Animal Services Officers/Spay-Neuter program/wild versus domestic animal distinctions/breakdowns/call statistics/geographic areas/feral cats/enforcement consequences/priorities/use of resources
- Information Technology (IT) Professional/coordination with the County's IT Office
- prison population/capacity/arrest types/prisoner categories
- Early Release Programs
- substance abuse/Marchman Act inmates/charges/sentencing types/lengths
- parole and probation violations/arrests
- crime rate decrease versus inmate increase
- City of North Port facility/staffing/coordination efforts/accreditation/current use
- General Fund revenues/breakdowns/contributions
- new Jail wing/space/staffing costs/budgeting/capacity levels
- new Judgeship/staffing.

3. SHERIFF - Continued

Subsequent to an overview by County Administrator Ley on U.S. prisoner populations, trends, statistics and costs, discussions were held with County Administrator Ley and Sheriff Balkwill on the following topics/issues:

- Charlotte and Manatee Counties' jail populations/capacities
- Budget coordination/partnering/recommendations/numbers
- minimum security facility/pairings
- e-mail/customer service/follow-up/response times/community appreciation
- the Laurel, Florida Program/coordination of services with the State Attorney's Office/drug enforcement/surveillance.

Commr. Mercier commended the Sheriff's Office for their efforts and service.

RECESS: 10:54 a.m. - 11:05 a.m.

4. PUBLIC SAFETY

Emergency Services Executive Director Michael Suarez introduced Staff members present, and gave an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget as outlined in Chapter 13, Pages 13-3 through 13-13, and discussed the architectural layout/design of new Fire Stations and noted the use of "green" construction.

Emergency Services Fire Operations General Manager Assistant Fire Chief Paul Dezzi introduced Staff members in attendance, and presented an overview of services, goals and accomplishments. Discussions were held with Mr. Dezzi and County Administrator James Ley on the following topics/issues:

- location of Fire Station No. 16 (Gator Creek vicinity)
- landscaping/Budget/Contracts/community interest
- land purchases/appraisal process.

Emergency Services Public Safety Communications Chief Robert Stuckey introduced Staff members in attendance, and presented an overview of services, goals and accomplishments. Discussions were held with Mr. Stuckey and Mr. Suarez on readdressing/methodologies/collaborative plans.

(11:40:18)

Emergency Services Emergency Management Chief Ed McCrane introduced Staff members in attendance, and presented an overview of services, goals and accomplishments. Discussions were held with Mr. McCrane and County Administrator Ley on special needs shelters/support/funding/designated schools to be retrofitted (Tatum Ridge Elementary, Cranberry Elementary, and Lamarque Elementary).

Emergency Services Beach/Lifeguards Aquatic Safety Manager Eugene Ayers presented an overview of services, goals and accomplishments.

Emergency Services Executive Director Michael Suarez presented an overview of key events, community education and collaborative efforts. Discussions were held with Mr. Suarez and Financial Planning Supervisor II Debbi Horst on the following topics/issues:

- status of the Casey Key Fire Station
- location of the Fire truck/ambulance servicing Casey Key

4. PUBLIC SAFETY - Continued

- Budget/fees versus millage/line item differential/funding sources/future plans/methodology/reserves/General Fund balance/equity.

Chair Mills commended Staff for their efforts and service.

RECESS: 12:11 p.m. - 1:30 p.m.

5. TALENT AND PERFORMANCE MANAGEMENT

Following introductions, Office of Organization Performance Executive Director Sue Marcinko presented an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget in Chapter 14, Pages 14-19 through 14-24.

Discussions were held with Office of Organization Performance Human Resources General Manager Joanie Whitley, Office of Organization Performance Employee Development Manager Sandy Benz, Office of Organization Performance Process and Quality Innovations General Manager Lora Hanson, and Office of Organization Performance Service Delivery Manager Hilary Ayres on the following topics/issues:

- number of Full-Time Employees (FTE)
- key accomplishments/emerging Issues/"war on talent"/recruitment
- career path/promotional opportunities/training Supervisors/Managers
- increased expectations/higher performance.

Individual comments followed on Staff's efforts.

(1:46:08)

6. FINANCIAL PLANNING

Chief Financial Planning Officer Gail Miller introduced Financial Planning Asset General Manager Dale Roberts, Financial Planning Fiscal General Manager Jeffrey Seward, Office of Organization Performance Human Resources General Manager Joanie Whitley, Financial Planning Employee Benefits and Wellness Manager Steven Marcinko, Environmental Services Finance Manager Mitsi Corcoran, and Public Works Administration Budget Analyst Tom Williams, and presented an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget outlined in Chapter 14, Pages 14-2 through 14-10.

Ms. Miller noted the transfer of the Employee Health and Benefits to Financial Planning and the Consolidation of Financial Services and Financial Systems/Applications Staff.

County Administrator James Ley commented on the improvements and efficiencies provided through the collaboration efforts by the Support Services/Resource Management Teams. Discussions were held with Ms. Miller and on the following topics/issues:

- consolidation
- healthcare costs
- key accomplishments/consolidation of Automotive Resource Operations (Fleet) with the School Board and municipalities Fleet/North and South Facilities/ efficiencies
- bond ratings/request for Staff to provide a copy, without objection
- private Committee review/results/recommendations on efficiencies/gains to be implemented in FY 2007
- development of relationships with Contractors/costs associated with direct purchase items/construction projects

6. FINANCIAL PLANNING - Continued

- Chapter 2, Page 26/presentation of the Budget figures for appointed versus Elected Officials/placeholder/suggestion to reflect in the Budget, without objection
- explanation of the "labor pool"/positions/newspaper article relating to the number of new positions/FTE (Full-Time Employees) pool/re-evaluation of vacant positions/goals/justification/explanation to the public/media regarding positions versus managing a FTE pool.

RECESS: 2:25 p.m. - 2:31 p.m.

7. ENTERPRISE INFORMATION TECHNOLOGY

Information Technology Chief Information Officer Robert Hanson presented an overview of the Fiscal Year (FY) 2007 Proposed Operating Budget in Chapter 14, Pages 14-11 through 14-18. Discussions were held with Mr. Hanson and County Administrator James Ley on the following topics/issues:

- Technology Disaster Recovery Consortium/operation/underground/wireless/backup locations/communication systems
- Video On-Demand System for the Board/video recordings/index to the Agenda/viewing availability/accessibility/municipalities
- RFP (Request for Proposal) for design-build of the Data Center/status/FY 2008
- video conferencing
- "wireless" Business Centers/Departments.

Individual comments followed.

(2:50:47)

8. FACILITIES

Following an introduction of Staff members by Public Works Executive Director Jim Harriott and Public Works Operations General Manager Michael Kirk and an overview of the Fiscal Year 2007 Proposed Operating Budget as outlined in Chapter 8, Pages 8-1 through 8-14, Public Works Facilities Maintenance Manager William White, Public Works Facilities Services Energy Coordinator Gary Patton, Public Works Space Planning and Utilization Manager David Stern, and Public Works Facilities Planning Policy and Project Manager Mary Berkebile presented an overview of technological investments and the anticipated relocation of offices in the Administration Building.

Discussions were held with Mr. Kirk, Mr. White, Mr. Patton, Ms. Berkebile, and Mr. Stern on the following topics/issues:

- Osprey Library/square footage
- upgrades/carpets/recyclable materials/paint/wear/cost
- air conditioning units/energy savings/lights
- sustainable facilities/building zero energy homes/commercial buildings
- FPL (Florida Power and Light)/solar power/efficiencies
- jail facility/social services participation
- County space utilization/furniture
- status of the Sheriff/Public Defender/State Attorney Offices reconfiguration/time frame for relocation of the Court rooms
- time frame for completion of the Administration Building elevators.

8. FACILITIES - Continued

Chair Mills commended Staff for their efforts.

(3:21:18)

9. COMMUNITY HEALTH AND HUMAN SERVICES

Health and Human Services Executive Director William Little introduced Staff members in attendance and presented an overview of the Community Health and Human Services Fiscal Year (FY) 2007 Proposed Operating Budget outlined in Chapter 5, Pages 5-1 through 5-7.

Discussions were held with Mr. Little, Health and Human Services Mosquito Management General Manager Lyman Roberts, Health and Human Services Clinical and Community Health Services Division Director Melanie Michael, Health and Human Services Policy Coordinator and Early Childhood Mental Health Partnership Interim Project Director Pauline Tracy, Health and Human Services Epidemiology and Communicable Disease Nursing Director Christine Griffith, Health and Human Services Social Services General Manager Charles Taylor, and Health and Human Services Community Health Improvement Partnership Project Director Leslie Clarke on the following topics/issues:

- total patients/visits/number of Doctors
- State contributions/anticipated funding amount
- planning for emergencies/responding to disasters/Community Disaster Preparedness Committee (CDPC)
- Avian Flu
- list of the funds expended/available funding
- transitional housing
- Building Community Capacity.

Chair Mills commended Staff for their efforts.

(4:06:17)

10. PARKS AND RECREATION

Following comments by Community Services Interim Executive Director David Harrawood, Community Services Parks and Recreation General Manager John McCarthy gave an overview of the Parks and Recreation Fiscal Year (FY) 2007 Proposed Operating Budget outlined in Chapter 11, Pages 11-1 through 11-9, and introduced members of the presentation team.

Mr. McCarthy commented on the new and enhanced Park projects and accomplishments. Discussions were held with Mr. McCarthy, Community Services Parks and Recreation Centers and Events Team Manager Shelia Roberson, Community Services Parks and Recreation Manager Carolyn Brown, and County Administrator James Ley on the following topics/issues:

- waterfront access inclusion
- Park construction costs/Blackburn Point Park/time frame to develop Park plans/Staff resources to accommodate planning efforts
- boat dock/ramp repairs/risk assessment/use of WCIND (West Coast Inland Navigation District)/FBIP (Florida Boating Improvement Program) funds/available grants
- Park designs/suggestion for simplistic design/construction/funds for new waterfront acquisition

10. PARKS AND RECREATION - Continued

- Rowing Clubs/Organizations/Teams (Osprey and Sarasota)/new facility/existing structure on the Blackburn Point site/plan/rowing interest groups/Staff advised to bring back a plan to incorporate/accommodate the Community and Rowing groups needs
- Englewood properties/Cherokee Street/downtown area/Staff coordination/menu of the properties for the Englewood CRA (Community Redevelopment Agency) to review/possible facility/plan for Indian Mound Park
- Park facilities maintenance/complaints relative to the general appearance of beach front property/higher level of maintenance/4-H Program reallocation to the Community Services Budget.

(4:29:42)

11. COMMUNITY INFORMATION AND EDUCATION

Community Services Interim Executive Director David Harrawood presented an overview of the Community Services Fiscal Year (FY) 2007 Proposed Operating Budget and the Core Services functions outlined in Chapter 6, Pages 6-1 through 6-9, and reviewed the current year's accomplishments and future goals.

Discussions were held with Mr. Harrawood, Community Services Library Manager Sarabeth Kalajian, Community Services History Center General Manager David Baber, Community Services Cooperative Extension Sustainable Sarasota Manager Jodi John, Community Services Financial Services Principal Budget Analyst Kim Wiles, Community Services Communications Director Larry Allen, Community Services Cooperative Extension Family and Consumer Services General Manager Carolyn Gregov, and Deputy County Administrator David Bullock on the following topics/issues:

- expansion of Gulf Gate Library/funds set aside/use of sales tax proceeds/request for a plan/demolition/construction of a new library onsite/utilization of the existing site with two stories/alternatives/options/request to explore the renovation of the existing site with two stories, consider/review other property, and report back, without objection
- non resident versus resident user fees/agreement for walk-in services
- website/archiving/departmental Public Communications personnel/cross training/criteria/collaborative efforts/number of full-time Communications positions/14 positions/letters to the Editor
- 4-H Program/Florida House contribution/provide a breakdown on the line items, without objection
- new facility/status
- television partnership with the School Board/press releases
- local food production/request for funding/farms to school \$15,000.00
- sustainability efforts/request for a report on a roadmap to implement "green" in conjunction with the Fruitville Corridor Plan, without objection/local conferences to be held
- available space for the operations of Public Works, Environmental Services, and Planning and Development Services/public viewing area.

Chair Mills commended Staff for their efforts.

12. OTHER BUSINESS - Continued

B. BUDGETS

County Administrator James Ley commented on the action plan for the FY 2007 Budget issues to be addressed at a later date relating to an additional ten percent millage reduction.

MEETING ADJOURNED: 5:33 p.m.