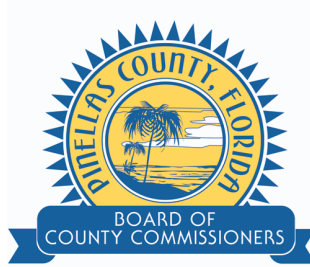


Pinellas County

*315 Court Street, 5th Floor Assembly Room
Clearwater, Florida 33756*



Minutes - Final

Thursday, May 5, 2016

9:30 AM

BCC Assembly Room

Board of County Commissioners **Budget Information Session**

*Charlie Justice, Chairman
Janet C. Long, Vice-Chairman
Dave Eggers
Pat Gerard
John Morroni
Karen Williams Seel
Kenneth T. Welch*

ROLL CALL - 9:36 A.M.

Members Present: Charlie Justice, Chairman; Janet C. Long, Vice-Chairman; Kenneth T. Welch; Dave Eggers; Pat Gerard; and Karen Williams Seel.

Members Absent: John Morroni.

Others Present: James L. Bennett, County Attorney; Mark S. Woodard, County Administrator; and Michael P. Schmidt, Board Reporter, Deputy Clerk. Minutes by Helen Groves.

Chairman Justice welcomed everyone in attendance, noting that Commissioner Morroni is representing the Board at another event and will not be present; whereupon, he thanked staff for the excellent work they did in planning the very successful Community Conversation held recently.

Mr. Woodard related that this is the first in a series of three Budget Information Work Sessions for Fiscal Year 2017; and that the agencies reporting today represent both dependent taxing districts that rely upon the BCC for funding and agencies that are independent of the Board but rely upon the Board for appropriations.

1. Feather Sound Community Services District

Mr. Woodard related that the District has requested that the item be deferred.

2. Public Library Cooperative

Executive Director Cheryl Morales presented the Fiscal Year 2017 proposed budget in the amount of \$4,960,210. A summary of the proposed budget has been filed and made a part of the record.

Ms. Morales recognized the members of the Cooperative's Board of Directors in the audience. She conducted a PowerPoint presentation, a copy of which has been filed and made a part of the record, and provided an overview of the organization, noting that the Cooperative has 14 member libraries with a total of 24 public library outlets; whereupon, she reviewed the new Mission Statement and Strategic Plan, indicating that the goals are:

- Develop mutually beneficial partnerships.
- Develop and communicate a library advocacy agenda.
- Secure funding from varied sources.
- Develop a marketing plan.
- Facilitate centralized services.

Board of Directors Chairman William Horne thanked the Board for its support and

related that the BCC appointees on the Board of Directors have been very successful, and everyone is working well together, noting that a School District representative now sits with the Board. Acknowledging that the BCC wishes to have turnover on the Board of Directors, Mr. Horne indicated that two of the BCC appointees are at the end of their three-year terms; that the Bylaws stipulate that members of the Board must sit out at least one year after their term ends before returning, but the stipulation does not apply to the administrators serving the Board; and that the stipulation is not required by the Interlocal Agreement; whereupon, he reported that the Directors plan to discuss the Bylaws at the next meeting with the intention of providing equity in the treatment of the members.

Commissioner Eggers thanked the Cooperative for meeting with the Palm Harbor Library to explain the formula process and the perceived funding discrepancies.

3. East Lake Library

East Lake Community Library Director Lois Eannel presented the Fiscal Year 2017 budget request in the amount of \$688,480. A summary of the proposed budget has been filed and made a part of the record.

Ms. Eannel provided information regarding changes last year's increase in revenue allowed, including leasing a modular building, which alleviated the overcrowding conditions and allowed the reallocation of space in the existing building; creating two study rooms; and acquiring an electronic road sign, noting that the sign is being used by others in the community to advertise their events. She discussed programs the Library provided during the year, and related the following statistics:

- Over 108,000 people visited the library.
- Over 700 programs were provided, with almost 13,000 individuals participating.
- Almost 8,000 patrons used the computers.
- Volunteer hours rose from 6,500 to 9,100, a 40-percent increase.

Ms. Eannel announced that the library received a \$1 million grant from the state for a library expansion. She indicated that the expansion, which hopefully will be completed by the end of next summer, will be approximately 2,500 square feet and the main focus will be a large community room. She related that the removal of the recycle bins by Pinellas County Utilities resulted in eight additional parking spaces and some temporary overflow parking, discussed other parking concerns, and indicated that the library is considering a Joint Use Agreement with the School Board.

In response to queries by Commissioners Long and Gerard, Ms. Eannel indicated that the majority of the budget request will be used for operational purposes, with some money set aside in the Capital Fund for unexpected replacement or renewal items; and that none of the tax revenue will be used for the expansion project, although the expansion will result in higher operating costs, which have been figured into the budget request.

Commissioner Eggers confirmed the parking problems at the library, noting that they create safety issues. He related that the BCC has discussed taking over the structural replacement component of County-owned buildings, and suggested that the matter be part of the upcoming Penny Four extension discussion.

In response to queries by Commissioner Welch, Ms. Eannel indicated that the expansion is fully funded; and that if the Joint Agreement with the School Board is successful, it will alleviate the parking situation for both parties.

Commissioner Seel suggested that the teen room at the Largo Public Library be visited to garner ideas; whereupon, she cautioned that future budgets should be considered, as maintenance will be necessary for whatever is built; and that the BCC must consider all the member libraries when allocating funding.

4. East Lake Recreation

East Lake Recreation Services District Director Mark Sanders presented the Fiscal Year 2017 proposed budget request in the amount of \$685,300. A summary of the proposed budget has been filed and made a part of the record.

Mr. Sanders thanked the Board for the 0.25 mill, relating that a portion of the money has been used to lower the sports participation fees. He discussed several ongoing maintenance projects, including replacing the lighting system in the entire facility, noting that bids are out for the football fields and work should begin this summer. He reported that increased usage of the fields has created parking issues, which the County is helping to address; whereupon, he thanked the County for excavating the Meadows area and removing the old material, adding that the County is working on acquiring land for additional parking at the main complex. Noting that the East Lake Youth Sports Association continues to be addressed, he discussed several infrastructure and capital needs and projects.

Commissioner Eggers commended Mr. Sanders for working with the community to ease noise, lighting, and parking issues and for working with the Sheriff on the big events.

5. Palm Harbor Community Services District

Library Director Gene Coppola and Parks and Recreation Director Erica Lynford presented the Palm Harbor Community Services District Fiscal Year 2017 budget request in the amount of \$1,960,660 (Library, \$980,470; Parks and Recreation \$980,190) and provided an organizational chart for each entity. A summary of the proposed budget has been filed and made a part of the record.

Mr. Coppola explained that public libraries are changing dramatically, and discussed "maker space" projects being created, including an art studio for art classes, a musical instrument collection that library members can borrow, a sewing initiative that has five sewing machines and offers free classes and materials, and a mobile, self-standing

kitchen unit for cooking classes, noting that funds for all the maker spaces were donated, and no tax dollars were used.

Mr. Coppola provided statistics for the first quarter, including:

- Over 152,000 items have been checked out.
- Over 7,600 people have attended the programs.
- Over 15,000 volunteer hours have been donated, saving over \$366,000.

Mr. Coppola reported that state funding was not increased for the second year in a row. He related that during the recession, the time the library was open to the public was cut back 13 hours each week and some staff were let go; that he is beginning to replace the staff members; and that if the 0.25 mill is continued, he plans to have the library open more hours, especially at night, and hire another part-time employee in the Reference department. He stated that he plans to continue dedicating one percent of the total operational budget to the Capital Fund; and, referencing the roof problem, reported that \$30,000 has been raised and he will ask the BCC for assistance only as a last resort.

In response to query by Commissioner Welch, Mr. Coppola confirmed that the frozen positions shown on the organizational chart will be filled; whereupon, responding to Commissioner Eggers' recognition of his statewide leadership, Mr. Coppola related that he is in the last months of his presidency of the Florida Library Association.

Ms. Lynford thanked the Board for its support throughout the year and discussed partnerships Parks and Recreation has formed with the Academie Da Vinci Charter School, Best Buddies, Girl Scouts, Eagle Scouts, the Lions Club, AARP, the Palm Harbor Museum, the School Board, and others.

Ms. Lynford provided an update regarding the bookings for the Harbor Hall and White Chapel facilities, discussed the summer camp program, and highlighted the year's accomplishments.

Responding to queries by Commissioner Seel, Ms. Lynford stated that the income from rental of the facilities was \$180,000, with Harbor Hall rentals accounting for between \$75,000 and \$80,000; whereupon, Commissioner Eggers stated that the type of lease agreement used for Harbor Hall should be tried at other County facilities; and thanked Ms. Lynford for providing scholarships to those who cannot afford to participate in the programs.

Discussion

Mr. Woodard indicated that the above four agencies are interconnected and intertwined; and that the governance changes that caused some initial concern have been successful; whereupon, he recognized Mr. Horne for his leadership with the Library Cooperative, and suggested that if the Bylaws are changed, Mr. Horne be designated Chairman of the Board of Directors for life.

Later in the meeting, Rodney S. Fischer, Pinellas County Construction Licensing Board, commended the East Lake and Palm Harbor agencies for their service to the community, noting that he served on the Boards and/or strongly supported the agencies during their early years.

6. Construction Licensing Board

Executive Director Rodney S. Fischer presented the Fiscal Year 2017 budget in the amount of \$1,488,420. A summary of the proposed budget has been filed and made a part of the record.

Mr. Fischer indicated that the PCCLB is an Independent Special District created by the State Legislature; and that it has an Interlocal Agreement with the County, but is not a department of the County, although it is required to present its budget to the BCC. He related that the PCCLB derives no income from the taxpayers and is self-sufficient based on income derived from licensing fees, fines, and forfeitures.

Mr. Fischer expressed concern that he had to take funds from the Reserves to balance the budget, noting that he is having discussions with the Office of Management and Budget (OMB) to determine whether some of the County's cost allocations are appropriate.

Mr. Fischer stated that during the past year, the PCCLB investigated over 2,000 cases, of which 955 were citations against unlicensed individuals and 926 were administrative complaints against licensed individuals, noting that the priority is to combat unlicensed activity. Noting that he has discussed the matter with the County Attorney and the Legislature, he discussed the unpaid, uncollectible liens totaling \$1,312,499 that the PCCLB has on property lying in and around Pinellas County, relating that it costs more to go through the court system than would be collected. He indicated that he is handling more and more renewals and payments of fines and forfeitures online, and is setting aside funds this year for an upgrade to the computer system.

In response to queries by Commissioner Gerard, Mr. Fischer explained that forfeitures are the same as fines; that after this year, there will be approximately \$300,000 in Reserves; and that the County Attorney's Office is preparing an ordinance change to be brought before the Board in June that would allow an increase in the fines against unlicensed individuals from \$500 to \$2,000.

Responding to queries by Commissioner Seel, Mr. Fischer confirmed that contractors are required to have insurance; and, with input by Attorney Bennett, stated that the Special Magistrate system has no more power to collect fines than does the PCCLB, but the state apparently has a collection agency in place, which he is exploring. He related that putting complaints against contractors online for the convenience of the public is one of his goals, but he does not have the funding at this time.

In response to queries by Commissioner Welch, Mr. Fischer confirmed that he is

working with OMB regarding two cost allocations, one for \$40,000 and one for \$50,000. Mr. Woodard indicated that, generally, cost allocation line items involve overhead-type central services funded from the General Fund, such as the work of the County Attorney's Office, the Purchasing Department, the County Administrator, and the BCC. OMB Manager Cecilia McCorkell stated that the highest allocation increases for the PCCLB were in Business Technology Services and in Records Management for imaging and document destruction costs; whereupon, at the request of Commissioners Eggers and Welch, she agreed to provide information about cost allocation, including what it is and how it is figured, as well as a list of the agencies and/or departments being assessed and details about how much each are allocated and for what.

7. Human Resources

Interim Director of Human Resources (HR) David Blasewitz presented the Fiscal Year 2017 budget request in the amount of \$3,917,670. A summary of the proposed budget has been filed and made a part of the record.

Referring to a PowerPoint presentation, a copy of which has been filed and made a part of the record, Mr. Blasewitz indicated that the department's purpose, mission, and vision remain the same, and discussed the value of the department to the County. He reviewed the highlights of the past year, including:

- Completed a major revision of the Personnel Rules.
- Conducted 2015 Biennial Employee Survey.
- Successfully negotiated and implemented changes to the pharmacy benefits vendor agreement.
- Worked with Business Technology Services to transfer technology training to HR.
- Rebuilt website.

Mr. Blasewitz related the staffing issues the department has recently experienced and provided information about the incoming director.

During the presentation, staff answered queries by the Commissioners, including:

- Mr. Woodard indicated that he will provide the Commissioners with a copy of the recent employee survey when he reviews it with them; and Mr. Blasewitz related that the exit interview, which is not mandatory, has no connection to the employee survey.
- Workforce Development Manager Jack Loring provided information regarding the County's externship program.
- Mr. Woodard and OMB Director Bill Berger explained how the number of unfilled positions is calculated in the chart on Page 3 of the presentation.
- Mr. Woodard stated that he has a large initiative underway related to attracting new

employees and would provide an extensive preview to the Commissioners.

- Mr. Blasewitz discussed the employee health center tentatively scheduled to open this fall on Myrtle Street in downtown Clearwater. Mr. Woodard provided background information, and indicated that he would be meeting with Human Resources to determine whether the health center is still relevant in light of the Affordable Care Act and the many urgent care centers popping up around the county, citing the possibility of partnering with the City of Clearwater, as it recently expanded its clinic, and discussion ensued.

Deviating from the agenda, Chairman Justice indicated that the Medical Examiner item would be addressed at this time.

9. Medical Examiner

District Six Medical Examiner Dr. Jon Thogmartin presented the Fiscal Year 2017 budget request in the amount of \$5,962,580. A summary of the proposed budget has been filed and made a part of the record.

Referring to a PowerPoint presentation, a copy of which has been filed and made a part of the record, Dr. Thogmartin presented general information related to the Medical Examiner and Forensic Science Center, and indicated that he is appointed by the governor; that he serves both Pasco and Pinellas Counties, noting that Pasco is on a fee-for-service basis; that the office is accredited by the National Association of Medical Examiners; that the in-house toxicology lab is accredited by the American Society of Crime Laboratory Directors/Laboratory Accreditation Board, the only fully accredited in-house lab in the state; and that he and all of the medical examiners are board certified in Forensic Pathology; whereupon, he provided information related to grants, fees, miscellaneous revenue, DUI and DNA testing for Pinellas County law enforcement, testifying in court, and various other matters relating to the Forensic Science Center, noting that the office will be awarded almost \$400,000 in grants in 2017, which, unlike previous years, will be shown in the budget.

Dr. Thogmartin indicated that the requested General Fund support is \$500,000 over the previous budget, citing healthcare costs, an overall salary increase, and equipment replacement as reasons for the increase, as well as a \$10,000 salary increase to the Analysts in an effort to remain competitive with and not lose trained staff to the Florida Department of Law Enforcement (FDLE).

During discussion, Dr. Thogmartin, Crime Laboratory Director Reta Newman, and Assistant County Administrator John Bennett answered questions by the members, including:

- Dr. Thogmartin relays information regarding deaths caused by the drug problem to the Sheriff and the Law Enforcement community. Mr. Bennett indicated that information about the more dangerous drugs filters down to the students through the School Resource Officers, and he will work with the Justice partners to make sure

the schools receive the information. Commissioner Gerard related that the Justice and Consumer Services Department forwards the information to youth centers and other human services agencies.

- Most of the new opiates are coming from China, and Pinellas County is seeing the first ripple of what could be a tidal wave.
- There is no backlog of DNA nor rape kits. A new Florida statute will result in about 100 more rape kits being received by the laboratory each year.

Mr. Woodard pointed out that if the budget request is approved, the Board will have made a deliberate decision to fund a level of service - the quick turnaround on the rape kits - that otherwise should be a state responsibility; whereupon, Commissioner Long suggested that the Medical Examiner explore partnerships with surrounding counties.

Meeting Recessed: 12:44 P.M.

Meeting Reconvened: 1:21 P.M.

8. Office of Human Rights

Office of Human Rights Director Paul Valenti presented the Fiscal Year 2017 proposed budget in the amount of \$1,140,080 (\$707,710 Office of Human Rights; \$432,370, Fair Housing Assistance). A summary of the proposed budget has been filed and made a part of the record.

Mr. Valenti indicated that the office provides two core services: (1) external enforcement of civil rights for faults in employment, housing, and places of public accommodation and (2) an internal County Government compliance role. He related that the budget request is \$38,740 above the current budget, but remains within the target set by OMB; and that the majority of the increase is allocated toward a full-year appropriation of funds for the wage theft administration. At the request of Commissioner Welch, he provided an update on the wage theft program, and discussion ensued wherein it was decided that Mr. Valenti would provide updates twice each year.

10. Florida Department of Health in Pinellas County

Health Department Director Dr. Ulyee Choe presented the Fiscal Year 2017 budget request in the amount of \$3,885,110. A summary of the proposed budget has been filed and made a part of the record. He indicated that details regarding the total budget for Fiscal Year 2017 are pending.

Dr. Choe discussed the three service levels provided for by Florida Statute Chapter 154: primary care, communicable disease control, and environmental health, noting that the Health Department serves over 150,000 clients each year. He indicated that primary care health services provided include comprehensive adult health care, comprehensive

child health care, family planning, and dental care.

Dr. Choe indicated that the Health Department resources are provided by several sources; that there are two agreements with the Board of County Commissioners, one being the core contract and the second being primary care; that the General Fund supports the separate contract for primary care, specialty care, and coordinated care services for Pinellas County Health Program clients; and that he is proposing that some of the components of the primary care contract, specifically the medical services and the dental services funding, be moved to the Health Department budget, relating why he would like to expand the School Health Nurse and the School Dental Programs, especially in the five failing schools, and explaining how it would affect the budget.

Commissioner Seel expressed support for moving the millage to the Health Department's millage, and Commissioner Welch concurred. Commissioner Long recommended partnering with the School Board to provide the funding; Chairman Justice commented that it would be another case of responding to a community need when it is the responsibility of the state; and Commissioner Eggers suggested that caution be used in committing more funding.

Mr. Woodard clarified that the proposed shift of dollars would be out of the Countywide Aggregate Millage component that is attributable to the Health Department and would result in an increase there and a corresponding decrease in the General Fund component aggregate; whereupon, he commented that this is only the beginning of the budget requests and this matter will be part of the discussion the Board will have regarding its priorities and funding options.

ADJOURNMENT - 1:59 P.M.