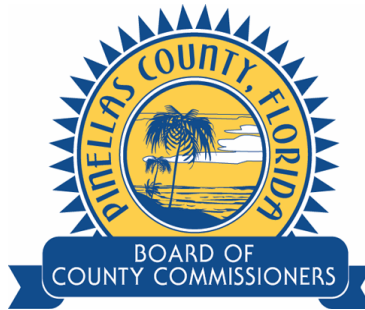


Pinellas County

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



Minutes - Final

Tuesday, December 6, 2016

9:30 AM

BCC Assembly Room

Board of County Commissioners - Work Session

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

ROLL CALL - 9:35 A.M.

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

Others Present: James L. Bennett, County Attorney; Mark Woodard, County Administrator; and Jenny Masinovsky (A.M.) and Lynn Abbott (P.M.), Board Reporters, Deputy Clerks.

Chairman Justice welcomed everyone in attendance and reviewed the agenda; whereupon, Mr. Woodard introduced the first item, noting the significance of the Penny for Pinellas tax for the County and reminding the members that today marks the first in a series of meetings regarding the next Penny.

1. Penny for Pinellas Presentation.

Director of Marketing and Communications Barbra Hernandez referred to a PowerPoint presentation titled *Penny for Pinellas, December 6, 2016, Building a Better Pinellas*, a copy of which has been filed and made a part of the record, and provided a brief history of the Penny and an overview of the key projects and significant improvements in the quality of life achieved as a result of Penny funding in the areas of roads and bridges, stormwater systems, public safety, and parks and environment; whereupon, Mr. Woodard provided input, describing how the projects align with the Strategic Plan goals of ensuring public health, safety, and welfare, and practicing superior environmental stewardship in protecting and preserving Pinellas County for the future.

Ms. Hernandez noted that a third of the Penny revenue comes from the tourists, providing cost savings for the residents; and that on November 7, 2017, the voters will decide on the renewal of the one-percent tax.

Referring to an interactive map tool including 200 Penny project highlights, Ms. Hernandez demonstrated its features, indicating that it enables users to look at projects in their area in detail; and that thousands of projects not shown on the map were also funded by the Penny.

During discussion and responding to queries by the members, Ms. Hernandez, with input provided by Mr. Woodard, indicated that that the tool is live and available to the public; that projects were funded by revenue collected during the three 10-year Penny cycles and completed by the County and its municipalities; and that the municipal projects were led by cities and financed with their share of the Penny proceeds; whereupon, Mr. Woodard indicated that the projects were chosen for their importance to the communities; and that as the tool evolves and municipalities are further engaged in the process, there may be a way to incorporate all Penny-funded projects into the map.

Referring to a slide titled Ten-Year Projection (2020-2030), Office of Management and Budget (OMB) Director Bill Berger discussed the following with regard to Penny IV:

- Estimated total revenue is \$2 billion
- Approximately 11.3% to be used for countywide investments in the areas of economic development, affordable housing land assembly, and jail and court facilities
- Remaining 89% to be split between the County (51.8%) and municipalities (48.2%) per statutory formula

In response to queries by the members, Messrs. Berger and Woodard provided information regarding Penny III revenue projections, adjustments made due to impacts of the Great Recession, and factors influencing the projection for Penny IV, and discussion ensued; whereupon, they provided clarification regarding the current and planned investments into the Affordable Housing Land Assembly and the formula used to calculate the split between county and municipal investments.

OMB Manager Jacqueline Trainer, with input provided by Mr. Woodard, provided an update regarding the two largest remaining projects funded by the Courts and Jails allocation from Penny III, the detention improvements and the courts consolidation, indicating that they are budgeted to use the remainder of the \$225 million dedicated through 2020.

During discussion and responding to queries and comments by the members regarding funding for infrastructure needs, Attorney Bennett and Mr. Woodard, with input provided by Mr. Berger, indicated that Enterprise funds can be used by the cities if repairs qualify as capital investments; that Penny money can be used by the cities or the County to the extent allowed by the statute; and that the current Board policy regarding the use of Community Redevelopment Area funds will be discussed separately in the first part of next year.

Referring to a slide titled Countywide Investment in More Jobs and Higher Wages, Economic Development Director Mike Meidel indicated that the need for improved and approved sites has been a topic of discussion since prior to 2004, when the County Commission and all the municipalities approved the Penny for Pinellas plan providing for redevelopment of the County and creation of 50,000 new high-wage primary industry jobs in the next 20 years; that some opportunities for the realization of that plan were lost during the recession; and that the county is still lacking office and industrial use land, currently in high demand by employers.

Noting that the legislature has identified the need, allowing up to 15% of the infrastructure tax for economic development purposes, Mr. Meidel indicated that the Penny IV revenue would be used to assemble property, obtain the appropriate land use and zoning classifications, prepare the sites for development, make necessary infrastructure improvements, and take other steps to create opportunities for potential employers. He pointed out that the investment in land and facilities would become the County's permanent asset, and stressed the importance of partnering with the federal and municipal governments, private developers, and primary employers as well as small

businesses such as those in the Community Redevelopment Areas, in order to stretch the Penny money as far as possible.

Responding to query by Mr. Woodard, Mr. Meidel discussed redevelopment of the Airco Golf Course, indicating that funds would be needed to fill the site, bringing it out of the floodplain, and make improvements related to transportation, airport related uses, and environmental issues, such as stormwater.

In response to queries by Commissioner Eggers, Mr. Meidel indicated that each employment site will be unique in terms of land ownership and development; and that while it is difficult to estimate how \$150 million of potential Penny investment into economic development will be spent, more money will be devoted to infrastructure improvements than to development of the actual sites. He provided various examples of the ways in which the County could partner with private developers and municipalities, and in response to queries by Commissioner Welch, discussed benefits of partnering with St. Petersburg's marketing program and Clearwater's entrepreneurial program; whereupon, Mr. Woodard described a potential model for partnerships between the County and its cities, providing funding based on their sizes and job creation potential, noting that it will be brought to the Board for discussion in the early part of next year.

A lengthy discussion ensued with regard to ensuring that job investment dialogue is concentrated on creating jobs as opposed to providing assistance to private developers, careful consideration of investment options and prior unsuccessful County land ownership experiences, Pasco and Hillsborough Counties' approaches to utilizing their Penny money for economic development, and transparency of projects and close accountability to the public, possibly including an illustration of the potential use of funds in advance of the referendum; whereupon, Attorney Bennett clarified that certain confidentiality with regard to private companies applies only to Qualified Target Industry projects.

Referring to Economic Development Symposium discussion and noting the significance of the future Penny impact on land assembly, infrastructure investment, and job creation, Commissioner Eggers pointed out that the goal of the job investment proposal is to provide private employers with options enabling their local establishment, such as adequate land, as opposed to incentives, in order to create jobs for the residents, and Mr. Meidel concurred, adding that investing in the private sector would allow the County to leverage a small portion of public dollars with a large portion of private dollars; and that money would not be invested by the County unless there would be a short-term return in tax dollars.

Thereupon, in response to query by Commissioner Long, Mr. Meidel provided a brief update regarding the Tampa Bay Export Alliance international trade missions, and discussion ensued. Responding to query by Commissioner Seel, Mr. Meidel indicated that he would follow up with the Tampa Port Authority regarding refrigerated containers for storing Chilean produce, and Mr. Woodard related that the next Economic Development Symposium is scheduled for 2017; whereupon, noting the members'

interest in the various issues, Chairman Justice recommended scheduling a workshop dedicated to Economic Development early next year, and Commissioner Long agreed.

Referring to a slide titled With Partners We Can Do More, Intergovernmental Liaison Mary Scott Hardwick discussed the ongoing outreach, presentations, and meetings conducted by County staff with various municipal departments and the unincorporated areas' agencies with regard to the upcoming Penny to ensure consistency in informational resources and consideration of the unincorporated areas' needs. She remarked on the significance of joint participation with regard to the Penny Accomplishment Map, and related that Bill Horne, Clearwater City Manager, and Matt Spoor, Safety Harbor City Manager, have been invited to attend today's session to provide comments on behalf of municipal partners.

Mr. Horne remarked that the relationship between the County and the City of Clearwater has always been collaborative and expressed his fondness of the term *municipal partners*. He presented a summary statement highlighting infrastructure, public safety, and quality of life improvement projects financed with Penny money, indicating that Clearwater has greatly benefited from it; that it was vital to weathering the recession; and that millage would have to be raised if Penny funds are not available in the future; whereupon, he discussed plans with regard to prospective Penny investments, noting the relevance of transparency and ensuring public purpose, discussed earlier in the meeting.

Responding to queries by Commissioners Eggers and Welch, Mr. Horne indicated that many lessons were learned during the recession; that a list of priorities for the City's next Penny is in the process of being developed; and that the public is being given an opportunity to provide input.

Mr. Spoor provided background information and examples of the Penny-funded projects in Safety Harbor, including parks and recreational facilities, a public library, public safety and capital improvement projects, and sidewalk, street, and stormwater infrastructure improvements, relating that his comments represent the views of all of the small cities with regard to the significance of the Penny. He indicated that there are 38 projects remaining to be funded by the current Penny; and that the City anticipates receiving a total of \$20 million from Penny IV.

Noting that the current millage rate of 3.95 generates \$4.2 million, Mr. Spoor indicated that should the City have to replace future Penny revenue, it would have to generate approximately \$2 million dollars per year, roughly half the amount of its current ad valorem revenue.

Commissioner Eggers thanked Mr. Spoor for providing the perspective of his community and reiterated that the Penny is critical to each of the municipalities in Pinellas County, noting that residents need to be aware of the benefits it provides.

Mr. Woodard thanked Messrs. Horne and Spoor for their input and partnership;

whereupon, referring to a slide titled Next Steps, he reviewed the timeline for renewal of the Penny, noting that staff will begin discussions with the municipalities in January pertaining to the Interlocal Agreement. He indicated that a Penny for Pinellas discussion will be included in each of the four work sessions conducted throughout the county in the upcoming year; and that it is essential to educate the public in order for them to make an informed decision during the referendum.

Referring to the previous Penny for Pinellas renewal referendums, Commissioner Seel noted the importance of signage in communicating the benefits that the Penny has provided throughout the county and suggested making it simple, and Commissioner Morroni concurred. Mr. Woodard indicated that staff has discussed signage, branding, and various efforts to educate and inform the public and agreed to provide the members with examples of the prospective signs; whereupon, Commissioner Morroni pointed out that early voting should be taken into consideration with regard to the timeline for putting up signage and conducting speeches in support of the Penny by the Commissioners in their respective communities.

The meeting recessed at 11:19 A.M. and reconvened at 11:34 A.M.

2. Electronic Voting and Speaker Queue Orientation.

Noting that this portion of the meeting will not be televised at the Chairman's request, Mr. Woodard indicated that, with the assistance of County Administration, Board Records, and Business Technology Services staff members, the Board will conduct a simulated meeting in order to practice using the electronic voting and speaker queue functions of the Granicus iLegislate system to be implemented next year.

Thereupon, the members and staff conducted the simulated meeting and discussed functions and features of the system.

The meeting recessed at 12:21 P.M. and reconvened at 12:57 P.M. in the BCC 5th Floor Conference Room. All members were present, with the exception of Commissioner Morroni.

Chairman Justice reconvened the meeting; whereupon, he turned the floor over to 2017 Board Chairman Janet Long. Various documents were distributed and referred to throughout the meeting, copies of which have been made a part of the record.

3. County Commission Office Procedures.

BCC MEETINGS

2017 BCC Calendar

Referring to a document titled *2017 Meeting Schedule*, Commissioner Long thanked her

assistant, Doyle Walsh; Mr. Woodard and his staff; and the members for providing input and requested that she be notified of any potential conflicts; whereupon, Mr. Woodard related that annual conferences, board commitments, elections, school holidays, and known vacation plans were taken into consideration in balance with the business needs of the County.

Decorum Rules/Placement of Citizens to be Heard

Commissioner Long discussed her concern regarding inappropriate conduct by certain speakers during the Citizens to be Heard portion of regular BCC meetings and proposed moving the item to the beginning of the agenda and excluding it from the telecast, noting that such action has proven effective in a nearby county; whereupon, she requested the members' input.

Commissioner Gerard expressed support for the proposal, noting her experience with a similar issue in the City of Largo. During discussion and responding to her query, Attorney Bennett indicated that the Board has no responsibility to broadcast public commentary, and it can be moved to the beginning of the agenda provided that proper notice is given. He noted that the Board could establish a limited public forum for the sole purpose of discussing its business.

Commissioners Seel and Welch proposed moving Citizens to be Heard to the end of the agenda so that negative commentary does not taint the remainder of the meeting and persons wishing to speak during the public hearings not be delayed, and Commissioner Eggers advocated for no change, citing the importance of allowing citizens to express their views to both the members and the public.

Commissioner Welch indicated that the City of St. Petersburg sets aside a portion of its meetings as an Open Forum, during which anyone can address the Council on matters of their choice, noting that items relating to City business are discussed separately.

Following further discussion, Commissioner Long indicated that that the various ideas and opinions expressed will be taken under advisement.

Limit to Proclamations/Presentations

Commissioner Long noted that a considerable amount of meeting time is devoted to the presentation of proclamations and suggested that individual Commissioners requesting proclamations make arrangements for their delivery at relevant meetings or gatherings.

Commissioner Seel explained that it is the Chairman's role to manage the agenda and discussed measures currently in place to encourage efficiency, noting that turning down requests is difficult. Chairman Justice concurred, indicating that a limit is easy to set but hard to enforce; whereupon, he related that other boards set aside one meeting a month exclusively for proclamations.

Commissioner Eggers suggested that the Board create a standard list of proclamations, and Chairman Justice opined that while the process is lengthy at times, the ceremonial act of bestowing awards and proclamations has value as a part of the Board's duties. He suggested that the Chairman limit the number of presentations during each meeting or hold a separate proclamation ceremony once a month.

Mr. Woodard related that due to scheduling issues for the sole December meeting, he has asked staff to defer optional items; that arrangements are sometimes in place and expectations set prior to his briefing with the Chairman; and that staff will work with the Chairman's Office to determine a master list for next year, and the members provided input.

Time Certain Lunch Break/Additional Breaks

Commissioner Long announced that lunch breaks would be taken at approximately 11:30 A.M. during 2017 morning meetings, and indicated that the break would last 15 to 30 minutes, depending on the how much of the agenda remains.

Meet & Greet with Partners/Award Winners 15 Minutes Prior to Meeting Start

Commissioner Long referred to previous discussions pertaining to a meet-and-greet and reviewed the concept, noting that the Commissioners would engage with partners, award recipients, and other participants and take pictures in the Conference Room 15 minutes before each meeting. Chairman Justice indicated his support, and Mr. Woodard related that Marketing and Communications staff have been briefed on the proposal.

New County Commission Miscellaneous/County Commissioner Board Reports

Commissioner Long stated that during 2017 meetings, she would like to have each Commissioner provide a brief update regarding one or two of the committees on which they serve, noting that the updates will increase citizen awareness of the Commissioners' duties.

CHAIR'S OFFICE

Appointments to Boards

Responding to a request by Commissioner Long, Cyndi Simmons, Assistant to Commissioner Seel, provided an overview of the new Granicus process of filling vacancies on boards, councils, and committees. She discussed her role and staff duties in the appointment process and related that the contributions made by various County departments include adding information to the system, revamping the County website for easy public navigation, and enhancing the use of social media to post vacancies and notifications.

Ms. Simmons related that a brief discussion of the applicants by the members before the vote would be helpful, noting that citizens in attendance or watching on television cannot access their background information. In response to query by Chairman Justice, she related that only the names of the applicants are contained in the online agenda backup information. Commissioner Welch commented that each board has its own web page; that there is an alphabetical listing containing the members of all boards; and that the website is transparent.

Responding to query by Commissioner Long, Ms. Simmons stated that the appointment process takes longer than it used to; and that if a board member no longer wants to serve, she requests direction regarding advertisement of the position. Commissioner Gerard noted that the applicants are often unknown to the Commissioners, and discussion ensued.

Chairman Justice noted that more applications are received through social media shares than newspapers ads, and Ms. Simmons commented that openings are always noted on the County's Facebook page, and the information can be "pushed" to solicit additional applicants.

Responding to query by Commissioner Long, Mr. Walsh confirmed that the Assistants are each assigned roles and responsibilities within the office; and that they are currently being reassigned for next year, noting that the matter is not slated for discussion on the agenda. He thanked Ms. Simmons for her tremendous work effort; whereupon, she addressed the time-consuming nature of the board appointment duties and indicated that the function requires a dedicated staff member, relating that she hopes someone will gradually assume the role.

Later in the meeting, Commissioner Long indicated that she has reviewed the list of Board member committee assignments and noticed that the list has grown since she started four years ago. She related that her assistant is working with the County Attorney's Office to determine the statutory requirements of the committees and whether member attendance is required or provided as a courtesy, noting that the Board does not yet have seven full-time members and ensuring member coverage of meetings is difficult. Discussion ensued regarding an effort four years ago to validate the statutory necessity of the committees, and Mr. Woodard indicated that a copy of the report can be shared with the Board.

Calendars

Commissioner Eggers discussed recent requests by community partners to post events on the County's website and commented that the idea of a County-hosted "community corner" web page has merit. Noting that it is a separate issue, he referred to previous discussions regarding establishment of a shared calendar showing each Board member's engagements throughout the community, and indicated that it would be helpful in determining whether a representative would be present at the various events. Several members concurred.

Commissioner Welch described the City of St. Petersburg's *Things to Do* website, and noted that the City also posts a calendar of events that will be attended by the Mayor and various Councilmembers. Following discussion, Mr. Woodard introduced his new Special Assistant, Canaan McCaslin, and indicated that staff will prepare a template that could be used by the members to submit items for a *Commissioners in the Community* calendar; that activities attended by the Board as a whole are already captured on the County Calendar, as are other County-sponsored events; and that staff could also prepare a template and establish criteria for participation in a *Things to Do* listing based on the City of St. Petersburg's model, noting that he would look to the members for submissions, as they have community connections and knowledge that staff does not. He discussed the County's policy restrictions prohibiting web links to commercial entities, and indicated that staff could work with the County Attorney's Office to modify the policy if the Board so desires.

Commissioner Seel and Mr. Woodard expressed concern with regard to increasing the workload; and Commissioner Long suggested that the Commissioners' Assistants discuss how best to coordinate the project.

Quarterly Chair's Office Lunches

Commissioner Long related that lunches will be held in the Conference Room once every quarter and invited Mr. Woodard and his staff, noting that the lunch will take place prior to the 2:00 P.M. meeting.

Internships/Externships

Commissioner Long discussed her involvement with the internship program and suggested that the members may wish to participate. In response to queries by Commissioners Welch and Seel, she indicated that college students were recruited, but she is considering utilizing younger students; that previous interns have indicated that the experience was rewarding; that the program was offered during summer breaks; and that participants were paid a small stipend from her office budget to cover gas expenses; whereupon, Commissioner Welch requested additional information pertaining to the stipend.

County Attorney Oversight

Deviating from the agenda, Commissioner Long provided an overview of a recent Charter amendment and related that its passage requires the creation of a committee consisting of the County Commission and Constitutional Officers to participate in the hiring, supervision, and termination of the County Attorney. She indicated that the Charter Review Commission's attorney had previously advised her that passage of the amendment could create a conflict of interest for the County Attorney's Office.

In response to comment by Commissioner Long, Attorney Bennett related that the conflict issue has been managed in the past; that a provision in the Charter states that the County Attorney reports directly to the Board, not to the oversight committee; and that the members need to determine the level of the committee's involvement; whereupon, at his suggestion, Commissioner Long proposed that the County Attorney Oversight Committee use the same process implemented by Human Resources to hire the County Administrator, and discussion ensued.

In response to comment by Commissioner Long, Attorney Bennett indicated that he is planning to retire in 2018; that the oversight committee will be effective and in place January 1; and that formative discussions need to begin regarding the role and function of the committee. Noting that it would be inappropriate for him to provide representation, he recommended that the Charter Review Commission's attorney be hired to help facilitate conversation related to the prudent role of the group under the specific language of the Charter amendment; and that members be allowed to become familiar with their roles and learn what their jobs are going to entail. He indicated that conflict issues are not uncommon and can be addressed at a later date.

Referring to a recent discussion with Commissioner Eggers, Attorney Bennett provided information related to the County Attorney search criteria, noting that the search will be limited to the state of Florida; and that the process should take no longer than three months. He reiterated his opinion that the Charter Review Commission's attorney would be the most knowledgeable person to discuss the thinking behind the amendment's language and to provide guidance.

Following discussion regarding the timeline for the County Attorney search, Attorney Bennett affirmed that he will be available for as long as he is needed and stated that Wade Voss was the attorney for the Charter Review Commission; whereupon, Commissioner Long confirmed the Board's direction to schedule a meeting of the Oversight Committee and contact Attorney Voss.

COUNTY ADMINISTRATOR REPORT

Consent Agenda

Mr. Woodard distributed a document titled *List of Items Regularly Added to the Consent Portion of the Agenda* and explained the criteria used by staff to determine whether an item will be placed on a Consent Agenda versus a Regular Agenda, noting that the goal is to have consistency from meeting to meeting; that perfunctory items that have been previously discussed by the Board are placed on the Consent Agenda; and that items expected to be controversial, that bring risk to the County, and those not familiar to the Board belong on the Regular Agenda.

In response to queries by Commissioner Welch, Mr. Woodard confirmed that an award of low bid is placed on the Consent Agenda, and noted that contracts such as

Emergency Medical Services, Ambulance Transport, and Waste-to-Energy Operator are put on the Regular Agenda due to their size, importance, and duration. He indicated that prior to 2007, the agendas contained extensive routine items that resulted in lengthy meetings; that the Commission directed staff to develop a framework in which to place the items; and that Item No. 19 on the list had been part of the initial directive and will be removed.

Mr. Woodard requested input as to possible revisions to the criteria, and brief discussion ensued pertaining to pulling items from the Consent Agenda for discussion during a meeting; whereupon, Commissioner Long suggested that the members take time to digest the information since the Board has never seen the list; that they discuss with Mr. Woodard any questions or concerns that they may have at a later time; and that he can present a proposed summary of changes to the Board with recommendations, and the members concurred.

District Office Budget

Mr. Woodard distributed various documents pertaining to the Board of County Commissioners program budget and discussed the content of each, noting that the citizens are given a high-level overview of the Board and its duties, a budget analysis, historical information and performance metrics, and a breakdown of line items pertaining to personal services, operating expenses, and capital outlay; and that the Board's aggregate budget equals the accumulation of all of the district budgets. He provided an overview of the BCC budget process and discussed various district budget expenditures, and discussion ensued.

In response to query by Mr. Woodard, Darlina Herring, Assistant to Commissioner Welch, clarified that each district office provides its proposed budget, which she submits; and that the expenditures for all seven district budgets are close but do vary.

Mr. Woodard related that the District 1 budget is higher than the other districts because Commissioner Long had submitted a budget request in the amount of \$3,250 for internships and externships, noting that Office of Management and Budget staff was advised that each Commissioner's staff salary and benefit levels should be the only differences that exist within district budgets. He related his recommendation to Commissioner Long that the Commissioners' offices work together to develop a system to share the allotment so that the stipend expense does not accrue solely to one district.

Responding to query by Commissioner Seel, Mr. Woodard pointed out the \$3,250 budget under *Other Salaries and Wages*, noting that it appears she had the same type of expense in 2015 in the amount of \$840.

Commissioner Long provided background information regarding the internship program, noting that she brought the idea of student internship to Mr. Woodard; that she worked with Human Resources (HR) to create a job description, goals, and skills needed for the position; that she believes a small stipend should be paid to participants; and that HR

indicated that resources were available at the time. Chairman Justice explained that extensive outreach to area colleges has not indicated much student interest in internships; that the prospect of payment was not addressed; and that he has developed new contacts at some colleges and will try again to promote the program, noting that downtown Clearwater is not an easy commute from the main universities.

Commissioner Long discussed her experiences with the internship program and reported how the students' lives were positively influenced, noting that she is not currently utilizing the program and the funds could be reallocated.

Mr. Woodard suggested that interested members get together to discuss program criteria and strategize an equitable structure for sharing funds; that some members may not want to participate, and their portion would be redistributed; and that, to the extent that members can manage their district budgets, line-item appropriations could be adjusted to free up additional capacity for another use. Commissioner Welch suggested that approximately \$460 of the allocation be distributed to each Commissioner's budget to be used as they deem appropriate, noting that the members attend many community events and incur out-of-pocket expenses, and Commissioner Long concurred.

At the request of Chairman Justice, Commissioner Long and Mr. Walsh provided information pertaining to interns' expenses and hours worked. Commissioner Welch expressed concern that the driving distance and cost of gas are issues restricting student participation and reiterated his earlier suggestion. Commissioner Gerard agreed, and discussion ensued.

Updated Organizational Chart

Mr. Woodard distributed organizational charts for the Office of the County Administrator and County Government as a whole, and indicated that the charts on the website have been updated to include Mr. McCaslin's title and portfolio of responsibilities.

Responding to query and comment by Commissioner Eggers, Mr. Woodard discussed the structure and hierarchy of the County Administrator's Office. He clarified that the staff under each of his Assistant County Administrators are assigned distinct titles, and indicated that a version containing the names of departmental directors is available and will be provided.

In response to queries by Commissioners Long and Welch, Mr. Woodard indicated that the number of departments assigned to some Assistant County Administrators is greater than others due to the fact that certain departments have a higher budget and position count; that the workload is evenly distributed; that Public Works does not need a public information officer as it focuses on doing things to serve the customers and the public; and that there are currently no major vacancies in departments under the Administrator.

MISCELLANEOUS

Mr. Woodard reported that the Assembly Room was recently vandalized and sustained minor damage. He confirmed that the Sheriff's Office is investigating the incident, and pointed out that the event revealed a potential security concern, noting that the room is currently unlocked when not in use, allowing anyone access to the secure area.

Mr. Woodard indicated that staff is working with the Fire Marshal to determine whether card access can be installed on the doors; and that the card reader would allow staff access and provide a record of ingress and egress, noting that the room would be locked when not in use.

Mr. Woodard thanked Assistant County Administrator John Bennett and staff for their work with the Pinellas Suncoast Transit Authority (PSTA) to address the Transportation Disadvantaged bus pass issue. He indicated that a memorandum containing the particulars of the path forward will be provided later today, noting that he wants to provide the information to the members before the item is discussed at the PSTA Board meeting tomorrow.

Mr. Woodard presented information about the bus pass pilot program and related that the goal is to provide members of the County's health program transportation access to medical appointments. He expressed hope that data compiled from the nine-month program will provide an opportunity for the County and community partners to create a more permanent transportation solution at a lower cost than the U-Pass program; whereupon, Commissioner Welch thanked Messrs. Bennett and Woodard for their work with the PSTA.

The meeting adjourned at 2:39 P.M.