

**MINUTES OF MEETING  
BOARD OF COUNTY COMMISSIONERS  
ST. JOHNS COUNTY, FLORIDA  
AUGUST 3, 2001  
(9:00 A.M.)**

Proceedings of a budget workshop meeting of the Board of County Commissioners of St. Johns County, Florida, began and held in the Auditorium at the County Administration Building, #4020 Lewis Speedway (County Road 16-A) and U.S. 1 North, St. Augustine, Florida.

Present were: Marc Jacalone, District 3, Chair  
Nicholas Meiszer, District 1  
Mary Kohnke, District 4  
Ben W. Adams, Jr., County Administrator  
Daniel Bosanko, Deputy County Attorney  
Lenora Newsome, Deputy Clerk

Also present: Joe Vonasek, Budget and Management Office; Doug Timms, Budget and Management Office; Dawn Cardenas, Budget and Management Office

Commissioner John Reardon, District 2, was not yet present at the meeting and Commissioner James E. Bryant, District 5, was not present at the meeting.

(08/03/01 - 1 - 9:04 a.m.)  
CALL TO ORDER

The meeting was called to order by Jacalone.

(08/03/01 - 1 - 9:04 a.m.)  
ROLL CALL

The roll was called by the Deputy Clerk.

(9:05 a.m.) Kohnke announced that the Council on Aging had received the award of the *Rural Transportation System of the Year for the Disadvantaged*.

(9:05 a.m.) Reardon entered the meeting.

(08/03/01 - 1 - 9:05 a.m.)  
I. INTRODUCTION

Vonasek mentioned the purpose of the meeting today was to review the recommended budget.

(08/03/01 - 1 - 9:07 a.m.)  
II. ISSUES TO BE ADDRESSED

- A. Departmental Funding Levels
- B. Adjustments to Recommended Budget
- C. Fund Balance

The issues to be addressed were to determine if the Board was interested in reviewing any specific funding level within a department, then proceed from the workshop to make any adjustments made by the Board and then return with a tentative budget for adoption at the

reflective milage rates. The tentative adoption meeting is scheduled for September 4, 2001, at 5:30 p.m. and the second meeting is scheduled for September 11, 2001 at 5:30 p.m.

(08/03/01 - 2 - 9:10 a.m.)

III. GENERAL FUND

A. GENERAL GOVERNMENT

1. Board of County Commissioners

Meiszer spoke on the amount of \$1,200 budgeted for travel for the Commissioners not being high enough. Jacalone suggested raising the travel amount to \$2,000. Discussion followed on raising the travel amount to \$2,000, having another fund for Commissioners to be able to use if they have to go on any big trips, redirecting the money if the Commissioners do not use it, and having a policy that will control the spending. Meiszer questioned where the funds for Chamber of Commerce visioning was budgeted. Vonasek answered that it was budgeted in the Economic Development Budget. Reardon questioned the structure of the pay of the two full time employees in the Commissioner's Office. Vonasek explained there was a general package for all County employees. Jacalone requested for Vonasek to stay on top of the reclassification of the Board's Secretaries. Kohnke mentioned that they should be evaluating their own secretaries. Adams mentioned raising the travel amount to \$2,000 and Vonasek stated that he would.

(9:24 a.m.)

2. County Attorney

Jacalone questioned raising the amount of attorney positions from 4 to 5. Vonasek stated that was the Board's direction earlier this year. The Commissioners did not remember raising the attorney positions from 4 to 5. Jacalone recalled making an amendment to the County Attorney's Budget to make up for outside services that were running over the amount that they had and salary increases to the existing positions. Meiszer stated that he was of the opinion that more legal services should be contracted out on a specific case by case basis. Bosanko gave background on the purpose of adding a fifth attorney and stated that if the Board didn't want to add an additional position, they could shift the money to contractual services. Jacalone stated that he couldn't understand how Sisco and Bosanko could handle everything five years ago and why five years later they needed five more attorneys. Kohnke stated that she supported granting the request for an additional attorney. Discussion followed on covering land development cases, not having someone on Staff all the time and hiring someone to handle whatever suit happens to come up, there not being enough space to add another person, hiring someone part time, the hourly rates for an attorney and the cost of hiring an outside attorney, and the Attorney's Office keeping records of the work that they do for other areas. Jacalone stated that the Board supports the County Attorney's three assistants and raising the outside counsel line from \$150,000 to \$200,000.

(9:46 a.m.)

3. County Administrator

Kohnke mentioned having a fund for the County Administrator to take care of things that have been taken out of their pockets this year. Vonasek stated that they talked about it extensively and there is a disagreement with the County Finance Director about the feasibility of establishing such an expense line. The disagreement is that they don't believe that it is a legal expense. Kohnke stated that they needed to get an opinion on it. Adams mentioned that he was talking to Bosanko and that he mentioned adding money to the County Administrator's salary to take care of it, but Adams said that he didn't think that it would be appropriate. Meiszer expressed that he was totally apposed to any expense

account. Discussion followed.

(9:50 a.m.)

B. CONSTITUTIONAL OFFICERS & COURT SERVICES

1. Clerk of the Circuit Court

Meiszer questioned having a copy of the Fee Budget from the Clerk. Vonasek mentioned that the Clerk is not required to send a copy of her Fee Budget, but she does. He stated that they don't have control over it, so they don't review it at the budget meetings.

(9:52 a.m.)

2. Property Appraiser

Timms stated that they had communicated with the Property Appraiser and there will be a slight decrease in their budget. Kohnke questioned all the lines being zero except for one. Vonasek replied that there was a line mentioned as other and that was the way they had to appropriate it. Jacalone mentioned that DOR approves their budget also.

Vonasek mentioned that the Sheriff wanted to speak to the Board on his budget, so he asked to delay it until he could make it in. The meeting moved to Supervisor of Elections.

*The meeting moved to Supervisor of Elections.*

(10:02 a.m.)

3. Sheriff

Sheriff Perry stated that they are under the Pentamation with the County. Kohnke asked him if he could provide them with performance measures for each sectors. Sheriff Perry replied that he could and explained. Sheriff Perry stated that they reviewed their entire budgeting procedures to see what they can improve on, and explained turn backs. Vonasek mentioned that the Sheriff gave them an estimate of what his turn back might be. Sheriff Perry spoke on the recommendation made by the County for a 2 million dollar increase, his 6.7 million dollar initial request being a snapshot history of what it would take to help the Sheriff's Office meet its future needs for the next three or four years to grow, 3.5 million dollars is where he really needs to be, if he only gets 2 million dollars, than he will be about 400,000 dollars short and explained, and matching grant funds not listed causing the shortage. Discussion followed on trying to give the Sheriff the money he needs and where to take it from, the Sheriff needing new personnel, the percentage of the County's ad valorem budget being around 47% and keeping the Sheriff at the level of the new money coming in, grants and how to handle them, 2 million dollars not giving the Sheriff any room for growth, and helping the Sheriff go beyond getting 2.4 million dollars if possible.

(10:49 a.m.) Iden C. Champion, 395 Sevilla Drive, voiced concern on the Sheriff trying to get more money, suggested cutting expenses instead.

The meeting recessed at 10:52 a.m. and reconvened at 11:02a.m.

*The meeting moved to Human Resources.*

(9:54 a.m.)

4. Supervisor of Elections

Vonasek stated that there will be a change in the Supervisor of Election's Services Budget. The Capital Outlay will be eliminated because the State is funding elections equipment purchases. The County will be eligible for the amount of \$213,750, which the Supervisor

of Elections will use to acquire additional voting machines. Discussion followed.

(9:56 a.m.)

5. Tax Collector

Vonasek remarked that this is another budget that is under the Department of Revenue. He stated that Dennis Hollingsworth makes an estimate of money not used prior to the end of the year, so they are able to appropriate him as part of their balance forward into the next year.

(9:57 a.m.)

6. Court Services

Jacalone questioned what Article 5 would mean to the County, when it is implemented. Vonasek answered that there are still a lot of questions about what the impact of Article 5 will be. There will be funds that will be reduced in certain lines of the budget and then others will have a fee increase.

(9:59 a.m.)

Penny Halyburton spoke on receiving additional money in the amount of \$60,000, which will be used for voter education and poll workers training. Vonasek distributed an agreement that will go before the Board which will stipulate how much money the County will be getting through the Supervisor's Office and the format in which it will be paid to the County.

*The meeting returned to the Sheriff Office's Budget.*

C. MANAGEMENT SERVICES

(11:02 a.m.)

1. Human Resources

Vonasek asked if there were any questions for this budget. Reardon asked if there was a request for new employees. Vonasek replied no.

(11:03 a.m.)

2. Management Information Systems

Vonasek mentioned that they are asking for extra positions and explained them. Wylie Thibault explained why he needed the extra positions. He spoke on writing or buying the programs needed, stating that writing the programs require extra people and he preferred to buy the programs. Discussion followed on how bad the new positions are needed, and getting as much information on computer and on the net as soon as possible.

(11:11 a.m.)

3. Intergovernmental Relations / Economic Development

Vonasek reviewed this department's budget. Reardon asked if there was a request to add any new positions. Vonasek replied no. Jacalone mentioned a line for \$27,800 for a GTV Audience Survey and asked the Board's support to take that out of the Contractual Services Line because he doesn't think it is necessary. Discussion followed on not doing the survey, the programs being viewed on GTV, taking a look at the money the Board is being asked to spend on the visioning, and looking at the proposal for Strategic Planning before the adoption date. Adams stated that the contract has to come back before the Board.

(11:35 a.m.)

4. Office of Management & Budget

Vonasek asked if there were any questions on this budget. There were none.

(11:36 a.m.)

5. Purchasing

Vonasek asked if there were any questions on this budget. There were none.

(11:36 a.m.)

6. Risk Management

Vonasek mentioned the major change in this budget was a part-time safety inspector. Reardon questioned the part-time position being \$30,000 a year. Vonasek responded. Discussion followed.

(11:40 a.m.)

D. CENTRAL SERVICES

1. Construction Services

Reardon questioned if there were enough employees and if they were not asking for an increase. Vonasek answered that he was told they were happy with the staffing level they had currently.

(11:41 a.m.)

2. Facilities Maintenance

Meiszer questioned how many positions they were requesting. Timms responded.

(11:42 a.m.)

3. Judicial Center Maintenance

Meiszer questioned why this was broken out as a separate item. Vonasek replied.

(11:43 a.m.)

4. HHS Center Maintenance

Timms reviewed this item. Discussion followed on the custodial services and contracts.

E. PUBLIC SAFETY

(11:45 a.m.)

1. Animal Control

Vonasek mentioned that they requested an additional position. Discussion followed on the capital and animal control licenses. Jacalone requested to have a workshop on licenses for animal control. Adams stated that he would check into it.

(11:48 a.m.)

2. Communications

There was no discussion.

(11:48 a.m.)

3. Emergency Management

There was no discussion.

(11:49 a.m.)

4. Emergency Medical Services

Meiszer stated that he thought the Fire and Rescue was consolidated and questioned the 54 employee positions in the Emergency Medical Services. Vonasek replied that the services themselves are funded separately. Discussion followed on being cross trained, the budget reflecting the operation, which is the Fire and Rescue Department, and not budgeting separately for EMS and Fire, and everyone being charged the same on fire tax. Bobby Hall spoke on having separate budgets and explained why. He spoke on needing one more transport unit and the backup unit being too old.

(11:58 a.m.)

5. Medical Examiner

Vonasek mentioned that they needed a replacement vehicle added to the budget which will be an increase of approximately \$20,000. Discussion followed on what the vehicle will be used for, the amount going back up to \$24,000 on the Capital Section, and needing tables.

(12:00 p.m.)

6. Codes Enforcement

There was no discussion.

The meeting recessed for lunch at 12:01 p.m.

The meeting reconvened at 1:00 p.m. with Reardon, Meiszer, Kohnke, Adams, Halstead, Vonasek, Timms, Cardenas, and Deputy Clerk Judy Hamilton in attendance. Commissioners Bryant and Jacalone were absent. Meiszer accepted Reardon's nomination for him to act as operating chairperson for this meeting.

(08/03/01 - 6 - 1:04 p.m.)

PLANNING/LAND DEVELOPMENT

Vonasek stated the Housing Department was a new department, being a new unit with Growth Management Services Department. Meiszer asked for background information. Scott Clem and Tom Crawford joined the meeting at the table. Meiszer asked what the County government role was in housing. Discussion ensued, including pursuit of grants. Capital Outlay requests included vehicle, permit tracking system for \$75,000. Reardon felt comfortable with this budget.

(08/03/01 - 6 - 1:11 p.m.)

ZONING

Vonasek stated there were no substantive changes.

(08/03/01 - 6 - 1:13 p.m.)

DEVELOPMENT REVIEW

Discussion was held on this budget going down; capital outlay changes, permit tracking, computer systems and the Internet, personnel, 27-29, where these people are housed, inspectors included in this field, review plans given in compliance with LDC.

(08/03/01 - 7 - 1:17 p.m.)  
HOUSING/COMMUNITY SERVICES/SHIP

Discussion was held on an additional project coordinator, grants implementation, development of affordable housing projects, oversight and administration of CRA, West Augustine, SHIP budget emphasizing rehabilitation efforts, affordable apartments in Julington Creek; compliance officer, revenue from State (\$1,000,000), match to a program where the bulk of funds go to the developer of a project, Federal Home Program, and Federal Housing Finance Corporation.

(08/03/01 - 7 - 1:27 p.m.)  
AGRICULTURE & HOME ECONOMICS

Completion of the windstorm Mitigation Facility will greatly decrease their Capital Outlay. Discussion ensued.

(08/03/01 - 7 - 1:29 p.m.)  
SOCIAL SERVICES

Vonasek said there were no substantive changes; an increase in the amount allocated to client hospital was mentioned.

(08/03/01 - 7 - 1:30 p.m.)  
VETERAN SERVICES

Adams stated they had selected the new Veteran Services Officer, who had been increased to full time and was in the budget.

(08/03/01 - 7 - 1:30 p.m.)  
COUNCIL ON AGING

Cathy Brown joined the meeting at the table. Funding was discussed: cut in transportation; meeting match requirements in program areas, Sunshine Bus, paratransits, statistics on the ridership of the Sunshine Bus, scheduling a workshop presentation on that, transportation of disadvantaged, door to door service for handicapped, anyone who has disadvantages, 153,000 from State, keeping the program going, put it back on the list; underlining that the public is utilizing the service, if they cannot get ridership then discontinue it.

(08/03/01 - 7 - 1:45 p.m.)  
HAWKE

Discussion was held on \$10,000 grant being given for care of injured wild animals.

(08/03/01 - 7 - 1:55 p.m.)  
FAIRGROUNDS

Discussion was held on completing a plan for raising revenue for a facility at the Fairgrounds, being in favor of improving the Fairgrounds, in favor of providing support, digging up grants, hoping Recreation will be able to help out; sale of right-of-way.

(08/03/01 - 7 - 2:03 p.m.)  
RECREATION

Discussion was held on the building layout for the Recreation Department, Ancient City Soccer League, Multipurpose fields used by public and owned by the School Board, Gamble Rogers Middle School, field maintenance, listing of funds, Baptist Church gave use

of land, contract with the school, sweat equity, commitments for funding, adding it to the list. Further discussion was held on three new park facilities, 250 acres, landscape component for next year, and new positions.

(08/03/01 - 8 - 2:19 p.m.)

LIBRARY SERVICES

Mary Jane Little joined the meeting at the table. Discussion was held on additional librarian needed for Bartram Trails, full time at Ponte Vedra, Northeast growing at 99%, Jacksonville reciprocal agreement, library advisory board, part time and full time positions.

(08/03/01 - 8 - 2:35 p.m.)

TRANSPORTATION TRUST FUND

Joe Stephenson, Public Works Director, joined the meeting at the table. Discussion was held on gas tax, other grants and taxes, project list, cold mix, Greenbriar Road paving to C.R. 210, separation of last year from this year, change the heading, Staff will adjust.

(08/03/01 - 8 - 2:39 p.m.)

FIRE DISTRICT FUND

Ray Ashton joined the meeting at the table. Discussion was held on reductions, 15 new firefighters, volunteers, Station 4, Bakerville, State at World Golf Village, in CIP subject for review, relook at priorities, key objectives being changed.

The meeting recessed at 2:50 p.m. and reconvened at 3:01 p.m.

(08/03/01 - 8 - 3:01 p.m.)

HEALTH DEPARTMENT

Dr. Walker was present at the table. Discussion was held on four vacant positions, 103 employees, and State employees.

(08/03/01 - 8 - 3:05 p.m.)

BUILDING SERVICES FUND

Discussion was held on special revenue fund and inspections.

(08/03/01 - 8 - 3:10 p.m.)

LAW ENFORCEMENT TRUST FUND

Brief discussion was held on sale of confiscated items.

(08/03/01 - 8 - 3:11 p.m.)

MENTAL HEALTH FUND

No discussion was held.

(08/03/01 - 8 - 3:11 p.m.)

UTILITY AUTHORITY FUND

Discussion was held on 2% rate hike, expenses, personal services, secretarial services, Hartman & Associates contract, other consulting fees, and travel expenses.

(08/03/01 - 9 - 3:15 p.m.)  
ADDITIONAL COURT COSTS TRUST FUND

This is funding to the State Attorney and Public Defender, revenues from assessment levied for this purpose on fines.

(08/03/01 - 9 - 3:16 p.m.)  
BEACH SERVICES

Dave Williams was present at the table. Discussion was held on capital expenditures, increased lifeguards, contract with state, transfer to Sheriff's Office increased coverage, pier fund, beach renourishment, pier expansion, and Galimore Memorial Center Fund.

(08/03/01 - 9 - 3:25 p.m.)  
TOURIST DEVELOPMENT TAX FUND

Glenn Hastings was present. Discussion followed on Category 2, reserves, contingency in advertising line item, and events.

(08/03/01 - 9 - 3:30 p.m.)  
DEBT SERVICE

Brief discussion was held.

(08/03/01 - 9 - 3:32 p.m.)  
ENTERPRISE FUNDS

Frank Kenton and Bill Young were present at the table. Discussion was held on solid waste, utility services fund, split supervision of field crews and lift stations and lines, consultant fees, professional fees, and water treatment.

(08/03/01 - 9 - 3:39 p.m.)  
GOLF COURSE

Wes Tucker was present at the table. Discussion was held on the updated golf course, trees, tree spade truck, lift station or pump station, and fee structure increase.

(08/03/01 - 9 - 3:47 p.m.)  
AMPHITHEATER FUND

Glenn Hastings was present. Discussion was held on pruning, trimming, appraisal, building acquisition, finalization of grant, culture facilities grant, and solicitation.

(08/03/01 - 9 - 3:50 p.m.)  
CONVENTION CENTER

Brief discussion was held on debt service, and special funding, and advertising Convention Center as a condition for free use.

(08/03/01 - 10 - 3:56 p.m.)  
WORKERS COMP

Halstead stated rates were going up.

Reardon left the meeting at 3:57 p.m. The meeting adjourned at 4:00 p.m.

Approved: September 4, 2001

BOARD OF COUNTY COMMISSIONERS  
OF ST. JOHNS COUNTY, FLORIDA

By: \_\_\_\_\_  
Marc A. Jacalone, Chairman

ATTEST:

CHERYL STRICKLAND, CLERK

By: \_\_\_\_\_  
Deputy Clerk