

**MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS
BUDGET WORK SESSION
COUNTY ADMINISTRATIVE CENTER
1112 Manatee Avenue West
Bradenton, Florida
June 4, 2019**

Present were:

Stephen R. Jonsson, Chairman
Betsy Benac, First Vice-Chairman
Misty Servia, Second Vice-Chairman
Carol Whitmore, Third Vice-Chairman
Vanessa Baugh
Reggie Bellamy
Priscilla Whisenant Trace

Also present were:

Cheri Coryea, County Administrator
Mitchell O. Palmer, County Attorney (was not present)
Robin Toth, Deputy Clerk, Clerk of the Circuit Court

Chairman Jonsson called the budget work session to order at 9:02 a.m.

AGENDA

BC20190604DOC001

1. **INTRODUCTION**

BC20190604DOC002



Cheri Coryea, County Administrator, stated all department heads were present. The Fiscal Year (FY) 20 and FY21 Decision Unit Report is the working document to be used for this work session.

BC20190604DOC003



John Osborne, Deputy County Administrator, utilized a slide presentation of Manatee County Government Long-Range Planning and Budgeting, addressing the growth indicators to justify some of the budget changes and requests: Resident population by decade pre-1950 to 2018, 2018 population of 394,855 (U.S. Census 2018), the increase in building permits, total number of County employees, effects of County population since 2008 resulting in 225 more miles of roads and rights-of-way, 15,000+ Emergency Medical Service (EMS) responses, increased Code Enforcement complaints, increased use of parks and libraries, Public Works Storm Water Existing Levels of Service, total employees in County departments, County population for the period 2009-2018, population projections, and an estimated one-half million citizens are projected by the year 2035.

BC20190604DOC004

2. **DECISION UNIT REVIEW**



Jan Brewer, Financial Management Director, stated the departments will make their budget presentations as outlined on the Agenda Memorandum.

BC20190604DOC005

Ms. Coryea utilized a slide presentation providing an overview of this year's budget, which is broken down into Base Decision Units, Continuation Decision Units, and Desired Decision Units. She explained the flagging process, in which items can be flagged for discussion, and a list of the flagged items will be maintained. Two Commissioners must support a flagged item in order for it to be valid.

BC20190604DOC006

PROPERTY MANAGEMENT



Charlie Bishop, Property Management Director, stated Property Management has seven

Programs: Program 3301 – Building Management, Program 3302 – Property Acquisition, Program 3303 – Construction Services, Program 3304 – Survey, Program 3305 – Replacement and Renewal (R&R) Projects, Program 3308 – Records, and Program 3309 – Grounds Maintenance. He addressed the challenges and opportunities of each Program.

Program 3301, Building Management – Page 481

Desired Unit 11 (Electrician, One Position, \$59,399) is funded.

Desired Unit 12 (Custodians, Two Positions, \$76,726) for library cleaning services is funded.

Desired Unit 13 (Grease Traps, \$50,000 is funded; \$80,000 is not funded), is to bring all Manatee County grease collection systems into compliance with present Code requirements.

Desired Unit 14 (Building Trades Worker and Supervisor – G.T. Bray, two Positions, \$115,531), is funded to coordinate facility work orders associated with the West county facilities, including the island library, Marine Rescue, G.T. Bray Park and the beaches.

Desired Unit 15 (Buildings Trades Worker – Animal Services, One Position, \$49,682) is funded, to add coverage to the most demanding facility to maintain. The additional, full-time position will increase response time and efficiency to cover North County.

Desired Unit 16 (Unmanned Aircraft Systems [UAS] – Drone Program, \$20,000) is not funded.

Desired Unit 17 (Two Interns – Interior Building Modeling and subscriptions/equipment, \$35,074) is not funded.

Program 3302, Property Acquisition – Page 509

Desired Unit 4 (Real Property Specialist and Coordinator, Three Positions) – Two Positions (\$130,804) are funded, and one Position (\$55,854) is not funded.

Program 3303, Construction Services – Page 517

Desired Unit 8 (Project Manager, One Position, \$77,782) is funded for additional project management capacity.

Desired Unit 9 (Senior Building Trades Workers, two Positions, \$100,428) is not funded.

Desired Unit 11 (Two Vehicles, \$118,206) is not funded.



Dave Thompson, Maintenance Supervisor, stated he met with the Administrator of Manatee Technical Institute (MTI) and several teachers. There is an opportunity to recruit employees this fall from graduates of the Electrical and Heating, Ventilation and Air Conditioning Programs.

Tom Yarger, Construction Services Manager, stated Project Management currently has two, recruit employees at this time. Two, Easter Seals clients were also permanently hired.



Commissioner Benac questioned the positions that remain unfilled.

Mr. Bishop stated Easter Seals and Workforce have assisted in finding individuals. The pay scale will address lower-paying positions to bring them up to a more reasonable wage.

Program 3304, Survey – Page 533

Desired Units 6 through 12 represent a bundle of associated software, including a Lidar scanner to use with drones, and they were all funded.

Program 3305, Replacement and Renewal Projects (R&R) – Page 550

Program 3305 consists of three categories: Property Management facilities, Property Management grounds, and Parks and Recreation. The facilities budget is for all County facilities, the grounds budget is for various park facilities and other structures, and the Parks and Natural Resources manages the budget for playgrounds and park R&R.

Base Unit 1.3 (Manatee Sheriff's Office R&R Pods, \$200,000) is funded for the annual renewal of two pods located at the Central Jail.

Continuation Unit 3 (Sheriff R&R Projects) was funded last year at \$250,000, which went directly toward Sheriff Projects. Inasmuch as the Sheriff has changed his priorities to having more deputies, the Sheriff negotiated with Administration for one more deputy in exchange for lowering R&R projects by \$100,000.

Discussion ensued as to utilizing inmates to redesign the pods for animal services, revisit the redesign, maintenance costs, and research this further and come back to the Board.

Program 3308, Records – Page 561

With regard to Desired Units 7, 8 and 9 (OnBase Enterprise Modules and Upgrades), Ms. Brewer stated that \$150,000 of the requested amounts is funded by General Fund Reserves. The request includes digital storefront software to manage ordering, tracking and accounting of all orders routed through the copy center.



Debbie Scaccianoce, Records Division, stated the Records Program has three sections: Records Management, Mail/Courier Services and In-house Scanning and Copying Services.

Continuation Unit 5 (County-wide Mail Delivery, One Position, \$57,112) is funded.

Ms. Scaccianoce stated a true, production-level machine was purchased last year to provide greater diversity and increase the volume of complex copying projects; however, staff is still using an outdated manual cutter for business cards, which slows production. Desired Unit 10 (Copy Center New Equipment, \$69,153) includes a new, electronic cutter.



Flagged Item: Commissioner Benac flagged Desired Unit 10 (Copy Center New Equipment, \$69,153). Commissioner Baugh seconded the flag.

Chairman Jonsson requested to see the return on investment for Desired Unit 10.

Program 3309, Grounds Maintenance – Page 579

Desired Unit 7 (Americans with Disabilities Act [ADA] Manatee County Self Evaluation and Transition Plan, \$100,000) is funded. Title II of the ADA specifically addresses making public transportation, services and programs accessible to persons with disabilities. This Plan is required by the Department of Juvenile Justice. Phase I of the Transition Plan is moving forward in FY19 at a cost of \$60,000. This includes the assessment of the G.T. Bray Administration Building, the Historical Courthouse and Judicial Center. Staff recommends completing the ADA Transition Plan in phases, requesting \$100,000 for the next four to six years. Depending on the outcome of Phase I, staff may be able to complete some of the assessments in-house at a reduced cost than what is proposed by the consultant.

Desired Unit 8 (Parks Maintenance Techs for Palma Sola/Blackstone/Buffalo Creek Parks, Three Positions) is requested in order to rotate staff between the Parks. One Position is funded (\$43,341); and two Positions (\$86,682) are not funded.


Desired Unit 9 (Toro Batwing Wide Area Mower for Bennett Park, \$86,226) is funded.

Desired Unit 10 (Parks and Athletic Fields Turf Management Program, \$130,000) is funded.


Desired Units 11 through 16 are not funded for FY20.

Desired Unit 16 (Lincoln Park and Pool Annual Maintenance, \$31,750) will come into play when the Lincoln Park facility comes on line. Desired Unit 16 is funded in FY21.

Property Management currently has one Lightning Loader Grapple Truck in the fleet, and it is used five days a week by the tree trimming/landscape crew at all County parks and facilities. Desired Unit 11 (One Lightning Loader Truck, \$34,809) is requested to increase productivity.

 **Flagged Item:** Commissioner Trace flagged Desired Unit 11 (Lightning Loader, \$244,809). Commissioner Benac seconded the flag.

Commissioner Trace questioned the efficiency of Desired Unit 15 (Two, Turf Tank GPS Field Painting Robots, \$90,000) and why this unit is not funded for FY20.


 Carmen Demilio, Parks Operation Manager, stated the Turf Tank GPS Field Painting Robots are time saving, taking 25 minutes to restripe a soccer field versus a two-man, manual operation. The GPS Robots are programmed to line mark the County's 23 soccer fields, and this has eliminated two staff members from this task to allocate their services elsewhere. The return on investment and annual cost savings is \$50,000.

 **Flagged Item:** Commissioner Trace flagged Desired Unit 15 (Two, Turf Tank GPS Field Painting Robots, \$90,000). Commissioner Bellamy seconded the flag.

Program 3310, Premier Sports Campus – Page 601

Desired Unit 5, (Custodian, One Position, \$37,516) is funded.

Desired Unit 6 (Irrigation System at Premier Sports Campus, \$230,000) is funded.

 Mr. Demilio stated the current, underground irrigation system at Premier Sports Campus is set up to constantly pump and flow water when it is on, resulting in high water bills. The new, overhead irrigation system will irrigate zoned sections of the property, and no water will be pumped through the overhead system when the irrigation heads are not being run, which is more cost effective. Desired Unit 6 is requested in order to eliminate high water bills and cut costs in half.

Desired Unit 4 (Premier Equipment, \$306,984) is funded to replace sub-standard maintenance equipment associated with the acquisition of the property.


Discussion ensued that the County pays utility rates for irrigation water at Premier, the people paying for the water are the same people supplying the water, request to see the return on investment from the irrigation system, the County lost \$150,000 at Premier in FY18, staff to provide the Board with revenue/expense information, question of presumption that an

investment will not be seen in other parks, estimated versus actual loss realized in the purchase of Premier Sports Campus, if the Premier acquisition agreement addressed the conditions of the property (amenities/irrigation system/maintenance equipment), a reduced purchase price was offered, the property is an asset, but significant maintenance costs are involved, more money is being requested for the property in the short time of ownership; it is still a business venture and is to be treated as such; a drone was used to discover hot spots for the irrigation system, staff is being very cost cautious, and well water is being used.

Desired Unit 7 (Premier Turf Management Program, \$55,000) is funded.

Desired Unit 8 (Ten Big Belly Solar Trash Compactors – Premier Campus, \$18,558) is funded.

PUBLIC SAFETY


 Jacob Saur, Acting Public Safety Director, stated Public Safety has six Programs: Program 2203 – Emergency Communications Center, Program 2204 – Emergency Medical Services (EMS), Program 2202 – Community Paramedicine, Program 2205 – Emergency Management, Program 2206 – Beach Patrol, and Program 2201 – Animal Services.


Program 2201, Animal Services – Page 614


Desired Unit 5 (Volunteer Specialist, One Position, \$58,049) is funded to focus on the structure of the Volunteer Program and to recruit, train and schedule the volunteers.

Program 2202, Community Paramedicine – Page 625

The Community Paramedic Program has had an average, monthly increase of 71.6 percent for referrals into the Program for calendar year 2018 compared to calendar year 2017. Current employees are operating at full capacity, and the waiting list continues to grow monthly. Desired 5 (Addition of One Community Paramedic, \$208,953) will actively engage in preventative health practices and 911/hospital diversions to maximize the County’s health care savings by redirecting patients to the most appropriate care options.

 **Flagged Item:** Commissioner Trace flagged Desired Unit 5 (Addition of One Community Paramedic, \$208,953). Commissioner Servia seconded the flag.

 Mr. Saur explained the differences between the Funded and Unfunded items for FY20 and FY21 (Pages 625 and 626).

 Discussion ensued that information on program outcome is unclear, a patient health care worker program, buildout of the Paramedicine Program at the Public Safety Complex, initial location for the Program was vacant space in between the new Medical Examiner’s office and new EMS Unit, funds were placed in Reserves for buildout and better utilization, vacant space at the Health Department was specifically reserved for a conference room, Paramedicine Program was created to prevent people from going to the emergency room and to free up ambulances, one of the driving factors has been to keep the health care system out of the hospital system, the Paramedicine Program addresses the first 30 days at which time Neighborhood Services assumes the care, services will not increase but remain the same to allow more clients into the system, and the program is not seeing repeat clients.


Program 2203, Emergency Communications Center – Page 632


Desired Unit 7 (3-1-1 County Services, One Position, \$72,590) is for the new 3-1-1 County Services Call Center, a one-stop center for any citizen or visitor to contact, request services or receive County government information. The 3-1-1 Center is aimed at reducing call transfers

to County departments by handling day-to-day citizen tasks and information requests in house and requesting the services of County departments. Requested funding of \$56,322 is approved, while \$72,590 for one position is not funded.

Program 2204, Emergency Medical Services (EMS) - Page 643

Growth continues to expand out east and North County, without an ambulance in the Myakka City area.

 Continuation Unit 4 (Myakka Advanced Life Support Fire Engine, 11 Positions, \$911,793) provides for EMS Paramedics on Myakka Fire Control District apparatus. There was discussion about a possible merger between Myakka Fire Control District and East Manatee Fire Rescue. If the partnership occurs, the existing agreements would continue between Manatee County EMS and East Manatee Fire Rescue for the staffing of paramedics on their apparatus.

 There was discussion regarding the history of Myakka retaining one paramedic. If the merger occurs, the County will no longer be responsible for the Myakka Fire District; however, the EMS Program will continue.

Desired Unit 8 (EMS Bariatric Training Unit [FY21]) and Desired Unit 9 (EMS AMBUbus [FY21]) are in the Capital Improvements Plan.

Program 2205, Emergency Management - Page 658


Desired Unit 5 (Post Disaster Redevelopment Plan [PDRP], \$100,000) provides the County with a single reference for establishing priorities and to navigate actions and decision making during difficult, long-term, disaster recovery periods. The Plan to update the PDRP involves hiring a consultant to host the community outreach and draft a new PDRP.

 Discussion ensued regarding the HAZMAT (Hazardous Materials) System.

Staff anticipates grant funding for Desired Unit 4 (Radios for Shelters [Forward Funding FY19 set aside], \$33,513).


Program 2206, Beach Patrol - Page 667

Desired Unit 9 (Paramedic - Lifeguard Beach Patrol, One Position, \$103,369) is funded.

 Chief Joe Westerman explained the challenges in manning all of the lifeguard towers. Construction of the additional towers will begin in August by Property Management. There are two permanent towers on Manatee Public Beach and Coquina Beach that cannot be moved, and there are other portable towers that can be pulled back during storm surges. Complete buildout of the additional towers is anticipated by May 2020. Lifeguard positions were funded when the towers were put in place, and funding for the additional positions was obtained, but the positions have not yet been filled due to required, extensive training. He spoke about the recent news clip on hurricane preparedness by Steve Litschauer, Emergency Management Chief.

RECESS/RECONVENE: 10:46 a.m. - 10:54 a.m. All Commissioners were present.

NEIGHBORHOOD SERVICES

 Ava Ehde, Neighborhood Services Director, stated Neighborhood Services has four Programs: Program 3401 – Neighborhood Connections, Program 3402 – County Probation, Program 3404 – Library Services, and Program 3405 – Health and Human Services.

Program 3401, Neighborhood Connections – Page 293

Desired Unit 3 (Neighborhood Wellness Strategy – Expanded) is funded to identify and support two neighborhood action plans; \$40,000 for FY20 and \$100,000 for FY21, to provide the validation necessary to plan for future improvements through other sources such as neighborhood enhancement grants for Washington Gardens and Parrish.

Program 3402, County Probation – Page 302


Desired Unit 8 (Probation Technology Monitoring – Expanded, \$175,000) is funded as a one-time purchase for an upgrade to the new eProbation Case Management System software.

Program 3404, Library Services – Page 314

Desired Unit 17 (Increase Funding for Other Public Service [OPS] staff, 13 Positions, \$207,933) is funded.

Desired Unit 15 (Branch Library Extended Operating Hours [8 hours for each of the five branches], \$755,133) was requested, but is not funded.


Desired Unit 14 (Additional Detail: Braden River Expansion Staff – Four Positions) is requested for one Librarian I and three Librarian Assistants for the Braden River Library, to meet the growing needs of the County. One Position is funded (\$51,925), and three Positions (\$175,802) are not funded.

 Discussion ensued that additional library hours require extra staffing and maintenance.

Program 3405, Community Services (Health and Human Service Programs) – Page 340


Program 3405 provides for the planning, administration and supervision of programs to meet basic human needs by assisting veterans with eligibility services, children, elderly, disabled and the most vulnerable citizens in the community. Each of these areas has very minimal staffing of five or less.

Desired Unit 12 (Veteran’s Services – Additional Staffing – Two Positions) is requested for one, Veterans Services Counselor and one Customer Screening and Intake Position. One Position is funded (\$53,321), and one Administrative Support Position (\$46,822) is not funded.

 **Flagged Item:** Commissioner Jonsson flagged Desired Unit 12 (Veteran’s Services – Additional Staffing – One Administrative Support Position, \$46,822) for further discussion. Commissioner Trace seconded the flag.


Ms. Ehde stated Continuation Unit 6 (Criminal Justice Liaison, \$80,973) entails working with the Public Safety Coordinating Council in gathering data to determine what is occurring with the juvenile justice system to assist in grant funding.

Ms. Ehde stated Dr. Renese Remy, Criminal Justice Liaison, is looking into Sequential Intercept Mapping (SIM Grant Process – substance abuse, mental health and people involved in the criminal justice system). SIM is a new concept for Florida in making sure counties receive needed funding in the different court systems.

 Discussion occurred about holding a work session to discuss the different courts.

Desired Unit 10 (Business Systems Support Manager, \$83,026) is funded for one Position to manage the applications unique to the department, organize departmental electronic files and manage digital security requirements.


Desired Unit 11 (Administrative Function – Marketing Specialist, \$71,789) is funded for one Position to advertise and promote the variety of events, programs, in-person services and outreach activities offered by Neighborhood Services, and to educate the public on where to go to obtain the needed services. The Public Information office is also involved.

 **Flagged Item:** Commissioner Whitmore flagged Desired Unit 11 (Administrative Function – Marketing Specialist, \$71,789), for further discussion/information. Commissioner Servia seconded the flag.

Inasmuch as Neighborhood Services covers an extensive list of services, Commissioners were asked to give clear direction to staff on the specific information they want brought back regarding flagged items and one-time funding requests.

Commissioners’ Bellamy and Whitmore requested detailed information about Desired Unit 11.

PARKS AND NATURAL RESOURCES


 Charlie Hunsicker, Parks and Natural Resources (PNR) Director, stated PNR has six Programs: Program 3201 – Natural Resources, Program 3202 – Environmental Protection and Mining Regulation, Program 3203 – Recreation Programs, Program 3204 – Agriculture and Extension Service, Program 3205 – Programming, Education and Volunteer, and Program 3206 – Ecological and Marine Resources Division.

Program 3201, Natural Resources – Page 364

Desired Unit 8 (Enhance Preserve Security and Integrity, \$43,450) is not funded.

Desired Unit 6 (Integrated Pest Management Improvements in the Preserves, \$196,369) is funded by Reserves, to assist in overseeing invasive species management in the increased number of acres of preserves and conservation lands.

Desired Unit 7 (One Fiscal Analyst Position – RESTORE Act, \$74,875) is funded.

 There was discussion that more resources are needed for Desired Unit 6, because there are more preserves to manage, requiring increased pest management, and another funding source to meet the need.

Program 3202, Environmental Protection and Mining Regulation – Page 375

Mr. Hunsicker addressed a dedicated funding source with emphasis on stormwater flooding and water quality.

Desired Unit 8 (Senior Environmental Specialist Air/Water, one Position, \$78,597) is not funded.

Desired Unit 9 (Stormwater Management Standards for Low Impact Development [LID], \$105,000) is requested for a qualified consultant to develop LID stormwater management

standards for public and private projects, including new projects, redevelopments, and retrofit or supplements of existing, conventional stormwater management systems.



In response to question as to the unfunded maintenance and security requested in Desired Unit 8 under Program 3201, Ms. Coryea stated that a County-wide review is underway on all facilities and departments for increased security. Information is to come back to the Board to include the parks, libraries and other locations. There has been heightened security due to recent events, and discussion is needed regarding the next step.



Flagged Item: Commissioner Trace flagged Desired Unit 8 under Program 3202 (Senior Environmental Specialist Air/Water, one Position, \$78,597); and, if not funded for FY20, then to fund the position for FY21. Commissioner Baugh seconded the flag.



Rob Brown, Environmental Protection Division Manager, spoke further about Desired Unit 8; the three monitoring areas at G.T. Bray and Port Manatee that are overseen by two staff; innovative monitoring technology that is being used; duties include supporting data collection, interpreting watershed assessments and guiding design studies; and each task requires particular skills and familiarity with environmental data collection techniques.

The was discussion that Desired Unit 8 is for one, highly-skilled technical position dedicated to assist with the RESTORE ACT accountability requirements. No one is in this position to coordinate these activities, and the problems with air and water must be addressed.

Commissioner Baugh suggested Desired Unit 8 be discussed with the County Administrator, Mr. Hunsicker and Mr. Brown.

RECESS/RECONVENE: 12:07 p.m. – 1:32 p.m. All Commissioners were present.

Program 3203, Recreation Programs – Page 393



Mr. Hunsicker stated the majority of the Desired Units for Program 3203 are funded for FY21.

Desired Unit 16 (Aquatics – Expansion of Hours, Three Positions, \$43,296) is funded to provide the necessary staffing to meet the demand of after-hour activities.



There was discussion as to whether the dive well at G.T. Bray Aquatic Center was repaired and the details on the repair estimates.


Desired Unit 31 (Summer Camp Staff Support, \$90,752) is requested to improve camp operations, increase the pay scale across the board, reassign certain positions between County facilities, the G.T. Bray Park Recreation Center and the John Marble recreation facility, and increase the youth camps budget for Other Public Service (OPS) staff wages.


Discussion ensued that staff is accommodating as many children as possible based on the number of available facilities, whether the summer camp program should be expanded based on current available space; summer camp enrollment is capped based on the number of available counselors, there is a potential for 30 counselors, but all are not yet on board, and additional funding would create more summer camp programs.



Flagged Item: Commissioner Servia flagged Desired Unit 31 (Summer Camp Staff

Support, \$90,752) for next year, FY21. Commissioner Trace seconded the flag.

 Lengthy discussion continued that Desired Unit 31 is a two-part request for an increase to the summer camp program and salaries, all positions are filled and waiting to bring six additional positions on board, offset \$40,000 of revenue, starting salary is minimum wage, outdoor programs have been moved to outdoor locations, air-conditioned space is needed for summer programs, improvements are needed at John Marble Complex, measure staff needs, when will Districts 1 and 5 get summer programs, Marble Complex and G.T. Bray are the only facilities currently providing summer programs, County Administrator to provide the Board with information on subsidized and assisted programs, additional requested \$30,848 to increase OPS staff wages each summer would be offset by a \$10 increase to the weekly camp fee to create \$30,000, Manatee County is the lowest price summer program provider, prices are set to make summer programs affordable, shifting money from Parks and Recreation budget to other programs, Parks and Recreation was segregated into its own fund in 2019, this fund is self-contained in Program 3206, there has been no transfer of funding into Property Management for parks, there are no summer programs for children in East County where major growth is occurring, recent funding of \$8 million was transferred from Parks to the Animal Services facility, Infrastructure Sales Tax (IST) is a separate fund, IST Funds should have been used to build facilities in East County, children summer programs/facilities are desperately needed in District 5, children in District 5 use Marble Complex, construction of Lincoln Park Pool (CIP project) is anticipated to be complete in the fall of 2020 (FY21), Lincoln Park Pool will be operational by FY21, how does Manatee County's funding of recreational facilities compare to other similar-sized counties, why is Manatee County behind, there is no diversified funding source to pay for different things, and holding outdoor activities.

 Melissa Nell, Parks and Natural Resources Division Manager, stated that recreation staff operate outdoor camps one to two times per week and additional staff are sent to assist; reading programs and lunch are provided; there is a freshwater fishing camp at Jiggs Landing and a saltwater fishing camp at Emerson Point; 500 to 1,000 children are involved in the summer camp program; and a funded, summer program in Rubonia.

There was further discussion that a facility similar to G.T. Bray cannot be built out east or in every district, a more aggressive tax position would be needed, District Commissioners get more constituent comments than At-Large Commissioners, various activities without air conditioning, and all-day care is needed for working parents and must be addressed.

Program 3204, Agriculture and Extension Service - Page 433

Desired Unit 13 (Part-Time Communications Coordinator, one Position, \$34,564) is needed, but is not funded.


Program 3205, Programming, Education and Volunteer - Page 454


Continuation Unit 2 (Volunteer Coordination, one Position, \$65,763) is funded.


Program 3206, Ecological and Marine Resources Division - Page 464

Continuation Units 3 and 2 and Base Units 1.1 and 1 are not funded.

Desired Unit 11 (Carbon Credit Feasibility Study, \$30,000) is not funded.

 **Flagged Item:** Commissioner Whitmore flagged Desired Unit 4 (Environmental Technician - Marine Resources, \$65,763). Commissioner Baugh seconded the flag.

 Mitchell O. Palmer, County Attorney, summarized the operations of the County Attorney's office. There are no Desired Unit requests, and the County Attorney's budget is less than one percent of the County's budget.

 Discussion ensued regarding the cost of the County Attorney's 2019 Local Government Law Seminar, County Attorney's office bears the cost of the Seminar; the cost continues to rise; cost of snacks/refreshments were \$2,400 this year and provided by the Civic Center's in-house caterer [Puff'n Stuff Catering], in-house caterer's prices have increased, Manatee Educational Television is paid to record and broadcast the Seminar, audio services is a separate fee, 365 people registered for the 2019 Seminar, possibility of charging attendees from other counties, the Seminar is known State-wide, City of Sarasota requested the County Attorney present the Seminar in Sarasota, what line item is used for the Seminar, charge attendees for refreshments, charging for the Seminar is a last resort, money flow at the Seminar is discouraged, and consider sponsorships to pay the refreshment vendor.

CONVENTION AND VISITORS BUREAU

Sable Santana, General Manager for the Convention and Visitors Bureau (CVB) and the Crosley Estate, stated the CVB consists of three Programs: Program 1101 - Tourist Development, Program 1102 - Convention Center/Crosley Operations, and Program 1103 - Premier Sports Campus.

Program 1101, Tourist Development - Page 49

Desired Unit 27 (Fiscal Technician from Part-Time to Full-Time, \$23,980) is funded due to growing demands.

Program 1102, Convention Center/Crosley Operations - Page 84

Desired Unit 13 (Four, Permanent, Part-Time Positions, \$94,242) is funded.


Desired Unit 14 (Additional Replacement of Heating Ventilation and Air Conditioning [HVAC], \$50,000) is built into the FY20/21 budget.

Desired Unit 15 (Crosley Estate Cameras [FY20], \$25,000) is funded.

Desired Unit 16 (Facility Event and Layout Software, \$40,000) is funded.

Desired Unit 17 (Increase Facility Rental Equipment Upgrades, \$50,000) is funded so that all events can be in-house.


Desired Unit 23 (Additional Bleacher Seating Replacement, \$70,000) is funded.

 Discussion occurred regarding the availability to rent the Powel Crosley Carriage House, and the Carriage House is small but can host smaller events.

Program 1103, Premier Sports Campus - Page 114


Sean Walter, Convention and Visitors Bureau Manager, spoke about Premier Sports Campus and the magnitude of events that have occurred at the facility, bringing new sales tax revenue into the County.

Desired Unit 4 (Two, Permanent, Part-Time Event Technicians III positions, \$61,980) is funded.

 There was discussion regarding international exposure from the unveiling event of Jane

Seymour's Open Hearts sculpture on the Bradenton Riverwalk.


BUILDING AND DEVELOPMENT SERVICES (BADS)

 John Barnott, Building and Development Services (BADS) Director, stated BADS is divided into three Programs: Program 3501 – Building Regulation/Compliance (Permit Intake, Review, Inspection and Plans Review), Program 3502 – Planning and Development, and Program 3503 – Code Enforcement.

Program 3501, Building Regulation/Compliance – Page 11
This is the only Program with requested Decision Units.

Desired Unit 5 (One, New Licensing Manager Position, \$95,886) is funded.

Continuation Unit 7 (One Permitting Tech – FY 19 FF, \$50,992) is funded. Base Unit 1 (Admin/Permitting/Plans Review/Inspections) is currently the greatest need.

 Mr. Barnott stated the County Administrator has recommended one, additional Code Enforcement Officer in FY 21.


Discussion occurred regarding three House Bills (HB) of concern HB 127, HB 447 and HB 7103, HB 7103 is the worst of the three bills, HB 127 and HB 447 speak of Reserves and allocating resources and funds, BADS reduced fees by two percent, HB 7103 affects affordable housing, development orders, and requires local government to review an application within 30 days (a non-judicial or public hearing item takes 120 days to complete the application; quasi-judicial items take 180 days), impact fees were hit hard, particularly on impact fee credits which could be returned at a higher rate than what was paid, HB 7103 would allow a house inspector to review all aspects including flood criteria and BADS could lose Community Redevelopment Area (CRA) rating, Floodplain Management was brought under the Building Code, and organizations have asked the Governor to veto HB 7103.

 Sally Cook, Floodplain Management Coordinator, was recognized as recipient of the John Ivey Award for Excellence in Certification by the Association of State Floodplain Managers.

Discussion continued that four graduates are to be hired into the internship program to be mentored by an inspector, staff is to present Manatee County's Video Inspection Program to the State, air conditioning inspections, statutory timeframe requirements for Development of Regional Impact reviews, new BADS positions are needed, the County is not being proactive to address future growth but only reacting to incoming building permits for new development, funding for consultants over the past five to ten years, growth management changes at State level, what has been done with the data from the How Will We Grow and Back to the Future visioning studies, the needs in Parrish, there is an opportunity in the Southwest District to do some planning, and staff is working on this, and long-range planning.

RECESS/RECONVENE: 3:28 p.m. – 3:34 p.m. All Commissioners were present.

REDEVELOPMENT AND ECONOMIC OPPORTUNITY

 Geri Lopez, Redevelopment and Economic Opportunity (REO) Director, stated REO is divided into three Programs: Program 3601 – Redevelopment, Program 3602 – Economic Development, and Program 3603 – Community Development.

Program 3601, Redevelopment – Page 924

There are land parcels available for affordable housing and some mixed use, leveraging incentives with Economic Development and Community Development programs for increased area benefit. Land prices are still high, the Southwest (SW) District lacks in median income, and more outreach is needed. All Desired Unit requests have been funded.

Ms. Lopez referred to the 2018 SW District Strategic Plan (approved 1/15/19), which outlines Manatee County's Five-Year Plan for the District, goals, a funding approach and framework to implement strategies, and aligns the budget with programs and projects. BC20190604DOC007

Desired Unit 7 (SW District Strategic Plan Implementation, One Position, \$101,421) is funded.

Desired Unit 8 (SW District Land Acquisition, \$500,000) is funded.

Desired Unit 9 (14th Street Median and Design Improvements, \$120,000) is funded utilizing Community Redevelopment Agency (CRA) Funds for area enhancements.

Desired Unit 10 (Additional shared vehicle for outreach and engagement, \$29,108) is funded.

Desired Unit 11 (SW District Place-making Initiative, \$200,000) is funded.

Desired Unit 12 (Drone Purchase for Departmental use, \$4,000) is funded.

Program 3602, Economic Development - Page 944


Desired Unit 5 (Division IT Upgrade Desktops to Laptops, \$7,016) is funded.

Discussion ensued regarding the shifting of Karen Stewart, from REO to Deputy County Administrator.


Program 3603, Community Development - Page 954

Continuation Unit 4 (Affordable Housing Subsidy - Livable Manatee, \$900,000) is funded.

Desired Unit 8 (Division IT Upgrade Desktops to Laptops \$3,770) is funded.


 Discussion occurred regarding land values in the Southwest (SW) District area, the use of drones, past CRA funds that were moved into Tax Increment Financing (TIF), all of the CRA funds are not gone, \$480,000 remains in the 14th Street CRA (upgrades to medians, lights, rights-of-way), \$1.3 million is in the SW CRA, monies are reserved for cameras, working with the Sheriff for community policing, funds are budgeted for economic development, cameras are requested at Pride Park near the restrooms and gazebo, staff is working on a report on Pride Park to present to the Board, \$500,000 is recommended this year for the land trust, another \$500,000 is recommended for next year, this is a concept and documents will be brought back to establish the land trust, a pilot project, possibility of using SW TIF to fund additional Code Enforcement officers, REO is working on the North County Plan in the Port Manatee area, development is occurring on 14th Street West, Redevelopment Coordinator (Base Decision Unit 1.1, SW District Program) is a new requested position, what are the plans for the old shopping center on U.S. 41 near the airport, looking at opportunity sites and what can be built on those sites based on the Land Development Code and urban corridors, medians on 14th Street West need maintenance and have no irrigation, consider using in-house maintenance by Property Management staff, article from the Business Weekly magazine about Manatee Builder Steve Rinehart regarding affordable housing, the status of the Desoto Square Mall cannot be discussed due to it being a quasi-judicial matter, and the Florida International Trade Park (Gateway). BC20190604DOC008

HUMAN RESOURCES

 Rodney Barnes, Human Resources Director, stated Human Resources has two Programs: Program 1501 – Human Resources Services and Program 1503 – Employee Health Benefits. The goal of Human Resources is to become a more flexible organization, focusing on a recruitment process and the creation of a competitive pay structure to reduce employee turnover.


Program 1501, Human Resource Services – Page 192
There are no Desired Units requested for this Program.

Program 1503, Employee Health Benefits – Page 204
Desired Unit 7 (Fiscal Technician, \$54,402) is funded.

 Discussion ensued as to who monitors flex spending accounts, this money is pre-taxed through payroll codes, and the number of participants in the health care account is growing.

It was noted that this is Mr. Barnes’ last budget process before he retires.

INFORMATION TECHNOLOGY

 Paul Alexander, Information Technology (IT) Director, stated the IT Department consists of six Programs: Program 1601 – Operations and Administration, Program 1602 – Client Services and Automated Systems Maintenance (ASM), Program 1603 – Applications and Development/Project Management, Project 1604 – Geographic Information Systems (GIS), Program 1605 – Telecommunications, Infrastructure and Data Center, and Program 1606 – Radio Division.

Program 1601, Operations and Administration – Page 222
Desired Unit 7 (Security Chief Technologist – Enterprise Wide, One Position, \$121,460) is funded.

Desired Unit 4 (Cyber Security Protections, \$700,000) is funded in Reserves.

Program 1602, Client Services and Automated Systems Maintenance (ASM) – Page 240
Desired Unit 4 (IT Staffing – Client Services, One Position, \$98,846) is not funded.

Program 1603, Applications and Development/Project Management – Page 251
Desired Unit 5 (IT Staffing – Chief Technologist, \$121,333) is not funded.

Program 1604, Geographic Information Systems (GIS) – Page 265
The GIS Section develops a comprehensive, digital land information data set, application, and standard in conjunction with County departments and constitutional offices. The GIS section provides digital or paper-based maps for display for a variety of purposes, primarily for Board presentations.

Base Unit 1.2 (Administrative, Training and Other Operating Expenses, \$80,254) is funded.

Base Unit 1 (Administrative Function, \$963,322, Five Positions) is funded.

Program 1605, Telecommunications, Infrastructure and Data Center – Page 272
Desired Unit 3 (Fiber Network Expansion, \$175,000) is funded in Reserves, to complete the

fiber network expansion link between the Manatee County Public Safety Complex and the Sarasota County Emergency Operations Center, provide direct transfer of Emergency 911 calls from one County to the other, and direct connectivity between the County's network and the 800mh Public Safety Radio Project.

Program 1606, Radio Communications - Page 285

Program 1606 provides the design, installation and maintenance of the County's public safety land over radio system. Some challenges involve limited spare parts availability and obsolescence. Staff is looking to improve Public Safety, and there is opportunity for cost savings at a recurring basis. The mission of the Radio Services Division is to implement the radio system to improve radio coverage, interoperability and service ability at the regional level, and provide first responders with the necessary tools to better serve the community.

Discussion ensued that it is anticipated the system will be operating by the fourth quarter this year or first quarter next year, much work is being done in both Manatee and Sarasota counties installing radios and templates, determining how first responders want to use the radio and specific channels during their course of work, the recent hijacking of municipal technology/information, and there is no perfect security system.



Mike Hotaling, IT Senior Manager, expounded on the subject of ransomware, stating that local governments have been targeted this year. Desired Units in the coming years will address the containment of malicious software to prevent it from spreading to the entire system.

CITIZEN COMMENTS

There being no citizen comments, Chairman Jonsson closed Citizen Comments.

Ms. Coryea stated the Constitutional Officers' budgets will be presented tomorrow, at 1:30 p.m., in Commission Chambers, followed by budget presentations for Financial Management, County Administration/Board of County Commissioners, and Public Works.

ADJOURN

There being no further business, Chairman Jonsson adjourned the work session at 4:33 p.m.

Minutes Approved: _____