

**MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS
WORK SESSION
COUNTY ADMINISTRATION BUILDING, FIFTH FLOOR, MANATEE ROOM
1112 Manatee Avenue West
Bradenton, Florida
June 8, 2022**

Meeting video link: <https://www.youtube.com/channel/UCUlgjuGhS-qV966RU2Z7AtA>

Present were:

Kevin Van Ostenbridge, Chairman
James A. Satcher, III, First Vice-Chairman, entered during the meeting
George Kruse, Second Vice-Chairman
Carol Whitmore, Third Vice-Chairman
Vanessa Baugh
Reggie Bellamy
Misty Servia

Also present were:

Dr. Scott L. Hopes, County Administrator
William Clague, County Attorney
Sheila McLean, Interim Chief Financial Officer
Robin Toth, Deputy Clerk, Clerk of the Circuit Court



Chairman Van Ostenbridge called the work session to order at 9:00 a.m.

INVOCATION



The Invocation was delivered by Father Robert Baker, Christ Episcopal Church, followed by the Pledge of Allegiance led by Commissioner Bellamy.

AGENDA

BC20220608DOC001

1. BUDGET MESSAGE FOR FISCAL YEAR 2023 AND DECISION UNIT SUMMARY



Dr. Scott Hopes, County Administrator, stated this is the first budget work session of the year to review the Fiscal Year (FY) 23 Recommended Budget. This is the second year of the County's two-year budget cycle. The FY 23 Recommended Budget documents are available on line at www.Mymanatee.org/budget. Budget level detail would be presented in the afternoon session. He introduced the Financial Management team.

BC20220608DOC002

BC20220608DOC003



Dr. Hopes spoke on the County's short-term debt; staff is now looking at long-term debt, and the County is financially strong.

(Enter Commissioner Satcher)




In order to provide relief to taxpayers last year, the Board saw a budget .2 mills below the initial recommended budget, which was done by reducing the library budget by .05 mills. The Board delayed implementation of the 2020 voter-approved .15 mill tax for environmental lands. Budget highlights are roads and infrastructure of approximately \$340 million into this year's portion of the Capital Improvement Program (CIP), public safety, cyber security, health care initiatives and a new prescription assistance program through the community paramedicine program, and expansion and maintenance of infrastructure and roads. This budget makes a significant recommendation toward the County's workforce to deliver high-quality service.




Discussion ensued on rebuilding Reserves and Stabilization Funds, County is in highest inflationary period, 50 percent inflation is budgeted for two years, departments are being assessed on which employees could effectively work remotely, ongoing negotiations on Manatee County's required share of funding for Sarasota Medical Examiner office, citizens

voted to spend Reserves on needed roads/hard assets, loss of \$1.4 million by the Clerk, save money for unanticipated events regardless of the economy, balance growth demands with building infrastructure, rainy day is here, being fiscally conservative, and past recession.


FY 23 Budget Review

 Sheila McLean, Interim Chief Financial Officer, utilized a slide presentation to address the FY 23 Recommended Budget. Budget challenges continue until the Board can get ahold of uncertainty. The total recommended FY 23 budget is \$1,866,498,712, with a net budget of \$1,025,702,793, an aggressive CIP FY 23-27 of \$1,166,546,259, with a FY 23 investment of \$342,998,997. This investment is only in FY 23; the entire CIP is \$2 billion dollars. The Consumer Price Index (CPI) has increased from 8.5 to an unprecedented 10 percent.


BC20220608DOC004

 She addressed a Millage Summary of Countywide Operating Millage of 6.5326 mills, representing a .15 increase due to environmental lands millage levied in FY 23, and .05 millage taken out of the General Fund to go back to the Library millage. She addressed Budget challenges, Budget Highlights, Revenues, Expenses, General Fund Expenses, Countywide Expenses, Business Operations Budget and Business Operations Changes in structure. A General Fund Expenses breakdown shows the Sheriff accounts for almost 35 percent, Reserves being the highest at 25.39 percent, a Business Operations Budget of 54 new positions added in nine departments, a recommended eight percent increase in health insurance to both Employer and Employee, and a Merit and Market Realignment recommendation of a 7.4 percent increase in employee compensation.

(Depart Commissioner Baugh)


 Estimated increase for health insurance to an employee would be \$7-8. This was not a good year to modify the plan due to the many factors including the COVID pandemic. Deductibles are a struggle. The County has been aggressive to make sure employees and families are taken care of. These amounts keep the County in compliance with State Department of Insurance regulations.

RECESS/RECONVENE: 10:13 a.m. – 10:23 a.m. All Commissioners were present.


 Ms. McLean summarized Business Operations Changes and a Restructuring Plan with divisional changes implemented in March 2022 to enhance service efficiencies and better serve the community:


- Dissolution of Redevelopment and Economic Opportunity Department – Economic Development and Redevelopment areas moved to County Administration, and Community Development moved to Community and Veterans Services;
- Building and Development Services rebranded as Development Services;
- Neighborhood Services rebranded as Community and Veterans Services;
- Records Management Division moved under County Administration;
- Impact Fee Administration moved under Development Services; and
- Health Care Program moved to Public Safety


 She addressed the CIP FY 23-27, the featured main CIP projects and the big six projects (59th Street West, 63rd Avenue East, 75th Street West, Lena Road, Lorraine Road and Upper Manatee River Road), Canal Road Corridor projects, Erie Road Projects, Sidewalk Projects (14), Lincoln Park, John Marble and Premier Sports Projects and Convention Center Projects. There are 576 projects in the CIP, 44 new projects added to the FY 23-27 CIP, and 114 Infrastructure Sales Tax (IST) projects.


 Chad Butzow, Public Works Director, listed the six bridge replacement projects that are moving forward at the direction of the Board:


- Two Bridges on Upper Manatee River Road at Gates Creek and Millcreek
- Kay Road over Cypress Strand on the west edge of Heritage Harbour
- Golf Course Road Bridge over Gamble Creek
- Duette Bridge on Duette Road near the Mosaic Mine
- Wauchula Road/Young Street Bridge

 She displayed slides of CIP-Sources and Uses and stated the funding will be a bond issuance. All projects will be done in a phasing process. An Impact Fee Analysis would be presented during the budget process. Aging infrastructure is addressed with this CIP.


 William Clague, County Attorney, asked staff to bring back to the Board on June 14, the information on governmental uses of funds.

 Ms. McLean continued with slides on Reserves pursuant to Florida Statutes 129.01(c), Reserve for contingencies and Reserve for Cash Balance, Summary of Reserves, Reserve Set Asides as part of the Reserve for Contingency, Reserve for Cash Balance, Summary of Changes in Cash Balances Reserves, General Fund Cash Balance Reserves in FY 23 and Total Stabilization. FY 22 Reserves were \$516.4 million; FY 23 Reserves are \$640.5 million; a 24 percent increase. The FY 23 Cash Carryover Balance is \$700,183,267.

 Budget certification will be presented on July 28. Two budget public hearings are scheduled for September 7 and 13.


 Ms. McLean addressed the budget process cycle and the Truth in Millage (TRIM) process per F.S. 129.

RECESS/RECONVENE: 11:11 a.m. – 1:30 p.m. All Commissioners were present except Commissioner Baugh.


 Ms. McLean presented revised Slide 18, Summary of Changes in Cash Balance Reserves, to show the correct figures under the FY 23 column for Environmental Tax Funds and total FY 23 calculated Tax Funds.

BC20220608DOC005

(Enter Commissioner Baugh)

 Dr. Hopes distributed The Pull Process and asked the Board to indicate which Decision Units they wish to discuss as the department budgets are presented.

BC20220608DOC006

 Ms. Mclean showed a sample of the Decision Unit Summary with funded and unfunded features, and stated the working document is the FY 23 Recommended Budget Binder containing the budgets of 13 departments. Constitutional Officer budgets and other funded County Programs would be presented June 13. The total Constitutional Officers' budget is \$48,005,312.

BC20220608DOC007

BC20220608DOC008


Community and Veterans Services

 Lee Washington, Community and Veterans Services Director, introduced staff.


Community and Veterans Department has seven Programs: Neighborhood Connections (3701), County Probation (3702), Veterans Services (3703), Library Services (3704), Human


Services/Community Services (3705), Community Development (3706), and Grants – Community and Veterans Services (9537).

Neighborhood Connections, Program 3701 – Page 9

 There are no service requests. Program 3701 currently has two personnel, with three vacancies. Those are intentional moves and two of the positions are advertised.

County Probation, Program 3702 – Page 10


 Jennifer Burgh, Probation Services Manager, stated the electronic cases prior to COVID averaged 15-20 cases, but soared to 70 cases during the COVID pandemic. Desired Decision Unit 10 (Standby Callouts Probation Officer, \$37,963) to handle increased caseload is funded.

 Desired Decision Unit 9 (Three, full-time Pre-trial Release Staff, \$187,751) is funded and filled.


Veterans Services, Program 3703 – Page 11

 There are no service requests at this time.


Library Services, Program 3704 – Page 12

 Tammy Parrott, Library Manager, stated Decision Unit 26 (East County Library Staffing FY 23 of 17 positions, \$682,760) is funded, but not yet implemented.


Desired Decision Unit 25 (Library Materials for East County Library FY 23, \$400,000) is funded.

 Continuation Units 19 through 24 represent funded, filled positions for extended Library hours at all the Libraries.

Human Services/Community Services, Program 3705 – Page 14


 There are no requests at this time.


Community Development, Program 3706 – Page 15

 There are no service requests at this time. Community Development has a staff of nine, along with a Fiscal Services Manager, and one vacancy. Adult and children services grants would be addressed in a different meeting.


Convention and Visitors Bureau

Tourist Development, Program 1101 – Page 19

 Elliott Falcione, Convention and Visitors Bureau (CVB) Director, stated the CVB has three Programs: Tourist Development (1101), Convention Center/Crosley Operations (1102), and Premier Sports Campus (1103). There are no requested Desired Decision Units. The CVB is fiscally conservative, and the budget is funded by tourism revenues.


 Discussion ensued regarding coastal Florida breaking records, Manatee County has a strong sports segment, Premier Sports Campus brings 16 percent of the visitors to Manatee County, the international market has slowed due to Federal COVID regulations, Convention Center construction design as well as a scope for construction management at risk services for the Marriott Hotel, there is dialogue with three water taxi operators on the purchase or manufacturing of the water vessels, and public/private partnership.

Convention Center/Crosley Operations, Program 1102 – Page 20

 Continuation 8 (Replace Bleacher Seating, \$150,000) is funded.


Continuation 12 (Sanitation Lines Repair at Convention Center) is coming with the CIP.

Premier Sports Campus, Program 1103 – Page 21


 Premier Sports Campus is co-managed by CVB and Property Management. Premier brings in \$50 million annually to the local economy with out-of-town sports business, 60 percent of athletes are local, and development of the additional park north of Premier will be integrated to draw out-of-town business.


Discussion ensued that the County is working with the Tourist Development Council (TDC) on funds to start the water taxi, staff is working on the branding/advertising, coordinate the water taxis with Transit to transport riders to embark stations, research use of TDC revenues beyond advertising, Continuation 14 (\$1 million for Mote Marine) represents the third million of Manatee County's \$5 million commitment for promotional services at City Park, concern of Manatee and Sarasota County partnership, more Manatee County presence is needed, Mote Marine Education Center on Anna Maria Pier, when the bed tax would be discussed, Sarasota looking to build a massive sports facility at Benderson Park to hold indoor/outdoor events to compete with Premier, Premier boat house will be competition, regional partnership is Sarasota-Bradenton International Airport, the fastest growing airport in the United States, GPS software to trace visitors at Benderson Park, airport uses GPS service, Manatee County must be cognizant of the partnership along University Parkway, what Manatee County must do to be the best, talk of establishing another type of Economic Development Council (EDC) and bring in a headquarters, hold a joint work session with Manatee and Sarasota County to address futuristic strategies, and June 13 work session is devoted to discuss use of dollars.


County Administration


 County Administration has four Programs: County Administration/Board of County Commissioners (0101), Information Outreach (0103), Records Management (0104), and Economic Development/Redevelopment (0105).

County Administration/Board of County Commissioners, Program 0101 – Page 25


 There are no requests at this time and levels of service remains unchanged. Some positions were reclassified from the vacancy list to support Administration. Commissioner Aides were budgeted last year.


 Upon question, Dr. Hopes spoke on the maintenance of digital records by Information Technology. Records Management was placed under Financial Management for a period of time while new controls were developed to ensure preservation of records and public records requests. State of Florida processes were adopted to ensure the integrity of public records responses.


 Commissioner Servia asked Dr. Hopes to outsource the public records function to a third party or to the Clerk's office and he agreed.


 Dr. Hopes stated he looked forward to an assessment by the Clerk's office and an outside auditor to ensure the controls in place are working. The County now has a very high integrity system that complies with Florida Statutes and preserves all inquiries with documentation.

 Commissioner Servia questioned if Continuation Items 4 and 5 could be consolidated.

 Chairman Van Ostenbridge reminded Board members to stay on task with the budget.

 Commissioner Bellamy questioned Continuation 5 (Page 26) ADA Compliance with zero funding, and to make sure the County is ADA compliant and funding is aligned.

 Carmine DeMilio, ADA Compliance Officer, stated \$200,000/year is allocated to conduct assessments. Staff is bringing all facilities up to Federal guidelines.


 Commissioner Whitmore spoke about the frustration of not being able to conveniently open doors on the ninth floor.


County Attorney


William Clague, County Attorney, stated his office has two Programs: Legal Representation (Program 0701) and Risk Management (Program 0702), with 20 staff, and no new requests.

Risk Management, Program 0702 - Page 32


There are no new requests.

 Mr. Clague stated an additional Attorney approved in last year's budget, is coming on Board. Legal fees have exploded from 4-5 years ago, and it is a challenge to keep the legal costs of the County Attorney's office down.


 Discussion ensued that outside excess insurance policies and renewals are not getting cheaper, cases are done as corporate in-house law, the office looks at the most efficient way to handle cases for the client, and make sure the County Attorney's office has adequate staff.


 Mr. Clague is comfortable with the status of his office, eminent domain matters are referred to outside counsel, expertise in local government cannot be contracted out, and he would advise the Board of any changes.

Development Services

 Courtney DePol, Development Services Director, stated Development Services has five Programs: Building (3801), Planning and Zoning (3802), Comprehensive Planning (3803), Administration Business Services (3804)m and Code Enhancement (3805).


Building - Program 3801, Page 35

 Program 3801 is an enterprise fund. Due to a rapid increase of plans inspections over the past two years, Desired Decision Units 15 through 19 are funded for two Plans Examiner-Inspections Officers, one Inspections Officer, one Planning Technician and one Permitting Technician for quality control and to maintain consistency throughout the Department.

 Desired Decision Unit 14 (Payment Service Fees - Increase Operational Costs, \$70,000), is funded to increases in vendor and credit card fees from the cost of doing business.


 Desired Decision Unit 13 (Plans and Inspections Continued Professional Development, \$36,400) is funded for bringing on staff.

(Commissioner Baugh was absent for a portion of discussion)

 Discussion ensued on better ways to do business, electronic payments, incentivize, permit fees were reduced drastically, other communities that do not have fees for certain


services, new technology in process, waive/modify/defer affordable housing fees, data is needed, and a consultant is to examine building fee structure.

Planning and Zoning, Program 3802 – Page 36


 No new positions are requested. Desired Decision Unit 13 (Records Services – Operational Increase, \$20,000) was added to do investigative research. Staff is getting more public records requests that must be budgeted for next year. For the first quarter of FY 22, Records billed 585 hours looking for Development Services documents, for a total \$30,000.

Desired Decision Unit 12 (Fee Studies by Professional Services, \$75,000) is funded.


Comprehensive Planning, Program 3803 – Page 37

 Desired Decision Unit 3 (Planning and Zoning Tech I, \$65,722) is funded to do research and ensure Comprehensive Plan and Land Development Code Amendments are being done timely.


Human Resources

 Julie Bassett, Interim Human Resources Director, stated the department has two Programs: Human Resources Services (1501) and Employee Health Benefits (1503).

Program 1501, Human Resources Services – Page 45


 Due to a big uptick in vacancies and employee relations issues, Desired Decision Unit 7 (One Talent Acquisition Specialist, \$94,259) and Desired Decision Unit 6 (One Employee Relations Specialist, \$81,760) are funded. These positions were reclassified from existing vacancies in the organization.

Program 1503, Employee Health Benefits – Page 46


 Desired Decision Unit 7 (Three Employee Health Benefits Staff, \$201,289) and Desired Decision Unit 8 (One Benefit Leave Specialist) are funded.

 There was discussion that AETNA is contracted to administer the Health Benefit Program.

Information Technology (IT)


 Drew Richardson, IT Director, stated the Department has six Programs: Operations and Administration (1601), Client Services and Automated Systems Maintenance (ASM; 1602), Applications and Development/Project Management (1603), Geographic Information Systems (1604), Telecommunications, Infrastructure and Data Center (1605), and Radio Communications (1606). Cyber Security is the focus for many of the Desired Units or increase requests.


Program 1601, Operations and Administration – Page 49

 This Program is the highly technical staff that runs the data center, handles cyber security infrastructure and includes Mr. Richardson. Desired Decision Unit 10 (Annual Tech Refresh, \$140,000) involves infrastructure upgrading and is funded.


 Desired Decision Unit 9 (New VBlock Tech Refresh Software, \$192,000) is in association with the big CIP project and is funded.


 Desired Decision Unit 8 (Enhanced Data Protection Software Support, \$105,000), is funded.


 Desired Decision Unit 7 (CADD 911 Redundancy, \$500,000) is funded to allow redundancy for the CADD dispatch system in a separate data center.

 Desired Decision Unit 6, Strengthen Cyber Security, Phase II (2 FTE and Equipment) for \$1,140,509 needs to be addressed.


Program 1602, Client Services and Automated Systems Maintenance (ASM) – Page 50

 Program 1602 handles most of client devices (mobile phones, tablets, PC's, laptops and hardware replacement).

 Desired Decision Unit 8 (Computer Replacement Model – Restructure, \$829,479) is moving to a 25 percent replacement model of hardware each year, which gives a four-year full refresh of client devices, is funded.


 Desired Decision Unit 7 for new Software (Vblock-server infrastructure, Quantum Scaler, DocuSign, \$318,857) is funded.

Program 1603, Applications and Development/Project Management – Page 51


 Desired Decision Units 8, 7, 6 are lumped together with Project Management team and are funded: Desired Decision Unit 8 (Annual Increased for Software Support Renewal, \$20,000); Desired Decision Unit 7 (Web EOC Contractual Services, \$55,000); and Desired Decision Unit 6 (Microsoft Power Initiative \$60,000).

Program 1604, Geographic Information Systems (GIS) – Page 52

 Desired Decision Unit 3 (GIS training, \$27,000) is funded.


 Desired Decision Unit 2 (HUB Premium Increase – GIS Software, \$11,000) shows as unfunded, but funding was already identified.


Program 1605, Telecommunications, Infrastructure and Data Center – Page 53


 Staff is looking to change the mobile device policy, e.g., capturing text messages, etc., which will necessitate an additional funding. Continuation 4 (IT Senior Specialist/FF FY 22, \$99,773) shows as unfunded because it was just approved by the Board on June 7 (Consent Agenda Item 18, Budget Resolution B-22-084, Item 10).


(Depart Chairman Van Ostenbridge; First Vice-Chairman Satcher presiding)


Program 1606, Radio Communications – Page 54

 Desired Decision Unit 7 (Installation Technician, \$91,187) is funded due to staff overload with a large set of installations for the Sheriff's office.


 Desired Decision Unit 5 (Additional ShopWare Professional Services and Inventory Replacement Software, \$25,000) is funded.

 Desired Decision Unit 4 (Annual Motorola Agreement Additional costs, \$35,000) is funded.

 Desired Decision Unit 3 (Jail Bi-Directional Amplifier/FF FY 22, \$400,000) shows as unfunded, because it was just approved by the Board on June 7 (Consent Agenda Item 18, Budget Resolution B-22-084, Item 6).


 Discussion ensued regarding issues with the County's website and looking to replace it, Reserves to pay for this and a timeframe, ability to make contract changes, budget amendment to come forward after summer recess, more funding needed for cyber security, requested information on the change to IT budget from last year to this year if Desired Decision Unit 10 (Annual Tech Refresh, \$140,000) is removed.


Parks and Natural Resources


 It was noted that Charlie Hunsicker, Parks and Natural Resources Director (PNRD), could not attend.

Ms. McLean stated Parks and Natural Resources has eight Programs: Natural Resources (3201), Environmental Protection and Mining Regulation (3202), Recreation Programs (3203), Agriculture and Extension Service (3204), Programing, Education and Volunteer (3205), Ecological and Marine Resources (3206), Environmental Lands (3208), and Grants-Parks and Natural Resources (9532).


Program 3201, Natural Resources – Page 57

 Natural Resources is mostly funded by General Fund and Utilities, with a total funded budget of \$5.8 million.

 Desired Decision Unit 15 Project Manager (one FTE \$106,671) was approved in FY 23, to serve as liaison with Property Management to help with vast projects in the CIP.


 Ms. McLean stated the other Desired Units and Continuation Units were fully funded and are part of moving forward.


Program 3202, Environmental Protection and Mining Regulation – Page 58


 Desired Decision Unit 12 (PNRD Bay Boat, \$179,987) and Desired Decision Unit 11 (McArthur Park Feasibility, \$200,000) are not funded and not considered as being feasible.

(Enter Chairman Van Ostenbridge; presiding)

Program 3203, Recreation Programs – Page 59


 Program 3203 is the largest of all the Parks and Natural Resources programs, which includes all the pools and all the parks, for a total funded budget of \$4,423,366.

 Desired Decision Unit 30 (Expansion of G.T. Bray Fitness Center Equipment, \$20,500) was not funded.

 Desired Decision Unit 31 (Affiliated League matching Grant for Park Improvements, \$96,000) was not funded.

 Desired Decision Unit 32 (Camp Bus Replacement, \$91,250) was not funded.

Program 3204, Agriculture and Extension Service – Page 61

 Program 3204 had no new requests.

Program 3205, Programing, Education and Volunteer – Page 62


 Desired Decision Unit 10 (Increase Special Events Budget for FITFest, \$8,100) is funded.

Program 3206, Ecological and Marine Resources Division – Page 63

 Four Desired Decision Units were not funded: Desired Decision Unit 14 (GMC 1500 Pick-up Truck – Marine Resources, \$43,296), Desired Decision Unit 13 (Artificial Reef Construction, \$60,000), Desired Decision Unit 12 (Marine Resources Field Technician FY 23, \$63,720), and Desired Decision Unit 11 (Ecological Resources Field Technician, FY 23, \$63,720)

Desired Decision Unit 10 (Perico and Ungarelli Preserves Mangrove Die Back Restoration FY 23, \$150,000) was funded.

Program 3208, Environmental Lands – Page 64

 Desired Decision Unit 2 (Resources Management Superintendent with Vehicle, \$217,124) is funded.


Flagged Item

 Commissioner Whitmore flagged unfunded Desired Decision Unit 13 (Artificial Reef Construction, \$60,000) for more information. Chairman Van Ostenbridge seconded the flag.


Property Management


 Charlie Bishop, Property Management Director, stated Property Management has eight Programs: Building Management (3301), Property Acquisition (3302), Construction Services (3303), Survey (3304), Replacement and Renewal Projects (3305), Copy Center (3308), Grounds Maintenance (3309), and Premier Sprots Campus (3310).

Program 3301, Building Management – Page 69


 Desired Decision Unit 24 (Human Resources Manager, One FTE, \$92,808, in combination with Human Resources Department) is funded.

Desired Decision Unit 23 (Senior Building Trade Worker with Vehicle-Lincoln Pool FY 23, \$141,677) was not funded.


 It was collectively decided to not fund the following Desired Units for Lakewood Ranch Library until FY 24: Desired Unit 22 (New Senior Building Trade Worker – East County Library FY 23, \$59,262), Desired Unit 21 (New Building Supervisor East County Library FY 23, \$68,094), and Desired Unit 20 (New Custodian East County Library FY 23, \$42,471).

 Due to a change in State rules and regulations on drone programs, Manatee County's drones will be obsolete as of January 2023, and Continuation 18 (UAS Drone Program, \$10,000) was not funded.

Program 3302, Property Acquisition – Page 71

 No Desired Decision units are requested at this time.


Program 3303, Construction Services – Page 72

 Desired Decision Unit 11 (One Administrative Specialist, \$54,684) is not funded.

Program 3304, Survey – Page 73


 No Desired Decision units are requested at this time.


Program 3305, Replacement and Renewal Projects – Page 74

 Numerous Desired Decision Units were not funded, but staff is working on other funding mechanisms.


 Desired Decision Unit 13 (Increase for Athletic Field Renovations, \$200,000) is funded.

 Desired Decision Unit 11 (Public Safety Power Controller Upgrade, \$150,000) is funded.

 Desired Decision Unit 10 (Fan Coil Units for Traffic Data Room, \$100,000) is funded.

 Desired Decision Unit 9 (Historical courthouse Stairs, \$80,000) is funded.

 Desired Decision Unit 8 (G.T. Bray Replacement/Three Upper HVAC Roof Units, \$85,000) is funded.

 Discussion ensued on whether there is any money in this budget for the renovations for the second animal services building, this is a CIP project that will be addressed at the next budget work session.

Program 3308, Copy Center – Page 75


The Copy Center is a part of Records Management; however, the fiscal function falls under Property Management.


 Desired Decision Unit 8 (Copy Center New Equipment, \$67,153) is funded.


Program 3309, Grounds Maintenance – Page 76

 Desired Decision Unit 15 (Two, Toro Sandpro for Baseball Fields, \$72,468) is funded.

Program 3310, Premier Sports Campus – Page 77


 There are no Desired Decision Units at this time.

 Upon question by Commissioner Servia, Mr. Bishop stated he was comfortable with the unfunded desired units at this time.

 Ms. McLean stated Dr. Hopes has identified a special set aside reserve in the General Fund to cover a list of repairs that need to be done.


(Depart Commissioner Baugh)

Public Safety


 Jake Saur, Public Safety Director, stated Public Safety has seven Programs: Animal Services (2201), Emergency Communications Center (2203), Emergency Medical Services (2204), Emergency Management (2205), Beach Patrol (2206), Code Enforcement – Public Safety (2207), and Grants – Public Safety (9522).

Program 2201, Animal Services – Page 81


Mr. Saur stated a separate budget was developed for the Bishop Animal Shelter, following acquisition. There are no desired units at this time.


 Continuation 5 is for nine positions at Bishop Animal Shelter, \$1,592,277. Funds to rehabilitate the second building will be addressed in the CIP budget. The County was required to assume the operations at Bishop as well as the facility. The recommendation in the CIP is to rehabilitate the second building and repurpose the Palmetto facility in this fiscal year. Animal Services will be at Bishop Animal Shelter.

(Enter Commissioner Baugh)


 Discussion was held regarding “repurpose the Palmetto facility”, make the facility a sea bird sanctuary for injured pelicans, another organization would oversee operations, facility can be surplus or demolished, Dr. Hopes’ recommendation to build out the second building at Bishop and vacate the Palmetto facility, Property Management will determine the best use of the facility and make a recommendation to the Board, Bishop operating expense is solely contained in Continuation 5, and look at east county adoption shelter in the future.

Program 2203 – Emergency Communications Center – Page 82


 A significant spike has been realized in 911 calls resulting in the need for dispatchers and first responders. Desired Decision Units 13, 14, 15 and 16 represent four additional Public Safety telecommunicators. Staff is working with Ms. McLean and Dr. Hopes to determine vacant full-time employee positions within the system to fund the four positions.


 Since this budget was developed, 3-1-1 was moved out of Public Safety Program 2203, and moved into Administration. Dr. Hopes stated two of the seven 3-1-1 operators are staffing the Administrative Center Lobby, one 3-1-1 operator is on the ninth floor and they report to Mr. Reinshuttle.

Program 2204, Emergency Medical Services – Page 83


 Desired Decision Unit 17 (One Clinical Supervisor/FF FY 22, \$100,391) for the paramedicine case manager is funded.


 Desired Decision Unit 16 (Contracted Project Manager, \$130,000) is funded to assist closing out large technology projects.

 Mr. Sauer stated he is working with the IT Director to determine the best fit for Desired Decision 15 (Information Technology Specialist – EMS, \$103,876). With the influx of technology, the ambulances, fire trucks and nine fire districts within the county all have gateways, laptops in both mobile data terminals, as well as all the cardiac monitors that interface with IT and use technology to pass data back and forth. This is currently overseen by an outsource employee.


 Dr. Hopes stated staff is looking at integrating all of the diverse IT systems under the CIO (Chief Information Officer) and this should result in a net cost savings.

(Depart Commissioner Bellamy)


 Discussion continued on what department the new homeless support positions are under, the Health Care Services Fund, concern with protected data, and the additional buildings at G.T. Bray to house additional ambulances and paramedics is approved in the CIP, but not in this budget.

 Desired Decision Units 13 and 14 (Two Fiscal Specialists, each at \$70,699) that are moving to fill positions in Public Safety, are not funded.

Program 2205, Emergency Management – Page 84

 There are no Desired Decision Units at this time. There is discussion with Southern Manatee Fire Rescue and their HAZMAT Response to bring back a contract.


Program 2206, Beach Control – Page 85

 There are no Desired Decision Units for FY 23.

Program 2207, Code Enforcement – Public Safety – Page 86


 There are no Desired Decision Units for FY 23.


Program 9522, Grants-Public Safety – Page 87

 Base 1 represents the grants for the Emergency Management System.

RECESS/RECONVENE: 3:49 p.m. – 4:00 p.m. All Commissioners were present.

Flagged Item:

 Commissioner Servia flagged Desired Decision Units 13, 14, 15 and 16, for the four additional Public Safety telecommunicators, to make sure they are funded. Commissioner Whitmore seconded the flag.

 Upon request by Commissioner Servia, Ms. Mclean stated staff would bring back a comparison of last year's operating expenses versus the proposed FY operating expense on July 28, as well as a comparison of the same over the years.


 For the benefit of the record, Ms. McLean stated Program 2203, Desired Decision Units 13, 14, 15 and 16 were pulled for Public Safety Telecommunicators, to come at a later time.

PUBLIC WORKS


 Chad Butzow, Public Works Director, Public Works has seven Programs: Field Operations (2501), Project Management (2502), Traffic Management (2503), Infrastructure Engineering (2504), Fleet Services (2505), Stormwater Management and Operations (2507), and Transit and Paratransit (2508).


Program 2501, Field Operations – Page 91


 This program is everything focused around roads.

 Desired Decision Unit 27 (Road Edging Rapid Response – Contracted Additional, \$200,000) is funded as a new line-item entry. The focus of this team is going to be mowing rights of way and keeping grass from intruding on paved shoulders or specifically bike lanes on uncurbed roads.

Program 2502, Project Management – Page 93


 Program 2502 takes care of anything that is new construction, whether it is the County CIP or new development.


 Desired Decision Unit 18 (Infrastructure Inspection Right-of-Way Supervisor FY 23, \$115,757) and Desired Decision Unit 19 (Infrastructure Inspection Right-of-way Officers, Two FTEs, FY 23, \$212,360) make up a two-fold program to expand Infrastructure Inspections to better control rights-of-way, and are both funded.


 Mr. Butzow stated Public Works in the previous year and this year has been allowed to grow staff for project engineers and inspectors.

Program 2503, Traffic Management – Page 94


Program 2503 maintains Florida Department of Transportation (FDOT) traffic signals and street lights and gets reimbursed from FDOT. Staffing was added last year to bring in alignment with the appropriate equipment.

 As to the whether the funding for Continuation 17 (Traffic Calming Devices Installation Support, \$100,000) is sufficient and if it should be flagged, Mr. Butzow explained Continuation 17 was previously a desired decision unit that turned into a Continuation for this year to track the increased demand. Staff would present a recommended budget and Board members would receive an email on how much funding has been spent to date.


 Mr. Butzow clarified all traffic studies are done in-house. Depending on the complexity and the location, a study can vary from 8-20 hours and includes the deployment of equipment and the collection and interpretation of data. Commissioner Bellamy asked for this process be converted into a dollar amount so the Board is aware of the burden this would place on staff.

 Mr. Butzow stated Base 1.1 (Operating Expenses – Traffic Management, \$2,547,134) is for staff and monitoring traffic management.

There was discussion that the funding for Continuation 17 is not enough, because there are a lot of locations in Manatee County, if traffic calming procedures have changed, a meeting regarding thoroughfares should be scheduled, review Continuation 17, expedite traffic calming procedures, acceleration is anticipated for Board approved traffic calming installations, Reserve is set aside as projects are identified, speed tables, incorporate traffic calming in road designs, where is Sheriff Fleet Services being relocated since it is not referenced in the budget, Public Works equipment is stored in numerous locations, including space at 26th avenue East, and staff would respond further when a centralized location is determined.


 Upon question, Mr. Butzow stating that additional feedback signs are in the CIP and would be requested as a capital cost.


Program 2504, Infrastructure Engineering – Page 96

 Program 2504 is In-house design. Staff is enhancing their abilities with 3-D renderings to show the Board in one month.

(Depart Commissioner Satcher)


Program 2505, Fleet Services – Page 97


 Program 2505 is Fleet Services combined with fuel services. Desired Decision Units 21 through 26 for Fleet Technicians are unfunded. Mr. Butzow asked Dr. Hopes to look at these requests, because fleet grows in reaction to the rest of the county.

 Desired Decision Units 27 through 30 involve Fuel Storage Tanks and are requested to be pro-active with top equipment so there are no leaks and are ready to function. Staff looks to preserve on-hand fuel resources and enhance the county's quantity of storage.


(Enter Commissioner Satcher)

Program 2507, Stormwater Management and Operations – Page 99


 Continuation 18 (Stormwater Basin Maintenance – Contracted, \$250,000) is funded. It is very time consuming, but having contractual funds would provide hydraulic dredging and eliminate trucks hauling liquid.


 Mr. Butzow explained Desired Decision Unit 22 (Stormwater Ditch and Canal Maintenance – Contracted, \$1,150,000) is not funded; it is mainly a balance of the stormwater fund. Staff will combine any available funds and ask for a budget amendment if there are funds left


going forward. This is an enhancement to what staff procedurally does. The contractual help has helped tremendously with service request delays. Mr. Bishop has staff using a contractor to supplement County services to get more work done.


 Discussion occurred regarding McCollum Lake that takes in runoff from a larger area, is there anything the County should be doing to have that lake system operate more efficiently, this should be discussed to come up with a solution, and current stormwater standards.

Program 2508, Transit and Paratransit – Page 101


 Mr. Butzow stated Jason Harris, former Transportation Director of Sarasota County School Board and Manatee County School Board, has been hired as Transit Manager, and he will be in the office full time next week.

 Commissioner Servia likes Sarasota's efficient transit system and questioned if there are plans to look at Manatee County's transit system.

 Dr. Hopes stated Mr. Harris is analytical and would bring cost savings in efficiency and effective changes to Transit to create a model for Manatee County and the State of Florida.

 Ms. McLean pointed out that as all decision units and requests are reviewed, there is much more than just costs for 2023. The question is whether these decisions work today and in the future. The County still has County-funded programs for adults and children. Constitutional Officer budgets, other county programs and funding summaries would be presented June 13.

CITIZEN COMMENTS (Agenda Items Only)

 By telephone, Andra Griffin stated it was difficult to ask questions on the budget, because the documents were not published. She thanked the Board for using Reserves for badly needed infrastructure.

There being no further citizen comments, Chairman Van Ostenbridge closed citizen comments.

 Commissioner Kruse stated the Board did not see the budget until this morning. It is now available on the front page at www.mymanatee.org, with links to all of the budget documents.

ADJOURN

There being no further business, Chairman Van Ostenbridge adjourned the work session at 4:45 p.m.

Minutes Approved: October 10, 2023