

**MANATEE COUNTY BOARD OF COUNTY COMMISSIONERS
REGULAR MEETING
COUNTY ADMINISTRATION BUILDING, HONORABLE PATRICIA M. GLASS CHAMBERS
1112 Manatee Avenue West
Bradenton, Florida
June 17, 2024**

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

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Present were:

Mike Rahn, Chairman
Amanda Ballard, First Vice-Chairman
Ray Turner, Second Vice-Chairman
Jason Bearden
George Kruse
Kevin Van Ostenbridge

District 1 seat is vacant.

Also present were:

Charlie Bishop, County Administrator
Sheila McLean, Chief Financial Officer
Pamela D'Agostino, County Attorney
Vicki Tessmer, Board Record Supervisor, Deputy Clerk, Clerk of the Circuit Court

1.  Chairman Rahn called the meeting to order at 9:03 a.m.

INVOCATION

The Invocation was led by Reverend Brock Patterson, Longboat Island Chapel.

PLEDGE OF ALLEGIANCE

The Pledge of Allegiance was led by Andy Butterfield, Chief of Staff.


AGENDA

BC20240617DOC001

2. **CONSTITUTIONAL OFFICERS**

Sheila McLean, Chief Financial Officer (CFO), used a slide presentation to review the budgets for Constitutional Officers, the County is required to fund Constitutional Officers and facilities for the office, Tax Collector will not present today, adjustments to other budgets will not be presented until August 1, \$239,147,085 total budgets for Constitutional Officers with the vast majority being the Sheriff's budget, State formulas for Tax Collector budget, support costs for facilities, and insurance.


BC20240617DOC002


 Danielle Frazier, Fiscal Services Division Manager, introduced each budget for the Constitutional Officers, the Property Appraiser and Sheriff, Supervisor of Elections, and Property Appraiser will present on August 1.

Clerk of the Circuit Court

Ms. Frazier explained the total budget for the Clerk is \$8,671,782. Historical Resources will fall under the County the next fiscal year.

Neil Unruh, Chief Deputy, Clerk of the Circuit Court, explained the Clerk requested four positions including an Accounts Payable Clerk, Treasury Management Clerk, Payroll Clerk, and an additional Public Information Specialist, as well as a market adjustment to the pay plan of \$126,555, because there needs to be an adjustment to starting pay, for the Clerk's Office to be more competitive with the County and nearby Clerk offices.

 Mr. Unruh clarified the additional positions being requested and noted the need is due to growth in the County.

 Discussion ensued regarding needing a new Accounts Payable clerk, 10 percent market adjustment for paygrades 1-8, roughly 100 to 120 employees, and the Clerk provides many services to the County and residents.

Pulled – Market Adjustment

Commissioner Kruse pulled the 10 percent market increase, the payroll clerk, and the PIO Specialist. Commissioner Ballard seconded the pull on the 10 percent Market Adjustment.

Court Administration

Ms. Frazier introduced Court Administration.

Judge Dianna Moreland and Kimberly Miller, Court Administration, used a slide presentation to review the 12th Judicial Circuit, Court Administration has 89 staff members, Florida Statute requirements, focus of budget requests, upgrades to Courtrooms, technology funding requests including audio visual upgrade and IT, Technology Committee Recommendation for FY26, electronic filing software, Alternative Sanctions Coordinator for delinquency cases, \$40,000 needed for drug court, and Drug Court performs drug testing for other agencies which generates additional revenue.

Judge Moreland continued the slides to address the Guardianship Monitor roll.

Ms. Miller continued the slides to discuss the Citizen Dispute Settlement Coordinator.


Discussion ensued regarding technology upgrades, and 60 percent of hearings are conducted with electronic media.


Pulled – IT Upgrades


Commissioner Ballard pulled the IT upgrades, and Commission Bearden seconded the request, specific to physical infrastructure to allow remote hearings for \$210,000.

BC20240617DOC003

State Attorney

 Ms. Frazier reviewed the format of the slides.

 Ed Brodsky, State Attorney, continued the slides and submitted a new position. He addressed a new position to handle felony probation violations. The pre-trial detention hearings are new, and the hearings determine where the hearings will occur, and a dedicated attorney could work with the pre-trial dockets. He noted the case load per week, for this position is 50 to 100 in Sarasota.

 Discussion ensued that there are more crimes that require detention which is increasing the jail population, and there are more pre-trial hearings due to this.


Pulled - Local Specialized VOP Program

Commissioner Ballard pulled the Local Specialized VOP program positions (Assistant State Attorney and Legal Assistant) at \$222,440. The pull was seconded by Commissioner Kruse.


BC20240617DOC004

Public Defender

Ms. Frazier noted the total recommended budget is \$965,689.

 Larry Eger, Public Defender, noted the budget was decreased by \$80,000, and the recommended increase for salaries is seven percent. He continued the slides to discuss drug court funding. They are experiencing an increase in caseloads, and it would be good to have someone to assist with Pre-Trial detention hearings.

Guardian Ad Litem

 Ms. Frazier introduced the budget of \$311, 533.

Tony Latourtue, Circuit Director, Guardian Ad Litem, thanked the Board for funding, and noted they are trying to fill an attorney position. The construction costs for their facility are already included in the budget, and the salaries are approved.

Tax Collector

Ms. Frazier explained the Tax Collector budget is set by the State and related to ad valorem taxes.


Red Flag

Commissioner Van Ostenbridge red flagged the requested four positions, and requested changing the 10 percent Market Adjustment to a seven percent Cost of Living increase. The red flag was seconded by Chairman Rahn.

RECESS/RECONVENE: 10:00 a.m. – 10:09 a.m. All Commissioners were present.

3. **OTHER COUNTY FUNDED PROGRAMS/DECISION UNIT CONTINUATION**

Danielle Frazier, Fiscal Services Division Manager, explained the budget is online, and reviewed the Departments presenting today.

 Sheila McLean, CFO, used the slides to address other programs including Economic Development Programs (Community Redevelopment Agencies), Courts/Judicial Programs including Manatee County Bar Association and Legal Aid and Court Cost Judicial Center, Other Community Services, General Government Programs, and Miscellaneous Programs.

Lee dePalo, Community Veteran’s Services Director, reviewed the adult services they provide.

Discussion ensued regarding abandoned cemeteries, payment for indigent burials, medical examiner, and autopsies are completed in Manatee County.

Mr. dePalo continued the slides regarding Children’s Services Contracts for \$17,691,453.

Jodie Fiske, Public Safety Director, continued the slides to address Health Care Public Safety Programs.

4. **DECISION UNIT SUMMARY PART II**

BC20240617DOC005

Property Management

Danielle Frazier, Fiscal Services Division Manager, noted the total budget is \$34,021,915.

Cary Knight, Property Management Director, continued the slides to present the changes to the budget and the need for operational expenses, requested positions including a Senior Building Trades Worker with a cargo van, and a Parks Maintenance Technician, Construction Services desired units, remove Administrative coordinator, Business Systems Support Manager, Replacement/Renewal projects, hurricane roof repairs and upgrades for 200 mile per hour wind loads, central jail building improvements, fencing replacement for multiple parks, and irrigation (design only). He continued the slides to address grounds maintenance

at various parks, (remove Alderwood Park), grounds maintenance technicians and equipment, Public Works has been loaning vehicles until funding is approved, and two unfunded maintenance technicians for Premier Sports.



Discussion ensued regarding Other Personnel Services (OPS) positions are not eligible for benefits, an OPS workers can apply for full time positions, affordable care act requirements, list of updated priorities, and where the requests currently stand.

Ms. McLean explained there are programs that have been funded as a set aside, but as time goes on, they will have an opportunity to fund these items. There is a large replacement/renewal budget.

Mr. Knight stated they need to update their process, so they can project replacement needs. They are working on getting equipment replacements that have longer lives.

Development Services

Ms. Frazier noted changes to the department.

Nicole Knapp, Development Services Director, used the slides to the review seven programs, with 180 team members, statistics for the Department, there are no Full Time Employee (FTE) requests, increase in mailing costs, staffing costs due to changes, and merchant fees. One decision unit is requested for additional On-Base upgrades for \$88,250.

Public Safety

Ms. Frazier noted the total budget is \$56,825,277.

Jodie Fiske, Public Safety Director, utilized a slide presentation, to review two unfunded telecommunicator positions, there has been a 77 percent increase to emergency calls, and provided statistics.

Courtney DePol, Deputy County Administrator, provided additional numbers.

Pulled - Telecommunicators

Commissioner Van Ostenbridge pulled the two unfunded telecommunicator positions. The pull was seconded by Commissioner Bearden.

Ms. Fiske noted a need for two lieutenants for Beach Patrol. There were over 10,000 incidents on the beach, and this will allow for more interaction/coverage on the beach. The lieutenants are also Life Guards as well as supervisors.

Ms. DePol clarified that the lifeguards need the extra level of supervision from a senior position, as many lifeguards are young.



Ms. Fiske noted aquatics staff is not needed at this time due to John Marble being closed. There was a change in the operating expense for Code Enforcement, and no new funding is required. Two positions were requested and the positions are funded.

Human Resources

Ms. Frazier noted the budget is \$73,388,623.

Kate Barnett, Human Resources Director, continued the slides to review claims, wellness initiatives, operating expenses, savings for website hosting, and various initiatives to automate as many processes as possible. They are not asking for any new positions.

Public Works

Ms. Frazier noted the budget is \$93,139,506.

Chad Butzow, Public Works Director, continued the slides to review desired units including two Right-of-way Inspections Officers at \$89,414 each, street lighting maintenance, contracted pavement marking maintenance, Light Up Manatee (reserves), and other traffic management issues. The LED lighting conversion has been addressed. He continued to discuss Infrastructure Engineering, fleet services, stormwater, unfunded transit attendants, and transit operators and supervisor for additional runs on Cortez based on a grant, and he is comfortable not moving forward with these transit management positions. He confirmed there is a more complicated search for right-of-way software, and Districts 5 and 1 do not have as many needs due to the newer infrastructure.



Ms. Frazier noted this concludes the presentations for today.

Ms. McLean explained the process for the next meetings, including the Capital improvement Plan and Utilities.

CITIZEN COMMENTS (Future Agenda Items Only)

There being no public comments, Chairman Rahn closed public comment.

ADJOURN

There being no further business, Chairman Rahn adjourned the meeting at 11:41 a.m.

Minutes Approved: July 30, 2024