

**WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS  
BCC Budget Workshop – August 16, 2017 - Commission Board Room  
1331 South Blvd., Chipley, FL 32428**

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush	Charles Kent Chairman	Tray Hawkins	Todd Abbott Vice-Chairman	Steve Joyner

I. PROCLAMATION

- A. Call to Order – Chairman Kent
- B. Invocation/Pledge – Commissioner Hawkins/Chairman Kent

The Washington County Board of County Commissioners met on the above referenced date with the following members present: Chairman Kent, Commissioners Bush, Hawkins, Abbott, and Joyner.

Also attending the meeting are as follows:

Jeff Goodman, County Attorney

Jeff Massey, County Administrator

Lora C. Bell, Clerk of Court

Risha Brantley, Deputy Clerk

- Darrin Wall, Early Learning Coalition addressed the Board in reference to the budget request submitted from the coalition for \$5,000.00 for fiscal year 2017/2018, which would give an \$80,000.00 return.

Suzan Gage, Early Learning Coalition advised the Board that the funds go directly to the private businesses of school districts that provide the school readiness services. This includes care that happens before or after vpk.

Commissioner Hawkins expressed his support.

- City of Chipley – Tommy Sasser requested the Board assist with the recreation department for the City of Chipley.

The recreational participation for 2016 included, basketball 131, baseball 191, softball 32, and soccer 226.

For softball, baseball, and tee ball the percentage with county addresses were 70%, soccer, 84%, and basketball 63%.

The budget for the recreation department is approximately \$188,000.00. The revenues generated by the department are an estimated \$30,000.00. The operation is normally at \$100,000.00 deficit.

Discussion was held by Commissioner Hawkins, Abbott, Bush, and Kent.

Brett Butler addressed the Board in regards to the recreational program funding and participation.

The Board agreed to budget \$20,000.00 for recreational programs. This amount is figured at 780 participants at \$25.00 with \$500.00 additional included.

Commissioner Hawkins advised that the municipalities would use the participation numbers from last year to submit their requisition for budget year 2017-2018.

Margaret Riley, Town of Wausau advised the Board that Wausau's baseball participation was 50 or in excess of.

- Sheriff's Department – Sheriff Crews addressed the Board in reference to

numbers submitted on a unified crime report. The semi-annual numbers are for the period of January 1 – June 30 include 158 drug arrest. The clearance rate for the first six months of the year is in the upper 40 percentile.

The agency's goal is to reduce crime at the countywide level.

Commissioner Abbott advised Sheriff Crews that he would like to meet with him and his staff.

Commissioner Abbott expressed concern about E-911 receiving funds from the general fund and in turn giving funds to dispatch suggesting he would rather give the funds directly to dispatch.

Commissioner Bush addressed Commissioner Abbott. In many cases, the E-911 grants are applied for through the E-911 office for E-911 equipment that is located at the sheriff's office.

- Supervisor of Elections – Carol Rudd advised the Board that the increase in her budget is due to the change in equipment. The \$24,077.00 is a one-time fee for transferring software from Unity to Electionware. \$47,215.71 will be a reoccurring fee if all the precincts that are currently open, remain open.

In the past election there was one precinct that cost \$7.00 per vote cast.

Some of the precinct have to be closed but this will be discussed at a later date.

Commissioner Bush expressed concern about early voting in the southern portion of the county.

Carol Rudd advised that the per vote ballot cast has to be looked at. How many would it increase versus those that are already coming into Chipley and voting early versus those that are already taking advantage of voting by mail? Would that number be increased enough for it to be worthwhile?

If the board approves to move forward with the new equipment, the other equipment, which is leased will be returned.

Carol Rudd advised the board that she is not prepared to discuss precinct closures at this meeting.

Commissioner Bush addressed Carol Rudd. The elections budget for 2013 was around \$225,000.00. The proposed budget is \$470,000.00.

Carol Rudd advised Commissioner Bush that the equipment was under the board at a point.

Commissioner Bush expressed concern about the increase in the budget but he is unable to give a reason as to why an early election cannot be held.

- Ag Center – Julie Dillard addressed the board. The Ag center’s budget increase includes a promotion through UF for Matt Orwat and herself. There is a memorandum with the county that states that the county will honor the same promotion rate. She advised that she will be moved to

an agent 3 status and Matt will be moved to an agent 2 status.

Funds were included in the budget for replacing the transmission in the Ag center's 2006 Ford truck, if needed.

Funds have been included in the budget to repair the sign at the Ag center. An estimate from Graphic Designs and signs has been obtained for about \$1,500.00.

Commissioner Abbott referenced the portable sound system that is included in the Ag budget.

Julie Dillard advised that they have recently held a few outdoor classes. The suggested purchase is one. The overage in the equipment line item is in the event a computer needs to be replaced.

Commissioner Abbott addressed Julie Dillard in reference to the refrigerator that is included in the budget.

Julie Dillard advised that can be removed from the budget because the refrigerator has already been replaced.

Commissioner Abbott suggested the purchase of a commercial size refrigerator.

Julie Dillard requested to leave the funds in the budget for the refrigerator in the event that the stove needs to be replaced.

- Library – Renae Rountree addressed the Board in reference to the library

budget. Due to a special session held by the state, \$30,000.00 less has been budgeted. Contingency includes \$25,000.00, which is based on the board's approval to have a branch manager for 27 hours at Sunny Hills. A branch manager has a different set of skills than a library page. A branch manager was selected because of security, and also to have someone that could deal with the public without having to refer the issue to someone else.

Commissioner Hawkins referenced that the MSBU committee would like to offset some of the cost with the MSBU funds.

Renae Rountree advised that a branch manager would do collection development, cataloging, programming, paperwork, and take care of money.

These are things that a library page would not be responsible for.

County Attorney Goodman advised that he has not seen a situation where MSBU funds are used for this reason.

Renae Rountree suggested that having a branch manager at the Sunny Hills location for 27 hour per week was not a good idea.

However, that was not the board's direction.

Commissioners Bush, Hawkins, and Abbott, along with Renae Rountree held discussion in regards to library participation.

Commissioner Bush suggested to fund it for a quarter and if the usage is

not there then the schedule reverts back to one day per week.

Renae Rountree advised that she could increase the hours of a part-time employee.

Renae Rountree provided the board with schedule options as follows:

- Tuesday - 12 p.m. – 6 p.m.
- Thursday - all day
- Friday - partial day

The board's direction for Renae Rountree is to bring back time slots for a quarter for their review.

Chairman Kent called a recess at 2:13 p.m. The meeting was called back to order at 2:25 p.m.

Commissioner Abbott advised the board that the federal government will evaluate at no cost internet security of the county's system.

- Information Technology Department – Commissioner Abbott addressed the Board. There is \$38,000.00 budgeted for IT services.

Clerk Bell advised that the clerk's office can contribute \$11,000.00 for information technology services from the non-court side.

Commissioner Abbott advised that he would like for the board to have their own information technology department.

Renae Rountree advised the Board that the library is not included in

county information technology services. The branch manager handles internal items, and major upgrades are outsourced. The federal e-rate program is used. Reimbursement is received at a rate of 80%.

Discussion was held in reference to information technology services by the Board, along with Clerk Bell and Marla Hayes.

Commissioner Hawkins advised that he would like other assigned duties in the information technology job description.

Commissioner Abbott advised to list IT Administrator on the agenda for next week.

- Public Works – Johnny Evans advised the board that their budget was rolled back to last year’s budget, which also included cutting some additional.

Commissioner Hawkins advised Johnny Evans that he would like the inventory as accurate as possible as well as the material being coded to the correct line item.

Johnny Evans advised that the material is accounted for in their software system, iworks.

Commissioner Bush expressed concern about transferring \$100,000.00 from the public works budget to the general fund. The cost for fuel can change at any point.

Johnny Evans advised the \$100,000.00 is in public works contingency



line item.

**Commissioner Bush offered a motion, seconded by Commissioner Joyner and carried to adjourn.**

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Deputy Clerk Brantley

Date Board Approved