

Tuesday, May 2, 2017 – 1:30 P.M.  
Grace Knight Conference Room  
County Administration Building  
12 Southeast First Street  
Gainesville Florida

The Alachua County Board of County Commissioners met in special session.

**PRESENT:** Chair Ken Cornell, presiding, Vice-Chair Lee Pinkoson, Commissioners Mike Byerly, Charles S. "Chuck" Chestnut, IV, and Robert "Hutch" Hutchinson

**ALSO PRESENT:** County Manager Lee Niblock, County Attorney Michele Lieberman, Deputy County Manager Jim Harriott, Assistant County Manager Tommy Crosby, Assistant County Manager Gina Peebles, Deputy Clerk Bob Decker

The meeting was televised on Cox Cable Channel 12.

Chair Cornell opened the meeting at 2:12 P.M.

#### Approval of Agenda

1. Approve the Agenda

**Fiscal Consideration:** N/A

**Recommended Action:** A Motion to Approve the Agenda: (a) approves any amendments to the Special Agenda; and (b) adopts the Special Agenda.

**Commissioner Chestnut moved** adoption of the agenda. **The motion carried 4-0** with Commissioner Hutchinson out of the room.

(Approval of items on the Consent Agenda are generally considered to be routine matters and the motion to adopt the Agenda approves all items on the Consent Agenda and is the first action taken by the Board at the beginning of the meeting. There will be no discussion on these items unless requested. Anyone wishing to speak to an item on the Consent Agenda may come forward and request the items be moved to the Regular Agenda prior to the approval of the agenda.)

#### **ACTION ITEMS**

##### **Office of Management and Budget**

2. FY18 Budget Guidelines Amended

**Fiscal Consideration:** N/A

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**Recommended Action:** Approve amended FY18 Budget Guidelines.

County Manager Lee Niblock and Assistant County Manager Tommy Crosby presented the above item.

Commissioner Hutchinson entered the room at 2:14 P.M.

Without objection, the Board directed staff to continue to present a two year budget with a three year revenue projection.

**Commissioner Pinkoson moved** to adopt the amended Fiscal Year 2018 budget guidelines, including:

1. Maintain 5% reserve of operating revenue for major operating funds.
2. Budget 10% (minimum) of operating revenue as Estimated Ending Fund Balance in the General Fund, and 5% for all other TRIM noticed funds (MSTU, Gas Tax, and MSBU) for early fiscal year liquidity.
3. Limit the budgeted reduction in General Fund Balance to \$4 million exclusive of the reserve.
4. Internal service charges and indirect cost charges will be budgeted centrally for all Departments.
5. Indirect cost adjustments will be absorbed within the Department's budgets.
6. Inflationary factors and changes in population will be considered in preparing the budget.
7. The funding allocation for Law Enforcement between General Fund (46%) and MSTU (54%) will be used as reflected by the most recent study.
8. Maintain the current funding allocation of Sales Tax revenue (70% General Fund/ 15% Law Enforcement/ 11.25% Fire Rescue/ 3.75% Unincorporated Services).
9. Maintain the current funding allocation of Public Service Tax (PST) and Communication Service Tax (CST) revenues to the MSTUs (50% Law Enforcement/ 37.5% Fire Rescue/ 12.5% Unincorporated Services).
10. One-time sources will be allocated toward reserves or one-time expenditures.
11. Continue to present a two year budget with a three year revenue projection.
12. Select Public Works for a detailed budget review.

**The motion carried 5-0.**

3. FY18 Budget Calendar

**Fiscal Consideration:** N/A

**Recommended Action:** Review FY18 Budget Calendar

Assistant County Manager Tommy Crosby presented the above item.

Without objection, the Board accepted the FY18 budget calendar as presented.

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4. Citizen Initiated MSBU and Public Purpose Policies

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt the County's Citizen Initiated MSBU and Public Purpose Policies with no changes from FY17.

Assistant County Manager Tommy Crosby stated that there were no changes to the Citizen Initiated MSBU and Public Purpose Policies and that they were attached to the packet for the Board's information.

5. Financial Management Policy

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt Resolution and Updated Financial Management Policy.

Assistant County Manager Tommy Crosby presented the above item.

**Commissioner Hutchinson moved** to adopt the Resolution and Updated Financial Management Policy. **The motion carried 5-0.**

6. Budget Management Policy

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt Resolution and Updated Budget Management Policy.

Assistant County Manager Tommy Crosby presented the above item.

**Commissioner Pinkoson moved** to adopt the Resolution and the updated Budget Management Policy. **The motion carried 5-0.**

7. Debt Management Policy

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt Resolution and updated Debt Management Policy.

Assistant County Manager Tommy Crosby and County Attorney Michele Lieberman presented the above item.

**Commissioner Hutchinson moved** to adopt the Resolution and the updated Debt Management Policy. **The motion carried 5-0.**

8. Capital Improvement Program (CIP) Policy

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt Resolution and Updated Capital Improvement Program Policy.

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Assistant County Manager Tommy Crosby and Administrative Support Manager Brian Lovejoy presented the above item.

**Commissioner Hutchinson moved** to adopt the Resolution and Updated Capital Improvement Program Policy. **The motion carried 5-0.**

9. Performance Management Policy

**Fiscal Consideration:** N/A

**Recommended Action:** Adopt Resolution and Updated Budget Management Policy.

Assistant County Manager Tommy Crosby presented the above item.

Chair Cornell recognized County Manager Lee Niblock who presented comments to the Board.

**Commissioner Hutchinson moved** to adopt the Resolution and the updated Performance Management Policy. **The motion carried 5-0.**

10. Energy Conservation Investment Program Financial Policy

**Fiscal Consideration:** The ECIP policy addresses issues found within the 2016 USRP audit and keeps the Board's commitment to utility conservation, efficiency, and renewable energy capital projects. The new policy will allow for a more transparent and predictable financial review. The budget amendment redistributes dollars currently appropriated to projects that align with the County's current energy directive. The projects now identified will produce more savings for reinvestment into the program.

**Recommended Action:** Adopt the resolution, policy and budget amendment.

Assistant County Manager Tommy Crosby presented the above item.

Commissioner Hutchinson left the room at 2:48 P.M.

Commissioner Byerly requested a memo listing the PV installations on County property and their sizes. He further requested calculations for utility savings from PV installations.

Chair Cornell recognized Strategic Initiatives Manager Sean McLendon who presented comments to the Board.

**Commissioner Chestnut moved** to adopt the Resolution, Policy, and Budget Amendment. **The motion carried 4-0** with Commissioner Hutchinson out of the room.

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11. FY18 Fee Schedule

**Fiscal Consideration:** The fee schedule is the basis for fee revenue that will be included in the FY18 Budget.

**Recommended Action:** Approve the Resolution and Adopt the FY18 Fee Schedule.

Assistant County Manager Tommy Crosby presented the above item.

Chair Cornell recognized County Manager Lee Niblock who presented comments to the Board.

Without objection, the Board directed staff to move this item to the next budget meeting.

**CLOSING COMMENTS**

12. Public Comments

**Fiscal Consideration:** N/A

**Recommended Action:** Hear Public Comments

There were no citizens present who wished to provide comments to the Board.

Chair Cornell recognized County Manager Lee Niblock who presented comments to the Board.

Assistant County Manager Tommy Crosby answered Board questions from the April 18<sup>th</sup> special meeting.

Chair Cornell recognized Community Support Services Director Claudia Tuck, Assistant Community Support Services Director Candie Nixon, and Environmental Protection Director Chris Bird who presented comments to the Board.

13. Commission Comments

**Fiscal Consideration:** N/A

**Recommended Action:** Hear Commission comments

Chair Cornell stated the Centers for Disease Control has responded to the Chair letter regarding the Flumist program. He further stated that he has scheduled a conference call with Health Department Director Paul Myers and representatives from the CDC.

Commissioner Pinkoson stated that he received a request from the Gainesville Sports Commission for a letter of support for the upcoming High Springs BMX event.

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**Commissioner Pinkoson moved** to approve a letter of support for the upcoming High Springs BMX event. **The motion carried 4-0** with Commissioner Hutchinson out of the room.

Commissioner Chestnut stated that the Board can still educate the public as to the impact on the County's budget if the additional homestead exemption is passed by the voters.

Commissioner Pinkoson stated that the Florida Association of Counties will likely present a campaign on the exemption.

Commissioner Chestnut stated that an amendment to the bill will protect Fiscally restrained Counties.

Chair Cornell stated that the 29 Fiscally Restrained Counties will be held harmless and be subsidized by the State.

Chair Cornell recognized County Manager Lee Niblock and County Attorney Michele Lieberman who presented comments to the Board.

Chair Cornell stated that the Board will need to determine the fiscal impact to the County's services if the addition Homestead Exemption passes.

Commissioner Byerly stated that he watched the meeting regarding the Children's Services Council proposed sales tax. He further stated that the tax should not be rushed and the Board should take a public position on when the sales tax should be placed on the ballot.

Commissioner Hutchinson entered the room at 3:17 P.M.

Commissioner Pinkoson stated that the Board could invite people interested in Children's Services to a future General Policy Meeting.

Chair Cornell recognized County Attorney Michele Lieberman who stated that there will be an item on the May 9, 2017 regarding Children's Services.

Commissioner Byerly stated that the Children's Services Council will need years of data before placing a sales tax initiative on the ballot.

Chair Cornell recognized County Attorney Michele Lieberman who presented comments to the Board.

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Commissioner Hutchinson stated that a Children's Services initiative in 2018 might be more likely to pass because waiting to 2020 puts the initiative against the School Board's proposed tax.

Commissioner Byerly stated that 5 years' worth of data and performance is needed before asking for a new taxing authority and that 2020 is premature.

Commissioner Hutchinson stated that several groups will try to put initiatives on the 2018 ballot.

Commissioner Byerly stated that the Chamber of Commerce told him they intend to collect signatures to place their sales tax initiative on the 2018 ballot.

Commissioner Hutchinson stated that he recommended to the Children's Services Council to collect signatures to put the tax on the ballot as it would be a way to directly campaign to 10,000 voters.

Chair Cornell stated that millage is coming down from the debt service millage rates for both the Library District and Wild Spaces/Public Places. He further stated that the previous direction is that he and Vice Chair Pinkoson will meet with Mayor Poe and the Mayor-Commissioner/Pro tem of Gainesville to discuss whether there is majority support in both bodies to move forward with some type of initiative in 2018, as it would likely require public support from 4 or 5 County Commissioners and 6 or 7 Gainesville City Commissioners for any initiative to pass. He further stated that independent authorities throughout the state have collected data and the Children's Services Council is currently gathering that data.

Commissioner Hutchinson stated that the collected evidence supports the initiative but data proving its effectiveness requires years to collect.

Commissioner Byerly stated that he hasn't seen specifics on what is being proposed.

Chair Cornell requested that the Letter to the Putnam County Board of County Commissioners be adopted with a CC to the Melrose Volunteer Fire Department and the group of citizens in the Melrose area who have discussed fire services with the Board of County Commissioners.

**Commissioner Pinkoson moved** to authorize the Chair to transmit the letter to the Putnam County Board of County Commissioners with a CC to the Melrose Volunteer Fire Department and the concerned citizens. **The motion carried 5-0.**

Chair Cornell recognized County Manager Lee Niblock who presented comments to the Board.

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## **Adjourn**

There being no further business the meeting was adjourned at 3:26 P.M.

## **CONSENT ITEMS**

### **Office of Management & Budget**

14. Budget Transfer to Align Expenditure Needs within Individual Alachua County Forever Projects

**Fiscal Consideration:** There is no fiscal impact. Budget is simply being relocated to a different category within each included ACF project.

**Recommended Action:** Approve budget transfer to align specified Alachua County Forever land conservation project budgets with each individual project's needs.

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Jesse K. Irby, II, Clerk to the Board  
of County Commissioners