

SEMINOLE COUNTY FLORIDA THIRD BUDGET WORKSESSION FY 2014/15

September 9, 2014

- Opening Comments
- Presentation - 1st Public Hearing Adjustments (p. 3)
- Potential Salary Adjustments (p. 14)
- Friday Hours at the Libraries Memo (p. 16)
- Board of County Commissioners Questions/Discussion/Direction





FY 2014-15 3rd Budget Worksession

September 9, 2014

FY15 3rd Budget Worksession

■ Public Hearing Adjustments

- General Fund
- Fire Fund



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General Fund FY15 Proposed Budget

Projected Beginning Fund Balance		\$ 47.1
Revenue	184.6	
Expenditures	(192.5)	
Operating Shortfall		(7.9)
Projected Ending Fund Balance		\$ 39.2

Ending Fund Balance represents 21% of FY15 Revenues



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1st Public Hearing Budget Adjustments

■ Revenue Adjustments General Fund:

- **Ad Valorem increase** **\$ 165,944**
- **Sheriff revenues** **\$ 545,843**
- **E911 Reimbursements** **\$ 100,000**
- **Court Surcharge** **\$ 48,000**
- **State Revenue Sharing** **\$ 105,306**
- **Total Revenue Increase** **\$ 965,093**



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1st Public Hearing Budget Adjustments

■ Total Sources Adjustments General Fund:

• Total Revenue Increase	\$ 965,093
• <u>Beginning Fund Balance</u>	<u>\$ 1,768,374</u>
Total Sources Increase	\$ 2,733,467



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1st Public Hearing Budget Adjustments

■ Expenditure Adjustments:

• Personal Service	\$ (263,415)
• Leisure Services	\$ (40,000)
• TTF Transfer	\$ (600,000)
• Community Services	\$ (26,920)
• Public Safety	\$ (72,000)
• Transfer 9th Cent Gas Tax Fund	\$ (31,622)
• Transfer Economic Development	\$ (9,336)
• <u>Miscellaneous</u>	<u>\$ (4,669)</u>
• Subtotal	\$ (1,047,962)



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1st Public Hearing Budget Adjustments

■ Expenditure Adjustments (Constitutionals):

• Sheriff Budget Reduction	\$ (500,000)
• Jail Facilities	\$ (110,000)
• E911 Reimbursement to Sheriff	\$ (185,000)
• Tax Collector Return	\$ 2,000,000
• Subtotal	\$ 1,205,000
• Subtotal from previous page	\$ (1,047,962)
• Total Expenditure Adjustment	\$ 157,038



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1st Public Hearing Budget Adjustments

■ Total Uses Adjustments

• Total Expenditure Adjustment	\$ 157,038
• <u>Total Reserve Adjustment</u>	<u>\$ 2,576,429</u>
• Total Uses Adjustment	\$ 2,733,467



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First Public Hearing Budget Adjustments

■ Total Sources Adjustments General Fund:

• Total Revenue Increase	\$ 965,093
• <u>Beginning Fund Balance</u>	<u>\$ 1,768,374</u>
Total Sources Increase	\$ 2,733,467



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First Public Hearing Budget Adjustments

■ Reserve Adjustment: General Fund:

• Total Sources Increase	\$ 2,733,467
• <u>Expenditure Increase</u>	<u>\$ 157,038</u>
Reserve Increase	\$ 2,576,429



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General Fund FY15 Adjusted Budget 1st Public Hearing

Projected Beginning Fund Balance		\$ 48.9
Revenue	185.6	
Expenditures	<u>(192.7)</u>	
Operating Shortfall		(7.1)
Projected Ending Fund Balance		\$ 41.8

Projected Fund Balance represents 22.5% of
FY15 Revenues



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General Fund FY15 Proposed Budget

Projected Beginning Fund Balance		\$ 47.1
Revenue	184.6	
Expenditures	<u>(192.5)</u>	
Operating Shortfall		(7.9)
Projected Ending Fund Balance		\$39.2

Projected Fund Balance represents 21% of FY15
Revenues



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General Fund FY15 Adjusted Budget 2nd Worksession

Projected Beginning Fund Balance		\$ 48.9
Revenue	185.1	
Expenditures	<u>(193.5)</u>	
Operating Shortfall		(8.4)
Projected Ending Fund Balance		\$ 40.5

Projected Fund Balance represents 22% of FY15 Revenues



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Fire Fund FY15 Proposed Budget

Projected Beginning Fund Balance (Uncommitted 9/30/14)		\$ 24.8
Revenue	44.5	
Expenditures	<u>(54.0)</u>	
Operating Shortfall		(9.5)
Projected Ending Fund Balance		\$ 15.3

Projected Fund Balance represents 34% of FY15 Revenues




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First Public Hearing Budget Adjustments

- **Revenue Adjustments Fire Fund:**
 - *Ad Valorem increase* \$ 70,713
 - *Ambulance Transport Fees* \$ 200,000
 - *Fire Training Center* \$ 30,000
 - *Total Revenue Increase* \$ 300,713




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1st Public Hearing Budget Adjustments

- **Expenditure Adjustments Fire Fund:**
 - *Personal Service* \$ (1,014,358)
 - *Uniforms* \$ (40,000)
 - *Transfer to Fire Renewal Fund* \$ 15,307
 - *Maintenance Stryker Systems* \$ 26,922
 - *Subtotal* \$ (1,012,129)




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1st Public Hearing Budget Adjustments

- **Reserve Adjustment: Fire Fund:**
 - **Total Sources Increase** \$ 300,713
 - **Expenditure Increase** \$ (1,012,129)
 - Reserve Increase** \$ 1,312,842




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Fire Fund FY15 Adjusted Budget 1st Public Hearing

Projected Beginning Fund Balance (Uncommitted 9/30/14)		\$ 24.8
Revenue	44.8	
Expenditures	(53.0)	
Operating Shortfall		(8.2)
Projected Ending Fund Balance		\$ 16.6

Projected Fund Balance represents 37% of FY15 Revenues





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Fire Fund FY15 Proposed Budget

Projected Beginning Fund Balance (Uncommitted 9/30/14)		\$ 24.8
Revenue	44.5	
Expenditures	<u>(54.0)</u>	
Operating Shortfall		(9.5)
Projected Ending Fund Balance		\$ 15.3

Projected Fund Balance represents 34% of FY15 Revenues



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Fire Fund FY15 Adjusted Budget 1st Worksession

Projected Beginning Fund Balance (Uncommitted 9/30/14)		\$ 24.8
Revenue	44.5	
Expenditures*	<u>(52.9)</u>	
Operating Shortfall		(8.4)
Projected Ending Fund Balance		\$ 16.4

*Includes 1st PH adjust \$1.1M

Projected Fund Balance represents 37% of FY15 Revenues


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Third Worksession Adjustments

■ **Questions?**



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Potential FY 14/15 Pay Adjustment

Fund	Adjustment to Base reflecting CPI		One-Time Adjustment*			
	1.80%	Half Year	\$500	\$750	\$1,000	\$1,200
00100 General Fund**	465,217	232,608	248,941	373,411	497,881	597,458
10101 Transportation Trust	173,793	86,897	95,809	143,713	191,617	229,940
13100 Economic Development	4,708	2,354	1,615	2,422	3,230	3,875
Sub-Total General Fund (& sub funds)	643,718	321,859	346,364	519,546	692,728	831,273
10400 Building	29,722	14,861	14,371	21,557	28,743	34,491
11000 Tourist Development-3%	554	277	538	807	1,077	1,292
11001 Tourist Dev-Prof Sport 2%	3,788	1,894	2,153	3,230	4,306	5,167
11200 Fire ***	67,674	33,837	29,066	43,598	58,131	69,757
11400 Court Support Technology	5,408	2,704	2,691	4,037	5,383	6,459
11901 Community Devel Block Grant	3,241	1,621	1,615	2,422	3,230	3,875
11920 Neighborhood Stabilization	838	419	538	807	1,077	1,292
12302 Teen Court	2,492	1,246	1,373	2,059	2,745	3,294
12500 Emergency 911	4,039	2,020	2,422	3,633	4,844	5,813
13300 17/92 Redevelopment	2,711	1,356	996	1,494	1,992	2,390
16000 MSBU Program	4,643	2,322	2,153	3,230	4,306	5,167
30700 Sports Complex/Soldier Creek	1,294	647	538	807	1,077	1,292
40100 Water And Sewer Operating	119,663	59,831	69,327	103,990	138,653	166,384
40201 Solid Waste	52,250	26,125	38,862	58,292	77,723	93,268
50100 Property/Liability	2,533	1,267	1,184	1,776	2,368	2,842
50200 Workers Comp	2,141	1,070	969	1,453	1,938	2,325
50300 Health Ins	1,421	710	673	1,009	1,346	1,615
BCC Programs Cost	948,132	474,066	515,832	773,748	1,031,664	1,237,997
Constitutional Officers Program Cost	1,312,652	656,326	756,510	1,134,766	1,513,021	1,815,625
TOTAL COUNTYWIDE COST	\$2,260,784	\$1,130,392	\$1,272,342	\$1,908,513	\$2,544,685	\$3,053,621

Notes:

Fringes included: FICA on One-Time, FICA and FRS

* Part-time positions would receive half the stated amount

** Excludes Commissioners

*** Excludes Fire Union Bargaining Unit A

ACTUAL IMPACTS

As discussed at the 8/21 Budget Worksession, the Clerk of Court and Sheriff's Office budgets will not be revised further to reflect any salary adjustment imposed by the BCC. Additionally, because the Property Appraiser, Supervisor of Election and Tax Collector budget information is provided with limited details, the associated impacts are estimated. Actual impacts to the proposed budget, in light of these conditions, are recalculated as follows:

GENERAL FUND (GF) IMPACT:

BCC Employees	\$643,718	\$321,859	\$346,364	\$519,546	\$692,728	\$831,273
CONST OFFC Add'l Costs/Savings	(125,010)	(218,767)	(232,594)	(192,629)	(152,664)	(120,692)
Additional Impact	\$518,709	\$103,092	\$113,770	\$326,917	\$540,064	\$710,582

The General Fund's potential impact for FY2014-15 pay adjustments totals \$518K. 1ST Public Hearing adjustments for the General Fund provide an additional \$2.6M in reserves (see 1st Public Hearing Adjustment sheet for detail -page 15). Upon further review of the current year's operations, 2nd Public Hearing adjustments may provide an additional \$500K in savings. This analysis excludes additional Port Authority revenue for FY14/15.

Resulting GF Fund Balance (1ST Public Hearing = \$41.8M)	\$41.3	\$41.7	\$41.7	\$41.5	\$41.3	\$41.1
Percentage of Revenue	22.3%	22.5%	22.5%	22.4%	22.3%	22.1%

FY 14/15 Cost of Raises

Fund	1% Raise	1.8% Raise	2% Raise	3% Raise
00100 General Fund (BCC)*	258,454	465,217	516,907	775,361
10101 Transportation Trust Fund	96,552	173,793	193,104	289,656
13100 Economic Development	2,616	4,708	5,231	7,847
Sub-Total General Fund (& sub funds)	357,621	643,718	715,243	1,072,864
10400 Building Program Fund	16,512	29,722	33,024	49,536
11000 Tourist Development-3%	308	554	616	924
11001 Tourist Dev-Prof Sport 2%	2,105	3,788	4,209	6,314
11200 Fire Protection Fund**	37,597	67,674	75,194	112,790
11400 Court Support Technology Fee Fund	3,005	5,408	6,009	9,014
11901 Community Devel Block Grant	1,801	3,241	3,601	5,402
11920 Neighborhood Stabilization	466	838	932	1,397
12302 Teen Court Fund	1,385	2,492	2,769	4,154
12500 Emergency 911 Fund	2,244	4,039	4,488	6,732
13300 17/92 Redevelopment Fund	1,506	2,711	3,013	4,519
16000 MSBU Program	2,579	4,643	5,159	7,738
30700 Sports Complex/Soldier Creek Project Fund	719	1,294	1,437	2,156
40100 Water And Sewer Operating Fund	66,479	119,663	132,958	199,438
40201 Solid Waste Fund	29,028	52,250	58,055	87,083
50100 Property/Liability	1,407	2,533	2,815	4,222
50200 Workers Comp	1,189	2,141	2,379	3,568
50300 Health Ins	789	1,421	1,579	2,368
Total All Funds Cost	526,740	948,132	1,053,480	1,580,220

Notes:

* General Fund totals do not include Constitutionals or Commissioner salaries

** Fire Fund totals do not include Bargaining Unit "A" positions

MEMORANDUM

DATE: August 25, 2014

TO: Nicole Guillet, Acting County Manager

FROM: Christine Patten, Library Services Manager

THROUGH: Joe Abel, Leisure Services Director; Joe Forte, Deputy County Manager

CC.: Joe Pennisi, Resource Management Director

SUBJECT: Report and recommendations regarding Friday library hours

In May of 2008, following the lay-off of approximately 25% of the library staff, the Board approved closing the library on Friday and reducing hours Monday –Thursday by one hour, closing at 8 PM rather than 9 PM. The decision to close library branches on Fridays, rather than other days, was made based on data gathered on attendance and use. Fridays had lower use than other days of the week at most library branches. Many county residents were unhappy with the decision in 2008 to close on Friday, and County residents continue to request Friday library hours for at least one branch.

The current staffing level is too low to have more than the minimum number of staff members on weekends. We currently borrow and float staff between two branches in a regional management style to cover staff shortages.

Two options are currently under consideration. Option 1 would reduce library hours during the week to make hours available Friday. Option 2 would provide eight hours on Friday at two locations with the greatest potential use and close those locations on Sunday.

Option 1: Reduce current library hours, Monday – Thursday by two hours per day, opening at 10 AM rather than 9 AM, closing at 7 PM rather than 8 PM, and open on Friday.

Currently, library employees work a two-week shift that includes working Saturday and Sunday every other week. An employee on this schedule works six days before having a day off, while an employee on a comparable schedule with Friday hours would work seven days, as in the following examples.

Example of current schedule:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Week 1		8 hours	8 hours	8 hours	8 hours	Closed	8 hours	40 hours
Week 2	4 hours	9 hours	9 hours	9 hours	9 hours	Closed		40 hours

Example with Friday hours:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Week 1		8 hours	8 hours	8 hours	8 hours	off	8 hours	40 hours
Week 2	4 hours	7 hours	7 hours	7 hours	7 hours	8 hours		40 hours

LEISURE SERVICES DEPARTMENT
LIBRARY SERVICES DIVISION



Taking hours from the days in the current schedule would impact access to early literacy programs for children in the morning, and adult resources available after business hours.

The current staffing level is the minimum necessary to operate the six-day schedule. The staff time cut from the other days applied to Friday creates a seven-day contiguous schedule. It would be difficult to recruit and retain employees for this schedule.

County residents would be negatively impacted by the earlier 7 PM closing time due to less evening access. All branches have strong use from 5 – 8 PM with public meeting rooms in use throughout the week. Most public library systems of comparable size are open from 9 AM to 8 or 9 PM during weekdays and 9 AM to 5 PM Friday and Saturday. Typical Sunday hours are 1-5 PM.

Option 2 – At two library branches, close on Sunday and open on Friday, with the three remaining library branches closed on Friday and open on Sunday. This provides seven day access for the library system.

In this option, county residents would have two library locations available on Friday, and an increase from 56 to 64 hours per week of library access and service. The county's relatively small geographic size makes it feasible for county residents to use branches open on Friday or Sunday. All branches would be open on Saturday.

Example of a Friday / Saturday rotating work schedule:

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	
Week 1		8 hours	8 hours	8 hours	8 hours	off	8 hours	40 hours
Week 2		8 hours	8 hours	8 hours	8 hours	8 hours		40 hours

The current staffing level would support this option. Employees at the three branches with Sunday hours would continue with the current schedule. The two branches with Friday hours would have a normal work schedule without excessive contiguous days.

Branch recommendations for Option 2: I recommend opening the North Branch in Sanford and the Northwest Branch in Lake Mary on Friday, and closing on Sunday. I recommend keeping the current hours at the Central, East and West Branches.

The North Branch in downtown Sanford traditionally had higher attendance and usage Monday through Friday than on weekends. It recently had attendance of 546 on Saturday and 325 on Sunday.

The Northwest Branch, located next to Greenwood Lakes Middle School and near Lake Mary High School, has large numbers of teens at and around the Northwest Branch, Monday through Thursday, and when the library is closed on Fridays. On a recent Friday, I observed 60-70 middle and high school students on the property and passing through the property. In addition, numerous adults arrived and found the library closed.

Although the West Branch in Wekiva / Longwood has lower attendance on Sunday, it is not located in close proximity to many residents.

Sample attendance

	Central	East	North	Northwest	West
Saturday	1,450	1,263	525	1154	864
Sunday	1,094	982	272	883	418

Thanks,
Christine Patten
Library Services Division Manager
cpatten@seminolecountyfl.gov
407-665-1501