

**FY 2013 – 2014 BUDGET
COLUMBIA COUNTY
BOARD OF COUNTY COMMISSIONERS**

REQUESTS IN EXCESS OF FLOOR BUDGET

COLUMBIA COUNTY SHERIFF OFFICE -

OVERTIME	\$ 7,442	A
POSITION UPGRADE -	\$37,861	A
NEW POSITION – DETENTION SGT.	\$54,791	A
COLA INCREASE (3%)	\$335,447	A

COLUMBIA COUNTY SCHOOLS - **NON DETERMINED** **B**

(REQUEST IS FOR THE BOARD/SHERIFF TO ASSUME A LARGER PORTION OF SCHOOL RESOURCE OFFICER COSTS. TOTAL COST FOR SRO's = \$359,645. TOTAL CCSB CONTRIBUTION = \$251,318)

ADMINISTRATIVE DIVISION

County Extension:

Promotions	\$ 7,420	C
Capital Outlay (Vehicle)	\$20,000	D
Gas/Oil	\$ 4,000	D

(If vehicle is approved, the travel budget will be reduced by \$4,000)

Tourist Development:

Temporary Position	\$27,000	E
VISTA Program	\$ 4,500	E

(VISTA funding would also require funding of the same share cost through recreation and would be subject to the federal appropriation)

Public Library:

Employee Pay Raise	\$ 3,177	F
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Recreation:

Annie Mattox Park	\$ 4,500	G
Capital Outlay – Bleachers	\$50,000	G
VISTA Program	4,500	G

SAFETY DIVISION

9-1-1

Add Training Officer Position	\$35,056	H
Capital Outlay – Acquire adjacent lot and add security improvements	\$170,000	H

OPERATIONS DIVISION

SIGN SHOP –

Standardize Signage at Public Facilities	\$85,000	I
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PERSONNEL –

Add 1 additional mechanic (Public Works)	\$34,925	J
Add 1 additional custodian (Facilities)	\$15,636	K
Upgrade 1 Position (Facilities)	\$14,400	K
(*NOTE* The FY 12-13 budget provides for this upgrade. No additional funding is requested. BCC approval requested)		
Reclassify 1 Position (Facilities)	\$11,542	L
Add 2 seasonal employees (Landscape)	\$10,000	M
Increase Equipment Reserve	\$500,000	N

Options for Sheriff Personal Services

Sheriff's Budget Request	\$ 9,588,001
Additional Health Insurance Costs	<u>78,398</u>
	\$ 9,666,399
Amount Included in Floor Budget	<u>\$ 9,230,858</u>
Variance	<u>\$ 435,541</u>

Variance Reconciliation	
3% COLA and Deputies to \$33k base	\$ 335,447
New Position-Detention Sergeant	54,791
Part time to Full time position-Agricultural Detective	37,861
Additional Overtime	<u>7,442</u>
	<u>\$ 435,541</u>

*PERSONNEL EXPENSES ONLY. OPERATING EXPENSES
HAVE BEEN FULLY FUNDED IN THE FY 2013-2014
FLOOR BUDGET.*

"A"

FY 13-14 Budget

Gadsden	80% School 20% BOCC to SO, SO pay equip and ins	had 8 now 5
	In past School paid a portion and SO paid for portion of training Now all paid by SO and BOCC not increase budget	
Alachua	and SO wanted more SRO after Sandy Hook. School had agreement to pay for 5 but cut to 3 in 2008.	
Nassau	School just stopped reimbursement fo BOCC now funds 5 + Fernandia Beach Funds 1	3 HS, 2 Middle and 1 Beach
Levy	School funds \$84,000 BOCC funds SO for the balance They pay 1/2 from funds budgeted from BOCC funding of	4 SRO's
Walton	SO and 1/2 from School system	16 SRO
	School pays for 2 officers for only the school year. The BOCC did not increase funding so SO has to absorb the	
Hendry	balance	4 SRO + 1 Sgt
Baker	Funded by 1/2 BOCC and 1/2 Schools	2 SRO's
Jackson	75% School and 25% by BOCC to SO	8 SRO
	School pays \$35,000 which is < 1/2 of Salary the SO absorbs the balance	
Hamilton		1 SRO
Suwannee Union	School pays \$150,000 and balance is from the BOCC paid 100% by School Board	6 SRO's 1 SRO
	Paid 1/2 Schools and 1/2 SO/BOCC SO pay for uniforms, insurance etc. Charter School pays for 1 off duty SRO	
Sumpter		Middle Schools + 1 in Charter School .
Flagler	1 City of Palm Coast, 1 SO and 4 School Board	6 SRO's
Highlands		7 SRO's
Monroe	School funds 1.5 and SO funds 3.5 SRO's	5 SRO's
Putnam	School funds 97% of SRO with the balance funded by SO	8 SRO's
Gilchrist	100% funded by BOCC	1 SRO

new info.

|| B ||

Columbia County Extension Office Budget Request
FY 2013-2014

		<u>Budgeted</u>	<u>Request</u>
001.3700.537.10.12	Personal Services/Salaries	\$163,650	\$167,306.57*
001.3700.537.10.13	Temp Employment	\$ 0	\$ 0
001.3700.537.10.21	FICA	\$12,519	\$12,799
001.3700.537.10.22	Retirement	\$7,922	\$11,628
001.3700.537.10.23	Health/Insur	\$11,126	\$11,126**
001.3700.537.10.24	Work. Comp.	\$ 525	\$ 302
<i>Personal Services</i>		<i>\$195,741</i>	<i>\$203,161.57</i>

* Derek and Nichelle will be promoted this year from Extension Agent II to Extension Agent III. Respectfully request a promotion salary adjustment of 9%, same as UF (\$1508.11 for Derek, \$1954.94 for Nichelle).
 Total for salaries current - ~~\$163,843.52~~ + \$3463.05 promotion increase.
 Total increase with benefits - ~~\$7419.57~~
 Benefit numbers as per Ben Scott. *

** Unsure of increase in health insurance costs. Only includes county employees.

001.3700.537.30.40 Travel and Per Diem \$22,215 \$22,215
 (Agent mileage would be reduced if department is able to purchase a vehicle for agent use. See below)

001.3700.537.30.41 Communication \$2,000 \$2,000
 (Use Comcast as our UF server is not compatible with county VoIP. UF maintains all of our computers, servers, etc.)

001.3700.537.30.43 Utilities \$7,200 \$ 0 *

New building will have utilities included.

001.3700.537.30.44 Rental and Leases \$16,500 \$ 34,416*

Justification: building lease \$30,616
 Xerox/ copy charge \$3,200 (Includes cost for upgrade)
 Culligan water \$600

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001.3700.537.30.46	Repair and Main	\$1,500	\$3,000
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Justification: Removing 001.3700.537.30.49 "Other" (\$5,000) as this line item was used for building repair and repair of equipment. Landlord states that tenant is responsible for daily repairs; this will also include Florida Pest Control and equipment repairs.

001.3700.537.30.48	Services/ Promotional	\$2,000	\$2,000
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001.3700.537.30.49	Other	\$5,000	\$0
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*line item has previously been used to repair old building and maintain equipment. No longer needed.

001.3700.537.30.50	Office Supplies	\$7,000	\$6,000
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001.3700.537.30.52	Operating Supplies (Used for agent programmatic supplies)	\$4,600	\$5,000
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Justification: We are doing many more programs and costs for programmatic supplies continue to rise. Request \$400 additional (\$80 per program).

001.3700.537.30.54	Training and Ed.	\$1,000	\$1,000
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<u>Operating Expenses</u>		<u>\$69,015</u>	<u>\$75,631</u>
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001.3700.537.60.64	Capital outlay/ Equip	\$5,000	\$4,000
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<u>Capital Outlay</u>		<u>\$5,000</u>	<u>\$4,000</u>
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Computers rotated on 3 year cycle.

<u>Total Budget:</u>		<u>\$269,756</u>	<u>\$282,792.57</u>
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Increase due to new lease.

<u>OPTIONAL REQUESTS: \$24,000</u>			
001.3700.537.30.56	Gas/oil (contingent upon purchase of department vehicle)	\$ 0	\$4,000
001.3700.537.60.64	Capital outlay/Vehicle	\$0	\$20,000

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Columbia County Tourist Development Council Proposed Budget 2013-14

In preparing the proposed 2013-14 budget for the Columbia County Tourist Development Council, at least seven factors create some uncertainty in moving forward. Attached you'll find a copy of the proposed budget worksheets, bed tax collection report, an overview of projected revenues for the fiscal year. The narrative below outlines the justification utilized in putting together the budget and will begin with four of the seven areas that require additional information and direction from Columbia County administrative staff and county finance office.

1.) Personal Services

- We are requesting an increase in personal services of \$34,000. This increase relates to two unique issues. According to Caroline Harris in payroll, we will be making a payout to Ms. Lord for unused sick leave in the amount of approximately \$7,000 as she completes her DROP enrollment on August 31, 2014.

- Administrative Division Manager Lisa Roberts has indicated support for hiring and training a replacement for Ms. Lord six months in advance of her department. According to payroll, half-year costs for salary, health insurance and other benefits will be \$27,000.
- The amount identified above makes no provision for potential increases in health insurance costs and merit pay increases in our department.
- In addition, we'd like to consider extending the VISTA Program for the 2013-14 budget year at a cost of \$4,500. This would be taken from an existing line item. The availability of the VISTA Program in Florida is questionable at present due to the Federal Sequestration Issue.

2.) Office Rental & Utility Costs

- At present, we budget (107-5200-552-30-43) \$6,200 for utilities. This primarily relates to an average bill of \$500 per month from Florida Power & Light for the big sign on I-75. There is no line in our budget for office space lease/rental. We do not know what costs, if any, that will be charged-back to the TDC for a portion of the leased office at the former Lake City Medical Center building. Nor do we know what utility costs need to be added. We currently have a line item for communications in which we are requesting a small increase for telephone, cell phone and Comcast data lines cost.

3.) Equipment Purchases

- In the 2012-13 budget we have \$5,500 for this line item (107-5200-552-60-64). That was a sufficient allocation for the year. In our proposed 2013-14 budget we are requesting an increase of \$20,000 for a total of \$25,500. This would provide funding for the purchase of a new van in the 2013-14 budget. We would also spend an additional \$3,500 out of our promotions line item to have the new vehicle "wrapped." This request is based on the belief that having an available and reliable vehicle which will allow us to carry personnel, displays and materials to trade shows in the Southeast are essential to this department's mission. The new van would augment the existing 2006 Ford E-350 van we currently have in use. The existing van has approximately 120,000 miles on it and would be used primarily for our brochure distribution route and area activities and events. The new van would be used for trade shows in areas such as Atlanta, Miami, etc. We believe the existing line item for gas and oil is sufficient. We would need to add funding for the additional automobile insurance for a second vehicle.

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**Columbia County Public Library
FY2013-14 Budget Justifications and Explanations
prepared by
Deborah J. Paulson, Library Director**

Below are explanations and justifications for increases and/or decreases in budget amounts for the new fiscal year. Benefit percentages were received from Ben Scott (FICA .0765%, FRS .0695% and Workers Comp .0018%). Health insurance costs are unknown at this time; while an increase in premiums is predicted, current rate is used.

001-7100-571.10-12 Salaries through 001-7100-571.10-24 Workers Comp

Increases in the four line items are due to my request for a raise for Linda Thomas, Office Manager. The Library's .5FTE Secretary II retired on April 30, 2013 and, after great consideration, that position will not be filled. The duties of the position (payroll and financial tasks) have been assumed by Linda Thomas. I feel that with the additional duties Ms. Thomas deserves a \$3,177 raise and that the request is justified. She currently earns \$31,773 annually and has been an exemplary County employee for 25 years. Other County Office Manager salaries range from \$27,851.20 annually to \$34,539.09. The Office Manager with the highest paid salary has been with the County for 22 years and Ms. Thomas' longevity is three years beyond that. The .5FTE was paid from Library Enhancement Funds, while Ms. Thomas is paid from the General Fund.

The Library's bi-weekly payroll process is time-consuming, complex, and takes several days to put together because the department's 25 employees are scattered over 3 locations, the Library is open 7 days a week so there are many schedules that vary from week to week, and there is a variety of part- and full-time positions. It takes great attention to detail, a skill Ms. Thomas definitely possesses. The financial duties assumed include reconciling and depositing funds collected from fines, fees, public computer printouts, and Friends of the Library donations and memberships. Ms. Thomas filled in with payroll and the other financial duties in the past when the Secretary II was on vacation and during an extended medical leave. She is conscientious about her time management and I have every confidence that she will be able to effectively carry out the additional duties. I feel she is very deserving of the raise because she has assumed all the duties of a .5FTE position in addition to her own Office Manager duties.

001-7100-571.30-42 Postage (shows nothing spent after first 7 months)

Funds from this account purchase postage for the Library's postage meter once a year and this was just done in May, so the request for next year is the same amount

001-7100-571.30-54 Subscriptions & Dues (Increase in amount requested)

There was notification received that there would be a 4% increase.



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Optime

**Columbia County Recreation Department
Budget Increase Explanations**

Supplies/Sports Equipment 001-7200-572.30-52

Requesting an increase of \$250.00 to purchase a table tennis table. This table will be used for afterschool activities and programs; the item's purchase price requires it to become part of the county's fixed asset inventory.

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***Additional Line Item Requests**

Our department would like to request a budgeted line item for Repair & Maintenance at Annie Mattox Park in the amount of \$4,500.00. This request is based on past repairs and maintenance to the facility and recommendations from the Landscape and Parks Department. Repairs and maintenance to this facility have not been budgeted in previous years. Equipment at Annie Mattox Park includes: 2 restrooms with 7 commodes and 1 urinal, 4 sinks, 3 pavilions with 4 picnic tables, 12 pieces of playground equipment, 1 large concrete barbeque pit and a water fountain. We are also responsible for the pesticides, herbicides and fertilizers for a regulation high school football field with an electronic scoreboard. This past year the scoreboard was struck by lightning and required repairs totaling approximately \$400.00.

Capital Outlay

Bleachers- Request approximately \$50,000.00 to replace old bleachers in the gymnasium. The bleachers were inspected by an architecture firm. Their recommendations were as follows: there is some difficulty in opening and closing the bleachers electronically, manual assistance is required. The motors are an area of potential repair and corrective actions should be pursued. The cost would determine repair or replacement. The Recreation Director strongly suggests the county take a proactive approach to address these and other issues.

AmeriCorps VISTA- For the past two years the county has participated in the AmeriCorps VISTA program. This year the county shared the services of a full time trained, degreed employee between the Tourist Development Council and the Recreation Department. The Recreation Department would like to continue participating in the VISTA program by providing budgeted funds of \$5,000.00 for full time service.

"G"

FY 2014 Budget Summary

- ✓ Emergency Management:
 - ✓ 1) Consolidated both grants into one.
 - ✓ 2) Exceeds Grant for 2nd edition of All Hazards Guide

Budget to be revised to reflect grant amounts -

- ✓ Safety and Code Enforcement
 - Safety Increase - \$11,500
 - Code Enforcement Increase - \$59,800

- 1) Drop Safety/Contact Services – No more Hepatitis shots
- 2) Increase Safety/Repairs by \$1500 due to fleet age
- 3) Increase Training to other Departments from \$12,000 to \$25,000
- 4) Increase Safety/Gas and Oil by \$2,000 due to fleet age and more driving

- 5) Move funds from Salary to Contract Services to reflect staffing. Request to upgrade FT Code Enforcement Officer as it assumes Safety and Asset Management functions.
- 6) Increase Travel by \$1,000 to get 2nd required certification for CEO
- 7) Increase Code Enforcement/Repairs by \$5,000 due to fleet age
- 3) Increase Other Charges by \$45,000 for increased demolitions.
- 4) Increase Code Enforcement/Gas and Oil by \$4,800 due to fleet age and more driving

- ✓ 911:
 - 911 Increase \$381,731

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1) Add Training Officer Position and a request to reclassify TCO due to additional certification requirements - \$25,231 (<i>\$35,056 w/ benefits</i>)
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- 2) Contract Services increase \$50,000 for Backup and Deep Cleaning
- 3) Travel increase by \$1,500
- 4) Repairs and Maintenance increase \$2,000 for Backup
- 5) Gas and Oil increase of \$2,000 due to age of car and under budgeted in prior years
- 6) \$220,000 to acquire adjacent lot, pave new parking area and add security improvements
- 7) \$101,000 Equipment purchases for Cabinets, Chairs Replace CAD servers and replace Plant CML computer operating system

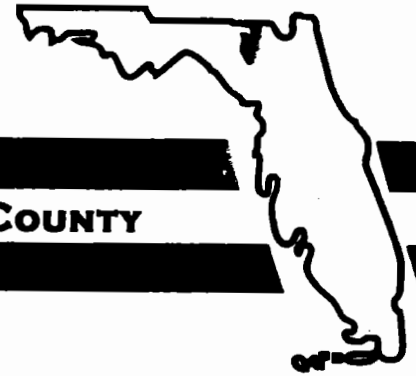
Central Communications:

Central Communication Increase - \$94,750 plus a reserve

- 1) Add \$10,000 for Overtime
- ✓ 2) Add \$52,500 for Consultant on Jail Tower
- 3) Increase Repairs by \$12,000
- 4) Add \$20,000 for Equipment Purchases
- ✓ 5) Establish a reserve for the 800 MHz system

" H "

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
District No. 3 - Bucky Nash
District No. 4 - Stephen E. Bailey
District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager
FROM: Kevin Kirby, Operations Manager
DATE: July 23, 2013
SUBJECT: County Sign Standardization

[Handwritten signature] **RECEIVED**

JUL 24 2013

Board of County Commissioners
Columbia County

Several months ago an audit of the signage throughout the County on County owned facilities was conducted. Your memo to the Board of County Commissioners dated April 30, 2013 explained the costs and recommendations.

As a result of the audit and your recommendations, I am requesting that \$85,000 be budgeted for fiscal year 2013-2014 to accomplish the following:

1. Replace (5) signs at (5) community centers @ \$6,000 each	\$30,000
2. Replace (1) facility sign for Landscape and Parks @ \$4,900	4,900
3. Install (5) Fire Department signs @ \$5,500 each	\$27,500
4. Install (2) library signs @ \$6,000 each	\$12,000
TOTAL	\$74,400

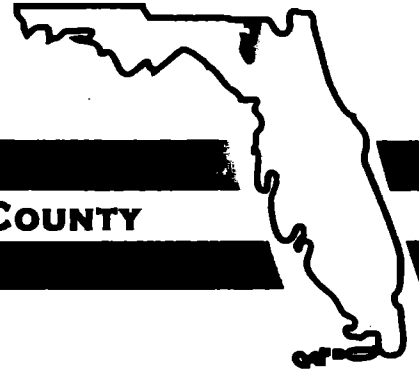
I am requesting that \$85,000 be budgeted to allow for an additional sign for the new fire station and any other sign that may have been overlooked in the audit.

Your consideration is appreciated.

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

" I "

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
District No. 3 - Bucky Nash
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District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager

FROM: Kevin Kirby, Operations Manager

DATE: July 22, 2013

SUBJECT: Mechanic Position

RECEIVED

JUL 23 2013

Board of County Commissioners
Columbia County

I am requesting that consideration be given to adding an additional mechanic position to our staff for fiscal year 13-14. In 2008 a position was eliminated from the mechanic shop at the suggestion of the new Foreman, John Gould. Since that time, the fleet has grown exponentially as two (2) new crews have been added as well a numerous pieces of equipment.

At the present time, the mechanic shop is servicing 13 motorgraders, 37 pieces of lawn maintenance equipment, and over 100 pieces of equipment and vehicles. In addition, due to the increased work load the equipment is being used more which in turn requires more servicing/maintenance. The road calls have also increased as well as mechanic/service needs for other departments, i.e. landfill.

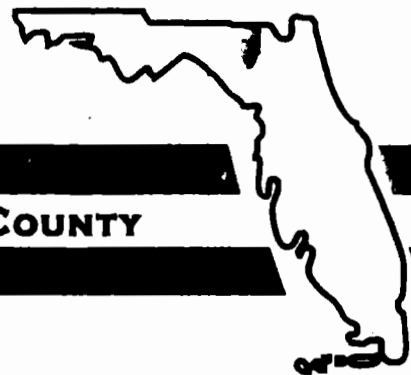
We currently have five (5) mechanics including the Foreman. In order to keep up with the increased demand the mechanic shop has had to utilize the mechanic skills of Craig Herb who is a general laborer assigned to the Tree Crew. Mr. Herb is most willing to help but it is unfair to expect him to continue to perform mechanic duties for a general laborer salary.

Your consideration is appreciated.

" J "

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager
FROM: Kevin Kirby, Operations Manager
DATE: July 16, 2013
SUBJECT: Additional Personnel

RECEIVED

JUL 17 2013

**Board of County Commissioners
Columbia County**

I am requesting permission to add (1) full-time custodian position to the Facilities/Maintenance Department beginning with the fiscal year of 13-14. This position is needed to provide the custodial services necessary at the new administration building on US 90. This facility contains 30 offices, 10 bathrooms, 4 break rooms, and 3 conference rooms and contained in over 9,000 sq. ft.

The budget impact for adding the addition position is \$25,658 annually. Previously, (May, 2012) two (2) maintenance technician III positions were combined into one (\$48,562) and the remaining funds (\$24,022) allocated for an additional future maintenance tech. That position has never been filled.

We are currently utilizing \$14,400 of the remaining funds to move a part-time employee to full time. That would leave \$10,022 towards the new position of \$25,658 for a net negative budget impact of \$15,636.

The custodian staff is struggling to provide the service necessary for the additional offices.

Your consideration is appreciated.

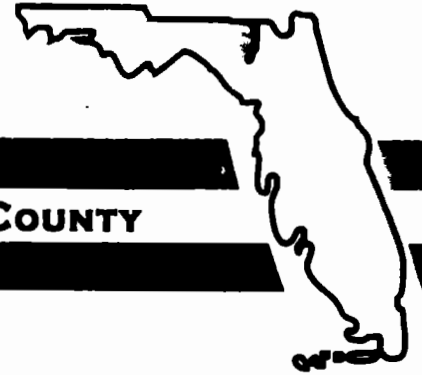
*KEYVIN -
THIS REQUEST WILL BE PLACED AS AN
"OPTION" IN THE FY 13-14 BUDGET.*

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

DALE

"K"

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
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District No. 5 - Scarlet P. Frisina



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager

FROM: Kevin Kirby, Operations Manager 

DATE: July 16, 2013

SUBJECT: Reclassification of Employee

RECEIVED

JUL 17 2013

Board of County Commissioners
Columbia County

I am requesting that the position of Carpenter Foreman in the Facilities/Maintenance Department be reclassified from a pay grade of 113 (\$27,851--\$41,766) to a grade of 119 (\$37,253---\$55,869). This position was vacated several months ago and a replacement has not been found as of yet.

The increase is to allow a more skilled person to be hired. There are several key positions that we have no backup for when employees are out for illness or vacation. The person hired for this position will need to be skilled in carpentry, electrical, HVAC, and general building construction.

The current position was funded at \$39,753. The replacement would be at \$51,295 for a negative budget impact of \$11,542 including benefits for the fiscal year 13-14.

Your consideration is appreciated.

KEVIN -

*THIS REQUEST WILL BE PLACED AS AN
"OPTION" IN THE FY 13-14 BUDGET.*

DALE

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

RECEIVED

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
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JUL 18 2013


Board of County Commissioners
Columbia County



BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager

FROM: Kevin Kirby, Operations Manager 

DATE: July 17, 2013

SUBJECT: Seasonal Positions

I am requesting that we add \$10,000 to the fiscal 13-14 budget for Landscape & Parks to allow for the addition of (2) seasonal employees from April 1 through October 1 of each year.

As I am sure you can understand, during the summer the maintenance needs at the various recreational facilities are significantly increased. These positions would also help with the lack of "work campers" during the summer months. The "work campers" normally come from the north and do not wish to stay during the summer heat. They have provided a much needed service locking up the parks in the evenings and weekends as well as cleaning restrooms and picking up trash.

With the additional facilities added to the Landscape & Parks Department these (2) seasonal positions would provide much needed help without the cost of hiring (2) additional employees permanently.

Your consideration is appreciated.

KEVIN -

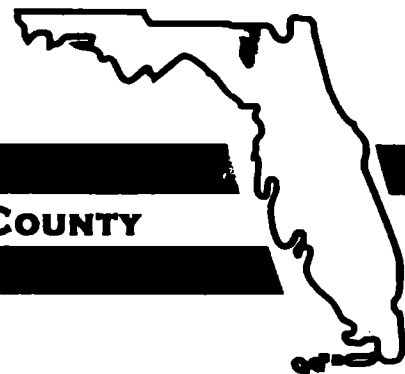
THIS REQUEST WILL BE PLACED AS AN "OPTION" IN THE FY 13 - 14 BUDGET.

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

DALE


"M"

District No. 1 - Ronald Williams
District No. 2 - Rusty DePratter
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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

MEMORANDUM

TO: Dale Williams, County Manager
FROM: Kevin Kirby, Operations Manager 
DATE: July 23, 2013
SUBJECT: 5-year Equipment Replacement Plan

At the recent budget meeting you requested a copy of our 5-year equipment replacement plan. The plan is attached along with a summary of what has been spent on equipment from fiscal year 98/99 through fiscal year 2010/2011.

The summary shows a minimal amount of equipment purchased from 2008 through 2011. This was due to the hiring of a new Public Works Director that took a position of frugality in order to have time to assess the true needs of the department. The existing 5-year plan was formulated during the 2011/2012 fiscal year.

An important note is the price of large equipment has increased approximately 40% since 1999. Pickups have increased 22%.

The amount needed for fiscal year 2013-2014 is \$829,000. This includes \$10,000 for technology. The Public Works has never addressed the increasing need for technology in the previous year's equipment plans. The normal life span of a computer is 3-4 years. The communication needs of management and the crews have reached a level of sophistication wherein technology is needed to retain efficiency.

If you should need any additional information, please contact me.

Your consideration is appreciated.

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

"N"

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BOARD OF COUNTY COMMISSIONERS • COLUMBIA COUNTY

July 26, 2013

MEMO

TO: Kevin Kirby, Operations Manager
FR: Dale Williams, County Manager *DW*
RE: Your Memo Dated July 23, 2013 –
5 Year Equipment Replacement Plan

Thank you for submitting the above referenced plan as requested. I have not reviewed the plan in detail. In order to draw conclusions I am accepting the plan as presented.

For FY 13-14, your equipment reserve has been funded at the previous yearly level (\$300,000). Your plan shows that the equipment reserve should be increased by \$500,000 for a total of \$800,000.

Given current revenue trends, I do not anticipate that annual reoccurring revenue of \$500,000 will be available next year or in the near future. I would recommend that we restructure the replacement plan to work with the currently funded \$300,000. For FY 14-15 and beyond, we will work on increasing the reserve in smaller increments until the goal is reached.

DW/cnb

XC: Board of County Commissioners
Kevin Kirby Correspondence

BOARD MEETS FIRST THURSDAY AT 7:00 P.M.
AND THIRD THURSDAY AT 7:00 P.M.

" N "