



## COLUMBIA COUNTY BOARD OF COUNTY COMMISSIONERS AGENDA ITEM REQUEST FORM

The Board of County Commissioners meets the 1st and 3rd Thursday of each month in the Columbia County School Board Administrative Complex Auditorium, 372 West Duval Street, Lake City, Florida 32055. The first meeting of every month is at 9:30AM while the second meeting of every month takes place at 5:30PM. All agenda items are due in the Board's office one week prior to the meeting date.

Today's Date: 2/26/2025 Meeting Date: 3/6/2025

Department: BCC Administration

### 1. Nature and purpose of agenda item:

Meeting Minutes - Special Meeting - 8/22/2024

### 2. Recommended Motion/Action:

Approve

### 3. Fiscal impact on current budget.

This item has no effect on the current budget.

# **Columbia County Board of County Commissioner**

**August 22, 2024 9:00 AM**

## **Special Meeting**

The Columbia County Board of County Commissioners met in a scheduled meeting in the auditorium of the School Board Administrative Complex at 9:00 AM. The meeting opened with prayer and the Pledge of Allegiance to the Flag of the United States of America.

### **Commissioners in Attendance:**

Chairman, Ron Williams

Commissioner, Tim Murphy

Commissioner, Robby Hollingsworth

Commissioner, Everett Phillips

### **Others in Attendance:**

County Manager, David Kraus

Assistant County Manager, Kevin Kirby

County Attorney, Joel Foreman

Clerk of Court, James Swisher, Jr

Supervisor of Elections, Tomi Brown

County Tax Collector, Kyle Keen

County Sheriff, Mark Hunter

County Property Appraiser, Jeff Hampton

Deputy Clerk, Amber Taylor

### **Agenda Additions/Deletions:**

Additions – None

Deletions – None

## **Discussion and Action Items:**

### **1.) Capital Projects**

Mr. Kraus presented the Commission with an overview of projected Capital Projects as well as providing updates on projects currently underway. The Board was also informed by Mr. Kraus, there would be limited new revenues going forward into the budget season, due to ambulatory services, road paving, consolidating dispatch, animal control, Veterans Administrative services and employee raises.

Kevin Kirby, (ACM) gave further insight and information concerning the Capital Projects that are currently underway and the additional projects that are scheduled to begin. There is an ask of 2.5 Million for the Bascom Norris Road project as well as an immediate need for yearend Legislative appropriations.

Discussion Ensued.

A brief update was given by David Kraus (CM) on the post storm circumstances.

### **2.) Constitutional Officers**

#### **Kyle Keen, Tax Collector**

Mr. Keen presented the Board with his budget proposal for the upcoming year. This would consist of a 4% increase from the previous year. The accession of this proposal, is due largely to payroll expense.

#### **Columbia County Sheriff, Mark Hunter**

Sheriff Hunter presented the Commission with his 2024-25 Budget Proposal via a Powerpoint presentation. This would consist of a 4% increase from the previous years budget. The bulk of this ask would be delegated for upcoming employee raises of 3%. The remaining 1% of the ask, would be designated for operational monies.

Discussion ensued.

Mr. Kraus (CM) informed the Commission that in an effort to be transparent what has been done in the short-term, is to include the current expenditures for the Sheriff's Office. Additional funds requested are placed in a reserve, until Sheriff elect takes office.

#### **Jeff Hampton, Property Appraiser**

Mr. Hampton advised the Commission of the proposed budget increase for the 2024-25 Year. This will include a \$45,763 increase from the previous year, an increase just under 2%. This increase is due, in large, to payroll. There was also, a slight increase in cost from the Consulting Firm used by this department. Tracking software used to monitor Homestead fraud, was an added expense as well.

### **Tomi Brown, Supervisor of Elections**

Mrs. Brown advised the Board of her 2024-25 budget increase. This increase was due to payroll for employees as well as poll workers. Operational expenses for this department did show a slight increase, as well.

Discussion ensued.

### **Jay Swisher, Jr Clerk of Court and County Comptroller**

Mr. Swisher advised the Board of his 2024-25 proposed budget consists of 3% COLA and additionally the FRS increases. He approached the Commission with an ask of \$137,000 to finish the modernization of the Public Record Department.

Mr. Swisher updated the Commission on the record storage building that is being utilized. This building is located behind Lake Shore Hospital, and will be used for additional record storage.

### **Budget Discussion Items:**

Mr. Kraus (CM) advised the Commission of \$3.9 Million in New Revenues. 2.7 Million of this is derived from Ad Valorem Taxes.

Mr. Kraus (CM) made clear, the current level proposals do not include additional new Fire Stations.

Opioid Settlement funds, are not included in current proposed budget.

Discussion ensued.

Mr. Kraus (CM) informed the Commission, in the past the Humane Society has been classified as an outside agency. Going forward, the Humane Society will be classified as contracted services in the Animal Control Budget.

Lengthy discussion ensued pertaining to Animal Control.

Chairman, Ron Williams and (CM) David Kraus discussed Assessment on Fire increases.

**Motion** by Commissioner Williams to raise the Fire Assessment by \$14.00. Motion does not pass, due to lack of a Second.

**Motion** to raise Fire Assessment to \$301.90 by Commissioner Williams. Motion does not pass, due to lack of Second.

Discussion ensued.

**Motion** by Commissioner Murphy to increase 2024-25 Fire Assessment by \$8.00 per household.  
**Seconded** by Commissioner Phillips. Motion carried unanimously.

Mr. Kraus (CM) noted that a Public Hearing will be scheduled for the Fire Assessment increase of \$8.00.

Columbia County Sheriff Office budget discussion pertaining to funding set aside for reserve Capital Projects for law enforcement. Commissioner Murphy questioned County Accountant for recommendations on this matter. County Account made suggestion to set aside \$200,000 for reserve Capital Projects.

Discussion ensued.

**Motion** set forth to “set aside \$150,000” by Commissioner Williams. “So moved” Commissioner Murphy. **Seconded** by Commissioner Phillips. Motion carried unanimously.

**Commissioner Comments:**

Chairman Williams gave clarification on budget items and employee raises. Chairman Williams requested Utilities Workshop.

**Staff Comments:**

Jennifer Daniels gave overview of programs offered in Columbia County and the partnership with Space X.

**Adjournment:**

There being no further business, meeting adjourned at 10:17.

ATTEST:

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Chairman, Ron Williams

Columbia County Commissioner

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James M. Swisher, Jr

Clerk of Court and County Comptroller

