

# Board of County Commissioners Agenda Request

**Date of Meeting:** January 15, 2013

**Date Submitted:** January 2, 2013

**To:** Honorable Chairman and Members of the Board

**From:** Honorable Chief Judge Charles Francis  
Honorable Gadsden County Judge Kathy Garner

**Through:** Robert Presnell, County Administrator, Gadsden County  
Grant Slayden, Trial Court Administrator, Second Judicial Circuit

**Subject:** Public Hearing - Approval of Budget Amendment Request to  
Authorize Expenditure of the Courthouse Facilities Reserve and  
Anticipated Funds FY12 to Replace the Roof of the Gadsden County  
Main Courthouse

**Statement of Issue:**

Upon the one hundred year anniversary of the Gadsden County Courthouse, the Second Judicial Circuit respectfully requests that the Board of County Commissioners approve a Budget Amendment to Authorize Expenditure of the Courthouse Facilities Reserve and anticipated Funds from FY12 to Replace the Roof of the Gadsden County Main Courthouse.

**Background:**

The Gadsden County Courthouse was completed in 1912 and has been in continuous use as a court facility since 1913. This is over a 100 year old building. The Gadsden County Courthouse requires an estimated \$326,295.00 dollars in necessary and essential renovations encompassing: **1) courthouse roof work:** gutter re-roofing, overflow drains, new windows in gutter for warranty, new gutters, down spouts and storm piping, elastomeric coating of both ballisters and wall caps, repairs to upper metal main roof and re-coating galvalume roof; and **2) main courtroom infrastructure upgrades:** installation of a sound system as well as power and data needs for court operations, in-house removal of rear wall and ceiling track of the old curtain divider, and modest flooring and painting finishes due to power and data upgrades. Failure to replace the roof of the Courthouse on an expedited basis will result in continued leaks, potential damage to the building's structure and contents, increased maintenance expense in the future, and the possibility of creating an unsafe workplace. Additionally, the main courtroom needs modest infrastructure improvements including additional power, data, and sound systems.

The grand total of all planned and necessary renovations and repairs in this agenda item is \$326,295.00. The Second Judicial Circuit realizes that this is a significant budget request, but the work is only the minimally necessary and critically essential for the Courthouse. Facility improvements that can be obtained either through normal budgetary requests or regular maintenance have been specifically excluded.

Additionally, if this request is approved the Second Judicial Circuit realizes that work on the Main Courthouse Roof replacement may only commence in April, 2012. After Board approval bid plans have to be developed which typically takes approximately a month with an additional six weeks to both bid and contract. With this required time duration and possibility that the actual bid be lower, we humbly request that \$12,000 be immediately expended to replace the Public Defender's carpet and modest in-house painting pursuant to a recommendation from the July 29, 2011 Indoor Air Quality Survey.

Now in its seventy-fifth year, the Guy A. Race Judicial Complex building encompassing solely the second floor of the Public Defender Office minimally needs both carpet and paint to modestly address the Indoor Air Quality concerns raised by the survey previously approved and requested by Board Actions during FY 2011. This emergency expenditure for the Public Defender Office space can either be taken from contingency or paint and furnishings in the main Courthouse project. However, the actual bids may come in lower than the estimate. Hopefully either the awarded bid will be lower than the estimate, or contingency will be available at the end of the project, but \$12,000.00 is a modest request for this necessary work for the Public Defender.

**Analysis:**

The FY 2012 and 2013 budget for Activity 712 Courthouse Facilities, Department 0521 Courthouse – Facilities, comes from revenue generated under section 318.18(13)(a)1, Florida Statutes. This surcharge revenue may *only* be used for courthouse facility-related expenditures and does not impact the general fund. Earlier in FY 2010 the Board had the foresight to raise the surcharge from \$15 to \$30. And, during FY 2010 and FY 2011 the Board utilized this fund to replace the roof of the original Guy Race Judicial Complex, as well as the Clerk Official Records building. The projected revenue for FY 2012 is \$293,763.00 but based on the sole reported month of October could be conservatively reduced to \$261,185.64. As of December 15, 2012, the fund has a reserve balance of approximately \$200,000.00. Collection amounts for November and December 2012 are not yet available, but are estimated to be in excess of approximately \$42,000.00 or approximately \$21,000.00 each month. Most importantly, this Fiscal Year 2012 will generate the estimated \$326,295.00 required for the Gadsden County Main Courthouse roof replacement project.

In FY 2009 the Courthouse Facility Fund generated \$174,182.50 in revenue. In FY 2010 the Courthouse Facility Fund generated \$250,331.50 in revenue. In FY 2011 the Courthouse Facility Fund generated \$360,874.050 in revenue. Again, the projected revenue for 2012 was \$293,763.50 but based upon initial revenue projections could be

reduced to \$261,185.64. As of December 15, 2012, the fund has a reserve balance of approximately \$200,000.00 which combined with potential revenue generated this fiscal year will yield in excess \$326,295.00 required for this project. This request is substantially limited in scope and restores the utilized fund balance beginning FY 2013. The Second Judicial Circuit recognizes that it is prudent and essential that the Facility Fund Reserve be restored to current levels, so no CIP projects will be sought outside of the normal local budget requests through FY 2014.

**Fiscal Impact:**

The request for up to \$326,295.00 will likely use the majority of Courthouse Facilities Funds and Reserves estimated to be available through FY 2012. Exact figures are not available, but the Facility Fund surcharge will replenish the Courthouse Facilities Reserve funds going into FY 2013. The Second Judicial Circuit realizes that this is a significant request, and desires to utilize Facility Funds and Reserves instead of General Revenue, and utilize public dollars wisely, but the main Courthouse roof is at a critical juncture. The aforementioned work is ready to proceed upon authorization from the Board of County Commissioners.

**Options:**

- Option 1: Approve the Budget Amendment.
- Option 2: Do not approve the Budget Amendment.
- Option 3: Board Direction.

**County Administrator Recommendation:**

- Option 1.

**Attachments:**

- Attachment 1: Gadsden County Old Courthouse Cost Opinion for Projected Renovation. Architect Joel Sampson Letter.

GADSDEN COUNTY -OLD COUNTY COURTHOUSE  
 COST OPINION FOR PROJECTED RENOVATIONS  
 11/14/2012



<b>COURTHOUSE ROOFING WORK</b>	<b>PROJECTION</b>
GUTTER REROOFING	\$ 50,000.00
OVERFLOW DRAINS	\$ 6,500.00
NEW WINDOWS IN GUTTER	\$ 35,000.00
REBUILD A/C CONDENSER SUPPORTS & RELOCATE	\$ 8,000.00
RELOCATE ELECTRICAL AND REPLACE SOME DRAIN PIPING	\$ 10,000.00
NEW GUTTER, DOWNSPOUTS - 1 GUTTER, 4 DS	\$ 30,000.00
NEW STORM PIPING FOR NEW DOWNSPOUTS	\$ 20,000.00
ELASTOMERIC COATING ON BALLISTERS & WALL CAP	\$ 15,000.00
REPAIRS TO UPPER METAL MAIN ROOF	\$ 3,000.00
RECOAT GALVALUME ROOF	\$ 18,000.00

<b>SUBTOTAL COSTS ADDING 15% CONTINGENCY &amp; A/E FEES</b>	<b>\$ 244,375.00</b>
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<b>MAIN COURTROOM INTERIOR UPGRADES</b>		
REMOVE REAR WALLS & CEILING TRACK IF POSSIBLE	(WOODS)	\$ 1,000.00
FLOORING		\$ 12,000.00
PAINTING		\$ 6,000.00
COURTROOM SOUND SYSTEM		\$ 29,000.00
COURTROOM FURNITURE		\$ 10,000.00
POWER UPGRADES IN FLOOR		\$ 6,000.00

<b>SUBTOTAL COSTS ADDING 15% CONTINGENCY &amp; A/E FEES</b>	<b>\$ 81,920.00</b>
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<b>GRAND TOTAL RENOVATIONS</b>	<b>\$ 326,295.00</b>
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INTERIOR SIGNAGE

\$ 1,500.00

RESOLUTION NO. 2013 – 002

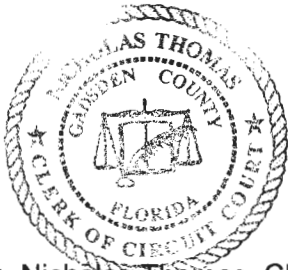
WHEREAS, the Board of County Commissioners of Gadsden County, Florida, approved the Fiscal Year 2012-2013 Budget; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Gadsden County, Florida, hereby amends the budget as reflected on the Budget Amendment #130011 attached hereto.

This amendment reappropriates funds from the Courthouse Facilities Fund reserves to FY13 and into the account that the repairs will be expensed.

Adopted this 15<sup>th</sup> day of January, 2013.



Attest: Nicholas Thomas, Clerk

Board of County Commissioners  
Gadsden County, Florida

Chairman

By:

Deputy Clerk



PUBLIC HEARING NOTICE

THE GASDEN COUNTY BOARD OF COUNTY COMMISSIONERS ARE CONSIDERING PROPOSED CHANGES TO ITS BUDGET FOR FISCAL YEAR 2012-2013. THE CHANGES WILL BE DISCUSSED AT THE BOARD'S NEXT REGULAR SCHEDULED MEETING TO BE HELD JANUARY 15, 2013, AT 6:00 P.M. IN THE GADSDEN COUNTY BOARD OF

OF COUNTY COMMISSION CHAMBERS, 9 EAST JEFFERSON STREET, QUINCY, FLORIDA. ALL CITIZENS ARE INVITED TO ATTEND.

A FINAL DECISION ON THE PROPOSED CHANGES WILL BE MADE AT THIS MEETING. A SUMMARY OF THE CHANGES ARE:

	SPECIAL REVENUE FUND
<b>REVENUE</b>	
BALANCE FORWARD	\$ 215,105
<b>NET CHANGE</b>	\$ 215,105
<b>EXPENDITURES</b>	
COURTHOUSE FACILITIES	\$ 215,105
<b>NET CHANGE</b>	\$ 215,105