

## Board of County Commissioners

### Agenda Request

**Date of Meeting:** June 3, 2014

**Date Submitted:** May 14, 2014

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

**From:** Chief Judge Charles A. Francis, Second Judicial Circuit

**Through:** Robert Presnell, County Administrator

**Subject:** **Public Hearing** - Approval of Resolution # 2014-011 and Budget Amendment Request to Authorize Expenditure of Courthouse Facilities Reserve for Related Emergency Repairs to the Public Address System in the County Felony Courtroom located at the Guy A. Race Courthouse Annex and Other Expenses

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#### **Statement of Issue:**

Throughout this year we have had numerous failures of the public address (P.A.) sound system located in the Guy A. Race Judicial Complex Felony Courtroom. These failures have ranged from minor annoyances to catastrophic failures. Until recently, we have been able to restart, reconfigure, repair, and replace components. However, the system has now failed completely. The 2<sup>nd</sup> Judicial Circuit Court Administration planned to request a new P.A. system during the upcoming budget cycle, however the hardware did not last as long as we anticipated.

Currently, the P.A. system is not amplifying audio and several microphones no longer work (microphones have been replaced without improvements). As a result, Court Reporters are unable to reliably record courtroom procedures and viewers in the gallery are unable to hear proceedings.

#### **Background:**

The original Guy A. Race Judicial Complex Courtroom #2 P.A. system has catastrophically failed. Board actions this fiscal year (FY 2013-2014) upgraded the courtroom sound system at the Main Courthouse (courtroom #1) to be compliant with courtroom technology and due process requirements. If approved, this necessary emergency audio replacement for Courtroom

#2 will bring all of Gadsden County courtrooms to the same audio quality. All three Gadsden courtrooms would then be similar and compliant with court reporting requirements.

The existing P.A. system was installed over 10 years ago, which is well beyond the 4-5 years life cycle of similar systems. Replacing this system is a priority and funds should be provided to replace the entire sound system. We are in the process of doing an informal bid for this task, according to the County's policy. Once the decision is made regarding the vendor, the County Administrator will process the proposal. The attached budget amendment places the funds in the accounts which will allow the County to fix the P.A. system as quickly as possible.

Additionally, the repairs to the courtroom continued into FY14; thereby causing the need to draw down \$32,000 to cover the remaining FY14 budget including the P.A. system.

**Analysis:**

The FY 2014 budget for Activity 712 Courthouse Facilities, Department 0521 Courthouse – Facilities, comes from revenue generated under section 318.18(13)(a)1, Florida Statutes. This 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 fee from \$15 to \$30.

**Fiscal Impact:**

As of the September 30, 2013 audit, the Courthouse Facilities Fund had a balance of \$347,478 with sufficient reserves to address the need. Additionally, collection amounts remain approximately \$23,000.00 monthly. As such, the actual reserve fund balance will be slightly higher and continue to grow and replenish during the replacement.

**Options:**

- Option 1: Approve the Budget Amendment and Resolution 2014-011 and authorize the County Administrator, Finance Director and the Sr. Management & Budget Analyst to complete and execute the documents.
- Option 2: Do not approve the Budget Amendment.
- Option 3: Board Direction

**County Administrator's Recommendation:**

Option 1

**Attachments:**

Attachment 1: Resolution 2014-011

Attachment 2: Budget Amendment # 140053

RESOLUTION NO. 2014 – 011

#5

WHEREAS, the Board of County Commissioners of Gadsden County, Florida, approved the Fiscal Year 2013-2014 Budget; and,

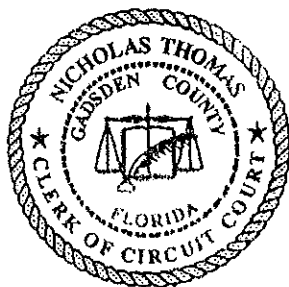
WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Gadsden County, Florida, hereby amends the budget as reflected on Budget Amendments # 140053 by allocating \$32,000 to the Courthouse Facilities Department from the Courthouse Facilities Fund Balance.

Adopted this 3<sup>rd</sup> day of June 2014.

Board of County Commissioners

Gadsden County, Florida



Eric Hanson

Chairman

Attest: Nicholas Thomas, Clerk

By: Nicholas Thomas

PUBLIC HEARING NOTICE

THE GASDEN COUNTY BOARD OF COUNTY COMMISSIONERS ARE CONSIDERING PROPOSED CHANGES TO ITS BUDGET FOR FISCAL YEAR 2013-2014. THE CHANGES WILL BE DISCUSSED AT THE BOARD'S NEXT REGULAR SCHEDULED MEETING TO BE HELD JUNE 3, 2014, AT 6:00 P.M. IN THE GADSDEN COUNTY BOARD 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	\$ 32,000
<b>NET CHANGE</b>	\$ 32,000
<b>EXPENDITURES</b>	
COURTHOUSE FACILITIES	\$ 32,000
<b>NET CHANGE</b>	\$ 32,000

**Gadsden County BOCC Budget Amendment Form**

Date: 6/3/2014  
 Fiscal Year: FY2014  
 Fund: 005 Courthouse Facilities  
 Agenda Item: Draw down from fund balance

Intra-departmental   
 BOCC Motion   
 BOCC Resolution   
 BOCC Public Hearing


				Revenue		
<u>Fund</u>	<u>Dept.</u>	<u>Account</u>	<u>Account Description</u>	<u>Beginning Bud.</u>	<u>+/- \$</u>	<u>Ending Bud.</u>
005		389-9001	Balance Forward	347,478.00	32,000.00	379,478.00
<b>#1 Subtotal</b>				<b>347,478</b>	<b>32,000.00</b>	<b>379,478.00</b>

				Expenditure			
<u>Fund</u>	<u>Division</u>	<u>Div. #</u>	<u>Account</u>	<u>Account Description</u>	<u>Beginning Bud.</u>	<u>+/- \$</u>	<u>Ending Bud.</u>
005	Cihs Fac	0521	56200	Buildings	98,505.00	21,000.00	119,505.00
005	Cihs Fac	0521	54100	Communication	18,000.00	8,000.00	26,000.00
005	Cihs Fac	0521	54300	Utility	50,000.00	2,000.00	52,000.00
005	Cihs Fac	0521	54500	Insurance	24,000.00	1,000.00	25,000.00
<b>#2 Subtotal</b>				<b>190,505</b>	<b>32,000.00</b>	<b>222,505.00</b>	

**#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) 0**

Notes

Draw down from fund balance

Approved By:   
 Budget Office  
 County Administrator

Posting  
 Finance Director \_\_\_\_\_  
 Date \_\_\_\_\_