Flagler County Board of County Commissioners
Workshop Agenda

Monday, January 13, 2020 • 1:00 p.m.
(Special Meeting to Follow)

Government Services Complex, 1769 E. Moody Blvd., Bldg 2, Board Chambers, Bunnell, FL 32110

1. Call to Order
2. Pledge to the Flag and Moment of Silence
3. Welcome: Flagler County Board Chair
4. FY21 Budget Guideline Discussion
5. FY21 Budget Calendar Discussion
6. Mission Statement Discussion
7. Public Comment
8. Adjournment

While this is a workshop only and no decisions are expected to be made by any of the governmental bodies, if a person decides to appeal any matter that may be discussed for a future proceeding, a record of the workshop may be needed and, for such purposes, the person may need to ensure that a verbatim record of the workshop is made.
Flagler County
FY21 Budget Development Guidelines

Flagler County Board of County Commission Workshop
January 13, 2020

Submitted by:
Financial Services Department
Budget Guidelines

- Decrease millage rate 0.1000 mil
- Maintain Reserves at 5% of operating revenue for General Fund
- Work towards the short-term goal to budget 10% of operating revenue as Estimated Ending Fund Balance in the General Fund (exclusive of Reserves) for stability and to protect liquidity
- One-time sources will be allocated toward one-time expenditures
Budget Guidelines

- Maintain the current funding allocation for Small County Surtax revenues and State’s $0.5 Cent Sales Tax revenue that is in excess of debt obligations
  - 5% (estimated) increase in taxable property value
  - Create a 5-Year CIP with first year funded
  - 1.4% (estimated) CPI for COLA
- Continue to present a one-year budget
Funding Considerations
(In no particular Order)

- Master Plan for Board and Constitutional Officer’s space needs
- Implementation strategy for the upcoming Evergreen Salary Study
- Long-term, sustainable funding for Fire Services
- Sustainability and funding plan for coastline
Flagler County
FY21 Budget Development Calendar

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Board of County Commission Workshop

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Submitted by:
Financial Services Department
FY21 Budget Development Calendar

➤ January - Begins today

➤ February to March - Based on the Board’s guidelines the Budget Office will work with departments to create their budgets along with any decision units they are requesting

➤ April – Budget Office works on submitted budgets and creates all other areas of the County’s budget (debt, capital, non-departmental, special revenue, taxes, fund balance, reserves, et cetera)
FY21 Budget Development Calendar

- May – County Administrator conducts “Administrator’s Budget Hearings” to have open discussions with all requesting departments and offices to align requests as an organization instead of one department/office at a time.
- June – Budget Office compiles the information from the Board’s guidelines and the “County Administrator’s Budget Hearings” and creates the Tentative Budget that’s presented to the Board
FY21 Budget Development Calendar

- **July** – Board sets the proposed millage rates and assessment rates
- **August** – Board discusses the Tentative Budget and makes adjustments as a body during any one of the budget meetings within the month
- **September** – Hold two Public Hearings; the first of which to adopt the proposed millage rates and adjusted Tentative Budget and the second to adopt both the final millage rate and the final budget
Presenting Flagler County’s Mission Statement

Flagler County Mission Statement Creation

Flagler County Board of County Commission Workshop
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Submitted by:
The Mission Statement Team
RESOLUTION 20-

A RESOLUTION OF THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA, PURSUANT TO SECTION 129.03, FLORIDA STATUTES, REQUIRING TENTATIVE BUDGETS TO BE FILED BY MAY 1 OF EACH YEAR; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, section 129.03 Florida Statutes, establishes the time table for commencing the county budgetary process; and

WHEREAS, pursuant to section 129.03(2), Florida Statutes, the Board of County Commissioners (“BoCC”) may, by resolution, require the Flagler County Sheriff (“Sheriff”), the Flagler County Clerk of the Circuit Court (“Clerk”), and the Supervisor of Elections (“Supervisor”), to submit their tentative budgets by May 1 of each year; and

WHEREAS, in order to facilitate and provide for a timely preparation and presentation of the County budget to the BoCC, the Sheriff, the Clerk and the Supervisor, shall submit their tentative budgets by May 1 of each year; and

WHEREAS, although not required, submission of the Tax Collector and Property Appraiser tentative budgets would facilitate and provide for a timely preparation and presentation of the County budget to the BoCC

NOW THEREFORE, BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF FLAGLER COUNTY, FLORIDA:

1. That the BoCC finds, determines, and declares that the recitals in the preamble are true and correct and hereby incorporates them by reference.
2. That the BoCC requires the Sheriff, the Clerk, and the Supervisor to submit to the BoCC a tentative budget for their respective offices by May 1, 2020, and by May 1 of each year thereafter.

3. The BoCC hereby requests that the Tax Collector and Property Appraiser of Flagler County, Florida, submit to the BoCC a tentative budget for their respective offices by May 1, 2020, and by May 1 of each year thereafter.

4. The Flagler County Clerk is hereby directed to forward a copy of this resolution to each officer mentioned above.

5. That this resolution shall take effect immediately upon its adoption.

Duly adopted this 13th day of January, AD 2020.

BOARD OF COUNTY COMMISSIONERS OF
FLAGLER COUNTY, FLORIDA

By: ________________________________
David C. Sullivan, Chair

ATTEST:

______________________________
Tom Bexley, Clerk of the Circuit
Court and Comptroller

(SEAL)

APPROVED AS TO FORM

______________________________
Al Hadeed, County Attorney
Flagler County
Mission Statement Creation

Flagler County
Board of County Commission Workshop
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Submitted by:
The Mission Statement Team
Mission Statement
The Beginning (Forming)

- In October, each Department Director was asked to nominate someone to be part of a team for the purpose of creating a mission statement for the County.
- The strong belief was that our mission statement should be molded by the valuable folks working hard every day to provide services to our citizens.
- The Directors did a great job choosing very passionate, knowledgeable nominees for the team!
Mission Statement Team

- Amy Stroger (PW/Engineering)
- Anita Stoker (HR)
- Candi Breckenridge (Tourism)
- Carli Rodriguez (IT)
- Gina Friedman (Airport)
- Gina Lemon (planning & Zoning)
- Julie Murphy (Admin)
- Kat Friel (Eco Dev)
- Nelon Joseph (EM)
- Olivia King (Library)
- Ryan Prevatt (PW/Engineering)
- Victoria Geisel (Gen Serv)
- Winnie Costello (HHS)
Mission Statement Team

Storming
Brainstormed to gather the principles that members of the team felt were important to convey to those outside our organization.

Initially input was department specific.
Mission Statement Team

Norming
Mission Statement Process

As the discussion progressed, focus shifted to the County as a whole.
Mission Statement Team

Performing

Find x.

Here it is
Mission Statement
Core Values

Ethics
Stewardship
Community
Innovation

Draft statements included many variations to the same theme
Mission Statement
Core Values

- Service
- Integrity
- Accountability
- Respect
- Collaboration
- Stewardship
- Transparency
- Performance

Ethics
Stewardship
Community
Innovation
Mission Statement

The Flagler County Mission is...
Mission Statement and its Core Values

The Flagler County Mission is...

The Flagler County Mission is...

Ethics
Stewardship
Community
Innovation
The Flagler County Mission is to efficiently deliver the highest quality customer focused services and create the greatest value to our community through integrity, innovation, and a culture of collaboration.
Mission Statement (Sample)

The Flagler County Mission is to efficiently deliver the highest quality customer focused services, to include safety and security, and create the greatest value to our community through integrity, innovation, and a culture of collaboration.
Flagler County
Mission Statement Creation

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Submitted by:
The Mission Statement Team
Flagler County Board of County Commissioners
Special Meeting Agenda
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1. Call to Order
2. Public Comment
3. Request the Board take actions as deemed necessary regarding issues discussed at the workshop this date.
4. Adjournment

Section 286.0105, Florida Statutes states that if a person decides to appeal any decision made by a board agency, or commission with respect to any matter considered at a meeting or hearing, he or she will need a record of the proceedings, and that, for such purpose, he may need to ensure that a verbatim record of the proceedings is made, which record includes the testimony and evidence upon which the appeal is to be based.