

Board of County Commissioners

Agenda Request

Date of Meeting: February 3, 2009

Date Submitted: January 21, 2009

To: Honorable Chairman and Members of the Board

From: Benjamin H. Pingree, County Administrator
Timothy Barden, Assistant County Administrator

Subject: Request Board Adoption of a Resolution Requiring the Sheriff, the Clerk of the Circuit Court, Supervisor of Elections, Property Appraiser (optional), Judiciary (optional) and Tax Collector Constitutional Officers to Submit their Tentative Budgets by May 1st of Each Year

Statement of Issue:

This agenda item requests Board adoption of a Resolution which, commencing with the submission of tentative budgets for the 2009/2010 Fiscal Year, requires the Sheriff, the Clerk of the Circuit Court, Supervisor of Elections, Property Appraiser (optional), Judiciary (optional) and Tax Collector to submit, to the Board, their tentative budgets for the ensuing fiscal year by May 1 of each year as opposed to June 1.

Background:

On May 19, 2008, the Board of County Commissioner's directed the Office of Management and Budget (OMB) Director to draft a Resolution on budget submissions for Constitutional Officers. Attached is a draft of the proposed Resolution (Attachment #1).

The Board directed staff to seek input in the process from the Constitutional Officers affected by this change. A survey form was prepared and sent to all the Constitutional Officers. On December 23, 2008 OMB sent the survey to all Constitutional Officers including the state representative for elected County Judges requesting them to complete a four question survey and return it back to OMB by January 9, 2009. This survey was conducted primarily to determine the impact, if any; an earlier budget submission date would have on their office. The responses received were very favorable (Attachment #2) and consent to follow the policy the Board reaches on this issue.

Analysis:

Florida Statute 129.03 [3a] requires that a balanced Tentative Budget be submitted to the Board of Commissioners by July 15th of each year. Florida Statutes, Section 129.03[2] provides that on or before June 1 of each year, the Sheriff, the Clerk of the Circuit Court, Supervisor of Elections, Property Appraiser (optional) and the Tax Collector are required to submit their respective tentative budgets to the Board of County Commissioners, for the ensuing fiscal year. However, Florida Statutes Section 129.03[2] also allows for the Board of Commissioners to move the submission date up to May 1st of each year for the Clerk of Court, Sheriff, Supervisor of Elections and Tax Collector.

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Since the Property Appraiser's budget is approved by the State of Florida, they are not statutorily required to adhere to the May 1st deadline, but as referenced in their survey response, they have agreed to adhere to the new deadline to the best of their ability. Also, Florida Statute Section 129.03[2] does specifically address Judiciary budget submissions, however, the state representative who prepares the judicial budgets for Wakulla County advised that they would be agreeable to an earlier submission date (Attachment #3).

The timeframe outlined in Florida Statutes for preparing the tentative budget deadline is quite narrow and arduous. Currently, the Board budget staff has approximately 45 days from the time the Constitutional Officer budgets are submitted to when a fully balanced tentative budget is prepared and presented to the Board on July 15th. The Board, at their discretion, can require County Departments under their purview to submit their respective tentative budgets at anytime prior to June 1st of each year. The approved FY2009/2010 Budget Calendar has the Board Departments submission date set for April 10, 2009. With adoption of this Resolution requiring that the stated Constitutionals have their budgets submitted by May 1st, the complete budget process can begin a full month earlier to more coincide with the Board department's submission requirements. This will allow Board budget staff additional time to review, prepare and present the complete and balanced tentative budget to the Board by the statutory deadline.

Options:

1. Adopt the attached Resolution requiring the Sheriff, the Clerk of the Circuit Court, Supervisor of Elections, Property Appraiser (optional), Judiciary (optional) and Tax Collector to submit their tentative budgets by May 1st of each year.
2. Do not adopt the attached Resolution requiring the Sheriff, the Clerk of the Circuit Court, Supervisor of Elections, Property Appraiser (optional), Judiciary (optional) and Tax Collector to submit their tentative budgets by May 1st of each year.
3. Board Direction.

Recommendation:

Option # 1

Attachments(s):

1. Resolution of Support for Chairman's Signature
2. Survey Questionnaire return's from Constitutional
3. Email Response from the Judicial Representative