



August 2011

County Executive's Newsletter to Commissioners



Dear Commissioners:

2012 Budget and Policies: (Ron Woody)

Thanks to the hard work of our Budget Committee and Commission we have adopted the 2012 Budget. Many thanks to our departments, committees, and Commission for the annual budget! We wish the County did not have to raise various taxes but two major policies were implemented:

Four (4) pennies were added to the General Debt Service and now we are in compliance with the Debt Policy.

Four (4) pennies were added to the School Budget to purchase school buses; we are in compliance with the Capital Policy.

Various tax rates were reduced allowing rural residents to have a tax reduction and there were various increases in city rates, up to \$0.065 cents in Oak Ridge.

The County was not in compliance with the Fund Balance Policy in three funds:

General Fund 101 – too low

School Fund 141 – too high

School Debt Fund 156 – too high

The County is taking various steps and is particularly focusing and being aware of the non-compliance of the policy and working to achieve compliance.

General Fund 101 policy states the County should have 35% - 45% of the current year budget as a fund balance: **Calculated** $\$15,000,000 \times 35\% - 45\% = \$5,250,000 - \$6,750,000$. Why a balance that high? So the County does not have to borrow money for operating costs. Our 101 Fund balance is \$3,500,000. The County has approved borrowing \$1,000,000 for operating costs. We recently submitted to the State Comptroller's Office a cash flow analysis along with the \$1,000,000 Commission approved. Commissioners, please don't be surprised if we have to request an additional \$500,000 to \$1,000,000. We spend \$1,250,000 a month on average and may not have enough with \$1,000,000 borrowing for the December payroll.

Recommendation: Work on increasing our 101 Fund Balance

School Debt Fund 156 – taxes were reduced this year to start reducing this fund balance

School Fund 141 – no steps taken due to required funding and anticipated state funding issues

A Visit by the State Treasurer:

Tennessee's State Treasurer, David Lillard, will be in Roane County visiting elected officials, department heads, employees, and the general public on August 25, 2011. Treasurer Lillard will have various meetings throughout the county on the 25th, but will be at the Courthouse between 3 and 5 pm to visit with officials and employees. Please mark your calendar to meet Treasurer Lillard.

Following the Courthouse meeting he will be at the Republican Women's potluck dinner located at the Kingston Community Center. Please contact Barbara Sanders (376-7105) if you plan on attending that meeting and prepare to bring a dish.

HAVE AN ITEM OF INTEREST FOR THE NEWSLETTER?

If you have an item of interest related to our county, please submit to Sheila or me. Deadline for submission is the last Wednesday of the month.



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Midtown Sewer Project:

All contracts have been signed and approval granted by the State Revolving Loan Fund. Cleary Construction will begin construction August 8, 2011.

Riley Creek Campground update:

Riley Creek Campground is up and running. We have experienced a number of minor setbacks but are positioning ourselves for a successful Fall 2011 and Spring 2012. Sites are first-come, first-served, with a \$30 nightly rate (county employees' nightly rate is \$25). 45 sites are available with approximately 20 available at seasonal rates. For more information visit our website.

School Construction Update:

Not available at this time.

Solid Waste Update:

Upgrades were completed at the South 58 Convenience Center three days before the predicted deadline. The upgrade consisted of installing a larger compactor capable of compacting larger volumes of waste to be transported to the landfill. The upgrade at the Bradbury Convenience Center is in process at this time and is expected to be completed within the next two weeks. This upgrade will consist of installing a compactor and removing the front load boxes.

The Solid Waste Department anticipates a decrease in expenditures as a result of upgrades including cost for transport of waste to the landfill.

The upgrade at the Gallaher Convenience Center will be scheduled after the work at the Bradbury Convenience Center is completed.

The Solid Waste Department would like to thank the county residents in the areas of upgrades for their patience and cooperation.

Good News!

We congratulate the new Leadership Roane County Class of 2011-2012 and are proud to have several Roane County employees among them! We have four Roane County employees and one County Commissioner elected in this class; Jack Jinks and Kaley Walker from the County Executive's Office, Tim Phillips and Rachel Houston from the Sheriff's Department and County Commissioner Randy Ellis.

The first class kicks off in September and runs through June 2012. Throughout the year, the class will learn about health care, law enforcement, government, social services and other important aspects of life in Roane County.

Again, **Congratulations!**

Leadership Roane County 2011-2012 Class: Jack Jinks, Linda Brown, Sandra Bandy, Donna Demyanovich, Randy Ellis, Rachel Houston, Amber Jacks, Katie Kline, Kim Kruse, Charles Smith, Melissa Smith, Jenny Tippens, Kaley Walker, Pam Woody, Tim Phillips, and Sarah McCoin



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2012 Capital Projects update:

The 2012 budget included funds to purchase property and construct additional parking in and around the Code Enforcement building and new Jail.

A resolution has been filed for August which would instruct the County Executive to purchase a corner lot behind the new Jail. Funds have been budgeted and recommended by the Budget Committee. A discussion of the property purchase was held at a June Property Committee meeting. I would recommend the approval of the resolution allowing the County Attorney and my office to purchase, raze and begin building an additional parking area for Sheriff, Jail, and OES employees.

Let's talk about Employee Bonuses:

First, I hope all have read our 2012 Budget and Policies article, this sets the stage for Fund Operation Management.

1st. We all want employees to have a bonus or a raise.

2nd. The General Fund (101) fund balance is below policy; thus the county should be working to increase the fund balance. Increasing the fund balance takes place when revenues exceed expenditures and thus, the county experiences a positive growth in fund balance.

3rd. We have a plan that we hope will allow for a bonus.

Here is the plan as discussed in Budget Committee: Our estimated ending fund balance is approximately \$3.5 million dollars but should be, at a minimum, \$5,250,000. If the year ending fund record exceeds the \$3.5 million and the current budget has not already been amended to increase expenses then excess funds above the \$3.5 can be used to (1) increase fund balance to start complying with policy, and (2) grant bonuses.

Let's hope our 6/30/11 year end fund balance estimates are low, allowing us to consider bonuses. We should know something by September. We continue to hope.....but all is based on actual revenues exceeding actual expenditures. A positive impact on fund balance will allow us the opportunity to discuss bonuses and to work to comply with fiscal policy. We, as departments, must bring in more revenue and spend less. We continue to hope. . . .

Business Incubator:

On July 26th, several area experts in the business incubator development field met at Roane State. Roane State recently partnered with several entities and opened a Cumberland County Business Incubator. We have, for several months, been gathering information and laying the groundwork for a Roane County incubator. Governor Haslam, last month, announced a new initiative to promote the development of business incubators throughout Tennessee.

It became evident in the meeting that the first step must be a feasibility study to determine the business climate and needs in Roane County. We will continue to work with Roane State, the East Tennessee Development District, Gary Human of Tennessee Economic and Community Development and city and county leaders to chart a path in this exciting journey. Watch for future developments!



Future Executive Summaries:

We are working on the following Executive Summaries:

- Parks & Recreation
- Redistricting/Reapportionment
- County-Owned Property
- Local Emergency Planning Committee
 - 2012 Budget
 - Path to Incubator
 - Riley Creek Operations
 - Sewer Construction

Watch the website: www.roanegov.org

County Government Meetings:

August 1:	Sheriff's Liaison Committee	6:30 pm
August 4:	Environmental Review Board	6 pm
August 8:	County Commission	7 pm
August 9:	Fire Board	6 pm
August 10:	Planning Commission	7 pm
August 11:	Committee on Committees	6 pm
August 16:	Emergency Services	5 pm
	Safety Committee	6 pm
August 17:	Board of Zoning Appeals	6 pm
August 25:	Building Official, Code, and Enforcement Committee	6 pm
	County Board of Public Utilities	6 pm

CPR Class:

Several courthouse employees have shown an interest in either becoming certified in CPR or renewing their certification.

If you are interested, call or e-mail Joyce Nall at 717-4103 or jrnall@roanegov.org. If we have enough interest, we will make plans to offer this class sometime in September or October.

Watch for more information!

Committee Action:

The "30-Minute Parking" signs have been installed on the first row in the parking lot. This action was recommended by the Property Committee at its meeting in June 2011.

Condolences:

Robert W. Killion age 34 of Clinton passed away Sunday July 31, 2011 at home. He was a former employee of Roane County Clerk's office, a job which he loved dearly.

Survivors: Mother, Sharon Killion of Harriman; Sisters, Darlene Killion of Harriman and Krista Suchara of Clinton

Summer Melt-Down Results: (by Lynn Farnham)

The summer melt-down competition that was held for employees and their families and friends ended July 29, 2011. Participants contributed \$10 per month for 3 months. Congratulations to Tony Brown, Parks & Recreation Director for losing the highest percentage of weight; Travis Stout (Scott Stout's brother) for second place, and Bina Kirby (Trustee's office) for third place. Tony, Travis and Bina will split the pot of money.

Not to be outdone by Tony Brown, Ken Mynatt wins the award for the most weight gained at a total of 16 pounds! Congratulations Ken! Sadly there is no prize money for this category so let's everyone give Ken a great big pat on the back!

A big thank you to Scott Stout, Safety Officer, for coming up with the idea; to Heather Stooksbury for keeping track of the money; and to Linda Stooksbury for keeping all the weights of the participants a secret!