

# Budget Committee Minutes

---

April 21st, 2016

**Members Present:** Ron Woody, Chairman; Steve Kelley; Carolyn Granger; Darryl Meadows; Junior Hendrickson

**Members Absent:** None

**Additional:** Kaley Walker, Director of Accounts and Budgets; Dennis Ferguson, Highway Superintendent; Tony Brown Assistant Superintendent; Jack Stockton, Sheriff; Tim Phillips, Chief Deputy; Garvin Morris, Chief Deputy; Damon Lawrence, Roane County News.

**Meeting Convened:** Meeting called to order by Chairman Woody @ 5:30 PM

## 2016 Budget Related Items

**A RESOLUTION** to amend the Highway Fund (131) due to better estimates of revenues and expenditures.

**Motion:** Kelley

**2<sup>nd</sup>:** Meadows

**VV:** Passed

**A RESOLUTION** to amend the General Fund (101) to correct the grant expenditure budgets for Child Support Grant.

**Motion:** Kelley

**2<sup>nd</sup>:** Meadows

**VV:** Passed

## Budget Committee Approval:

Move \$60,000 from site dev to solid waste equipment 171-RCY.

**Motion:** Meadows

**2<sup>nd</sup>:** Hendrickson

**VV:** Passed

## Budget Committee Minutes

---

Switch purchase from bush hog at SPC to top dresser 171-REC mowing equip. \$6,000

**Motion:** Kelley

**2<sup>nd</sup>:** Meadows

**VV:** Passed

### Other Business:

Woody mentioned a resolution that was passed at the April Commission meeting regarding the Budget Committees role in relation to the listed policies especially the Capital Asset Investment Policy.

The rating agency Moody's sent Woody a draft of their annual issuer comment report. It states Roane County is in good financial condition, and the one negative that was pointed out was the reduction of fund balance as related to annual revenues over the last few years. This is due to the school system using their fund balances.

Health Insurance for the next fiscal year is anticipated to rise about 6%. No final figure has been given to the county yet from Benefits Admin at the state. With the ever increasing cost of health care, it is the budget committees need to review the funding level and see about freezing the county portion of health insurance until it is equal to a more equitable 80/20 split. This may take several years.

### Annual Budget Preparation

#### **131 Fund:**

Revenues: Monthly Gas Tax from the State of Tennessee, Property Tax, Mineral Severance Tax and State Street Aid make up the bulk of the revenues for the Highway Fund.

Expenditures: The largest expenditures in this fund is Asphalt and Salaries and Benefits for employees. There are no raises budgeted into the Highway but there is sufficient fund balance to cover a raise if it is granted

## Budget Committee Minutes

---

**Motion** by Meadows **second** by Granger to accept the beginning fund balance, to recommend the revenue of the 131 fund in which there is \$1,180,000 of property tax and to recommend the appropriation of \$4,690,580.

**Motion** passed.

**Beginning Fund Balance: 939,922**  
**Total Revenues: 4,097,900**  
**Total Appropriation: 4,690,580**

Beginning Fund Balance	\$939,922	In compliance with:
Revenues	\$4,097,900	Fund Balance Policy -----Yes
Appropriation	\$4,690,580	10%
Budget FB	\$347,242	Between 7% and 15%
Budget Effect	(\$592,680)	
Fall Out (3%)	\$134,717	
Ending Fund Balance	\$481,960	
Effect on Fund Balance	(\$457,963)	

### **176 Fund:**

The 015 subfund went unspent and will roll over into building improvements for next year. For the FY17 budget the focus is on bridges and replacing equipment.

For the bridge sub fund (BRG) \$300,00 of Bridge Aid will be budgeted as revenue to work on approx. \$310,000 of bridge repairs.

In the Equipment sub fund (EQP) \$180,368.40 will be transferred in and \$100,000 will be used to purchase pick-up(s), and \$120,000 will purchase a fully equipped tractor with long arm.

There is an additional \$110,000 budgeted for the purchase of other equipment.

**Motion** by Kelley **second** by Granger to accept the beginning fund balance, to recommend the transfers between sub funds and to recommend the appropriation of \$700,000.

**Motion** passed.

**Beginning Fund Balance: 511,477**  
**Total Revenues: 500,000**  
**Total Appropriation: 700,000**

## Budget Committee Minutes

---

Beginning Fund Balance	\$511,477	In compliance with:
Revenues	\$500,000	Fund Balance Policy ----- Yes
Appropriation	\$700,000	
Ending Fund Balance	\$311,477	
Effect on Fund Balance	(\$200,000)	

### **Fund 122 - Sheriff Drug Fund:**

**Beginning Fund Balance: 119,722**

**Revenues** – This fund receives revenues from the court systems. The major revenue comes from seizures. There is a special sub fund in this fund as well for equitable sharing revenues. No tax revenue is received in this fund; it is all fees and seizures.

**Total Revenues: 47,700**

**Expenditures** – There are no salaries in this fund. This money is used to support drug enforcement activities. The largest expense is a vehicle. Additionally, there are law enforcement supplies and equipment.

**Motion to recommend the appropriation of 153,921: Granger**

**2<sup>nd</sup>: Kelley**

**On a voice vote motion passed.**

**Total Appropriation: 153,921**

Beginning Fund Balance	\$119,722	In compliance with:
Revenues	\$ 47,700	Fund Balance Policy ----- Yes
Appropriation	\$153,921	
Budget Ending Fund Balance	\$13,501	
Effect on Fund Balance	(\$106,221)	

# Budget Committee Minutes

---

## **101 General Fund:**

Woody passed out a template of operations to all committee members which showed the funds that were already before the committee, what funds were coming up during this meeting and which funds were still outstanding. The General Fund (101) with requested funding levels from departments is around \$2.5 million out of balance to the negative.

## **Sheriff Department related revenues**

The Sheriff's Department has revenues including fees in lieu of salary, salary supplements from the state and several assorted grants.

## **54110 – Sheriff's Department**

6 additional patrol deputies and a 5% raise across the board is included in the budget. SROs total expenses are reflected here; the schools provide \$210,000 as a revenue to offset a portion of this expense. Sheriff cited more street problem with drugs, rise of heroin usage in the county. Additional deputies are needed to ensure coverage throughout the county. Inmates for mental health evals are taken to Chattanooga

**Motion to recommend the appropriation of 4,209,908: No Motion**

**Sheriff's Department: No Motion**

## **54210 – Jail**

6 additional jailers and a 5% raise across the board is identified here. Jail staff is below what is recommended from the State of Tennessee. The jail is holding double the population it had when it opened with no new staff. It was recommended the jail open with 23 staff members, but it opened with 9 jailers.

**Motion to recommend the appropriation of 3,508,022: No Motion**

**Jail: No Motion**

# Budget Committee Minutes

---

The committee discussed the capital requests for Sheriff and Jail which are identified in the Capital fund. A vote on these expenditures will be covered in the review of the related subfunds.

<b><u>171-CHJ</u></b>	Jail – Bonding Area	\$15,000
	Biometric Screening	\$65,000
	<u>Camera Conversion</u>	<u>\$55,000</u>
		\$135,000

<b><u>171- VEH</u></b>	Patrol Vehicles	\$217,200
	<u>Jail Vehicle</u>	<u>\$36,000</u>
		\$253,200

## Remaining Meeting Needs:

General Fund Revenues and Expenditures

Wastewater Fund

General Capital Projects Fund

Schools – Operations and Capital 6 ops 1 cap after May School Board Meeting

Public Hearing/Final Recommendation of Budget to Commission Meeting

## Future Meeting Dates:

**Monday April 25<sup>th</sup>** – OES, Risk Management, Fire, Animal, related capital 5:30  
additional general fund expenditures and revenues as time allows

**Friday May 20** – Day meeting Elected Officials & Department Heads General Fund

**Motion** to adjourn at 7:30pm: Kelley

**2<sup>nd</sup>:** Granger

VV: Passed

Minutes submitted by Director Walker