

## BUDGET, FINANCE & INVESTMENT COMMITTEE

May 16, 2012

5:30 P.M.

Courthouse

### MINUTES:

#### Members Present:

Comm. Charlie Baum  
Comm. Joe Frank Jernigan  
Comm. Will Jordan  
Comm. Robert Peay  
Comm. Steve Sandlin  
Comm. Doug Shafer  
Comm. Joyce Ealy, Chrm.

#### Others Present:

Ernest Burgess  
Comm. Jeff Jordan  
Laura Bohling  
Wilkie Buchanan  
Judge David Loughry  
Judge David Bragg  
Wanda Watkins  
Mary Schneider  
Lisa Nolen

#### Others Present:

Jeff Sandvig  
William Whitesell  
Leslie Collum  
Teena Bigbee  
Monique Tillage  
Bernard Salandy  
Lynn Duke  
Mike Walls  
Gerald Melton

#### Others Present:

Larry Farley  
Robert Arnold  
Joe Russell  
Sonya Stephenson  
Guy Goff  
James Bailey  
Jon Frazier  
Mike Fitzhugh  
Teresa Jolly

Scott Broden, Terry Green, John Frost, Jr., Randy Garrett, Nathan Pagel, Darrell Cagle, Virgil Gammon, Preble Acton, Mark Bricker, Lisa Marchesoni, Tim Hooker, David Hailey, Paul Taylor, Darlene Spence, Suzanne Kauffman

Chairman Ealy presided and called the meeting to order at 5:30 P.M. with all members being present. The purpose of the meeting was to continue the review of the 2012-13 General Fund budget requests.

#### APPROVE MINUTES:

The minutes of the May 10, 2012 Budget Committee meeting were presented for approval.

Comm. Jordan moved, seconded by Comm. Sandlin to approve the minutes as presented.

The motion passed unanimously by acclamation.

#### **2012-13 GENERAL FUND BUDGET REVIEW**

Chairman Ealy explained that the budget document that the committee was working from was the culmination of numerous meetings involving the County Mayor, Finance Director, and the Department Heads. The budget document has also involved the committee process, and each Department Head has presented their budget proposal to the appropriate committee.

#### CIRCUIT COURT:

Ms. Laura Bohling, Circuit Court Clerk, was present to answer questions regarding the 2012-13 Circuit Court Budget. The County Mayor's recommendation totaled \$497,250, which was a reduction of \$48,050.

Mayor Burgess advised that the decrease was primarily reflected in Account 101-53100-317, Data Processing Services, with a decrease of \$24,000.

Following discussion, Comm. Sandlin moved, seconded by Comm. Peay to approve the 2012-13 Circuit Court budget as recommended by the County Mayor totaling \$497,250. The motion passed unanimously by acclamation.

Ms. Bohling notified that they are in the process of working on a new contract with GSA that will consolidate the eight contracts now in place. She stated that there is a potential for her office to come back with a new contract during the budget process.

CIRCUIT COURT JUDGE:

Judge David Bragg was present to answer questions regarding the 2012-13 Circuit Court Judge Budget. The County Mayor's recommendation totaled \$248,765, which was a reduction of \$1,060.

Mayor Burgess advised that the budget was a continuation budget.

Judge Bragg advised that he accepted the mayor's recommendation.

Comm. Sandlin moved, seconded by Comm. Shafer to approve the 2012-13 Circuit Court Judges' budget totaling \$248,765 as recommended by the County Mayor. The motion passed unanimously by acclamation.

GENERAL SESSIONS COURT:

Judge David Loughry and Mrs. Wanda Watkins were present to answer questions regarding the 2012-13 General Sessions Court budget. The County Mayor's recommendation totaled \$1,370,262, which was an increase of \$47,425.

The mayor stated that the amount in account number 101-53300-322, Evaluation and Testing, was purely an estimate at \$30,000.

Judge Loughry advised that one client stayed there for a year. If the charge is a misdemeanor the county is responsible and if it is a felony the state picks up the tab. It is now required for there to be a letter of notice if someone is going to be committed.

Judge Loughry advised that he accepted the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2012-13 General Sessions Court budget totaling \$1,370,262 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DRUG COURT:

Ms. Mary Schneider, Drug Court Coordinator, was present to answer questions regarding the 2012-13 Drug Court budget. The County Mayor's revised recommendation totaled \$410,510, which was an increase of \$29,081.

Mayor Burgess explained that in Account 101-53330-169, Part-time Personnel, there was an increase from \$42,625 to \$44,625. He explained that this was due to an increase in the hourly rate of the employee in that position.

Salary changes in line item number 189 are due to the revaluation of salaries.

Ms. Schneider stated the sources of revenue for this fund include the following; fees from the participants of the alcohol and drug school, the DUI school at Work Center, Drug Court Fees, Drug Court Support Grant, Drug Support Foundation, and DUI Treatment funds. They are now a vendor for the State of Tennessee which allows them to receive revenue from the department of Mental Health.

The county would be funding approximately \$61,010 for the Drug Court budget as compared with \$80,000 needed for fiscal year 2011-12.

Following discussion, the motion to approve the 2012-13 Drug Court Budget totaling \$410,510 as recommended by the County Mayor passed unanimously by acclamation.

JUVENILE COURT:

Judge Donna Davenport was present to answer questions regarding the 2012-13 Juvenile Court budget. The County Mayor's recommendation totaled \$509,862, which was an increase of \$19,871.

Judge Davenport advised that she agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Sandlin to approve the 2012-13 Juvenile Court budget totaling \$509,862 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DISTRICT ATTORNEY GENERAL:

Mrs. Leslie Collum and William Whitesell, District Attorney's Office, were present to answer questions regarding the 2012-13 District Attorney's budget. The County Mayor's recommendation totaled \$85,675, which was an increase of \$5,364.

Mr. Whitesell advised that he accepted the mayor's recommendation.

Mayor Burgess explained that the budget was the same as last year except for the normal step increase in salary for the one employee and the related benefits.

Comm. Jordan moved, seconded by Comm. Shafer to approve the 2012-13 District Attorney's budget totaling \$85,675 as recommended by the County Mayor. The motion passed unanimously by acclamation.

OFFICE OF PUBLIC DEFENDER:

Gerald Melton, Public Defender, was present to answer questions regarding 2012-13 Office of Public Defender budget. The County Mayor's recommendation totaled \$35,400, which was an increase of \$4,000.

Mr. Melton advised that he agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2012-13 Public Defender's budget totaling \$35,400 as recommended by the County Mayor. The motion passed unanimously by acclamation.

YOUTH SERVICES:

Mrs. Teena Bigbee, Youth Services Director, was present to answer questions regarding the 2012-13 Youth Services budget. The County Mayor's recommendation totaled \$897,304, which was an increase of \$16,219.

Mayor Burgess advised that the budget reflected an increase over the prior year due to the normal step increases and revaluation in salaries and the related benefits.

Ms. Bigbee advised that she agreed with the mayor's recommendation.

Comm. Sandlin moved, seconded by Comm. Jordan to approve the 2012-13 Youth Services budget totaling \$897,304 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DOMESTIC VIOLENCE:

Ms. Monique Tillage, Domestic Violence Coordinator, was present to answer questions regarding the 2012-13 Domestic Violence budget. The County Mayor's recommendation totaled \$161,795, which was a reduction of \$17,325.

Mayor Burgess explained that the Domestic Violence program received sufficient revenue from the Victims' Assistance Fees to fully fund the entire budget.

Ms. Tillage advised that she agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2012-13 Domestic Violence budget totaling \$161,795 as recommended by the County Mayor. The motion passed unanimously by acclamation.

TRAFFIC CONTROL:

Mayor Burgess advised that the recommendation for the 2012-13 Traffic Control budget totaled \$20,000, which was the same as the current year. The Traffic Control budget provides funding for the maintenance of several traffic lights throughout the county.

Comm. Jordan moved, seconded by Comm. Peay to approve the 2012-13 Traffic Control budget totaling \$20,000 as recommended by the County Mayor. The motion passed unanimously by acclamation.

CORRECTIONAL WORK CENTER:

Mr. Bernard Salandy, Correctional Work Center Superintendent, was present to answer questions regarding the 2012-13 Correctional Work Center budget. The County Mayor's recommendation totaled \$3,512,595, which was an increase of \$139,907.

Mr. Salandy advised that he agreed with the mayor's recommendation.

Comm. Sandlin moved, seconded by Comm. Jordan to approve the 2012-13 Correctional Work Center budget totaling \$3,512,595 as recommended by the County Mayor. The motion passed unanimously by acclamation.

JUVENILE DETENTION:

Mrs. Lynn Duke, Juvenile Detention Center Director, was present to answer questions regarding the 2012-13 Juvenile Detention Center budget. The County Mayor's recommendation totaled \$1,873,806, which was an increase of \$58,011.

Mrs. Duke advised that she agreed with the mayor's recommendation.

Following review, Comm. Jernigan moved, seconded by Comm. Jordan to approve the 2012-13 Juvenile Detention Center budget totaling \$1,873,806 as recommended by the County Mayor. The motion passed unanimously by acclamation.

COUNTY FIRE & RESCUE:

Mr. Larry Farley, Fire Chief, was present to answer questions regarding the 2012-13 Fire & Rescue budget. The County Mayor's recommendation totaled \$698,644, which was a decrease of \$513,820.

Mr. Burgess advised that everything needed to outfit the new building, furniture and fixtures was being capital funded by the Development tax and the Christy Houston Foundation.

Mayor Burgess stated that the budget for account number 101-54320-399, Other Contracted Services, totals \$375,000. He stated that Walter Hill VFD was now participating in rescue which accounts for the \$5,000 increase for them. This now puts them in line with Almadale VFD and Kittrell VFD who already participated in rescue operations.

Comm. Peay asked if the amount reduced in 718 was a rescue vehicle. Mr. Farley responded that it was a new rescue vehicle for Kittrell but that the mayor had cut that vehicle. Comm. Peay asked how many rescue vehicles were running at this time and Mr. Farley stated that there was one which is being used by Almadale VFD.

Mr. Farley stated that the newest vehicle that the fire departments have is the rescue vehicle. All other vehicles running are at least ten years old. Comm. Peay advised that the committee needs to be thinking about adding new vehicles in the future.

Mr. Farley stated that initially they were going to add four rescue vehicles at two a year.

Comm. Jernigan asked the mayor if the plan is to add one rescue vehicle a year.

Mayor Burgess advised that it was the plan but the funds were just not available this budget process. He also stated that if the Development Tax continues to improve the committee may want to revisit this further in the budget year.

Comm. Peay moved, seconded by Comm. Shafer to approve this request.

Comm. Sandlin questioned the Finance Director about the \$5,000 increase in line item 101. She responded that Mr. Farley's increase was due to the revaluation of all salaries. She stated that if an employee was not in the proper grade it was changed. Ms. Sonya Stephenson advised that he was one of seven positions that was regraded and that his years of service and years in the Chief position were taken into account.

Comm. Sandlin moved, seconded by Comm. Peay to amend the original motion to allow each of the volunteer fire departments to be increased by \$5,000 each on top of the mayor's recommendation for a total increase to the budget of \$45,000.

Comm.. Sandlin stated that their costs have continued to increase, and that they need to be focusing on training and not constantly on fundraisers.

In Account 54320-399, Other Contracted Services, recommended at \$375,000, Mayor Burgess, advised he was revising his recommendation as follows: Almadale VFD from \$45,000 to \$50,000; Christiana VFD from \$40,000 to \$45,000; Eagleville VFD from \$40,000 to \$45,000; Fosterville VFD from \$40,000 to \$45,000; Kittrell VFD from \$45,000 to \$50,000; Lascassas VFD from \$40,000 to \$45,000; La Vergne Rescue Squad from 40,000 to \$45,000; Rockvale VFD from \$40,000 to \$45,000; and Walter Hill VFD from \$45,000 to \$50,000 for a total of \$420,000.

Following discussion, the motion to approve the amendment to the original motion to allow each of the volunteer fire departments to be increased by \$5,000 each on top of the mayor's recommendation for a total increase to the budget of \$45,000 passed unanimously by roll call vote.

The original motion as amended to approve the 2012-13 Fire and Rescue budget totaling \$743,644, as amended, passed unanimously by acclamation.

EMERGENCY MANAGEMENT:

Mr. Tim Hooker, Assistant Director of EMA, was present to answer questions regarding the 2012-13 Emergency Management budget. The County Mayor's recommendation totaled \$657,900, which was a decrease of \$753,558.

Mr. Burgess informed the committee that there was a substantial decrease in account number 101-54430-790, from \$1,032,000 to \$262,000 due to the Homeland Security Grants.

Mr. Hooker advised that he agreed with the mayor's recommendation.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2012-13 Emergency Management budget totaling \$657,900 as recommended by the County Mayor. The motion passed unanimously by acclamation.

SHERIFF'S DEPARTMENT:

Sheriff Robert Arnold and Chief Deputy Joe Russell, along with other officers were present to answer questions regarding the 2012-13 Sheriff's Department budget. The County Mayor's revised recommendation totaled \$19,049,296.

Mr. Burgess stated that the salaries have been revalued and the benefits to go along with the salary changes.

Sheriff Arnold stated that he agreed with the Mayor's recommendation.

The committee discussed the overtime line item 187 which is budgeted for \$757,440, with concerns over the amount that it has increased over the years. Sheriff Arnold responded that it was increased this year primarily because of the security detail the Sheriff's Office provides for the Board of Education. He explained that the amount of the cost is offset by revenue from the Board of Education.

Sheriff Arnold explained that the Sheriff's office is short staffed, with some patrol zones not covered at times. He also stated that the Sheriff's Office had not received any new patrol positions in probably five years.

Sheriff Arnold was asked why he had not requested any new employees for 2012-13. He responded that he had intended to move the five employees from the Drug Fund to the Sheriff's budget therefore he did not request any new employees. He stated that he knew with the opening of Stewarts Creek High School he would be requesting two SRO positions in the 2013-14 Sheriff's budget.

Sheriff Arnold advised that starting June 18, 2012, they would be moving from four ten hour shifts to twelve hours shifts, in hopes of reducing the amount of overtime the department incurs.

Following discussion, Comm. Jernigan moved, seconded by Comm. Peay to approve the 2012-13 Sheriff's Department budget totaling \$19,049,296 as recommended by the County Mayor. The motion passed unanimously by acclamation.

SPECIAL PATROLS:

Mayor Burgess advised that his recommendation for the 2012-13 Special Patrols budget totaled \$58,980. This budget funds the lake patrol, which is reimbursed by the Corps of Engineers.

Comm. Sandlin moved, seconded by Comm. Jernigan to approve the 2012-13 Special Patrols budget totaling \$58,980 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ADMINISTRATION OF SEX OFFENDER REGISTRY:

Mayor Burgess advised that he was revising his recommendation for the 2012-13 Administration of Sex Offender Registry budget from a total of \$69,955 to \$75,975.

Comm. Jernigan moved, seconded by Comm. Sandlin to approve the 2012-13 Administration of Sex Offender Registry budget as revised by the County Mayor totaling \$75,975. The motion passed unanimously by acclamation.

JAIL:

Mayor Burgess advised that his recommendation for the 2012-13 Jail budget totaled \$14,231,473, which is an increase of \$1,039,620.

Mayor Burgess pointed out that account number 101-54210-399, Other Contracted Services, reflected the largest increase, which was \$435,000. He noted that this is an estimate and that bids were being taken on May 23, 2012. The remaining increase is in salaries and the related benefits.

Sheriff Arnold advised that he agreed with the Mayor's recommendation, but he needed to bring two things to the attention of the committee.

Sheriff Arnold provided the committee with documents concerning the need for new chillers and new hot water heaters. The first document concerned the need for new chillers which perform the function of cooling the entire facility.

Since July 1, 2010 there has been \$69,231.87 spent on repair of the two chillers. They received a quote from Trane for \$44,454 for repair parts only, with the Sheriff's office performing the install. The refrigerant used in the chillers is now out of production and the ability to purchase will cease in the year 2014.

The cost for replacing one chiller is estimated at \$135,000. Repair of one chiller and replacement of the other chiller would cost approximately \$180,000. The Sheriff's Office has received a quote from Nashville Machine for replacement of both chillers for a cost of \$269,540.

The next document Sheriff Arnold presented concerned the hot water heaters, which were found leaking on March 9, 2012. If the hot water heater burst, the Jail will be without hot water for an unforeseeable period of time. If replaced now, the loss of hot water will be brief. They have been in operation since 1998 when the addition to the facility was completed. Two bids have been received to perform the replacement.

Sheriff Arnold stated that he wanted the committee to be aware that if these issues happen it will wipe out the amount budgeted in line item 101-54210-707.

Sheriff Arnold pointed out that \$195,000 of the overtime money is used to cover the fifteen minutes for roll call at the start of the shift. He also stated that they are cross training detention officers and providing them with weapons in order to transport emergency committal inmates to the mental hospitals. The only two mental hospitals that are in operation are in Memphis and Knoxville. He said that this occurs daily and sometimes twice a day. Using detention officers is cheaper because they are a paygrade lower than a patrol officer. As a result he would not have to pull a patrol officer off the streets to transport an inmate.

Following review, Comm. Jernigan moved, seconded by Comm. Baum to approve the 2012-13 Jail budget totaling \$14,231,473 as recommended by the County Mayor. The motion passed unanimously by acclamation.

DEA FUND (SPECIAL PURPOSE FUND):

The Finance Director advised that the budget for the DEA Fund would not be completed until closer to the end of the fiscal year. She stated that this is the fund where revenue is not budgeted until it is received. The expenditure report for the end of April was enclosed for information purposes only to reflect an available balance of \$154,610. She noted that if the books were closed today this would be the budget for 2012-13.

There is no recommendation at this time.

DRUG CONTROL FUND:

Mayor Burgess advised that his recommendation for the 2012-13 Drug Control Fund totaled \$638,600, which is a reduction of \$123,626. The budget includes five positions. There is no property tax in the fund, and the revenue is generated from fines and the sale of confiscated property.

The Finance Director stated that the estimated Beginning Fund Balance for this fund was \$339,575. Revenues for this fund are at \$440,500 with total expenditures at \$638,600.

Sheriff Arnold advised that he would be asking the committee to absorb these positions in the Sheriff's budget for fiscal year 2013-14.

Following review, Comm. Jordan moved, seconded by Comm. Sandlin to approve the 2012-13 Drug Control Fund totaling \$638,600 as recommended by the County Mayor. The motion passed unanimously by acclamation.

ADJOURNMENT:

Chairman Ealy reminded the committee that the review of the 2012-13 General Fund budget would continue Monday night, May 21 at 5:30 P.M.

There being no further business to be presented at this time, Chairman Ealy adjourned the meeting at 7:04 P.M.

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Teresa Jolly, Secretary