

BUDGET, FINANCE & INVESTMENT COMMITTEE

May 19, 2015

5:30 P.M.

Courthouse

MINUTES:

Members Present:

Comm. Rhonda Allen
Comm. Charlie Baum
Comm. Joe Frank Jernigan
Comm. Shawn Kaplan
Comm. Robert Peay, Jr.
Comm. Doug Shafer
Comm. Will Jordan, Chr.

Others Present:

Ernest Burgess
Lisa Nolen
Judge Siskin
Wanda Watkins
Judge Davenport
Judge McFarland
Judge Gilley
John Bratcher

Robert Arnold
Monique Tillage
David Jones
Gerald Melton
Jennings Jones
Tammy Albertson
Melanie Meshotto
Trey King

Mark Tucker
Larry Farley
Bernard Salandy
Lynn Duke
Teena Bigbee
Donna Cooper
Debbie Wright

Chairman Jordan 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 2015-2016 budget.

APPROVE MINUTES:

Comm. Jernigan moved, seconded by Comm. Baum to approve the May 7, 2015 Budget Committee minutes as presented.

The motion passed unanimously by acclamation.

SHERIFF'S DEPARTMENT:

Sheriff Robert Arnold was present to answer questions regarding the 2015-16 budget.

Mayor Burgess advised that he is recommending a budget of \$23,484,831, which is about a 2% increase over the current year. The Mayor's recommendation includes two full-time positions in line 148-Dispatchers and four part-time dispatcher positions in line 169-Part-time Personnel.

In line 189-Other Salaries & Wages, the Mayor has recommended five patrol positions. He added that the department currently has 71 individuals in patrol or 5.25 per zone, covering 9 zones on 10 hour shifts. When compensated leave, training and FMLA is considered, 16 positions are needed to cover this time. With these additional five positions, it would provide the department with backup staff in the case of emergencies or unexpected leave. These additional positions would hopefully cut the overtime amount incurred.

Comm. Shafer asked about the total employees the department has versus the total in other counties our size, such as Hamilton, Sumner, Williamson and Montgomery and what we are doing differently that requires more employees. Sheriff Arnold believes it is the call volume that the department is responding to, as well as, the amount of domestic violence calls and mental health transports.

Comm. Kaplan asked about the amount of overtime budgeted. Mrs. Nolen added that there is \$145,000 in revenue coming from the Drug Fund to pay the overtime of the employees working on narcotics cases and that amount of overtime has been added to the budgeted amount.

Comm. Allen asked if the Sheriff was able to produce the staffing formula so that they could see what it would look like if the department was on 8 hour shifts. Sheriff Arnold replied that it was not complete yet and he would get it to the committee when it was complete.

Comm. Shafer asked whether all the school crossing guards were needed as some were positioned where no kids were crossing the street. Sheriff Arnold stated that most are used to move traffic effectively in and out of the school.

Comm. Baum asked when was the last time that patrol positions were hired. Sheriff Arnold stated that 2006 was the last addition of patrol staff which was funded with a grant.

Mayor Burgess reviewed additional lines in the budget specifically noting lines 709-Data Processing Equipment and 718-Motor Vehicles. In line 709, he cut the records management software because he would like to see the CAD software up and running first and then look back at the records management software later in the year. In line 718, there is \$1,000,000 plus 5 vehicles for the patrol positions recommended. Comm. Allen asked what kind of cars those would be. Sheriff Arnold stated that they would be Ford Explorer with all-wheel drive.

Comm. Allen asked to review the sources of revenue for the Sheriff's Department, specifically the revenue from the electronic cigarettes and use of the iPads. Mrs. Nolen read the account numbers related to the Sheriff's Department. She explained that the Sheriff's Department receipts revenues the same as other elected offices and remits funds to the Finance Department at the end of the month with a list of accounts to receipt the funds into.

Comm. Baum stated that officers had not been added since 2006 and thinks that we need the new officers recommended, but might need to revisit the positions later as we finalize the budget.

Comm. Baum moved, seconded by Comm. Jernigan to approve the 2015-16 Sheriff's Department budget as recommended by the Mayor totaling \$23,484,831.

The motion failed by roll call vote with Comm. Baum, Comm. Jernigan and Comm. Jordan voting "yes".

Comm. Peay moved, seconded by Comm. Shafer to approve the Mayors recommended budget for the Sheriff's Department less the five patrol officer's salaries and benefits, training and the five vehicles and equipment, with a revised total of \$22,939,348.

The motion passed by roll call vote with Comm. Allen and Comm. Kaplan voting "no".

SPECIAL PATROLS, TRAFFIC CONTROL AND ADMINISTRATION OF SEX OFFENDER REGISTRY:

The Special Patrols, Traffic Control and Administration of Sex Offender Registry were all reviewed at the same time.

The County Mayor's recommendation for the Special Patrol's 2015-16 budget totaled \$47,071. The budget provides funding for the lake patrol.

The County Mayor's recommendation for the 2015-16 Traffic Control budget totaled \$20,000. The funding is used to pay for utilities and maintenance on four traffic lights, West Jefferson Pike, McCreary Rd in Lebanon, Seminary Rd, and Lascassas Pike/ Highway 96.

The County Mayor's recommendation for the 2015-16 Administration of Sex Offender Registry budget totaled \$76,280.

Comm. Peay moved, seconded by Comm. Allen to approve the Special Patrol's 2015-16 budget as recommended by the County Mayor totaling \$47,071, the 2015-16 Traffic Control budget as recommended by the County Mayor totaling \$20,000 and the 2015-16 Administration of Sex Offender Registry budget as recommended by the County Mayor totaling \$76,280.

The motion passed unanimously by acclamation.

JAIL:

The County Mayor's recommendation for the Jail 2015-16 budget totaled \$15,837,626.

The Mayor noted that there were no new positions in the budget and reviewed several accounts that he had adjusted in his recommendation.

Sheriff Arnold agreed with the County Mayor's recommendation.

Comm. Allen asked about the increase in line 709-Data Processing Equipment from the current year. Sheriff Arnold stated that the biggest line item is the automated lock system in the jail.

Comm. Shafer asked about moving prisoners over to the correctional workhouse. Sheriff Arnold said they were moving prisoners over as fast as possible. Mayor Burgess stated that over the last three months there has been substantial progress in moving prisoners over.

Comm. Allen asked if the County has ever looked at outsourcing the housing of the prisoners. Mayor Burgess stated that it would cost more than we are currently spending.

Comm. Jernigan moved, seconded by Comm. Baum to approve the 2015-16 Jail budget as recommended by the County Mayor totaling \$15,837,626.

The motion passed by voice vote with Comm. Allen voting “no”.

SPECIAL PURPOSE (DEA) FUND:

The Finance Director advised that revenue could not be recognized in the DEA Fund until it was received.

The Finance Director also advised that the funds that were left over at the end of June would be carried forward to the 2015-16 budget.

No action was taken on this budget.

DRUG CONTROL FUND:

The Finance Director reported that the estimated revenue for the 2015-16 Drug Control Fund was \$400,600, and the estimated appropriations totaled \$589,160. The estimated beginning fund balance at July 1, 2015 is \$700,004, and the estimated ending fund balance at June 30, 2016 is \$511,444.

The Finance Director pointed out that account 122-99100-590, Transfers to Other Funds, is recommended at \$145,000. This amount was requested by the Sheriff’s department in 187-Overtime Pay, but was moved to properly reflect the transfer to the General Fund to provide funding to pay the overtime for the officers who were moved into the Sheriff’s Department budget in the General Fund.

Sheriff Arnold agreed with the County Mayor’s recommendation.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2015-16 Drug Control Fund budget as recommended by the County Mayor with estimated revenue totaling \$400,600 and estimated appropriations totaling \$589,160.

The motion passed unanimously by acclamation.

GENERAL SESSIONS COURT:

Mrs. Wanda Watkins presented a General Fund budget transfer for General Sessions to provide adequate funding for the remainder of the fiscal year:

Increase Expend.:	101-53300-320 Dues & Memberships	\$865
Decrease Expend.:	101-53300-355 Travel	\$865
Increase Expend.:	101-53300-435 Office Supplies	\$500
Decrease Expend.:	101-53300-432 Library Books	\$500

Comm. Shafer moved, seconded by Comm. Kaplan to approve the budget transfer as presented.

The motion passed unanimously by roll call vote.

Judge Gilley, Judge McFarland and Mrs. Wanda Watkins were present to answer questions regarding the 2015-16 budget. The mayor's recommendation totaled \$1,515,724.

Mayor Burgess advised that line 189-Other Salaries & Wages was increased to move a judicial commissioner from part-time to full-time status. With this change, line 169-Part-time Personnel was reduced.

Comm. Jernigan moved, seconded by Comm. Baum to approve the 2015-16 General Sessions Court budget as recommended by the County Mayor totaling \$1,515,724.

The motion passed unanimously by acclamation.

CIRCUIT COURT:

Donna Cooper and Tammy Albertson were present to answer questions regarding the Circuit Court 2015-16 Budget. The mayor's recommendation totaled \$427,100, which was a decrease of \$51,800 from the current year amended budget.

Mayor Burgess noted reductions he had made in three accounts. Line 194-Jury & Witness Expense was reduced by \$10,000, line 331-Legal Services was reduced by \$5,000 and line 435-Office Supplies was reduced by \$10,000.

Comm. Peay asked what line 331-Legal Services was used for. Ms. Cooper explained that it was used for interpreter cost in the courts.

Following discussion, Comm. Kaplan moved, seconded by Comm. Shafer to approve the Circuit Court 2015-16 budget as recommended by the County Mayor totaling \$427,100.

The motion passed by voice vote with Comm. Peay voting "no".

CIRCUIT COURT JUDGE:

Judge Siskin was present to answer questions regarding the Circuit Court Judges 2015-16 budget. The mayor's recommendation totaled \$270,619. Mayor Burgess stated that this is a continuation budget.

Comm. Allen moved, seconded by Comm. Jernigan to approve the Circuit Court Judges' 2015-16 budget as recommended by the County Mayor totaling \$270,619.

The motion passed unanimously by acclamation.

DRUG COURT:

Mr. Trey King, Drug Court Coordinator, was present to answer questions regarding the Drug Court's 2015-16 budget. The mayor's recommendation totaled \$549,997.

Mayor Burgess stated line 189-Other Salaries & Wages includes a new veteran service officer position. Mr. King stated that 91 out of the 95 counties have a veteran service officer. He also stated that he has contacted the municipal jurisdictions in the County to see if they will partner in funding the position.

Mayor Burgess stated that the veteran treatment court might add additional revenue to fund a portion of the department. Mr. King stated that a new state law added \$55 to the funding for a veteran treatment court making the total fee \$130.

Comm. Allen moved, seconded by Comm. Shafer to approve the 2015-16 Drug Court budget as recommended by the County Mayor totaling \$549,997.

The motion passed unanimously by acclamation.

CHANCERY COURT:

Mr. John Bratcher was present to answer questions regarding the Chancery Court's 2015-16 budget. The mayor's recommendation totaled \$1,001,743.

Mayor Burgess stated that his recommendation included moving a part-time position to full-time status. This increased line 106-Deputies and the related benefit line items and decreased line 169-Part-time Personnel.

Mr. Bratcher added that it has been 11 years since full-time positions were added to the Chancery Court budget.

Comm. Shafer moved, seconded by Comm. Baum to approve the 2015-16 Chancery Court budget as recommended totaling \$1,001,743.

The motion passed unanimously by acclamation.

JUVENILE COURT:

Judge Donna Davenport was present to answer questions regarding the 2015-16 Juvenile Court budget. The mayor's recommendation totaled \$548,374.

Additional part-time staff was added to the budget in line item 169-Part-time personnel.

Comm. Jernigan moved, seconded by Comm. Baum to approve the 2015-16 Juvenile Court budget as recommended totaling \$548,374.

The motion passed unanimously by acclamation.

DISTRICT ATTORNEY:

District Attorney General Jennings Jones was present to answer questions regarding the 2015-16 District Attorney budget. The mayor's recommendation totaled \$88,170.

Mayor Burgess added that Mr. Jones had requested that the position in line 103-Assistant be increased on the pay table. He added that his recommendation does not include increasing this position, but that it should be included as part of the salary survey discussion to come later.

Comm. Jernigan moved, seconded by Comm. Kaplan to approve the 2015-16 District Attorney budget as recommended totaling \$88,170.

The motion passed unanimously by acclamation.

PUBLIC DEFENDER:

Mr. Gerald Melton, Public Defender, was present to answer questions regarding the 2015-16 Public Defender budget. The mayor's recommendation totaled \$65,122.

Director Nolen explained that the reduction in the budget from the current year is a change in the employee insurance plan selected, which results in a lower cost for the County.

Comm. Allen moved, seconded by Comm. Peay to approve the 2015-16 Public Defender's budget as recommended totaling \$65,122.

The motion passed unanimously by acclamation.

YOUTH SERVICES:

Mrs. Teena Bigbee, Youth Services Director, was present to answer questions regarding the 2015-16 Youth Services budget. The mayor's recommendation totaled \$941,100.

Mayor Burgess explained that this is a continuation budget .

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

Comm. Jernigan moved, seconded by Comm. Shafer to approve the 2015-16 Youth Services budget as recommended totaling \$941,100.

The motion passed unanimously by acclamation.

DOMESTIC VIOLENCE:

Ms. Monique Tillage, Domestic Violence Coordinator, was present to answer questions regarding the 2015-16 Domestic Violence budget. The mayor's recommendation totaled \$201,048 and reflected a continuation budget.

The Mayor advised that revenue received through the courts provide funding for the budget.

Comm. Peay moved, seconded by Comm. Kaplan to approve the 2015-16 Domestic Violence budget as recommended totaling \$201,048.

The motion passed unanimously by acclamation.

CORRECTIONAL WORK CENTER:

Mr. Bernard Salandy, Work Center Superintendent, was present to answer questions regarding the 2015-16 Correctional Work Center budget. The mayor's recommendation totaled \$3,999,922.

Mayor Burgess advised that there were no new positions in the budget and he had made a few reductions from the department's request.

Comm. Allen asked why the Overtime line item was recommended at a greater amount than requested by the department. Mrs. Nolen stated that the increase was requested by Finance to insure funding was available to pay out comp time balances.

Comm. Kaplan asked what was being paid out of line 312-Contracts with Private Agencies. Mr. Salandy stated that this was the expense for a re-entry grant that was received from the Federal Government last year.

Following review, Comm. Allen moved, seconded by Comm. Jernigan to approve the 2015-16 Correctional Work Center budget as recommended totaling \$3,999,922.

The motion passed unanimously by acclamation.

JUVENILE DETENTION:

Mrs. Lynn Duke, Juvenile Detention Center Director, was present to answer questions regarding the 2015-16 Juvenile Detention Center budget. The mayor's recommendation totaled \$2,123,271.

Mayor Burgess noted that line item 399-Other Contracted Services was reduced in his recommendation by \$5,000. Comm. Allen asked what changed that allowed the reduction in the line from the current year amount. Mrs. Duke explained that the line was the food service contract and was population based.

Following review, Comm. Jernigan moved, seconded by Comm. Allen to approve the 2015-16 Juvenile Detention Center budget as recommended totaling \$2,123,271.

The motion passed unanimously by acclamation.

COUNTY FIRE DEPARTMENT:

Fire Chief Larry Farley was present to answer questions regarding the 2015-16 County Fire Department budget. The mayor's recommendation totaled \$3,051,503.

Mayor Burgess began by discussing line 718-Motor Vehicles. His recommendation is to fund \$1,195,000 in the 2015-16 budget as part of a 12 year plan to replace County and volunteer department apparatus that are 25 years old.

Mayor Burgess next reviewed with the committee the staffing of the department and the source of the funding. Twelve positions are funded by a Federal grant through May 2016 and a recruitment position is funded by a Federal grant through 2017. Walter Hill Volunteer Fire Department has expressed a desire to come under the County Fire/Rescue Department. The Mayor's recommendation is to bring Walter Hill into the County Department and fund four additional positions; one lieutenant, one engineer and two firefighters. The staffing of this station would be Monday-Friday on day shifts. This station would help in covering the northern part of the county.

Mayor Burgess noted that a grant for twelve additional positions has been applied for. If the grant is received then the decision would have to be made whether to accept it. The four positions recommended would not be hired until the County hears the results of the grant application.

Comm. Peay asked if the County does not take Walter Hill into the County Department, would they still have a viable department. Mayor Burgess explained that due to growth in the County and the volunteers having full time jobs, it is harder for the volunteers to respond to calls. He also noted that due to changes in annexation laws at the State level, there will be more growth in the rural area unless the owners request to be annexed into the cities. Chief Farley noted that the number of calls has increased over the last few years. In 2010, county-wide there were 1,300 calls. In 2014, there were 2,700 calls.

Comm. Baum asked the Mayor whether the proposed 5 sheriff deputies or the 4 fire positions would be needed more. Mayor Burgess stated that there is only one station in the County for fire coverage that is staffed and the proposed new station would only be covered on the day shift. He stated that it is hard to determine which is needed more, and would depend on whose life was in danger. Comm. Jordan stated that as a commissioner on the north side of the County, he would rather see the fire positions in the budget. He also stated that the County is too progressive to not be working toward a full-time fire department.

Chief Farley next discussed with the committee how the additional staff and apparatus could help lower the ISO rating and lower the citizen's home insurance. The apparatus will help by providing the water flow required if there is not a hydrant available and the staff will be counted one for one, whereas it takes three volunteers to count as one staff member in the ISO ratings.

Comm. Shafer asked where the funding will come from for the new staff and the purchase of the apparatus. Mayor Burgess stated that a five year plan had been put together based on his recommendations requiring about \$1,400,000 per year. A fire tax for the unincorporated area would generate about \$140,000 per cent of tax, therefor requiring about a 10 cent tax. Should the County receive the grant for the second twelve positions previously discussed; the tax would need to be about 15 cents. Mayor Burgess stated that the funding mechanism would be recommended in the next few weeks.

Comm. Peay stated that with the apparatus being 25 years old, he would like to see a more aggressive plan to replace the apparatus.

Comm. Peay asked Mrs. Nolen to name the situs taxes that could be used to fund fire operations. Mrs. Nolen stated that the taxes are hotel/motel, sales, hall income and beer and mixed drink.

Comm. Peay moved, seconded by Comm. Kaplan to approve the 2015-16 County Fire Department budget totaling \$3,051,503.

The motion passed unanimously by acclamation.

VOLUNTEER FIRE CONTRIBUTIONS:

The Committee next considered the contributions to the volunteer fire departments. It is recommended that the following departments be funded:

Almaville	\$50,000
Christiana	\$45,000
Eagleville	\$45,000
Fosterville	\$45,000
Kittrell	\$50,000
Lascassas	\$45,000

Comm. Peay moved, seconded by Comm. Jernigan to approve the 2015-16 volunteer fire department contributions as recommended by the County Mayor totaling \$280,000.

The motion passed unanimously by acclamation.

BUILDING CODES:

Mr. David Jones, Building Codes Director, was present to answer questions regarding the 2015-16 Building Codes budget. The mayor's recommendation totaled \$880,085.

Mayor Burgess advised that he is not recommending the two positions that were requested. Comm. Jordan stated that the department had lost some employees in the downturn of the economy. Mr. Jones stated that they are down three employees from the 2006-07 fiscal year.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2015-16 Building Codes budget as recommended by the County Mayor totaling \$880,085.

The motion passed unanimously by acclamation.

AMBULANCE SERVICE FUND:

Ms. Melanie Meshotto and Ms. Debbie Wright were present to answer questions regarding the 2015-16 Ambulance Service Fund budget.

The Finance Director advised that the total estimated 2015-16 revenue was \$10,599,817, and the estimated appropriations were \$12,214,249. The estimated appropriations exceed the estimated revenue, which would create a negative fund balance at June 30, 2016. She noted that a negative fund balance would not be allowed and would not be approved by the Comptroller's office. She also reminded the committee that portions of the property tax have been removed from this fund in past years. Comm. Jordan noted that there was no requirement for ending fund balance for the Ambulance Fund.

Mayor Burgess advised that there were no new employees in the budget and is a continuation budget with the exception of funding three ambulances.

Comm. Jernigan moved, seconded by Comm. Peay to approve the 2015-16 Ambulance Service Fund budget as recommended by the County Mayor with estimated revenue totaling \$10,599,817 and estimated appropriations totaling \$12,214,249.

The motion passed by roll call vote with Comm. Shafer voting "no".

Mayor Burgess noted that the building construction line item, for the Burton Street station, was removed from the budget because it is being funded with bond proceeds.

ADJOURNMENT:

Chairman Jordan reminded the committee about the next Budget Committee meeting on Thursday, May 21 at 5:30 in Room 205, Courthouse.

There being no further business to be presented at this time, Chairman Jordan adjourned the meeting at 7:49 P.M.