

NOTIFICATION TO COUNTY MAYOR OF COMMITTEE MEETING BY MEMBERS OF MAURY COUNTY COMMISSION

The Special Called Budget Committee met on Wednesday, April 8, 2015 at approximately 4:30 PM in the Maury County Tom Primm County Commission Room with the following Committee Members present:

CRAIG HARRIS, SONNY SHACKELFORD, SUE STEPHENSON, STEWART PARKER, DAVIS BURKHALTER AND DONNA COOK,

OTHERS PRESENT: Gerald Adkison, Talvin Barner, Michael Fulbright, Don Morrow, Eric Previti, William Roddy, Ricky Sims, Gary Stovall, Scott Sumners, Debbie Turner, Theresa Weber, Linda Whiteside, Tommy Wolaver and Media.

MINUTES OF MEETING

I. CALL TO ORDER:

Chairman Harris called the meeting to order.

Davis Burkhalter sat on the budget committee in Mike Kuzawinski place. Due to technical difficulties with the Audio. The first part of the budget session did not record.

II. Chancery Court Proposed Budget

The Budget Committee took under advisement the amount of \$403,675.00. The vote was 5 to 1 with Commissioner Burkhalter voting no.

III. Libraries Proposed Budget:

The Budget Committee took under advisement the amount of \$639,145.00. The vote was 6-0.

IV. Agricultural Extension Proposed Budget:

The Budget Committee took under advisement the amount of \$123,517.00. The vote was 6-0.

V. Tourism Proposed Budget:

Tourism Director Erin Jagers presented her budget. Director Jagers stated she is asking for the same amount she asked for last year. Commissioner Parker stated he thinks that Tourism should be rolled in with Maury Alliance and the Chamber of Commerce. Commissioner Parker stated he thinks the savings could be in the neighborhood of \$200,000.00 plus. Commissioner Parker stated he does think that Director Jagers does need to keep her position in place and her employees but he does feel that Maury County can save the money by combining some of the offices into one. Commissioner Parker stated he has a problem with Tourism spending \$100,000.00 on advertising and not being able to see any fundamental basis of what the adverting was. Stewart Parker stated that under Director Jagger's leadership she is running a tight ship on the budget. Director Jagers stated as far as adverting goes she agrees with Commissioner Parker and she feels like a lot of money was wasted on advertising especially in magazines. Director Jagers stated the focus now is more social media. Director Jagers stated her department is still doing the Tennessee Guide which is a

Special Called Budget
Committee Minutes
April 8, 2015

main book and maybe one or two others. Director Jagers stated her particular focus is this year community and then out. Director Jagers stated they sponsored a lot more from Mt. Pleasant, Spring Hill and she feels like this is where they are getting their return. Director Jagers stated she has two part time ladies at the Visitors Center up the street and they do not have any benefits and then she has two full time here. Director Jagers stated with the few employees her department struggles to make sure everything is done such as Mule Day. Director Jagers stated it was her goal when she came into office to partner and she feels it is headed that way. Director Jagers stated she talked with the Assistant Director and she felt like some of the travel that was done in the past was a waste of time so Director Jagers cut that out. Director Jagers stated the Contracted Services group tours there is a certain amount that has to be put in there. Director Jagers stated they pay up front for group tours and it gets reimbursed when the tour is done. Commissioner Parker stated he is interested in these tours and to see whether or not Maury County is getting a return on the investment. Director Weber stated she would look that information up. Director Jagers stated tourism brought in \$105,000,000.00 for Maury County last year. Director Jagers stated she would get that information to Commissioner Parker. Commissioner Parker stated there is a need for Tourism. He thinks it could be more efficient if it were part of the bigger sales pitch in Maury County such as The Chamber of Commerce and the Economic Alliance. Director Weber stated the consolidation idea is that she does not believe that it is possible since the hotel/motel money is set to Tourism and she thinks that some of the money can go to Parks. The County revenue has to stay with Maury County and it is used for a specific person. Director Weber stated that is the reason you cannot have Tourism move to The Chamber of Commerce of Economic Development because they are not a department of Maury County. Commissioner Parker stated he believes there are ways that this can be done. Commissioner Cook stated she agreed with Commissioner Parker. Commissioner Stephenson asked how many employees she had. Director Weber stated she had an Assistant Director and an Administrative Assistant and two part time employees. Commissioner Stephenson asked about the 399, The Other Contracted Services. Commissioner Stephenson asked what that was for. Director Jagers stated that covered any festivals, pay vendors or fireworks or anything that comes up that couldn't go under advertising. Commissioner Stephenson asked about the \$7,000.00 for Other Charges and what does it cover. Director Jagers stated that covers a copier. Commissioner Sumners asked Director Weber if she knew what the revenues were for the hotel/motel tax. Director Weber stated she would look those numbers up and send them to him. Commissioner Shackelford stated he had received a lot of compliments on her office. Commissioner Shackelford stated in Blount County that Economic Development and Tourism is all in one building. Commissioner Shackelford stated they do a wonderful job. Commissioner Shackelford stated he noticed that Director Jagers is asking for \$120,000.00 which is \$10,700.00 more than last year. Commissioner Shackelford asked how much of Tourism budget is going towards the Music Festival. Director Jagers stated it would probably be around the same amount of money from Southern Fried Festival which would be around \$25,000.00 to \$30,000.00. Director Jagers stated this is not the only request she has which includes Columbia Barbeque Festival, Mt. Pleasant Barbeque Festival, Spring Hill Ham Festival. Commissioner

Special Called Budget
Committee Minutes
April 8, 2015

Shackelford stated he would like to see better use of the expenditures that has been allocating this department with. Commissioner Sumners asked if the hotel/motel tax was split 50/50. Director Jagers stated that it only goes to the Tourism Department. Commissioner Burkhalter asked about revenues on hotel/motel tax. Commissioner Burkhalter stated the past director stated she was entitled to 100% of the hotel/motel tax. Commissioner Burkhalter Parks Director Al Ray if he knew what the hotel/motel tax can be used for. Director Ray stated the way the private act is written it identifies Tourism, Recreation, and Industrial Development and Beautification. Director Jagers stated it is on her mind to save as much money as possible and work with as many people as she can. Commissioner Parker stated they have the right people in place. He is not sure whether or not they have the right structure in place. Commissioner Stephenson asked if Director Jagers knew what the hotel/motel tax for 14/15 fiscal year. Director Jagers stated that Director Weber is going to get those numbers. Director Jagers stated she believes it is around \$491,000.00. Commissioner Cook made a motion to accept Director Weber' suggestion of \$389,352.00 under advisement. Seconded by Commissioner Burkhalter. Chairman Harris stated this number is set under advisement. Commissioner Parker stated he would be glad to work with Director Jagers to see if there is a possibility of working with Will Evans and Economic Development and the Chamber of Commerce before any work is made to the Visitors Center across from the Polk Home. Commissioner Sumners stated Maury County could be the face of Maury County with all four of those being Beautification, Tourism, Parks and Recreation and Industrial Development. Commissioner Shackelford asked Director Jagers would she would be willing to work with Parks Director Al Ray on the hotel/motel tax. Director Jagers stated she had discussed with Parks Director Al Ray through the recreational tourism working together. Chairman Harris called for the vote. Commissioner Parker no, Commissioner Burkhalter aye, Commissioner Cook no, Commissioner Stephenson no, Chairman Harris no. Commissioner Shackelford no. The vote is 5-1. Motion fails. Commissioner Parker stated he thinks the amount needs to be reduced dramatically until the commission can determine the direction the commission wants to go in with Tourism. Commissioner Parker made a motion to establish the Tourism budget at \$250,000.00 to be taken under advisement. Seconded by Commissioner Cook. Mayor Norman stated Director Jagers had been saving for work to be done on the visitor's center across from the Polk Home. Commissioner Parker withdrew his motion and Commissioner Cook withdrew her second. Commissioner Shackelford made a motion to establish the budget to take under advisement at \$354,352.00. Commissioner Cook seconded the motion. Chairman Harris called for the vote. Commissioner Parker no, Commissioner Burkhalter aye, Commissioner Cook aye, Commissioner Stephenson no, Chairman Harris aye, Commissioner Shackelford aye. Motion carries 4-2.

VI. Trustee Proposed Budget:

Trustee Steve Konz presented his budget. Trustee Konz stated he has four full time employees. He stated he does have \$14,000.00 of part time money and he stated he is asking for \$200.00 more than last year. Commissioner Cook made a motion to accept the Department Head Request. Seconded by Commissioner Parker. Commissioner Stephenson asked Trustee Konz how many employees he had. Trustee Konz stated he

has four full time employees and he has some part time money. He stated he utilized two part time employees. He stated one part time employee was seasonal and one part time employee he uses about 10 hours per week. Commissioner Stephenson asked about the Other Contracted Services. Trustee Konz stated this is where the preparing and mailing of tax notices is. Commissioner Shackelford asked if the number was going up on on-line payments for taxes. Trustee Konz stated there was around 700. He stated they are looking at getting a debit card machine. Commissioner Sumners asked how much does BIS get for the on line payment. Trustee Konz stated nothing they get the 2.7% for the charge of using the debit card. Chairman Harris asked if a kiosk could be used in his office in the future. Trustee Konz stated that possibly it could be. There were no lights. Chairman Harris stated the motion on the floor was to accept the Department Head's recommendation at \$324,274.00 under advisement. Motion carries 6-0.

VII. Juvenile Services Proposed Budget:

Nicholas Abdallah presented Juvenile Services budget. Mr. Abdallah stated he moved some money around so he wouldn't have to come and ask for additional money. Mr. Abdallah stated he had increased Travel, Training and Meals. He stated he has increased that line item a little. He has taken on the responsibility of running the Foster Care review board and since that is an all-volunteer board he tries to supply them with refreshments. The money from this comes out of the Travel, Training and Meals. The line item for Other Contracted Services is \$100,000.00 and Mr. Abdallah stated to date nothing has been spent that is because that is a once year in June and it is a contract with Middle Tennessee and the Juvenile Detention Center and he is not sure how much that will be since it will depend on the number of Juveniles detained there. Mr. Abdallah stated he would like to keep that at \$100,000.00 since last year's numbers came in at \$99,441.00. Mr. Abdallah stated this number fluctuates. Commissioner Parker asked if Mr. Abdallah would come in close to last year's numbers. Mr. Abdallah stated he believes they will come in close to last year's numbers at \$100,000.00. Director Weber stated this is usually paid in June. Director Weber stated the invoice is received in June and it has to be paid in June. Mr. Abdallah stated that any money that was not spent out of those numbers in the past was returned to the General Fund. Commissioner Stephenson asked Mr. Abdallah how long has he been working in this position. Mr. Abdallah stated he has been with the County since 2011. Mr. Abdallah stated he feels the number will be close to \$100,000.00 for last year. Commissioner Shackelford asked if Mr. Abdallah got any revenue from his department. Mr. Abdallah replied no. Commissioner Stephenson made a motion to establish the budget for Juveniles Services for the Department Head in the amount of \$256,220.00 under advisement. Seconded by Commissioner Cook. There were no lights. Chairman Harris called for the vote. Commissioner Parker aye, Commissioner Burkhalter no, Commissioner Cook aye, Commissioner Stephenson aye, Chairman Harris aye, Commissioner Shackelford, aye. Motion carries 5-1. Commissioner Burkhalter stated the reason he voted no and he understands the commission is trying to balance the budget but Commissioner Burkhalter stated what he was afraid the commission is doing is lowering the budgets to where department heads have to come back and do a budget amendment later in the year. Chairman Harris stated he does think there will be an increased volume of budget

amendment requests. Chairman Harris stated with a balanced budget there will be budget amendment requests.

VIII. Adequate Facilities:

Director Weber stated the only thing she put under Adequate Facilities request this year was \$560,000.00 for the fire station at Bear Creek. Commissioner Sumners asked Director Weber if she estimates the revenue being up in Adequate Facilities Director Weber stated yes. Commissioner Cook made a motion to accept the Department Head request at \$560,000.00 under advisement for the Adequate Facilities Fund. Seconded by Commissioner Stephenson. Commissioner Burkhalter stated next month if they see the land purchased and then the committee can pull the \$160,000.00 out of the \$560,000.00. Chairman Harris stated with it being under advisement that can be done. Commissioner Cook withdrew her motion and Commissioner Stephenson withdrew her second. Commissioner Shackelford made a motion to establish the Adequate Facilities Budget at \$400,000.00 under advisement. Seconded by Commissioner Stephenson. There were no lights. All in favor. Motion Approved 6-0.

IX. Debt Service (Without Any New Debt)

Director Weber stated this is the Debt Service 151 fund. Director Weber stated under the Department Head request. Director Weber stated she wanted to remind the committee this is one fund that has to be maintained. Chairman Harris stated the committee is going to do the bottom line number on this. Commissioner Shackelford stated the County has a debt management policy and that policy was encouraged to adopt from the Comptroller's office and the County did that in 2011 or 2012 but it basically states that you have to have at least 50% of your debt service payments in the bank before you start the year and it has been the tradition to fully fund that through the County's property taxes. Commissioner Shackelford stated to keep maintaining the balance. Chairman Harris asked if the County was basically funding to maintain the County's cash fund balance and to cover one year's debt service. Director Weber replied that she restricts one year of debt payment in the fund balance. Commissioner Shackelford made a motion to approve the budget for the 151 Debt Service Appropriation that is the Department Head request at 9,336,747.00 under advisement. Seconded by Commissioner Parker. Commissioner Burkhalter stated the schools are funded out of the Debt Service Fund until the schools get their BEP money from the State and the schools repay the County. There were no lights. All in favor. Motion Approved.

X. Capital Equipment Fund:

Sandy Smith with the Highway Department stated they try to do a five year average but it is hard to get any prices due to the fact the equipment the Highway Department does and they want give you any budget prices. For the 15/16 year the number one thing is a belt loader and then they would like two dump trucks and they always ask for 10 miles of paving and 15 miles of oil and chip. Sandy Smith stated the latest dump truck the Highway Department has is a 1991 and she stated they use their dump trucks every day. Mr. Boshers stated they would like to get one or two a year to help the Highway

Special Called Budget
Committee Minutes
April 8, 2015

Department and they are trying to run 14 dump trucks. Mr. Boshers stated some of the dump trucks have over 600,000 miles on them. Commissioner Shackelford stating the Committee is getting the department's request and then the Committee will decide what they will fund. Commissioner Shackelford stated based on the past we have had about \$998,000.00 in Capital equipment. Mr. Boshers stated the commission is welcome to come and look at the equipment. Mr. Boshers stated this year he spent \$3,500,000.00 and he has something like \$400,000.00 in asphalt and \$600,000.00 in crushed stone and he had \$800,000.00 in the fund balance. He stated at the end of June this money will be gone. Commissioner Parker stated he watched the budget process last year and he believes that Mr. Boshers is a good steward of the County's money. Commissioner Burkhalter stated the County needs to get as many roads that will qualify to be paid for out of Adequate Facilities. It helps Mr. Boshers with this fund balance. Commissioner Burkhalter stated he understood that none of these were being taken under advisement that they are letting them make their presentation. Chairman Harris stated the committee would take all of it under advisement and prioritize at that point. Sandy Smith stated one thing that needs to be done is to upgrade some of their equipment and it would bring down the maintenance and parts. Commissioner Cook stated she wanted to echo Commissioner Burkhalter's statement and do not feel intimidated to come before this budget committee and commission and to use the Adequate Facilities tax money for roads that qualify in those areas. There were no lights.

Parks Director Al Ray with the Parks stated the first one he has and the mistake with the capital money that he began with and now they are capital requests. Director Ray stated the first one had was basically about the amount the misunderstanding was in the capital money and the budget that he began with. The development of the new park and he does not want to do things out there without a plan that will guide them through development. Director Ray stated they can get people in there and begin to utilize that with an operating budget but to develop that he broke it down with the planning document and sight development and the actual utilities to get it started. Director Ray stated after that was totaled up that was \$200,000.00 Director Ray stated he had a roof on the exhibit building out at the park and that building houses offices and a conference room in one half of the building and the other half houses a maintenance shop it is a metal building and it has some water leaking issues and now with that office space in there and things that are in the shop the Parks is looking at taking care of County Assets. Chairman Harris stated he is open to everyone's opinion about the priorities. The third one is a zero turn mower. Director Ray stated they have one that has cycled out and they would like to replace it. Director Ray stated he is open to everyone about priority list. Chairman Harris asked about the development of the County's development of the new acreage. Director Ray stated he put \$30,000.00 for that and he stated it is hard to get estimates for that. Director Ray stated the way he did that was if it was a \$200,000.00 project and there was a grant project they are going to allow you to use about 15% of the project and that is about what you can expect to pay for architecture and engineering and if they didn't do anything but get that done they would have the plan and that would help the Parks with a grant pursuit to say they have this plan from whatever architectural and engineering company and then you don't have to use the 15% of the grant for that and they like to see the grant go into the project as much as possible. Chairman Harris asked

Special Called Budget
Committee Minutes
April 8, 2015

if this new development was a candidate for Adequate Facilities. Director Ray stated they have been a recipient of Adequate Facilities in the past. Director Ray stated he thinks it would be a likely candidate for Adequate Facilities. Commissioner Sumners asked what his A and B request list was. Director Ray stated to make the roof repair and to make B would be for the plan of the development of acreage and C the Park could probably get by one more year with the mower. Commissioner Cook stated she looks forward to Commissioner Parker thinking outside the box and letting the Parks to expand the budget in the right way. Commissioner Cook stated she looked forward to Director Ray having some additional revenues. There were no lights.

Director Bill Wells with IT stated his Capital Equipment Fund pertains to the voting system and the audio/video. The voting system would include the mikes, the abstain, the tallies, and the whole nine yards as well as software and the audio/video has pertains so you can set the docket to where if someone clicks on it you can go to the audio/video part of that and it would be set up for streaming which would include new cameras to stream it on line or they can click to the docket and go to a certain section. Director Wells stated these are two totally different things but they can work together. Director Wells stated he had to get budgetary numbers but there is a company or two they are really looking at. Commissioner Cook asked what the budget numbers on this were and Director Wells stated it was \$75,000.00 for both. Commissioner Previti stated he would like to recommend that the commission go forward with both. Commissioner Previti stated if it had to be an A or B he would go with the voting first and the Audio/Video after that. Commissioner Sumners asked if this included an agenda software and Director Wells stated this it is another version. Commissioner Sumners stated he would echo Commissioner Previti said. Commissioner Stephenson stated something needs to be done about the projection screen so that people can read it. There were no lights.. Director Weber stated she would send the commission the paperwork the Department Heads sent her. Director Weber stated the list that she gave out was prioritized by what the Department Head's had asked for. Director Weber stated that some of the \$600,000.00 number that was in there for buses that number was just thrown in there and she knew it would be at least \$600,000.00 and the schools have not told Director Weber anything they want. Chairman Harris stated this number is going to have to be prioritized. Chairman Shackelford stated the target would be to submit the budget in at the May budget committee meeting.

XI. ANNOUNCEMENTS:

XII. ADJOURNMENT:

- A. There was a Motion made to adjourn the meeting at approximately 10:40 PM.

Special Called Budget
Committee Minutes
April 8, 2015

APPROVED _____
Charlie Norman, Jr., County Mayor

SIGNED _____
Craig Harris, Budget Committee Chairman