

WHITE COUNTY BOARD OF COMMISSIONERS

MINUTES OF THE FISCAL YEAR 2014 BUDGET RETREAT HELD

WEDNESDAY, APRIL 17, 2013 AT 9:00 A.M.

The White County Board of Commissioners held a Budget Retreat on Wednesday, April 17, 2013 at Unicoi State Park Lodge, Meeting Room MH4. The purpose of the meeting was for County Departments and Elected Officials to presented proposed budgets for Fiscal Year 2014 to the Board of Commissioners for discussion. Present at the meeting were: Chairman Travis Turner, Commissioner Terry Goodger, Commissioner Lyn Holcomb, Commissioner Edwin Nix, Commissioner Craig Bryant, County Manager Michael Melton, Finance Director Vicki Mays, and County Clerk Shanda Murphy.

Chairman Turner opened the meeting in prayer.

Mr. Melton stressed that the budget worksheets provided to the Board of Commissioners were very preliminary – that the main focus would be on the budget requests (expenses) with revenues to be focused on at a later date when the Board of Assessors has finalized information on the 2013 tax digest. He indicated that this was the very beginning of the budget process that would be taking place over the next few months. Mr. Melton stated that some departmental expenses had been reallocated to better help in determining the true expense of the department (i.e. all IT expenses had been moved from the IT Department to the specific department requiring the expense).

Mr. Matt Bidwell, MSI Benefits Group, presented the FY 2014 renewal options for the employee benefits program (see the following presentation). Mr. Bidwell highlighted that White County had a 103% loss ratio – therefore Alliant paid out 3% more in claims than White County (employer & employee) paid in premiums. He reviewed the options for the upcoming year – including current base plan / no change to employee premiums (12.59% Increase @ \$195,569.00), renewal option #1 change in benefit design / no change to employee premiums (4.65% Increase @ \$72,236.00), renewal option #1A change in benefit design / increase employee premiums (0.00% increase @ \$0.00).

Chairman Turner stated that the Board would be considering the benefit renewal at the April 22, 2013 Called Meeting.

Mr. David Murphy, Director of Public Safety, presented the proposed budgets for Emergency Management, E/911, and Fire Services (see the following presentation). The EMA Budget presented was reduced from the FY 13 by \$53,996.00 or 25%. The E/911 Budget presented was increased by \$242,907.00 or 33% - this increase included one (1) additional full-time employee, addition of a network operational expense line item (previously budgeted in the IT Department's Budget), and Capital Project funds for Phase II of the radio system project. The Fire Services Budget presented was increased by \$532,643.00 or 55% - this increase included capital expenses for equipment previously approved by the Board of Commissioners. Without the capital increase

– the budget would have been increased by \$132,643.00 or 8% - this includes the addition of four (4) paid firefighters for FY 2014.

Mr. Doug Dockery, Director of Public Works, presented the proposed budget for the White County Road (see the following presentation). Mr. Dockery indicated that the only significant change in the budget was request for a retroreflectometer and barcode machine which would be used to make sure road signs met reflectivity standards and were tracked properly in their system.

Mr. Robert Hamrick, IT Director, presented the proposed budget for the Network Department (see the following presentation). Mr. Hamrick stated that the proposed FY 14 budget was an 8% increase from the FY 2013 Budget. He explained that this increase resulted from a capital equipment request in the amount of \$35,468.00, provided additional facility connectivity, increased cost of maintenance and software licensing, etc.

Mr. Ken Payne, Maintenance Supervisor, presented the proposed budget for the Maintenance Department (see the following presentation). Mr. Payne stated the budget he was presenting included a \$95,356.00 increase over the FY 2013 Budget. The increased amount was due to the request of an additional full-time position (justified by the additional work assignments the maintenance department had taken on), \$31,657.00 in capital outlay requests, and some additional increases to operational line items needed in order to service the growing number of locations the maintenance staff is responsible for.

Ms. Bonnie York, Director of Senior Services, presented the proposed budget for the Senior Services Department (see the following presentation). The budget presented by Ms. York included an increase in expenses of \$24,991.00 – including an additional part-time position, two new computers, and additional expenses for utilities. She indicated these items were needed as a result of the growing program, increasing regulations, and moving into the expanded center.

Ms. Lynn Adams, Executive Director of the White County YMCA, presented the proposed budget for the White County YMCA for County Recreation Programs & Facilities (see the following presentation). She stated that the White County YMCA's budget for calendar year 2013 was revenues @ \$856,566.00 and expenses @ \$848,885.00 – with the County's current contribution being \$674,004.00. Ms. Adams indicated that effective July 1, 2014 (County's FY 14 Budget) – the County's contribution would decrease to \$606,000.00. She stated this was accomplished by the YMCA continuing to grow membership and programs.

Ms. Pat Cooper, Chief Animal Control Officer, presented the proposed budget for White County Animal Control (see the following presentation). The budget presented by Ms. Cooper included an increase of \$24,005.00 from FY 2013 – with this increase being due to the request for a new vehicle – due to the age, mileage and condition of the van assigned to her department. There was a consensus of the Board that the requested vehicle was an urgent need and could be purchased in the FY 2013 budget year from contingency funds. It was agreed that Ms. Cooper would bring pricing options back to the Board for approval.

Mr. Tom O’Bryant, Director of Community and Economic Development, presented proposed budgets for Building Inspections, Planning, GIS, Code Enforcement, and Solid Waste (see the following presentation). The Building Inspection Budget was increased by \$27,049.00 from FY 2013. Mr. O’Bryant stated this was mostly a salary related increase due to the change in inspector who was part paid by the Fire Department. The Board asked that Mr. O’Bryant research permit fees of surrounding counties and provide them with options to potentially increase the fee structure in order to offset the amount of ad valorem taxes needed to supplement the building inspections department.

The Budget for the Planning Department included an increase of \$5,535.00 – due to increases on a few operational line items in addition to payroll expenses associated with transitioning Planning Commission members from 1099’s to W-2’s.

The Budget for the GIS Department included an increase of \$20,358.00 – due to the transfer of a lease expense for a scanner, supplies, and telephone expenses) from the IT Budget to the GIS Budget.

The Budget for the Code Enforcement included a decrease of \$3,368.00 – mainly due to staffing changes during the past year that resulted in a cost savings.

There were no significant changes to any of the costs associated with solid waste services.

Ms. Cindy Cannon, Tax Commissioner, presented a proposed budget for the Tax Commissioner’s Office (see attached presentation). The budget presented included an increase of \$19,911.00 over the FY 2013 budget – due to the addition of an expense associated with the contracting of printing and mailing tax bills as well as a necessary increase in the expense of postage.

Mr. Neal Walden, Sheriff, presented proposed budgets for the White County Sheriff’s Office and White County Detention Center (see attached presentation). The budget presented for the Sheriff’s Office included an increase of \$34,461.00 – due to the inclusion of a 2.5% merit increase for the employees. The budget also included the purchase of four (4) vehicles. There was a consensus among the Board that two (2) of the vehicles could be purchased from the FY 2013 contingency in the amount of \$56,890.00.

The proposed budget for the White County Detention Center included an increase of \$4,224.00. The Sheriff was also requesting a 2.5% merit increase of the employees of this department.

There was a brief review of all agency requests for FY 2014 - noting that most all increases were a result of increases to state employee retirement and health benefits.

Following the departmental presentations, the Board discussed briefly their direction in not wanting to see a millage increase and wanting to continue to be conservative in the use of fund balance.

The meeting was adjourned.

April 17, 2013 – Budget Retreat Work Session Minutes (continued)

The minutes of the April 17, 2013 Budget Retreat Work Session were approved as stated by the White County Board of Commissioners on May 6, 2013.

s/Shanda Murphy

Shanda Murphy, County Clerk