

WHITE COUNTY BOARD OF COMMISSIONERS
MINUTES OF THE BUDGET WORK SESSION HELD

TUESDAY, APRIL 22, 2014 AT 8:30 A.M.

The White County Board of Commissioners held a Budget Work Session for Fiscal Year 2015 on Tuesday, April 22, 2014 at 8:30 a.m. in the Administration Building Board Room. Present at the meeting were: Chairman Travis Turner, Commissioner Terry Goodger, Commissioner Lyn Holcomb, Commissioner Edwin Nix, County Manager Michael Melton, Finance Director Vicki Mays, and County Clerk Shanda Murphy. Commissioner Craig Bryant was absent.

Mr. Melton opened the meeting by stating that the information being presented by County Department Heads was preliminary and would serve as a starting point for the FY 2015 Budget planning process. He also emphasized that there were several unknown factors leading into the planning process – including the 2014 tax digest, the Enotah Judicial Circuit Budget, and the cost associated with the employee benefits program.

Following is a summary of each department's presentation:

Mr. David Murphy, Director of Public Safety - Emergency Management, Fire, and E911:

- EMA – Requesting an increase of \$35,302, including a new administrative vehicle, without the vehicle the increase would be less than 1%.
- Fire – Proposed increase of 39.716% (\$474,614.00) which includes four (4) full-time and capital equipment increase of \$212,000.00.
- E911 – Proposed budget showed a 9.62% (\$93,723.00) decrease, including the request for two (2) additional positions. There was a proposal to use pre-paid wireless restricted funds for the Long Mountain tower site relocation.

Mr. Tom O'Bryant, Director of Community & Economic Development – Planning, Building Inspection, GIS, Economic Development, Code Enforcement, and Solid Waste:

- Planning – The proposed budget included a 3.3% (\$2,754.00) decrease.
- Building Inspection – The proposed budget included 2.2% (\$2,491.00) decrease.
- GIS – The proposed budget included a 22.9% (\$22,411.00) increase that was related to proposed aerial project for FY 15 that would be done in cooperation with the City of Cleveland that would reduce the cost by \$10,000.00 and provide updated aerial photography including phase 1 of the by-pass. Mr. O'Bryant stated that it was every likely that any expense related to this project would be offset by the tax revenue generated through the aerial images.
- Economic Development – The proposed budget included a 1.1% (\$1,272.00) decrease.
- Code Enforcement – The proposed budget included a 1.4% (\$350.00) decrease.
- Solid Waste - The proposed budget included a 6.3% (\$1,145.00) decrease.
- Convenience Center- The proposed budget included a 1.4% (\$488.00) decrease.
- Groundwater Monitoring- The proposed budget showed no change. The Board of Commissioners asked staff to research the last time the associated contract was bid out.

Mr. Ken Payne, Maintenance Supervisor – Building and Grounds Maintenance:

The proposed budget included an increase of \$15,713.00 (5%) for various facility repairs, grounds, vehicle & equipment repairs, additional custodial supplies, and a new truck. He also presented a

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recommendation of \$40,000.00 in courthouse renovations that were not reflected in the budget increase, as there is an option for this expense to be taken from SPLOST.

Ms. Lynn Adams, Director of the White County Parks YMCA:

The proposed budget included a request for \$67,400.00 in additional funding – which reflected the needed purchase of two (2) replacement mowers.

Ms. Pat Cooper, Director of Animal Control:

The proposed budget included an increase of 32% (\$69,796.00) – including a request for one (1) additional full-time position and one (1) additional part-time position.

Mr. Doug Dockery, Director of Public Works – White County Road Department:

The proposed budget included an increase of \$240,421.00 made up of operational line item increases and capital increases of \$209,900.00 (trailer, truck, salt shed, spreaders).

Mr. Robert Hamrick, IT Director – Network Department:

The proposed budget included an increase of \$8,267.00 (3%) – this increase was made up of operational line item increases.

Ms. Bonnie York, Director of Senior Services, White County Senior Center:

The proposed budget reflected an increase in revenues of \$4,904.00 (2.6%) and a decrease in expenses of \$8,674.00 (-2.2%).

Ms. Vicki Mays, Finance Director – Finance Department:

The proposed budget reflected a \$3,856.00 decrease (-2%), however Ms. Mays stated that this did not include the annual maintenance costs for the financial software which had been mistakenly omitted. She would be providing an updated proposal for consideration.

Ms. Shanda Murphy, County Clerk – Countywide:

Ms. Murphy stated that revenues for this department would be determined by the amount of fund balance needed to balance the FY 15 budget – noting for FY 14 a total of \$2,265,468.00 in fund balance was used. The total general fund, fund balance available was noted at \$6,110,305.00. The proposed expense budget for this department was presented with a decrease of \$276,071.00 (-9.2%). There were some agencies which had requested increased funding (DFACS, Family Connections, Library, AVITA, and YMCA) totaling \$71,898.00 – however the expenses decreased overall due to moving the total employee retirement expense from this department to the individual departments and moving the extension service contract to be assigned to the extension service department budget.

Ms. Shanda Murphy, County Clerk – Hotel Motel Tax Fund:

The revenues and expenses for this pass-thru account had no change from FY 14 (\$676,675.00 / \$676,675.00) – with all recipient agencies requesting funding at the same level as FY 14.

Ms. Shanda Murphy, County Clerk – Commissioners Office:

The proposed budget reflected an \$11,000.00 decrease in revenues (-.32%) and a \$41,088.00 (10%) increase in expenses. The decreased revenues were a result of lower collections of alcohol tax than budgeted for FY 14. The increased expenses were a result of the addition of the retirement expense to the department's budget and additional operational line item increases for which were already over budget year to date.

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Ms. Shanda Murphy, County Clerk – Human Resources:

The proposed budget included an increase of \$2,641.00 (4%) due to adding the retirement expense, increases in postage, and increases in advertising expense.

Mr. Matt Bidwell, MSI Benefits – Employee Benefits Program:

Mr. Bidwell presented renewal options for FY 15, which were based on a paid claims ratio of 106%. The options presented included a 4.7% increase (\$73,477) with Alliant and a 1.80% (\$28,065) with Blue Cross Blue Shield. Both options would include implementing a Health Reimbursement Account (HRA) which would be an additional 2-3% increase and would cover the maximum out of pocket expenses over \$3,000.00. There was a consensus that these options would be consider at the next meeting of the Board. Increases in health insurance expense were not reflected in any of the department budgets presented.

Sheriff Neal Walden – White County Sheriff’s & Detention Center:

The proposed budget for the Sheriff’s Office included an increase of \$270,591.00 (9.6%). This increase include the purchase of five (5) vehicles, the addition of the retirement expense, the addition of the records management software maintenance contract fee, and other operational line items. The Sheriff asked that the Board consider purchasing the in-car video camera equipment from SPLOST, as he did not include this \$105,000.00 expense in the budget proposal.

The proposed budget for the Detention Center included a decrease of \$24,818.00 (-1.2%).

Mr. Bryan Payne, Assessor’s Office:

The proposed budget included an increase of \$159,775.00 (34%). This increase included the addition of two (2) full-time employees – one appraisal clerk and one appraiser, a personal property audit, a cell tower audit, and additional operational line item increases. Mr. Payne provided estimates on the projected increases in revenue which would result from the cell tower and personal property audits. Mr. Payne estimated the 2014 Tax Digest to be at \$828,000,000.00 (down \$7.9 million). He stated that the estimated decrease in the digest was a result of the vehicles which are no longer part of the digest due to the Title Ad Valorem Tax.

The meeting was concluded with Mr. Melton summarizing the presentations made and distributing the draft budget information to the Commissioners. The Board was appreciative of the organization of the meeting and the manner in which the information was presented.

The meeting was adjourned for lunch.

-Complete presentations made by each department are in the meeting record kept by the County Clerk-

The minutes of the April 22, 2014 budget planning session (FY 15) were approved as stated by the White County Board of Commissioners.

Approved: June 2, 2014

s/Shanda Murphy

Shanda Murphy, County Clerk