

CITY OF BELLE MEADE
MINUTES OF THE BUDGET WORKSHOP
APRIL 4, 2018 at Belle Meade City Hall

The Board of Commissioners met at 3:00 p.m. on Wednesday, April 4th with staff to review the proposed budget for fiscal year 2018/2019. Present were Mayor Jim Hunt, Vice-Mayor Bob Weigel, Commissioners Gray Thornburg, Blair Wilson and Cathy Altenbern, as well as Finance Director Aspen Collins and City Manager Beth Reardon. No members of the public were present. The date and time of the Workshop had been posted on the City website.

Prior to the workshop, Director Collins sent copies of the proposed budget documents to everyone. She explained that she had met with department heads over the previous two months to review their needs and used data from previous years as a guide to forecasting revenue and some of the routine expenditures.

Revenues - While there were no significant increases projected in any of the funds, it was noted that several line items in the General Fund showed an increase, including Fines & Forfeitures, Miscellaneous Revenue and Licenses and Permits. Director Collins discussed the method used to project the estimated Hall Tax.

Expenditures – In the General Fund, Director Collins explained she included the amount to pay down the TCRS retirement plan unfunded liability. Administrative expenses increased by almost \$38,000, mostly due to non-recurring items, such as the new phone system. Police Dept. expenses decreased since there is no large capital project budgeted. Highways and Streets also showed a decrease due to a smaller street resurfacing project. Parkways and Boulevards decreased because some expenses were shifted to the Beautification Fund. The Sewer Fund will show a decrease due to the smaller scale of Phase III of the sewer modeling project. Beautification Fund expenses will increase because of the shift from General Fund, and the State Street Aid Fund expenses will increase as a result of electrical and cellular connectivity cost of the Video Surveillance System.

Capital Improvements – Director Collins reviewed the list of capital projects within the General Fund, including the TDOT project for the Hillwood Bridge Rehabilitation, street resurfacing on Tyne Blvd., West Tyne Dr., and Leake Avenue, four small stormwater projects, upgraded phone system, three new tablet or laptop upgrades for Streets, Sewer and Codes, four new E-ticket writers for the Police Dept. or (4) new tablets that could serve as an E-ticket writer as well as other purposes. Discussion followed whether four or three tablets were needed. The Beautification Fund will pay for the replacement of nine irrigation controllers.

Fund Balance – The projected fund balance for June 30, 2018 and 2019 was reviewed and discussed. Director Collins explained the difference between reserving and designating items in the fund balance versus restricting. She also reminded the Commissioners that a final budget amendment for the current year would be prepared just prior to year-end.

There being no other matters, the workshop meeting was adjourned.

Beth Reardon, City Manager

Jim Hunt, Mayor