



COMMISSIONERS:
James V. Hunt Sr., *Mayor*
Cathy Altenbern, *Vice Mayor*
Boyd Bogle
Gray O. Thornburg
Robert F. Weigel

June 23, 2015

Mr. Anthony Neumaier, CPA
Assistant Director, MWS Accounting
Metro Water Services
City of Nashville
1600 Second Avenue North
Nashville, TN 37208

Dear Tony:

At their monthly meeting on June 17, 2015, the Board of Commissioners of the City of Belle Meade approved Ordinance 2015-6, thereby setting the 2015-2016 annual budget. Included in this budget is an increase of \$1.00 to the current sewer user fee of \$.90 cents for the users of the wastewater collection system in Belle Meade. A copy of the Ordinance and budget documents are attached in the email with this letter.

The City asks that Metro Water Services make the necessary adjustments to its billing program for this rate increase to be effective as soon as possible after the new fiscal year begins on July 1, 2015. It is our understanding that it may take one to two billing cycles before the rate change is reflected on the customer bills. If you foresee a longer time period to make this change, please let us know.

Thank you for your assistance with this matter, and please let us know if you have questions or if there is anything more that you need at this time.

Sincerely,

Beth Reardon
City Manager/Treasurer

cc: Larry Smith, Public Works Director

ORDINANCE 2015-6

AN ORDINANCE TO APPROPRIATE FUNDS FOR THE CONDUCT OF THE FUNCTIONS OF THE CITY OF BELLE MEADE, TENNESSEE, INCLUDING SALARIES OF ALL EMPLOYEES AND PAYMENTS RELATED THERETO, PURCHASES OF SUPPLIES, MACHINERY AND EQUIPMENT, PAYMENT FOR SERVICES RENDERED PURSUANT TO CONTRACTS, UTILITY SERVICES, AND ALL OPERATING EXPENSES FOR THE FISCAL YEAR 2015-2016 AND PROVIDING FOR REVERSION OF ALL UNDISBURSED FUNDS HEREBY APPROPRIATED

BE IT ORDAINED, by the City of Belle Meade as follows:

SECTION 1. There are hereby appropriated, by the City of Belle Meade, the following amounts of money, out of funds already in the Treasury of the City or reasonably anticipated to be on hand when payments therefrom shall be required:

<u>FUNCTIONS</u>	<u>GENERAL</u>	<u>BEAUTI-</u>	<u>CAPITAL</u>	<u>STREET</u>	<u>WASTE</u>	
<u>EXPENDITURES</u>	<u>FUND</u>	<u>FICATION</u>	<u>PROJECTS</u>	<u>AID</u>	<u>COLLECT</u>	<u>TOTAL</u>
	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	
General	543,337	0	16,500	0	0	
Police	1,531,198	0	184,520	0	0	
Building Insp.	86,545	0	0	0	0	
Streets	388,777	0	276,697	75,636	0	
Waste	0	0	0	0	391,907	
Stormwater	188,460	0	41,500	0	0	
Sewage	252,832	0	6,000	0	0	
Parkways	89,200	52,085	0	0	0	
Debt Service	0	0	0	0	0	
Transfers	917,124 ¹	0	525,217	0	391,907	
Totals:	3,997,473	52,085		75,636		4,125,194

(¹ Funds transfer from General Fund to Capital Projects Fund and Waste Collection Fund)

SECTION 2. It is anticipated the following amounts of money will be received from the sources set out herein.

<u>FUNCTIONS</u>	<u>GENERAL</u>	<u>BEAUTI-</u>	<u>CAPITAL</u>	<u>STREET</u>	<u>WASTE</u>	
<u>REVENUES</u>	<u>FUND</u>	<u>FICATION</u>	<u>PROJECTS</u>	<u>AID</u>	<u>COLLECT</u>	<u>TOTAL</u>
	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	<u>FUND</u>	
Local Taxes	961,867	0	0	0	0	
Permits	157,655	0	0	0	0	
Intergovernmental	2,374,197	0	0	76,440	0	
Fines	190,607	0	0	0	0	
Charges for Svcs.	409,202	0	0	0	0	
Other	102,780	0	0	0	0	
Contributions	14,000	46,265	0	0	0	
From Reserves		5,820	0	0	0	
Transfers	(817,124)		(425,217)		(391,907)	
Totals:	4,210,308	52,085		76,440		4,338,833

GENERAL FUND REVENUES & EXPENDITURES:

ANTICIPATED FUND BALANCE JUNE 30, 2015	\$ 9,331,879
Add: Proposed Operating Revenues	4,210,308
Deduct: Proposed Operating Expenditures (no capital items)	(3,472,256)
Proposed Capital Items, FY 2016	(525,217)
One year's operating expenses (103% of proposed, no capital items)	(3,576,424)
Reserves for compensated absences	(226,612)
Debt Service	-
Depreciation of Sewer System	(250,000)
Designated for Stormwater (user fees)	(100,874)
Designated for Streets (Franchise fees)	(76,000)
Designated for Sewer Dept. (Sewer user fee)	(263,328)
Reserves for Projected Capital Items, FY 2017-2020	(2,277,256)
UNASSIGNED FUND BALANCE	\$ 2,774,220

SPECIAL REVENUE FUNDS REVENUES & EXPENDITURES:

ANTICIPATED FUND BALANCE JUNE 30, 2015	\$ 128,451
Add: Proposed Operating Revenues	122,705
Deduct: Proposed Operating Expenditures (no capital items)	(96,721)
Proposed Capital Items, FY 2016	(31,000)
UNASSIGNED FUND BALANCE	\$ 123,435

The Board of Commissioners may, from time to time during the fiscal year, by resolution, transfer funds appropriated herein without increasing or decreasing the total amount appropriated.

SECTION 3. The City Manager and/or City Treasurer is authorized to pay, and charge to each account as designated, by check of the City, for amounts not exceeding those appropriated in Section 1, herein, provided funds of the City are available to make such payments. Each check shall indicate the account from which it is paid and shall be signed by two of the five Commissioners or City Recorder, in an amount of \$1,000.00 or more and only one signature if amount is \$999.99 or less. The Board of Commissioners may, by resolution, designate another employee of the City to sign such checks in place of the City Recorder, in the event of temporary absence or illness. All funds hereby appropriated and not disbursed from the designated accounts within a period of fourteen months commencing July 1, 2015 shall thereafter revert to the general fund of the City and be subject to further appropriations.

SECTION 4. All vendor invoices of \$2,500 or more shall be approved by the Commissioners at their regular or special meetings each month and such approval shall be recorded in the meeting minutes.

SECTION 5. This Ordinance shall become effective on July 1, 2015

Passed on first reading:
May 20, 2015

Mayor James V. Hunt

Passed on second reading:
June 17, 2015

City Recorder Linda Berner

CITY OF BELLE MEADE, TENNESSEE				FINAL JUNE 2015
2015/2016 FISCAL YEAR BUDGET				
		2013/2014	2014/2015	2015/2016
General Fund Revenues		Actual	Estimate	Proposed
Local Taxes				
	Property Taxes	954,072	950,883	951,047
	Personal Property Taxes	1,613	1,700	1,700
	Public Utility Property Tax	2,103	2,649	2,649
	Interest & Penalties	4,555	1,048	1,671
	In Lieu of Tax - Elec. Utility	4,772	4,772	4,800
	Total Local Taxes	967,115	961,052	961,867
Intergovernmental				
	Franchise Taxes	45,707	62,000	76,000
	Mixed Drink Taxes	53,262	43,870	43,905
	State Sales Tax	208,051	201,600	213,600
	State Income Tax	2,251,268	2,000,000	2,000,000
	State Beer Tax	1,378	1,392	1,380
	State Streets & Transportation	5,959	5,952	5,970
	Gross Receipts - TVA	32,217	33,750	33,342
	Total Intergovernmental	2,597,842	2,348,564	2,374,197
Licenses & Permits				
	Building Permit Fees	134,130	127,200	125,980
	Sewer Permit Fees	1,000	600	600
	Street Cut, Excavating, Blasting	3,000	4,800	3,000
	Zoning Appeals Fees	18,252	20,000	20,815
	Grading, Demolition, Other	8,625	6,000	7,260
	Total Licenses & Permits	165,007	158,600	157,655
Fines & Forfeitures				
	City Court Fines and Costs	163,496	190,600	190,607
Charges for Services				
	Stormwater User Fee	94,200	100,874	100,874
	Sewer User Fee	115,603	159,622	263,328
	Public Safety Chgs for Services	62,110	41,275	45,000
	Total Charges for Services	271,913	301,771	409,202
Miscellaneous Revenue				
	Interest Revenue	6,801	10,541	24,420
	Sale of Material (Sewer Pumps)	51,343	43,600	33,200
	Sale of Equip.-Surplus Property	9,949	12,500	16,500
	Other Revenues	4,634	4,072	1,632
	Credit Card Convenience Fees	2,727	3,732	3,028
	Sewer Tap Fees	1,000	6,000	4,000
	State Grant - Highway Safety	2,801	50,000	20,000
	Contributions (Employee Fund)	15,349	18,776	14,000
	Total Miscellaneous	94,604	149,221	116,780
Total General Fund Revenues		4,259,977	4,109,808	4,210,308

CITY OF BELLE MEADE - PROPOSED BUDGET - FISCAL YEAR 2015-2016

DRAFT 5-15

REVENUES - GENERAL FUND

<u>ACCOUNT #</u>	<u>ACCOUNT NAME & DESCRIPTION</u>	<u>BUDGET AMOUNT</u>	<u>BUDGET TOTALS</u>
33430	STATE GRANT - GOV. HWY SAFETY 100% match on approved police safety equipment		20,000
33591	GROSS RECEIPTS - TVA Based on est. per capita amount of \$11.45		33,342
34120	CREDIT CARD CONVENIENCE FEES Credit card fees charged by City (expense offset)		3,028
34200	PUBLIC SAFETY CHARGES FOR SERVICES Revenue from Police off-duty employment - est. 1000 hrs @ \$45 (Officers are paid \$30/hr. Revenues offset P/R exp. & depr.)		45,000
34312	STORMWATER USER FEES		100,874
35110	CITY COURT FINES & COSTS Collections estimated based on curent & prev. year		175,607
36000	OTHER REVENUES State telecommunications sales tax Recycle Rebate, miscellaneous fees, voting rent	276 1,356	1,632
36100	INTEREST REVENUE LGIP Fund and CD Laddering program		24,420
36330	SALE OF EQUIPMENT (SURPLUS PROPERTY) Dodge Charger and Dodge Nitro		16,500
36425	E-ticket citation fee Police (\$4.00) (est. 3,000 tickets/year)		12,000
36430	E-ticket citation fee Court Clerk (\$1.00) (est. 3,000 tickets/year)		3,000
37230	SEWER USER FEE Received from Metro Water - City's portion of net sewer charges, less 10% administrative fee. Based on current year coll. Potential revenue from \$1.00 increase to curr. rate of .90 cents	124,800 138,528	263,328
37293	SALE OF MATERIAL (SEWER PUMPS) (6) new sewer pump stations purchased for resale to homeowner A handling fee per station is added to cost Cables, misc. parts for resale	31,200 2,000	33,200
37296	SEWER TAP FEES \$1,000 fee required when new pumpstation is installed Estimate (4) this year		4,000
37950	CONTRIBUTIONS - EMPLOYEE FUND Donations from citizens and revenue from our snack machine		14,000
GRAND TOTAL - GENERAL FUND REVENUES			4,210,308