



# FINANCE COMMITTEE

## MAY 2, 2019

### MINUTES

#### CALL TO ORDER

A special meeting of the City of Clarksville Finance Committee was called to order by Chairman Jeff Burkhart on Thursday, May 2, 2019, at 9:00 a.m. in the City Hall Conference Room, 1 Public Square, Clarksville, Tennessee.

#### ATTENDANCE

PRESENT: Jeff Burkhart, Tim Chandler, Valerie Guzman, Stacey Streetman

ABSENT: Jeff Henley (*attending interviews for Chief of Fire Rescue*)

#### FY20 DEPARTMENT BUDGET REVIEWS

##### AIRPORT

Airport Manager John Patterson said the proposed FY20 operating budget for the Clarksville-Montgomery County Regional Airport totaled \$763,623, with a request for City funding in the amount of \$381,811.50. He said FY20 capital requests would be amendments to projects approved in FY19 (runway reconstruction overlay local match of half of \$6,850, transit hangar total of \$162,500, APSU office building \$88,900).

##### HUMAN RELATIONS COMMISSION

Chief Financial Officer Laurie Matta said Mark Kelly, representing the HRC, said no funds would be requested for FY20; Mayor Pitts said the mission of the HRC would be redefined.

##### PURCHASING

Purchasing Director Camille Thomas said the increase in this budget was due to the addition of the Contract Manager salary and benefits, otherwise projected expenses were typical.

## RETIREMENT BENEFITS

Ms. Matta said retiree benefits are budgeted annually and are not paid from a trust fund due to the possibility of over-funding. There was discussion regarding retirement insurance premiums. Ms. Matta stated later in the meeting that the TCRS rates had increased approximately \$1 million City-wide.

## LEGISLATIVE

City Clerk Sylvia Skinner said the operating expenses were normal annual requests. Mayor Pitts mentioned a possible request for a new position of Suicide Prevention Officer for which salary and benefits would be shared with Montgomery County.

## MAYOR'S OFFICE

Mayor Pitts said this budget included a request to hire a consultant to create a strategic plan.

## INFORMATION TECHNOLOGY

IT Director Amie Wilson said this budget included a request for an ADA compliant server. She said the department was continuously updating software and equipment.

## LEGAL

City Attorney Lance Baker said the amount requested for legal services had been reduced and he was requesting equity adjustments for the Deputy City Attorney (\$5,000) and two Staff Attorneys (\$10,000 each).

## HUMAN RESOURCES

Safety Director Wes Golden said the department was requesting two new positions of Health & Safety Coordinator and reclassification of one part-time position of Loss Prevention Officer to full time.

## FINANCE

Ms. Matta said some discussions had been held regarding a possible two-year plan for equity adjustments for department employees. This budget included purchase of travel software.

## PARKING COMMISSION

Ms. Matta noted the position of Parking Manager was still vacant and requests included maintenance for parking meters.

## MUNICIPAL PROPERTIES

Project Manager David Smith said this budget included funding for general maintenance of properties owned by City General, but not for CDE or Gas & Water.

## REVENUES

Ms. Matta said state-shared revenues had increased and the year-end Fund Balance was projected to be approximately \$27.9 million. She said \$.01 of property tax would equal \$275,000 in revenue.

## ADJOURNMENT

The meeting was adjourned at 11:02 a.m.