



CITY OF GERMANTOWN TENNESSEE

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FINANCIAL ADVISORY COMMISSION MINUTES

Tuesday, April 4, 2017, 6.00 p.m.

Economic & Community Development Blue Conference Room
1920 S. Germantown Road, Germantown, TN 38138

Members Present: Hal Beckham, Brian Carney, Blake Deaton, Clint Hardin, Ashley Hopper, Alderman Rocky Janda, Russell Johnson, Walter Krug, Jason Lowe, Michael McLaughlin, Christine Menzel, Chris Miller, Frederick Miller, Julius Moody, Paul Mosteller, David Rea, Alan Richmond, Donnie Rose, Harold Steinberg, Denise Stumph, Brandon Westbrook, Brian White, Scott Wickliffe

Members Absent: Richard Vosburg

Staff Present: Alderman John Barizza, Pam Beasley, Alderman Mary Anne Gibson, De'Kisha Fondon, Chief Richard Hall, Patrick Lawton, Bo Mills, Sherry Rowell, Adrienne Royals, Chief John Selberg, Paul Turner

CALL TO ORDER

Chairman Moody called the April 4th, 2017 Financial Advisory Commission meeting to order.

ESTABLISHMENT OF A QUORUM

Mr. Turner then called the roll and announced that a quorum was present.

APPROVAL OF THE MINUTES

****MOTION****

Mr. Westbrook moved to approve the minutes (as amended) from the March 28th, 2017 Financial Advisory Commission meeting. Mr. Mosteller seconded and the motion passed unanimously.

REVIEW OF FY18 SPECIAL REVENUE FUNDS

Mr. Lawton explained that Special Revenues Funds is a governmental accounting term referring to funds where there is a dedicated revenue stream for a particular set of expenditures. Simply put, this is when revenue is earmarked for a specific expenditure purpose. An example is when the City receives revenue from the State of Tennessee for the gasoline tax; in turn, this money is then dedicated to go towards paving the City's roads.

A) STATE STREET AID FUND—Presented by Bo Mills, Director of Public Works

- Revenues-\$2,224,600
- Expenses-\$2,470,000

- This fund is used to keep the City of Germantown's streets up.
- A good bit of this money covers the expenses of City crews, street resurfacing asphalt rejuvenation, street sweeping, street striping, street lighting and electricity for the street lights.
- In response to Alderman Janda, Mr. Mills advised that approximately eight miles of road plus another mile or so for the Winchester Road project will be paved this fiscal year.
- Alderman Janda (on behalf of the Commission) firmly expressed that it would be good if at least ten miles of road be paved in the City for the next three years.
- Mr. Mills said that he has been lobbying for our Budget Research Team to increase his budget by \$1.9 to \$2.0 million. Hopefully, per Mr. Mills, this can be accomplished by next year.

B) DRUG ASSET FORFEITURE FUND—Presented by Richard Hall, Chief of Police

- Revenues-\$300,000
- Expenses-\$261,800
- State and Federal laws allow local governments and law enforcement agencies to receive proceeds from personal property and cash if it is proven that those assets were used in criminal activities such as selling, manufacturing and the distribution of illegal drugs.
- The State Drug Asset Forfeiture Fund includes an officer that is part of a State program called the West Tennessee Drug Task Force.
- The Federal program includes two officers with the FBI, one officer with the JTTF, one officer with the Secret Service and also one officer with the DEA.

C) PICKERING CENTER FUND—Presented by Natalie Ruffin, Superintendent of Parks and Recreation

- Revenues-\$79,500
- Expenses-\$51,900
- This fund provides programming for fifty plus groups, instructional programming and private rentals including parties, meetings and other community events. This fund is also used for the overall operation and management of the facility.
- For FY18, Ms. Ruffin stated that fee structures (specifically for rentals) will change. Based on usage, a week day and weekend rates will be adjusted to accommodate the varying demands. Resident and non-resident rates have been consolidated to provide a more customer service oriented fee schedule. The Germantown non-profit groups will continue to receive a discounted rate and clubs defined as long-term standing groups such as the Kiwanis Club, American Legion and the Charity Horse Show will be grandfathered in.
- As a result, revenue is expected to go up and expenses are expected to remain about the same.

D) RECREATION FUND (Continued by Ms. Ruffin)

- Revenues-\$677,300
- Expenses-\$811,800
- Includes recreation leagues such as youth basketball, adult softball, tennis, adult kickball, croquet, sports camps, community education and the Mayor's Cup 5K.
- This fund also provides for uniforms, awards and trophies.
- Includes before/after school and intramurals programs for GMSD.
- The largest increase for FY18 is specifically with the Community Education budget; last year this time, there were 325 students registered in the before/after school care program, this year the school year will end with 575 students.

E) FEDERAL ASSET FORFEITURE FUND—Presented by Chief Richard Hall (Returning)

- Revenues-\$50,000
- Expenses-\$50,000
- Includes revenues obtained from asset forfeitures.
- Federal law requires money seized from assets to be placed in a separate fund and used by the Police Department.

F) AMBULANCE FUND—Presented by John Selberg, Fire Chief

- Revenues-\$1,800,000
- Expenses-\$2,058,400

- Provides funding for emergency medical and transport.
- Currently there are three ambulances that are staffed full-time and two ambulances that are used as backup.
- As for performance, customer surveys maintain a 99% satisfaction rate.
- Approximately, there is a 45% survival rate for ROSC (Return of Spontaneous Circulation) and 75% Cardiac Survival Rate in Germantown.
- Gross Revenue is approximately 52% and Net Revenue (less Medicare adjustment) is 77%.
- There are proposed rate increases for FY18.

G) FARM PARK—Presented by Pam Beasley, Director of Parks and Recreation

- Revenues-\$180,700
- Expenses-\$161,600

- Covers expenses associated with providing farmers' market and educational programming.
- Focus for FY18 includes rebranding the Farmers' Market
- General Fund Transfer decreased by \$30,000 but still projecting \$19,000 Fund Balance profit for FY18.
- FY18 goal is to have twelve rentals at \$3,800 per rental.

****MOTION****

It was moved that the FY18 Special Revenue Funds (State Street Aid Fund) be amended to include that ten miles of road be paved in the City. The Commission (as a whole) agreed and the motion passed unanimously.

****MOTION****

It was then moved that the FY18 Special Revenue Funds be approved (*as amended*) and thereby recommended to the Board of Mayor and Alderman. The Commission (as a whole) agreed and the motion passed unanimously.

OTHER BUSINESS

Chairman Johnson reminded everyone that the next meeting will be on Tuesday, April 18th, 2017.

****MOTION****

Alderman Janda moved to adjourn the meeting. An alternate Commission member seconded and the motion passed unanimously.

ADJOURNMENT

With that, the meeting was adjourned.