

8/1/19 CBAC Meeting Notes

Committee Members Present: John Hilliard, Steve Mulroy, Bill Gleason, Chip Hughey

Committee Members Absent: Chris Eudailey, Gene Johnson, Leah Mills

County Staff Present: Meghan Coates, Director – Budget and Management; Natalie Spillman, Principal Budget Analyst; Gerard Durkin, Principal Budget Analyst; Joann Romero, Budget Analyst; Casey Boyette, Budget Analyst; Joni Robinson, Automation Analyst

The meeting was brought to order at 9:00am.

1. Welcome and Introduction

- a. Introductions for Mr. Durkin, Mrs. Romero and Ms. Boyette were made to the committee. Mrs. Coates informed the committee that Mrs. Romero would begin taking the minutes and coordinating the meeting schedules.

2. Budget Document:

- a. Mrs. Spillman presented to the committee the FY2020 budget document and the budget in brief – overall highlights of the budget tool for the community. She announced that a new Blueprint website had rolled out. It is a new community outreach effort for the Budget department. She displayed the new website for the committee and provided a brief tutorial. Mrs. Spillman added that the Budget department's practices are governed by the Government Finance Officers Association. Mr. Gleason asked if the budget document was created by the Budget department. Mrs. Coates stated that the document is solely compiled within the Budget department. Mrs. Spillman stated that Blueprint is also published in-house.
- b. Mrs. Coates added how important communication with citizens is for the Budget department. She explained the importance of Mrs. Spillman's role with emphasis on communication, engagement and community involvement. This focus will allow the department to have on-going contact with citizens. Mrs. Spillman added that social media efforts from the Budget department were a great success for FY2019. Mr. Hilliard commended the department on a great job with the communication efforts and Mr. Hughey commented on the social media success, with emphasis on the YouTube channel.
- c. Mrs. Coates informed the committee that the County closed on the EDA Bonds at a rate of 2.31% and the General Obligation bonds at 2.29%. Several citizens had questions, and their questions were answered.

3. Regional Partnerships:

- a. Ms. Boyette presented a list of the County's regional partnerships to the committee. The County has board representation and donates a financial contribution to each of the agencies listed. There was discussion concerning the percentage of votes that the County has with the agencies. The committee discussed providing a statement of support to the County to identify continued and future partnership efforts.

4. FY2019 Year-End:

- a. Mrs. Coates discussed the FY19 year-end results. The unassigned fund balance remained at 8% of expenditures. Expectations have been put in place for departments to closely manage their budgets for FY20. There is a monthly-monitored spending plan in place. Schools will have new Finance leadership in place for FY2020. The Board approved to set aside \$8M+ for schools' Supplemental Retirement Plan, bus replacements and future operating needs. These funds will be held until after the audit.

5. FY2021 Planning:

- a. Mrs. Coates informed the committee that the Capital Improvement Plan process had begun. The Capital Improvement Plan includes current revenues and an additional debt. The County will likely have another referendum in the next 24 months.
- b. There was discussion about the next referendum. Mrs. Coates added that the slate of projects is under development but would likely reflect the listing as shown preliminarily in the FY20 budget. It will include police and fire stations, schools, major park development and road improvement.

6. CBAC meeting schedule:

- a. Mrs. Coates introduced a new quarterly meeting schedule to the committee. These new pre-planned meetings would allow the department and committee to better prepare their schedules. The following meeting dates have been held and will be sent out: September 17, 2019, December 10, 2019, February 25, 2020, May 12, 2020. Communication outside of the on-site meetings will be sent via email.

7. Meeting Wrap-Up:

- a. Mr. Hilliard motioned to approve the April 9, 2019 meeting minutes. Mr. Gleason seconded the motion, the motion passed.

The meeting was adjourned at 10:07am.