

# 9/17/19 CBAC Meeting Notes

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

**Committee Members Absent:** Chris Eudailey, Leah Mills

**County Staff Present:** Natalie Spillman, Principal Budget Manager; Gerard Durkin, Principal Budget Analyst; Karen Bailey, Principal Budget Analyst; Joann Romero, Budget Analyst; Joni Robinson, Automation Analyst

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

**1. Welcome and Introduction:**

- a. Mr. Hilliard motioned to approve the August 1, 2019 meeting minutes. The committee members seconded the motion, the motion passed.

**2. Capital Improvement Plan:**

- a. Mrs. Bailey provided current department requests for Capital Improvement, which includes projections for five years and beyond. Initial meetings with departments have already been conducted. Mrs. Spillman clarified this exercise initiates the CIP process to determine the total need of the County, including needs which will go unfunded.
- b. Mr. Hughey asked what are the milestones in the next couple of months? Mrs. Bailey answered there will be additional meetings with departments, Dr. Casey, and the Board of Supervisors to continue to work towards finalizing the CIP, with adoption in April.
- c. Committee members asked about revenue sharing and smart scale. Mrs. Bailey answered revenue sharing is dollar for dollar sharing with the State, which changed from 10 million to 5 million. Smart Scale is a State Program in which funding is completely from the State. Mrs. Spillman added eventually all vehicle registration fees will be going towards general road improvements.

**3. Fall Outreach/ 21 Calendar:**

- a. Mrs. Spillman detailed the Fall outreach events and materials provided to Citizens. She explained the importance of making connections with Citizens and providing them with awareness, by going out to the public rather than having the public come for information.
- b. Mrs. Spillman shared an internal Budget kickoff meeting is scheduled for next week. Communication regarding CIP and Budget via social media were very successful last year, as they received over 75,000 views, thus will be utilized this year. In the Spring community meetings will be held.
- c. Mr. Gleason asked about FY19 actuals versus budgeted. Mrs. Bailey answered Accounting is currently in the process of completing the CAFR and audit process. Accounting will publish results, as soon as the audit is complete.

**4. Operational Process/Economic Update:**

- a. Mr. Durkin shared the most recent Key Financial Report and explained in the past the focus has been on State trends. The new issue focuses on worldwide trends.
- b. Mr. Durkin shared economic growth is still occurring but has slowed down. Mr. Hilliard asked about the housing market. Mr. Durkin answered it is still increasing as year over year changes are up 5%.

- c. Mr. Durkin explained how budgets were developed in the past; it was a very one-way process. This year the process will be done over SharePoint (Office product), so that departments and analysts can see in real time as changes are made. This will increase collaboration and transparency between analyst and departments.

**5. Meeting Wrap-Up:**

- a. Mr. Hilliard asked if there were any updates on partnership agreements? Mr. Durkin responded they have met with Dr. Casey, but no updates yet.
- b. Mrs. Spillman informed the committee members the proposed CIP and an operational preview will be available at the next meeting. She also reminded the members to inform Budget if they wish to have anything else on the agenda.

**The meeting was adjourned at 9:54 am.**