



FINANCE COMMITTEE AUGUST 31, 2021

MINUTES

CALL TO ORDER

The rescheduled monthly meeting of the City of Clarksville Finance Committee was called to order by Chairperson Streetman on Tuesday, August 31, 2021, at 4:30 p.m. in the City Hall Conference Room, 1 Public Square, Clarksville, Tennessee.

ATTENDANCE:

PRESENT: Travis Holleman, Wallace Redd, Karen Reynolds, Stacey Streetman

ADOPTION OF MINUTES

Councilperson Holleman made a motion to adopt the July 27th minutes as presented. The motion was seconded by Councilperson Redd. A voice vote was taken; the motion passed without objection.

PURCHASING DEPARTMENT

Director of Purchasing Camille Thomas shared the monthly bid summary and reported award of the following professional service contracts:

- Gas & Water - Electrical Training for Gas & Water employees from Shermco. Cost shall be determined based on the type of training received.
- Gas & Water - Fee Increase on the Design of the Fire & Security System Replacement Project from WBW Engineering in the amount of \$52,040.00 for a total cost of \$78,390.00. *Councilperson Streetman said this increase was due to an increase in the scope of the project.*

- Recreation / Project Mgt. - Design Services for the Windows Replacement at the Burt-Cobb Community Center from Vision Architects in the amount of \$2,700.00.
- Facilities Maintenance - Cumberland Parking Garage Structural Evaluation from Neely Engineering & Contracting in the amount of \$35,300.00.

Ms. Thomas reported sales of surplus on *GovDeals.com* in the amount of \$20,709.00 during July 2021.

GENERAL GOVERNMENT

Chief Financial Officer Laurie Matta said expenditures were exceeding revenues and noted this situation was typical for the beginning of a fiscal year. Revenue collections were slightly higher than the previous year for the same period with 5% of projected revenues already collected. Ms. Matta said property taxes were not yet billed. She said department spending was approximately \$3.3 million under budget. Local Option Sales Taxes totaled \$8 million with \$2 million for the General Fund, \$98,000 for the Road Fund, and \$6.2 million for schools. Ms. Matta reported \$463,970 spent to date on capital projects and noted a beginning Fund Balance of approximately 30%.

DEPARTMENT OF ELECTRICITY

On behalf of Chief Financial Officer David Johns, Christy Bats said the Broadband Division cash reached \$5.5 million with \$2.2 million in operating revenues. She noted the rent to the Electric Division had increased and noted a 260 net gain in broadband customers. The Electric Division report showed a net income of \$1.6 million with the interdivisional loan recently paid in full from the Broadband Division.

CITY ATTORNEY

City Attorney Lance Baker reported payment of the following legal expenditures and announced he would update all members of the City Council on the status of each case during the next regular session.

- Bradley Arant, Kimberly Black v. City, \$84.73
- Bradley Arant, Robinson v. City, \$7,010.06
- Burr Forman, Tennessee Riverkeepers, \$2,133.00
- Klein Solomon, Ethics Complaint, \$1,100.00

2021-22 EMPLOYEE PAY TABLE

In the absence of Human Resources Director Will Wyatt, Ms. Matta briefly reviewed the process for implementation of the employee pay plan according to the City Code and said funding was approved in the FY22 General Government Operating Budget.

Councilperson Holleman made a motion to approve the 2021-22 Employee Pay Table. The motion was seconded by Councilperson Reynolds. A voice vote was taken; the motion passed without objection.

INTERNAL SERVICE FUND

ORDINANCE 80-2020-21 (First Reading; Postponed March 23rd) Amending the Official Code relative to the Internal Service Fund

This ordinance was originally sponsored by former Councilperson Jason Knight. This ordinance failed due to lack of a motion to adopt.

DISCRIMINATION/PURCHASING

ORDINANCE 14-2021-22 (First Reading) Amending the Official Code relative to purchasing (discrimination)

Councilperson Reynolds made a motion to forward this ordinance, sponsored by Councilperson Ashlee Evans, to the City Council with a recommendation of approval. The motion was seconded by Councilperson Holleman. Ms. Thomas said if adopted, she will include this language in all requests for bids. A voice vote was taken; Councilperson Redd voted “nay.” The motion passed.

DISCRIMINATION/EMPLOYMENT

ORDINANCE 15-2021-22 (First Reading) Amending the Official Code relative to equal employment opportunity (discrimination)

Councilperson Reynolds made a motion to forward this ordinance, sponsored by Councilperson Ashlee Evans, to the City Council with a recommendation of approval. The motion was seconded by Councilperson Holleman. Mr. Baker said this amendment would bring the City Code in line with decisions made by the Supreme Court. A voice vote was taken; Councilperson Redd voted “nay.” The motion passed.

CRIME STOPPERS

RESOLUTION 15-2021-22 Authorizing a Memorandum of Understanding with Clarksville-Montgomery County Crime Stoppers

Councilperson Holleman made a motion to forward this resolution to the City Council with a recommendation for approval. The motion was seconded by Councilperson Reynolds. Councilperson Holleman said this resolution would

formalize past and future operations between the City and Crime Stoppers. A voice vote was taken; the motion passed without objection.

CTS CREDIT CARD FEES

ORDINANCE 17-2021-22 Waiving credit card processing fees for Clarksville Transit System

Ms. Matta said this ordinance would make city-imposed fees more affordable to many citizens using the CTS mobile app. Councilperson Reynolds made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilperson Holleman. The following vote was taken; the motion passed without objection.

BUDGET AMENDMENT/FY21 CARRYOVER

ORDINANCE 18-2021-22 Amending the FY22 Operating and Capital Budget to carry forward prior year appropriations and amend for newly identified items

Ms. Matta said this amendment allows transfer of certain funds from FY21 to FY22. Councilperson Holleman made a motion to forward this ordinance to the City Council with a recommendation of approval. The motion was seconded by Councilperson Redd. Ms. Matta noted a recent addition to the amendment for an HVAC unit at the Museum and said the City will reimburse only the actual cost. A voice vote was taken; the motion passed without objection.

BYRNE JAG AGREEMENT

RESOLUTION 16-2021-22 Authorizing an interlocal agreement with Montgomery County pertaining to division of the 2021 Byrne Justice Assistance Grant fund allocations and administration and use of such funds

Ms. Matta said this resolution will authorize the annual agreement between the City and Montgomery County. Councilperson Redd made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councilperson Holleman. A voice vote was taken; the motion passed without objection.

INDUSTRIAL DEVELOPMENT BOARD

RESOLUTION 13-2021-22 Approving an economic impact plan for the 518 Madison Development Area

Mayor Pitts said this plan was being proposed to support a residential development of affordable housing. Councilperson Reynolds expressed concern

that the development would not provide sufficient parking. Councilperson Holleman made a motion to forward this resolution to the City Council with a recommendation of approval. The motion was seconded by Councilperson Redd. A voice vote was taken; the motion passed without objection.

PUBLIC COMMENTS

_____There were no public comments

ADJOURNMENT

The meeting was adjourned at 5:16 p.m.

ADOPTED:

Minutes prepared by Sylvia Skinner