

# BUDGET AND FINANCE COMMITTEE MINUTES May 26, 2015

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## In Attendance

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Councilman Jerry Mitchell, Committee Chair called to order the Operating Budget Work Session #1 at 10:03 a.m. A quorum was present, including Council Chairwoman Carol Berz, Vice Chair Moses Freeman and Council members Russell Gilbert, Larry Grohn, Yusuf Hakeem, Chip Henderson and Ken Smith. Councilman Chris Anderson was present in the second half of the meeting.

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## Others in Attendance

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Mayor's Office: Travis McDonough, Chief of Staff, and Brent Goldberg, Chief Operating Officer; Finance: Daisy Madison, Chief Financial Officer; City Attorney's Office: Phil Noblett, Deputy City Attorney

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## Procedural Matters

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Councilman Mitchell informed the Council that Councilman Anderson was participating in a mediation and would miss part of today's work session. He also informed the Council of the break in today's work session from 11:30 a.m. – 1:00 p.m. so that the Council may attend the Urban League's Entrepreneurial Luncheon.

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## Budget Discussions

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The Council began discussions with Mr. Goldberg on the following topics:

- Livable wage adjustment for FY16 for 15 Head Start employees
- Agency offers and offsets for agencies such as RPA, CNE, CARTA
- Enterprise Center increase
- Workforce development funding

Mr. Goldberg discussed the following related to General Government:

- Debt services, contingency funds, Renewal & Replacement (R&R) and intergovernmental expenses
- City Attorney's Office: Mr. Goldberg informed the Council about the increase in benefits for CAO employees and the need for a city-wide document retention program.
- City Council: Councilman Mitchell made recommendations to change the procedure for allocating three (3) categories in the Council's budget: All external meeting expenses would be allocated to the *Meeting expense* line item; all internal food and beverages would be allocated to *Food and Ice* line item; District Allocations. The Council agreed to not modify the Out-of-Town allocation at this time. Mr. Goldberg agreed to make the recommended adjustments to the Council's budget and provide replacement pages for the budget notebooks by the next work session.

- City Court: (Will be discussed next Budget Work Session)
- I.T.: Mr. Goldberg informed the Council about I.T.'s budget increase. Administration offered to set up a training for the Council on ChattaData.
- Internal Auditor: Mr. Goldberg gave an overview of the Internal Auditor's budget.
- Purchasing: Mr. Goldberg informed the Council of the increase due to the acquisition of a grants specialist who will assist city departments.
- 311: Mr. Goldberg discussed the increase in the center's operational expenses and agreed to report back to the Council on plans to improve 311's wait time. Chairwoman Berz assigned the report on 311 to the Public Works and Transportation Committee.

Other information:

- Councilman Mitchell informed the Council that the first vote on the Operating Budget was scheduled for June 16.
- Councilman Smith informed the Council of the visitation service for the late retired Officer Nathan Rogers today from 4:00-8:00 p.m.
- Mr. Goldberg informed the Council that the introductory page in their budget notebooks that showed Councilman Henderson as Chair has already been changed.
- Councilman Grohn will have a discussion with Administration regarding the findings in the independent's auditor's review of 311 operations.

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## **Lunch Break**

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Councilman Mitchell adjourned the meeting for lunch break at 11:30 a.m. until 1:00 a.m.

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## **Meeting Reconvened**

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Councilman Mitchell reconvened the Budget Work Session at 1:00 p.m. A quorum was present, with Council Chairwoman Carol Berz, Vice Chair Moses Freeman and Council members Chris Anderson, Russell Gilbert, Larry Grohn, Chip Henderson and Ken Smith. Councilman Hakeem was not present at this time.

Mr. Goldberg discussed the following related to the Executive Branch:

- Office of Multicultural Affairs: Mr. Goldberg informed the Council of the increases in benefits and raises that have been offset by reductions. Mr. Goldberg informed the Council that the "Bridges to Success" program that was reclassified to 704317 (contracted operations).
- Finance: Mr. Goldberg informed the Council on the 8.27-percent increase requested for this department. He also informed the Council on the County Trustee fees.
- Chattanooga Zoo: Mr. Goldberg discussed the zoo's progress in capital improvements.
- General Services: A discussion took place about the civic facilities budget. Mr. Goldberg agreed to keep the Council better informed of the changes taking place with the Tivoli Foundation and its search for an Executive Director.
- Human Resources: A discussion took place on the cost center for the safety program and the role of the Safety Manager. Vice Chair Freeman agreed to send the schedule for the Employee Handbook to the Council again.

- Economic and Community Development: A discussion took place regarding the changes in the department's budget and the department's board costs. Mr. Goldberg agreed to provide more information to the Council on the decrease in the Land Development budget.
- Police Department: Mr. Goldberg agreed to invite Chief Fletcher to the Council's next budget work session.
- Fire Department: Mr. Goldberg discussed changes in several line items. Mr. Goldberg agreed to invite Chief Adams to the Council's next budget session.
- Public Works: A discussion ensued about the freezing of vacancies, landscaping and mowing services at parks, trash collection, recycle canisters and street sweepers. Mr. Goldberg will provide specifications about the services provided by companies contracted for lawn services.
- Transportation: (Will be discussed at next Budget Work Session)
- Youth and Family Development: At the next Budget work session, Mr. Goldberg will distribute a list of information broken down by YFD Centers. Mr. Goldberg will also request a meeting with Shepherd YFD Center and community representatives. (Further discussion on YFD will take place next week.)
- Chairwoman Berz asked the Council to consider a matrix showing cost benefit analysis.

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## **Adjournment**

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There being no further business, Councilman Mitchell adjourned the meeting at 2:36 p.m.