



TOWN OF ASHLAND CITY
Special Called Budget Workshop Meeting
June 03, 2025, IMMEDIATELY
FOLLOWING THE REGULAR
WORKSHOP MEETING
Minutes

CALL TO ORDER

Mayor Greer called the meeting to order at 7:17 p.m.

ROLL CALL

Mayor Greer

Councilman Tim Adkins

Councilwoman Binkley

Vice Mayor Chris Kerrigan

Councilman Michael Smith

Councilman Kevin Thompson

Councilman Tony Young

APPROVAL OF AGENDA

A motion was made by Councilwoman Binkley, Seconded by Councilman Thompson, to approve the agenda. All approved by voice vote.

APPROVAL OF MINUTES

1. Approve April 30, 2024, Budget Meeting Minutes

A motion was made by Councilman Thompson, Seconded by Councilman Young, to approve the April 30, 2024, Budget Meeting Minutes. All approved by voice vote.

PUBLIC FORUM

NONE

NEW BUSINESS

2. Budget Discussion - Jamie Winslett, Kellie Reed, and CPA Consultant James Bence

Kellie Reed led the meeting; she stated that we would not get into Water/Sewer in this meeting. She provided Budget Books and asked to open to section 1. Kellie started with the General Fund Budget Summary. The summary gives an overall picture of where the budget is for the upcoming year.

Kellie explained O & M and what that means. This is Operating and Maintenance. Total **Operating and Maintenance Revenues** are reoccurring Revenues that come in every year. Examples: Property Taxes, Sales Taxes, Park Revenues, and things we expect year after year.

Operating and Maintenance Expenditures are the things that are paid out every year. Examples: Salaries, Benefits, Utilities, Repair and Maintenance costs, out of the Operating and Maintenance every year.

Budgeted, Projected, and Proposed boxes were next. That is Revenues minus the Operating and Maintenance Expenditures and then what is remaining.

The 23 Actual and the 24 Actual are the unaudited numbers. What was budgeted for 2025 was budgeted at a deficit for the Operating and Maintenance Revenues verses Expenditures.

We are projecting that we are going to come in a little under budget. We are still going to be at a deficit for Revenues verses Expenditures.

The next set of numbers, we add in the Fund Balance and then add what is remaining from the Operating and Maintenance Revenues. Then I added the Grant monies that we get for the different grants that we have. These are one off Revenues for fundings that we have. The Grants

are listed below, and this list has grown significantly since I emailed it to you. This is proposed capital and Grant Projects. I have what is proposed for the year 2026. This will include all the capital projects as well as the Grant Funding items. It is the Revenue that offsets the Expenditure. The other Grant Funding Line is the Revenue for it and the Capital and Grant Projects is the Expenditure.

The total proposed O & M Expenditures for the year, the 9.2 that you see is the number that the 2026 proposed O&M Expenditures. If we divide the number by 12 and multiply it by 2 this is 2 months of O&M at 1.5, 3 months is 2.3, and 4 months, 5 months, and 6 months. The comptroller of the State of Tennessee says that you should have between 2- and 6 months' worth of Emergency Funds saved. This is showing at the end of this Fiscal year the year-end Fund Balance covers your Emergency Funds. As far as Cash you are okay, but we are going into our Fund Balance for Operating and Maintenance costs every year.

When we first met with the Department heads and started the budget process we were at a million-dollar deficit. We worked with the Department Heads and cut costs and did everything we could do to bring the O&M down as low as we possibly could get it. The department heads worked hard to get it to where it is now. If we keep going into the Fund Balance year after year it is not a good thing. There is a lot of Debt in the General Fund. We have a lot of capital projects.

James Bence added: clarification on some of these projects, these are Grant projects that were partially funded and getting grant supplements for their capital acquisitions or projects that the Department Heads proposed they need. At the bottom of the second table there is about 2.8 million capital projects with about a million dollars of funding. There is another million and half to use from the Fund Balance for one-time capital projects. This is why you build Fund Balance to be able to fund those one-time costs but it is something to be mindful of because you can see in that table for the last couple of years we have built the balance up and now the last 2 to 3 years we have consumed some of the fund balance on some of these needed capital projects, capital improvements and grant matches.

Kellie Reed: We will come back next week and have more details, and you will be able to take these books home and study them as well. I have included a list of questions that we are going to touch on. Please move to Section 2, we will start going through the line-item budget. She went through the numbers in Section 2 and 3 skipping back and forth to explain where the numbers are coming from. Property taxes and Property Assessment sheet, this is the total assessed value for the year. Kellie explained how the numbers go in and are calculated. We are at a 96% collection rate currently. Kellie included how much revenue would be raised if the taxes were raised, the value used to show this was 1 penny. Kellie included the rates of every county around Cheatham County and what their tax rates are for 2024. Kellie also included what the cities are within those counties so that there is a comparison. Kellie included 3 sample tax bills and how they would change if the taxes were raised. Kellie set the budget at the current tax rate but gave the council the numbers so they are informed should they decide to increase taxes. Kellie then explained the next section Local Taxes; the projected year end is 6.7 million. For 2026 our proposed year end is 6.6 million. They are proposed rounded down. The next section is building related permits; we calculated this based on a 3-year trend and proposed it at \$ 85,000. Next is intergovernmental, this is where you will see all the Grant monies paid out of. There are notes to describe each line. MTAS sets what we should have a State shared revenues at each year, Kellie included a copy of the State shared publication for reference. Kellie also included her state shared worksheet for comparison. County Firefighters funds are separated out this budget, we normally just lump it all into donations. We get money for the rural fire contract, the firefighter funding, and fire fighter staffing. They are in 3 different line items siu t will be easier for them to track both the fire department and the front office to be sure they receive that money. Next section is Fines; this is mainly for the court fines and costs. The projected year end is also rounded down in this section. When general sessions were removed these numbers decreased. Next section is other; these are mainly in-house collections. Examples are events, music on main, parks revenues and anything the senior center collects, the farmland lease, interest earnings. That will conclude with the revenues and the total on them is 9.9 million is anticipated next year. Kellie went over each department the same and looked at

them as a whole and stated if the council has any questions the department heads are there to answer them. The court department was first; there is a new city hall department suggested by MTAS for better record keeping.

Kellie asked Allen Nicholson to speak on the beatification project. Allen started by stating these 3 (Jamie, Kellie, James and Casey) and the department heads have worked really hard to get the deficit down from where it was to where it is now is unimaginable. The beatification project is something we worked with Amanda Bell on our downtown area. We broke it down in 2 different phases, phase 1 covers from Cumberland Street to Mulberry Street. We are working with the landscape architect. The cost of Phase 1 is \$ 117,000.00 estimated. Phase 2 covers Chestnut Street to Cumberland Street and that cost is estimated at \$ 36,000.00. Phase 1 is the first focal point in front of the courthouse. Next week we will go through the capital list with you so that you are able to say yes or no to any of them. When the beautification gets moved to finance it will decrease the court budget to \$ 297,750.00. Councilman Adkins asked if all the departments could list the salaries and how many employees that will cover for each department. Kellie advised it is difficult to project health insurance and gave the council a breakdown of how health insurance works and why it is difficult to project.

Finance Department: There were a few longevity or bonus pay questions and Kellie and Jamie explained how it paid out and when it is paid out. None of the donation requests were added to the budget, all the donation requests are in section 4. The debt for City Hall is included in the budget. Technology department: big area of interest is rotating out the laptop and desktops and it was cut. There is some debt for the laptops in this budget, and it should be paid off this year. The projected year end is \$ 455,980.00 and the proposed budget for next year is \$ 374,097.00.

Codes Budget: projected year end \$ 393, 067.00 proposed for next year is \$ 340, 730, and the additional employee was cut out of the budget. There are 3 employees in this budget, Allen, Gary, and Alicia. Allen's salary is currently split between Codes and Finance. The current role as Chief of Staff we can take a portion of his salary from water/sewer. The way it will be split is 40% Codes, 40% out of Finance, and 10% out of water and 10% out of sewer. Alicia's salary will be 75% out of codes and 25% out of the I.T. department. Councilman Smith questioned cutting the additional person from Allen's budget with him taking on the Chief of Staff Role and having a shortage in his department. Kellie advised that the board could decide to add the new position back in if they would like. This will be the third time that he has taken this position out of the budget because other departments needed positions, so he always removed his to help other departments first. The proposed salary for this position with benefits would be approximately \$ 85,000. There are no new positions for any departments, only revamping the current positions we have. Councilman Thompson asked with the new WWTP do we have enough manpower to cover everything. He advised he added to his crew last year to compensate for the new WWTP.

General Government Buildings: this is the new city hall. This is taking money out of, court, finance, and codes to pay for the different things for the new city hall. The one capital item is the AED devices. Jamie thinks the number is a little high and will revisit it to verify. Kellie advised if we get a grant for them, we can amend the budget.

Police Department: Vice Mayor Kerrigan asked why we are getting 3 new police vehicles when we normally get 2. Chief Matlock answered that because of the cars that are up in rotation being administrative cars as opposed to patrol cars they need less equipment so they cost less, and they can get 3 cars for the same price as 2 patrol cars.

Fire Department: The debt that is included in this budget is for the Fire Truck and the New Fire Hall. There are several Grants listed out on various line items. The donation to the Firefighters fund is something the council would decide if they wanted to fund that donation.

Streets Department: The big thing for this department is the new radios. This is due to the 911 dispatch. There is also a multi model in this budget. Councilman Adkins asked about the Bucket Truck. Kellie advised it is a requested capital item. Radios are going to be moved to the water/sewer fund. Allen Nicholson advised why the radios need to get replaced. He serves on

the Cheatham County 911 board; Cheatham County was the last of 9 counties that moved to the new system. THP offered to move us to their radio towers which is going to increase our radio coverage. If we opt not to get onboard, we will have interoperability with other counties that we serve. The equipment we currently have will be obsolete.

Thrive 55 Center; Door replacement is the big item on her budget. Tammany is not there so if there are any questions we will need to ask them next week.

Parks Department: AC is currently down at Summerfest so we will need to ask questions next week also. A couple of things to point out in his budget are \$ 20,000.00 for engineering expenses for the bridge and this is just an estimate for Jason Reynolds to look at the Trail Bridges. We have a couple of Grants. Councilman Adkins asked about the Ballpark Remodel for \$ 200,000.00 and she answered yes. He asked if that is for John's Park? She answered yes and a second ballpark behind the school. If there are any grants obtained, we can come back and amend the budget to reflect any grant money that is applied. Vice Mayor Kerrigan had questions about the Bridge's. There was some discussion about the costs and how to fix some of these items in the most economical way. There are still some questions about who owns the land to decide on how to fix the bridge that has collapsed.

Kellie reviewed the questions that she gave the council members for next week. Kellie forgot to mention a position that is being revamped in the streets budget. Utility Street Maintenance Supervisor is how it is listed on the pay table. That position was just street maintenance supervisor and is being proposed to take a dual role now. This is Jared's position, and he will be taking over to do what Kevin was doing and now the position will be split into thirds. The salary will be split between Streets, water, and sewer.

The budget was set with no merit raises for employees and no COLA raises. Mayor Greer stated that he would like to see us do whatever possible to balance the budget without raising the property taxes and Vice Mayor Kerrigan agreed and would like to see at least the COLA raise for the staff. Mayor Greer gave a suggestion instead of making a 3% raise is looking at doing a set amount and every employee gets the same amount because some salaries are so much higher than others.

ADJOURNMENT

A motion was made by Councilman Thompson, Seconded by Councilman Smith, to adjourn the meeting. All approved by voice vote and the meeting adjourned at 8:45 p.m.


MAYOR GERALD GREER


CITY RECORDER MARY MOLEPSKE