

# Budget and Audit Committee Minutes

## City of Jackson

10.21.21

### I. Call to order and welcome

Chairman Paul Taylor called the meeting to order. Committee members Mark Johnstone, Paul Taylor, and Ross Priddy were present. Absent were Johnny Dodd, Ron Tharpe, and Andrew Long. In attendance from the City were Bobby Arnold – Finc. Dept., Mayor Conger, and Sandy Maxwell recorded the minutes. The full video of the meeting can be found at <http://www.youtube.com/CityofJacksonTN731> (time-frame reference).

II. **Approval of Minutes:** waiting until November to approve.

### III. Information

#### a. **FY21 Revenue Report - Bobby Arnold (00:27 – 2:36)**

Chairman Taylor asked Mr. Bobby Arnold to give a run-down of the numbers.

**Report:** Mr. Arnold said local sales tax revenues are looking good for July, August, and September; we are at \$6.2 million compared to last year's \$5.6 million. Mr. Arnold did not have the exact numbers for the state sales tax, but the last time he looked, they were favorable and doing even better than local sales tax. Mr. Arnold said the Hotel/Motel tax report from Lori Nunnery is based on a calendar year, so year-to-date, we are at \$1.6 million compared to last year's \$1.4 million. Mr. Arnold also noted that August 2021 was a record number for collections.

#### b. **FY22 Quarterly Review - Bobby Arnold (2:37 – 10:55)**

**Quarterly Report:** Mr. Arnold referred to a hand-out called Quarterly Update. He highlighted a few items from General Fund and the Solid Waste Fund. Mr. Arnold said there are no red flags in the revenues or expenses regarding the numbers. He also said that there are a few things to remember: timing issues, the impact from covid, extensions given to business owners by the state, etc.

### FY22 Budget Amendment Review

**Solid Waste – Recycle Coordinator Position Discussion (11:00 – 14:30)**

Mayor Conger explained this would be a new position within the H & S Department. This person will be responsible for creating a recycling program, writing ordinances, amending old ones, and providing administrative help within the H & S Department. The pay is estimated at \$65,725, which is salary plus benefits. He also reminded everyone that this new position would not impact the Solid Waste Fund budget because H & S are already down employees, and of course, this would have to be approved by City Council.

#### **IV. Business**

- a. FY23 Budget Calendar Discussion (14:34 – 28:12)**
- b. 5-Year Capital Plan Update**
- c. American Rescue Plan Local Government Distribution Planning (*Mayor Conger/Paul Taylor*)**

Chairman Taylor gave everyone a hand-out of the proposed dates and scheduled topics. He asked the committee to continue to think of ways to refine this process. Mayor Conger spoke about some of the uses for ARP money. Mr. Arnold gave some great insight into the details that the State Comptroller's Office shares with municipalities through webinars.

- d. Regular meeting time – 3<sup>rd</sup> Thursday of the Month @ 11:00 AM**
  - i. November 18, 2021**

#### **V. Adjourn**