

Coffee County Commission
Budget and Finance Committee Meeting
Minutes for April 27th, 2023

Members Present: Lynn Sebourn, Joey Hobbs, Laura Nettles, Tina Reed, Holly Jones, Tim Stubblefield, Tim Brown, Missy DeFord, and Dennis Hunt

Members Absent: none

Chairman Sebourn called the meeting to order at 5:00 pm.

The first item of business was approval of the agenda. Commissioner Nettles made a motion to approve the agenda as presented. Motion was seconded by Commissioner DeFord and was approved unanimously.

The second item business was approval minutes. Revised minutes were presented for the dates of Jun 26th, 2023 and March 2nd, 2023. Revisions were to correct misspellings of commissioner names. A motion to approve the group of minutes as amended was made by Commissioner Nettles and seconded by Commissioner Jones Motion was approved unanimously.

Minutes for March 30th, 2023 and April 6th, 2023 were presented as well. A motion to approve the minutes as amended was made by Commissioner Stubblefield and seconded by Commissioner DeFord. Motion was approved unanimously.

The third order of business was consideration of the Coffee County General Purpose School Budget Proposal. Dr. Charles Lawson presented the budget proposal to the committee. Commissioner Hobbs made the motion to approve and the motion was seconded by Commissioner Hunt. The Coffee County General Purpose School Budget was approved unanimously.

The fourth item of business was consideration of the Coffee County Schools Cafeteria Fund. Dr. Charles Lawson presented the Cafeteria Fund to the committee. Commissioner Stubblefield made a motion to approve the Cafeteria Fund and Commissioner Nettles seconded the motion. The motion was approved unanimously.

The fifth item of business was consideration of Coffee County School Budget Amendment #141-2023-4. This amendment applied additional grant funding and use of reserved funds to multiple budget line items. A motion to approve the budget amendment was made by Commissioner Hunt and seconded by Commissioner Hobbs. The motion was approved unanimously.

The 6th item on the agenda was approval of a memo detailing revised fund balance reporting for Coffee County Schools. The revised fund balance reporting details a total fund balance which includes the unassigned fund balance and reserved fund balances. This change is being

made at the request of the Tennessee Comptrollers Office. A motion to approve the fund balance memo was made by Commissioner Reed and seconded by Commissioner DeFord. The motion was approved unanimously.

The 7th item on the agenda was consideration of a starting baseline for the Coffee County FY23-24 Budget deliberations. A motion was made by Commissioner Hobbs to adopt the line items identified as the 2024 Mayor's Proposal as the baseline budget. The motion was seconded by Commissioner DeFord and was approved unanimously.

The 8th item on the agenda was consideration of contributions to other agencies as presented to the joint meeting of the Budget and Finance Committee and the Health, Welfare, and Recreation Committee. Of the items reviewed several were modified from the baseline request in the budget package as follows:

Total contribution line item to the Volunteer Fire Departments was increased from \$310,000 to \$500,000 to be proportionally distributed to the five rural fire departments by the same ratios as the 2024 Basic Formula amounts. Motion by Commissioner Hobbs, seconded by Commissioner Stubblefield. Motion was approved unanimously.

A motion was made by Commissioner Hobbs and seconded by Commissioner Nettles to contribute \$75,000 to the Coffee County Rescue Squad. Motion was approved unanimously.

A motion was made by Commissioner Hobbs and seconded by Commissioner Stubblefield to set the contribution line items for the Tullahoma Senior Citizens Center and the Manchester Senior Citizens Center to \$45,000 each for a total of \$90,000. Motion was approved unanimously.

A motion was made by Commissioner Hobbs and seconded by Commissioner Stubblefield to set the contribution line item for Tennessee Backroads Heritage to \$6,000, to be funded out of the Hotel Occupancy Tax. Motion was approved unanimously.

A motion was made by Commissioner Hobbs and seconded by Commissioner Nettles to set the contribution line items for Manchester Fire Department to \$15,000, Tullahoma Airport Authority to \$16,200, and the Tullahoma Fire Department to \$15,000. Motion was approved unanimously.

A motion was made by Commissioner Hunt and seconded by Commissioner Stubblefield to set the contribution line items for the Coffee County Humane Society to \$10,000 and the line item for the Civil Air Patrol to \$2,500. Motion was approved unanimously.

There being no other business, the meeting was adjourned.