

## Communications Task Force Agenda

Tuesday July 20 4 PM

1<sup>st</sup> Floor Conference Room Washington County Court House

1. Review Progress to date on communications process, focus on News Nuggets
2. Monthly Budget communications process (inclusion of school boards)
3. Incremental funding process. Develop formal proposal sheets.
4. Process for tracking monthly executions.
5. Schedule next meeting.

# Monthly Budget communications process

*Purpose: To provide monthly executive summaries to County Commission.*

- Monthly Budget Top-Line Recap at each Commission Meeting.
  - Recap to be provided to Commissioners as part of packet prior to meeting with scheduled agenda time for review/questions. Mayor & Director of Finance to address. Limit to 15 minutes. (See attached examples of top-line reports).
- Quarterly presentations from every department. Departments that accounts for 10% or more of County Funding Budget. These should be scheduled on a rotating basis and limited to max. 10 minutes each. Copies of presentations should be included in Commissioners packets prior to meeting.

# Examples of suggested Monthly Recap

**Washington County TN Monthly Budget Recap**

2021 - 2022

YTD Inflation Rate

5.40%

Date	7/26/2021
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Month Inflation Rate

5.60%

Account	YAG Final	Current Budget	% to YAG	YTD YAG	YTD Current	% to YAG
School	\$74,123,304	\$76,206,863	2.73%	\$6,176,942	\$6,350,571.92	2.73%
Comments:	\$1.4 M Incremental requested for football stadium improvements at both High Schools					

Account	YAG Final	Current Budget	% to YAG	YTD YAG	YTD Current	% to YAG
General Fund	\$42,492,481	\$43,984,557	3.39%	\$3,541,040	\$3,665,379.75	3.39%
Comments:	\$42,578,000 committed to selected projects.					

**Washington County TN Monthly Revenue Recap**

2021 - 2022

Date	7/26/2021
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Revenue	YAG Final	Budget	% to YAG	YTD YAG	YTD Current	% to YAG	
<b>Total</b>	\$40,206,334	\$43,561,051	7.70%		\$3,350,528	\$3,630,087.58	7.70%
Comments:							

Revenue	YAG Final	Budget	% to YAG	YTD YAG	YTD Current	% to YAG	
<b>Property Tax</b>	\$257,320	\$258,020	0.27%		\$21,443	\$21,501.67	0.27%
Comments:							

**Washington County**  
 Projected Fund Operating Summary  
 For the Year Ending June 30, 2022

#	Fund	Estimated Beginning Fund Balance	Budgeted Revenue	Budgeted Expense	Revenue Over (Under) Expense	Transfers	Estimated Ending Fund Balance	Fund Balance Restrictions	Reserve Surplus (Deficit) per Policy
101	General	18,414,186	41,040,051	44,945,175	(3,905,124)	2,050,000	16,559,062	16,471,556	87,506
116	Solid Waste	191,319	1,598,078	1,746,323	(148,245)		43,074		43,074
122	Drug	325,308	12,000	39,470	(27,470)		297,838		297,838
131	Highway	7,567,262	8,281,537	9,277,025	(995,488)		6,571,774		6,571,774
141	General Purpose School	14,765,124	71,831,001	76,206,863	(4,375,862)		10,389,262	2,286,206	8,103,056
143	School Nutrition	1,766,753	3,067,535	3,663,669	(596,134)		1,170,619		1,170,619
151	Debt Service	6,921,671	13,783,590	13,192,974	590,616		7,512,287	5,173,805	2,338,482
152	Rural Debt Service	253,702	260,000	256,325	3,675		257,377		257,377
171	Capital Projects	8,154,000	1,169,070	7,354,000	(6,184,930)	(2,050,000)	(80,930)		(80,930)
177	Education Capital Projects	2,250,666	6,158,880	8,120,162	(1,961,282)		289,384		289,384
	Totals	60,609,991	147,201,742	164,801,986	(17,600,244)	-	43,009,747	23,931,567	19,078,180
	Employee Health Self-								
263	Insurance	3,865,018	6,890,122	7,132,752	(242,630)		3,622,388	3,566,376	56,012
	Totals	64,475,009	154,091,864	171,934,738	(17,842,874)	-	46,632,135	27,497,943	19,134,192

Washington County Schools FY 2018 Sales Tax Revenue

Sales Tax Receipts Comparison

	2019				2020				2021			
	FY2019 Budget	FY2019 Actual	Budget Variance		FY2020 Budget	FY2020 Actual	Budget Variance		FY2021 Budget	FY2021 Actual	Actual	
			Year/Year	Variance			Year/Year	Variance				
July	1,277,721	1,278,019	298	0.0%	1,290,186	1,344,151	53,964	4.2%	1,313,790	1,395,726	51,576	3.9%
August	1,269,756	1,291,098	21,342	1.7%	1,303,390	1,344,028	40,638	3.1%	1,313,670	1,499,519	155,491	11.8%
September	1,200,971	1,228,130	27,159	2.3%	1,239,822	1,307,238	67,416	5.4%	1,277,711	1,411,795	104,557	8.2%
October	1,239,417	1,291,320	51,903	4.2%	1,303,614	1,361,540	57,926	4.4%	1,330,786	1,382,622	21,082	1.6%
November	1,265,689	1,284,627	18,938	1.5%	1,296,858	1,316,158	19,300	1.5%	1,286,429	1,465,357	149,199	11.6%
December	1,223,547	1,285,033	61,486	5.0%	1,297,267	1,348,576	51,309	4.0%	1,318,115	1,472,357	123,781	9.4%
January	1,283,551	1,328,654	45,103	3.5%	1,341,303	1,373,709	32,405	2.4%	1,342,680	1,510,857	137,149	10.2%
February	1,689,937	1,591,315	(98,622)	-5.8%	1,606,465	1,729,590	123,126	7.7%	1,690,524	1,869,107	139,516	8.3%
March	1,118,396	1,146,808	28,412	2.5%	1,157,726	1,212,601	54,874	4.7%	1,185,211	1,464,509	251,908	21.3%
April	1,155,581	1,156,902	1,321	0.1%	1,167,917	1,202,438	34,522	3.0%	1,175,279	1,610,321	407,883	34.7%
May	1,322,825	1,353,123	30,298	2.3%	1,366,005	1,324,872	(41,133)	-3.0%	1,294,946	1,840,467	515,595	39.8%
June	1,255,808	1,300,134	44,326	3.5%	1,312,512	1,180,591	(131,921)	-10.1%	1,153,924	1,733,652	553,061	47.9%
	15,303,201	15,535,163	231,962	1.5%	15,683,066	16,045,492	362,426	2.4%	15,683,066	18,656,289	2,610,797	16.6%

 Indicates Highest Revenue Month

# Historical Reference



Rick Storey, Trustee  
 Washington County Rate Allocations  
 June 30, 2021

<u>Fund</u>	<u>2014-15</u>	<u>2015-16</u>	<u>2016-17</u>	<u>2017-18</u>	<u>2018-19</u>	<u>2019-20</u>	<u>2020-21</u>
County General	\$0.6771	\$0.6885	\$0.7385	\$0.7385	\$0.7385	\$0.67	\$0.67
Road Upkeep	\$0.1534	\$0.1470	\$0.1470	\$0.1570	\$0.1570	\$0.14	\$0.14
General Purpose School	\$0.7956	\$0.7956	\$0.8256	\$0.8256	\$0.8256	\$0.74	\$0.74
Debt Service	\$0.3237	\$0.3237	\$0.3237	\$0.3237	\$0.4137	\$0.37	\$0.37
Sanitation/Solid Waste	\$0.0300	\$0.0250	\$0.0250	\$0.0250	\$0.0325	\$0.03	\$0.03
General Capital Projects	0	0	\$0.3200	\$0.3100	\$0.2125	\$0.20	\$0.03
Education Capital Projects	0	0	0	0	0	0	\$0.17
<b>Total Property Tax Rate</b>	<b>\$1.9798</b>	<b>\$1.9798</b>	<b>\$2.3798</b>	<b>\$2.3798</b>	<b>\$2.3798</b>	<b>\$2.15</b>	<b>\$2.15</b>

# Budget Request Change Form

Purpose: To document Funding request and impact to Budget items

<b>Washington County Budget Funding Request Change</b>				
<b>Requested Item</b>	Fund \$25,000 to Northeast Tourism			
	<b>Details of Funding</b>			
	Funded via \$20,000 state Grant with \$5,000 match			
	from County. County match from line item 101-58220			
	Airport. Balance now \$70,993			

# Monthly Execution Follow-up Report

*Purpose: To track and document results of Commissions Actions.*

Resolution	21-06-02
Action Item	Commission to meet on 7/26/21 at 4 PM <u>RESOLUTION SETTING SPECIAL MEETING FOR COUNTY COMMISSION TO IDENTIFY WASHINGTON COUNTY'S PRIORITIES REGARDING FUNDS AVAILABLE THROUGH THE AMERICAN RESCUE PLAN ACT</u>
Follow-up	Meeting conducted as planned. Commission directed funding be allocated as below: 35% to Water 10% to Broadband

Resolution	21-06-03	<u>RESOLUTION AUTHORIZING THE DISPOSITION OF WASHINGTON COUNTY SHERIFF'S DEPARTMENT SURPLUS PROPERTY ON GOVDEALS.COM</u>
Action Item	Disposal of surplus items	
Follow-up	All listed items have been sold. Total proceeds from sale \$25,463 which will be added to Sheriff's department income line	

RESOLUTION APPROVING WATER PROJECTS AND AUTHORIZING THE DEVELOPMENT OF TERMS AND FUNDING

Resolution	21-06-05
Action Item	Define funding of Water projects
Follow-up	Pending allocation of full Commission for American Rescue Act funding. Once received, Mayor will identify Grant and State matching opportunities



**Mayor to provide update at next Commission meeting.**