

CLARKSVILLE-MONTGOMERY COUNTY REGIONAL PLANNING COMMISSION

EXECUTIVE COMMITTEE MEETING

MINUTES

MARCH 19, 2013

Regional Planning Commissioners Present:

Mayor Bowers, County Mayor

Mayor McMillan, City Mayor

Mike Harrison, Chair

Bryce Powers, Vice-Chair

Mark Kelly, Alternate for Mayor McMillan

Others Present:

Dr. Ripple, RPC

Audrea Smithson, RPC

Judy Burkhart, RPC

Stan Williams, RPC

Mr. Harrison called the meeting to order at 10:00 a.m. Dr. Ripple then thanked the Mayors for attending today's meeting. He then summarized the 2013-2014 Regional Planning Commission budget stating that it was a flat line request: the same as last year for development services and a drop of about \$8,000 per jurisdiction for the MPO Transportation Planning match. He noted that the County proposed budget was due March 22nd, 2013, before the full RPC board could act on the proposed budget on March 27th and the City proposed budget was due April 1, 2013.

Mayor Bowers asked about employee compensation, and Dr. Ripple explained on page 1 of the handout that the first line – “personal services,” – shows about a \$50,000 increase. Mayor Bowers then asked what the percentage of pay increase breakdown was. Dr. Ripple stated that different employee categories are proposed to receive different percentage of increases. Mayor Bowers then asked for a listing of position salaries. Dr. Ripple responded that the RPC had not provided salaries by “individual” in past years. Mayor Bowers responded that the county departments provided salary by “position” or “classification” and not by individual names.

Mayor McMillan then asked if the salaries were based on the County Salary schedules. Dr. Ripple further explained that the RPC was trying to catch up to the County’s pay schedule: Several employees would have to receive a grade and step increase to remain in line, but would receive no cost of living increase. A few employees would receive a step increase to remain in line for longevity and would receive a cost of living increase. A few employees would receive only a cost of living increase because they were in line with the pay schedule. Mayor McMillan then stated that the City Council also wants to see positions and monies listed, like all other city departments. Dr. Ripple replied that the RPC would provide proposed salaries by position to the City, County, and RPC Board for action. He noted that some positions had only one person and that the individual proposed salary was revealed although the individual was not named.

Judy Burkhart then stated that this is different from how RPC was treated at last year’s budget meetings. The Regional Planning Commission sets the salaries and she wanted to know why the City Council would want to see individual salaries. Mayor McMillan stated that the City Council and County Commission may want to see more information listed than a personal services total.

Mayor Bowers then asked about contracted services and why there was an increase. Ms. Burkhart stated that “Contracted Services” on page 4 were Transportation Monies. She then asked about consultant legal fees. Dr. Ripple answered that the proposed increase was due to employment issues, and a current long pending lawsuit against the Regional Planning Commission – namely the Phillips suit. Further, there had been discussion earlier this year that the City Council might sue the RPC over “Cluster” subdivisions.

Mayor Bowers then asked about money listed for a scanner. Ms. Burkhart stated that previously the office had sent information out for scanning, but would like to begin scanning in office. Mayor McMillan stated the city is looking to reduce paper usage in the city and become green. Dr. Ripple stated that the RPC was trying to catch up to the new phone system of the City. Mayor Bowers then asked about security cameras and Dr. Ripple answered they would be at entrances, inside the interior stairwell, outside the building and for more security inside building.

Page 3

RPC Executive Meeting

March 19, 2013

Dr. Ripple then stated that he would get the Mayors the information requested about the proposed salaries by position classification. He then went on to explain the Residential Development Board and their responsibilities and appointments.

Mayor Bowers then asked if the RPC proposed budget request were flat and if projected revenues were less, how could the RPC increase salaries and capital outlay. Dr. Ripple said look on page 2, line 1 – “unobligated cash balance” – stating the RPC is eating into the cash balance. He further stated that the RPC uses this cash balance for cash flow, particularly when the federal government makes payments on a quarterly reimbursement basis. Dr. Ripple cited the \$40,000 payment to CTS as an example. Mayor Bowers said that the “unobligated cash balance” was like the County’s “Rainy Day Fund”, and asked if the RPC was required to maintain a certain percent by state statute. Dr. Ripple responded that there may be a requirement but he did not have specific knowledge of the requirement. Nevertheless, the RPC was eating into the “cash balance”.

Ms. Burkhart stated that the balance of funds listed is Transportation monies are not refunded and rolled over into a “rainy day” type fund (i.e., “unobligated cash balance”). She noted at the bottom of page 2, that a portion of the “cash balance” was tied to transportation only projects, and to retiree benefits.

Mr. Williams spoke about the MPO money and stated that the MPO website listed different projects. He then thanked Dr. Ripple for inclusion in this year’s budget meeting.

Mr. Harrison then asked for a motion recommendation for approval of the proposed budget to the full RPC Board. Mayor McMillan made a motion for approval. The motion was seconded by Mayor Bowers and carried unanimously.

There being no other business on the agenda, the meeting adjourned about 10:50 a.m.