

CLEVELAND COUNTY BUDGET BOARD

MINUTES

APRIL 11, 2016

The regularly scheduled meeting of the Cleveland County Budget Board was called to order at 10:30 a.m. this 11th day of April 2016 in the Commissioner's Conference Room 200 in the Cleveland County Office Building, 201 South Jones, Norman, by Chairman Rod Cleveland. Tammy Belinson, County Clerk/Secretary, called roll and those present were:

Rod Cleveland, Chairman
Jim Reynolds, Vice-Chairman
Tammy Belinson, Secretary
Rhett Burnett, representing Sheriff Joseph Lester, Member
Rhonda Hall, Member
Harold Haralson, Member
Darry Stacy, Member
David Tinsley, Member

Sheriff Joseph Lester, Member, was absent.

Others present were: Assistant District Attorney Jim Robertson, Linda Atkins, Melinda Duke, Bryan Jenkins, Susan Moffat, Annette Pretty, Bryant Rains, Earl Cox, Judge Stephen Bonner and Christie Morren.

After the reading of the minutes of the Regular meeting of March 14, 2016 and Special Meeting of March 29, 2016 and there being no additions or corrections, Darry Stacy moved that the minutes be **approved**. David Tinsley seconded the motion.

The vote was: Rod Cleveland, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rhett Burnett, yes; Rhonda Hall, yes; Harold Haralson, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

A. Items of Business:

1. Presentations of Fiscal Year 2016-2017 Budgets by Each Department as follows:

- a. District Attorney's Office** – Assistant District Attorney Jim Robertson said the Budget is same as last year.
- b. County Sheriff's Office** – Rhett Burnett, County Undersheriff, briefly discussed that the only change from last year is an increase to purchase a couple of vehicles and some equipment. Courthouse Security's Budget is less this year. Detention will get funding from other appropriated funds to cover the difference. Increases anticipated in medical and food costs, but they have that covered.
- c. County Treasurer's Office** – Jim Reynolds, Treasurer, estimated a small increase this year in the M & O for postage and maintenance agreements. His office is getting new computers on the five-year plan throughout the office.

They have more Cash Funds to put into their budget making their request down 2%.

- d. County Commissioners** – Commissioner Darry Stacy speaking for the Commissioners said that the “D Account” is much less because Emergency Management is out on its own sector. “R Account” slightly increased. “Highway General Funds” slight increase. Some increases in the Personnel Account, due to moving the Project Manager’s salary into that account.

Building Maintenance: There is a slight increase in salary; there is one person moving from part-time to full-time and the other will remain the same.

Emergency Management: Budget includes George Mauldin’s salary in that account. Salary for Rhiana Caldwell is at full-time; however, the county will not move her to full-time unless she gets a grant to fund the entire salary.

Flood Plain Management Training was briefly discussed.

County Audit increased by \$100,000.00, due to retaining a certain percentage in that account. In the past it didn’t take that much, but there is a possibility it will increase this year.

- e. OSU Extension** – Susan Moffat, County Extension Director Development Educator, affirmed that there are not a lot of changes, other than the budget decreased slightly by about \$2,280.00.
- f. County Clerk’s Office** – Tammy Belinson, County Clerk, reported that an increase was due to moving one person from Cash Fund to General Fund in salaries. The Maintenance & Operation is budgeted less than last year.
- g. District Court** – Cleveland County Associate District Judge Stephen Bonner stated that their budget is down substantially. No raises were given last year. They moved people on part-time to Law Library. He said that a donation of equipment to be used in Family Court is made by Republic Bank of Norman and OEC.
- h. County Assessor’s Office** – David Tinsley, County Assessor, said that the biggest change is in salaries because for the last two years they had to pay for the new computer system.
- i. County Court Clerk’s Office** – Rhonda Hall, Court Clerk, presented her budget and added that every year she is asked to move more and pay more out of the Revolving Fund. She said there were two or three categories that did go down significantly.
- j. Free Fair** – No changes from last year’s budget.

- k. County Fair Grounds** – Bryan Jenkins, Fairgrounds Manager, said that there is a difference on Salaries & Benefits this year from last year. One employee received a promotion to Maintenance Supervisor this year. With that, the increase in insurance is about \$9,800.00 difference in Salaries & Benefits from last year. After submitting a budget for Capital Outlay some changes have occurred which resulted in looking at some different options since Fair Grounds now has enough in the Cash Account to cover that and eliminate the Capital Outlay. They were truly blessed with a Cash Account to cover the expenses in heating and air.
 - l. County Election Board** – Bryant Rains, Executive Secretary, said his budget is \$360.00 less than last year in salaries. They have three elections coming up this year and will need extra workers.
 - m. Excise Board** – Tammy Belinson, County Clerk/Secretary, said that they are requiring more training for the Excise Board members.
 - n. County Purchasing Department** – Melinda Duke, Purchasing Agent, said there is not much difference from last year even though the OSU Classes went up and a small increase for salaries.
 - o. County I T Department** – Increase for salaries.
 - p. County Human Resource Department** – Darry Stacy said the budget may increase if needed for computers.
2. Commissioner Cleveland **said there are no updates and discussion** on HR Department at this time. Tammy Belinson said that the search for HR position continues and are conducting interviews this week.
 3. No **updates** were presented at this time from the Purchasing Department.
 4. Rhonda Hall moved, seconded by David Tinsley, to **approve the Transfer of Appropriations** regarding the following:

 - a. From **Assessor, H1A, Assessor Payroll, \$40,000.00 to Assessor, H2, Assessor M & O, \$40,000.00;**
 - b. From **Treasurer, C1A, Personal Services, \$2,000.00 to Treasurer, C1C, Travel, \$2,000.00;**
 - c. From **OSU, E1A, Personal Service, \$10,000.00 to OSU, E3, Capital Outlay, \$10,000.00.**
 - d. From **Sheriff, CFBRE1C-300, Revolving Travel-Detention, \$20,000.00; CFBRE2-300, Revolving Materials & Operations-Detention, \$15,487.95; CFBRE1C, Revolving Travel, \$1,759.18; CFBRE2, Revolving Materials & Operations, \$25,916.38; CFBRE3, Revolving Capital Outlay, \$50,000.00; CFBRE5, Revolving Lease/Purchase, \$2,980.26; to Sheriff, CFBRE1A-300, Revolving Personal Services, \$116,143.77; and**

- e. From **Sheriff, CFB1C**, Service Fee travel, **\$10,000.00**; **CFB2**, Service Fee Materials & Operations, **\$350,000.00**; **CFB3**, Service Fee Capital Outlay, **\$476.92**; **CFB5**, Service Fee Lease/Purchase, **\$2,350.56**; to **Sheriff, CFB1A**, Service Fee Personal Services, **\$362,827.48**.

The vote was: Rod Cleveland, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rhett Burnett, yes; Rhonda Hall, yes; Harold Haralson, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

B. No new business was presented to the Board for discussion.

C. Senate Bill 1405 was discussed during **Board Members** discussions.

D. No comments from the **public** were made.

E. There being no further business to come before the Board, Tammy Belinson moved that the meeting be adjourned at approximately 11:19 am. Jim Reynolds seconded the motion.

The vote was: Rod Cleveland, yes; Jim Reynolds, yes; Tammy Belinson, yes; Rhett Burnett, yes; Rhonda Hall, yes; Harold Haralson, yes; Darry Stacy, yes; David Tinsley, yes.
Motion carried.

(Clerk's Note: Agenda was posted on April 8, 2016 @ 8:11 am.)