

**CITY OF METTER
CALLED MEETING/BUDGET WORKSHOP
MONDAY, MAY 21, 2018
5:30 P.M.**

A called meeting/budget workshop was held at City Hall on Monday, May 21, 2018 at 5:30 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd
Mayor Pro tem Chyrileen Kilcrease
Councilwoman Amy Harrelson
Councilwoman Rashida Taylor
Councilwoman Marsha Colson
Councilman Paul MacGregor
City Manager Mandi Cody
City Clerk Angie Conner
Public Works Director Cliff Hendrix
Chief of Police Robert Shore
Fire Chief Jason Douglas
Finance Manager Cindy Collins
HR/Purchasing Manager Missy Edenfield
Director of Tourism/Business Development Heidi Jeffers
Jerri Goodman, Metter Advertiser

Attending the meeting were the following guests:

Mike Lambert – Metter Firefighter

CALL TO ORDER AND WELCOME

Mayor Boyd called the meeting to order and welcomed everyone.

PLEDGE OF ALLEGIANCE

Councilman MacGregor led the Pledge of Allegiance.

INVOCATION

Councilwoman Colson gave the invocation.

APPROVAL OF AGENDA

Councilwoman Kilcrease made a motion to approve the agenda adding a motion to appoint a delegate for the 2018 GMA Annual Business Meeting and a motion to develop a policy to handle public nuisance complaints not covered by the city's insurance. Councilwoman Colson seconded the motion, and the vote was unanimous.

NEW BUSINESS

Voting Delegate for 2018 GMA Annual Business Meeting

Councilwoman Colson made a motion to appoint Amy Harrelson as the voting delegate for the Annual Business Meeting at the 2018 GMA Annual Convention, Sunday, June 24, 2018 at 3:15 p.m. Councilman MacGregor seconded the motion, and the vote was unanimous.

Public Nuisance Policy

Councilwoman Colson made a motion to direct the City Manager to develop a policy to handle public nuisance complaints not covered by the city's liability insurance up to the deductible of the policy. Councilman MacGregor seconded the motion, and the vote was unanimous.

FY 2019 Budget Discussion

Ms. Cody went over the FY 2019 Budget Approach as follows:

- Identify Vision, Mission, and Constituent's Desired Outcomes = priorities
- Outcome Based to realize priorities
 - *Economic Development
 - *Public Safety
 - *Clean and aesthetically pleasing community
 - *Infrastructure repairs (SPLOST)
- Question: What is Metter's acceptable price of government for the desired outcomes?

Approach:

- Held revenues constant for FY 19, except Sanitation
- Developed Cost Recovery rates for Sanitation
- Moved Hotel/Motel Tax to proper fund
- Presented options in staffing and wages to meet desired outcomes.
- Recommended amendments to authorized personnel where vacant positions could be re-directed to goals.
- Focus on employee development and training
- Developed Financial Policies and Rates that preserve fund balance, develop cost recovery rates, self-supporting enterprise funds, budgets for contingencies, and builds in annual support for equipment replacement and depreciation.

A proposal for balancing the budget:

To Fund:

- Cost of living adjustments for team members
- Continued level of police services
 - *With addition of code compliance efforts
- 2 firefighters per shift
- Additional grounds keeping team member
- Reimburse Fund Balance for FY 18 usage \$41,540
- Provide contingency \$52,289
- Economic development programming
 - *Social Media Presence
 - *Business Development Team
 - *Camera Ready
 - *Georgia Grown Retail Center
 - *Incubator
 - *Grants

Budget Measures:

- Partner Funding Levels to FY 18 levels except for Development Authority to \$50,000
- Increase County Fire Contribution to 50% O&M cost (if County refuses, then reduce staffing to option 1 levels or increase mill by 4 points)
- Increase Sanitation Rates to cost recovery plus 1 mill of "profit"
- 4 mill tax increase

Called Meeting, Monday, May 21, 2018

- Cost recovery rental rates for Depot and Community Center (to make self-supporting)
- Eliminate medical deductible payments for all employees
- **Cost to homeowner - \$316 per year**

Another Proposal = Maintain all rates as is:

Eliminate from FY 18 levels:

\$287,975 expenses to cut positions

Eliminate from FY 19 Proposal:

- Cost of living adjustments
- Continued level of police services
- 2 firefighters per shift
- Enhanced grounds keeping
- Economic development programming
- PLUS Eliminate from FY 18 Levels

Ms. Cody announced that there are fewer revenues to draw from in FY 19.

Decision: Will we budget for Cost of Living Increases for Staff?

- FY 2016: Employee merit increases dropped from 3% max to 1.5% max; no COLA.
- FY 2017: 1.5% merit max; no COLA
- FY 2018: No merit increases; No COLAs; Adjusted some paygrades. Some employees maxed out position.
- FY 2019: assumed no merit and no COLAs
- FY 2019 2.3% COLA = \$42,922

Councilman MacGregor said that he would like to see the lower end salaries brought up. Councilwoman Kilcrease said that we need to look at bringing up the part-time people.

Decision: Will we repurpose existing vacant positions?

FY 19 Proposed Amendments to Authorized Personnel

Current Authorized Position	Amended Position	Current Grade	Proposed Grade	Number of Positions
Visitor Center Operator	Administrative Assistant	12	14	1-1
W/s Supervisor and Streets Supervisor	Assistant Director of Public Works	21 and 18	21	2-1
Meter Reader	W/WW Assistant	12	12	1-1

Decision: Will we make additions to personnel?

FY 2019 Proposed Additions to Authorized Personnel

Proposed Position	Proposed Grade	Proposed Number
Firefighter	15	1
Police Officer*	15	1
Groundskeeper	10	1

Called Meeting, Monday, May 21, 2018

*Police Department overtime has run over \$50,309 for FY 15 and \$40,367 for FY 16. Not adding another officer will result in reduced coverage in order to remain in budget for FY 19.

Councilwoman Kilcrease said that a firefighter and police officer should take precedence over groundskeeper.

Decision: Will we fund partner entities at their requested funding levels?

Partner	FY 18 Funding Level	FY 19 Requested Funding
Drug Task Force	\$8,500	\$8,500
Industrial Development Authority	\$25,000	\$70,000
Airport	\$31,928	\$12,244
Communities in School	\$6,000	\$12,000
Library	\$44,680	\$45,700
Concerted Services	\$0	\$6,000
Tree Board	\$8,200	\$20,900
Totals	\$124,308	\$175,344

The Georgia Constitution prohibits local governments from providing gratuities to people or agencies. Funding must be in exchange for the partner entity providing a legitimate government service on behalf of the funding government.

Councilwoman Colson said that she can't justify any increases. Councilwoman Taylor agreed.

What will we require for the Intergovernmental Funding Levels for services provided to Candler County?

Service	FY 2018
Fire Department	\$175,000
Animal Control	\$0/\$25,000

Fire Cost Differentials SDS

Fire Option 1 = \$559,003

\$175,000 = 31% (34% paid by city tax base)

- 50% = \$279,502
- 60% = \$335,402

Fire Option 2 = \$601,690

\$175,000 = 29% (34% paid by city tax base)

- 50% = \$300,845
- 60% = \$361,014

Animal Control Cost Differential

\$104,389 FY 19 Budget

\$25,000 = 24%

- 50% = \$52,195
- 60% = \$62,633

Decision: Will we implement cost recovery fee levels for sanitation services?

FY 2018 Revenues

\$312,000 Household Garbage
 \$66,690 Yard Waste
\$ 0 Bulk Items Pick Up

TOTAL \$378,690

FY2018 Expenses *projected on averages

\$30,000 Landfill
 \$17,688 Vehicle Maintenance
 \$16,289 Fuel
\$432,240 Personnel

TOTAL \$496,217

(\$117,527) Operations Deficit plus capital and depreciation!

Cost recovery fees for sanitation services:

Residential Package

- One time per week polycart pick up
- One time per week yard waste pick up
- One time per week bulk pick up

Option 1 = Increase from \$17 month to \$25 per month to generate cost recovery.

Option 2 = Increase from \$17 to \$30 per Month to generate 1 mill profit

Commercial Package:

- Three times per week polycart pick up
- One time per week yard waste pick up
- One time per week bulk pick up
- One time per week tire pick up

Option 1 = Increase from \$20 month to \$42 Per month to generate cost recovery.

Option 2 = Increase from \$20 month to \$47 month to generate 1 mill of profit.

Ms. Cody pointed out that sanitation should be an enterprise fund (self-supporting). Councilwoman Kilcrease said she thinks we should go with Option 2. Councilwoman Colson agreed.

Decision: Will we increase rental rates on community facilities to recover cost?

Community Center (\$10,934) deficit \$17,934 FY 19 Projected Expenses

Metter Depot (\$2,801) deficit \$11,301 FY 19 Projected Expenses

\$125 for the large room; \$50 for the small room.

\$250 for one day; two days \$375

67 rentals per year

30 rentals per year

Fee recovery = 277 per rental (assuming 67 rentals)

Fee recovery = \$377 per rental (assuming 30 rentals)

Councilwoman Kilcrease agreed that stuff must be done to the buildings, but she didn't agree on going up on the Community Center fees. She said that a lot of the African American Churches use this facility because they don't have social halls. Councilwoman Taylor said that if we go up on rental fees then the buildings need to be updated. Councilwoman Colson said that we need to consider going up on both rental fees according to the market rate.

Decision: Does Metter need to increase property taxes?

- 1 mill of property tax in Metter equates to approximately \$75,000 in general fund revenue
- 1 mill of increase equates to \$40 increase on homeowner's tax bill for \$100,000 fmv home.
- FY 18 saw first tax rate increase in more than 20 years (7.958 to 9.99)

Ms. Cody asked council to consider the following:

- What priorities would council like to see funded?
- What revenues is Council willing to increase?
- Are there expenditures or recommendations that you wish to reject?
- Does Council wish to see the fund balance contributed to?
- Does Council wish to have a contingency fund for general operations?

Ms. Cody reminded council that there are fewer revenues to draw from in FY 2019.

Councilman MacGregor recommended a 2 or 3 mill increase; taking out the \$25,000 for the IDA and using Option 1. Councilwoman Harrelson suggested using the cost recovery on sanitation for FY 2019 and picking up the rest of it next year. She suggested a 5 mill

Called Meeting, Monday, May 21, 2018

increase and the cost recovery for sanitation. Councilwoman Kilcrease agreed with increasing the millage rate.

Ms. Cody said she would run some numbers according to council's request. Another called meeting/budget workshop was scheduled for Wednesday, May 23, 2018 at 11:00 a.m.

ADJOURNMENT

After no further discussion, Councilwoman Taylor made a motion to adjourn the meeting. Councilwoman Colson seconded the motion and the vote was unanimous.

The meeting was adjourned at 6:45 p.m.

Angie Conner, City Clerk

Edwin O. Boyd, Mayor