

**CITY OF METTER  
CALLED MEETING  
WEDNESDAY, MAY 29, 2019  
5:30 P.M.**

A called meeting was held at City Hall on Wednesday, May 29, 2019 at 5:30 p. m. in the Council Chambers.

Attending the meeting were the following officials:

Mayor Edwin O. Boyd  
Councilwoman Amy Harrelson  
Councilwoman Chyrileen Kilcrease  
Councilwoman Rashida Taylor  
Councilman Brandon Sikes  
Councilman Paul MacGregor  
City Manager Mandi Cody  
City Attorney Brent Carter  
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  
Carvy Snell, Metter Advertiser

Attending the meeting were the following guests:

Wayne Culbertson

**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**

Councilman Sikes gave the invocation.

**APPROVAL OF AGENDA**

Councilwoman Kilcrease made a motion to approve the agenda adding item h: Presentation by Chief Robert Shore on changes to the pursuit policy and item i: Motion to waive adoption fees at the Metter Animal Shelter thru June 30, 2019 and moving the existing items h and i to j and k. Councilman MacGregor seconded the motion, and the vote was unanimous.

**NEW BUSINESS**

**Executive Session**

Councilwoman Kilcrease made a motion to go into executive session with legal counsel regarding proposed or potential legal action. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Resolution – Metter Fire & Rescue**

Councilwoman Kilcrease made a motion to approve a resolution transmitting the intended operating and capital budgets for the City of Metter Fire and Rescue Department to the Candler County Board of Commissioners as required by the 2018 Service Delivery Strategy. Councilman Sikes seconded the motion, and the vote was unanimous.

**Resolution – Call for Election**

Councilwoman Kilcrease made a motion to approve a Resolution to provide for the Call of the 2019 General Election of the City of Metter, Georgia: to provide for the qualifying fees and dates and times to qualify for City Council Seat 1 District 1, Seat 3 District 1, and Seat 5 District 2; to provide for the appointment of the Candler County Probate Court Judge as the Elections Superintendent to include a \$1,500 stipend and to provide for the appointment of the City of Metter City Clerk as qualifying officer. Councilman MacGregor seconded the motion, and the vote was unanimous.

**Bid Award – Roy’s Roofing**

Councilwoman Kilcrease made a motion to approve a recommendation by Public Works Director Cliff Hendrix and HR/ Purchasing Manager Missy Edenfield to award a bid in the amount of \$62,000 to Roy’s Roofing for roof repairs to the Lillian St. facility to be utilized by the public works department. Councilman MacGregor seconded the motion, and the vote was unanimous. This will be paid with SPLOST funds.

**Bid Award – Central Fence**

Councilwoman Kilcrease made a motion to approve a recommendation by Public Works Director Cliff Hendrix and HR/Purchasing Manager Missy Edenfield to award a bid in the amount of \$12,914 to Central Fence for fence installation at the Lillian St. facility to

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be utilized by the public works department. Councilman MacGregor seconded the motion, and the vote was unanimous.

### **Bid Award – All Clean**

Councilwoman Kilcrease made a motion to approve a recommendation by Public Works Director Cliff Hendrix and H/R Purchasing Manager Missy Edenfield to award a bid in the amount of \$84,788.88 to All Clean for mold remediation at the Lillian St. facility to be utilized by the public works department. Councilman MacGregor seconded the motion, and the vote was unanimous.

### **Request to Close Street – Metter Chiropractic Center**

Councilwoman Kilcrease made a motion to approve a request made by Metter Chiropractic Center to close N. Rountree St. from N. Broad St. to S. Broad St. on June 22, 2019, from 8 a.m. to 3 p.m. for Kids Day. Councilman MacGregor seconded the motion, and the vote was unanimous.

### **Presentation by Chief Robert Shore on Pursuit Policy**

Chief Shore presented an updated pursuit policy, which is in the City of Metter Police Department Standard Operation Procedures, Chapter 12 – Vehicle Operations. This policy was updated as recommended for state certification.

### **Waiver of Adoption Fees Metter Animal Shelter**

Councilwoman Kilcrease made a motion to waive adoption fees at the Metter Animal Shelter through June 30, 2019. Councilman MacGregor seconded the motion, and the vote was unanimous.

### **Water Rate Study – University of North Carolina**

City Manager Mandi Cody and Public Works Director Cliff Hendrix gave a presentation on the water rate study performed by the University of North Carolina.

Ms. Cody stated that the priorities for FY 2020 are as follows:

- Eliminate Brown Water
- Repair and Maintain Infrastructure
- Financial Stability through cost recovery

### **Current Water Rates for Inside/Outside; Residential & Commercial**

- Base Charge: Monthly \$9.00 includes consumption of the first 1000 gallons
- Rates: Increasing block to support conservation
- Residential and Commercial are the same.

<b>\$9.00 Base Plus</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$2.30	1,001 – 3,000
	\$2.76	3,001 – 10,000
	\$2.88	10,001 – 20,000
	\$3.11	20,001 – 30,000
	\$3.31	30,001 – 40,000
	\$3.57	40,001 plus

**Current Sewer Rates for Inside/Outside; Residential & Commercial**

- Base Charge: Monthly \$9.00
- Rates: Increasing Block to support conservation
- Residential and Commercial are the same.
- Affordability Factor = 2.39% median household income.

<b>\$9.00 Base Plus</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$2.36	1,000 – 3,000
	\$3.05	3,001 – 10,000
	\$3.17	10,001 – 20,000
	\$3.40	20,001 – 30,000
	\$3.63	30,001 – 40,000
	\$3.86	40,001 plus

**Proposed Rates: Residential (Inside & Outside)**

- Base Charge: Monthly \$40
- Rates: Increasing Block to support conservation
- Affordability Factor = 3.86% median household income

<b>Water</b>		
<b>\$20.00 Base Plus (includes 1,000 gallons)</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$3.00	1,001 – 3,000
	\$4.00	3,001 – 10,000
	\$5.00	10,001 plus
<b>Sewer</b>		
<b>\$20.00 Base Plus (includes 1,000 gallons)</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$3.25	1,001 – 3,000
	\$4.25	3,001 – 10,000
	\$5.25	10,001 plus

**Proposed Rates: Commercial (Inside & Outside)**

- Base Charge: \$40
- Rates: Increasing Block to support conservation
- Affordability Factor = 3.86% median household income

<b>Water</b>		
<b>\$35.00 Base Plus (includes 1,000 gallons)</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$3.00	1,001 – 3,000
	\$4.00	3,001 – 10,000
	\$5.00	10,001 plus
<b>Sewer</b>		
<b>\$35.00 Base Plus (includes 1,000 gallons)</b>	<b>Price per 1,000 gallons</b>	<b>Usage</b>
	\$3.25	1,001 – 3,000
	\$4.25	3,001 – 10,000
	\$5.25	10,001 plus

**Proposed Water Rates FY 20 – FY 24: Residential**

	<b>Current FY 19</b>	<b>FY 2020</b>	<b>FY2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Base Rate	\$9.00	\$20.00	\$24.00	\$26.40	\$27.19	\$28.01
1,001 – 3,000 Gallons	\$2.30	\$3.00	\$3.30	\$3.56	\$3.67	\$3.78
3,001 – 10,000 Gallons	\$2.76	\$4.00	\$4.40	\$4.75	\$4.89	\$5.04
10,000 Plus Gallons	\$3.57	\$5.00	\$5.50	\$5.94	\$6.12	\$6.30

**Proposed Sewer Rates FY 20 – FY 24: Residential**

	<b>Current – FY 19</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Base Rate	9.00	\$20.00	\$24.00	\$26.40	\$27.19	\$29.01
1,001 – 3,000	\$2.30	\$3.00	\$3.30	\$3.56	\$3.67	\$3.78
3,001 – 10,000 Gallons	\$2.76	\$4.00	\$4.40	\$4.75	\$4.89	\$5.04

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10,000 Plus Gallons	\$3.57	\$5.00	\$5.50	\$5.94	\$6.12	\$6.30
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**Proposed Water Rates FY 20 – FY 24: Commercial**

	<b>Current – FY 19</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY 2023</b>	<b>FY 2024</b>
Base Rate	\$9.00	\$35.00	\$42.00	\$46.20	\$47.59	\$49.01
1,001 – 3,000 Gallons	\$2.30	\$3.00	\$3.30	\$3.56	\$3.67	\$3.78
3,001 – 10,000 Gallons	\$2.76	\$4.00	\$4.40	\$4.75	\$4.89	\$5.04
10,000 Plus Gallons	\$3.57	\$5.00	\$5.50	\$5.94	\$6.12	\$6.30

**Proposed Sewer Rates FY 20 – FY 24: Commercial**

	<b>Current – FY19</b>	<b>FY 2020</b>	<b>FY 2021</b>	<b>FY 2022</b>	<b>FY2023</b>	<b>FY2024</b>
Base Rate	\$9.00	\$35.00	\$42.00	\$46.20	\$47.59	\$49.01
1,001 – 3,000 Gallons	\$2.30	\$3.00	\$3.30	\$3.56	\$3.67	\$3.78
3,001 – 10,000 Gallons	\$2.76	\$4.00	\$4.40	\$4.75	\$4.89	\$5.04
10,000 Plus Gallons	\$3.57	\$5.00	\$5.50	\$5.94	\$6.12	\$6.30

FY 2020 – FY 2024 Rate Plan – Assumes

- Stable customer base
- Stable O&M budget
- \$2.3 million CIP financed at 20 years 2.6% (Current GEFA terms) = \$175,260 annual payment
- Projects taken from CIP
- Projects under \$25,000 paid by O&M
- Cash on hand reserved for emergency “fund” balance

**FY 2020 Customer Impact**

**Cost Recovery fees for sanitation services:**

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**Residential Package: \$1.30 per service =\$17/month**

- 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 per month to \$25 per month to generate cost recovery (\$1.92 per service)

Option 2 = Increase from \$17 to \$30 per month to generate 1 mill profit (\$2.31/service)

**Commercial Package: \$1.06 per service \$23/month**

- 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 \$23 month to \$42 per month to generate cost recovery (\$1.94/service)

Option 2 = Increase from \$17 month to \$47 month to generate 1 mill of profit (\$2.17/service)

**Cost Recovery Sanitation**

**FY 2018 Revenues**

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

**TOTAL \$378,690**

**FY 2018 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**

**Present Sanitation Services & Fees**

1414 Residential Services - \$17 per month

- 1 time per week polycart pick up \$14 per month
- 1 time per week yard waste pick up \$3 per month
- 1 time per week bulk pick up \$0

149 Commercial Services - \$20 per month

- 3 times per week polycart pick up \$20 per month
- 1 time per week yard waste pick up =?

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- One time per week bulk pick up

Ms. Cody presented council with some decisions to make:

- Whether to adopt a fire fee within the City of Metter or not?
- If so, what portion of the cost of service should be recovered through the fee?
- If so, which rate structure should be adopted?
- If so, should a credit program be adopted?

Once those decisions are made then we will need to:

- Complete FY 20 Preparation and Adoption
- Educate our citizens
- Set up billing
- Ordinance adoption with FY 20 budget

### **Fire Fee**

A fire fee is a charge for fire services provided by the City Fire & Rescue Department. Under the fire fee, the revenue collected can only be used for fire services to customers. A fire fee is a financing option that provides an equitable, stable and dedicated revenue source to support fire services. In Georgia, fire fees are like water, sewer, or sanitation fees, in that these services are typically funded through user fees.

### **Fire protection fees enable the City to accomplish the following goals:**

- Ensure that residents and business owners receive fire fighting services at the desired service level;
- Continue to fund full time fire fighter positions;
- Ensure that there is adequate funding for operational and training expenditures;
- Enable the City to work to maintain the ISO rating of 4;
- Protect the lives and property of all citizens through emergency response, education and fire prevention.
- Furthermore, the user fee approach is the most fair and equitable way to apportion the cost of delivering fire protection services to the City's customers.

### **Advantages to user fee implementation over property tax**

- Requires business like operation = responsible for efficient and "profit" producing operations
- Dedicated, stable, long term financing source. Doesn't fluctuate with economy.
- Applied directly to user = more equitable
- Reduces burden on General Fund = Reduces burden on property taxpayer
- Can supplement General Fund without tax increase
- Applies equally to all – including tax exempt properties
- Build in cost recovery
- Build in capital and equipment needs to relieve SPLOST demands.



**Fire Service Fee Justification**

- Even if a property does not generate a call for fire service, that property and its occupants still receive benefits
- Immediate Reduction in Property Insurance Cost
- Immediate Benefits in ISO rating
- Availability of fire services
- Increased value and marketability
- Heightened use and enjoyment of the property
- Reduced risk to life and property due to fire

**Potential Rate Structures**

- Flat Rate Residential; flat Rate Commercial
- Square feet of property
- Assessed value of property
- REU with hazard/response multiplier
  - Average size single family residence = 1 Residential Equivalent Unit (REU)
  - Hazard Multiplier based on emergency response demand
  - Fire Fee = (#REU) (Base rate) (multiplier)
- REU based on Fire Flow Demand
  - 500 gpm = average needed fire flow for typical single-family residence
  - 1 REU (Residential Equivalent Unit) = 500 GPM
  - (X REU) (Base Rate) = Fire Fee

**Fire Fee Illustration**

# Exempt Parcels	Percentage Property	Assessed Value Parcels
551		\$24,740,592
# Non-Exempt Properties		
7,277		\$79,036,514
% Exempt Properties		
5,518%		
Residential Units		
5,436	75%	
CR and Industrial Units		
1,590	22%	
\$308,866	COM O&M Fire Dept. Budget FY 20	
\$360,000	COM Capital Budget Fire	
\$720,000	Total	

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**Fire Fee Option**

\$45.99 per property per year = Total O&M Budget

\$91.98 per property per year = Total O&M and Capital

**Property Tax: Facts & Figures**

- 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); FY 19 went to 11.99
- FY 19 balanced by 2 mill tax increase; equivalent of one mill from fund balance; and \$189,000 from CD asset

**Services Supported by Property Tax – General Fund**

- Police Department
- Fire Department
- General Administration
- Finance
- Code Enforcement
- Streets & Lanes – potholes, sidewalks, landscaping, paving
- Events
- Economic Development

**FY 20 General Fund Funding Recommendations**

Revenues	Expenditures	Difference
\$3,076,858.50	\$3,541,361.58	(-\$464,503.08)

**Policy Options to Meet FY 20 Funding**

- Reduce Service Levels = Reducing Staffing – equivalent of entire Streets & Lanes Department
- Increase Property taxes – equivalent of 4.84 mills
- \*Increase Sanitation Rates and transfer cost allocation of \$81,692.10
- \*Implement Fire Fee and relieve \$303,865.50 from General Fund  
\*Result (\$-78,946 = equivalent 1 mill)

**Total Financial Impact to Residential Customer**

- Increase in Sanitation = \$8 per month for cost recovery
- Increase in Water/Sewer = \$22 month increase in base rate
- Increase for fire Fee = \$10 per month?  
**TOTAL = \$40 per month (\$480/year)**

**Total Financial Impact to Commercial Customer**

- Sanitation = \$19 per month cost recovery

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- Increase in water and sewer = \$52 increase of base
  - Increase for Fire Fee = \$10 per month?
- TOTAL = \$81 per month (\$972 /year)**

Mayor Boyd said that it might be appropriate to charge commercial for fire inspections but didn't agree with residents paying for part of that service when they don't benefit from it. We need to look at classes of customers. It is unfair for the residents to subsidize for the commercial. Councilman MacGregor said that a small commercial business can't pay the same as the larger ones.

Councilwoman Harrelson asked for a 5-year history on revenues.

Councilwoman Kilcrease said that she has the same opinion from the last workshop; we are going to have to do what we need to do to make it work.

Ms. Cody commented that we will have to work on a new budget schedule.

### **ADJOURNMENT**

After no further business, Councilwoman Kilcrease made a motion to adjourn the meeting. Councilwoman Harrelson seconded the motion, and the vote was unanimous. The meeting was adjourned at 8:30 p.m.

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Angie Conner, City Clerk