

## **MINUTES**

### **FORSYTH CITY COUNCIL**

#### **SPECIAL CALLED 2010 PROPOSED BUDGET MEETING**

**JANUARY 19, 2010**

The Forsyth City Council met on Tuesday, January 19, 2010 at 4:30 PM to review the proposed 2010 budget.

Present for the meeting was Mayor Tye Howard, Councilmembers Mike Dodd, Jo Anna Banks, Desi Hansford, Eric Wilson, and Melvin Lawrence. Also present was City Administrator, Greg Popham; City Clerk, Janice Hall; City Bookkeeper, Geri Proctor; and City Financial Consultant, Charles Grinstead. Department heads, employees, and contractors Alvin Randall, Pat Wright, Steve Butler, Walter Carter, Art Phillips, Johnny Hodges, Wade Kite, Brandon Walker, and Laurie Pippin were also present.

Mr. Popham reviewed the process that has taken place up to this point which included several meetings with the department heads and with the Mayor. Mr. Popham reviewed the narrative previously provided to the Mayor and City Councilmembers regarding the changes and requests included in the proposed 2010 budget. Mr. Popham stated that a new report of the revenues and expenditures has been created for council to use as an overall review. Mr. Popham presented the department heads with the opportunity to review target areas within their respective departments.

**Alvin Randall** – Mr. Randall reviewed the reorganization of the public works department which will increase efficiency; stated that the City must deal with the landfill issues this year; would like to purchase a leaf collection system by the end of the year as the one we have is beyond repair; purchase an additional ZTR mower for the cemetery department; and move forward on the cable system security especially in the apartment complexes and make improvements at the headend.

**Walter Carter** – Chief Carter reviewed that the 2010 budget includes the addition of one new position and the fulfillment of a vacant position within the fire department; replacement of

turnout gear for employees; education materials for school children; and the purchase of equipment that is not included in the SPLOST funds.

**Johnny Hodges** – Mr. Hodges reviewed that the 2010 budget includes payroll for a full staff and he would like to see his department back to full staff soon; purchase of a ditch witch to save money due to city employees being able to complete underground service work rather than having to contract out the work; purchase of vehicles for the meter reader department; and need to build a place to store the equipment rather than having to leave the equipment in the open.

**Art Phillips** – Chief Phillips reviewed requested changes within his department.

**Laurie Pippin** – Mrs. Pippin thanked council for considering all areas of the Better Hometown department particularly the personnel. Mrs. Pippin stated that this will be the second year that the BHT assistant position has been funded through a Temporary Personnel Agency.

Mr. Popham thanked the department heads for their input in the process and their statements tonight on the items included in their budgets. Mr. Popham asked Mrs. Hall to comment on the proposed budget. Mrs. Hall reviewed the requirement of the transfer to the General Fund from the Combined Utility Fund. Mrs. Hall stated that the City is required to have a balanced General Fund and there are not adequate revenues to cover the \$4.5 million expenses within the General Fund. Mrs. Hall stated this transfer has always been required to balance the General Fund. Mrs. Hall stated that a new line item for “retirees insurance” has been created as an administrative function due to the number of employees that have taken the early retirement and the number of employees that the City continues the \$15,000 life insurance coverage on after 10 years of service. Mrs. Hall reviewed the new summary report that has been created and explained how to read the report.

Mayor Howard stated that he appreciates the hard work everyone has put into the proposed budget. Mayor Howard also thanked the department heads for their management of their 2009 budgets. Mayor Howard reviewed the decrease in income interest over the last four years.

Mr. Lawrence thanked the department heads for their work and stated that he is glad that no City employees had to be laid off in 2009.

Mayor Howard began a line item review of the proposed 2010 budget beginning with the General Fund Revenues then the General Fund Expenditures. Items pointed out for additional review were:

- Fine & Forfeits revenue
- Insurance coverage for employees that quit or retire after 10 years of service was reviewed. This is \$15,000 life insurance that reduces at age 65 and again at age 70.
- Discussed whether leaf truck system should be charged to cemetery department or street department. Mr. Randall stated that it is primarily used by the cemetery department.
- Need to include funds for resurfacing and striping of city streets in addition to the SPLOST funds.
- Discussed need to maintain a list of repairs within the public works department. Mr. Randall stated that a daily detail accounting report by team has been created.
- Reviewed what is included in the \$100,000 for the landfill – currently includes monitoring, grinding, and maintenance of methane and groundwater.
- Reviewed the bottom line of the General Fund will require a transfer from the Combined Utility Fund of \$930,711.

Due to the time, it was decided by general consensus that an additional meeting will be scheduled to review the Combined Utility Fund proposed 2010 budget.

Mr. Wilson asked what is going to be done with the cable system. Mayor Howard stated that the cable system needs to be discussed at a meeting with sufficient time for review.

The meeting was adjourned at 6:45 PM.

Submitted by:

Janice L. Hall, City Clerk