

**CITY COUNCIL BUDGET WORKSHOP
CITY OF GEORGETOWN, SC
MAY 8, 2008**

Notices of this meeting have been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.

A City Council Budget Workshop was held this date in the Council Chambers at City Hall with Mayor Lynn Wood Wilson presiding.

MEMBERS PRESENT:

	Mayor Lynn Wood Wilson	
Mayor Pro Tem Brendon M. Barber, Sr.		Councilmember Jack M. Scoville, Jr.
Councilmember Rudolph A. Bradley		Councilmember Clarence C. Smalls
Councilmember Paige B. Sawyer, III		Councilmember Peggy P. Wayne

Councilmember Scoville arrived at 5:37 PM.

ALSO PRESENT:

Mr. Steven E. Thomas, City Administrator
Ms. Ann U. Mercer, City Clerk

DEPARTMENT HEADS:

Mr. Glen Dixon, Fleet Maintenance Superintendent
Mr. Paul A. Gardner, Chief of Police
Mr. Sterling Geathers, Public Works Director
Mrs. Katrina Lawrimore, Director of Kaminski House Museum
Mr. Alan Loveless, Electric Utility Director
Mrs. Jessica Miller, Finance Director
Mr. Lane Mixon, Manager of Water/Wastewater/Stormwater
Mrs. Sabrina Morris, Director of Development
Mr. Joey Tanner, Fire Chief
Mr. Keith Wilson, Keep Georgetown Beautiful Executive Director

NEWS MEDIA

Georgetown Times – Tommy Howard

Mayor Wilson opened the City Council Budget Workshop at 4:00 PM.

Call to Order

Mrs. Jessica Miller rendered the invocation and led the pledge of allegiance.

Invocation and Pledge

Chief Paul Gardner announced that Thomas Tindal who was a police officer with the City of Georgetown was inducted into the Law Enforcement Hall of Fame yesterday in Columbia. While searching the archives of police history on Officer Tindal, the Chief came across a 1975 picture of Councilmember Smalls who was the first recipient of the Optimist Officer of the Year. The picture was presented to Councilmember Smalls. Mayor Wilson congratulated Mayor Pro Tem Barber on his appointment as Chairman of the Board of Directors of AMI.

Mayor Wilson called for a motion to adjourn City Council Budget Workshop and go into Executive Session pursuant to 30-4-70(a)(1) to discuss personnel wage and compensation plan. Mr. Tommy Howard, reporter with Georgetown Times, addressed Mayor and pointed out that Executive Session is designed for personnel matters relating to an individual and he believes this is a review of a compensation plan and not of an individual and doesn't believe that it is appropriate to use in Executive Session. Mayor Wilson asked Mr. Steve Thomas to respond. Mr. Thomas said 'we are reviewing individual compensations.' With that, Mayor Wilson called for the motion.

COUNCILMEMBER SAWYER MOVED TO ADJOURN CITY COUNCIL BUDGET WORKSHOP AND GO INTO EXECUTIVE SESSION PURSUANT TO 30-4-70(A)(1) TO DISCUSS PERSONNEL WAGE AND COMPENSATION PLAN, SECONDED BY COUNCILMEMBER BRADLEY. Mayor Wilson asked for discussion. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 6-0.**

Adjourn Budget Workshop and Enter Executive Session

The Budget Workshop was adjourned at 4:01 PM.

COUNCILMEMBER BRADLEY MOVED TO REOPEN CITY COUNCIL BUDGET WORKSHOP, SECONDED BY COUNCILMEMBER SAWYER. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 6-0.**

Reopen Budget Workshop

The Budget Workshop was reopened at 4:50 PM.

No formal action was taken in Executive Session.

Mrs. Jessica Miller reviewed the details regarding a street sweeping contract with Southco Sweeping. When staff compiled the vehicle maintenance information for Council, one area that stood out was the street sweeping function. After discussing alternatives it was decided to bid out the service. The bid came in at \$66,000 per year. Mrs. Miller referred Council to the information in their packets. In 2001 the City purchased a street sweeper for \$124,000. Since that time \$140,000 has been spent in maintenance cost. Mrs. Miller referenced the street sweeper cost comparison spreadsheet and said if we remain status quo, our cost for next year is estimated to be \$102,000. The price of a new sweeper is \$160,000. Ms. Miller stated the City can keep the sweeper we own and use it when needed. Mr. Thomas added that last year Council approved staff's recommendation to move the street sweeping function to Storm Water Management. If this is contracted out, the employee who operates the equipment would fill an open position in Mr. Mixon's department. He said the recommendation is to keep the street sweeper as a back-up, assign the operator to another position in the public utilities department and contract out the services. The vendor would take on all liability and cost associated with street sweeping. Councilmember Smalls voiced his concerns about the small sweeper being proposed in the bid. He said he has seen it in action and it does not pick up the leaves like the City's sweeper. Councilmember Bradley stated he was not in favor of the contract. Discussions continued. Ms. Miller pointed out if the City is not satisfied with the contracted services we can terminate the contract.

**Discussion on
Street Sweeping
Services**

Mrs. Miller said her plans were to continue with the scheduled presentations in Workshop Two and have Department Heads available to answer any questions Council may have about Workshop One that were not addressed. Mr. Thomas stated we are predicting a very strong finish to FY 07/08 and before the budget is approved he would like to come back to Council and suggest that some serious dollars be allocated toward some road improvements in the City, requesting that DOT and CTC match the funds. At the same time we will continue to strengthen our fund balance.

**Budget
Discussions**

Mrs. Miller referenced the budget calendar schedule for Workshop three as well as a reserve date if needed and first and second readings.

The Monthly Impact Analysis indicates an increase of 2.9 percent, or

2.4 mills, based on the CPI. In order to direct Council on the best way to fund the capital needs, she asked for their consensus relating to the debt millage. The Interfund transfers included the elimination of \$150,000 from Wastewater, \$192,000 from Water and a reduction of \$297,000 from Electric. Mrs. Miller reviewed the revenues and expenditures and directed Council's attention to payroll projections which included a reduction in force based on the fact that positions have been open for some time. Mr. Thomas said he met with every department head and had them reassess their situation.

Councilmember Wayne questioned the personnel cuts in the Kaminski House Museum. Mrs. Miller directed Council to Workshop One notebook. Mr. Thomas stated in his three years experience with the City the Kaminski House operations are extremely well run by Katrina and her staff. In a review of the revenues vs. expenditures, over the last 10 years we are losing an average of about \$200,000 - \$250,000, the last couple of years have been approaching or over \$300,000 a year. We know that it is not intended to be a profit-making center for the City but are trying to determine how we can narrow the gap. Revenue from the store operations and ticket sales for the tours may amount to \$60,000 combined. Do we work on increasing the revenue by more fully developing the Friends of the Kaminski House? Staff's proposal to narrow the gap and free up significant dollars in the Hospitality Fund for other projects and still keep the Kaminski House Museum a viable, vibrant operation follows: two (2) full-time employees, one (1) part-time housekeeper and one (1) part-time paid employee, seek more volunteers; close operations two days a week (Sunday and Monday); trim scheduled tours from seven a day to three a day; quickly phase out store operations and relocate offices from Stewart-Parker House to the store. The Kaminski House Museum day to day operations are funded entirely out of the Hospitality Fund. Special projects have been funded by the Friends of the Kaminski House.

Councilmember Scoville arrived at 5:37 PM.

Mayor Pro Tem Barber pointed out with the economy as it is and gas prices on the rise there may well be a significant impact on the Hospitality Tax based on the average person being able to travel. Mr. Thomas said based on the averages, if the recommended measures are taken there should not be a drastic affect on the level of services. Lengthy discussions continued. Mrs. Miller reminded

**Councilmember
Scoville Arrived**

Council they approved the debt payment on the drainage project would be funded by the Hospitality Tax. Answering Councilmember Bradley's question, Mrs. Lawrimore said in 1994 when the Friends Board was established the bylaws state their purpose is to raise money through membership for the conservation and preservation of the collections only. In the last few years, they have spent thousands of dollars on repairing furniture and on conservation of fabric and furnishings in the house. Councilmember Smalls expressed concerns about cutting personnel at the Museum.

Mayor Wilson called for a short break at 5:57 PM.

Referring to the Waste Management Fund, Mrs. Miller said with the measures taken, we are down \$52,000. This is better than we were last year. Capital items are requested in this Fund and she reminded Council we need to take a look at cash when discussing these versus the budget. She pointed out during previous conversations about Waste Management, staff looked at the proposed Sanitation Ordinance, and the commercial sanitation operations. At present there are other vendors who provide this service (commercial sanitation) to businesses inside the city limits. The City is going to have to take a look at this service and decide what needs to be done to narrow this gap. Mr. Thomas said when it comes to commercial sanitation we should provide all or none of the dumpsters. After closely reviewing the situation and cost associated with the needs to make the commercial sanitation work for all customers, he asked Council to consider allowing the City to contract out this service. Discussions followed. Answering Councilmember Wayne's question, Mrs. Miller said if the City puts this out for competitive bid we would force the vendor to give the best price to the citizens. If service is not satisfactory, the City has some leverage with that vendor.

Councilmember Bradley left the meeting.

Mrs. Miller said the City has done a pretty good job of depleting the cash in the Electric Fund by sustaining operations in the General Fund. Fortunately the transfers have been held the same or reduced. She noted the Electric Fund has some significant capital needs.

Mrs. Miller said the Water Fund is making a little money this year due to the elimination of the transfer to the General Fund. Capital needs are coming up which include clear wells, line replacement in

**Councilmember
Bradley Left the
Meeting**

the Historic District as well as Maryville and more.

Mrs. Miller pointed out two significant capital needs in the Wastewater Fund include upgrade to the Bayview lift station and improvements at the Wastewater Treatment Plant.

Mrs. Miller told Council she has not budgeted anything in the Stormwater Fund at this point for the drainage project. If the money comes through, the budget will be amended on the revenue and expense side. At present, the City has about \$2.5 million of our own money set aside for the project. Money has been set aside by various agencies for qualified expenditure reimbursements. Mr. Thomas said Council will be taking all the information to Washington on Tuesday. Mrs. Miller noted in the Stormwater Utility Fund capital details there is a line item for infrastructure improvements, ditch piping, in the amount of \$20,000. Mr. Thomas said outside the big drainage project, we need to work smaller projects into the budget. When fees are adjusted there will be additional revenue to accomplish this. Councilmember Wayne said she would like for all ditches in the City to be piped and covered.

Mrs. Miller asked if Council had any questions for Department Heads concerning their budgets.

Mr. Thomas said he is still a proponent of once a week garbage pickup. He believes recycling can be encouraged and we can offer the same level of service. He added that his feeling is the 24-hour front desk operation at the Police Department is not necessary. He asked Council to consider a period of experimentation to see how it would work. Mr. Thomas also said city customers should purchase their replacement rollout carts which would give them a much more vested interest in taking care of the cart. Councilmember Wayne disagreed.

Mrs. Miller briefly reviewed the Special Revenue Funds: State Accommodations Tax and Seized and Forfeited. She noted there is a vehicle budgeted in the Seized and Forfeited Fund.

Mayor Pro Tem Barber said the employees have taken hits over the past six years and now the new wage and comp plan places them in the range they need to be compared to other cities. He commended staff and Council.

Mayor Wilson stated one of the members of the Board of Directors

of the Winyah Auditorium Corporation resigned due to time constraints and he asked Council to consider a motion to fill the position if there were no objections. There were none. Mayor Wilson explained Mrs. Barbara Huell was originally appointed to the board but due to time constraints has submitted her resignation. He has asked Alma White if she would serve on the board and she agreed.

COUNCILMEMBER WAYNE MOVED TO APPOINT ALMA WHITE TO THE BOARD OF DIRECTORS OF THE WINYAH AUDITORIUM CORPORATION, SECONDED BY COUNCILMEMBER SAWYER. Mayor Wilson asked for discussion. Mayor Wilson called for the question. THE MOTION WAS UNANIMOUSLY CARRIED 6-0.

Appointment to the Board of Directors of the Winyah Auditorium Corp.

MAYOR PRO TEM BARBER MOVED TO ADJOURN CITY COUNCIL BUDGET WORKSHOP, SECONDED BY COUNCILMEMBER SAWYER AND UNANIMOUSLY CARRIED 6-0.

Adjourn Budget Workshop

The City Council Budget Workshop was adjourned at 6:45 PM.

Ann U. Mercer
City Clerk

DATE APPROVED: 08/21/08
VERIFYING INITIALS: _____

