

**Town of Tyrone**  
**Council Meeting Minutes**

January 17, 2013

**Present:**

Mayor Eric Dial  
Mayor Pro Tem Gloria Furr                      Absent  
Council Member Ken Matthews  
Council Member Ryan Housley  
Council Member Linda Howard  
Town Manager Kyle Hood  
Finance/HR Manager Penny Hunter  
Town Attorney Dennis Davenport  
Town Clerk Dee Baker

**Call to Order, Invocation and Pledge of Allegiance**

Mayor Dial called the meeting to order at 7:00 p.m. The invocation was given by Richard Sharp of Operation Mobilization. The invocation was followed by the Pledge of Allegiance.

**Public Comments:**

Council Member Housley made a motion to approve the agenda.  
Council Member Matthews seconded the motion. Motion was approved 3-0.

**CONSENT AGENDA: All matters listed under this item are considered to be routine by the Town Council and will be enacted by one motion. There will not be separate discussion of these items. If discussion is desired, that item will be removed from the consent agenda and will be considered separately.**

Approval of Minutes, December 20, 2012.

Approval of promotion of Librarian Kathy Kirby into a benefit accruing part-time assistant Librarian position. *Kyle Hood, Town Manager*

Council Member Howard made a motion to approve the agenda.  
Council Member Housley seconded the motion. Motion was approved 3-0.

## **PRESENTATIONS/RECOGNITION:**

Comprehensive Annual Financial Report, June 30, 2012. *Rushton and Company*

Ms. Hunter stated that the 2012 Comprehensive Annual Financial Report (CAFR) is now complete and on the Town's website under Finance.

Mr. John Holden, member of the management team from Rushton and Company gave a presentation on the Audit Report ended June, 2012. He stated that everything went smoothly. He stated that the total net assets were \$13,457,278. \$7.7 million were invested in Capital Assets (Sewer, Roads, Buildings). Restricted net assets were \$505,687, unrestricted net assets were \$5.2 million. Revenues were in excess of \$289,172 which was up from last year due to non-capitalized repairs and maintenance.

He stated that regarding the General Fund, revenues increased \$73,271 about 2.3% due to the Insurance premium tax increase of \$111,849. Expenditures increased \$240,570 due to capital outlay of \$233,932 for Shamrock Park upgrades, stormwater improvements, lights for Handley Park and Police Department septic improvements. A change from the past is the Founder's Day Fund is now reported as a department in the General Fund. Unassigned Fund Balance for FY 2012 is monies the Council can use at their discretion and that amount is \$3,843,680 (15.4 months). Mr. Holden stated that that amount was very healthy, usually they advise cities to have 3-4 months of reserves.

Mr. Holden continued to the Sewer Fund and stated that the operating revenue increased \$20,379, 6.2%. Expenses increased \$30,335, 10.2% due to a sewer mapping project and payments to the City of Fairburn increased \$15,165.

Mr. Holden stated that the Sanitation Fund's revenue increased \$2,582, 0.7%. Operating Expenses increased \$21,313, 6.6% due to the hiring of the Administrative Assistant of \$11,989 and bad debt increased \$7,757.

He added that beginning in FY 2015 Georgia Accounting Standards Board Statement No. 68 will become effective and that all governments will be required to report their unfunded actuarial liability in regards to pensions.

## **NEW BUSINESS:**

1. Consideration and action on approval of a contract with Tyrone Soccer League. *Kyle Hood, Town Manager*
2. Consideration and action on approval of a contract with Tyrone Soccer League. *Kyle Hood, Town Manager.*
3. Consideration and action on approval of a contract with Tyrone Softball Association. *Kyle Hood, Town Manager*

Mr. Hood stated that the amended contracts were sent to Council along with a memo from legal regarding any changes and amendments by section.

Council Member Matthews asked if the fees increased for park use. After speaking with Ms. Patton and organization representatives, Mr. Hood stated that Baseball's flat fee for Tyrone residents only increased by \$300. All three associations were assessed a \$500 increase, based on non-Tyrone teams. He stated that the Town and the associations would split the revenue share from any out-side tournaments that would be held.

Council Member Matthews made a motion to approve all Town sports agreements. Council Member Housley seconded the motion. Motion was approved 3-0.

4. Consideration and adoption of a resolution establishing the date for Town elections and establishing fees and date for qualifying candidates. *Dee Baker, Town Clerk*

Ms. Baker stated that 2013 is an election year for the Town of Tyrone and Council Post's 3 and 4 are scheduled for election. She asked for recommendation to approve a Resolution to set the advertised qualifying fees for the two Council posts. She added that the fee of \$144.00 has not changed and that the dates for qualifying candidates should be on the Fayette County website soon.

Council Member Matthews made a motion to approve the resolution for establishing qualifying fees.

Council Member Howard seconded the motion. Motion was approved. 3-0

5. Consideration of Second Amendment- Valleywood Road IGA with Fayette County. *Kyle Hood, Town Manager*

Mr. Hood stated that the purpose of the amendment to the agreement is for the use of the County's Public Works Department. This amendment will allow for inclusion of the work at the Soccer fields and take the excess dirt from the top of the field and use the dirt on the Valleywood Road project for the easements.

Council Member Howard made a motion to approve the amendment as written.

Council Member Matthews seconded the motion. Motion was approved 3-0.

## **FINANCE REPORT:**

6. Finance Report for the month ended December 2012. *Penny Hunter, Finance Manager*

Ms. Hunter stated that for the month ended December 2012, the Town has completed 50.00% of its budget year. Revenue realized to date is \$1,772,311 against a budget of \$3,629,100; this amount represents 48.84% of budgeted revenue. Revenue is down \$61,020 for the same month one year ago (\$1,833,331 for December, 2011).

Property tax receipts are currently \$115,637 lower than at the end of December, 2011. Business taxes are currently at 87.52% of budget or \$412,286 compared to \$394,397 from the prior year. On December 13, the Town of Tyrone received a check from the Georgia Department of Transportation in the amount of \$66,179.27 for the FY 2013 LMIG Program that was recently submitted by Town staff.

She added that the total expenditures to date are \$1,376,075 (37.92% of budget) compared to \$1,455,407 for the same month one year ago. This is a decrease in overall expenditures compared to last fiscal year of \$79,332.

Of the eight (8) capital projects budgeted, the recreation air conditioning has been completed at \$26,030. In addition, there has been an initial accounting software payment of \$5,625 and several small start-up expenses for the Shamrock Park upgrade and Gateway Signage project. These expenditures put total capital improvement costs up to \$31,795 for a total of 6.16% of budgeted projects.

She ended by stating that the Town currently has 15.42 months of operating revenue for the General Fund in Reserves against 2013 budgeted monthly expenditures of \$302,425.

Mayor Dial asked for clarification on the low property taxes. Ms. Hunter stated that there is a bell-curve and the majority of property taxes arrive in December. She stated that the prior year back taxes were lower than anticipated.

Council Member Howard inquired if the Town had received the December payment from the County for property taxes. Ms. Hunter stated that it has been received, last year the payment was for approximately \$30,000, this year it was only \$12,000.

Mayor Dial stated that once the L.O.S.T negotiations are agreed upon the Town will collect retroactively through January 1.

### **Staff Comments**

Ms. Baker stated that the week of February 4<sup>th</sup> is Severe Weather Awareness Week and that the Emergency Management System will sound a test siren on February 6 at approximately 9:00 am. Captain Pete Nelms, Fayette County Emergency Management Coordinator sent out an email informing us of the importance of weather preparedness.

Ms. Baker informed Council that Occupational Tax renewal notifications were sent out in November for 2013 renewals. She stated that out of 470 businesses in the Town she has received 279 and that she has spoken with Mr. Hood on the compliance process for acquiring these taxes and suggested that a Code Enforcement officer would help with this process. Mr. Hood stated that if the businesses were not in compliance by February 1, a penalty would be assessed.

Mr. Hood stated that there have been requests for upgraded recycling options for residents. Currently residents are provided a small bin for their recyclables. Per Mr. Hood's request, Republic Services presented a couple of options for the residents. Residents could keep the same bin or the Town could amend their current agreement to include; a 65-gallon or 95-gallon

recycling cart. The cost to the Town would be \$1.50 or \$2.00 that could be passed along to the resident. The resident could choose to have the cart annually or quarterly if they find that it is not needed, they can return to using the same small bin. Mr. Hood stated that he would follow up once a census is formed.

Mr. Hood indicated that the Tyrone Baseball Association has had a significant loss. Bert and Tammy Proctor have resigned. The Recreation staff asked that they be recognized for the work they put into the organization. They have volunteered countless hours and dollars to this organization and have volunteered for other Town organizations as well. They will be concentrating on their son's future baseball career.

Mr. Hood stated that he was informed by several staff members, specifically by Beth Vaughn, Environmental Technician that on a recent job related visit to the Library that she was greeted warmly by Ms. Patty Newland the new Library Supervisor. Ms. Newland lead Ms. Vaughn through the Library and was given an update on all programs offered to the Town citizens. Ms. Vaughn felt very welcome and shared her gratitude for choosing Ms. Newland as the new Library Supervisor.

Mr. Hood stated that there is a pay grade discrepancy in the Police Public Safety Clerk, April Spradlin's salary. In order to rectify this he recommended a budget amendment for the next pay period. This issue has been studied since Chief Perkins was in the Interim.

Council Member Housley made a motion to approve a budget amendment of a salary for \$31,512 for April Spradlin Public Safety Clerk.

Council Member Matthews seconded the motion.

Council Member Housley amended his motion to approve a budget increase of Ms. Spradlin's salary of \$915.20 to a new annual salary of \$31,512.

Council Member Matthews amended and seconded his motion. Motion was approved 3-0.

Mr. Hood stated that a City and County Manager's group has been charged with working with the Carl Vinson Institute on personalized training for the governments of the county. The staff would be brought from Athens to the county saving the cities money on classes, lodging and travel. He stated that he would keep Council informed when he receives more information.

### **Council Comments**

Council Member Housley asked Mr. Hood, regarding recycling, can citizens choose what size cart they wish to use. Mr. Hood stated yes, they would have 3 choices, the regular small bin, a 65-gallon or 95-gallon cart. He stated that the regular bin is no charge to the customer, the 65-gallon would cost the Town \$1.50, and the 95-gallon would cost the Town \$2.00 per cart. This charge could be charged to the customer, if the Council chooses.

Council Member Matthews inquired if Republic Services charged by the ton. Mr. Hood stated that he would need to inquire with them.

Mayor Dial stated that regarding the L.O.S.T negotiations, baseball arbitration is scheduled. A judge will decide what the percentage will be. The Town has claimed absentee status.

Mayor Dial proposed that Mr. Hood contact the County prior to the retreat to look at all Tyrone roads for paving, striping, and insufficient shoulders so he can report back for that meeting.

Mayor Dial stated that he spoke with the County Board of Education Superintendent, Board Members, and Tyrone Elementary (TES) PTO chairperson. According to the State, the timeline is as follows regarding the possible closing of Tyrone Elementary School. January 28<sup>th</sup> will be a discussion on cost cuts. On February 11<sup>th</sup> the Interim Superintendent will make a recommendation on what cuts should be made including school closings. On March 18<sup>th</sup> a final decision will be made. Mayor Dial stated that he has asked our State Representative and State Senator to join him meeting with the Interim Superintendent to help him understand why closing TES is not a good decision. School staff and the PTO representative is doing a great job of motivating the public to contact the school and the superintendent. If the FCBOE choose to close 2 schools TES is probably safe, if they choose to close 3 they are not. We encourage the public to respectfully contact the FCBOE and voice their opinions.

### **Public Comments**

Sandra Dow who lives at 355 Swanson spoke regarding the Softball Association agreement. Ms. Dow is a Softball Association board member. She stated that her concern is with the cost to the girls for playing recreation softball. Currently the cost including uniforms is \$130 per girl. Initially when the fees were set the association had 2 teams in each division, now there is only 1 team in each division. If the rates stay the same or continue to increase, the girls are going to pay more. Most families can only allow 1 extra-curricular activity. We need to spend more time on the softball budget, we cannot ask these girls to pay \$250 to play. It is recreation ball, it is hard to ask families to pay that much per child to play. I have had 4 calls asking how to apply for a scholarship. We have also had to cut back on the scholarship fund as well. Going forward, we as a board need to talk with Mr. Hood more at length on the budget. Due to the \$500 increase in travel ball, if we cannot get the travel teams to cover that cost, the remainder will come from softball or the Tyrone Recreation Department that is not fair.

### **Adjournment**

Council Member Howard made a motion to adjourn.

Council Member Housley seconded the motion. Motion was approved 3-0.

Meeting adjourned at 7:50 pm.

By: \_\_\_\_\_  
Eric Dial, Mayor

Attest: \_\_\_\_\_  
Dee Baker, Town Clerk