

**Town of Tyrone
Special Called Budget
Council Meeting Minutes
May 20, 2013**

Present:

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

Also present were Police Chief Perkins and Court Clerk Kathy Bright.

Mayor Dial called the meeting to order at 3:00 p.m. The Invocation was given by Mayor Dial, followed by the Pledge of Allegiance.

Approval of Agenda

Council Member Housley made a motion to approve the agenda.
Council Member Howard seconded the motion. Motion was approved 4-0.

NEW BUSINESS:

1. Discussion on Proposed Budget for FY 2013-2014.

Revenue:

Council Member Furr suggested that money be put into that line item 34.1910 – Elections because two seats are available. Council Member Howard indicated to add approximately \$576.

Council Member Furr asked that line item 37.1004 be changed to read Veterans Park instead of Triangle Park.

Council Member Furr asked for clarification on line item 39.1300 (Residual Equity Transfer). Ms. Hunter explained that \$861,551 was needed from the Fund Balance to balance the FY2013-14 budget.

Personnel:

Chief Perkins identified that public safety was not completely accurate. In the past FY 16.5 officers were approved. Moving forward he stated that it needs to state 17 full time officers with benefits.

Mr. Hood stated that staff removed Dina Rimi (Planning/Zoning) and Beth Vaughn (Environmental) out of Administration to create 2 more departmental budgets, to lower redundancies, their budgets are nominal.

Administration:

Council Member Furr asked for clarification on 52.1100 (Official Administrative) last year we budgeted \$10,000, this year it is \$7,500. Mr. Hood indicated that that amount is for Fayette County's cost to run the election.

Council Member Housley inquired about Building Inspector (52.1204). Mr. Hood stated that has been placed into the Planning Commission line item; 60% of what is received in.

Council Member Furr showed concern about line item 52.1201 (Legal Services) last year \$75,000 was budgeted, it has been lowered to \$60,000 but with the allocations to other departments the total is too high. Mr. Hood stated that staff would work to amend as we go forward. A discussion ensued regarding dividing up legal bills to appropriate departments.

Mayor Dial suggested lowering administrative legal services from \$60,000 to \$55,000 and planning commission legal services from \$20,000 to \$17,500 that saves \$7,500.

Council Member Furr mentioned Engineering Services costs. Discussion ensued. All agreed to reduce line item (52.1205) from \$50,000 to \$45,000.

Council Member Furr started a conversation regarding Travel and Training (52.3500, 52.3600, and 52.3700). Mr. Hood stated that the amount has already been reduced. Discussion continued regarding location of training and costs of individual staff member's classes and the significance of certifications. Mr. Hood stated that if any additional cuts are made from Travel and Training it could hinder someone who needs the training. Council Member Furr stated that \$30,000 is a lot for Training and Travel. Mr. Hood stated that he would research and report back to Council.

Council Member Furr cited that General Supplies/Materials is high across the board. Discussion followed. Ms. Hunter stated that Town Hall makes purchases from a state contract. Council Member Howard suggested making copies for Council packets, 2-sided.

Municipal Court:

Council Member Furr inquired about Building Maintenance (52.2600) for \$3,900. Ms. Bright stated that the Judge's bench needs to be higher for safety reasons, currently only 2 bids have been obtained at approximately \$3,900.

Public Safety:

Chief Perkins stated that line item 52.3202 for \$39,000 (E-911) should be \$0. The new 911 tax district will be paid for by the citizens.

Chief Perkins stated that the Technical Services line item (52.1300) has increased from \$5,000 to \$6,300 to purchase a module that will manage paper and certificate usage, everything will be electronic, therefore saving money.

Chief Perkins specified that line item 52.3226 (Custody of Prisoners) has increase due to Fayette County EMS can no longer transfer prisoners that require medical attention. In turn, line item 53.1002 (Prisoner Supplies) was reduced to \$0.

Chief Perkins stated that long term he wished to upgrade the mobile printers, therefore bringing the printing cost down, that should be less than \$6,000.

Mayor Dial mentioned the fact that if the Town acquires over 50 employees per Obama Care the Town will be required to offer 95% of its employees insurance.

Public Works:

Mr. Hood stated that contact services maintenance has been raised however the CIP line has been lowered. This line item is for small repairs.

Council Member Furr inquired about 52.2200, 2201 and 2202, all (Maintenance) line items and asked if preventative maintenance takes place. Chief Perkins stated that he has seen Public Works performing preventative maintenance on several machines.

Mr. Hood mentioned that 52.2200 is a service contract line item by outsourced contractors and compliant issues toilets and plumbing was offered as an example.

Council Member Furr inquired about line item 52.2206 (Building Maintenance) Mr. Hood stated that that included any repairs to any Town building. Council Member Matthews suggested decreasing the line item to \$22,000. Mayor Dial suggested reducing it to \$25,000.

Council Member Furr asked for the formula for allocating water, natural gas, and electricity. Ms. Hunter explained that the state requires the departments to be completely broken down to show what each department uses. Each bill is broken down by department usage per function and square footage.

Council Member Howard inquired about the owners of Town issued cell phones. Discussion ensued. Mayor Dial gave direction to find answers as to why the Communications line item (52.3200) has had \$0 spent and a budget of \$3,300.

Environmental Planning:

Council Member Furr inquired about line item (52.1300) Technical Services amount of \$10,000. Mr. Hood stated that that is 1/7 of the Administration cost this year, plus GIS maintenance costs (subcontracted services).

Recreation:

Mr. Hood pointed out that the increase in Purchased/Contracted Services is due to a 75% building insurance cost.

Public Library:

Council Member Furr inquired about line item 53.1600, last year \$500 was budgeted, this year there is \$5,500 budgeted. Mr. Hood stated that it is for the replacement of public access computers, they wear out sooner than Administration computers.

Planning Commission:

Mr. Hood gave the example of the individual cost for training and travel for one person. He justified the cost of small equipment (53.1600) due to a projector and screen for the use of Planning Commission and Council meetings.

CIP:

Council Member Furr asked how much of the CIP monies would be SPLOST. Mr. Hood stated that logically other monies will come in such as LMIG and costs could be lower working with the County on projects as well. If the SPLOST passed it could wipe out a considerable amount. Discussion ensued. Discussion included reducing line item #5 (Road Resurfacing) for FY14 due to the monies in the Public Works budget.

Impact Fee:

Ms. Hunter stated that her department is on its third year of sending out letters to the builders regarding the impact fees.

Founder's Day:

Council Member Matthews stated that each year is a struggle competing against Coweta and Fayette County Fairs and football games. He added that the Town will be collecting parking fees this year which could make a difference. Mr. Hood stated that by putting more money into event management such as technical services it could slowly turn around. He ended by stating that Churches have been asked to be included in Sunday's events in order to have more attendees.

Veterans and Shamrock Park:

Council Member Furr asked if the Parks could be separated and requested the balance of money for Veterans Park. Ms. Hunter stated that she would obtain that information.

Adjournment

Council Member Matthews made a motion to adjourn.

Council Member Housley second the motion. Motion was approved 4-0.

Meeting adjourned at 5:15 pm.

By: _____
Eric Dial, Mayor

Attest: _____
Dee Baker, Town Clerk