

CITY COUNCIL MEETING
May 11, 2020 - 7:00 PM
109 SOUTH KING STREET
DEPOT COMMUNITY ROOM

MINUTES

PRESENT: James F. Palmer, Mayor
George R. Crowley, Mayor Pro Tem
Ray Mitchell Denmon, Councilman
Al Edwards, Councilman
Jackie Palazzolo, Councilwoman

ALSO: Paul Worley, City Administrator; Larry Vickery, Utilities Administrator; Sharon Nelson, City Clerk;
George Govignon, City Attorney; Tony Pyle, Police Chief.

1. **Council Meeting Called to Order**
Welcome
Mayor Palmer called the meeting to order and welcomed everyone in attendance.
Invocation
Utilities Administrator Vickery gave the invocation.
2. **Pledge of Allegiance**
Mayor Palmer led the group in the Pledge of Allegiance to the United States Flag.
3. **Amendment or Approval of Proposed Agenda**
Councilwoman Palazzolo made a motion to approve the May 11, 2020 agenda as presented.
Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.
4. **Amendment or Approval of Minutes**
Councilman Edwards made a motion to approve the minutes of the City Council meeting of April 27, 2020. Councilman Denmon gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer announced that the first public hearing of the Fiscal Year July 1, 2020 through June 30, 2021 Annual Operating Budget and Capital Plan will be held at tonight's meeting and the 2nd public hearing will be held on June 8th, at 7:00 p.m.

- B. Mayor Palmer announced that City of Calhoun offices will be closed on Monday, May 25th in observance of Memorial Day.

6. **Council Comments**

Mayor Palmer stated that he would like to dispense with the reading of the April reports as the Department Heads were not in attendance due to the need to continue social distancing. Mayor Pro Tem Crowley made a motion to dispense with the reading of April reports. Councilman Denmon gave a second with all voting aye. Motion approved. Mayor Palmer notified those present that the reports would be made part of the minutes as follows:

- A. Councilwoman Palazzolo submitted April reports as follows:

- 1) **Water and Sewer Operations**

- Water Treatment Plant**

- Total gallons withdrawn: 284,650,000
- Daily average: 9,488,333
- Wells: 0
- Big Springs: 119,600,000
- % produced by Brittany Drive: 42.0%
 - Brittany Dr. daily production to capacity: 33.78%
 - Mauldin Rd. daily production to capacity: 34.38%
 - Rainfall for November – 3.53"

- Waste Water Treatment Plant**

- Treated a daily average of 8.201 MGD, with an average BOD effluent of 5, average suspended effluent of 12, and an average COD of 63.

- Water Distribution & Wastewater Collection**

- 296 work orders completed, 17 new water connections, 16 water service leaks repaired, 13 water main leaks repaired, 0 water services changed to new main lines, 164 meter changes, 40 utility locates called in for work orders, 680 utility locates responses.
- 2,350 feet of Sanitary Sewer Services TV inspected, 413 utility locates completed, 5,450 feet sanitary sewer lines cleaned, 6 new sewer connections installed, 3 sanitary sewer services repaired.

- 2) **Water and Sewer Construction**

- *DUE TO COVID-19 WORK ON NON-ESSENTIAL PROJECTS WERE SUSPENDED FROM APRIL 6TH TO APRIL 27TH**

- 319 Grant Lynn Creek Project- Currently in the planning phase.
- The two inch galvanized line replacement continues utilizing city forces.

- S.R. 156 Water Main Relocation (GDOT/ RR Bridge Replacement @ Ranger) – New Casing and Carrier Pipe has been installed on bridge and tested. Contractor working on waterline segment that will tie into the intersection of Hwy 411
- Ranger 12" Water Transmission Main –This project is under construction. Approximately 99% complete.
- New 2.0 Million Gallon Tank on Pittman Road – Project is 100% complete. Waiting on Transmission Main Project completion to put tank in service.
- Peters Street Phase II Water and Sewer Relocations – Water relocation is approximately 98% complete. Sewer relocation is 100% complete.
- Hwy 41 South Sewer Extension – Contractor continues to work as weather permits. Project approximately 85% complete.
- Georgia Cumberland Academy Force Main & Lifts Station Project- The low bidder for the project has been awarded and contracts are being executed.

Water & Sewer Projects in Development

- North Wall Street and Redbud Road Intersection improvements
- S.R. 136 Water Main Relocation for new Bridges at the Coosawattee River.
- Brittany Drive Standby Generator Grant Submittal
- South Interceptor Flow Study
- Utility Relocation for GDOT roadway improvements at 41 @ Redbud Road
- Buc-ee's Water Line Relocation on Johnson Lake Road

Projects in Engineering Conceptual Design

Sewer

- Blackwood Creek Trunk Sewer Replacement
- Yarborough Street Replacement Sewer
- Louise Ave., Cherry St., and Florence Ave. Sewer Replacement
- Sewer Main relocation for the airport project.
- Old Fairmount Hwy Sewer Extension
- Future extensions of the current Hwy 41 South Sewer Project
- Barrett Road Sewer Replacement

Water

- Bellwood Road Water Transmission Main
- Reeves Station Water Main (replacing existing 6" C. I. with an 8")
- Second Interconnect with Pickens County
- GDOT SR 156/Salacoa Creek Bridges. Scheduled for 2020
- SR 225 8" water main river crossing

3) **Library**

- There are 11,548 library card holders, 0 library visitors, and 106 total circulation.

- There were 0 story time attendance, 0 adult program attendance, 5 new users, 982 e-books, 825 audio books, 0 computer logins, and 12,142 Facebook visits.

B. Councilman Edwards submitted April reports as follows:

1) **Police Department**

- Made 33 cases with 2 DUI's
- Fines collected by Municipal Court - \$15,518
- Issued 22 warnings
- Investigated 17 highway accidents, 21 private property accidents
- Obstruction - 7
- Lethal Weapon Encounter - 2
- Alarm responses - 194
- Miles patrolled: 39,177

2) **Municipal Court**

- Total Court cases- 28
- Court cases dropped- 0
- Number of Bond forfeitures- 0
- Number of Probation cases- 0
- Failure to appear- 0
- Subpoenas served- 0

3) **Fire Department**

Fire Suppression Division

125 Total reported calls for service for the Suppression Division

Dispatched Calls

- 5 Fire Incidents (\$23,100.00 in Estimated Fire damage)
- 0 Overpressure Rupture, Explosion, Overheat (NO FIRE)
- 66 Emergency Medical Services / Rescue (Injuries, Medical, or Fatality)
- 2 Hazardous Conditions Incidents (NO FIRE; Leaks, Spills, Electrical Hazards; All Other Hazardous Conditions without injuries)
- 3 Service Calls (Water Leak; Assist Other Agencies with Non-Emergency Calls)
- 41 Good Intent Calls (Smoke / Odor check; Investigation of Unknown Problem)
- 6 False Alarms or False Calls
- 0 Severe Weather & Natural Disaster
- 2 Special Incident Type (Citizen Complaint; Other)

Additional Fire Department Activities

- Completed routine Dept. maintenance and duties.
- Continued Participating meetings on Covid-19 response protocols and with local agencies (by video conference).

Training Division

CFD completed 377 Total Man Hours of training during the month.

Training consisted of:

Study of Firefighter Line Of Duty Death reports from National Fire Protection Agency
Fire Department Admin training for Covid -19 issues
Firefighter Safety
Ladders
Pump Operations

Fire Inspections - Public Safety Education -Code Enforcement Division

54 Total Reported Activities / Inspections completed during the month.

Inspections / Enforcement

| | |
|----|--|
| 0 | Annual Inspection |
| 2 | New Business Inspections |
| 15 | Requested Inspections |
| 0 | Follow Up, Re-Inspections |
| 2 | Burn Site Inspections |
| 2 | Plan Reviews |
| 0 | Pre-Construction Meetings |
| 0 | Sprinkler Permits Issued |
| 0 | Fuel Tank Permit (Install, Removal or Service) |
| 33 | Consultations |
| 0 | Illegal Burning Citations |

Additional Inspection - Public Safety & Codes Division Activities

- Fox is verifying information on buildings with sprinkler systems for fire protection inside the City of Calhoun.

4) Safety Committee

- The safety committee did not meet in the month of April.
 - Vehicle accidents: 1
 - Workers compensation: 1

C. Councilman Denmon submitted April reports as follows:

1) Public Works

Street Department

1. Completed 23 shop and 19 street dept. work orders.
2. Installed 4 new street signs.
3. Continued the annual leaf cleanup around town.
4. Picked up brush all around town.

Cemetery Department

1. Performed routine maintenance on Fain and Chandler cemetery.

2. Supervised the opening and closing of 8 grave sites.
3. Sold 16 new grave space.

Parks Department

1. The grounds crew picked up litter, mowed, trimmed bushes, hauled garbage to the dump, and maintained records at records room.
2. The maintenance crew maintained designated buildings downtown.
3. Cut trees and brush back on Hughey Street.

Animal Control

- Housed 11 dogs and 4 cats
- Number of dogs adopted: 2
- Number of cats adopted: 0
- Number of dogs rescued: 6
- Number of cats rescued: 4
- Number of dogs reclaimed by owner: 0
- Number of cats reclaimed by owner: 0
- Number of dogs euthanized: 0
- Number of cats euthanized: 0
- Number of warnings given: 14
- Number of bite cases: 1
- Citations issues: 1

2) **Recreation Department**

1. **YOUTH SPORTS:**

Baseball and Softball –

Our 2020 Youth baseball and softball leagues were cancelled due to Covid 19. Refunds totaling \$16,043.00 were issued during the month.

Youth Soccer – Our 2020 Spring Soccer season was cancelled due to Covid 19. Refunds totaling \$12,462.50 were issued during the month.

TOURNAMENTS:

Tournaments scheduled for April 18 and April 25-26 were cancelled.

PROGRAMS:

Chair One Fitness - A live stream of Chair One Fitness was placed on our Facebook page so participants could continue Chair One Fitness from home.

TENNIS – Tennis Center is closed. The courts remain open.

FACEBOOK INTERACTION – Throughout the month we have used our Facebook page to interact with the community. We have held fun contests, posted activities to stay active, shared games and fun recipes all in an effort to keep everyone active while social distancing.

2. PARKS/FACILITIES:

The following tasks were completed throughout the month of March:

- 1-daily upkeep of park – trash, mowing, weeding
- 2-drag ball fields weekly
- 3-maintenance of pool – daily
- 4 –trim tree limbs throughout park
- 5-mulched all flower beds
- 6-windscreen repair on tennis fences as needed
- 7-pressure washed softball tower and Ratner pavilion
- 8-cleaned and sanitized park benches and picnic tables daily
- 9-cleaned and sanitized gym and Tennis center

Facility Rentals:

All rentals were cancelled for the month. \$245.00 was refunded to those that had rented pavilions or indoor rentals at Recreation Center.

3. WEBSITE USAGE:

| | |
|--------------------|--------------------------|
| CalhounRec.com | Facebook |
| Page Views – 1,265 | Reach -5,535 |
| Searched – 2,546 | Post Engagements – 3,594 |
| Posts - 28 | Posts - 33 |
| | Page Views - 59 |

3) Downtown Development Authority

The Historic Preservation Commission approved to sign request and one improvement grant. The HPC gave 5,000 in improvement grants the month of April. Several businesses downtown applied and were awarded the PPP loan from the federal government. Retail and restaurants are continuing to offer curbside pickup. The DDA is encouraging everyone to shop local.

D. Mayor Pro Tem Crowley submitted April reports as follows:

1) Electric Department

- Construction continues on the new residential construction in Madison Garden on Beamer Road and Willow Brook phase 2 on Dews Pond Road, and the new 3,000 amp service for DHM Adhesive on River Street.
- Electrical Engineering continues on the 42 lot Waterside Subdivision on Dews Pond Road and has begun on Gordon County Annex Expansion.

WORK ORDERS IN PROCESS OR COMPLETED FOR APRIL:

| | |
|--------------------------------------|-----|
| • NEWLY CREATED | 44 |
| • COMPLETED AND CLOSED | 42 |
| • CONSISTING OF: | |
| • CAPITAL CONSTRUCTION | 12 |
| • STREET AND SECURITY LIGHTING- | 4 |
| • DISTRIBUTION MAINTENANCE | 6 |
| • OUTAGES / TROUBLE CALLS | 2 |
| • WORK FOR OTHER DEPARTMENTS | 15 |
| • NEW METER SETS | 8 |
| • METER MAINTENANCE/REPLACEMENT | 3 |
| • Electric Locate Tickets Processed- | 285 |

The City of Calhoun's Electrical load for April 2020 is estimated to be about 21 million kilowatt hours (kWh). This is about 8½ million less than APRIL of 2019. Actual numbers will be released by May 20th.

2) Telecommunications

- Work continues on new switch configurations and installation procedures. Started verifying traffic routing.
- Moved switch at Depot into new data cabinet.
- Removed two obsolete engineering servers from Building Inspection data room.
- Built a new server for Finance to support Tyler Content Manager program.
- Created new email group from security group for Police Department.
- Transferred fiber cable to 12 new poles.
- Due to COVIC-19 pandemic, Telecom personnel are still alternating shifts between home and office.
- Opened 28 and closed 26 work orders.

Geographic Information Systems

- Updated the main GIS layers
- Updated City and GIS web sites
- Generated Electric usage reports
- City employee GIS login statistics

- Total logins – 1119
- Top three layers accessed
 - Water – 572
 - Electric - 72
 - Metering – 97
- GIS personnel are mainly working from home during the COVID-19 pandemic.

3) **Building Inspections**

- Issued 45 permits for an estimated cost of \$1,006,298, collected \$11,943 in permit fees. This included 5 new residential, 2 residential remodel, 1 commercial remodel, 1 industrial remodel, 5 residential plumbing, 8 residential electrical, 1 commercial plumbing, 4 residential HVAC, 1 commercial HVAC, 2 commercial electrical, 1 industrial HVAC, and 3 industrial electrical. 135 total inspections.

7. **Public Hearing and Comments**

Announce at this time, public hearings will be held. The public will have the opportunity to make pro and con comments with a ten minute maximum time limit for each side of the matter, with each person giving their name and address. An inquiry should be made to determine if any elected official has filed a disclosure statement regarding ownership or special interest in any of the agenda items. Zoning Land Use Maps on display in Council Chambers for Zoning Advisory Board and Council hearings.

- A. First public hearing of the fiscal year 2020-2021 Annual Operating Budget and Capital Plan for the City of Calhoun and Calhoun City Schools.
 - Mayor Palmer opened the public hearing.
 - City Administrator Worley gave the report on legal requirements and notices stating that all had been met.
 - Mayor Palmer opened the floor for public comments beginning with Mr. Worley. Mr. Worley noted that normally Calhoun City Schools also presents their budget at this time, however due to COVID-19 the General Assembly has not provided a State budget and therefore Calhoun City Schools will be unable to provide a budget at this time. Instead, the School Board will adopt a spending resolution at their next meeting providing for a July budget of 1/12 of the FY20 budget. They may have to do this for August as well. Once the General Assembly reconvenes and presents a balanced budget Calhoun City Schools will be able to present their budget to Council for approval.

Mr. Worley stated that he would like to thank the Department Heads and Finance for all the hard work they have put into this year's budget process. We have put together a very conservative budget on both revenues and expenses for FY21 that begins on July 1st. Due to the unprecedented times of a global pandemic, this budget process has been unique and very challenging. With that said, we are presenting a balanced budget with no millage rate increase proposed. Mr. Worley then reviewed budget items as follows:

Revenues

- We currently have \$15,060,099 in budgeted revenues. Due to the economic shutdown, we had to greatly reduce our projected revenues. Back in February we had projected around \$15.8 million. Fortunately, we have been able to limit our expenditures to be able to still present a balanced budget even with this large reduction in revenues.
- We are currently budgeting property taxes based on the 2019 collections. We budgeted \$1.8 million last year and have \$2,080,000 budgeted for this year. This is a 15.6% increase. This assumption is based on our current millage rate of 2.6 and our current net tax digest of \$869 million. We had a larger than average increase in tax digest value of \$110 million in 2019. We have continued to see healthy growth in all areas including new residential, commercial, and industrial development. We want to stay conservative, so we are not budgeting for a tax digest increase, but I am hopeful we will see one nonetheless. The City will be implementing 100% Freeport starting in calendar year 2021, but that will not affect the FY21 budget.
- Franchise tax and local revenues- this is the 10% transfer from Calhoun Utilities to general government, along with franchise taxes assessed to other local utilities. Due to COVID-19, we are having and will more than likely continue to have reduced electric load. This has a negative impact on the transfers. So we currently have \$3,042,132 budgeted for rents and royalties versus the original projection of \$3,130,478 which is a 3% decrease. Electric and sewer transfers are trending down, but water and telecomm are trending up. Some of the franchise fees portion of the transfers are budgeted to decrease around 5%.
- LOST has been one of the most difficult to predict this year due to the sudden economic shutdown. Pre-pandemic, our LOST was bringing in around \$95,000 per 1%. This equals around \$3,250,000 in yearly collections. We have budgeted LOST for FY21 at \$2,750,000. This would be around \$80,000 per 1%. This \$500,000 reduction is approximately a 15% decrease, which is in line with what I am hearing from other cities as a target. We are hopeful the negative impact on our local economy won't be this bad, but we need to be prepared if it is. We will know more once we see April tax returns. The March sales tax numbers did come in much better than expected.
- Excise taxes- The energy excise tax was trending toward a nice increase, but is another revenue stream negatively impacted by the economic shutdown. We were looking at budgeting a little over \$200,000, but now have \$150,000 budgeted. However, several of our other excise tax line items, such as insurance premium tax and various alcohol taxes, increased to help balance out this loss.
- Even with a very conservative analysis, we are still confident that the license and permit revenue will have a healthy increase over last year's budgeted numbers. For example, general building permits are budgeted at \$135,000 versus last year's \$80,000.

- Hotel/Motel tax: we are budgeting for a 25% reduction as compared to collection rate so far this budget year. FY20 budget is \$853,500 and FY21 projection is \$676,500. It looks like the month of March and April in this year's budget will actually be much worse than a 25% reduction as we had a 38% reduction for March.

Operating Budgets

- On the expenditure side, we currently have \$14,873,860 budgeted expenditures in the general fund. The main contributor of cost increase to this budget is the 9.5% employee health insurance increase. Health insurance is a continual challenge year after year. The health insurance industry trend this year is around a 12.5% increase, so we did come in under the industry trend, but it is still a challenge to fund this large expense when there are so many other needs within the City. To help compensate, the Department Heads have done a good job at cutting other areas of the budget to help mitigate overall costs. To accomplish a balanced budget, this budget has a net of no new employees and no capital expenditures in the general fund. Capital projects will be funded by SPLOST.
- The health insurance increase alone accounts for more than the overall general fund increase. Taking this into consideration, we had a 0.7% increase or approximately \$100,000 total. The health insurance alone is in the ballpark of \$180,000 increase in expenses. Take this and other built in overhead, such as workers comp, retirement, property insurance increases, and utility payment increases, and I think it is obvious that our Department Heads have actually reduced overall spending in areas they can control and limit costs. Couple this with a growing community with a growing demand on public services, and we should all be proud of our current position.
- We currently have \$330,000 budgeted in contingency. By having a healthy contingency fund, it will allow us to wait on any capital expenditures until we are confident the revenues will be there. The contingency funds will more than likely not be utilized until 2021, if available at that time.

General Administration

- This year we only have two employees, instead of three, in general administration. We plan to keep the Assistant City Administrator position vacant at this time.

Building Inspection

- Budget is very similar to last year. We did trim some expense off of our cost estimated for dilapidated housing, which is based on actual expenses this year. We had \$110,000 budgeted for dilapidated housing and we think we will only need \$96,000 based on actual costs. We have demolished 12 homes and approximately 16 have been remodeled.

Airport and Library

- We have a budgeted 3% increase for the Library and Airport allotment.

Police Department

- We have one additional officer budgeted in patrol. Adding the additional officer helped reduce budgeted Overtime for patrol. To help compensate for the new position in patrol, wages and overtime have been reduced in the detective division and special ops.
- We have completed the purchase of a new police fleet, so we have been able to reduce vehicle repairs and maintenance line items.
- New Police Station: This will be a major capital project funded by the 2018 SPLOST. Due to the state wide shelter in place time period, the bidding process for the new Police Station has been delayed. Bid documents should be ready by the end of the month and it could possibly be ready to bid in June. We are hopeful that some construction costs will come down due to the economic slowdown, so we are being patient.

Fire Department

- Firefighter wages decreased slightly but OT increased. We have had several firefighters retire that contributed to the reduced wages, but the trade-off is we have younger firefighters who need more training.
- There is an increase in building repairs due to needed repairs to the burn building on Executive Drive.
- Similar to the Police Department, we have been able to trim some expenses in the vehicle repairs and maintenance due to the purchase of two new fire engines; one was purchased in this budget and the other was purchased in the FY19 budget.

Public Works

- Very similar budget compared to FY20.
- SPLOST has funded some large capital needs in FY20 such as brush truck, street sweeper, and leaf vac is on order.
- Peters Street phase 2 road construction will be underway soon. This project will continue the phase one improvements down to Richardson Road and the bid also includes resurfacing of Peters Street from Richardson Road to Curtis Parkway. This project will finish out the 2011 SPLOST and 2018 SPLOST monies will also be utilized.
- We have recently completed sidewalk replacements on E. Line Street, S. Wall Street, and curb replacement on Forest Heights Drive utilizing 2018 SPLOST funds.
- Solid Waste: The total solid waste budget is at \$858,811. This includes residential pick-up, recycling, landfill closure costs, and brush pick-up. We recommend adding a \$2 per month increase on the extra can fee to generate an additional \$14,000 annually. We currently have approximately 600 extra cans total. Our goal is to have a self-sustaining

solid waste fund that does not need property taxes to supplement. Even with this increase we are still short a projected \$9,731.

Recreation

- Revenue and operating expenses are very similar to last year. The Recreation fund has a total budget of \$1,305,439.
- We have a list of projects/equipment to be purchased with H/M revenue. Disc golf is one new project, walking trail amenities, scoreboard replacements, and entrance sign at Recreation Drive that also could be used for the new Police Station. This will be subject to funding due to the decreasing H/M revenues.
- 2018 SPLOST will fund the new Recreation maintenance facility. It is being designed on the same parcel as the new police station. It should be ready to bid at the same time as the Police Station.

Fields Ferry

- Budgeting \$909,295 in revenues or about a 3% increase as compared to last year due to more golf play.
- Overall golf operational expenses remained relatively flat (\$903k versus \$909k).
- Mayor Palmer then opened the floor for any additional comments.
- There being none, Mayor Palmer closed the public hearing and stated the second public hearing would be held on June 8th and the budget would be eligible for adoption on June 22nd.

8. Old Business

- B. Mayor Palmer read a request from Echota Baptist Church to block the road beginning at the mailbox by the front steps of the church, College Circle, to the stop sign behind the church at Short North Wall Street from 5:00pm to 9:00pm on Sunday, July 12 through Friday, July 17 for Vacation Bible School. The road closure was originally approved for Sunday, May 31st through Friday, June 5th but has been changed due to COVID-19. Councilwoman Palazzolo made a motion to approve the requested change of dates for the road closure. Councilman Denmon gave a second with all voting aye. Motion approved.

9. New Business

- A. Mayor Palmer stated that a motion was needed to move the second meeting in May to May 18th due to the Memorial Day holiday on the 25th. Mayor Pro Tem Crowley made the motion to change the meeting date. Councilman Denmon gave a second with all voting aye. Motion approved.
- C. Mayor Palmer stated a motion was needed concerning a quit claim deed for 12 acres of property located at CG57B-037 on Old Fairmount Highway, between the City of Calhoun and the Development Authority of Gordon County. City Attorney Govignon stated that this was approved a year ago for a senior housing

development. The quit claim deed was dependent on certain tax credits that were not obtained and the deed reverted back to the City. This request is for an updated deed with the same terms. Mayor Pro Tem Crowley made a motion to authorize the quit claim deed. Councilman Denmon gave a second with all voting aye. Motion approved.

D. Mayor Palmer stated a motion was needed to designate a voting delegate representing the City of Calhoun for the annual GMA membership business meeting. The 2020 annual business meeting will be conducted virtually. Information on voting and how to log in to the meeting will be provided in advance to voting delegates. Mayor Pro Tem Crowley made a motion to appoint Councilwoman Palazzolo to be the 2020 voting delegate. Councilman Denmon gave a second with all voting aye. Motion approved.

E. Mayor Palmer gave the floor to Mr. Worley for submission of third quarter financial statements. Mr. Worley submitted the following information pertaining to the third quarter financial statements:

Property Taxes - Taxes are reported at 114% of budget. This is due to the large increase in tax digest value we had for tax year 2019.

LOST - We budget LOST conservatively, not knowing what might happen during a year and as of 3/31/20 it was coming in ahead of schedule. We don't have a full month's sales tax reporting information during COVID-19 to have a good understanding of the effect this will have on our LOST going forward.

Excise Taxes - County Excise tax is at 118% of budget, Liquor Pouring Tax is at 196% and Gas Marketers Tax is at 116% of budget.

Licenses & Permits Revenue - Every tax in this category is coming in at budget or exceeding budget. The real game changer is building permits, which is \$97k more than budgeted.

Charges for Services - Building Permit Plan Reviews are three times the amount budgeted, coming in at \$45k. Maintenance Interdepartmental Revenues have increased, as have Background Check fees.

Other Revenue - We received \$10,963 insurance reimbursement on a police vehicle. We also had reimbursements for worker's compensation and police assistance at the road race.

Mayor and Council - The contingency fund had not been expended as of 3rd qtr, making this department under budget.

Depot - Interdepartmental Services is at 112% of budget, General Supplies is at 104%, Repairs & Maintenance - Building is at 184% and Water & Sewer is at 98% of budget.

Regulatory Inspections - More demolitions were budgeted than will be completed in this year and a vehicle that has recently been moved into their budget has not been purchased yet.

Downtown Development - Interdepartmental work orders are at 143% of budget and Travel is at 202%.

Patrol - Vehicles and equipment have been purchased to complete the fleet.

Fire Debt Service - The City purchased the new Fire truck in the prior year rather than financing, so there is no debt service.

Animal Control - A portion of Dues/Fees has not been paid yet and a smaller portion of Repairs & Maintenance has been utilized.

Highways and Streets - There are several expenditure accounts that are coming in under budget this year. Stone/Gravel, Contractor/Patching, Repair & Maintenance Equipment & Sidewalks, Consulting, Worker's Comp., Streetscape and Wages.

Street Cleaning - Repairs & Maintenance and diesel are coming in under budget.

Street Lighting - We had a \$6k street light accessory expenditure this year that was unexpected.

Traffic Engineering - \$136k for a striping grant was budgeted, but it was not awarded to the City during this fiscal year.

Maintenance and Parks - There was an open position for a portion of the year and this resulted in reduced wages and group insurance.

Cemetery - Worker's Compensation claims is at 615% of budget, or \$20,970. There was \$4,850 of unbudgeted pea gravel and \$3,245 was spent for electrical work on the building, including garage door with keyless remote.

Sale of assets - The majority of this is the sale of police vehicles to go towards equipment purchases for the new fleet.

Investment Income/Loss - All fund investments continue to perform very well.

Transfers In - The transfer in from Electric to write off the Exit 312 Lighting loan of \$182k is reflected here.

Transfers Out - The transfer to Golf for the aerator of \$23k is included with our normal transfers.

- Mayor Palmer gave the floor to Mr. Vickery who submitted the following information pertaining to the third quarter financial statements:

Water/Sewer:

Cost Recovery/Installation - This is budgeted conservatively and we have continued to experience growth.

Permits/Fees/Fines - We had a large installation for sewer of \$159k.

Investment Income/Loss - The investments are doing very well as compared to budget.

Principal - Bond payments will be due in June.

Transfers Out - \$1.4M of transfers out for projects were not budgeted, as the transfers in from restricted accounts were.

Grant Proceeds - We received sales tax refunds from projects of \$32k. The Section 319 grant that is budgeted has not been received. We have just started having expenses on this grant and it will go on into next fiscal year.

Electric:

Miscellaneous Revenues - This includes \$33k for damaged property received, \$10k for an Electric Cities of GA year end settlement and \$25k for relocation of an overhead primary.

Other - We do not write our bad debts off until year end, so this expense will not be reflected until June.

Investment Income/Loss & Meag Trust Account - All investments are doing very well, as compared to budget.

Transfers Out - This includes \$182k transferred to the General Fund to eliminate the Exit 312 Lighting receivable.

Transfers In - This includes \$335k of transfers to Renewal & Replacement that we do not budget.

Telecom:

Sales - Ethernet, Dark Fiber and 512k Internet sales are performing well, as compared to budget.

Internal Service Fund:

Utility Tellers & Customer Service - There was a reallocation of personnel between these departments.

Engineering - One position has been open the majority of the year and another position was open a short time.

10. Other Written Items Not on the Agenda

11. Work Reports

A. Paul Worley, City Administrator stated that he would like to congratulate City Clerk Nelson on her recent designation of Master Municipal Clerk from the International Institute of Municipal Clerks. Mr. Worley also congratulated Councilwoman Palazzolo as a finalist for Teacher of the Year for Gordon County Schools.

B. Larry Vickery, Utilities Administrator had nothing to report.

C. George Govignon, City Attorney had nothing to report.

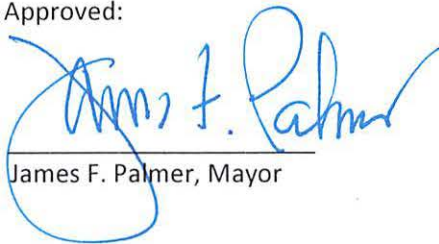
12. Motion to move to Executive Session, if needed

13. Motion to return to General Session

14. Motion to Adjourn

There being no other business to come before the Council, Mayor Pro Tem Crowley made a motion to adjourn. Councilman Denmon gave a second with all voting aye. The motion was approved and the meeting adjourned at 7:42 p.m.

Approved:


James F. Palmer, Mayor

Submitted:


Sharon Nelson, City Clerk





1990

1990

