



**CITY COUNCIL MEETING  
DECEMBER 17, 2018- 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:** Eddie Peterson, City Administrator; Larry Vickery, Utilities Administrator; Paul Worley, Assistant City Administrator; Sharon Nelson, City Clerk; George Govignon, City Attorney; Tony Pyle, Police Chief; Lenny Nesbitt, Fire Chief; Don Colburn, Special Operations.

**1. Council Meeting Called to Order**

**Welcome**

Mayor Palmer called the meeting to order and welcomed everyone in attendance.

**Invocation**

Mayor Palmer 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**

Councilman Edwards made a motion to approve the December 17, 2018 agenda as presented.

**4. Amendment or Approval of Minutes**

Mayor Pro Tem Crowley made a motion to approve the minutes of the City Council meeting of December 10, 2018. Councilman Denmon gave a second with all voting aye. Motion approved.

5. **Mayor's Comments**

- A. Mayor Palmer announced that Calhoun City offices will be closed on December 24<sup>th</sup> and December 25<sup>th</sup> for the Christmas holidays, and January 1<sup>st</sup> for New Year's Day.
- B. Mayor Palmer announced that the special election for State House of Representative District 5 will be held on January 8, 2019 and early voting begins on Monday, December 17<sup>th</sup> and will continue through Friday, January 4<sup>th</sup>.

6. **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 speaking having filed a financial disclosure statement five days prior to the hearing if required, 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. Public hearing of a beer, wine, and distilled spirits pouring license request for Track Side Pizza & Pub, at a location of 116 Park Avenue, by Derrick Williams. Mr. Williams will also be the restaurant manager.
  - Mayor Palmer opened the public hearing.
  - City Administrator Peterson stated that all legal requirements and notices had been met.
  - Mayor Palmer called for comments pertaining to the alcohol license application.
  - There being none, Mayor Palmer closed the public hearing and called for a motion concerning the alcohol license.
  - Mayor Pro Tem Crowley made a motion to approve the alcohol request. Councilman Denmon gave a second with all voting aye. Motion approved.

7. **Old Business**

None

8. **New Business**

- A. City Administrator Peterson submitted the Fiscal Year 2018 4th quarter financial statements. Included in the amendments were changes in the General Fund for continuing cost for legal representation in the on-going Walker case and various other legal issues. Mr. Peterson did note that Glatfelter was reimbursing the City \$57,000 on the Walker case. The Library had some transitional expenses associated with the employees going under the Regional Library umbrella that will partially be reimbursed by the County. The tax department had costs associated with the issuance and release of FIFA's. Costs associated with bringing Golf's cash to a positive amount were also amended. The balance expenses were funded primarily by an increase in the Insurance Premium Tax, Title Ad Valorem Tax, Building Permits and Local Option Sales Tax. The

balance of the increases was funded with savings in the Police Department, Fire Department and Street Department. Other amendments included payments to the District Attorney for their portion of cases closed with funds provided by confiscated assets. Fiscal Agent's fee was paid with additional interest revenues. There was an increase in revenues collected and paid out of the Hotel/Motel Tax Fund. Amendments were also made for accounting of the Peter Street Project, the final payment for phase I of the Recreation Park Expansion project, payments for golf carts, purchase of four car cameras and two body cameras and a speed trailer for the police department. These expenses were paid for with final SPLOST dollar collections, interest collected, and the use of fund balance. Various Water/Sewer project such as roof replacement at chlorine building, bar screens, conveyor and grit system, motor control replacement, chlorine scrubber and 2" galvanized line were also paid with the use of fund balance in the 2005 SPLOST. Amendments were also made to record the budget for the 2018 SPLOST. Councilman Edwards made a motion to approve the requested budget amendments. Councilwoman Palazzolo gave a second with all voting aye. Motion approved (copy attached).

B. Annual business license renewal readings were presented as follows:

- Councilman Edwards made a motion to approve the annual Pawn Business License renewal readings for Title Exchange & Pawn and Kenneth Hand Fast Lane Title Pawn. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.
- Councilwoman Palazzolo made a motion to approve the Beer and Wine Package license for Rainbow #2. Councilman Denmon gave a second with all voting aye. Motion approved.
- Councilman Denmon made a motion to approve the Beer and Liquor Pouring license for Taco House. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

9. **Other Written Items Not on the Agenda**

None

10. **Work Reports**

- A. Eddie Peterson, City Administrator reviewed the November General Government cash reports noting that Energy Excise Tax had been added as a restricted General Fund line item for tracking purposes, and because these monies can be used by the General Fund if needed. He also noted that the Restricted Cash account pertaining to Flipper McDaniel was a road bonding payment. Mr. McDaniel put up cash initially, which has now been replaced by a letter of credit. He also noted that the Revolving Loan Fund now has a balance of \$214,000, which is ideal for the upcoming State reporting.
- B. Larry Vickery, Utilities Administrator reviewed the Utility cash reports noting that total operating revenues are \$4,829,020, total savings and reserves was \$7,883,911 for a grand total of \$12,712,931. Various utilities investments total \$23,041,307. Councilwoman Palazzolo made a motion to approve the cash reports as presented.

Councilman Edwards gave a second with all voting aye. Motion approved (copies attached).

Mr. Vickery also requested council members approve a change to the verbiage of the Utility Rate Schedule to allow for state mandates pertaining to solar energy rates. He noted his department is currently working on changing these rates and will present a resolution in the upcoming months. The verbiage required to meet the legality requirements is as follows: "NOTE: Residential customers under 10kW and Government facilities under 35kW of connected Distributed Generation name plate value are exempt from Stand-by charges until the first 154 kW (0.2% of system kW demand) is connected to the City of Calhoun's electric system." Councilman Edwards made a motion to approve the addition of the required verbiage. Mayor Pro Tem Crowley gave a second with all voting aye. Motion approved.

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

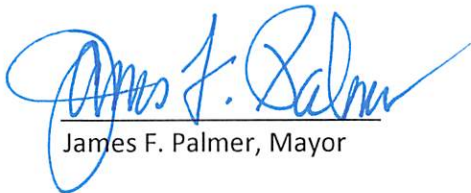
11. **Motion to move to Executive Session, if needed**

12. **Motion to return to General Session**

13. **Motion to Adjourn**

There being no further business to come before the Council Mayor Pro Crowley made a motion to adjourn. Councilman Denmon gave a second with all voting aye. The motion was approved and the meeting was adjourned at 7:18 p.m.

Approved:

  
James F. Palmer, Mayor

Submitted:

  
Sharon Nelson, City Clerk



**City of Calhoun**  
**Budget Amendment- 4th Quarter**  
**Fiscal 2018**

			Original Budget	Revised Budget	Budget Amendment	Amended Budget
<b>Budget Amendment #1</b>						
<b>General Fund</b>						
Title Ad Valorem Tax	1000000	311311	(173,000)	(175,459)	(88,890)	(264,349)
Local Option Sales Tax	1000000	313100	(2,195,000)	(2,238,685)	(110,437)	(2,349,122)
Insurance Premium Tax	1000000	316200	(930,000)	(1,048,800)	(70,936)	(1,119,736)
Building Permits	1000000	322111	(78,650)	(89,325)	(43,401)	(132,726)
Transfer Out-Golf	1101511	611005	81,058	81,058	456,604	537,662
Technical	1101514	521300	14,000	14,000	5,507	19,507
Legal & Auditing	1102650	521201	24,000	139,499	28,552	168,051
Property Insurance	1106180	523102	99	99	1	100
Unemployment Insurance	1106590	512600	-	2,938	2,556	5,494
Interdepartmental Services	1107550	522200	8,000	12,682	4,884	17,566
Regular Employee Wages	1323223	511100	1,445,461	1,445,461	(35,431)	1,410,030
Group Insurance	1323223	512100	348,527	348,527	(31,079)	317,448
Worker's Comp Insurance	1323223	512700	74,773	74,773	(35,991)	38,782
Regular Employee Wages	1353520	511100	1,618,763	1,618,763	(44,730)	1,574,033
Worker's Comp Insurance	1404220	512700	59,216	59,047	(19,739)	39,308
Construction Patching	1404220	531002	35,000	18,254	(17,470)	784

*Budget Amendment #1 accounts for the changes in the General Fund. There were continuing costs for legal representation in the on-going Walker case and various other legal issues. The Electric department assisted with electrical needs for Barbecue Boogie and Blues. The Library had some transitional expenses associated with the employees going under the Regional Library umbrella that will partially be reimbursed by the County. The Tax Department had cost associated with the issuance and releasing of FIFA's. Lastly is the cost associated with bringing the Golf's cash to a positive amount. The balance expenses were funded primarily by an increase in the Insurance Premium Tax, Title Advalorem Tax, Building Permits and Local Option Sales Tax. The balance of the increases were funded with savings in the Police Department, Fire Department and Street Department.*

**Budget Amendment #2**  
**Confiscated Assets**

Sales of Assets-(Non-Taxable)	2103200	392101	(3,400)	(13,205)	(465)	(13,670)
Appropriation-Fund Balance	2103200	399000	-	(38,012)	(13,079)	(51,091)
Payments to the District Attorney	2103200	572025	2,500	2,500	13,544	16,044

*Amendment #2 pays the District Attorney for their portion of cases closed with funds provided by confiscated assets.*

**Budget Amendment #3**  
**School Bond Debt Service**

Interest Revenues	4300000	361000	(13,200)	(13,200)	(550)	(13,750)
Fiscal Agent's Fee	4300000	583000	-	-	550	550

*Amendment #3 accounts for the Fiscal Agent's Fee with additional Interest Revenues.*

**Budget Amendment #4**  
**Hotel/Motel Tax Fund**

H/M Revenue	2750000	314100		(750,000)	(750,000)	(40,696)	(790,696)
H/M Industrial Development Authorit	2757520	571002		187,500	187,500	10,174	197,674
H/M Downtown Development Author	2757520	572035		46,875	46,875	2,543	49,418
H/M Chamber of Commerce	2757540	572020		328,125	328,125	17,805	345,930
Transfer-Out - Calhoun Recreation	2757540	611201		93,780	93,750	5,087	98,837
Transfer-Out - City of Calhoun	2757540	611202		46,875	46,875	2,544	49,419
Transfer-Out - City of Calhoun	2757520	611202		46,875	46,875	2,543	49,418

Amendment # 4 accounts for an increase in revenues collected and paid out of the Hotel/Motel Tax Fund.

**Budget Amendment #5**

**2011 SPLOST**

SPLOST	3240000	313200		(879,321)	(879,321)	(193,667)	(1,072,988)
Gordon County-Shared Rev.	3240000	337100	183	(100,000)	(100,000)	(643,639)	(743,639)
Interest Revenue	3240000	361000		(550)	(550)	(3,051)	(3,601)
Interest Revenue-Investments	3240000	361006		-	-	(15,517)	(15,517)
Appropriation-Fund Balance	3240000	399000		-	-	(629,977)	(629,977)
Site Improvement-Park Expansion	3240000	541200	224	-	-	13,587	13,587
Co-Infrastructure	3240000	541480	183	-	-	1,376,541	1,376,541
CO-Machinery & Equipment>5000	3240000	542100		-	-	35,156	35,156
Transfer Out-Golf	3240000	611005		-	-	60,567	60,567

Amendment #5 accounts for the Peter Street Project, the final payment for phase I of the Recreation Park Expansion Project, payments for golf carts, purchase of 4 car cameras and 2 body cameras and a speed trailer for the police dept. These expenses are paid for with final SPLOST dollar collections, interest collected, and the use of fund balance.

**Budget Amendment #6**

**SPLOST 2005**

Appropriation-Fund Balance	3220000	399000		(1,737,969)	(1,736,969)	(143,763)	(1,880,732)
Transfer Out-Water/Sewer	3220000	611002		1,736,969	1,736,969	143,763	1,880,732

Amendment #6 accounts for various Water/Sewer projects such as roof replacement at chlorine building, bar screens, conveyor and grit system, motor control replacement, chlorine scrubber, and 2" galvanized line. These expenses are paid with the use of fund balance.

**Budget Amendment #7**

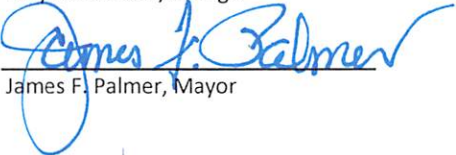
**SPLOST 2018**

Transfer to-Fund Balance	3250000	619900		-	-	469,269	469,269
SPLOST 2018 Capital Proj. Rev.	3250000	313200		-	-	(469,269)	(469,269)

Amendment #7 records a budget for SPLOST 2018.

**ADOPTED** this 17th day of December

City of Calhoun, Georgia

  
James F. Palmer, Mayor

Attest:

  
Eddie Peterson, City Administrator

## General Government Cash Report

### General Government Operating Account

General Fund	Checking	\$ 2,547,983.90
Restricted Cash - Excise	Checking	47,831.40
Restricted Cash - F. McDaniel	Checking	85,000.00
Cash	Pay Pal	3,203.81
Solid Waste	Checking	65,717.57
Confiscated Assets	Checking	-
School Trust	Checking	179,686.51
Municipal Court	Checking	82,112.04
Hotel-Motel Fund	Checking	(815.19)
Recreation	Checking	68,922.20
Recreation - Hotel / Motel	Checking	32,293.08
Calhoun Recreation Authority	Checking	-
SPLOST 2018	Checking	-
SPLOST 2011	Checking	-
Golf	Checking	53,868.46
<b>Total Operating</b>		<b><u>3,165,803.78</u></b>

Reserves - Restricted / Renewal & Replacement	Savings	276,821.35
Specified Funds / Renewal & Replacement	Savings	127,875.27
<b>Total Reserves</b>		<b><u>404,696.62</u></b>

2011 SPLOST	Checking	746,614.44
Fire Department Donations	Public Checking	5,759.78
Revolving Loan	Checking	454,201.79
Police Special #1	Money Market Account	52,194.24
Police Special #2	Checking	41,773.35
Police #3 Fed Funds	Money Market Account	33,320.14
Police #4 Evidence	Checking	58,554.56
Police PEPI Account	Checking	4,019.45
Police ICE Funds	Checking	46,767.16
School Debt Service	Savings	1,968,028.55
2018 SPLOST	Checking	932,110.46
City of Calhoun Investment Account	Money Market Account	14,622.12
<b>Total Special Funds, Reserves and Savings</b>		<b><u>4,357,966.04</u></b>

**GRAND TOTAL - 11/30/2018** **\$ 7,928,466.44**

### Component Unit Cash

Downtown Development Authority	\$ 35,672.72
Downtown Development Authority - Hotel/Motel Tax	137,135.95
	<b><u><u>\$ 172,808.67</u></u></b>

### General Government Investments

SPLOST - Various Investments	\$ 1,247,350.64
City of Calhoun - Various Investments	5,316,556.97
Reserves held in investments - \$3,426,352.73	<b><u><u>\$ 6,563,907.61</u></u></b>

## Utilities Cash Report

### Utility Operating Account

Electric	Checking	\$ 2,145,485.74
Water & Sewer	Checking	1,452,475.71
Telecommunications	Checking	590,592.66
Utilities Administration	Checking	640,465.88
<b>Total Operating</b>		<b><u>4,829,019.99</u></b>

Electric Reserves & Unrestricted Investments	Reserves - Checking	1,590,607.77
Telecom Reserves & Unrestricted Investments	Reserves - Checking	149,864.97
Water / Sewer Reserves & Unrestricted Investments	Reserves - Checking	3,511,741.69
Bond Debt Service - Reserve	Savings	1,348,012.08
Bond Sinking Fund	Savings	643,618.59
Utility Deposits	Checking	548,436.32
City of Calhoun Shuler Bond	Savings	38,468.48
City of Calhoun Investment Account	Money Market	53,161.31
<b>Total Savings &amp; Reserves</b>		<b><u>7,883,911.21</u></b>

**GRAND TOTAL - 11/30/2018**

**\$ 12,712,931.20**

### Utilities Investments

Electric	12,076,843.86
Water	8,943,284.70
Sewer	1,106,002.78
Telecommunications	<u>915,175.77</u>
<b>City of Calhoun - Various Investments</b>	<b><u><u>\$ 23,041,307.11</u></u></b>