



**SPECIAL MEETING OF CITY COUNCIL
APRIL 7, 2016 – 4:00 PM
COUNCIL CHAMBERS
GEORGETOWN, SOUTH CAROLINA**

1. CALL TO ORDER

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

MEMBERS PRESENT

Mayor Jack M. Scoville, Jr.
Mayor Pro Tempore Brendon M. Barber, Sr.
Council Member Sheldon A. Butts
Council Member Carol R. Jayroe
Council Member Al Joseph
Council Member Edward S. Kimbrough, Jr.

MEMBERS ABSENT

Council Member Clarence C. Smalls

ALSO PRESENT

Mr. Chris Carter, City Administrator
Ms. Ann U. Mercer, City Clerk
Miss Suzanne Abed-El-Latif, HR Manager
Mr. Orlando Arteaga, Engineer
Mrs. Debra Bivens, Director of Finance
Mr. Will Cook, Water Utilities Director
Chief Charlie Cribb, Georgetown Fire Department
Mr. Glen Dixon, Fleet Superintendent
Chief Paul Gardner, Georgetown Police Department
Mr. Sterling Geathers, Public Works Director
Mr. Alan Loveless, Director of Electric Utilities
Mr. Rick Martin, Building Official/Zoning Administrator
Mr. Tee Miller, Assistant to the City Administrator for Economic Development

MEDIA

Ms. Eileen Keithly

2. ANNOUNCEMENT CONCERNING ELECTRONIC DEVICES

Mayor Jack M. Scoville, Jr. opened the Special Meeting of City Council at 4:00 PM.

3. POWER POINT BUDGET PRESENTATION

Mr. Chris Carter said the budget is considered a policy document to honor any past commitments made by Council to other entities, to try and balance expenditures with

anticipated revenues of each fund, to use most current revenue estimates and describe inter-fund transfers. Fund accounting is used in the City budget. A fund is a self-balancing set of accounts, segregated for specific purposes in accordance with laws and regulations or for special restrictions and limitations. There are three types of funds municipalities engage in; General Fund, Enterprise Fund and Special Revenue Fund.

Mr. Carter reviewed a PowerPoint budget presentation. The 2014/2015 budget was \$29,229,551; 2015/2016 budget is \$37,164,348; 2016/2017 department requests are \$33,200,287 and the 2016/2017 Administrator recommendation is \$31,323,201. Budget by expense type for 2016/2017 includes Personnel 33%, Operating 27% and Capital 40%. Proposed expenditures by fund type include General Fund \$8,452,078/28%; Electric \$12,804,005/42%; Water and Wastewater \$5,643,344/19%; Waste Management \$872,909/3% and Stormwater \$911,811/3%. An eight-year trend analysis was provided for the General and Enterprise Funds. A Capital Projects Fund was created last year and \$3.3 million was transferred from the General Fund fund balance to this fund. This is the mechanism we fund all future capital expenditures. The fund balance is the difference between the successive year's revenues over expenditures. Whenever this amount exceeds 50% in the General Fund, it will automatically transfer to the Capital Projects Fund.

A list of the 2016/2017 Capital Improvement Project requests, totaling \$12,643,700 was provided. These items will be discussed in the upcoming budget meetings.

Last year the millage rate was increased from 87 to 93 mills. With a 95% collection rate, we expect to collect an additional \$199,006. As a result of the reassessment there was a 6.8% increase in real property and 4% increase in personal property. Council was referred to the Exhibits tab in their budget notebook. Of the 14 positions requested, Mr. Carter is recommending three, as well as several reclassifications. He said a decision needs to be made on the new positions before discussing administration of the Pay Plan.

A study for the New Historic District Guidelines is being proposed for funding. Funds in the current budget for this study have been used to fund Waccamaw Regional Council of Governments participation in the City's Land Development Plan update.

The proposed budget includes \$190,000 to continue the management agreement with the Friends of the Kaminski House. At the April 28th workshop representatives from the Winyah Auditorium Board will be present to request a three year commitment of \$35,000 annually. This is not included in the requests. Council Member Jayroe asked about the Veteran's Memorial. Mr. Carter said there has not been a request. Fully sponsored and co-sponsored special events were reviewed along with Accommodations Tax and Hospitality Tax projections.

Abandoned derelict boats were briefly mentioned. Chris Carter said he is waiting to hear back on the Goat Island environmental study. Council Member Kimbrough

questioned moving monies from the General Fund to balance the budget. Mrs. Debra Bivens said the budget is balanced without using any fund balance in the General Fund. Electric Utility funds are still relied upon. A request was received from Council to control Phragmites and Mayor Scoville requested an additional tree trimming crew. These items are not currently included in the proposed budget.

Six vehicles are being requested; one in the Fire Department, four in Police and one in Waste Management.

Council Members were invited to meet individually with Mr. Carter and Mrs. Bivens to discuss the proposed budget.

4. ADJOURNMENT

Mayor Scoville adjourned the Special Meeting at 4:39 PM.

Ann U. Mercer
City Clerk

Date Approved: 04/21/16