

**CITY COUNCIL BUDGET WORKSHOP  
CITY OF GEORGETOWN, SC  
APRIL 24, 2008**

**Notices of this meeting have been made in accordance with the 1976 Code of Laws of South Carolina Freedom of Information Act.**

A City Council Budget Workshop was held this date in the Council Chambers at City Hall with Mayor Lynn Wood Wilson presiding.

**MEMBERS PRESENT:**

	Mayor Lynn Wood Wilson	
Mayor Pro Tem Brendon M. Barber, Sr.		Councilmember Jack M. Scoville, Jr.
Councilmember Rudolph A. Bradley		Councilmember Clarence C. Smalls
Councilmember Paige B. Sawyer, III		Councilmember Peggy P. Wayne

**ALSO PRESENT:**

Mr. Steven E. Thomas, City Administrator  
Mrs. Elise Crosby, City Attorney  
Ms. Ann U. Mercer, City Clerk

**DEPARTMENT HEADS:**

Mr. Glen Dixon, Fleet Maintenance Superintendent  
Mr. Paul A. Gardner, Chief of Police  
Mr. Sterling Geathers, Public Works Director  
Mrs. Katrina Lawrimore, Director of Kaminski House Museum  
Mr. Alan Loveless, Electric Utility Director  
Mrs. Jessica Miller, Finance Director  
Mr. Lane Mixon, Manager of Water/Wastewater/Stormwater  
Mrs. Sabrina Morris, Director of Development  
Mr. Joey Tanner, Fire Chief  
Mr. Keith Wilson, Keep Georgetown Beautiful Executive Director

**NEWS MEDIA**

Mayor Wilson opened the City Council Budget Workshop at 4:00 PM.

**Call to Order**

**COUNCILMEMBER WAYNE MOVED TO ADJOURN CITY COUNCIL BUDGET WORKSHOP AND GO INTO EXECUTIVE SESSION PURSUANT TO 30-4-70(A)(1) TO DISCUSS PERSONNEL ISSUES AND 30-4-70(A)(2) DISCUSS NEGOTIATIONS INCIDENT TO PROPOSED CONTRACTUAL ARRANGEMENTS, SECONDED BY COUNCILMEMBER BRADLEY.** Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

**Adjourn Budget Workshop and Enter Executive Session**

The Budget Workshop was adjourned at 4:01 PM.

**COUNCILMEMBER BRADLEY MOVED TO REOPEN CITY COUNCIL BUDGET WORKSHOP, SECONDED BY COUNCILMEMBER SMALLS.** Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

**Reopen Budget Workshop**

The Budget Workshop was reopened at 5:58 PM.

No formal action was taken in Executive Session.

Ms. Sabrina Morris told Council there is an individual who cannot meet the Overlay District guidelines and they're requesting a variance or leniency on some of the landscaping. The Community Appearance Board would be the body to grant that request; however, at this time we do not have a CAB . Staff does not want to delay this commercial project. After consulting attorney Mike Battle he stated Council could form a three-member committee using City staff: they would review the appeal and make the decision. Any decisions from that to be appealed would go to Circuit Court. Until there is a Community Appearance Board in place, Ms. Morris asked Council to establish a three-member committee to hear the appeal and move on with the project. Names suggest were Alan Loveless, Steve Stack and Bill Johnson. Councilmember Wayne wanted to add Keith Wilson.

**COUNCILMEMBER BRADLEY MOVED TO ESTABLISH A FOUR-MEMBER COMMITTEE TO REVIEW APPEALS TO THE OVERLAY DISTRICT GUIDELINES UNTIL A COMMUNITY APPEARANCE BOARD IS FORMED AND NAMED ALAN LOVELESS, STEVE STACK, BILL JOHNSON AND KEITH WILSON TO SERVE, SECONDED BY COUNCILMEMBER**

**Appoint 4-member Committee to Hear Appeal(s) to the Overlay District Guidelines**

**SCOVILLE.** Mayor Wilson asked for discussion. Councilmember Bradley stated by doing this, Council is not changing the Ordinance. Mayor Wilson said this is temporary until there is a Community Appearance Board created. Mayor Wilson called for the question. **THE MOTION WAS UNANIMOUSLY CARRIED 7-0.**

Councilmember Scoville requested there be a slate to be appointed to the Community Appearance Board at the next City Council meeting.

Leading up to discussion of the FY 08/09 budgets including General Fund, Local Hospitality and Accommodations Fund, Waste Management Fund and Debt Service information, Mr. Steve Thomas told City Council all revenue from the steel mill has been written out of the budget. He pointed out that City Council has supported the transition to equipment especially in the Public Works Department, Sanitation Division. We have begun to save significant insurance dollars due to efforts in job safety and employee wellness. No tax increase is proposed and rate studies will be conducted for all utilities. The General Fund has become significantly healthier during the last five years at the expense of the utilities. The proposed budget reduces the dependence of the General Fund by over \$600,000 a year; half related to Electric Fund and half to Water and Sewer Fund. Staff proposes the reduction of transfers that have traditionally been used to balance the General Fund budget above and beyond paying for the services that the General Fund provides to the utilities. The balanced budgeted also proposes funding for the new wage and compensation plan and addresses the issue of wage compression.

Mrs. Miller said the budget is being presented in the same layout as last year. Reference was made to the budget calendar schedule for upcoming budget workshops along with first and second reading. Mrs. Miller said there has been a very positive increase in fund balance in the General Fund over the last four years. The City has been frugal in the last several years with the budget and there has been some revenue enhancing that has helped out tremendously; reassessment, business license enhancement and building and development fees were increased. The combination of all these has helped put the City in the position we are in right now.

The Monthly Impact Analysis indicates an average of the cost for taxpayers to live in the City as well as the cost for a business to operate within the city limits. The only proposed increase in taxes is

**Budget  
Discussions**

the CPI, 2.9 percent, approximately 2.4 mills. This amount is passed down from the Department of Revenue. The Interfund Transfer Schedule for 07/08 was \$2.1 million the proposed 08/09 transfers are at \$1.5 million. The General Fund is balanced at \$8.6 million, Local Accommodations and Hospitality Fund is balanced with \$12,314 from the fund balance and the Waste Management Fund is balanced with \$52,488 from fund balance.

The current millage rate for the City is 84.6 mills. The proposed CPI increase of 2.9% would bring this to 87.1 mills: approximately \$93,683 increase in tax revenue to the General Fund.

Mrs. Miller stated the only way the City can keep from using operating millage to pay debt payments is to establish a debt millage. The debt millage is calculated based on the approved capital budget, taxes are collected, the debt is paid off and the debt millage is removed. She said it would not be wise of her if she didn't offer this process to Council as the most economical way for the City to finance what is needed or what Council decides to leave in the budget. Discussions followed concerning the requested capital budget.

Mrs. Miller addressed the summaries by department. The comp and class study is included in the City Administrator 1 column. There are no new personnel requests. There was a personnel reduction; one reason being the position(s) has been open for some time and we are functioning without them and doing fine according to each Department Head. The proposed budget includes an increase in the employee's portion of their health insurance premiums by 2.9 percent.

Mr. Thomas noted that the City consulted with Ms. Rose Marie Ely to conduct the wage and comp study and she is here to answer any questions Council may have concerning the methodology.

Councilmember Bradley left the meeting.

Ms. Ely explained that seventeen cities closest to Georgetown were used for comparison. Information based on comparables to the City of Georgetown in budget size, population size, employee workforce size and market (who are we losing our employees to) were utilized. The City of Newberry was our model city. She provided Council with a copy of the City's old pay plan vs the new pay plan. The job descriptions have all been redesigned and re-evaluated. All

**Explanation of  
Wage & Comp  
Plan**

**Councilmember  
Bradley Left the  
Meeting**

employees were given a copy of their job description, they had to review it and go back through their supervisor and the department head had to approve them. The job descriptions were turned in and compared to other cities position by position, apple to apple to make sure salary numbers were being compared. All the salaries were averaged; a bottom range and a top range were taken. The new salaries were taken strictly by the numbers and inserted in the new grid Council was given. She met with all department heads and reviewed all the positions line item by line item. Rose Marie thanked staff for their cooperation on this project.

Mayor Wilson stated 'we have been at this for three hours' and asked if Council wanted to adjourn.

**COUNCILMEMBER WAYNE MOVED TO ADJOURN CITY COUNCIL BUDGET WORKSHOP, SECONDED BY COUNCILMEMBER SMALLS AND UNANIMOUSLY CARRIED 6-0.**

**Adjourn Budget Workshop**

The City Council Budget Workshop was adjourned at 7:05 PM.

Ann U. Mercer  
City Clerk

**DATE APPROVED: 08/21/08**  
**VERIFYING INITIALS: \_\_\_\_\_**

