

City of Chipley
Budget Workshop
Minutes
September 3, 2020 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Mrs. Linda Cain, Council Member

Mr. Tommy Sasser, Council Member
Mr. Kevin Russell, Council Member

Absent:

Mr. Brett Butler, Mayor Pro-Tem

Others Present Were:

Mr. Dan Miner, City Administrator
Mr. Scott Thompson, Police Chief

Mrs. Patrice Tanner, Asst. City Admin./City Clerk
Guy Lane, Public Works Director

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

- A. **Call to Order.** The meeting was called to order by Mayor Andrews at 5:00 p.m.
- B. **Prayer and Pledge.** Prayer was given by Mr. Sasser and Mr. Russell led the pledge to the American Flag.
- C. **Agenda Item.**
 - 1. **Fiscal Year 2020-2021 Proposed Budget** – Discussion.

Mr. Miner explained the Sanitation Fund is balanced but this includes \$23,112 being taken out of reserves. The reason for this is due to the limb pickup. We discussed with you at a prior meeting the possibility of purchasing a burn box and there were a lot of questions we still had. After additional research it was determined that is not the best option for the City. We also requested a cost from Waste Management to see how much it would cost for them to pick them up and they came up with \$7.00 per customer which is too high for us. Mr. Lane was able to come up with an estimate of tipping fees for the last couple of months that we have been paying and we believe these are good estimates to use in order to budget accordingly. We will not know for sure until we have had one full year of tipping fees. We were also able to get a cost from Waste Management to lower our per cubic yard cost when taking the debris to the landfill. In order to continue with the limb and leaf pickup the city will either have to go up on garbage rates by \$1.50 per customer or transfer the funds from reserves to cover the cost. The Council was in agreement to increase the garbage rates by \$.75 per customer per month and the city pay the other half from reserves. Mrs. Tanner explained she will increase the Service Fees by \$11,556 and decrease the Transfer from Reserves by \$11,556. Mr. Miner explained we will have the Waste Management contract on the agenda for approval as soon as possible. Mr. Miner reviewed the budget by each line item and explained specific purchases in the following accounts: Salaries – includes a 3% increase for all

employees of the city; and Truck Payment – includes loan payment no. 2 of 3 for a Ford F-150 Truck. Discussion ensued.

Mrs. Cain stated she has a concern that people are bringing in limbs and leaves from outside the city for it to be picked up. Mr. Lane stated he does believe this is happening. Discussion ensued.

Mr. Miner explained the Gas Fund is in balance. We are having Florida Gas Utility work on the annual increase in order to get us out of the red in this fund. We hope to have this information for approval at the next meeting. Mr. Miner explained specific purchases in the following accounts: Gas Promotion Program – includes promotional advertising and rebates, awareness and contractor training; Equipment < \$5,000 – includes a short locator; Truck Payment – includes loan payment no. 4 of 5 for a Ford F-150 Truck; Transfer to General Fund Loan – includes loan payment no. 5 of 10 for gas meters/registers; and Transfer to General Fund Loan – includes loan payment no. 1 of 10 for the gas line FDOT is requiring us to relocate at South Boulevard and Highway 77. Discussion ensued

Mr. Miner explained we will have the Ordinance for the Sanitation rate changes at a Special Meeting on September 29, 2020, which is the date we will approve the Final Millage and Budget. Discussion ensued.

The Council was in agreement to not have a Council Banquet in October due to COVID. No further discussion.

Mr. Miner explained we have some Special Event Applications to be approved at the next Council Meeting and there has been discussion of COVID concerns. Mayor Andrews stated there may be some legal ramifications so maybe we need to have the Attorney look into this for us. Discussion ensued.

Mayor Andrews explained we will continue with the General Fund Budget at the next Budget Workshop on Monday, September 14, 2020 at 5:00 p.m. and again on Tuesday, September 15, 2020 at 5:00 p.m., if necessary.

The meeting was adjourned by Mayor Andrews at 6:23 p.m.

City of Chipley

Tracy L. Andrews, Mayor

Attest:

Patrice A. Tanner
Assistant City Administrator/City Clerk