CITY OF CLEVELAND

CALLED COUNCIL MEETING 2019-2020 BUDGET JUNE 3, 2019

MINUTES

CALLED COUNCIL MEETING

The Called Council Meeting of the Mayor and Council of the City of Cleveland was called to order by Mayor Shan Ash at 6:00 p.m.

COUNCIL PRESENT: Nan Bowen, Annie Sutton, Kevin Stanley, and Bradley Greene.

APPROVAL OF AGENDA

On motion by Nan Bowen, seconded by Annie Sutton, in favor –Kevin Stanley and Bradley Greene, and carried unanimously, the Mayor and Council voted to approve the agenda for the June 3, 2019 Called Council Meeting. The purpose of the meeting is to conduct the first public hearing and consideration of the 2019-2020 budget.

2019/2020 BUDGET HEARING – 1ST CONSIDERATION

Mayor Ash read the budget changes for each department:

General fund revenues

- Minimal increases
- Showing growth in the city Woodlands Camp, purchases of vacant commercial properties for development, annexations this will increase revenues
- Minimal increase in fund reserve due to cutbacks in each department

Administration

- Salaries, worker's comp and payroll liabilities increased
- Liability insurance increased admin pays all liability insurance for each department (excluding water/sewer)
- Did not increase the Historical Society contribution. We have an idea to help raise funds, which we can present later.
- Reduced engineering fees to relieve funding for new program for police department
- Will continue with brick program to go towards flowers and pots on the square and the perimeter

Shop

- Vacant position we are only looking for employees with a CDL license.
- Property maintenance and supplies are up mainly due to the aging of the facilities at the shop and the need to replace equipment

Police

- Chief Foster made changes to his budget to allow for the new program. We believe this program is essential for the efficiency, safety, and accurate reporting for the police department.
- Chief Foster elaborated on the importance and the cost savings to purchase the new program for his department.

Called Council Meeting 2019/2020 Budget Hearing June 3, 2019 Minutes Page Two

2019/2020 BUDGET HEARING – 1^{ST} CONSIDERATION – continued

Fire

- Chief Pruitt proposed a 3rd person shift, but has agreed to hold off this budget year.
- Computer software support increased to take a share of the cost of IT support and storage

Court

- Increase in Prison Board fees more arrests are being made
- Increase in court interpreter
- Computer software support increased to take a share of the cost of IT support and storage

Streets

- Minimal increase
- Most projects can be paid with SPLOST and LMIG funds

Sanitation

- Tipping fees increased due to a new contract with transfer station and county. Will increase again mid-year. The city will need to look at an increase in sanitation rates due to the increase in tipping fees.
- Supplies increased dumpster replacement program 10 a year

City Park

- No increases
- Will continue with brick program to go towards improvements to the park

Water/Sewer Revenues

- Although building is now picking up, the city does not want to overstate the revenues that could be collected in connection fees. Exceeding the projected revenue will just reduce the need for using retained earnings throughout the budget year.
- The use of the fund reserve has doubled. The city will need to consider a rate increase sometime within the budget year.

Water

- Salaries, worker's comp, and payroll liabilities increased includes 1 vacant position (open position for the past couple of budgets), certifications, and CDL certification
- Repairs increased due to the Mayor and Council approval of the water tank maintenance program

 all tanks.

Sewer

• Salaries, worker's comp, and payroll liabilities increased – includes 1 vacant position (open position for the past couple of budgets), certifications, and CDL certification

Called City Council Meeting 2019/2020 Budget Hearing June 3, 2019 Minutes Page Three

Although the city does not adopt the budget per line item, Mayor Ash noted every line item with a costs difference from the previous budget year. The proposed 2019/2020 Cleveland Budget, with changes, as follows:

Account Title	2018-2019	2019-2020	difference \$	difference %
TAXES				
current yr prop tax	\$536,966.00	\$590,660.00	\$53,694.00	10.00%
TAVT (new veh tax)	\$110,000.00	\$120,000.00	\$10,000.00	9.09%
real estate transfer tax	\$1,500.00	\$2,000.00	\$500.00	33.33%
franchise tax/electric	\$195,000.00	\$200,000.00	\$5,000.00	2.56%
franchise tax/Cable	\$21,600.00	\$15,000.00	-\$6,600.00	-30.56%
franchise tax/telephone	\$14,400.00	\$15,000.00	\$600.00	4.17%
sales tax	\$905,000.00	\$930,700.00	\$25,700.00	2.84%
unrestricted hotel/motel (50% of 3%)	\$10,000.00	\$15,400.00	\$5,400.00	54.00%
beer/wine excise tax	\$165,000.00	\$200,000.00	\$35,000.00	21.21%
distilled spirits excise tax	\$3,670.00	\$5,800.00	\$2,130.00	58.04%
premiums tax	\$230,000.00	\$250,000.00	\$20,000.00	8.70%
financial institution tax	\$21,000.00	\$25,000.00	\$4,000.00	19.05%
occupational tax	\$80,000.00	\$80,000.00	\$0.00	0.00%
interest on tax	\$1,000.00	\$1,000.00	\$0.00	0.00%
occ. tax late fee	\$500.00	\$250.00	-\$250.00	-50.00%
LICENSES AND PERMITS				
beer/wine permit	\$60,000.00	\$63,000.00	\$3,000.00	5.00%
re-zoning fees	\$2,340.00	\$2,500.00	\$160.00	6.84%
land dist. Permits	\$1,000.00	\$2,500.00	\$1,500.00	150.00%
building permits	\$28,000.00	\$40,700.00	\$12,700.00	45.36%
Certificate of Occupancy	\$2,100.00	\$3,000.00	\$900.00	42.86%
INTERGOVERNMENTAL REVENUES				
Appalachian RDEO - reimburse	\$33,600.00	\$33,600.00	0.00%	
LMIG Rev - Streets		\$50,000.00	\$50,000.00	0.00%

CHARGES FOR SERVICES				
election fees	\$500.00	\$800.00	\$300.00	60.00%
sanitation collections	\$340,000.00	\$355,800.00	\$15,800.00	4.65%
returned check fee	\$25.00	\$25.00	\$0.00	0.00%
FINES AND FORFEITURES				
fines	\$57,000.00	\$60,000.00	\$3,000.00	5.26%
1st offender charge		\$50.00	\$50.00	#DIV/0!
INVESTMENT INCOME				
interest income	\$1,000.00	\$1,000.00	\$0.00	0.00%
MISCELLANEOUS				
INCOME				
misc. income	\$20,000.00	\$25,000.00	\$5,000.00	25.00%
Administrative duties due from water/sewer	\$130,000.00	\$153,000.00	\$23,000.00	17.69%
police dept. misc. income	\$50,000.00	\$75,000.00	\$25,000.00	50.00%
City Park Brick Program	\$500.00	\$500.00	\$0.00	0.00%
OTHER FINANCING SOURCES				
fund reserve	\$320,955.00	\$376,841.00	\$55,886.00	17.41%

Account Title	20	2018-2019		2019-2020		ference \$	difference %
Account Title	20	10-2019	201	7-2020	uii	terence 5	difference %
Salaries	\$	326,540.00	\$	360,040.00	\$	33,500.00	10.26%
Overtime	\$	1,165.00	\$	1,300.00	\$	135.00	11.59%
Payroll Taxes - Fica	MC \$	25,070.00	\$	27,545.00	\$	2,475.00	9.87%
Retirement	\$	32,770.00	\$	37,300.00	\$	4,530.00	13.82%
Workers Comp	\$	16,000.00	\$	17,460.00	\$	1,460.00	9.13%
Employee Bonds	\$	450.00	\$	550.00	\$	100.00	22.22%
Pension Plan Expens	e \$	2,500.00	\$	2,870.00	\$	370.00	14.80%
. Credit/Debit Fees	\$	1,500.00	\$	1,700.00	\$	200.00	11.76%
Audit Fees	\$	11,000.00	\$	12,100.00	\$	1,100.00	10.00%
Engineering Services	\$	80,000.00	\$	50,000.00	\$	(30,000.00)	-37.50%
Legal Services	\$	15,000.00	\$	12,000.00	\$	(3,000.00)	-20.00%
Computer Software Support	\$	17,000.00	\$	26,400.00	\$	9,400.00	55.29%
Repairs	\$	5,500.00	\$	5,000.00	\$	(500.00)	-9.09%
Liability Insurance	\$	28,415.00	\$	39,000.00	\$	10,585.00	37.25%
Telephone	\$	5,700.00	\$	6,200.00	\$	500.00	8.77%

Advertising	\$	6,000.00	\$ 4,000.00	\$ (2,000.00)	-33.33%
Dues	\$	5,500.00	\$ 6,000.00	\$ 500.00	9.09%
Officials Training	\$ 1	8,000.00	\$ 18,600.00	\$ 600.00	3.33%
Elections	\$	2,500.00	\$ 5,000.00	\$ 2,500.00	100.00%
Zoning board	\$	3,300.00	\$ 3,600.00	\$ 300.00	9.09%
Supplies	\$ 1	4,000.00	\$ 16,500.00	\$ 2,500.00	17.86%
Electricity	\$ 1	1,000.00	\$ 12,200.00	\$ 1,200.00	10.91%
Electricity - Streets	\$ 7	70,000.00	\$ 80,000.00	\$ 10,000.00	14.29%
Capital Outlay	\$ 1	5,000.00	\$ 10,000.00	\$ (5,000.00)	-33.33%
Equipment	\$ 1	0,000.00	\$ 5,000.00	\$ (5,000.00)	-50.00%
Contingencies	\$	2,000.00	\$ 7,000.00	\$ 5,000.00	250.00%

SHOP								
	Account Title	20	18-2019	2019	9-2020	diffe	erence \$\$	difference %
	Salaries	\$	30,640.00	\$	34,005.00	\$	3,365.00	10.98%
	Overtime	\$	510.00	\$	600.00	\$	90.00	17.65%
	Payroll Taxes - Fica/MC	\$	2,230.00	\$	2,650.00	\$	420.00	18.83%
	Retirement	\$	2,915.00	\$	3,460.00	\$	545.00	18.70%
	Workers Comp	\$	625.00	\$	700.00	\$	75.00	12.00%
	Clothing Allowance	\$	815.00	\$	770.00	\$	(45.00)	-5.52%
	Repairs	\$	2,000.00	\$	1,500.00	\$	(500.00)	-25.00%
	Bldg/Property Maintenance	\$	5,000.00	\$	7,000.00	\$	2,000.00	40.00%
	Supplies	\$	7,000.00	\$	9,000.00	\$	2,000.00	28.57%
	Heat/Gas	\$	1,350.00	\$	1,200.00	\$	(150.00)	-11.11%
	Equipment	\$	5,000.00	\$	4,000.00	\$	(1,000.00)	-20.00%

POL	POLICE											
	Account Title 2018-2019		2019	9-2020	difference \$\$		difference %					
	Salaries	\$	935,174.00	\$	974,913.00	\$	39,739.00	4.25%				
	Overtime	\$	15,000.00	\$	22,285.00	\$	7,285.00	48.57%				
	Payroll Taxes - Fica/MC 10%	\$	93,517.00	\$	99,719.00	\$	6,202.00	6.63%				
	Retirement 10%	\$	93,517.00	\$	99,719.00	\$	6,202.00	6.63%				

Workers Comp 2.82%	\$ 22,840.00	\$ 29,381.00	\$ 6,541.00	28.64%
Life Insurance	\$ 750.00	\$ 866.00	\$ 116.00	15.47%
Employee Training	\$ 4,000.00	\$ 6,000.00	\$ 2,000.00	50.00%
Med Service - Employee	\$ 1,000.00	\$ 1,500.00	\$ 500.00	50.00%
Clothing Allowance	\$ 8,000.00	\$ 9,000.00	\$ 1,000.00	12.50%
Computer Software Support	\$ 12,500.00	\$ 87,379.00	\$ 74,879.00	599.03%
Dues	\$ 100.00	\$ 200.00	\$ 100.00	100.00%
Supplies	\$ 32,815.00	\$ 23,000.00	\$ (9,815.00)	-29.91%
Radios	\$ 1,000.00	\$ 3,000.00	\$ 2,000.00	200.00%
Capital outlays	\$ 56,000.00	\$ 68,756.00	\$ 12,756.00	22.78%
Electric	\$ 3,800.00	\$ 4,500.00	\$ 700.00	18.42%

Fire Department				
Account Title	2018-2019	2019-2020	difference \$	difference %
Salaries	\$ 245,000.00	\$ 267,000.00	\$ 22,000.00	8.98%
Fireman pay 1099	\$ 8,000.00	\$ 4,000.00	\$ (4,000.00)	0.00%
Overtime		\$ 2,000.00	\$ 2,000.00	#DIV/0!
Payroll Taxes	\$ 18,800.00	\$ 20,000.00	\$ 1,200.00	6.38%
Workers Comp	\$ 7,000.00	\$ 8,500.00	\$ 1,500.00	21.43%
Health Insurance	\$ 9,500.00	\$ 6,500.00	\$ (3,000.00)	0.00%
Computer Software Support	\$ 3,500.00	\$ 7,370.00	\$ 3,870.00	110.57%
Repairs	\$ 20,000.00	\$ 30,000.00	\$ 10,000.00	50.00%
Telephone	\$ 1,000.00	\$ 600.00	\$ (400.00)	-40.00%
Supplies	\$ 25,500.00	\$ 35,000.00	\$ 9,500.00	37.25%
Gasoline	\$ 9,000.00	\$ 8,000.00	\$ (1,000.00)	-11.11%
Heat	\$ 1,200.00	\$ 2,600.00	\$ 1,400.00	116.67%
Contingencies	\$ 10,000.00	\$ 8,000.00	\$ (2,000.00)	-20.00%

City Court								
Account Title	20	2018-2019		2019-2020		rence \$\$	difference %	
Salaries	\$	46,700.00	\$	50,605.00	\$	3,905.00	8.36%	
Overtime	\$	2,645.00	\$	2,900.00	\$	255.00	9.64%	
Payroll Taxes - Fica/MC	\$	3,780.00	\$	4,090.00	\$	310.00	8.20%	
Retirement	\$	4,935.00	\$	5,350.00	\$	415.00	8.41%	
Workers Comp	\$	695.00	\$	1,310.00	\$	615.00	88.49%	
Employee Training	\$	1,000.00	\$	800.00	\$	(200.00)	-20.00%	
Prison board	\$	10,000.00	\$	13,800.00	\$	3,800.00	38.00%	
Court interpreter	\$	300.00	\$	600.00	\$	300.00	100.00%	
Computer Software Support	\$	2,000.00	\$	7,900.00	\$	5,900.00	295.00%	
Repairs	\$	300.00	\$	200.00	\$	(100.00)	0.00%	
Supplies	\$	3,000.00	\$	2,000.00	\$	(1,000.00)	-33.33%	
Postage	\$	300.00	\$	350.00	\$	50.00	16.67%	
Computer Equipment	\$	100.00	\$	300.00	\$	200.00	200.00%	

EETS							
Account Title	20	2018-2019		9-2020	diff	erence \$\$	difference %
Salaries	\$	32,915.00	\$	38,520.00	\$	5,605.00	17.03%
Overtime	\$	1,165.00	\$	1,370.00	\$	205.00	17.60%
Payroll Taxes - Fica/MC	\$	2,610.00	\$	3,050.00	\$	440.00	16.86%
Retirement	\$	3,410.00	\$	3,990.00	\$	580.00	17.01%
Workers Comp	\$	1,200.00	\$	1,995.00	\$	795.00	66.25%
Clothing allowance	\$	815.00	\$	770.00	\$	(45.00)	-5.52%
Repairs	\$	7,000.00	\$	5,000.00	\$	(2,000.00)	0.00%
LMIG - Street Repairs			\$	65,000.00			0.00%
LMIG Safety - Streets			\$	41,000.00			
Supplies	\$	10,000.00	\$	7,000.00	\$	(3,000.00)	-30.00%
Gasoline	\$	3,255.00	\$	4,300.00	\$	1,045.00	32.10%

SANITATION					
Account Title	2018-2019	2019-2020	difference \$	difference %	
Salaries	\$ 94,110.00	\$ 102,970.00	\$ 8,860.00	9.41%	
Overtime	\$ 6,195.00	\$ 6,790.00	\$ 595.00	9.60%	
Payroll Taxes - Fica/MC	\$ 7,675.00	\$ 8,400.00	\$ 725.00	9.45%	
Retirement	\$ 10,030.00	\$ 10,975.00	\$ 945.00	9.42%	
Workers Comp	\$ 2,480.00	\$ 2,500.00	\$ 20.00	0.81%	
Clothing allowance	\$ 1,900.00	\$ 1,540.00	\$ (360.00)	-18.95%	
Telephone	\$ 1,000.00	\$ 700.00	\$ (300.00)	-30.00%	
Landfill Tipping Fees	\$ 110,000.00	\$ 115,000.00	\$ 5,000.00	4.55%	
Supplies	\$ 2,000.00	\$ 13,330.00	\$ 11,330.00	566.50%	
Electricity	\$ 1,550.00	\$ 2,400.00	\$ 850.00	54.84%	
Gasoline	\$ 10,500.00	\$ 11,900.00	\$ 1,400.00	13.33%	

City Park								
	Account Title	2018-2019)	2019-2	2020	differ	ence \$\$	difference %
	Property lease insurance	\$	3,100.00	\$	3,500.00	\$	400.00	12.90%
	Supplies	\$	5,700.00	\$	5,000.00	\$	(700.00)	-12.28%

VATER/SEWER REVENUE FUND	2010	2010	201	0.2020	1:66	Man 22 CC	difference
Account Title	2018	-2019	201	9-2020	anne	rence \$\$	%
Charges for Services							
Water Revenue	\$	948,000.00	\$	965,000.00	\$	17,000.00	1.79%
Late Fees	\$	30,000.00	\$	40,000.00	\$	10,000.00	33.33%
Water System Connection Fees	\$	50,000.00	\$	30,000.00	\$	(20,000.00)	-40.00%

Sewer Revenue	\$ 990,000.00	\$	1,100,000.00	\$ 110,000.00	11.11%
Sewer System Connection Fees	\$ 50,000.00	\$	30,000.00	\$ (20,000.00)	-40.00%
Returned Check Fee	\$ 600.00	\$	500.00	\$ (100.00)	-16.67%
Investment on Income					
Interest Income	\$ 4,000.00	\$	15,000.00	\$ 11,000.00	275.00%
Miscellaneous Revenue		8			
Retained Earnings	\$ 233,755.00	\$	285,375.00	\$ 51,620.00	22.08%

ATER	-	10.0010	0.01	0.000	71.00	0.0	11.00
Account Title	20	18-2019	201	9-2020	diffe	rence \$\$	difference
Salaries	\$	286,570.00	\$	347,000.00	\$	60,430.00	21.09%
Overtime	\$	27,045.00	\$	31,300.00	\$	4,255.00	15.73%
Payroll Taxes - Fica/MC	\$	24,000.00	\$	28,940.00	\$	4,940.00	20.58%
Retirement	\$	31,365.00	\$	37,800.00	\$	6,435.00	20.52%
Pension Plan Expense	\$	2,260.00	\$	3,000.00	\$	740.00	32.74%
Workers Comp	\$	9,000.00	\$	15,000.00	\$	6,000.00	66.67%
Health Insurance	\$	37,950.00	\$	44,275.00	\$	6,325.00	16.67%
Life Insurance	\$	300.00	\$	350.00	\$	50.00	0.00%
Clothing Allowance	\$	4,900.00	\$	5,100.00	\$	200.00	4.08%
Engineering Services	\$	30,000.00	\$	15,000.00	\$	(15,000.00)	-50.00%
Computer software support	\$	36,000.00	\$	55,000.00	\$	19,000.00	52.78%
Maintenance/labor	\$	2,500.00	\$	2,000.00	\$	(500.00)	-20.00%
Liability Insurance	\$	60,500.00	\$	66,550.00	\$	6,050.00	10.00%
Telephone	\$	6,500.00	\$	6,000.00	\$	(500.00)	-7.69%
Advertising	\$	2,500.00	\$	2,000.00	\$	(500.00)	-20.00%
Supplies	\$	32,300.00	\$	40,000.00	\$	7,700.00	23.84%
Tires	\$	2,000.00	\$	1,500.00	\$	(500.00)	-25.00%

WATER				
Radio Read Meters	\$ 100,000.00	\$ 90,000.00	\$ (10,000.00)	-10.00%
Chems-Water	\$ 15,000.00	\$ 18,000.00	\$ 3,000.00	20.00%
Gasoline	\$ 15,000.00	\$ 18,900.00	\$ 3,900.00	26.00%
Water	\$ 165,000.00	\$ 200,000.00	\$ 35,000.00	21.21%
Misc.expense	\$ 5,000.00	\$ 1,000.00	\$ (4,000.00)	-80.00%
Equipment	\$ 80,000.00	\$ 60,000.00	\$ (20,000.00)	-25.00%
Hydrant new/replacements	\$ 17,500.00	\$ 10,000.00	\$ (7,500.00)	-42.86%
Administrative Services	\$ 130,000.00	\$ 153,000.00	\$ 23,000.00	17.69%

EWER				
Account Title	2018-2019	2019-2020	difference \$\$	difference %
Salaries	\$ 236,910.00	\$ 310,305.00	\$ 73,395.00	30.98%
Overtime	\$ 6,655.00	\$ 18,560.00	\$ 11,905.00	178.89%
Payroll Taxes - Fica/MC	\$ 20,260.00	\$ 25,160.00	\$ 4,900.00	24.19%
Retirement	\$ 26,700.00	\$ 32,890.00	\$ 6,190.00	23.18%
Workers Comp	\$ 5,200.00	\$ 6,580.00	\$ 1,380.00	26.54%
Health Insurance	\$ 31,625.00	\$ 37,950.00	\$ 6,325.00	20.00%
Life Insurance	\$ 250.00	\$ 300.00	\$ 50.00	0.00%
Employee Training	\$ 600.00	\$ 1,500.00	\$ 900.00	150.00%
Clothing Allowance	\$ 4,110.00	\$ 5,660.00	\$ 1,550.00	37.71%
Engineering Services	\$ 10,000.00	\$ 5,000.00	\$ (5,000.00)	-50.00%
Maintenance/labor	\$ 4,900.00	\$ 2,500.00	\$ (2,400.00)	-48.98%
Postage	\$ 2,000.00	\$ 1,500.00	\$ (500.00)	-25.00%
Capital Outlay	\$ 35,000.00	\$ 30,000.00	\$ (5,000.00)	-14.29%
Plant update/repairs	\$ 10,000.00	\$ 7,000.00	\$ (3,000.00)	-30.00%
New line materials	\$ 115,000.00	\$ 50,000.00	\$ (65,000.00)	-56.52%
Equipment	\$ 15,000.00	\$ 20,000.00	\$ 5,000.00	33.33%

Called City Council Meeting 2019/2020 Budget Hearing June 3, 2019 Minutes Page Eleven

2019/2020 BUDGET HEARING – 1ST CONSIDERATION – continued

Mayor Ash summarized the department budgets.

General Fund

\$3,778,251.00

Hotel/Motel Fund

\$19,500.00

Confiscated Cash

\$10,005.00

Water/Sewer Fund

\$2,490,875.00

Totaling \$6,298,631.00

Mayor Ash compared the proposed budget to the budget totals of 16/17 \$5,157,482; 17/18 \$5,457,605; and 18/19 \$5,734,936 (The budget years listed did not included confiscated funds)

Mayor Ash commented the city is growing in a positive way with commercial growth and thanked the council for their work with the department heads on completing the budget.

Annie Sutton thanked all the department heads for making cutbacks on expenditures. Ms. Sutton realizes it is not an easy decision of where to cut expenditures in the budget.

Mayor Ash asked if anyone in attendance had any comments on the budget. No one expressed any comments.

On motion by Bradley Greene, seconded by Kevin Stanley, in favor – Nan Bowen and Annie Sutton and, and carried unanimously, the Mayor and Council voted to approve the first consideration of the 2019/2020 Budget Hearing.

On motion by Annie Sutton, seconded by Nan Bowen, in favor – Kevin Stanley and Bradley Greene, and carried unanimously, the Mayor and Council voted to adjourn the Called Council Meeting of June 3,

2019 at 6:36 p.m.

Shan Ash,

Mayor

Kevin Stanley,

Council Member

Nan Rowen

Council Member

Bradley Greene,

Council Member

Annie Sutton.

Council Member

Connie Fracas

City Clerk