

**Planning & Budget Retreat  
Upstairs Board Room  
231 East Hayne Street  
Monday, April 11, 2016  
4:00 p.m.**

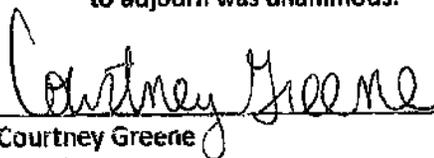
**(These minutes are subject to approval at the April 26, 2016 City Council Meeting)**

**City Council met this date with all members present except for Councilperson Smith. City Manager Lee Bailey, City Clerk Courtney Greene, and City Attorney Terry Clark were also in attendance. Notice of the meeting was faxed to the media the week prior to the meeting and posted on the bulletin board at City Hall in advance according to the Freedom of Information Act.**

- I. Call to Order** –The meeting was called to order by Mayor Kenneth Gist at approximately 4:00 p.m. Mayor Gist then called Lee Bailey forward to present the proposed budget for 2016-2017.
- II. Overview of the Proposed FY 16-17 Budget- Lee Bailey City Manager**– Lee Bailey came forward and presented the budget for 2016-2017 by department. First, he presented the administration department expenditures. Some of the changes for the upcoming year include: FICA and Pension decreased to reflect true cost, Property/Liability Insurance increased to reflect the true cost, and Audit/Professional Fees decreased due to consultant fees no longer coming out of this account. Mr. Bailey also deleted the line item for judge office supplies, as this is not needed. Second, Mr. Bailey presented the fire department expenditures. Natural gas decreased as the cost is down, and gas decreased as well. Maintenance & repair of vehicles increased, and Property/Liability Insurance premiums increased to reflect the true cost. Legal Fees increased to include the department's portion of the audit. Third, Mr. Bailey presented the sewer department expenditures. Line items were added for the bond payment and short lived assets. Fourth, Mr. Bailey presented police department expenditures. Departmental supplies were increased in order to purchase a new radar gun, and Property/Liability Insurance premium was increased to reflect the true cost. Communication was increased to reflect true and realistic costs. Fifth, Mr. Bailey presented the community/economic development department expenditures. Festival/events decreased to cover only two city sponsored events. Sixth, Mr. Bailey presented the park department expenditures. Landscaping was increased to cover the costs of maintaining the park. Property/Liability insurance premium increased to cover the new items in the park. Legal fees decreased, and city park maintenance decreased to reflect true cost. Council discussed the option of using the \$5,000 that is usually allocated to the Stone Stoup Storytelling Festival for another city sponsored event. The decision was made to not give \$5,000 to Stone Stoup in 2016-2017 budget, and the decision was unanimous. Last, Mr. Bailey presented the street department expenditures. Mr. Bailey proposed that Waste Connections begin picking up the garbage and debris. He found a buyer for one of the

city's boom trucks, which will pay off the remaining balance that the city owes on this truck. Waste Connections will pick up debris on Fridays except for large logs and timber. Benny Morgan, street supervisor, will pick these logs up on another day. This will provide a significant savings and increase in cash for the city. The following personnel changes will be made: Benny Morgan will remain in the street department, Jason Willis move to the Sewer Department, and Jerry Waters take the part-time position in McKinney Park. Council openly discussed this option and agreed for the city to enter into the contract with Waste Connections. The decision was unanimous. Mr. Bailey then reviewed the projected revenue for the year 2016-2017. Between expenses and revenue the city should have a surplus of cash. Mr. Bailey then asked council to decide if a part time employee should receive a Christmas bonus. Council decided that part time employees should receive a Christmas bonus of 1%. The vote was unanimous. Mr. Bailey then asked council if longevity should be paid to full time employees only. Council decided that only full time employees should receive longevity checks. The decision was unanimous.

- III. **Adjourn-** Mayor Kenneth Gist asked for a motion to adjourn at 5:45 p.m. A motion was made by councilperson Kennedy and it was followed by a second from councilperson Durham. The vote to adjourn was unanimous.



Courtney Greene  
Clerk/Treasurer  
City of Woodruff