



Finance Committee Meeting Minutes FY10 Budget Presentations

Glynn County Board of Commissioners

9:00 a.m., Tuesday, April 14, 2009

Third Floor Conference Room

W. Harold Pate Courthouse Annex

Brunswick, Georgia

Present:

Committee Members: *D. Hogan, T. Sublett and T. Thaw*

Other Commissioners:

Staff: *P. McNicoll, B. Rowell, C. Stewart*

Press: *J. Davis, M. Permar*

Others:

1. Budget Summary by Funds

Mr. Charles Stewart, County Administrator, presented the recommended budget summary and informed the Committee that the budget was balanced.

a) Revenue Discussion

Mr. Stewart gave the Committee a detail on the Tax revenue and stated that the assumption was made in preparing this budget that property tax revenue would remain at the same level as the current year and stated that property taxes are the largest revenue item in the budget. Ms. Phyllis McNicoll, Finance Director, stated that a 1% decrease in property values would result in a \$280 thousand decrease in the budget. Mr. Stewart was called out of the meeting at this point. Commissioner Thaw asked what the value of a mill was and Ms. McNicoll responded that it was approximately \$5 million. Commissioner Thaw commented that property tax revenue would go down and that the taxpayers need some relief which the County could provide by reducing taxes. Commissioner Thaw questioned the status of the property revaluation project and was told by Ms. Becky Rowell, Assistant County Administrator, that Mr. Bobby Gerhardt, Chief Appraiser, has stated that they would not finish the revaluation in time for the 2009 tax preparation. The Committee requested that Mr. Gerhardt attend the next meeting and provide them with an update on the project.

Ms. McNicoll discussed other tax items such as the local option sales tax which was estimated at a decrease of 6.6% from FY08 and stated that the February sales taxes should be transmitted to the County in the next week and the budgeted would be adjusted if necessary when that payment is received. She informed the Committee that the budgets for Intangible Recording Fees and Real Estate Transfer Tax were reduced by \$243 thousand based on the year-to-date (ytd) actual receipts. The interest income budget was reduced by \$1.22 million from the prior year based on ytd actual. She stated that the County has some CD's that are above 3% but they will be maturing in a few months.

Ms. McNicoll stated that there is a continuing problem with Fines and Forfeitures, the largest of which is in State Court. That budget has been reduced by \$478 thousand. Ms. McNicoll was told by the Clerk of State Court that they have \$183 thousand in forfeitures that they will pay to the County in the next week. This will bring them up to the end of January in processing those receipts. She stated that she has had a problem with processing forfeitures in Odyssey but will be caught up by the end of April. Ms. McNicoll stated that as more funds are received from the courts, the budget may be adjusted.

There was discussion concerning building inspection fees and Ms. McNicoll stated that they had been reduced in the proposed budget by \$710 thousand and zoning application fees by \$95 thousand. She stated that there was \$200 thousand budgeted from fund balance to support the building inspection function. Mr. Stewart had discussed the use of fund balance with Commissioner Thaw and told him that there was between \$800 and \$900 thousand in the fund balance that had been designated in previous, more affluent years, to help in funding building inspection in the event of a down-turn in the economy.

b) Budget Reductions

Ms. McNicoll gave a report of expenditure budget reductions to the Committee which showed \$1.795 million in reductions that affect personnel. She stated that all training was eliminated unless it was required to maintain County-required certifications. Overtime was eliminated for all departments except public safety and public works. Ms. Becky Rowell stated that employees were not complaining about losing the benefits in order to save jobs.

Mr. Stewart returned to the meeting.

2. Outside Agency Appropriations

Ms. McNicoll stated that the RDC dues increased as they are based on population and the largest increase was to the EDA which was the result of the agreement that was approved by the Board of Commissioners several months ago. Commissioner Sublett questioned that agreement and Commissioner Thaw explained that the EDA had received funding in the past from the Port but that funding had expired and the County had to increase funding.

3. Personnel Requests

Ms. McNicoll stated that Assistant Chief Trautz had requested the addition of a full time Communications Officer for E-911 but agreed to reduce the part time officers to half time. The net effect of this change would result in a savings to the County. The other new positions were requested by the Recreation department to work at the new pool/miniature golf/concession area in Neptune Park. The Maintenance Worker and Crew Leader positions would also be handling the increased labor required for garbage collection since the Moloks were removed. The Budget team and respective Department Directors recommended the reduction of seven positions in Community Development and two positions in the GIS division of Information Technology.

a) Historical Staffing Levels

Commissioner Thaw noted that Community Development staffing had decreased from 25 positions in FY08 to the proposed 18 positions in FY10. Commissioner Hogan questioned whether there would be additional costs to the County when the new Superior Court Judge position is filled. Ms. McNicoll stated that the County will have to fund the judge's supplement. Mr. Stewart was asked why Glynn has to pay the supplement when the judge is in other counties. Mr. Stewart responded that all counties in the circuit are required to pay because the State doesn't keep the judges' salaries at a high enough level. Commissioner Sublett observed that this was another unfunded state mandate. He stated that he would like to see a summary of all unfunded state mandates. Mr. Stewart stated that the court system and the jail are loaded with them.

Commissioner Thaw asked why Engineering didn't have any staffing reductions. Ms. Rowell stated that they probably would have reductions. Ms. McNicoll stated that the two contracts in that department had been reduced. The \$66 thousand contract is budgeted at half that amount and the other contract which amounts to \$40-\$50 thousand has been eliminated.

4. Capital Requests

Ms. McNicoll informed the Committee that the departments had requested approximately \$9 million in capital for the General Fund and Building, Roads & Equipment Fund and the Budget Team along with the departments eliminated all items that were not critical to purchase within the next year to a recommended capital budget of \$651,230 in the General Fund and \$1,590,000 in the Building, Roads & Equipment Fund. Commissioner Thaw questioned if the budget included 10 miles of resurfacing and Ms. McNicoll stated that it was in the recommended budget at \$1 million. Commissioner Thaw asked for a report on the number of miles of resurfacing done in the last five years. Commissioner Thaw also suggested that the resurfacing was an area that could be cut.

Ms. McNicoll summarized the recommended capital in other departments. She pointed out that the capital requested for E-911 amounted to \$760 thousand and that it was being reviewed by the JPSCD later in the week. She stated that the increases in that budget had resulted in an increase in the appropriation to the E-911 fund by about \$700 thousand. Ms. McNicoll stated that part of the increase is related to IT charges that had previously been totally funded by the County. IT has analyzed the charges and determined which ones are directly related to the County/City E911 center and have budgeted for them accordingly. The result will be that the City will be required to fund 34% of those charges in the future. Ms. Rowell stated that there is a \$700 thousand grant that will be brought to the Board of Commissioners very soon. She stated that staff would be meeting with JPSCD concerning the 800 mhz system which needs upgrading according to IT and Motorola staff.

5. General Discussion

After discussion concerning the Property Tax Revaluation project, Commissioner Sublett suggested that Mr. Bobby Gerhardt, Chief Appraiser, come to the next meeting to report on their progress.

6. Schedule the next Finance Committee Budget Meeting.

The Chairman set the time for the next Finance Committee Budget Meeting at 3:00 on Tuesday, April 28, 2009.