



**Finance Committee Meeting Minutes  
FY11 Budget Presentations  
Glynn County Board of Commissioners  
3:00 p.m., Tuesday, April 27, 2010  
Third Floor Conference Room  
W. Harold Pate Courthouse Annex  
Brunswick, Georgia**

**Present:**

**Committee Members:** *J. Clark, D. Hogan and T. Thaw*

**Other Commissioners:** *H. Lynn*

**Staff:** *D. Chunn, W. Davis, M. Doering, D. Harrison, P. McNicoll, B. Rowell, C. Stewart, A. Thomas*

**Press:** *N. Batiwalla, M. Permar, C. Hawkins*

**Others:** *Joe Floyd, Tara Joos, Jeff Kilgore, Richard Strickland, Clyde Taylor*

Commissioner Thaw had not yet arrived and Commissioner Clark chaired the meeting.

1) *Consider approval of the April 12, 2010 Finance Committee FY11 Budget Minutes.*

The following motion made by Commissioner Hogan and seconded by Commissioner Clark passed unanimously.

**Motion to approve the April 12, 2010 Finance Committee FY11 Budget Minutes. (Vote: 2-0)**

2) *Response to Commissioner questions at the April 12, 2010 meeting.*

Mr. Charles Stewart, County Administrator, responded to questions raised during the Finance Committee meeting of April 12 in regard to the proposed FY11 budget.

- Are we trending down with positions fast enough to keep up with declining revenues? Yes, eleven vacant positions have been eliminated in the proposed FY11 budget and the budget is balanced. In FY10 thirteen full time positions were deleted for a total reduction of 24 positions over the two year period.
- Tax collections will probably be down, so is there a need for an increase in the uncollectible allowance? The Tax Commissioners collection rate for 2009 taxes is 94.15%, compared to 94.22% for the same period last year for 2008 taxes. The collection rate for prior years taxes range from 98.1% to 99.8%. The Tax Commissioner has implemented a partial payment program in which delinquent taxpayers may apply to make partial payment. They are allowed to make three equal payments over a three month period. This program has been instrumental in keeping the collection rate comparable to prior years. We will continue to evaluate collections and if necessary will adjust the uncollectible allowance as needed.
- How much does the City and Board of Education allocate to the library? The City has allocated \$60 thousand in the past. While no decision has been made, the allocation in the FY11 budget is \$50 thousand. The Board of Education has allocated \$40 thousand in the past. While no decision has been made, the

allocation in the FY11 budget is \$40 thousand but will be reviewed at an upcoming meeting.

- What is the cost of federal and state unfunded mandates? Mr. Stewart stated that he would like to postpone this and address it at the next meeting.
- What is the basis of Coastal Regional Commission assessment? The dues are \$1 per capita based on the 2005 population figure of 57,749. County dues are \$57,549 annually, billed on a quarterly basis in the amount of \$14,437.25. Commissioner Clark commented that this is state mandated so the County has no choice but to fund this. Commissioner Hogan questioned whether the City participates and Commissioner Lynn responded that the City also participates at \$1 per capita.
- How many filled positions does the County currently have? This is a moving target. There are no seasonal positions currently filled but several will be filled soon due to the Neptune Park pool opening on Saturday, May 1. There are currently 201 appointed positions filled, 208 elected officials' positions, and 377 administrative positions filled. Of the administrative positions, 123 are in Fire/EMS so the remaining administrative employee total is 235.
- How many positions are vacant? There are 15 positions in the Sheriff, Fire, and Police departments which are 24/7 positions and 5 open positions in the Airport. Commissioner Hogan asked for more information on the Airport. Mr. Stewart stated that the Airport Commission was created in 1988 and that the Airport board appointments are approved by the Development Authority. The Airport does not rely on the County for funding but the County approves grants issued to the Airport occasionally. Commissioner Clark questioned how the County is addressing the three vacant positions in E-911. Mr. Stewart explained that there is a board that oversees the E-911 operation which meets once a month. They are required to prepare a budget which is adopted by the City and the County. He stated that there are vacant positions most of the time and Police Chief Matt Doering stated that there is always an active effort to fill those positions.
- What are the plans to adjust the proposed budget should the digest come in higher or lower than expected? Mr. Stewart stated that the budget may need to be adjusted based on future estimates from the Property Appraisal Office and LOST and Bed Tax collections. The Property Tax Digest for the first time in recent history is going to come in less than the previous year. We currently have budgeted a decrease in property taxes of 12%. If the tax digest is more than currently budgeted the additional revenue could be moved to a contingency budget or the property taxes could be reduced. If the tax digest is less than currently budgeted, Mr. Stewart stated that the following could be considered:
  - Outside agency appropriations are currently in the budget at 100% of last year's budget and could be reduced by 10%. This would reduce the budget by \$250 thousand.
  - Eliminate the capital budgets for roads and bridges equipment. He stated that there are funds in Splost 4 and 5 that could be used instead.
  - Operating budgets, not including personnel/benefits, utilities, and appropriations total approximately \$12 million. We could possibly sustain an additional 1-2% cut which would amount to \$150 – 200 thousand.
  - Furloughs of one day per month would save \$93 thousand per month or \$1 million for twelve months. Furloughs in county governments tend to be unfair and uniformity would be somewhat of a problem because many offices would not be eligible. Elected officials would have to agree to the

furlough in their offices. It would be difficult for Sheriff, Fire and Police to furlough their line personnel without incurring additional overtime. It's possible that the only departments that would be furloughed would be administrative departments. A better alternative would be to reduce everyone's pay instead of furloughs. A 1% pay reduction would yield \$250 thousand in savings. The pay reduction would apply to everyone except elected officials whose salaries are set by state law.

- o Further reductions could be obtained by reducing staffing levels further. We are at the point where reduction of services would result in further staff reductions.
- o Consider the use of the fund balance to balance the budget.

If the digest comes in higher than expected, Mr. Stewart recommended that some employee benefits be reinstated, such as career tracking or the Board could reconsider the merit increases.

### 3) *Outside Agency Appropriations.*

Mr. Stewart informed the Committee that Mr. Mike Malloy had contacted him and requested that the Program Coordinator for Special Olympics in Glynn and McIntosh Counties be able to speak about that program. Ms. Tara Joos stated that the Glynn County Special Olympics program has been restructured and reinstated and is currently an active program. They have had an increase of 34 adult participants and 53 youth participants and there are 250 athletes registered in this county with 186 athletes actively participating. She stated that their biggest problem was the transportation of the adult participants. Mr. Stewart stated that the City, County and United Way contribute funds while the Board of Education provides in-kind contributions of office space and transportation. Mr. Richard Strickland questioned whether McIntosh County contributes to the program and Ms. Joos stated that they do through United Way but the County government does not donate. Mr. Wesley Davis, Recreation Director, thanked the Board of Commissioners for allowing the Recreation Department to participate in the Fishing rodeo by providing Italian Ice for the athletes. Commissioner Hogan commented that he is a supporter of Special Olympics but if funding for other agencies is reduced he would agree that Special Olympics would have to be reduced also.

### 4) *Budget Summary.*

Ms. Phyllis McNicoll, Finance Director, stated that the recommended budget summary had changed slightly due to ongoing adjustments and is over \$6 million less than the previous year's budget.

Mr. Stewart stated that the Fire fund is funded by ad valorem taxes. The proposed budget shows taxes based on the millage rate remaining the same a last year. Since the digest is projected to go down by 12%, this resulted in a shortfall in budgeted revenue compared to expenditures of \$400 thousand. The Fire Fund has a fund balance of approximately \$3.2 million. Mr. Stewart suggested the use of the fund balance to balance the budget and stated that the only way to reduce expenditures in the Fire fund would be to close a station or raise the Fire millage rate and cut the General Fund millage rate in an equal amount. He stated that the Fire fund balance is

more than adequate in that fund and urges them to consider the use of the Fire fund balance.

5) *Capital Update.*

Ms. McNicoll stated that the capital has changed in the General Fund at the request of Police Chief Matt Doering. A pick-up truck had been requested for Animal Control but Chief Doering stated that he did not need to purchase it next year and requested that it be removed from the proposed budget. This action resulted in a decrease in the General Fund capital budget of \$16,500.

6) *Budget Adoption Calendar.*

Ms. McNicoll reviewed the budget adoption calendar with the Committee and stated that the plans are to have the budget adopted at the regular meeting of the Board of Commissioners on June 17, 2010. State law requires that the budget be adopted by June 30, 2010. Commissioners Clark and Hogan agreed to hold the next meeting on the budget at 8:30 a.m. on Tuesday, May 4, 2010.

7) *Update on Recent Legislative Action.*

- Transportation Funding which could result in a regional sales tax with CRC counties bound together.
- Senate Bill 346 which is a property tax reform bill. The Board of Assessors will be required to mail annual property value notices to all property owners whether the value changed or not. The Board of Equalization will be placed under the Clerk of Superior Court.
- Fee increase for services in the courts.
- Elimination of GEFA loans

Commissioner Thaw arrived at the meeting.

8) *Schedule next Finance Committee Budget meeting.*

Commissioner Clark informed Commissioner Thaw that the next meeting would be held at 8:30 a.m. on Tuesday, May 4, 2010 if agreeable to him. Commissioner Thaw agreed with that schedule.