



CITY OF DAHLONEGA
WORK SESSION MEETING MINUTES
JULY 18, 2018 2:00 P.M.

Mayor Norton called the Work Session to order at 2:00 p.m.

Members Present

Mayor Sam Norton and Councilmembers Bruce Hoffman, Ron Larson, JoAnne Taylor and Mitchell Ridley were present.

Staff Present

City Manager Bill Schmid, Finance Director Melody Marlowe, Public Works Director Mark Buchanan, Bill Duffy, Ron Simmons, Assistant Finance Manager Kimberly Stafford and City Clerk Mary Csukas were present. Downtown Development Director Jan Harris was present.

Solid Waste Fund:

Revenue

- Operating revenue \$875,965, decrease 0.6% (\$5,335)
- No rate increase

Expenses

- Department expenses \$804,283, decrease 1.1% (\$8,609)
- Personal Services: decrease due to employee changes in benefit selections
- Disposal: increase \$8,000, rate increase
- Repairs: increase \$5,000, truck repairs
- Rentals: increase \$5,000, uniform service
- Communication: increase \$5,000 for radios
- Interest expense: for 2018 garbage truck

Council and Staff discussed that the Finance Department has fine-tuned the budget over the years which created the decrease showing in revenues.

Council and Staff discussed uniform rentals that will be department wide and allow for a more cohesive look for this department.

Council and Staff discussed replacement of a 2000 Sterling Garbage Truck going to auction and replace it with a 2018 Rear Loader. Further discussion included pricing a Front-End Loader which would be \$50,000 more dollars.

Council and Staff discussed the 5-year water meter project and what a great improvement these meters are making City-wide.

Council and Staff discussed the water replacement program in place and possible other avenues that may be available to make the projects less intrusive. The Happy Hollow project is to ensure better pressure for the water-fire system.

Council and Staff discussed ways to keep the public informed concerning the replacement and update projects that are ongoing in this department at the city. Director Buchanan stated he would be able to print a google maps to show the areas in question.

Hotel/Motel Tax Fund:

Revenue

- 8% Tax
- Tax revenue \$417,397, 5.6% increase
- Budgeted revenue is 97% of estimates

Expenditures

- 3% administrative fee is transferred to General Fund, \$12,522
- Total to Chamber of Commerce or tourism services = \$253,047 (5% tax)
- Total to Tourism Product Development (capital projects) = \$151,828 (3% tax)

Council and Staff discussed alternate ways to distribute the funds derived from the Hotel Motel Excise Tax that is currently given to Lumpkin County Chamber to allow for tourism growth in the City of Dahlonega. To assist in this decision the City has asked the Chamber for better reporting of the use of these funds given to the Chamber from the Hotel/Motel Excise Tax.

Downtown Development Authority:

Revenue

- Transfer from General Fund: \$341,739, 12.3% decrease (\$47,801)

Expenditures

- DDA Operational Expense (Department 1)
 - Total \$181,735, decrease 17.1% (\$37,450)
 - Decrease in personal services due to change in personnel and benefit elections
 - Insurance: \$10,783 decrease due to reallocation of liability premium
- DDA Programs and Projects (Department 2)
 - Total \$153,954, increase 12.1% (\$16,660)
 - Professional Services: \$30,000 included for downtown master plan and market study update
 - Beautification program: decreased contractual services \$12,900, increased supplies \$8,500 – net decrease \$4,400
- Dahlonega 2000 (Department 3): budget is established as needed by board
- Film (department 4)
 - Total \$6,250, decrease 60% (\$9,500)
- Parking (Department 5)
 - Parking responsibilities and expenses moved to Public Safety budget in general fund

Council and Staff discussed Film Revenue loss in the recent years but DDA is open to other projects coming to Dahlonega in the coming years.

Council and Staff discussed ways to staff this department with professional services as opposed to a part time staff member to handle new rolls in this department. Mayor Norton asked that the Intern position be filled with a person who has knowledge of this area and plans to stay in Dahlonega for a longer term than a few years.

SPLOST FUND:

Revenue

- SPLOST revenue budgeted at 97% of estimate, \$554,374

Expenditures

- 100% of SPLOST revenue is transferred to Water & Sewer fund to reimburse for Wastewater Treatment Plant Upgrade project

Adjournment