

City of Chipley
Budget Workshop
Minutes
September 16, 2024 at 5:00 p.m.

Attendees:

Ms. Tracy Andrews, Mayor
Ms. Cheryl McCall, Council Member

Mr. Kevin Russell, Mayor Pro-Tem

Absent:

Mrs. Linda Cain, Council Member

Others Present Were:

Mrs. Patrice Tanner, City Administrator
Mr. Guy Lane, Asst. City Admin./Public Works Director

Ms. Sherry Snell, City Clerk
Mr. Ambers Carter, Assistant Public Works Director

The data reflected in these proceedings constitute an extrapolation of information elicited from notes, observations, recording tapes, photographs, and/or videotapes. Comments reflected herein are sometimes paraphrased, condensed, and/or have been edited to reflect essential subject matter addressed during the meeting. Parties interested in receiving a verbatim account of the proceedings are responsible for coordinating with the City Administrator and providing their own representative and equipment pursuant to Chapters 119 and 283, Florida Statutes.

A. CALL TO ORDER

The meeting was called to order by Mayor Andrews at 5:00 p.m.

B. PRAYER AND PLEDGE

Prayer was given by Council Member McCall and Mayor Andrews led the pledge to the American Flag.

C. AGENDA ITEMS

1. Fiscal Year 2024-2025 Proposed Budget – Enterprise Funds Discussion.

Mrs. Tanner explained the Sanitation Fund is balanced at \$1,149,000, and this includes a CPI increase by Waste Management in the amount of 5.31%. This will bring the residential cart from \$26.56 up to \$27.97 per month. It includes annual salary increases from 0-4% based on the employee performance evaluation; 2022 Ford F-150 truck loan payment no. 3 of 5 in the amount of \$7,575 per year; and a 5.31% increase in the yard waste from \$7.46 to 7.86 per yard. We did not cut anything from this budget. Discussion ensued.

Mrs. Tanner explained the Water Fund is balanced at \$911,355, which was calculated at a 3% CPI increase, but we just found out today that will be a 3.2% increase, so the totals will increase a little. It includes Mr. Lane's water budget as well as Mr. Cook's smaller water budget. It includes annual salary increases from 0-4% based on the employee performance evaluation; meter repair which is the annual meter register replacements in the amount of \$13,500; safety training for employee CDL license in the amount of \$4,000; meter reader system upgrade to 4G in the amount of \$15,250; and a request for a new Caterpillar 420XE Backhoe Loader 4x4, at a cost of \$150,476, this will include the first payment of 7 payment in the amount of \$25,950 per year; Jimmy's budget includes annual salary increases from 0-4% based on the employee performance evaluation; annual generator maintenance on three (3) generators in the amount of \$6,900; And

debt service principal and interest bond payment No. 20 of 40 on the USDA water well bond in the amount of \$7,005. We did not cut anything from this budget. Discussion ensued.

Mrs. Tanner explained the Gas Fund is balanced at \$659,730, which was calculated at a 3% CPI increase that will actually be 3.2%. It includes annual salary increases from 0-4% based on the employee performance evaluation; professional services to include 90 gallons of mercaptan installed, with an estimate of 608.4 lbs. at \$6.71 per lb.; meter repair for 96 gas meter registers in the amount of \$21,600; 2022 Ford F-150 truck payment no. 3 of 5 in the amount of \$7,629; transfer to general fund loan payment No. 9 of 10 for gas meters/gas registers in the amount of \$5,500; and a transfer to general fund loan payment No. 5 of 10 for the line relocate on South Blvd in the amount of \$6,000. Discussion ensued.

Mrs. Tanner explained the Sewer Fund is balanced at \$2,803,851 which includes \$1,166,306 of projects and financing sources. It was calculated at a 3% CPI increase that will actually be 3.2%. It includes annual salary increases from 0-4% based on the employee performance evaluation; meter repair which is the annual meter register replacements in the amount of \$13,500; one (1) transit level - \$900; jetters and hand wand for the jet vac truck - \$4,300; gas detector for confined space - \$1,200; crane and hand winch for lift stations - \$3,600; pipe vise - \$300; pipe threader - \$3,400; multi meter - \$1,400; DO probe - \$3,200; Insulated screwdriver - \$300. Capital Outlay includes one (1) push camera - \$11,300; new generator for Harrison Lift Station - \$27,200; pump for John Teal lift station - \$12,300; main lift station pump at the plant - \$23,600. Truck and equipment payments includes the 2019 Kubota tractor payment no. 7 of 7 in the amount of \$11,614; debt service principal and interest – USDA series 2022 bond issue payment No. 2 and No. 3 in the amount of \$74,981. FDEP SRF Loan No. WW670111 semi-annual payment No. 2 and No. 3 in the amount of \$94,300. A transfer to general fund loan payment no. 17 on the city loan for the SCADA System Improvements in the amount of \$3,750. We did not cut anything from this budget. Discussion ensued.

There was discussion about the interlocal agreement with the library due to upcoming construction.

D. ADJOURN

The meeting was adjourned by Mayor Andrews at 5:30 p.m.

City of Chipley

Attest:

Tracy L. Andrews, Mayor

Sherry Snell,
City Clerk