

**MINUTES NO. 2010-05-WS**  
**OF A**  
**REGULAR MEETING**  
**OF THE CITY COUNCIL OF**  
**THE CITY OF MADISON, ALABAMA**  
**AUGUST 7, 2010**

The Madison City Council met in a public work session on Saturday, August 7, 2010, at 8:00 a.m. in the Planning & Building Conference Room of the Madison Municipal Complex, Madison, Alabama.

Noting that a quorum was present, the meeting was called to order at 8:10 a.m. by Council President Holtzclaw.

**ELECTED GOVERNING OFFICIALS IN ATTENDANCE**

Roll Call of Elected Governing Officials was conducted by City Clerk-Treasurer Melanie A. Williard and recorded as follows:

Mayor Paul Finley	Present
Council District No. 1 Tim Holcombe	Present
Council District No. 2 Steve Haraway	Present
Council District No. 3 Jerry Jennings	Present
Council District No. 4 Tim Cowles	Present
Council District No. 5 Tommy Overcash	Present
Council District No. 6 Larry Vannoy	Present
Council District No. 7 Bill Holtzclaw	Present

Also in attendance were: Assistant City Clerk-Treasurer Stacy Gilley, City Clerk-Treasurer Melanie A. Williard, Revenue Officer Cameron Grounds, Executive Assistant to the Mayor Taylor Edge, Planning Director Amy Furfori, Public Works Director Dana Stahl, Assistant Public Works Director Clay Baker, Human Resources Director Terri Towry, Assistant Finance Director Roger Bellomy, Municipal Court Clerk Magistrate Beth Bellomy, Police Chief Larry Muncey, Fire Chief Ralph Cobb, Assistant Recreation Director Mike Cassell, City Attorney Kelly Butler, Recreation Director Kory Alfred, City Engineer Gary Chynoweth, Building Director Cody Phillips

Public Attendance registered: W.C. Fuller and Cliff Lanham

The published purpose of the Work Session was to review the proposed biennial budget for fiscal years 2011 and 2012.

Each department head, or his/her designee, presented to Mayor and Council their department's responsibilities, FY 09/10 accomplishments and their FY 11 & FY 12 goals and objectives.

**Mayor's Office**

Mayor Finley reviewed his office's 2010 Agenda and the current status of each project in addition to presenting his 2011 – 2012 Agenda.

**Information Technology Department**

In lieu of an IT Department Head, Mr. Taylor Edge, the Mayor's Executive Assistant, reported on the following major budgetary issues and operational trends facing the IT Department:

- Departments rely more and more on technology to provide their services
- Staffing not sufficient to keep up with technology demands
- Current structure not able to support inevitable growth
- Stay current with technology trends through training

The IT Department is facing the following budgetary requests outside the norm:

- Establishing IT Department with IT Director
- Citywide management and budgeting for all hardware and software
- Office Space Modifications

#### Finance Department

Assistant Finance Director Roger Bellomy presented the following major budgetary issues and operational trends which could incur additional costs:

- New Health Care Plan in order to comply with federal regulations
- Administration and reporting regulations for federal grants in order to comply with federal and state regulations
- The new fund balance in order to comply with Governmental Accounting Standards Board Statement 54

Outside the norm budgetary requests involving new personnel:

- Request for a Grant Manager
- Request for an Accounting Manager

#### Revenue Department

Revenue Officer Cameron Grounds stated that the only outside the norm budget request he foresees is an estimate of \$8,000 for FY 10/11 for implementation of voluntary option for online payment of sales, use, rental and lodging taxes through the Alabama Department of Revenue.

#### Economic Development

Planning Director Amy Furfori presented an overview of the future development of the major corridors throughout the City, including County Line Road, Madison Boulevard/I565 and Highway 72.

#### Police Department

Police Chief Larry Muncey presented the following major budgetary issues and operational trends which could face his department in the coming years:

- Exponential growth of the City
- Base Realignment
- Natural Disaster
- Multiple major crimes
- Major accident (train, plane, etc.)
- Lack of federal grants

Outside the norm budget requests facing his department are:

- Additional personnel
- Additional patrol vehicles and necessary equipment packages
- Office furniture for the new addition
- Uniform allowance
- Workmen Compensation
- Capital Outlays; laptops, ballistic shield, VMDT

#### Fire & Rescue Department

Fire Chief Ralph Cobb reported on the following major budgetary issues and operational trends which will challenge his department's overall ability to meet accepted standards of response:

- Growth to the west
- Increased traffic
- Increased traffic control

The following issues are outside his normal budgetary requests:

- Addition to administrative staff
- Fire apparatus
- Station 1 modifications
- Training site improvements
- Uniform allowance

#### Legal Department

City Attorney Kelly Butler reviewed for Council the previous fiscal year's consultancy service fees and how she has worked diligently to reduce them.

#### Human Resources Department

HR Director Terri Towry outlined the following major budgetary issues facing her department:

- Multiple New Employer Mandates, from healthcare to EEO
- Health Care costs
- Tuition costs
- Time investment in HRIS System

#### City Clerk-Treasurer Department

City Clerk-Treasurer Melanie A. Williard stated that her departmental operating budget will continue to increase largely due to insurance premiums and fees associated with credit card payments. The two items Ms. Williard anticipates being outside the normal budget requests are expenses associated with any future elections and a new shelving system for the Archives Room.

#### Parks & Recreation Department

Recreation Director Kory Alfred stated that the major budgetary issues and operational trends facing the Recreation Department in the foreseeable future are:

- Addition of greenways, trails, athletic fields and parks increases long-term maintenance costs
- Fees need to be examined on an annual basis to determine cost recover associated with operation of programs, facilities and services
- Demand is increasing for current recreation space and facilities. Additional areas will need to be identified to accommodate future growth.

Mr. Alfred did add that he does anticipate a slight loss in revenues due to the YMCA aquatic services once they are operational later this year.

Outside the norm budgetary requests:

- Additional field development at Palmer Park
- Access to upper soccer fields at Dublin Park
- Aesthetic repair projects, such as Palmer Park entrance

#### Planning Department

Planning Director Amy Furfori stated that the following items are her major budgetary issues and operational trends:

- Growth Plan recommendations will guide efforts Spring 2011 forward
- Caseload may increase as economy adjusts & Economic Development efforts continue to bring successes

The three items she foresees as being outside the normal budget requests for her department are:

- Consulting cost for Growth Plan

- Economic Development tools & events added to Planning Department for the first time
- Planning Department physical move to have a "front door" to public may require some additional funding

#### Building Department

Building Director Cody Phillips presented his department's major budgetary issues and operational trends facing his department as follows:

- BRAC related activity in 2011 FY and 2012 FY is expected to positively affect construction and impact the department. Permits for single family homes are already up from the previous year
- The main heating and air-conditioning equipment for City Hall has exceeded its life expectancy and capacity and requires replacement. Cost of replacement is estimated to be between \$100,000 to \$120,000
- The added square footage of the Police Department expansion will dictate the need for an additional Complex Maintenance Worker
- The currently vacant and budgeted Building Inspector position may need to be filled to help manage the City's older stock of houses and commercial buildings and aging multi-family housing developments where building and living conditions may be substandard such as the case with Paradise Apartments
- Maintenance and repairs to City Hall and the Library will increase as the buildings age

The following issues are outside the normal budgetary requests for the Building Department:

- The large chiller unit that serves City Hall needs to be replaced during 2011 FY
- Numerous unbudgeted emergency repairs were made mostly to City Hall HVAC equipment during 2010 FY. The Building Department budget for 2011 and 2012 FY will reflect additional requirements to meet unforeseen emergencies
- Office and storage space is at a premium within City Hall. Off-site storage units are being leased to store archived files. Additional renovations to maximize space and accommodate additional staffing within City Hall will need to be continually addressed.

#### Engineering Department

City Engineer Gary Chynoweth's major budgetary issues and operational trends for his department are:

- Performing a roadway alignment study will require approval of \$70,000 to acquire the necessary survey and environmental information
- Improving night-time driving visibility for County Line Road, Hughes Road and Gillespie Road will require approval of \$100,000 for the street lights
- Budget may be needed for surveying consultant to collect data of city drainage infrastructure

Outside the normal budgetary requests:

- An infrastructure budget must be established for the construction, improvement and maintenance of the City Major Streets and Drainage systems to allow planning and long-term scheduling of construction projects
- \$100 million can easily be identified for anticipated projects over the next 20 years

#### Public Works Department

Director Dana Stahl briefed Council on his department's major budgetary issues and operational trends:

- Continued growth of the City impacts their department's resources
- Expected changes from ADEM concerning herbicides
- Equipment failures
- Unplanned added projects
- Adverse weather conditions

- Rising fuel and materials costs

Outside the normal budget requests are as follows:

- DOT related:
  - Four intersections that need controller upgrades with power backups in case of outages; Highway 72 @ Hughes Road, Highway 72 @ Wall Triana, Highway 20 @ Sullivan Street, Old Madison Pike @ Hughes Road
- Drainage related:
  - Three projects that are larger than normal maintenance work; Athens @ Eastview, 385 Mill Road, Leathertree ditch work

#### Court Department

There are no outside the norm budget requests for the Municipal Court Department. The major budgetary issues and operational trends are:

- Court costs collected for State, returned/reduced bonds, indigent defense expenses, subcontract work (defensive driving) and jail expenses are subject to increase or decrease based on numerous factors, including the numbers/types of tickets issued, numbers/types of arrests made, types of bonds posted, and adjudications. FY 2011-FY 2012 budget requests in these variable categories are based on the current FY 2010 year-to-date expenses
- Possible increase in court costs after next legislative session ends in Spring 2011. If enacted, this will be money collected for and forwarded to the State. However, this amount will still be reflected in the Court budget with a possible \$19,200 +/- increase in the FY2011 Court budget, and a \$76,800 +/- increase in the FY 2012 Court budget

#### Discussion of Qualified School Construction Bonds

Upon completion of all departmental presentations, Council held a brief discussion on qualified school construction bonds and what the bond future might be when the new State legislation takes office.

#### Discussion of proposed Ordinance No. 2010-235; restricting the use of wireless communication devices while driving:

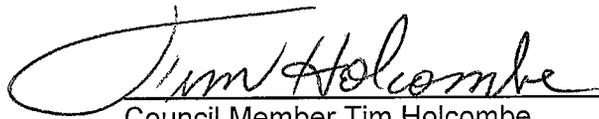
City Attorney Kelly Butler distributed a draft copy of proposed Ordinance No. 2010-235 which will be brought before Council for a first reading at their next regular meeting scheduled for this Monday, August 9<sup>th</sup>.

#### **ADJOURNMENT**

Having no further business to discuss, the meeting was adjourned at 2:45 p.m.

Signatures on following page.

Minutes No. 2010-05-WS, dated August 7, 2010, read, approved and adopted this 23rd day of August 2010.



Council Member Tim Holcombe  
District One

Absent

Council Member Steve Haraway  
District Two



Council Member Jerry Jennings  
District Three



Council Member Tim Cowles  
District Four



Council Member Tommy Overcash  
District Five

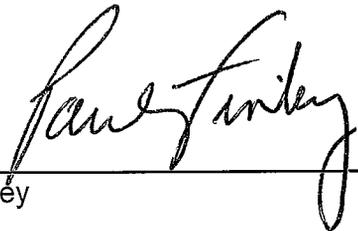
Absent

Council Member Larry Vannoy  
District Six



Council Member Bill Holtzclaw  
District Seven

Concur:



Paul Finley  
Mayor

Attest:



Melanie A. Williard  
City Clerk-Treasurer



Kristen N. Bruseth  
Recording Secretary