CITY OF DAPHNE
SPECIAL CALLED
CITY COUNCIL MEETING AGENDA
1705 MAIN STREET, DAPHNE, ALABMA
SEPTEMBER 23, 2013
6:30 P.M.

1. CALL TO ORDER/INVOCATION/PLEDGE OF ALLEGIANCE
2. FISCAL YEAR 2014 BUDGET
3. TAKE WHAT EVER ACTION DEEMED NECESSARY
4. ADJOURN

BUDGET AMENDMENTS

1. Eliminate
   A. City Administrator position
   B. Marketing/Communication/Technical Writer position
   C. National Estuary Program contribution
   D. Renovations & Building Improvements
   E. One Library Aide position
   F. Recreation Program Coordinator

2. Send following items to the Finance Committee for consideration, then to City Council for approval:
   A. Equipment purchased (Under General Government)
   B. Renovations & Building Improvements

3. Add to the Budget:
   A. $65,000 to pave one mile of sidewalk in Lake Forest

4. Reduce the following appropriations:
   i. Road Improvements: Reduce to $200,000. The $50,000 reduced will fund the paved mile of sidewalk in Lake Forest. The remaining $200,000 will be set aside to serve as matching funds for the ATRIP grant
   ii. Eastern Shore Chamber of Commerce Blueprint for Tomorrow contribution: Reduce to $20,000. The $15,000 reduced will fund the paved mile of sidewalk in Lake Forest
   OR REDUCE TO $17,500
   iii. Travel Budget: Mayor to $10,000
   iv. Travel Budget of Legislative Dept. to $27.000
   v. Court Overtime: Reduce to $2,500
   vi. Training Coordinator position to part-time ($17,025)
   OR Combine: Training Coordinator with Nurse's position for one full time position
   vii. National Estuary Program to $500
   viii. Daphne High School Fields contribution to $10,000

Amendments to FY2014 Budget

Randy Fry

Eliminate proposed positions:

- City Administrator
- Marketing/Communications/Technical Writer

Amendments to FY2014 Budget

Tommie Conaway

Eliminate proposed position:

- City Administrator

Send the following items to the Finance Committee for consideration, then to the City Council for approval:

- Equipment Purchased (under General Government)
- Renovations & Building Improvements

Amendments to FY2014 Budget

Robin LeJeune

Add to the Budget

- $65,000.00 to pave one mile of sidewalk in Lake Forest

Reduce the following appropriations as indicated:

- Road Improvements: Reduce to $200,000.00. The $50,000.00 reduced will fund the paved mile of sidewalk in Lake Forest. The remaining $200,000.00 will be set aside to serve as matching funds for the ATRIP grant.
- Eastern Shore Chamber of Commerce Blueprint contribution: Reduce to $20,000.00; The $15,000.00 reduced will fund the paved mile of sidewalk in Lake Forest.

Eliminate from the Budget:

- National Estuary Program contribution

Amendments to FY2014 Budget

John Lake

Eliminate proposed position:

- City Administrator
- Marketing/Communications/Technical Writer

Send the following items to the Finance Committee for consideration, then to the City Council for approval:

- Equipment Purchased (under General Government)
- Renovations & Building Improvements

Other:

- Training Coordinator: Combine with Nurse's position for one full time position

Amendments to FY2014 Budget

Pat Rudicell

Eliminate the following entirely:

- Renovations & Building Improvements
- City Administrator position
- Marketing/Communications/Technical Writer position
- Library Aide positions (2): eliminate one position, retain one.
- Recreation Program Coordinator: eliminate position

Reduce the following appropriations as indicated:

- Travel Budget, Mayor: Reduce to $10,000.00
- Travel Budget, Legislative: Reduce to $27,000.00
- Court Overtime: Reduce to $2,500.00
- Training Coordinator position: Reduce from full-time status to part time (to $17,025.00)
- National Estuary Program contribution: Reduce to $500.00
- Daphne High School Fields contribution: Reduce to $10,000
- Eastern Shore Chamber of Commerce Blueprint contribution: Reduce to $17,500.00

Add to Budget:

- $65,000.00 for one mile of sidewalk paving.

ORDINANCE 2013-50

ADOPTING THE FISCAL YEAR 2014 OPERATING BUDGET

WHEREAS, the Mayor of the City of Daphne has submitted to the City Council an operating budget for Fiscal Year 2014 which begins October 1, 2013 and ends September 30, 2014 (the "FY14 Operating Budget"); and

WHEREAS, the City Council has reviewed and considered such proposed operating budget; and

WHEREAS, the City Council believes that the attached proposed operating budget is a viable spending plan for the City during the next fiscal year;

WHEREAS, the City's procedures require the adoption of the budget by Ordinance; and

WHEREAS, if the amounts budgeted for departmental operating items or purposes are not required to be utilized for such items or purposes, then upon written approval by the Mayor or the Finance Director, these amounts may be expended for other departmental items or purposes, provided that the total amount of the adopted operating budget is not exceeded; and

WHEREAS, the Mayor is authorized to approve all applications for grants during the fiscal year with the understanding that grant awards requiring an additional appropriations will be presented to Council for approval.

NOW, THEREFORE, BE IT ORDAINED by the Mayor and City Council of the City of Daphne, Alabama, that the FY14 Operating Budget in which total revenues exceed appropriations the amount of $1,845,545 and general fund revenues exceed appropriations in the amount of $339,646; as attached hereto and made a part hereof;

NOW, THEREFORE, BE IT FURTHER ORDAINED by the Mayor and City Council that an additional general fund appropriation in the amount of $203,652 is included in the FY14 Operating Budget and is approved for the following:

- Allowance for merit pay increases, totaling $42,874
- Allowance for a 2% Cost of Living Adjustments totaling $160,778, which represents a pro-rated amount to be effective beginning the first pay period of January 2014

Approved and adopted on this the _____ day of _____, 2013.

_____

Dane Haygood, Mayor

ATTEST:

_____

Rebecca A. Hayes, City Clerk

2014 Proposed Operating Budget

	TOTAL	General Fund	Enterprise Funds: Garbage/ Recycling	Enterprise Funds: Civic Center	Enterprise Funds: Bay Front Park	Debt Service Fund	Special Revenues Fund	Capital Projects Fund
Sales & Use Taxes	15,026,981	13,499,081	-	-	-	590,000	937,900	-
Ad Valorem Taxes	4,972,000	4,972,000	-	-	-	-	-	-
Business Licenses	1,630,910	1,630,910	-	-	-	-	-	-
PILOT Taxes	2,230,000	2,230,000	-	-	-	-	-	-
Luxury Taxes	703,000	703,000	-	-	-	-	-	-
Permits	427,625	427,625	-	-	-	-	-	-
Court Collections & Fines	467,000	443,000	-	-	-	-	24,000	-
Intergovernmental	564,896	230,478	-	-	-	-	34,418	300,000
Fees & Charges	2,241,050	277,050	1,340,000	222,500	77,000	-	184,500	140,000
Recreation	111,410	111,410	-	-	-	-	-	-
Grants	93,950	93,950	-	-	-	-	-	-
Interest	119,100	112,000	-	-	-	200	800	6,100
Miscellaneous	37,300	18,300	-	-	-	-	19,000	-
Total Estimated Revenues	28,625,222	24,748,804	1,340,000	222,500	77,000	590,200	1,200,618	446,100
Base Wages	10,320,965	9,667,630	369,720	106,675	106,705	-	70,235	-
Overtime	377,575	348,775	23,300	3,500	2,000	-	-	-
Payroll Related	1,615,580	1,513,350	59,990	16,610	16,380	-	9,250	-
Other Personnel	2,871,645	2,661,630	145,855	32,225	31,935	-	-	-
Personnel	15,185,765	14,191,385	598,865	159,010	157,020	-	79,485	-
Employee Support	273,494	263,544	3,050	2,200	250	-	4,450	-
Professional Services	806,656	736,806	13,300	41,000	9,000	-	2,550	4,000
Insurance	543,845	462,245	25,200	35,025	21,375	-	-	-
Advertising	64,450	38,200	9,250	11,500	5,500	-	-	-
Community Services & Programs	416,918	407,078	-	9,840	-	-	-	-
Supplies & Equipment	1,981,990	1,689,244	128,120	47,050	8,400	-	109,176	-
Waste Disposal & Landfill	352,045	83,895	263,200	2,950	2,000	-	-	-
Maintenance	1,093,914	892,839	109,950	54,000	6,300	-	30,825	-
Utilities	1,237,950	1,066,880	4,625	137,825	18,350	-	10,270	-
Inmates	90,800	70,800	-	20,000	-	-	-	-
Contributions to Boards, Authorities, & Districts	210,300	-	-	-	-	-	210,300	-
Miscellaneous	9,950	8,975	700	275	-	-	-	-
Operating	7,082,312	5,720,506	557,395	361,665	71,175	-	367,571	4,000
General Long Term Debt Proceeds	-	-	-	-	-	-	-	-
Capital	40,000	40,000	-	-	-	-	-	-
Debt Service	4,471,600	-	8,421	-	-	4,463,179	-	-
Transfers To/From Other Funds								
Transfers To Other Funds	(4,610,302)	(4,457,267)	-	-	-	-	(153,035)	-
Transfers From Other Funds	4,610,302	-	-	298,175	151,195	3,873,179	37,753	250,000
	-	(4,457,267)	-	298,175	151,195	3,873,179	(115,282)	250,000
TOTAL Estimated Revenues (Under) Appropriations	**1,845,545**	**339,646**	**175,319**	**-**	**-**	**200**	**638,280**	**692,100**

2014 Proposed Budget Mayor

	TOTAL	General Fund	Enterprise Funds: Garbage/ Recycling	Enterprise Funds: Civic Center	Enterprise Funds: Bay Front Park	Debt Service Fund	Special Revenues Fund	Capital Projects Fund
TOTAL Estimated Revenues (Under) Appropriations	**1,845,545**	**339,646**	**175,319**	**-**	**-**	**200**	**638,280**	**692,100**
Allowance for Merit Pay Increases (1)	42,874	43,217	-	-	-	-	-	-
Allowance for 2% C.O.L.A. Adjustment (2)	160,778	160,778	-	-	-	-	-	-
TOTAL Including Allowances for Merit Pay and C.O.L.A. Adjustment	**1,641,893**	**135,651**	**175,319**	**-**	**-**	**200**	**638,280**	**692,100**
Capital & Personnel Requests	1,615,771							
TOTAL Including Allowances for Capital & Personnel Requests:	**26,122**	**135,651**	**175,319**	**-**	**-**	**200**	**638,280**	**692,100**

1. Allowance for Merit Pay is based on a 2% increase to all wages and overtime combined, totaling $42,874 for FY14.
2. Allowance for C.O.L.A. is based on a 2% increase to all wages and overtime combined, totaling $214,371 for FY14. With an effective date of the first pay period in JAN 2014, the prorated increase is $160,778.

ORDINANCE 2013 - 51

ADOPTING THE FISCAL YEAR 2014 CAPITAL BUDGET

WHEREAS, the Mayor of the City of Daphne has submitted to the City Council capital and personnel requests for Fiscal Year 2014 which begins October 1, 2013 and ends September 30, 2014 (the "FY14 Capital Budget"); and

WHEREAS, the City Council has reviewed and considered such proposed capital and personnel requests; and

WHEREAS, the City Council has determined that funds are available for certain Fiscal 2014 appropriations and such appropriations should be considered, approved and made a part of the Fiscal Year 2014 budget; and

WHEREAS, City Departments have submitted new Personnel & Capital requirements; and

WHEREAS, the Mayor and City Council have reviewed such requests and prioritized them according to needs and available funds and has incorporated them into the FY14 Capital Budget;

NOW, THEREFORE, BE IT ORDAINED by the City Council of the City of Daphne, Alabama, that the Fiscal Year 2014 Capital Budget is hereby appropriated in the amount $1,615,771 ($1,123,241 for capital equipment and $492,530 for personnel requests) from the General Fund. Such appropriations are itemized in the attached list and made a part hereof.

APPROVED AND ADOPTED by the Mayor and City Council of the City of Daphne, Alabama, this _____ day of _____ , 2013.

_____

Dane Haygood, Mayor

ATTEST:

_____

Rebecca A. Hayes, City Clerk

FY 2014 CAPITAL REQUESTS

General Government

Legislative	$28,000	Rolling Filing System in Vault
General Government Total:	**$28,000**	

Pubic Safety

Police	$35,476	Special Response Team Assault Tactical Vests
	$164,023	6 - Chevy Tahoes
	$97,977	Associated Vehicle Equipment to outfit Tahoes
	$297,476	
Fire	$25,000	Holmatro Extrication Tool Set
	$26,000	New Vehicle for Fire Marshal
	$51,000	
Building Inspection	$25,000	New Vehicle for Code Enforcement
Public Safety Total:	**$373,476**	

Public Works

Streets	$30,000	300 Barricades
	$21,000	Changeable Message Sign
	$40,000	Ford F450 Dump Body Truck
	$50,000	Hydroseeder
	$150,000	16 Yard Dump Truck
	$291,000	
Grounds	$36,000	F450 Truck
	$16,000	LED Light for all City Traffic Intersections
	$52,000	
Facility Support	$14,500	Shutters
Mowing	$10,000	4x2 Gator
Mechanical Shop	$13,000	18,000 lb. Lift
Public Works Total:	**$380,500**	

Parks & Recreation

Recreation	$14,000	New Air Conditioner
	$22,701	Dodge R1500 Quad Cab 2WD Pickup
	$33,064	Ford F250 Crew C&C w/Dump Body
	$16,000	John Deere 1200A Field Groomer
	$10,000	John Deere Z960A 72" Mower
	$95,765	
Trione Sports Complex	$10,000	Fencing - Front Entrance Closure & 4 Fields
	$7,000	3 Batting Cages
	$17,000	
Lott Park	$30,000	Bleachers***
	$45,000	Portable Restroom
	$75,000	
Public Works Total:	**$187,765**	

Civic Center & Bayfront

Civic Center	$20,000	Carpet for 3 rooms
	$1,000	Interior Painting
	$10,000	Kitchen Equipment
	$50,000	Roof
	$3,000	Voltage Monitoring System
	$3,000	Telephone System Upgrade
	$87,000	
Bayfront Pavilion	$11,500	Kitchen & Bathroom Floors
	$1,000	Interior Painting
	$20,000	Exterior Painting
	$32,500	
Civic Center & Bayfront Total:	**$119,500**	

Garbage & Recycling

Recycling	$34,000	Ford F450 V10 Crew Cab Truck
Garbage & Recycling Total:	**$34,000**	

FY 2014 CAPITAL REQUESTS:	**$1,123,241**

*** Top priority as current bleacher do not meet safety standards.

FY 2014 NEW PERSONNEL REQUESTS

Name	Job Title	Location Description	Status	Grade	Step	Annual Salary	Medicare Round	Soc Sec Round	Retire Round	Med, SS & Retire Total	SUI Round	Med/Dent Premiums	Obama Care Fees	Disability Round	Life Ins Round	Worker's Comp Round	SUI, Med/Dent, Dis, Life & WC Total	Combined Total
	SAFETY/TRAINING COORDINATOR	H RESOURCE	FT	18	4	36,110	525	2,340	2,670	5,535	90	9,855	185	200	125	70	10,525	52,170
SAFETY/TRAINGING COORD :	1					36,110	525	2,340	2,670	5,535	90	9,855	185	200	125	70	10,525	52,170
	MARKETING/COMMUMICATION CO	EXECUTIVE	FT			45,000	655	2,790	3,335	6,780	115	9,855	185	200	125	70	10,550	62,330
MARKETING/COMMUNICATION COORD. :	1					45,000	655	2,790	3,335	6,780	115	9,855	185	200	125	70	10,550	62,330
	POLICE OFFICER	POLICE	FT	PD20	1	37,220	540	2,310	2,760	5,610	100	9,855	185	200	100	1,335	11,775	54,605
	POLICE OFFICER	POLICE	FT	PD20	1	37,220	540	2,310	2,760	5,610	100	9,855	185	200	100	1,335	11,775	54,605
OFFICERS :	2					74,440	1,080	4,620	5,520	11,220	200	19,710	370	400	200	2,670	23,550	109,210
	SCHOOL CROSS GUARD	POLICE	PT	2	4	3,235	45	205	240	490	10	0	0	0	0	1,335	1,345	5,070
	SCHOOL CROSS GUARD	POLICE	PT	2	4	3,235	45	205	240	490	10	0	0	0	0	1,335	1,345	5,070
SCHOOL CROSSING GUARDS :	2					6,470	90	410	480	980	20	0	0	0	0	2,670	2,690	10,140
	PART TIME DISPATCHER	POLICE	PT	11	1	13,150	195	820	975	1,990	35	0	0	0	0	70	105	15,245
	PART TIME DISPATCHER	POLICE	PT	11	1	13,150	195	820	975	1,990	35	0	0	0	0	70	105	15,245
COMMUNICATION OFFICER (1) :	2					26,300	390	1,640	1,950	3,980	70	0	0	0	0	140	210	30,490
	SR PSW STREET	STREETS	FT	11	4	28,490	415	1,770	2,115	4,300	75	9,855	185	175	80	70	10,440	43,230
	PSW STREET	STREETS	FT	6	4	23,045	335	140	1,710	2,185	60	9,855	185	175	80	70	10,425	35,655
PUBLIC SERVICE WORKERS (2) :	2					51,535	750	1,910	3,825	6,485	135	19,710	370	350	160	140	20,865	78,885
	CITY ADMINISTRATOR	EXECUTIVE	FT			55,000	800	3,410	4,080	8,290	140	9,855	185	200	125	70	10,575	73,865
CITY ADMINISTRATOR :	1					55,000	800	3,410	4,080	8,290	140	9,855	185	200	125	70	10,575	73,865
	PROGRAM COORDINATOR	RECREATION	FT	19	1	34,310	500	2,130	2,545	5,175	90	9,855	185	225	125	465	10,945	50,430
REC PROG COORDINATOR :	1					34,310	500	2,130	2,545	5,175	90	9,855	185	225	125	465	10,945	50,430
	P/T LIBRARY AIDE	LIBRARY	PT	6	1	10,645	155	660	790	1,605	30	0	0	0	0	225	255	12,505
	P/T LIBRARY AIDE	LIBRARY	PT	6	1	10,645	155	660	790	1,605	30	0	0	0	0	225	255	12,505
PART TIME LIBRARY AIDE :	2					21,290	310	1,320	1,580	3,210	60	0	0	0	0	450	510	25,010
FY 2014 NEW PERSONNEL REQUESTS :	14					350,455	5,100	20,570	25,985	51,655	920	78,840	1,480	1,575	860	6,745	90,420	492,530

Additional Information:

1. In order to facilitate this request for PD Communications, $15,000 was removed from their overtime budget. The net additional expense to fill these 2 positions is $15,490. If this request is not granted, the overtime budget will be restored to its original amount.
2. In order to facilitate this request for Streets, $17,000 was removed their overtime budget and an additional $33,000 was removed from their temporary services budget. The net additional expense to fill these 2 positions is $28,885. If this request is not granted, the overtime and temporary services budgets will be restored to their original amounts.

		FULL ANNUAL SALARY	ADVERTISE DATE		PRORATED SALARY TO ADVERTISED DATE	PRORATED SALARY TO PROJ START DATE
HR	SAFETY TRAINING COORDINATOR	$52,170.00	JAN	1 VHWje	$39,127.50	$32,606.24
EXEC	MARKETING/COMMUNICATIONS/TECH WRITING	$62,330.00	MAR	1 DAH	$31,165.00	$25,970.82
PD	POLICE OFFICER	$54,605.00	JAN	1 DC	$40,953.75	$34,128.11
PD	POLICE OFFICER	$54,605.00	JAN	1 DC	$40,953.75	$34,128.11
PD	SCHOOL CROSSING GUARD	$5,070.00	OCT	1 DC	$5,070.00	$4,225.00
PD	SCHOOL CROSSING GUARD	$5,070.00	OCT	1 DC	$5,070.00	$4,225.00
PD	PART TIME DISPATCH	$15,245.00	OCT	1 DC	$15,245.00	$12,704.16
PD	PART TIME DISPATCH	$15,245.00	OCT	1 DC	$15,245.00	$12,704.16
PW-STREETS	SR PSW STREET	$43,230.00	OCT	1 2DS	$43,230.00	$36,024.99
PW-STREETS	PSW STREETS	$35,655.00	OCT	1 2DS	$35,655.00	$29,712.49
EXEC	CITY ADMINSITRATOR	$73,865.00	JAN	1 DAH	$55,398.75	$46,165.61
REC	REC PROGRAM COORDINATOR	$50,430.00	JAN	1 WAM	$37,822.50	$31,518.74
LIB	PART TIME LIBRARY AIDE	$12,505.00	OCT	1 JY	$12,505.00	$10,420.83
LIB	PART TIME LIBRARY AIDE	$12,505.00	OCT	1 JY	$12,505.00	$10,420.83
		$492,530.00			$389,946.25	$324,955.08
			SAVINGS		$102,583.75	$167,574.92

*** PROJECTED START DATE IS CALCULATED TO BE 1 MONTH AFTER ADVERTISED DATE - BASED ON 2 WEEKS OF ADVERTISING AND 2 WEEKS TO HIRE.