

Interoffice Memorandum



TO: Mayor and City Council

FROM: B. Todd Glover, City Administrator

DATE: October 13, 2017

SUBJECT: Regular City Council Meeting of October 16, 2017

PUBLIC HEARING

ITEM 1. FINANCE: Proposed Annual Consolidated Budget for Fiscal Year 2018

A public hearing has been scheduled and duly advertised for October 16, 2017, at 7:00 P.M. in the Council Chambers on the third floor of the North Augusta Municipal Center located at 100 Georgia Avenue. An ordinance adopting the budget is scheduled for first reading on October 16, second reading on November 6, and third and final reading on November 20, 2016.

The purpose of the hearing is to receive comments from the citizens of North Augusta pertaining to the proposed Consolidated Budget for Fiscal Year 2018.

Please see **ATTACHMENT "PH"** for the text of the public hearing notice as published on October 5, 2017.

REGULAR COUNCIL MEETING

ITEM 5. PERSONNEL: Employee of the Quarter, July, August, and September, 2017 – Lynda Williamson, Accountant for the Department of Finance & General Services

The City of North Augusta Employee Recognition Committee would like to recognize the employee of the quarter for July, August, and September, 2017, Lynda Williamson, Accountant for the Department of Finance & General Services.

Lynda started her employment with the City of North Augusta on January 9, 2017. Lynda and her husband Luke have 3 children, Jinna age 12, Chasten age 10, and Gavin age 4.

October 16, 2017

Lynda has only been with the City of North Augusta for a short time but she has been a great addition to the Finance & General Services Department. From the start, Lynda was able to pick up the payroll processing for 240+ employees and accounts payable after only a short 2 week training period with her predecessor.

Lynda uses her time efficiently such that, more often than not, she has her many tasks including payments to the retirement system and sales and use taxes completed and submitted days to weeks in advance. In addition, Lynda has been able to transition accounts payable processing from a bi-weekly process to a weekly process even during payroll weeks.

During downtime, Lynda seeks additional projects that could use maintenance. She looks for ways to simplify and streamline her processes to eliminate duplication and increase efficiency. She is willing and eager to take on anything that is asked of her even if it doesn't fall within the scope of payroll or accounts payable, such as helping to post utility payments when the office is short staffed or helping update meter records on Edgefield water/City sewer accounts.

What makes Lynda stand out most is that she is able to bring her exceptional work ethic to the City of North Augusta with a great attitude each day all the while she manages being a mother of 3 children primarily by herself while her husband Luke works overseas at the US Embassy in Iraq. Generally he works 3 month stretches before returning home to visit with family, then returns to Iraq. Lynda is responsible for getting her three children to three different schools each morning before arriving to work and getting them to different activities in the evenings.

To say Lynda is busy would be an understatement but no matter what she has going on, she always brings the best of herself to work each day.

Lynda Williamson is a tremendous asset to the Department of Finance & General Services and the City of North Augusta workforce.

Congratulations to Lynda Williamson, our employee of the third quarter of 2017. Mayor Pettit will present her with a plaque, a \$25 gift certificate to Your Pie, and a \$25 gift card to Wal-Mart.

ITEM 6. FINANCE: **Ordinance No. 2017-14 – An Ordinance Authorizing the City of North Augusta to Grant a Nonexclusive Franchise Agreement to Aiken Electric Cooperative, Inc., Its Successors and Assigns, for the Provision of Electric Services within the City – Third and Final Reading**

An ordinance has been prepared for Council’s consideration on third and final reading authorizing the City of North Augusta to grant a nonexclusive franchise agreement to Aiken Electric Cooperative, Inc., its successors and assigns, for the provision of electric services within the City.

Please see the minutes of October 2, 2017 for a copy of the proposed ordinance.

ITEM 7. FINANCE: **Ordinance No. 2017-15 – An Ordinance Authorizing the City of North Augusta to Grant a Nonexclusive Franchise Agreement to South Carolina Electric and Gas Company, Its Successors and Assigns, for the Provision of Electric and Gas Services within the City – Third and Final Reading**

An ordinance has been prepared for Council’s consideration on third and final reading authorizing the City of North Augusta to grant a nonexclusive franchise agreement to South Carolina Electric and Gas Company, its successors and assigns, for the provision of electric and gas services within the City.

Please see the minutes of October 2, 2017 for a copy of the proposed ordinance.

ITEM 8. EASEMENT: **Ordinance No. 2017-16 – An Ordinance Granting Easements to South Carolina Electric and Gas Company for Placement of Facilities Related to the Construction of Riverside Village at Hammond’s Ferry**

A. **Ordinance, First Reading**

An ordinance has been prepared for Council’s consideration on first reading to grant easements to South Carolina Electric and Gas Company for placement of facilities related to the construction of Riverside Village at Hammond’s Ferry.

Please see **ATTACHMENT NO. 8-A** for a copy of the proposed ordinance and supporting documentation.

B. Ordinance, Second Reading

Pending Council's passage of the ordinance on first reading, it is submitted for Council's consideration on second reading.

ITEM 9. FINANCE: Ordinance No. 2017-17 – Adopting a Budget for Fiscal Year 2018 Containing Estimates of Proposed Revenues and Expenditures by the City of North Augusta, South Carolina, for the Budget Year Beginning January 1, 2018, and Declaring that same shall Constitute the Budget of the City of North Augusta for such Budget Year – Ordinance, First Reading

Pending comments received during the Public Hearing scheduled to precede the regular meeting, an ordinance to adopt the proposed Fiscal Year 2018 Consolidated Budget is submitted for Council's consideration on first reading.

Please see **ATTACHMENT #9** for a copy of the proposed ordinance text and refer to your 2018 proposed Budget for revenue and expense summaries for each of the funds. Also, see the public hearing memorandum for a summary of the consolidated budget.

ITEM 10. FINANCE: Ordinance No. 2017-18 – Levying the Annual Tax on Property in the City of North Augusta, South Carolina, for the Fiscal Year Beginning January 1, 2018, and Ending December 31, 2018– Ordinance, First Reading

An ordinance has been prepared for Council's consideration on first reading establishing the tax rate on all taxable property within the City of North Augusta for the Fiscal Year 2018.

The period for which the tax levy is due on all taxable property, except for motorized vehicles, shall be from January 1, 2017, to December 31, 2017. The period for which the tax levy is due for all motorized vehicles which are required to be licensed by Section 53-3-110, Codes of Laws of South Carolina, shall be from January 1, 2018, to December 31, 2018.

The tax levy imposed upon all taxable property shall be 70.50 mills.

Please see **ATTACHMENT #10** for the proposed ordinance text.

ITEM 11. FINANCE: **Ordinance No. 2017-19 – An Ordinance Reinstating the 2% Hospitality Tax as of December 1, 2017– Ordinance, First Reading**

An ordinance has been prepared for Council’s consideration on first reading reinstating the 2% Hospitality Tax as of December 1, 2017.

Please see **ATTACHMENT #11** for the proposed ordinance text.

ITEM 12. UTILITIES: **Ordinance No. 2017-20 – Establishing Wastewater Service Charges by Revising Section 14-68, Titled “Schedule of Monthly Wastewater Service Charge.” of the City Code of the City of North Augusta, South Carolina – Ordinance, First Reading**

An ordinance has been prepared for Council’s consideration on first reading establishing wastewater service charges by revising section 14-68, titled "Schedule of Monthly Wastewater Service Charge," of the City Code of the City of North Augusta, South Carolina.

Please see **ATTACHMENT #12** for the proposed ordinance text.