**MINUTES**
**WESTMINSTER CITY COUNCIL**
**Budget Workshop Meeting**
**Tuesday, April 29, 2021**

The City Council of the City of Westminster met in a special called meeting on Thursday, April 29, 2021 at 4:00 pm with Mayor Brian Ramey presiding. Those in attendance were:

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| Brian Ramey | Reid Adams | Rusty Cater |
| Brad Chastain | Danny Duncan | |

City Administrator, Kevin Bronson
Utility Director, Leigh Baker
Members of the public and press

*Notice of the meeting and the agenda was posted on westminstersc.org twenty-four hours prior to the meeting and all persons, organizations and local media requesting notification and the agenda were notified by email.*

## Call to Order

Mayor Ramey called the meeting to order at 4:00 pm.

## Invocation

The invocation and pledge was led by Mr. Cater.

## Hospitality Tax Presentation

Each entity requesting Hospitality Tax or Accommodation Tax was given 3 minutes to present or speak to Council about their organization. The following representatives spoke;

Ken Sloan, Mountain Lakes CVB
Stanley Gibson, SC Foothills Heritage Fair
Jane Suttles, SC Apple Festival
Jamie McDowell, Oconee History Museum
Michelle Sanford, Fall/Spring Rodeo
Charles Mulwee, Community Tree
Judy Caywood, Senior Outreach
Jessica Glymph, Bigfoot Festival and Events Committee

## Review of Draft Budget

A. Mr. Bronson presented Council with a PowerPoint presentation reviewing the expenditures for the General Fund, Utility Fund, Solid Waste Fund, and the Youth Recreation Fund.

Within the proposed draft budget, Mr. Bronson proposed no increase on the millage rate or electric rate. However, he did propose that outside water rate be increased

by 4.2% on the cost per 1,000 gallons and an increase in the garbage rate by 5% for both inside and outside customers in order to get the fund a step closer to being self-funded. Mr. Bronson stated that OJRSA will be increasing the sewer rate on the City and that we are not in a position to absorb the increase and must pass that onto sewer customers. The proposed increase is 15.2%.

Mr. Bronson has included a 2% COLA for all city employees and proposes 4 additional employees; Recreation Maintenance Supervisor, Code Enforcement Officer/Annexation Manager, a Tree Trimmer that will be budgeted in the Electric Department, along with a Water/Sewer Inspector and Locator.

Some of the major expenses Mr. Bronson highlighted was a 5 year Comp Plan and server updates in the General Fund. In the Utility Fund he has budgeted for the demolition of Riley Street storage shed along with improvements at the current shop building. He has also budgeted for a lease purchase for equipment and vehicles, additional materials in electric for Westminster Crossings, and a sludge pump/backwash pump/filter bed replace at the Water Plant.

Mr. Bronson proposed that a contingency fund be established to help fund unexpected expenses.

Mr. Bronson highlighted the transfer amounts for the new budget, which is currently proposed at 6.6% and ended the presentation with a rate comparison to our neighboring providers. Mr. Bronson stated that in the future he will be looking more towards City's that more closely related to Westminster is size and services provided.

Attached is the presentation for the record.

**Adjourn**

Upon a motion by Mr. Chastain and seconded by Mr. Cater, the motion ***to adjourn the meeting at 5:51 pm*** passed unanimously.

(Minutes prepared from Jennifer Adams)

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Mayor Brian Ramey Date