

FINANCE MEETING
January 14, 2014

The Finance Meeting of the City of Natchez met in the Council Chambers on Tuesday, January 14, 2014, at 9:30 a.m.

PRESENT: Mayor Butch Brown
Alderswoman Joyce Arceneaux-Mathis Ward 1
Alderman Ricky Gray Ward 2
Alderswoman Sarah Carter Smith Ward 3
Alderman Tony Fields Ward 4
Alderman Mark Fortenbery Ward 5
Alderman Dan Dillard Ward 6

ABSENT: Alderman Tony Fields Ward 4

ALSO PRESENT: City Clerk Donnie Holloway
City Attorney Hyde Carby
Temple Hendricks, Board Secretary
David Gardner, City Engineer
James Johnston, Planning Department
Ed Bowser, IT Director
Frankie Legaux, City Planner
Sabrena Bartley, Senior Citizen Ctr & Natchez Transit

Doug Atkins, Waste Pro, reported that the house count had been completed a month ago and 6,419 homes are the formal count. There were a couple of businesses that were added to the number by NWW. The only confusion are subdivisions that pay a county water bill but are located in the City—Waste Pro had given them trash cans. Alderswoman Carter Smith said that Waste Pro’s house count is higher than what the City is billing—the difference needs to be figured out. Mr. Gardner advised that there are commercial properties that are in a gray area and the City needs a policy change. Mr. Gardner advised that if a business requests a water account, they’re charged for garbage collection unless the business can show that they receive service from another vendor. He also advised that for those properties that the county collections for water but the city collections garbage, the county is charging NWW a 10% fee which NWW currently absorbs. Alderswoman Arceneaux-Mathis advised that the water rates need to be increased to cover this expense. In reply to a question posed by Alderswoman Carter Smith, Doug Atkins will confirm that Waste Pro is invoicing the City each month.

Mayor Brown summarized that the franchise fee hasn’t been paid for 2012-2013 and there’s also an issue on what the City is paying as the City is paying the amount specified in the original contract. The City is now \$60,000.00 in arrears. He suggested that the franchise fee be added to the balance that the City owes Waste Pro. Mayor Brown instructed Mr. Carby and the City Clerk to get all the bookkeeping in order.

David Gardner, Engineering Department

Mr. Gardner advised that he’d be asking for permission to advertise for annual bids for miscellaneous supplies and services.

He reported that he would also be asking the BOA for approval of Change Order No. 2 (592 II-C project) in the amount of \$24,315.18 for the reconstruction of a portion of the drainage structure under Walworth Street. The work will involve excavation and demolition of 2 CMU walls to open up the alignment for the new drainage structure that will tie in the Walworth drainage system to the North Wall drainage system. These obstacles were discovered when breaking out an opening in the west wall of the junction box at the intersection of N Wall Street and Walworth Street (Change Order No. 1). This cost also includes the replacement of granular and asphalt surface of the roadway on Walworth Street. 21 Days will be added to the contract.

James Johnston, Planning Department

2014 Transportation Alternative Program (TAP)
Phase II Rehabilitation of Yazoo & Mississippi Valley Railroad Depot

MDOT has announced that TAP applications will be due on Friday, February 7, 2014. Requesting permission for the following –

- Motion to apply for 2014 TAP monies to undertake the proposed Phase II rehabilitation of the historic depot
- Motion to provide local matching funds not to exceed \$62,500.00 or 20% of total project cost. Estimated project budget is \$312,500.00. The local match was included in the city's FY 2014 budget (request to the clerk 8.6.13)
- Motion that no known or foreseeable legal impediments exist that would prohibit the completion of the rehabilitation of the depot and that the project complies with applicable codes, standards, and/or regulations required for completion.

Mr. Holloway asked if the matching funds will come from MDOT—Mr. Johnston replied that no MDOT funding is involved. Alderwoman Arceneaux-Mathis asked if renderings for the depot have been completed. Mr. Johnston replied that there isn't a contract with the architectural firm yet. Mayor Brown stated that a new building and pavilion will be built to house the farmers' market. There's a 99 year lease for the footprint but not the building.

2014 Special Needs Assistance Program

For the second year the city worked with both Britton & Koontz Bank and Concordia Bank & Trust on the preparation and submission of 21 SNAP applications totaling just over \$100,000.00.

Sabrena Bartley, Natchez Transit and Senior Citizens

Mrs. Bartley said that she will be asking for authorization to apply for grants for the next two years from MDOT. One new grant provides funds for "Job Access and Reverse Commute"--\$1.2M for those who live in this area but work somewhere else. She'll also be asking for approval to apply for 5311, 5310 and 5316 grants which each requiring a 20-50% match. The matching funds can come from the governing entity and from fees charged to bus riders, etc.

Delta Bus Lines had submitted a proposed lease for space at the Regional Transit Facility and she would like for the BOA to review. There was also continuing efforts to acquire additional land for the transit facility. Mrs. Bartley thanked Ed Bowser for his help in setting up IT services at the facility. She also restated that the transit facility can now do in house diagnostic work on city owned vehicles.

Also, the personnel switch from PW to Natchez Transit has been made. Alderman Gray said that he doesn't want to see a duplication of services. In response to a comment by Alderwoman Carter Smith, Mrs. Bartley and Justin Dollar will look at natural gas powered vehicles.

Alderwoman Arceneaux-Mathis asked that Mrs. Bartley and James Johnston to submit the regional transit facility to MML for an award.

Alderman Dillard said that he'd like to discuss financial issues in the finance meetings but the BOA is running out of time. Mayor Brown asked Alderman Dillard if he could get clarification from the City Clerk outside of the meetings. Alderman Dillard discussed:

- Budget reports shows Planning and Inspections generating \$245,000.00 in fees but Alderman Dillard didn't see how the generation of fees of that amount was possible.

-\$200,000.00 was received from NWW but to date according to budget, \$0.00 has been received.

-Under Public Properties: \$2,000.00 for City Hall for contract services, \$7,000.00 for the auditorium and \$33,000.00 on other buildings but no explanation of specifics. A discussion was held between Mr. Holloway and Alderman Dillard that these expenses have appeared on dockets.

-\$27,000.00 for miscellaneous expenditures under Hurricane Isaac 168. Mr. Holloway replied that an accounting error as taken out of the wrong account-it should've been taken out of Gustav fund.

Alderman Dillard said that he has the bank statements for Isaac and Gustav and these figures do not add up.

Mayor Brown asked Alderman Dillard to meet with the City Clerk then if still not satisfied, the issue can be addressed through the audit process or through a motion made to the BOA.

Alderwoman Arceneaux-Mathis suggested that once the new bookkeeper and accountant are in place, the staff can attend meetings, under the direction of the City Clerk, to explain the accounting. Mayor Brown said a staff of 7 now keeping the books of the City and that the hurricane funds can be taken off the books at the time when staff attends the meetings.

Frankie Legaux, Planning Department

Mrs. Legaux reported that she'd be holding a public hearing for two rezonings: 76 Cooper Street and at the extension of Learned Mills Road where a PUD will be permitted drill a well. She'd sent a development agreement to Mr. Carby which was similar to the agreement for 35 Cemetery Road. Mayor Brown said that the well is an expansion of the well by the cemetery. Mrs. Legaux said that a change to the future land use map will not be required as the site is in the 100 year flood plain zone.

The second case is a rezoning request by Opal Vines on Briel Avenue for construction of two, single family residences.

A motion was made by Alderman Gray, seconded by Alderwoman Carter Smith, to close the Finance meeting to make a determination that a valid reason existed to go into Executive Session. The motion carried unanimously.

Mr. Carby advised that it had been determined that a valid reason existed to go into Executive Session which was the discussion of litigation and personnel.

After meeting in Executive Session, Alderman Gray made the motion to go out of Executive Session and adjourn to the Regular Meeting of the Board of Aldermen. Alderwoman Carter Smith seconded the motion which carried unanimously.

Larry L. "Butch" Brown, Mayor

Attest:

Donnie Holloway, City Clerk