



MONROE CITY COUNCIL
Finance & Human Resources Committee Meeting
Tuesday, December 5, 2017, 6 P.M.
Monroe City Hall

2017 Committee
Councilmembers
Patsy Cudaback
Jason Gamble
Kevin Hanford

MINUTES

I. Call to Order

A regular meeting of the City of Monroe Finance & Human Resource Committee was held on December 5, 2017, in the Permit Center Open Space of City Hall. The Meeting was called to order by Councilmember Hanford at 6:08 p.m.

Committee Present: Councilmembers Patsy Cudaback, Jason Gamble¹, and Kevin Hanford

Staff Present: Elizabeth Adkisson, City Clerk; Becky Hasart, Finance Director; and Deborah Knight, City Administrator

II. Approval Minutes (Meeting of Tuesday, April 4, 2017)

Councilmember Hanford moved to approve the Finance & Human Resources Committee Meeting minutes of Tuesday, April 4, 2017; the motion was seconded by Councilmember Cudaback. Motion carried (2-0).

III. Unfinished Business -- NONE

IV. New Business

A. Utility Delinquency/Shut-Off Processes and Fees

Ms. Becky Hasart, Finance Director, provided an overview of current utility delinquency/shut-off processes and fees; and proposed changes to the shut off calendar dates, noticing, and processing fees. General discussion ensued regarding current code regulations on delinquency, late notices and fees, water shut-off/turn-on processing, the payment assistance program information included in billing materials, and the customer service levels of processing staff. The committee was supportive of the proposed amendments.

B. 2018 Proposed Utility Rates

Ms. Hasart reviewed the utility rate study approved by Council, associated utility rate increases for 2018 (water – 7.5% increase; storm – 4% increase; sewer – no increase), and utility billing notices. Discussion ensued regarding the water utility tax, bill format, and the adopted fee study/associated rate increases.

¹ CLERK'S NOTE: Councilmember Gamble arrived at approximately 6:20 p.m. during New Business A.

Other

Councilmember Gamble noted the Republic Services Customer Service Call Data was up to the 80 percent service level.

V. Next Committee Meeting (January 9, 2018, 6 p.m.)

The Committee discussed preferable meeting dates in 2018; potentially the second or fourth Tuesday of each month; to be determined by the 2018 committee members.

VI. Adjournment

Councilmember Hanford moved to adjourn the December 5, 2017, City Council Finance & Human Resources Committee Meeting; the motion was seconded by Councilmember Cudaback. Motion carried (3-0); and the meeting adjourned at 6:50 p.m.