

City Council Meeting Minutes

City of Sylvester  
City Council Special Called Meeting  
City Hall Council Chambers  
Wednesday, June 26, 2024  
Call to Order 3:06 p.m.

**Attendees:** Mayor Harold Proctor, Jr.  
Councilman Melvin Powell, Ward 1  
Councilman Isaac Jackson, Jr., Ward 2  
Councilman Mark Giddens, Ward 3  
Mayor Pro-Tem Earnest Carter, Jr., Ward 4  
Interim City Manager Tanita Norris  
City Clerk Markesha Bivens

**Call to Order:** Mayor Harold Proctor, Jr.

**Invocation/Pledge:** Mayor Harold Proctor, Jr.

**Budget Work Session and Hearing for Fiscal Year 2024-2025**

In the Council Meeting held June 14, 2024, Resolution 2024-08 was tabled. This resolution would adopt the budget for FY24-25. Mayor Proctor informed of the request for a meeting with Department Supervisors and City Council to discuss line items in depth and upon review of the budget, there will be a vote.

Ms. Norris provided information highlighting ways to maximize revenue (increasing electricity rates, charging for materials, changing the credit card fee to 4%, increasing the rental rates and licensing fees) and minimize cost (using fewer materials, lowering costs of phones, producing an inventory system and decreasing unnecessary expenses, such as parties and events).

Councilman Powell voiced concerns with transferring from the Competitive Trust and inquired on how these funds would be recuperated. Not approving the budget by the start of the fiscal year was also briefly discussed.

Ms. Norris advised better management of the budget, using the list created, placing items in the accounting system properly, along with reducing spending with improved projections will help. Capital outlays, SPLOST funding management, with the need to amend the budget, accordingly throughout the year will have to occur. Paying attention to overtime, hiring the correct number of staff and determining next steps with the Broadband Department was suggested, with mention of a consulting firm to improve marketing and determining value of the next five (5) years; offering various packages may help and overall, reviewing everything across the board with the cost of operations needs review.

**Councilman Jackson entered at 3:28 p.m.**

After further discussion, material cost, smart spending and billing customers for services are all areas of improvement. Mention of the cemetery spaces, cost of pipe and hardship occasions were pinpointed.

With no further questions or comments, upon motion from Councilman Carter and second by Councilman Giddens, Resolution 2024-08: Budget Adoption Fiscal Year 2024-2025 gained approval. Voting yes were Mayor Proctor, Councilmen Carter, Giddens, Jackson and Powell. The vote passed 5-0.

**Adjournment:**

Councilman Carter motioned to adjourn, seconded by Councilman Giddens. Voting yes were Mayor Proctor, Councilmen Carter, Giddens, Jackson and Powell. The vote passed 5-0.

Mayor Proctor duly adjourned the meeting at 3:49 p.m.

CITY COUNCIL  
SYLVESTER, GEORGIA

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HAROLD PROCTOR, JR., MAYOR

ATTEST:

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MARKESHA BIVENS, CITY CLERK