

**MINUTES OF A CALLED MEETING  
OF THE WOODBINE CITY COUNCIL  
August 10, 2015  
WOODBINE CITY HALL**

The called meeting of the Woodbine City Council held on August 10, 2015 was called to order at 6:30 p.m. by Mayor Steven Parrott, with the following Councilors present: Louise Mitchell, Robert Baird, Randy Bordelon and C. C. Higginbotham, Jr. City officials present: City Administrator Sandra Rayson, and City Clerk M. Lynn Courson. See sign-in sheet for others present.

The Pledge of Allegiance was led by Mayor Parrott.

The invocation was led by Mayor Parrott.

Presentations – None

Motion made by Rob Baird, seconded by C. C. Higginbotham, Jr., to approve the Agenda as presented. Motion was unanimously approved and so declared by Mayor Parrott.

Public Comments – None

Old Business:

Mayor Parrott stated that at the last meeting the Council asked staff to put a timeline on the SPLOST 7 Project List. He stated that the prioritizing was done in the order that staff believes the projects need to be completed. He advised that items such as water tank maintenance contracts or purchasing a hydrant a year would have to be added to the budget because they cease to be SPLOST projects and become Capital Improvement projects. He asked the Council to consider the percentage of SPLOST funds they would like to use toward Debt Reduction. Councilor Higginbotham would like get firm answers from the company that will paint the water tank if they would also provide the Maintenance Agreement. Councilor Baird expressed concern with using all of the funds on projects, when a new Council could then decide not to use and funds toward Debt Reduction. The Council discussed allocation of the funds and which projects to use them on. Councilor Higginbotham stated that he would rather review the funds available and the projects on a monthly basis before making a commitment to a Debt Reduction percentage. He further stated that he would like the Sidewalk Railing to be first, then Painting of Water Tank, and then the Riverwalk Project. The Council agreed to hold off paying any more to Debt Reduction until these first projects are complete and paid for. Councilor Higginbotham asked staff to look into grants for the Sidewalk Railing Project.

Sandra Rayson presented a timeline on hiring for the City Administrator Position. She asked for a budget for advertising the position. Motion made by Rob Baird, seconded by Louise Mitchell, to approve a \$500.00 budget to advertise the position. Motion was unanimously approved and so declared by Mayor Parrott. Ms. Rayson asked the Council to set a starting salary for the position. Councilor Baird said to have the review committee decide if applicants degree would be applicable to the job. Motion made by Rob Baird, seconded by C. C. Higginbotham, Jr., to set the starting salary at \$35,000.00 per year commensurate with experience and education. Motion was unanimously approved and so declared by Mayor Parrott.

Public Comments - None

The meeting adjourned at 7:07 p.m.

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Steven L. Parrott  
Mayor

Attest: \_\_\_\_\_  
M. Lynn Courson  
City Clerk