

TOWN OF BROADWAY  
BOARD OF COMMISSIONERS  
BUDGET WORK SESSION

MAY 14, 2013

The Board of Commissioners held a budget work session on Tuesday, May 14, 2013 at 2:00 p.m. at the Council Chambers, 102 East Lake Drive, Broadway, North Carolina.

Board members present were Mayor Donald Andrews, Commissioners Tommy Beal, Woody Beale, Jim Davis, and Lynne Green. Also, Town Manager Bob Stevens and Town Clerk Laura Duval were present.

Mayor Andrews began the session by reviewing the following agenda items.

Infrastructure

Generators are still needed at Gilbert Lett and W Harrington.

Repaving is needed on Colonial, W Lake, and W Harrington due to cuts in the streets.

Downtown parking lot on the alley needs to be paved.

Wal-Mart assured the Town that sidewalks will be paved from David Harrington's house to East Harrington.

Striping for parking is needed from Forest Ave to Thelma Sloan Dr.

Improvements for N Main St are still on for 2018 – extension of sidewalks and 3-lane to Hunter Dr. The DOT may straighten the intersection at Hunter and N Main.

Buildings

The maintenance building needs a new roof.

A shelter is needed at the WWTP for equipment.

Town Hall needs to be remodeled sometime in the future.

Police Dept

The computers have been installed in the police cars.

The department is in compliance with the digital radios.

Fire Department

The Town is contracted with the Cape Fear Fire District. They have requested a re-inspection for Broadway in order to lower the class for insurance purposes. The paperwork has been completed, and the department is waiting to hear from the state.

## Public Works

A new tractor has been purchased. The old tractor will be declared surplus after July 1, 2013, as well as, the old garbage truck and Cub Cadet mower.

## Administration

The Mayor is interested in E-Commerce for paying water bills on line. The Town Ordinances are posted on the Town website.

## Parks

The Mayor would like to see the fourth quad landscaped this fall. The walking trail has been re-surfaced. The Lee County Veterans Council has expressed an interest in raising money for the addition of restroom facilities at the NCVM. Mayor Andrews gave the group Dr. Sloan's contact information. The cost of Dr. Sloan's designed facilities would be around \$100,000.

## Cemetery

The phone pedestal has been moved at the cemetery. Brick columns with metal fencing have been added to both front corners. Sod needs to be put in the new section. Seedlings were planted last year. Diseased trees have been trimmed out.

## Events

Mayor Andrews has heard good comments about the BOW Festival held this year. We should finish in the black. Some citizens have expressed an interest in a fall event. He told them we need more volunteers in order to have an additional event. Christmas in the Park will continue to be held each December.

## Sales Tax Distribution

The County Commissioners voted to change the sales tax distribution from per capita to ad valorem effective July 1, 2013. The Town will lose approximately \$18,000-\$20,000 this fiscal year because the sales tax runs two months behind. April, May and June taxes don't come in until after July 1. Legislation has been introduced that the first year of sales tax re-distribution would start October 1.

Three interlocal agreements were presented at the last county commissioners' meeting but were deferred to their May 20<sup>th</sup> meeting. They questioned the language in the animal control agreement. The interlocal agreements consist of tax collection, police assistance, and animal control. The Town is requesting \$15,000 for animal control and \$60,000 for police assistance in the county.

Town Manager Stevens presented the budget for fiscal year 2013-2014, which is based on getting \$60,000 from the County. There are increases and decreases in each department. The proposed budget keeps the tax rate at \$.44 with no increase in taxes.

## Governing Body

There is an increase in this department due to the election in November. There will be three four-year terms and one two-year term up for re-election. Ethics training will be needed for elected officials at a cost of \$125. All other line items remain the same as current year. The election and training expenses increase this department by \$3,925.

## Administration

Salaries are figured with a 3% COLA increase. A service bonus is given to employees in December at \$20 per year of service. Town Manager Stevens recommended that the Town no longer pay for a Christmas party. Last year it cost over \$700. This can be discussed at a later date. The Town saved \$200 per employee per month by changing health insurance plans. Contracted Services were cut \$3,300 due to the installation of new accounting software. The Triangle J redistricting is still undecided. Moore and Chatham Counties don't like the move and are lobbying against it. The dues are not much for Triangle J. Dues for NCLM are \$1,200. Capital Outlay remains at \$4,000 for computer needs and repairs. Postage is increasing again, so the Town will purchase forever stamps. Other line items remain essentially the same as current year. Administration has been cut by \$1,584.

## Finance

Laura and Barbara are bonded for \$50,000 each. Professional Services include audit, website, interlocals with Sanford. Bank Service Charges are based on the interest rate since it is a business account. Due to COLA and tax collection increases, Finance has increased \$3,403.

## Maintenance

There is a decrease in salaries because Howard is retiring and will work 16 hours per week. This change will begin July 1. He will work 8:00-12:00 noon Monday through Thursday. As a result, the Town will experience a decrease in FICA benefits and insurance. The Town Manager increased utilities by 10%. The maintenance building needs to be re-roofed because it has some leaks. Part of the parking lot may be paved or curb and gutter may be installed. Fuel was increased by \$1,000. The lease payment is just a bookkeeping entry. Maintenance has decreased \$31,990.

## Police

In the past \$5,000 was budgeted in the event we had to pay reserve officers for their work. However, we have reduced that amount from \$5,000 to \$2,000 in this year's budget. \$1,000 was added for fuel. This is the last year of the lease for Todd's patrol car. The 2004 patrol car will be replaced next year. Police has decreased \$17,351.

## Special Appropriations

Waste Management fees wash out. Recycling will be done at home. Tipping fees will decrease because the Town will no longer have a recycling dumpster. Patterson will repave the back road of the cemetery. LCEDC dues could change. Parks & Rec include the Christmas parade, lights at Broadway sign, park, and NCVM. \$1,592 is still left in the Façade Program. This department has decreased \$17,000.

Water and Sewer Fund has increased by \$14,037 due to the increase in test schedules and purchase of equipment.

If the Town does not get \$60,000 in interlocal agreements, the Board can make other cuts to the budget. They will have to decide the items they wish to cut. Some things that could be considered are travel, fuel increases, salary increases, building maintenance, police uniforms, limb pick up, EDC, park lighting, parade, etc. If all services are continued, a \$.05 tax increase would be required.

The Town Manager reviewed salaries for all employees and compared them to the league survey.

Budget ordinances are ready for three possible scenarios. The Mayor will attend the County Commissioners meeting at 4:30 p.m. Monday and notify the Town Manager whether the interlocal agreements were approved. Town Manager Stevens will present the budget with \$60,000 in interlocal agreements.

The budget work session was adjourned.

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Donald F. Andrews, Mayor

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Laura K. Duval, Town Clerk