

TOWN OF BROADWAY
BOARD OF COMMISSIONERS
BUDGET WORK SESSION
APRIL 25, 2017

The Board of Commissioners held a budget work session on Tuesday, April 25 at 2:00 p.m. at the Council Chamber, 102 East Lake Drive, Broadway, North Carolina.

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

Mayor Andrews opened the work session by giving an update on the Town Hall project. The Town is on the agenda for the May 2 LGC meeting. We should receive notification for approval of interim financing within five days. At that time Tim Sherman will send a letter of recommendation for bid approval. Sanford Construction (Donnie Oldham's company) got the low bid at \$596,740. They will use local subcontractors. The Town will then send a letter to Allen Hart ensuring that the Town will cover the difference between the loan amount and the actual bid. A special meeting may be called in May to award the bid and approve interim financing. The Town Manager has obtained proposals from BB&T and First Bank. BB&T has the lower rate and lower upfront costs. Mr. Kornegay stated that Allison Peeler (government liaison for BB&T) has been very helpful in the process. It was suggested that the Town have a photo op and a groundbreaking ceremony.

Community Building – The first priority is to get the floors stripped and sealed professionally. Baseboards are falling off and need to be replaced with wood to match the framing around the windows. The next phase may consist of updating the bathrooms with paint, improved lighting and new fixtures. In the future the kitchen needs to be painted, and the drain in the floor needs some work. The final phase may consist of putting vinyl on the eaves and awnings. Costs will be obtained and presented to the Board before proceeding with any work.

Joy Thrash, CEO of SAGA, gave an update on the accomplishments made in economic development, the chamber and visitor services. She also discussed challenges and future goals. After her presentation, Ms. Thrash requested that the Town of Broadway maintain its annual contribution of \$5,000 to SAGA. She also offered assistance in updating the Town brochure. Mayor Andrews thanked Ms. Thrash for all the things she's accomplished with SAGA. He believes the SAGA team is doing a great job at getting things done. The Mayor and Commissioners agreed to help SAGA with the same contribution this coming fiscal year.

Buildings and Facilities – Future needs: A shelter for the dump truck is needed near the maintenance building. The chimney side of the Tiny Toys building has paint peeling off. Mayor Andrews spoke with a painter and he advised there is a moisture problem that needs to be resolved before repainting. Sewer plant needs are covered in the budget. The plant is almost paid off. Exterior maintenance to the water tank is scheduled for fiscal year 2018-2019.

Cemetery- Town Manager Kornegay has contacted a surveyor who has done preliminary work on laying off additional plots. The road needs to be in place before he actually lays off the plots. Extensions will be made off the existing roads.

Streets – The Town Manager plans to get bids for resurfacing Church and Holt Street in July or August. In the spring the next phase of resurfacing can be done. Town streets are in good shape for the most part. Colonial Drive may be resurfaced in 2020 then West Harrington will be resurfaced in 2021. Powell Funds need to build up between projects. Roots need to be cut on Third and Knowledge streets. The roots are damaging those streets badly. At some point the drainage issue on Church and Holt Streets needs to be addressed. The drainage issue on West Lake Drive will be taken care of this fiscal year. The projected date for the completion of the sidewalk project from Mansfield Drive to Claude's Body Shop is 2020. The Town is required to contribute 10% towards this project. Upon completion, sidewalks will be on both sides of the street from Broadway Elementary to Dollar General. Mayor Andrews agreed to contact DOT about paving needs on McLeod Avenue and the sinkhole on Mansfield Drive.

Parks – Senator Rabin has filed SB 12 requesting funds for a facility to house bathrooms at the NCVN. If passed, the bill will provide \$250,000 for the facility. The building will be built between Carol Stephens Accounting and the memorial. Mayor Andrews showed a picture of the facility designed by Dr. Sloan.

Watson Lake Park needs more carp to take care of the algae. The Town Manager will check on purchasing the carp. The walking trail needs to be sprayed and debris removed. Mulch needs to be added around the playground equipment, and the equipment needs to be repainted. The commissioners asked that more tables and benches be added to the park. The Woman's Club may consider helping with that. They plan to donate a tree to the new Town Hall location.

Police Department – A police vehicle will be purchased during 2017-18. Mayor Andrews would like to see cameras installed in at least two of the patrol cars. At some point body cameras will be used. The cost of the cameras is inexpensive. The big cost is for storage of the footage. It has to be decided how to store it and how long to keep it. Protocol needs to be devised for using police cameras.

Public Works – The new pickup has been purchased and is being used by Craig. The 1999 Ford pickup was declared as surplus, and sealed bids are being accepted until May 5. The purchase of the next maintenance truck will be in 2020.

A landscaping contractor will be used twice a year. The shrubbery around the Town buildings, welcome signs and NCVM looks much better when maintained on a schedule.

Relocation of the water lines has to be done by 2019. RFQ's for the project must be turned in by 10:00 a.m. April 28. The water and sewer lines along North Main Street will be relocated for the DOT road widening project. DOT will reimburse the Town. It is the Town Manager's understanding that the Town will submit invoices to DOT and will be reimbursed before payment of the invoice is due. The vault at Dixie Farm Road may be ok where it is, but that has not been definitely decided. Lines will be moved from Circle K to the vault.

Community Projects – Mayor Andrews asked the Board to think about the Broadway Our Way Festival. If the decision is made to have the festival in 2018, planning should begin in September. More help is definitely needed on the committee. Some logistical changes will be necessary due to the location of the new Town Hall.

The Commissioners agreed to continue having Christmas in the Park. It is scheduled for December 3 at 4:00 p.m. Ronnie Byrd and Teresa Kelly have volunteered to sing when needed.

The Lions Club will sponsor the Christmas Parade again this year. It will be held on December 9. The Town Board decided to replace 12 more Christmas wreaths then all the wreaths should be in good condition.

It was agreed to fix the current Christmas lights on the water tank. Exterior tank maintenance will occur in a few years, and the lights will have to be removed. Town Manager Kornegay will find someone to replace the colored bulbs with all clear ones. Other options can be considered after water tank maintenance is completed.

The Town brochure definitely needs to be updated. It was published ten years ago. Mayor Andrews will ask Duke Progress to consider making a donation towards printing the brochure.

Personnel – In the future a plan needs to be devised for replacing the Public Works Director and the Police Chief upon their retirement. There needs to be a backup plan for the PW Director. It takes a few years to get the required certifications to run the wastewater treatment plant. All of the commissioners understand this is an urgent and immediate need for imminent retirements.

FY 2017/2018 Budget Recommendation Review – Town Manager Kornegay reviewed the proposed budget for fiscal year 2017-2018. There is a 1.9% increase in General Fund making a total budget of \$885,299. In expenditures \$3,014 is budgeted for election expenses since a municipal election will be held in the fall. This cost was verified by Parker Holland with the Board of Elections. There is a slight increase budgeted for professional services based on the audit contract. Maintenance salaries include the seasonal employee hired to help out as needed. This employee was a

tremendous help in the maintenance department. The budget for the police department has a few slight increases. A new police vehicle will be purchased, the officers need new Kevlar vests and ammunition is needed.

In General Fund Revenue an increase is budgeted for Property Taxes. The Town has a 99% collection rate. A slight increase in sales tax was also budgeted. The interlocal agreement with Lee County remains the same at \$90,000.

Total budget for Water & Sewer Fund is \$378,500 with a 2.71% increase. There were no significant changes in these line items compared to current year's budget.

The tax rate will remain the same at \$.49 per \$100 valuation. Mr. Kornegay recommended an increase in sanitation fees to cover the increase Waste Industries will charge. The monthly fee will go from \$11.40 to \$11.70. That increase equals an additional \$3.60 per customer for the year. The Town Manager recommended a 3% COLA for all Town staff. The Mayor and Commissioners did not want an increase.

A Public Hearing for the budget will be held at the May 22 meeting then the budget will be adopted at the June 26 meeting.

With no further discussion, the budget work session was adjourned.

Donald F. Andrews, Mayor

Laura K. Duval

Town Clerk