

**MINUTES
BREVARD CITY COUNCIL
Regular Meeting
June 18, 2012 – 7:00 PM**

The City Council of the City of Brevard met in regular session on Monday, June 18, 2012 in the Council Chambers of City Hall with Mayor Jimmy Harris presiding.

Present - Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow, Council Members Rodney Locks, Wes Dickson, Maurice Jones and Charlie Landreth.

Staff Present - City Manager Joe Moore, City Attorney Mike Pratt, City Clerk Desiree Perry, Finance Director Jim Fatland, Public Service Director David Lutz, Planning Director Josh Freeman, Building & Grounds Director Lynn Goldsmith, Police Chief Phil Harris, Director of Engineering & Utilities Jay Johnston, Human Resource Director LeAnn McCraw, Firefighter Mark Norton, WWTP Operator Emory Owen, and Manager Exec. Assistant Jeanette Owen.

Press - Derek McKissock, Transylvania Times

Call to Order and Welcome - Mayor Harris called the meeting to order, welcomed those present and introduced Council members, City Attorney, Manager and Clerk.

Invocation and Pledge of Allegiance - Mr. Norman Bossert, Brevard Jewish Community offered an invocation. Mayor Harris led in the Pledge of Allegiance to the Flag.

Certification of Quorum - The City Clerk certified a quorum present.

Approval of Agenda - Mr. Morrow moved, seconded by Mr. Landreth the Agenda be amended to reverse the order by moving Certificates/Awards before Special Presentations and approve as amended. Motion passed unanimously.

Approval of Minutes - Mr. Landreth moved, seconded by Mr. Jones, the April 30, May 7 and May 21, 2012 Minutes be approved as presented. Motion passed unanimously.

Certificates / Awards / Recognition

David Stewart Retirement Recognition - A certificate of appreciation was presented to Mr. David Stewart, Wastewater Treatment Plant operator, who is retiring on July 1st with 17 years of service to the City.

Proclamation Supporting Transylvania Economic Development Efforts: Mayor Harris read aloud a Proclamation to Transylvania County Board of Commissioners supporting their efforts for economic development.

Proclamation Recognizing Arts and Culture Week - Mayor Harris presented a proclamation to TC Arts Executive Director Tammy Hopkins recognizing June 22-July 4, 2012 as "Arts and Culture Week" in the City of Brevard.

Special Presentation(s)

The French Broad River Log Jam - Mr. Bob Twomey. Presented power point describing the log jam that first began in 2010 when two trees fell across the river that had resulted in a large amount of trees and debris to collect at the site, causing the river to widen to almost three times its normal width and significant erosion of the river bank at the Allison-Hooper properties. Described the cleanup process that was accomplished under budget due to several agencies willingness to come and work together to accomplish the cleanup. A copy of the power point slides presented are on file.

The French Broad River Working Group - Mr. Sid Cullipher and Ms. Susan Brown. They presented results of the March 2012 Transylvania County French Broad River Landowners Survey. Survey was sent to 217 land owners along the French Broad River with a response rate of 42.4%, with 66.7% indicating their property is used for agricultural production and 22.5% residential only. Input from the two citizen meetings and the survey shows the property owners share a great understanding in the value of the river and who are not only willing but are interested in an increased use and sharing of the river. A copy of the survey findings report is on file.

Public Hearing - Proposed FY 2012-13 Budget for the City of Brevard

At 8:19 p.m. the properly advertised and noticed public hearing to receive comments on the proposed FY 2012-13 Budget for the City of Brevard began. City Manager provided an overview and summary of the proposed budget.

Public Hearing - Public Participation Comments: None

Public Hearing Closed – With no questions or comments from Council or the public, Mayor Harris closed the hearing at 8:43 p.m.

Public Participation - None

Consent Agenda - Consent Agenda items are considered routine and are enacted by one motion. Mayor Harris read aloud the items listed and asked if Council desired to remove an item for discussion, or, add an item(s) to the Consent Agenda.

Mr. Morrow moved, seconded by Mr. Landreth, the Consent Agenda be amended to add Unfinished Business item I-1 and New Business item M-1, and approve as amended. Motion carried unanimously. The following six (6) items were approved:

Consent Item K-1- Equal Employment Opportunity Programs Short Form Results

Consent Item K-2 -Recommended the NC Insurance Commissioner appoint Jim Fatland to the Fireman Relief Fund and to serve as Treasurer.

Consent Item K-3 - Re-appointed Planner Daniel Cobb to a second term on the Transportation Committee; term to expire May 2015.

Consent Item K-4 - Appointed Mr. David Lee Carr, Jr., to the Human Relations Council filling the unexpired term from Ms. Anne F. Wickers; term to expire May 2013.

Consent Item K-5 (L-1) - Game Room License to operate electronic phone card sweepstake machines granted to the Lewis Earl Jackson Veterans of Foreign Wars (VFW) Post 4309 located at 50 Veterans Circle, Brevard.

Consent Item K-6 (M-1) - **Ordinance No. 2012-17** FY 2012-13 Budget

**ORDINANCE NO. 2012-17
CITY OF BREVARD
FY 2012-2013 BUDGET ORDINANCE**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF BREVARD, NORTH CAROLINA:

Section 01) The following amounts are hereby appropriated in the General Fund for the operation of the City Government and its activities for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013 in accordance with the Chart of Accounts heretofore established for the City of Brevard:

	<u>Budget</u>
Governing Body	83,469
Administrative	256,999
City Clerk	121,369
Elections	-0-
Human Resources	224,140
Finance	463,950
Tax Collection	127,500
Legal	76,500
Planning	606,542
Building & Grounds	501,479
Police	2,516,196
Fire	-0-
Public Services	
Administration	317,615
Garage	523,462
Streets Local	881,696
Streets Powell Bill	176,700
Sanitation	863,582
Total Public Services	2,763,055
Recreation	100,484
Non-Departmental	422,456
Economic Development	29,350

	Capital Budget	125,000
	Contingency	206,261
	Total Expenditures	\$ 8,624,750
Section 02)	It is estimated that the following revenues will be available to the General Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Taxes, Licenses/Permits	4,133,500
	Inter-government Revenues - NC	1,766,000
	Refuse Collection Fees	823,000
	Transfer from Bjerg Trust Fund	100
	Transfer from Capital Reserve Fund	238,000
	Contractual Fees	396,650
	Charges to Utility Fund	490,000
	ABC Revenue	150,000
	Loan Proceeds	425,000
	Other Revenue	77,500
	Fund Balance Appropriated - Capital Budget	125,000
	Total Revenues	\$ 8,624,750
Section 03)	The following amounts are hereby appropriated in the Water and Sewer Utility Fund for the operation of said utilities for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Water Plant Operations	675,893
	Water Distribution	508,973
	Utilities Admin/Engineering	115,351
	Sewer Plant Operations	928,317
	Sewer Collection	1,107,584
	Non-Departmental	1,354,636
	Contingency	76,246
	Total Expenditures	\$ 4,767,000
Section 04)	It is estimated that the following revenues will be available to the Water and Sewer Utility Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Water Billings	2,040,000
	Sewer Billings	1,734,000
	Fund Balance Appropriated - Capital Budget	560,000
	Loan Proceeds	350,000
	Other Revenue	83,000
	Total Revenues	\$ 4,767,000
Section 05)	The following amounts are hereby appropriated in the Heart of Brevard Municipal Service District Tax Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Contract Services	120,975
	Total Expenditures	\$ 120,975
Section 06)	It is estimated that the following revenues will be available to the Heart of Brevard Municipal Service District Tax Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2012:	
	Service District Tax - Current & Prior Years	120,975
	Total Revenues	\$ 120,975
Section 07)	The following revenues will be continued for the Capital Reserve Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Fund Balance Appropriated	545,000
	Other	2,000
	Total Revenues	\$ 547,000
Section 08)	The following expenditures will be continued for the Capital Reserve Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer to Wayfinding Fund	225,000
	Transfer to General Fund	238,000
	Transfer to Downtown Master Plan Fund	84,000
	Total Expenditures	\$ 547,000
Section 09)	The following amounts are hereby appropriated in the Bjerg Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer to General Fund	100
	Total Expenditures	\$ 100
Section 10)	It is estimated that the following revenues will be available to the Bjerg Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Interest on Investments	100
	Total Revenue	\$ 100

Section 11)	The following amounts are hereby appropriated in the Fire District Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Operations Capital & Debt Expenditures	884,169
	Total Expenditures	\$ 884,169
Section 12)	It is estimated that the following revenues will be available to the Fire District Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer from General Fund	300,389
	Fire District Tax	271,780
	Loan Proceeds	280,000
	Fund Balance Appropriated	32,000
	Total Revenue	\$ 884,169
Section 13)	The following amounts are hereby appropriated in the Multi-Use Paths Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Engineering & Construction (Elm Bend Sidewalk)	375,000
	Total Expenditures	\$ 375,000
Section 14)	It is estimated that the following revenues will be available to the Multi-Use Paths Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Fund Balance Appropriated	374,900
	Interest on Investments	100
	Total Revenue	\$ 375,000
Section 15)	The following amounts are hereby appropriated in the Narcotics Task Force for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Operating Expenses	40,100
	Total Expenditures	\$ 40,100
Section 16)	It is estimated that the following revenues will be available to the Narcotics Task Force for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transylvania County	20,000
	Transfer from General Fund	20,000
	Interest on Investments	100
	Total Revenue	\$ 40,100
Section 17)	The following amounts are hereby appropriated in the Downtown Master Plan for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Design Costs	100,000
	Total Expenditures	\$ 100,000
Section 18)	It is estimated that the following revenues will be available to the Downtown Master Plan for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Fund Balance Appropriated	5,000
	Heart of Brevard	11,000
	Transfer from Capital Reserve	84,000
	Total Revenue	\$ 100,000
Section 19)	The following amounts are hereby appropriated in the Wayfinding Fund for the Fiscal Year beginning July 12, 2012 and ending June 30, 2013:	
	Fabrication & Installation	350,000
	Total Expenditures	\$350,000
Section 20)	It is estimated that the following revenues will be available to the Wayfinding Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Fund Balance Appropriated	124,880
	Transfer from Capital Reserve	225,000
	Interest on Investment	120
	Total Revenue	\$ 350,000
Section 21)	It is estimated that the following revenues will be available to the Other Post Employment Benefits Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer from General Fund	12,000
	Transfer from Utility Fund	6,750
	Total Revenue	\$ 18,750
Section 22)	The following amounts are hereby appropriated in the Other Post Employment Benefits Fund for Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Increase in Fund Balance	18,750

	(Transfer to Irrevocable Trust)	
	Total Expenditures	\$ 18,750
Section 23)	The following revenue amounts are hereby appropriated in the Health Insurance Fund for Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer from General Fund	647,250
	Transfer from Utility Fund	203,350
	Interest on Investments	250
	Total Revenue	\$ 850,850
Section 24)	The following amounts are hereby appropriated in the Health Insurance Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Health Insurance Costs	850,850
	Total Expenditures	\$ 850,850
Section 25)	It is estimated that the following revenues will be available to the Bracken Mountain Project Fund for Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Fund Balance Appropriated	200,000
	Total Revenue	\$ 200,000
Section 26)	The following amounts are hereby appropriated in the Bracken Mountain Project Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Trail Construction & Start-Up Costs	200,000
	Total Expenditures	\$ 200,000
Section 27)	It is estimated that the following revenues will be available to the Utility Capital Projects Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Transfer from Utility Fund	560,000
	NC Rural Center Grant	345,000
	NCDENR Construction Grants & Loan	1,249,375
	Total Revenue	\$ 2,154,375
Section 28)	The following amounts are hereby appropriated in the Utility Capital Projects Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Total Expenditures	\$ 2,154,375
Section 29)	It is estimated that the following revenues will be available to the Housing Trust Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2014:	
	Developer Loan Payment	13,332
	Interest on Investments	20
	Total Revenue	\$ 13,352
Section 30)	The following amounts are hereby appropriated in the Housing Trust Fund for the Fiscal Year beginning July 1, 2012 and ending June 30, 2013:	
	Increase in Fund Balance	13,352
	Total Expenditures	
	(Increase in Fund Balance)	\$ 13,352
Section 31)	That the Revenues and Expenditures set forth in Section 1 through Section 16 of this Ordinance are hereby summarized as follows:	
	General Fund	8,624,750
	Water and Sewer Utility Fund	4,767,000
	Utility Capital Projects Fund	2,154,375
	Capital Reserve Fund	547,000
	Heart of Brevard MSD Fund	120,975
	Bjerg Fund	100
	Fire District Fund	884,169
	Multi-Use Paths Fund	375,000
	Narcotics Task Force Fund	40,100
	Downtown Master Plan Fund	100,000
	Wayfinding Fund	350,000
	Other Post Employment Benefits Fund	18,750
	Bracken Mountain Project Fund	200,000
	Health Insurance Fund	850,850
	Housing Trust Fund	13,352
	Total Budget Appropriations	\$ 19,046,421
Section 32)	There is hereby levied a tax at the rate of forty-three and one-fourth cents (\$0.4325) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2012 for the purpose of raising the revenue listed as Taxes in the General Fund in Section 2 of this Ordinance. This rate is based on an estimated total valuation of property for the purposes of taxation of \$954,500,000 and an estimated collection rate of 99%.	

- Section 33) There is hereby further levied a tax at the rate of twenty-two and one-half cents (\$0.2250) per one hundred dollars (\$100) valuation of property as listed for taxes as of January 1, 2012 within the boundaries of the Heart of Brevard Municipal Service District for the purpose of raising the revenue listed as Taxes in the Heart of Brevard Municipal Service District Tax Fund in Section 6 of this Ordinance. This rate is based on an estimated total valuation of property for the purposes of taxation of \$54,000,000 and an estimated collection rate of 99%.
- Section 34) There is hereby further attached (Exhibit A) to said Ordinance a schedule of taxes, fees and charges for the General and Utility Funds.
- Section 35) The Budget Officer shall be authorized to reallocate departmental appropriations among the various line item expenditures of that department, as said officer believes necessary. The Budget Officer shall be authorized to effect interdepartmental transfers, in the same fund, provided that no departmental budget shall be reduced by more than ten percent without the prior approval of the City Council. Any such transfers shall be reported to the City Council as its next regular meeting and shall be entered in the minutes.
- Section 36) Copies of the Budget Ordinance shall be furnished to the Finance Officer and the Budget Officer of the City to be kept on file by them for their direction in the collection and disbursement of funds. Said officials are hereby authorized to receive and expend funds as herein set forth in accordance with the Brevard City Code and the General Statutes of the State of North Carolina.

Adopted and approved this the 18th day of June, 2012.

Unfinished Business - None

New Business - None

Remarks by Officials

Mayor Harris encouraged participation and attendance at the reading of the Declaration of Independence scheduled for July 4th at 3 p.m.

Charlie Landreth extended appreciation to staff for the work on the budget and for the efforts that have gone into the City's Wellness program with its humanity value and cost savings. Really impressed by the French Broad River work group and struck by how concerned the people are and for the survey that has captured that story.

Maurice Jones expressed appreciation for staffs work on the budget, especially Jim Fatland for the knowledge and the experience he brings.

Wes Dickson expressed appreciation for the French Broad River survey presentation as it provided great information and shows there is great interest and appreciation for the river and all it offers our community.

Rodney Locks commented the past couple of years the vision process began and with the budget one can see how they are working together.

Mike Pratt reported the lawsuit of Glade Homes vs City of Brevard has been decided. All of the Glade Homes claims against the City were dismissed. The \$68,000 bond money the City was holding has been used towards Bedford Place infrastructure improvements, and that the infrastructure has been deeded to the City.

Joe Moore extended his appreciation to Jim Fatland, staff and Council for their work throughout the budget process.

Closed Session- None

Adjourn - There being no further business before Council, Mr. Locks moved, seconded by Mr. Landreth, the meeting be adjourned. Motion carried. Meeting adjourned at 8:56 p.m.

s/Jimmy Harris, Mayor

s/Desiree D. Perry, City Clerk

Minutes Approved: July 16, 2012