MINUTES
BREVARD CITY COUNCIL
Budget Work Session #1
May 27, 2014 – 5:30 PM

The Brevard City Council met on Tuesday, May 27, 2014, starting at 5:00 p.m. with a light dinner. The scheduled budget work session started at 5:30 p.m. in City Council Chambers with Mayor Jimmy Harris presiding.

Present: Mayor Jimmy Harris, Mayor Pro Tem Mac Morrow, Council Members Charlie Landreth, Wes Dickson, Maurice Jones and Ann Hollingsworth.

Staff: City Manager Joe Moore, City Clerk Desiree Perry, Finance Director Jim Fatland, Planning Director Josh Freeman, Fire Chief Craig Budzinski, Building & Grounds Director Lynn Goldsmith, Public Service Director David Lutz and Police Chief Phil Harris.

Press: Derek McKissock, Transylvania Times

A. **Welcome** - Mayor Harris called the meeting to order and welcomed those present to the regular scheduled budget work session.

B. **Quorum –** City Clerk certified a quorum present.

C. **Agenda –** Accepted as presented.

D. **Work Session Business**

In introduction, Mr. Moore shared a balanced budget for the coming fiscal year may be at the expense of some potential projects. This work session will provide detail on those in question, beginning with (1) Evening Fire Service proposal. Time permitting, also to be discussed will be: (2) Recreation Master Planning; (3) Planning/Permitting Co-Location; (4) Cherry Street Bike/Hike; (5) Building Renovation and Property Rehabilitation; and, (6) Animal Control Operation.

Staff Reports and copies of power point slides are on file with the Agenda packet.

1. <u>Fire Department Evening Fire Service</u>
    a. Brevard Fire Department provides service to property owners in the Sylvan Valley 2 District. In an emergency, minutes and seconds count. Evening staffing would allow quicker dispatch of fire fighters and trucks.
    b. Request: Add two fire fighters for evening coverage. Doing so would be in compliance with OSHA two-in-two-out standards and preferred guidelines for staffing; compliance with recommended National Fire Protection Associations 1500 and 1720 Standards, and, would result in decreased evening response time for citizens and property owners.
    c. Council Options to Consider: 1. Leave staffing as is; 2. Fund the whole amount of one cent tax increase; or, 3. Fund one-half (City share) of ½ cent.
    d. This presentation and information will also be presented to the County, and hope County Commissioners will be willing to help fund evening fire service.
    e. Request for evening fire emergency/fire service is not only for County residents in the Sylvan Valley 2 District, but for City residents and property owners too.
    f. Another way to provide faster service would be to have more than one fire station. Example: A station at Ecusta Road covering the north Brevard area, and, a fire station at the Williamson Creek Road area.
    g. A good opportunity for the City and County to work together.
    h. <u>Motion</u>: Mr. Jones moved, seconded by Ms. Hollingsworth, that City staff go to the County and present this report and find out what plans the County has for funding evening service. Presently favoring Option #3; however, depending upon the County's position on the request, Council could change this decision before budget adoption time. Motion carried unanimously.

2. Recreation Master Plan
    a. City doing recreation through "Building and Grounds Department" (ie: Franklin Park Pool, contract with Little League to operate the Sports Complex); Ms. Goldsmith and Mr. Freeman have discussed the possibilities of a joint City and County "Recreation Master Plan" with Transylvania County Recreation Director Carleen Hanscom; and, Unfortunately the 2008 Joint City -County Master Plan had very little public participation. It has not served as a useful guide for City/County recreation needs, investments, as it lacks strategic plans for prioritizing work on existing facilities and does not provide a clear guide for City/County collaboration.
    b. City has considerable outdoor recreation land area (Franklin Park, Sports Complex and Bracken Preserve) but does not have recreation programming; however, the County does. Master Plan would look at City and County properties and recreation programming in an integrated way. City staff could achieve economy of scale by working on this project while working on the Pedestrian Plan.
    c. Council questioned how and emphasized the importance for the County School Board to be involved as most of the recreation facilities available throughout the County are located on school properties.
    d. Presentation has in large been about program coordination. At present we do not have an organizational structure for facilities, and programming will not succeed if organization is not addressed. Previous Plan included a great slate of ideas but no recommendations for funding and operation.
    e. Proposed: Shared project funding for a City County Recreation Master Plan; $20,000 by the City and $20,000 by the County. Funding would be used for a consultant, with a project timeline of approximately six months.
    f. Motion: Mr. Landreth moved, seconded by Mr. Dickson, the City fund up to $20,000 for Recreation Master Plan and fund that expense out of fund balance. Feels confident we can find the money in the budget process that has just begun.

        Discussion: More projects are being proposed. What if after holding this and the coming budget work sessions we find funds are not available and we can't budget this project?

        Mr. Moore reminded Council members the motions at budget work sessions provide him and staff guidance in priorities, and, in how Council wants staff to proceed with the proposed budget. Motions made during the work session do not hold Council to a final FY 2014-15 budget allocation decision; that decision will be made following the budget public hearing scheduled for June 16th.

        Vote on the Motion: Unanimous

~~ At 7:11 p.m. Mayor Harris called for a ten minute break. ~~

3. Planning / Permitting Co-Location
    a. Desire to provide citizens and contractors a more streamlined, business friendly, and one-stop shopping for permits. Co-locating the City and County offices into one location have been discussed between City and County staff; and, five co-location scenarios were presented (see staff report on file). All scenarios would not change the County's Inspector schedule to be in the office until 10 a.m. County is open to discuss subject; however, at this time, the City has not been invited to share a County facility space.
    b. Briefly discussed if going to a digital/electronic format for permitting would accomplish the goal of streamlining without having to physically re-locate City or County offices/employees.
    c. This may not be a good time to consider re-location as the County is about to go through some changes with the County Manager's recent announcement of his soon retirement.

d. Motion: Mr. Landreth moved, seconded by Mr. Jones, to support Alternative 1 – All Planning employees remain in City Hall; no physical colocation; and, automate permitting to create seamless online permitting system.

Discussion: Dollar amount anticipated is to be $15,000 for Alternative One.

Vote on Motion: Unanimous

4. Cherry Street Bike/Hike Greenway
   a. Project would extend bike path from Transylvania Regional Hospital area to Oskar Blues; approximately length would be ¼ mile; path would provide two tie-ins into the Cherry Street neighborhood; project would serve as a connector to an economic partner while connecting to a part of our community (Cherry Street neighborhood), and will enhance property values; project cost estimated at $92,000. City could consider putting up a certain dollar amount and challenge the community to raise the balance.
   b. Mr. Mike Domonkos was present and spoke saying the Friends of Ecusta Trail is very supportive of the proposed project, and, believes it would be a good investment by the City for the community.
   c. Mr. Moore explained to fund this project ($92,000) would likely meaning cutting something; he would not recommend proposing a tax increase to fund this project and feels certain the City is not prepared to fund this amount under the fund balance. Suggested an option would be to get into next FY, receive report from auditor, let staff check into costs, potential Part F Grant, and to allow Friends of Ecusta Trail to explore fund raising.
   d. Motion: Mr. Landreth moved, seconded by Ms. Hollingsworth, to fund $50,000 for this project and seek additional funding partners.

      Discussion:
      - Do we need to do a comprehensive plan for all connectors?
      - Price ($92,000) seems too high for ¼ mile.
      - Hire local people (contractors) whenever we can.
      - Important to do some path expansion every year to keep pushing forward.

      Vote on Motion:
      Aye: Mr. Landreth, Ms. Hollingsworth, Mr. Morrow and Mr. Dickson.
      Nay: Mr. Jones
      Motion carried by a majority 4-1 vote.

5. Tax Base Revitalization Program
   a. A program designed to offer redevelopment programs to attract investment into the City's distressed commercial or industrial areas. Mr. Freeman provided a copy of the City of Hickory Redevelopment Program brochure as an example of a community that offers such a program. Seeking Council's feedback on proposal, not necessarily asking for funding consideration at this time.
   b. Mr. Moore offered staff can evaluate the service cuts or tax increase implications, details on loan funding, etc., but before doing so, first desire to know if Council is interested in such a program.
   c. Following review of the materials and brief discussion, Mr. Landreth moved, seconded by Mr. Morrow, Council remove this from this budget consideration. Motion carried unanimously.

6. Animal Control Services Update by Brevard Police Department
   a. Chief Harris provided an update on animal services, advised the Dangerous dog Board has convened, and, drafting of an ordinance that would include improved dangerous dog review, improved support from courts, and, review of animal prohibition at special events will be provided to Council in the near future for discussion and adoption consideration.

<u>Closing Comments</u>

Mayor Harris stated he's noticed a few items in the proposed budget that he would like to have more information on: (a) General Fund - there seems to be a large increase in Finance Dept. IT and tax collections; (b) Health insurance - proposed is a new dental plan for dependents, and, the Wellness Program costs have almost doubled and yet we haven't seen a decrease in insurance premiums; (c) Heart of Brevard - would like to see the HOB funded at the same level, but, also need to know what the funds will be used for; and, (d) Planning Department - budgeted $28,000 for a vehicle. Is this to replace a vehicle or to add another vehicle for the department? These are a few items he's noticed in the proposed budget that he would like more information on.

Mr. Morrow shared he likes having the various City department goals and accomplishments included in the budget as it helps give a snapshot of what they hope to achieve and understanding into the departments requested budget.

Mr. Jones shared he would like to see a contract before funds are allocated or given to a non-profit, even if it's a basic contract that can be amended.

E. Adjourn – There being no further discussion, Mr. Jones moved, seconded by Mr. Landreth, the budget work session be adjourned. Motion carried and the meeting adjourned at 9:17 p.m.

s/________________________	s/________________________
Jimmy Harris	Desiree D. Perry, CMC, NCCMC
Mayor	City Clerk

Minutes Approved: <u>August 18, 2014</u>