

**MINUTES
BREVARD CITY COUNCIL
Budget Work Session #1
May 23, 2016 – 5:30 P.M.**

The Brevard City Council met on Tuesday, May 23, 2016, 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, Maurice Jones, Gary Daniel and Ann Hollingsworth.

Staff Present: City Manager and Finance Director Jim Fatland, City Clerk Desiree Perry, Project Director Josh Freeman, Planning Director Daniel Cobb, Fire Chief Craig Budzinski, Police Chief Phil Harris, Public Works Director David Lutz, Parks and Property Management Director Lynn Goldsmith, HR Director Derrick Swing, HR Specialist and Deputy City Clerk Jill Murray, WWTP ORC Emory Owen, Water Plant ORC Dennis Richardson and Finance Dept. Accounting Clerk Tom Whitlock.

Press: Kevin Fuller, 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 – Mr. Morrow moved, seconded by Ms. Hollingsworth the Agenda be accepted as presented. Motion carried unanimously.

D. Proposed FY 2016-17 Budget Review

Mr. Fatland introduced Finance Department Accounting Clerk Tom Whitlock.

A draft of the proposed budget was provided to Council members at their May 16th meeting. Mr. Fatland offered in an effort to cover most, if not all, of the items listed upon the Agenda, he would like for Council to review each item as listed. Department Directors are in attendance to answer any questions specific to their Departments. Upon review and discussion, if there are no requested changes they will move on to the next item. Council agreed.

Below are action items and/or changes to the proposed budget that resulted from the budget work session:

1. (Action Item) Parks & Property Management – Mayor Harris asked what plans, if any, the City or County have made to get ready for mosquito season and concerns related to Zika Virus. Wants to get this on the table for discussion. He requested that Staff investigate with County Health Department and report back to Council.
2. (Action Item) Requested data on fees collected at the Franklin Park Pool be provided to show what differences, if any, resulted from the City modifying the fee schedule last year to provide for a family rate. Did number of users increase?
3. Non-Profit Requests – Chamber of Commerce. If the City continues with \$10,000 support as has been done the past few years, the City will be recognized as being a diamond member.

Council questioned if amount to Chamber of Commerce should be reduced from \$10,000 to \$3,000. The initial partnership contract with the Chamber was for economic development and was specific to needs stated; however, the recent submitted Contract proposal from the Chamber does not meet City needs. City's landscape has changed and a contract of four years ago is not what we need right now. City is looking for return on investment, and, Chamber support was not intended to be an automatic \$10,000 grant each year. Any contract needs to be something special, unique, and benefit to the City.

4. Consensus: Chamber of Commerce - Budget to include funding of \$3,000. If Chamber comes to the City with a project or event the City finds value in, we can then consider additional funding.
5. Non-Profit Request – Bread of Life - Increase funding to \$5,000
6. Non-Profit Request – Transylvania Heritage Museum and Pisgah Legal Service – No funding.
7. Brevard Music Center – Provide \$5,000 in support of BMC 80th Anniversary Celebration and special events associated with the anniversary.
8. (Action Item) Capital Equipment – Suggested Staff check to see if there is a State contract price for purchase of the needed WWTP and Parks and Property Mgmt. tractors; if not, perhaps could receive a better price by having one company to give price for both.
9. (Action Item) Capital Equipment – Mayor Harris asked Mr. Lutz of the possibility of his seeking/ requesting a safety grant to replace the tire changing machine.
10. Revenue Neutral – Agreed to keep the Heart of Brevard tax rate the same at .2250
11. Fire Department Evening Staffing – Transylvania County waiting on final report on the County-wide Study of fire and emergency services before answering if they will or will not fund evening staffing. City will fund evening staffing for a two-month period and will then re-evaluate after County Study is complete; funding to come from Fund Balance.
12. (Action Item) Fire Staff asked to consider extending hours of shift in order to help provide some evening coverage.
13. Fire Department Extrication Equipment – Initially requested extrication equipment for one truck; however, all three trucks need this equipment. Finance Director recommends it would be better to buy all three now and finance over the next five years as the cost is the same. Council agreed.

~~ At 7:41 PM Mayor Harris called for a ten minute break. ~~

14. Tax Rate – Manager recommended a tax rate of .4800 for revenue neutral, and the Heart of Brevard rate to remain the same at .2250
15. Pick-Up Fees – Discussed the City's current rate of \$20 for a single item and \$30 for a truck load is too low. Consensus: Charge at least \$35 for a pickup of two or more items.
16. (Action Item) Mayor would like for the City Attorney to check into possibility of the City having the ability to pick up items left at the curb and charge for the pickup on the customer's utility bill. (Would only do so when one places items at curb but does not call or pay for a pickup – frequently items stay at the curb for weeks or months.)
17. (Action Item) French Broad Community Center – Manager will provide his suggested use policy changes for Council review at the June 20th meeting.
18. (Action Item) Would like Staff to look into changes to the political sign standards and, if possible, amend to prevent political signs from being posted for 6 months or longer. Suggested was to allow them to be placed 45 to 60 days prior to primary, remove, and then allow to be replaced 45 to 60 days prior to election.
19. Street Banners - The cost of hanging banners will go from \$200 to \$250, except at the N. Broad Street (Jail House Hill) location where the cost will be determined by staff based upon the new requirements to safely install at that location.
20. Fire False Alarm Charges – Proposed is a \$20 fee charge when the Fire Dept. receives in excess of three false alarm calls in a month (to the same business) seems to be too low of a charge as it does not begin to cover costs, and, a business would find it easier and less expensive to pay the charge rather than to repair their fire alarm system. Suggested an increase in fee, or, perhaps rather than 3 per month to charge \$20 when a business has more than 3 in a year.

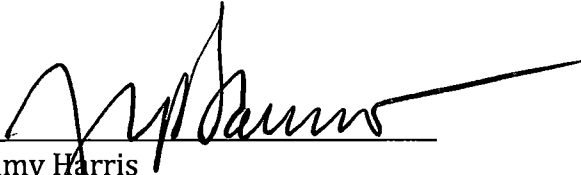
Mayor and Council Members thanked Mr. Fatland and staff for their hard work on the budget.

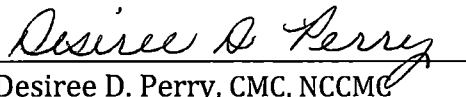
Mayor asked Council members if they want Staff to respond to the various action items/staff reports discussed at the next scheduled workshop, or, if receiving at the June

20th regular meeting would be all right. All agreed waiting until the June 20th meeting would be fine.

Budget Work Sessions #2 and #3 Cancelled – Mayor Harris suggested since Council has completed review of the proposed budget that the two Budget Work Sessions scheduled for June 6th and June 13th be cancelled. Ms. Hollingsworth moved, seconded by Mr. Jones, the two scheduled budget work sessions be cancelled. Motion carried unanimously.

E. Adjourn – There being no further business or discussion, a motion was made by Mr. Jones and seconded by Ms. Hollingsworth the meeting be adjourned. Work Session was adjourned at 9:30 p.m.


Jimmy Harris
Mayor


Desiree D. Perry, CMC, NCCMC
City Clerk

Minutes Approved: June 20, 2016

City of Brevard Minute Book #20 – Page intentionally left blank.