



**City of Boiling Spring Lakes
Board of Commissioners Proposed Budget Meeting
April 16, 2019
City Hall – 9:00 a.m.**

PLEASE TURN OFF CELL PHONES

1. Call to Order – Mayor Craig Caster

Mayor Caster called the Budget Workshop of April 16, 2019 to order at 9:00 a.m.

2. Attendance ~ In attendance at the meeting were ~

Mayor Craig Caster
Commissioner Mark Stewart
Commissioner Dana Witt
City Clerk Jane McMinn

Commissioner Steve Barger
Commissioner Guy Auger
City Manager Jeff Repp
Finance Manager Karen Thompson

Department Heads Present ~

Greg Jordan ~ Police Chief
Bill Rockenhauser ~ Public Works
Ruth Bek ~ Inspections/Code Enforcement

Mary Green ~ Parks & Rec.
Hugo Bryant ~ Buildings & Grounds

3. Mayor Caster stated the purpose of this workshop meeting is for review and discussion by the Board of Commissioners and the City Manager of the proposed budget for the July 1, 2019 through June 30, 2020 fiscal year.

4. Introduction ~ Jeff Repp, City Manager

Mr. Repp introduced Hugo Bryant our newly hired Public Works Senior Maintenance Technician. Bill Rockenhauser who has worked for the City for many years has been serving admirably as the Public Works Supervisor, as we continue to work on hiring a Public Works Director.

Mr. Repp reported he has prepared the draft budget for the fiscal year 2020. This is the recommendation to the Board and the Board will make changes and comments as we move forward in the review process. We will hold a Public Hearing at the next Board of Commissioners meeting on May 7, 2019. After today's workshop, I will make the changes to the draft budget which we will put on the City website where the public will have the opportunity to review and make comments at the Public Hearing.

The biggest impact on this budget will be Hurricane Florence that occurred in September 2018. Many of the items in this budget were items you approved in the 2019 budget; however due to the hurricane, many of these items had to be tabled until the aftermath of the storm when we could start working on those items. The work on the dams will be

treated as a separate budget project. We will adopt a second budget for the dam work. This is why you will not see those large numbers in the 2020 budget. Mr. Repp suggested reviewing the budget page by page.

Sales Tax Revenues ~

Mr. Repp stated the sales tax is the largest source of revenue for the city which is approximately 49% of the general fund and is expected to increase 4.5% statewide. the city will use this number for the budget increase. Mr. Repp pointed out that the revaluation was done and will be implemented in the 2020 fiscal year. The City will see a 15% increase in value.

Motor Vehicle Tax Revenue ~

With the addition of the \$25 vehicle tax on motorized vehicles, this will generate \$132,000 in additional income for paving and resurfacing of roads.

Expenditures ~

The Board was in agreement to appropriate a 1% COLA increase and a maximum of 2% increase based upon merit after a performance review by the city manager.

General Fund Operating Expenses and Capital Outlay ~

- a. *Public Works ~* will replace the 1994 JCB backhoe with a new model. The city will surplus the backhoe and sell it.

Road Improvements ~ It was agreed to leave the \$25 Motor Vehicle Tax for road improvements; however, the City will phase this tax down as things steadily improve.

- b. *Police Vehicles ~* A request by the Board was to approve one new patrol vehicle and hold off purchasing the admin vehicle this fiscal year. Chief Jordan understood the needs of the City and was agreeable to forego the additional admin vehicle in this 2020 fiscal year.

- c. *Building Inspections/New Vehicle ~* Upon the recommendation of the City Manager the Board denied a new vehicle for Inspections in the 2020 budget and also denied renovations for the front entrance office in the department. Mr. Repp suggested Public Works would most likely do this work in-house.

- d. *Parks & Recreation ~* The 9-hole Disc Golf Course expansion would remain and also the Muse Park renovations would be completed, along with replacement of the treadmill.

- e. *Spring Lake Irrigation ~* The Board agreed to remove this item from the 2020 budget.

Governing Body ~

No comments were made.

Administration ~

Fire Department ~

Nathan McConnell, Assistant Fire Chief requested financial assistance with the purchase of a Life Pack 15 cardiac monitor for \$36,000. This is a needed piece of equipment. The current monitor we have was purchased before 2015, it is over ten years old by now. The Board was in agreement to contribute half of the cost for the new monitor which is \$18,000.

Police Department ~

Chief Jordan ~ After a review of the 2020 budget, it has been determined the police department would replace one police vehicle and the second vehicle would be in the request for the 2021 budget.

Building Inspections & Permitting ~

Mr. Repp explained Code Enforcement and Planning have now been split into two different departments. Planning and Code Enforcement is one department, and Inspections/Building Permits is another. We separated the departments due to the accounting the State is now requiring comparing revenues to the actual expenses associated with building inspections. *Ruth Bek* noted additional funds have been added for travel and training for both myself and Margaret Della Badia. Capital Outlay is for a safety factor in the office. Those funds have not been provided in this budget. If we could just buy the material and have it installed by out buildings and grounds that is acceptable.

Public Works ~

Mr. Repp informed the Board we currently have four (4) equipment operators and the inclusion of a public works director and one (1) part-time operator. We will also add two (2) employees for the summer season. This explains the large increase in salary.

Community Center/Parks & Recreation

Mary Green reported there are four (4) full-time employees. Regarding travel and training this year I would like to send at least two (2) employees to the State Parks & Recreation Conference. I myself, would like to attend the Municipal Administration Course through the School of Government, and I would apply for a scholarship. Capital Outlay includes Muse Park and the treadmill. Summer part-time employees for camp salaries with the increase is \$11.79 per hour. The county offers \$14 per hour. I respectfully request an additional amount for summer salaries to stay competitive. This may pose a problem this year, or it may not.

Capital Improvement Fund Expenditures ~

Mr. Repp explained the capital outlay will be transferred into the General Fund to help pay for the Muse Park project.

Mr. Repp will prepare a revised draft budget #2. The Board can decide to meet before the public hearing at the May 7, 2019 Board of Commissioners meeting; or meet after the public hearing and put in your final comments and prepare the final draft to be approved at the June meeting.

The Budget Workshop of April 16, 2019 was adjourned at 11:33 a.m.

CITY OF BOILING SPRING LAKES

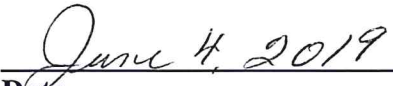


Craig M. Caster, Mayor

ATTEST:



Jane McMinn, City Clerk



Date

