

**Town of Garner
Town Council Special Meeting Minutes
May 23, 2018**

The Council met in a special session at 8:30 a.m. in the Town Hall Training Room located at 900 7th Avenue, Garner.

CALL MEETING TO ORDER/ROLL CALL: Mayor Ronnie Williams

Present: Mayor Ronnie Williams, Mayor ProTem Ken Marshburn, Council Member Kathy Behringer, Council Member Jackie Johns, Council Member Buck Kennedy, Council Member Gra Singleton

Staff Present: Rodney Dickerson-Town Manager, Matt Roylance-Asst. Town Manager-Operations, John Hodges-Asst. Town Manager, Joe Stallings-Economic Development Director, Pam Wortham-Finance Director, Rick Mercier-Communications Manager, Forrest Jones-Public Works Director, BD Sechler-Human Resources Director, Brandon Zuidema-Police Chief, Lori Smith-Police Lieutenant, Tony Beasley-Inspections Director, Rob Smith-PRCR Asst. Director, Mike Franks-Budget & Special Projects Manager, Stella Gibson-Town Clerk

Mayor Williams called the meeting to order at 8:39 a.m.

Mr. Dickerson opened the meeting and asked Mr. Franks to provide an overview of the recommended FY2018/2019 budget.

Budget Highlights

Total Recommended Budget: \$34,898,432

- Increase of \$1,696,954 (5.1%) over FY2017/2018 Adopted Budget
- Base Revenue Increase of \$1,192,380
- Use of other Financing Sources Increase of \$504,574

Property tax Recommended to remain unchanged at 53.25 cents per \$100 of assessed valuation

\$289,587 increase in transfer to Revenue Savings Plan

\$285,706 increase in group insurance (existing employees and retirees only)

\$201,039 increase in other normal salary adjustments (salaries, FICA, and retirement)

Revenue Highlights

Increase in Town-wide assessed property value of \$151.9 million

Increase of \$250,000 in Building Permit Fees

Increase of \$466,875 in Sales Tax

Increase of \$250,000 in Interest Income

Decrease of \$728,480 in Permits and Fees as the Town is no longer collecting water and sewer capacity fees and sewer acreage fees

Decision Packages Funded - \$668,014

\$100,000 - Unified Development Ordinance
\$25,000 - Rebuilding Together of the Triangle
\$24,600 - Finance Department Technology Requirements
\$23,200 - Police Department Grant Match Requirements
\$14,173 - City of Raleigh Utility Bill Assistance Program
\$8,000 - Part-time Pay Adjustments
\$84,607 - Public Works - Street Supervisor (six months)
\$74,679 Public Works Right-of-Way Supervisor (six months)
\$96,557 - Parks, Recreation and Cultural Resources – Recreation Superintendent (12 months)
\$33,467 - Parks, Recreation and Cultural Resources Recreation Specialist (6 months)
\$114,574 - Police Department School Resource Officer (11 months)
\$69,157 - Police Department Training Officer (partial year)

Position costs listed for additional positions include equipment and operational expenses

Decision Packages Not Funded - \$1,075,691

\$46,815 - Asset Management and Work Order Software in Public Works
\$38,850 – Information Technology Wi-Fi in Parks
\$22,679 – Police Digital Evidence Management System
\$21,524 – Police Mobile Field Force Equipment
\$21,000 - Halogen Learning Module in HR
\$15,525 – Police Active Shooter Vests
\$10,000 - COHORT training in Police
\$9,000 – Police Ballistic Helmets
\$5,964 – Police Ambidextrous Rifle Charging Handle
\$5,880 - Police Internal Messaging System
\$5,000 - Enhance It’s Showtime Performance Series in Parks
\$97,692 – Engineering Construction Inspector
\$76,259 – Fire Services Administration Battalion Chief
\$86,048 – Human Resources Risk Manager
\$70,686 – Inspections Full-Time Code Compliance Officer
\$94,049 – PRCR Park Planner
\$105,916 – Police Community Liaison Officer
\$182,288 – Police Patrol Officers (2)
\$69,301 – Public Works Building Maintenance Technician
\$91,215 – Public Works Parks and Grounds Athletic Supervisor

Budgeted Personnel Benefits - \$16,468,191

\$10,303,729 - Salaries
\$753,703 - Temporary Salaries
\$161,511 - Longevity
\$895,459 - FICA
\$1,372,202 - Retirement
\$2,225,020 - Group Insurance
\$86,865 - Overtime
\$2,300 - Temp-Overtime

\$263,354 - LEO Separation Pay
\$404,048 - Retiree Healthcare

Total General Purpose Debt Service - \$3,717,729
\$504,893 - 2013 Refinancing of 2006 Capital Projects
\$402,248 - Public Improvements 2010
\$653,947 - 2017 Refinancing of 2011 Capital/Capacity
\$555,775 - General Obligation 2014
\$1,079,387 - General Obligation 2015
\$160,774 - Vehicles/Equipment FY15/16
\$182,583 - Vehicles/Equipment FY16/17
\$178,122 - Vehicles/Equipment FY17/18

Unassigned Fund Balance Projection - \$18.546M

The FY2018/2019 budget includes \$971,241 in appropriations from unassigned general fund balance for the following one-time capital purchases:

\$417,701 - Vehicle and equipment replacements
\$209,200 - Replacement of various IT equipment
\$220,340 - Replacement of self-contained breathing apparatus (SCBA) for GVFR
\$100,000 - Second installment of three to update the United Development Ordinance
\$50,000 - One-time mandatory computer aided dispatch (CAD) upgrade

In addition to the Town's unassigned general fund balance, the recommended budget also includes appropriations from other fund balances:

\$438,740 - Powell Bill fund balance will be used to fund five pieces of equipment identified in the VERT process
\$428,893 - Water and Sewer balance will be used to make the FY2018/2019 appropriation to capital reserves for capacity fee debt service
\$45,000 - Storm water Infrastructure will be used for FY2018/2019 retention pond maintenance
\$1,148,257 - Bond Debt Capital Reserve Funds will be used for FY2018/2019 debt service

Total FY2018/2019 Vehicle and Equipment Replacements (VERT) - \$836,266

Police Department - \$331,882
\$118,534 - Unmarked Chargers (4)
\$213,348 - Marked Chargers (5)
Public Works - \$504,384
\$48,265 - Landscape Truck
\$55,853 Wood Chipper*
\$38,820 - Truck
\$10,000 - JD Gator
\$206,798 - Wheel Loader*
\$69,648 - Asphalt Patch Unit*
\$11,000 - Zero Turn Mower
\$64,000 - Trucks (2)

*eligible for Powell Bill funds

Multi-Year Planning Efforts

Staff established a multi-year operating fund to facilitate the funding of projects that will span multiple fiscal years (current projects include the Unified Ordinance in Planning and Comprehensive Master Plan in Parks). Included in this budget:

Information Technology Requirements

\$95,200 - Police Laptops

\$70,000 - Server Storage Area Network

\$32,000 - Desktop Server Storage Area Network Maintenance and Support

\$12,000 - Back-up Device (Police)

Capital Improvement Plan

As part of the FY2018/2019 budget process, staff began the process of identifying key Capital Improvement Plan requirements. The process for FY2020 will begin late/summer and will be presented as part of the Council's retreat.

Garner Volunteer Fire-Rescue, Inc.

Town Base Request Total - \$5,514,745

One-Time Purchase Requests - \$478,593

- SCBA
- Ventilation System
- Active Shooter Bags
- Defibrillators
- Thermal Imaging Camera

Total Requested Amount - \$5,993,338

Of the additional items requested, the Town did not fund the Administration Battalion Chief position (\$76,259)

Subsidized Programs

Funded Programs

\$1,000 - American Legion

\$14,173 - City of Raleigh Utility Bill Assistance

\$7,259 - Community of Hope

\$3,898 - Garner Area Ministries

\$10,000 - Garner Educational Foundation

\$1,699 - Garner Magnet High Marching Band

\$3,000 - Garner Police Athletic Activities League

\$3,000 - INTERACT – Family Violence Prevention Center

\$3,939 - Resources for Seniors

YMCA Capital Campaign Pledge - \$20,000
Total Subsidized Programs - \$68,004

Mayor ProTem Marshburn requested to reconsider funding the helmets ballistic vests for the Police Department and increased funding for GPAC performances.

Council Member Singleton asked about funding for the annual Street Resurfacing project. Mr. Chalk advised a paving condition survey was performed in-house 5 years ago and felt the useful life of the survey had been met. The survey provided different rankings and identified what each street needed. Town staff identified approximately two miles of Town streets scheduled for the 2018 Street Resurfacing Project but because the costs were above the engineer's estimate, the budgeted amount would only resurface 1.8 miles. Those streets scheduled to be resurfaced this year, but are not funded, would be added to the top of next year's list. Council Member Singleton expressed the importance of repaving streets and the need to have a dedicated source of funding which increases incrementally each year.

Council Member Singleton suggested adding additional funding in the FY2017/2018 budget and pursue acquiring a consultant to perform a paving condition survey in FY2018/2019. Council Member Singleton recommended increasing the FY2018/2019 allocation to \$750K to \$800K (\$50K for the survey consultant and \$25K for additional patching).

Council was supportive of this suggestion.

Council discussed increasing the vehicle tax from \$15 to \$30 and allocate these funds for road patching and resurfacing. Council consensus to support the increase.

Council consensus to remove the Mayor's Coalition from the Council's recommended budget.

Mr. Dickerson stated staff will follow-up on Council's requests and provide an update at the next meeting.

ADJOURNMENT: 3:43 p.m.