

BUDGET WORKSHOP MEETING MINUTES
MARCH 3, 2011 - 6:00 P.M.

A budget workshop was held on March 3, 2011 at 6:00 p.m. in the conference room of the Village Hall. Present at the meeting were Mayor Keith Snow, Mayor Pro Tem Myron Marion, Councilor Mark Baker, Councilor Robin Beck, Councilor Lori Shore-Smith, and Administrator Dan Corder. No members of the public or press attended. Total attendance was 6.

Mayor Snow called the meeting to order and then turned the meeting over to Administrator Corder for the current year budget update.

Administrator Corder updated the Council by delivering spreadsheets showing the year to date information for revenues and expenditures as well as projections for revenues, expenditures, and fund balances for the end of the current fiscal year. The Village is having a good year financially and all departments are currently under budget in regards to expenditures. Revenues continue to track according to expectations. Savings are being generated in all departments and the General Fund balance should actually increase by the fiscal year end.

Other discussion took place as follows:

1. The value of the floor cleaning and janitorial contract was debated again. A proposal to purchase equipment to maintain floors was presented. The plan would utilize Doug Hood part time to do both the Village Hall and Community Center janitorial duties and floor cleaning once the equipment was purchased. This would result in more efficient use of Village funds by a move to in-house performance of these duties. The consensus of the Council was to move forward with our own personnel to perform these duties this budget year and to move forward with the process for the next fiscal year. The cleaning contract would generate \$7,280 of part time labor and with savings from not using contractors to perform certain duties in the Park; the part time maintenance employee could possibly be budgeted for an average of 15 hours or so per week to do other duties as well. This plan should generate cost savings in the Park budget as well as accomplish building maintenance duties typically done by contractors.
2. Audit cost negotiations with Gibson and Company were discussed. Gibson agreed to maintain costs for the next fiscal year and approval of the contract is on the table for the regular Council meeting agenda.
3. The Tax Assessor has delivered his forecast for ad valorem revenues for the next fiscal year. The taxable value for the Village is almost exactly the same as last fiscal year. There has been little or no growth for this revenue, but it should remain consistent for the next year.
4. The Village will have to budget for replacement of every street name sign in its limits. The new federal law requires that all street signs must meet reflectivity requirements and size and lettering requirements. Although we have been replacing signs that are stolen or knocked down with required signs, the

replacement through attrition will not be enough to complete the task by the required timeline. By January 2012, the Village must have a plan to accomplish the change out of its signs and by the year 2018, all signs must meet the new requirements. Dale Hauser is performing an inventory of how many signs we would have to replace and we should budget to phase in this replacement over a 6 year period so the costs will not hit all at one time. All signs can be ordered from Corrections Enterprises

5. Welcome signs are allowed by NCDOT in the state right of way and the Council discussed the policy and limitations that NCDOT requires. The Village would be required to have an agreement for such Village limit signs and pass a resolution putting each sign up and agree to the maintenance of the signs. The Council agreed that this would be a good alternative to pursue for the next budget cycle.

A motion to adjourn was made by Councilor Beck and seconded by Councilor Lori Shore-Smith. All were in favor of adjournment. The meeting adjourned at 6:55 p.m.

Minutes Prepared By:

Dan Corder, Administrator