TOWN OF BLACK MOUNTAIN
TOWN COUNCIL

June 6, 2024	**Agenda Review Meeting &**	**Time: 5:00 p.m.**
	FY 24-25 Budget Public Hearing	**Time: 5:30 p.m.**

Town Hall Council Chambers | 160 Midland Avenue, Black Mountain, NC 28711

*Agendas and agenda packets may be accessed electronically from your laptop or smartphone. Visit the Town's website at www.townofblackmountain.org. **Click** on **Government** and select **Town Council** to access agenda materials for Town Council meetings. You can also scan this QR code with your smartphone to access agenda materials.*

Conserve resources; print only when necessary.

The Town of Black Mountain is committed to providing accessible facilities, programs, and services for all people in compliance with the American with Disabilities Act (ADA). Hearing assistive devices are available at the door. Should you need other assistance or accommodation for this meeting, please contact Town Clerk Wesley Barker at: town.clerk@tobm.org, or ***(828) 419-9300 / TDD (800) 735-2962***

5:00 p.m.

- **CALL TO ORDER**
- **NEW BUSINESS**

    1) Agenda Review for June 10, 2024 Regular Town Council Meeting

5:30 p.m. – *public hearing cannot begin before this advertised time*

    2) PUBLIC HEARING: FY24-25 Recommended Town Budget

    3) Consideration of Budget Ordinance for FY24-25 Town Budget

- **ADJOURNMENT**

The Town of Black Mountain's Recommended Budget for FY24-25 was submitted to the Town Council on Wednesday, May 22, 2024. A digital copy of the recommended budget is available for viewing/download on the Town's website at: https://www.townofblackmountain.org/DocumentCenter/View/4788 or scan this QR code. Further, copies are available for public inspection in the office of the Town Clerk during the weekday hours of 8am-5pm at Town Hall, 160 Midland Ave., Black Mountain, NC, as required by NC G.S. 159-12.

TOWN OF BLACK MOUNTAIN
TOWN COUNCIL

June 10, 2024 | **REGULAR SESSION AGENDA** | **Time: 6:00 p.m.**

Town Hall Council Chambers | 160 Midland Avenue, Black Mountain, NC 28711

*Agendas and agenda packets may be accessed electronically from your laptop or smartphone. Visit the Town's website at www.townofblackmountain.org. **Click** on **Government** and select **Town Council** to access agenda materials for Town Council meetings. You can also scan this QR code with your smartphone to access agenda materials.*

Conserve resources; print only when necessary.

The Town of Black Mountain is committed to providing accessible facilities, programs, and services for all people in compliance with the American with Disabilities Act (ADA). Hearing assistive devices are available at the door. Should you need other assistance or accommodation for this meeting, please contact Town Clerk Wesley Barker at: town.clerk@tobm.org, or ***(828) 419-9300 / TDD (800) 735-2962***

1. CALL TO ORDER

- Welcome
- Pledge of Allegiance
- Invocation – *Moment of Silence*
- Announcements – *Mayor Sobol*
- Ethics Statement: *In accordance with the Code of Ethics adopted by the Council, all Council Members have a duty to conduct the affairs of the governing board in an open and public manner free of conflicts of interest. Is there any item on the agenda the outcome of which will have a direct, substantial, and readily identifiable financial impact for any Council Member, his or her family or close business associates? Does any Council Member have a financial interest in any public contract coming before this Council today? There being none, all Council Members have a duty and obligation to vote.*

2. PROCLAMATIONS, AWARDS, RECOGNITIONS, SPECIAL RESOLUTIONS

A. Proclamation- Pride Month

B. Proclamation- Juneteenth

3. CITIZEN COMMENTS

*Individuals wishing to address the Council are asked to sign in at the entrance to the board room, indicating the topic(s) or agenda item(s) you wish to discuss, so that the chair may group speakers according to topic. The chair will recognize individuals requesting to address the Council. **Comments by any one speaker shall be limited to three (3) minutes**. If the topic you wish to discuss pertains to a **public hearing** scheduled for this meeting, please reserve your comment for the applicable public hearing.*

4. COMMUNICATIONS FROM STAFF, COUNCILS, COMMISSIONS & AGENCIES

A. Recreation & Parks Department Annual Report- *Josh Henderson, Recreation & Parks Director*

5. CONSENT AGENDA

All items on the consent agenda are considered routine, to be enacted by one motion without discussion. If a member of the governing body requests discussion of an item, the item will be removed from the consent agenda and considered separately.

A. Adoption of Meeting Minutes – *Wesley Barker, Town Clerk*

- *May 9, 2024 Agenda Meeting & Budget Work Session Minutes*
- *May 13, 2024 Regular Meeting Minutes*
- *May 22, 2024 Special Called Meeting Minutes*

Motion: To approve the meeting minutes as presented.

B. Monthly Property Tax Collector Report - *Tammy Holland, Finance Director*

Motion: To approve the monthly tax collection report as presented.

C. Consideration of Budget Amendments - *Tammy Holland, Finance Director*

1) *State Grant Funds for Purchase of New Public Works Dump Truck*
2) *Police Department Community Outreach Donation*
3) *Increase in Employee State Health Plan Rates*
4) *Increase in Duke Energy Rates*
5) *Increase in Auditor Rates for FY23 Audit*

Motion: To approve the budget amendments as presented.

D. Consideration of Resolution to Contract with Alliance Code Enforcement for Part-Time Code Enforcement Services – *Jessica Trotman, Planning Director*

Motion: I move to approve the resolution to contract with Alliance Code Enforcement for part-time code enforcement services.

E. Call for Public Hearing for Amendments to Chapter 4, Alcoholic Beverages, and Chapter 43, Article IV, Parades, Festivals and Special Events – *Jessica Trotman, Planning Director*

Motion for all Consent items: To approve all consent agenda items as presented *(or as amended)***.**

6. PUBLIC HEARING – *none*

The chair will recognize individuals requesting to address the Council regarding the specific topic of the public hearing. ***Public hearing comments by any one speaker shall be limited to ten (10) minutes****. The Mayor reserves the right to alter time limits and other rules of procedure at the beginning of each public hearing.*

7. CITIZEN COMMENTS

The chair will recognize individuals requesting to address the Council regarding the specific New Business or Unfinished Business items below. Comments by any one ***speaker shall be limited to three (3) minutes****. If the topic you wish to discuss pertains to a* ***public hearing*** *scheduled for this meeting, please reserve your comment for the applicable public hearing.*

8. UNFINISHED BUSINESS

A. Discussion of Downtown Public Wi-Fi- *Josh Harrold, Town Manager*

9. NEW BUSINESS

A. Presentation on Traffic Calming Practices- *Jessica Trotman, Planning Director*

B. Presentation of Ridgecrest Trail Connector Feasibility Study- *Jessica Trotman, Planning Director*

C. Friends of the Community Garden MOU- *Josh Henderson, Recreation & Parks Director*
Motion: I move that the Town Council approve the MOU between the Town of Black Mountain and the Friends of the Community Garden.

D. Friends of the Community Garden Fundraising Request- *Josh Henderson, Recreation & Parks Director*

E. Discussion of Insecticide Policy for Town Facilities- *Josh Harrold, Town Manager*

10. COMMUNICATION

A. Town Attorney Craig Justus
B. Town Manager Josh Harrold

11. COMMUNICATION FROM MAYOR AND TOWN COUNCIL

12. CLOSED SESSION

13. ADJOURNMENT

PUBLIC NOTICE

BLACK MOUNTAIN TOWN COUNCIL

NOTICE OF SPECIAL MEETING

FY 24-25 BUDGET PUBLIC HEARING

Thursday, June 6th, 2024 at 5:30 p.m.

The Town of Black Mountain's Recommended Budget for FY24-25 was submitted to the Town Council on Wednesday, May 22, 2024. A copy is available for public inspection in the office of the Town Clerk during the weekday hours of 8am-5pm at 160 Midland Ave., Black Mountain, NC, as required by NC G.S. 159-12. A digital copy is available on the Town's website, www.townofblackmountain.org.

The Town Council will hold a public hearing on the FY24-25 Budget during a special-called meeting on **Thursday, June 6th, 2024 at 5:30 p.m.** in the Council Chambers of Town Hall, 160 Midland Avenue, Black Mountain, NC 28711.

The meeting is open to the public for anyone wishing to comment on the proposed budget.

Wesley M. Barker, Town Clerk

The Town of Black Mountain is committed to providing accessible facilities, programs and services for all people in compliance with the Americans with Disabilities Act (ADA). Should you need assistance or a particular accommodation for this meeting please contact, Wesley Barker, Town Clerk at 828-419-9310 or by email at town.clerk@tobm.org

SCAN ME

Please visit www.tobm.org or scan the QR code to view the recommended FY24-25 Town Budget document.

Posted to the Town Bulletin Board & Website 5/23/2024

ANNUAL BUDGET ORDINANCE

Ordinance Number O- 24-05

BE IT ORDAINED by the Town Council of the Town of Black Mountain, North Carolina,that, in accordance with NCGS 159-13(b)(16), the following anticipated fund revenues, expenditures, Fee and Charge Schedule, and certain authoiazations and restrictions for the Town's Budget Officer (Town Manager) are hereby appropriated and approved for the operation of the Town Government and its activites for the Fiscal Year beginning July 1, 2025 and ending June 30, 2025 as follows:

SECTION 1. GENERAL FUND REVENUES

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Ad Valorem Taxes	$	5,600,000
Other Taxes and Licenses	$	49,400
Unrestricted Ingergovernmental Revenues	$	3,560,500
Restricrted Intgergovernmentral Revenues	$	29,500
Permits and Fees	$	14,600
Sales and Services	$	1,534,160
Investment Income	$	304,800
Miscellaneous Income	$	29,500
Other Financing Sources	$	1,880,620
TOTAL REVENUES	**$**	**13,003,080**

SECTION 2. GENERAL FUND APPROPRIATIONS

The following amounts are appropriated in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Administration	$	754,400
Building And Grounds Maintenance	$	436,500
Finance	$	415,860
Golf Course	$	1,010,540
Governing Body	$	220,000
Human Resources	$	467,210
Information Technology	$	238,250
Lakeview Center	$	190,920
Parks & Rec	$	640,160
Police	$	3,610,970
Pool	$	216,430
Public Works Administration	$	240,370
Sanitation	$	1,135,140
Streets And Highways	$	1,110,110
Transfers	$	2,316,220
TOTAL EXPENSES	**$**	**13,003,080**

SECTION 3. WATER FUND REVENUES

It is estimated that the following revenues will be available in the Water Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Sales and Services	$	2,190,000
Other Financing Sources	$	561,930
Permits and Fees	$	329,000
Investment Income	$	140,000
Miscellaneous Income	$	55,500
TOTAL REVENUES	**$**	**3,276,430**

SECTION 4. WATER FUND APPROPRIATIONS

The following amounts are appropriated in the Water Fund for the operation of the Town water utilities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Operational Services and Supplies	$	1,109,950
Personnel Services and Employee Benefits	$	1,084,280
Capital Outlay	$	809,000
Debt Service	$	183,300
Other Operating Expense	$	68,100
Employment and Retention Cost	$	21,800
TOTAL EXPENSES	**$**	**3,276,430**

SECTION 5. DEVELOPMENTAL SERVICES REVENUES

It is estimated that the following revenues will be available in the Developmental Services Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Other Financing Sources	$	734,360
Permits and Fees	$	240,100
Investment Income	$	4,800
TOTAL REVENUES	**$**	**979,260**

SECTION 6. DEVELOPMENTAL SERVICES FUND APPROPRIATIONS

The following amounts are appropriated in the Developmental Services Fund for the operation of the Developmental Services activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Personnel Services and Employee Benefits	$	635,330
Operational Services and Supplies	$	213,430
Capital Outlay	$	103,000
Employment and Retention Cost	$	13,500
Other Operating Expense	$	9,000
Lease and Rentals	$	5,000
TOTAL EXPENSES	**$**	**979,260**

SECTION 7. STORMWATER FUND REVENUES

It is estimated that the following revenues will be available in the Stormwater Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Permits and Fees	$	372,980
Investement Earnings	$	14,000
TOTAL REVENUES	**$**	**386,980**

SECTION 8. STORMWATER FUND APPROPRIATIONS

The following amounts are appropriated in the Stormwater Fund for the operation of the stormwater fund and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Personnel Services and Employee Benefits	$	276,420
Operational Services and Supplies	$	77,860
Other Operating Expense	$	21,100
Debt Service	$	9,500
Employment and Retention Cost	$	2,100
TOTAL EXPENSES	**$**	**386,980**

SECTION 9. TECHNOLOGY FUND REVENUES

It is estimated that the following revenues will be available in the Technology Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Permits and Fees	$	13,000
TOTAL REVENUES	**$**	**13,000**

SECTION 10. TECHNOLOGY FUND APPROPRIATIONS

The following amounts are appropriated in the Technology Fund for activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Operational Services and Supplies	$	13,000
TOTAL EXPENSES	**$**	**13,000**

SECTION 11. FIRE SERVICE FUND REVENUES

It is estimated that the following revenues will be available in the Fire Service Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Other Financing Sources	$	1,981,860
Ad Valorem Taxes	$	1,135,000
Restricted	$	475,500
Investment Income	$	14,500
Miscellaneous Income	$	6,000
Permits and Fees	$	1,000
TOTAL REVENUES	**$**	**3,613,860**

SECTION 12. FIRE SERVICE FUND APPROPRIATIONS

The following amounts are appropriated in the Fire Service Fund for the operation of the Town Fire Fund and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Personnel Services and Employee Benefits	$	2,693,500
Capital Outlay	$	481,200
Operational Services and Supplies	$	199,860
Employment and Retention Cost	$	103,000
Other Operating Expense	$	82,000
Debt Service	$	54,300
TOTAL EXPENSES	**$**	**3,613,860**

SECTION 13. POWELL BILL FUND REVENUES

It is estimated that the following revenues will be available in the Powell Bill Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Restricrted Intgergovernmentral Revenues	$	280,000
Interest Income	$	3,500
TOTAL REVENUES	**$**	**283,500**

SECTION 14. POWELL BILL FUND APPROPRIATIONS

The following amounts are appropriated in the Golf Fund for the operation of the Powell Bill Fund and its activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Capital Outlay	$	209,500
Operational Services and Supplies	$	74,000
TOTAL EXPENSES	**$**	**283,500**

SECTION 15. FINES AND FORFEITURES FUND REVENUES

It is estimated that the following revenues will be available in the Fines and Forfeitures Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Penalties Fines and Forfeitures	$	2,500
TOTAL REVENUES	**$**	**2,500**

SECTION 16. FINES AND FORFEITURES FUND APPROPRIATIONS

The following amounts are appropriated in the Fines and Forfeitures Fund for the remittance to the Buncombe County Schools for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Operational Services and Supplies	$	2,500
TOTAL EXPENSES	**$**	**2,500**

SECTION 17. COMMUNITY OUTREACH FUND REVENUES

It is estimated that the following revenues will be available in the Community Outreach Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Donations	$	32,000
TOTAL REVENUES	**$**	**32,000**

SECTION 18. COMMUNITY OUTREACH FUND APPROPRIATIONS

The following amounts are appropriated in the Police Department Community Outreach Fund for the services and activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Operational Services and Supplies	$	32,000
TOTAL EXPENSES	**$**	**32,000**

SECTION 19. PD STATE AND FEDERAL DRUG FORFEITURE REVENUES

It is estimated that the following revenues will be available in the PD State and Federal Drug Forfeiture Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Donations	$	15,000
TOTAL REVENUES	**$**	**15,000**

SECTION 20. PD STATE AND FEDERAL DRUG FORFEITURE APPRORIATIONS

The following amounts are appropriated in the Police Department Community Outreach Fund for the services and activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Operational Services and Supplies	$	15,000
TOTAL EXPENSES	**$**	**15,000**

SECTION 19. GENERAL FUND CAPITAL RESERVE FUND REVENUES

It is estimated that the following revenues will be available in the General Fund Capital Reserve Fund for the fiscal year beginning July 1, 2024 and ending June 30, 2025:

Other Financing Sources	$	400,000
TOTAL REVENUES	**$**	**400,000**

SECTION 20. GENERAL FUND CAPITAL RESERVE FUND APPROPRIATIONS

The following amounts are appropriated in the General Fund Capital Reserve Fund for the services and activities for the fiscal year beginning July 1, 2024 and ending June 30, 2025 in accordance with the chart of accounts heretofore established for this Town:

Transfers	$	400,000
TOTAL EXPENSES	**$**	**400,000**

SECTION 21. TAXES LEVIED

There is hereby levied a property tax of $0.3210 on each one hundred dollars ($100.00) valuation of taxable property, as listed for taxes as of Januaury 1, 2024 for the purpose of raising the revenue from current year's property tax, as set forth in the foregoing estimates of revenue and in order to finance the foregoing appropriation.

There is hereby levied a Municipal Vehicle Tax of five dollars ($5.00) on each residential vehicle as authorized by General Statue 20-97.

SECTION 22. SCHEDULE OF FEES

The corresponding "FY 2024-2025 Schedule of Fees" is approved with the adoption of this Annual Budget Ordinance

SECTION 23. SPECIAL AUTHORIZATION

The Town Manager is hereby authorized to execute agreements, within funds included in the Budget Ordinance or other actions by the Governing Body, for the following purposes:

A. Leases of routine business equipment;
B. Consultant, professional, or maintenance service agreements;
C. Purchase of supplies, materials, or equipment where formal bids are not required by law;
D. Purchase of real property when a budget amendment is not required;
E. Form grant agreements to public and non-profit organizations;
F. Applications for and agreements for acceptance of grant funds from federal, state, public, and non-profit organizations, and other funds from other governmental units, for services to be rendered which have been previously approved by the Governing Body;
G. Construction or repair projects;
H. Liability, health, life, disability, casualty, property, or other insurance or performance bonds;
I. Other administrative contracts which include agreements adopted in accordance with the
J. directives of the Governing Body.

SECTION 24. TRANSFER OF APPROPRIATIONS

The Town Manager and Finance Officer is hereby authorized to transfer appropriations within a fund as contained herin under the following conditions:

A. Revise the budget by transfer of appropriations within each fund without limitations;
B. All amendments affecting the revenues or total fund appropriations shall be approved by ordinance by the Town Council, Form grant agreements to public and non-profit organizations;
C. Amendments will be acted upon at any regular or special meetng and approved by a simple majority of those present and voting, a quorum beinhg present. Only one reading will be required and a pulic hearing or publicicatgion of notice is not necessary unless requested by council.

SECTION 25. ANNUAL BUDGET ORDINANCE COPIES

Copies of the Annual Budget Ordinance shall be furnished to the Town Clerk, Town Manager, and the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Duly adopted this 6th day of June 2024.

C. Michael Sobol, Mayor

Wesley M. Barker, Town Clerk