BLACK MOUNTAIN TOWN COUNCIL MINUTES

June 6, 2024
Agenda Workshop Meeting & FY24-25 Budget Public Hearing
Time: 5:00 P.M. & 5:30 P.M.

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

The Black Mountain Town Council held an agenda workshop meeting on Thursday, June 6, 2024, at 5:00 p.m. in the Council Chambers of Town Hall, 160 Midland Avenue, Black Mountain, NC 28711.

Mayor C. Michael Sobol called the meeting to order at 5:02 p.m. with the following members in attendance: Mayor C. Michael Sobol, Vice Mayor Archie Pertiller, Council Member Alice Berry, Council Member Doug Hay, Council Member Pam King, and Council Member Ryan Stone.

The following staff members were present: Josh Harrold, Town Manager; Jessica Trotman, Assistant Town Manager & Planning Director; Wesley Barker, Town Clerk; Josh Henderson, Recreation & Parks Director; Jamey Matthews, Public Works Director; John Coffey, Fire Chief; Steve Parker, Police Chief, Tammy Holland, Finance Director, Angela Reece, Project & Facilities Manager.

JUNE 10, 2024 AGENDA REVIEW
Town Manager Josh Harrold reviewed the proposed agenda for the upcoming June 10, 2024 regular Town Council meeting. The following agenda items were proposed to be added and/or amended from the draft agenda:

- ***Add Supplemental Agreement and Capital Project Ordinance Amendment for HL-0013 (Ninth Street Bridge Replacement Project, STBG Grant) as item 9F on New Business.*** Project & Facilities Manager Angela Reece explained to the Council this project is identified in the State Transportation Improvement Plan (STIP), with NCDOT administering the overall project and construction. In 2020, Town Council approved a resolution to apply for State Transportation Block Grant (STBG) to replace the Ninth Street Bridge and in 2021 approved a Capital Project Ordinance O-21-15. This agenda item would be to amend this Project Ordinance to reflect a new estimated project cost and town match as well as approve the supplemental agreement to authorize NCDOT to proceed with an amendment.
- ***Add Discussion of Town Attorney Review Process as item 9G on New Business.*** Council Member Alice Berry stated this would be an opportunity for Council to discuss setting up a review process for the Town Attorney, in which the Council appoints. This would be a similar review process that the Town Council conducts with the Town Manager's position.

There was some discussion about a budget amendment that would accept grant funds for a new Public Works dump truck. Public Works Director Jamey Matthews clarified that this grant was a diesel vehicle replacement grant through NC Department of Environmental Quality (DEQ) and began four years ago, and the new truck had finally just arrived. The proposed budget amendment is to recognize the grant funds being awarded to the Town.

Further, Council Member Doug Hay asked if there would be a need for a special called Council meeting for the public hearing on amendments to Chapter 4, Alcoholic Beverages, and Chapter 43, Article IV, Parades, Festival and Special Events, in order to accommodate the upcoming Blues Festival. Town Staff would check on the festival organizer's interest on this and timing feasibilities and report back to the Council.

With no further discussion, Council Member Alice Berry made a motion to adopt the agenda with the additions as presented. The motion was approved by a vote of 5-0.

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PUBLIC HEARING FY24-25 RECOMMENDED TOWN BUDGET

At 5:32 p.m., Mayor Sobol stated there would now be a public hearing for the FY24-25 Recommended Town Budget. ***Vice Mayor Archie Pertiller made a motion to open the budget public hearing. A vote of 5-0 in favor.*** The time was 5:32 p.m. With no public comments, ***Council Member Ryan Stone made a motion to close the public hearing. A vote of 5-0 in favor.*** The time was 5:33 p.m.

Town Manager Josh Harrold stated the recommended town budget had not changed since the recommended budget was presented to the Council on May 22, 2024.

There was a brief discussion about the Capital Improvement Plan and upcoming projects. The Town Manager stated only projects identified in FY24-25 are part of this proposed operating budget. Town staff will soon be presenting a more in-depth CIP to the Council for a deeper discussion.

With no further discussion, Council Member Ryan Stone made a motion to adopt the Budget Ordinance for the FY 24-25 Town Budget. A vote of 5-0 in favor.

****A copy of the Budget Ordinance for the FY 24-25 Town Budget is included as Attachment A****

There being no further business, Mayor C. Michael Sobol adjourned the meeting at 5:52 p.m.

C Michael Sobol

C. Michael Sobol, Mayor

ATTEST:

Wesley M. Barker, Town Clerk

Attachment A - 6 pages total

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

C. Michael Sobol, Mayor

Wesley M. Barker, Town Clerk