

BROADWAY TOWN COUNCIL

May 2, 2017

The Broadway Town Council met in regular session on May 2, 2017 in the Council Chambers of the Broadway Municipal Building. The following members were present: Mayor Timothy S. Proctor and Council Members Chad L. Comer, Leslie E. Fulk, Richard E. Fulk, and Beverly L. London. Councilmen Douglas W. Harpine and Fred M. Olson III were absent. The following staff members were present: Town Manager Kyle O'Brien, Clerk/Treasurer Marla W. Kline, Attorney Ashley Waterbury, and Police Chief Randy Collins. Also in attendance were Bonnie Caplinger, Randy Comer, Autumn Craft, CeCe Dodd, Morgan Hensley, Theresa Kehr, Doug Mansin, Neil Marrin, Tim Schmoyer, Jacob Terry, and Faith Williams.

Mayor Timothy S. Proctor called the meeting to order at 7:00 p.m. with a salute to the U. S. Flag and invocation.

Approval of Minutes and Bills:

Richard E. Fulk moved, seconded by Chad L. Comer, to adopt the minutes of the April 7, 2017 session of Council and to authorize payment of bills in the amount of \$617,445.97. The motion was approved with the following recorded roll call vote:

Chad L. Comer	Aye	Leslie E. Fulk	Aye
Richard E. Fulk	Aye	Douglas W. Harpine	Absent
Beverly L. London	Aye	Fred M. Olson III	Absent

Presentation-Schultz Theatre:

Neil Marrin, President of the Schultz Theatre, stated that since its move to Broadway, the theatre has done three productions and all previous box office records have been broken. He introduced a Board member, Theresa Kehr, who was with him and stated that the organization feels very welcomed by the community. He familiarized the Council with upcoming productions as well as provided information on a preliminary summer theatre camp proposal with more information to come. Mr. Marrin advised that the group will begin reaching out to restaurants soon to offer free advertising in an attempt to get people to support both downtown businesses as well as the theatre. Mr. Marrin concluded by again thanking the Town for its warm welcome and support.

Public Hearing-Fiscal Year 2018 Budget:

Mayor Proctor stated that as required by state law, the proposed budget for fiscal year 2017/2018 was printed in summary form and properly advertised at least seven days prior to the public hearing in the Daily News Record. Mayor Proctor opened the Public Hearing and asked Town Manager Kyle O'Brien to present the proposed budget.

Mr. O'Brien stated that the total amount of the budget is \$5,957,800, compared to the current year's budget of \$9,124,300. He further stated that the significant decrease is strictly due to the completion of the upgrade to the wastewater treatment facility. He then familiarized everyone with the budget adoption process and provided a power point presentation highlighting the proposed budget. He then provided the following overview of the budget:

General Fund:

Revenue:

- **Real Estate and Personal Property tax rates:** No proposed changes. The Town continues to have lowest overall tax structure of any community in the area. The last change in the real estate tax came in 1998 when the rate was actually lowered from 8.5 cents per \$100 to .07

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per \$100, which continues to be the rate.

- **Sales tax:** Revenue continues to increase rather rapidly due to continued retail development in Rockingham County. This is anticipated to continue for the foreseeable future.
- **Utility Tax:** All utility taxes were combined into a single line item this year for efficiency purposes. These taxes remain steady.
- **Business License:** This revenue is projected to remain comparable to the current year.
- **Meals Tax:** This tax continues to be a significant source of revenue, and collections are proposed to be comparable to the current year.
- **Trash Fees:** No proposed increase in fees and the revenue continues to cover the cost of providing this service.
- **Cigarette Tax:** This revenue is proposed to remain comparable to the current year.
- **Transportation revenue:** At \$430,000 annually, this revenue continues to play a major role in General Fund revenues and continues to increase each year based on the payment per lane mile of streets within the town.
- **Law Enforcement Funding from the State:** This number has been frozen for years by the General Assembly, and most likely will continue to be.

Expenditures:

- **General Government:** Additional funding is included this year for Planning and Development while the Comprehensive Plan update is underway.
- **Public Safety:** Funding is included to upgrade body cameras to newer technology.
- **Streets:** The Town now receives \$430,000 per year in highway funding, and that number will continue to increase each year. It is the intent to pave East Springbrook Road this year, as well as to widen and pave West Springbrook Road.
- **Parks & Recreation:** Funding is appropriated to install the lights for the two lower baseball fields.
- **Economic Development:** The Town continues to appropriate \$10,000 for this effort.
- **Trash Collection:** Continue with contract with Waste Management which also includes recycling, yard waste and bulk pick up.

Water Fund:

Revenues:

- **Water rates:** Remain unchanged with no proposed increases included in this budget.

Expenses:

- **Public Works Salaries:** These expenses have been moved to the Sewer Fund.
- **Capital Improvements:** Improvements include repairing the float system on the Hartz water tank, several valve installations, and replacement of several very old larger water meters.

Sewer Fund:

Revenues:

- **Sewer rates:** Broadway's portion of the upgrade has already been incorporated into the rates from previous increases, so no increases are proposed in this budget. The new rates for the Town's industrial customers will take effect on July 1, per the new contracts that were negotiated last year.

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Expenses:

- **Interest Payment:** The Town's debt service will decrease substantially from the previous two years due to how the debt service was structured.
- **Capital Improvements:** Continue with line repair/replacement of various old lines; irrigation repairs, and truck replacement at the wastewater treatment plant.

He concluded his presentation by stating that the proposed budget is balanced in accordance with state statutes, and revenues are based on conservative estimates, while expenditures are based on historical data, as well as actual proposed costs. The proposed budget continues the Town's fiscal prudence, while continuing to provide the highest quality service that its citizens have come to expect.

Mayor Proctor thanked Mr. O'Brien for the presentation and invited comments in support of or in opposition to the proposed budget.

Town resident Bonnie Caplinger complimented the Town on the efficiency of its staff, especially noting that the Public Works Department appears to operate quite effectively on very limited resources.

Having confirmed there was no one else in attendance wishing to speak either in favor of or in opposition to the proposed budget, Mayor Proctor closed the public hearing and advised that state regulations require that the budget public hearing and adoption of a budget be held on different dates and noted that no action can be taken during this meeting. He stated that adoption of the budget will be necessary as a part of the regular June Council meeting. A copy of the proposed budget is included in the minutes as Attachment A.

Mayor Proctor thanked Mr. O'Brien and the Finance Committee for their efforts in developing a budget maintaining the same user fees and tax rates.

Old Business:

Town Manager Kyle O'Brien provided an update on the Town's current projects, including the wastewater treatment facility upgrade, as well as improvements to the community pool. He showed photos of the projects, both of which are progressing nicely.

Committee Reports:

Parks & Recreation Committee:

No report.

Finance Committee:

Chairman Richard Fulk thanked all members for providing input and attending recent budget meetings.

Personnel/Police Committee:

No report. A copy of an activities report for the police department for the month of April is included in the minutes as Attachment B.

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Streets & Properties Committee:

Chairman Chad Comer stated that the Springbrook Road paving project is still being planned for this summer.

Utilities Committee:

No report. A copy of the water production report for the month of April is included in the minutes as Attachment C.

BHP:

Executive Director CeCe Dodd stated that the group's next event will be the annual Kids Fishing Day on May 20, 2017.

Planning Commission Report:

Mr. O'Brien reported that the Planning Commission began its review of the Comprehensive Plan and established a plan for moving forward with the update. The next meeting will be held May 8, 2017 at 7:00 p.m.

New Business:

There were no items of new business.

Public Comment:

CeCe Dodd reminded everyone that the Broadway Farmers Market will be opening on Saturday, May 6, 2017 with 20 vendors signed up. She advised that a dedication of a little library will be held at 11:00 a.m.

There being no further business, the meeting was adjourned.

Timothy S. Proctor

Mayor

Marla W. Kline, MMC

Clerk