



**MINUTES OF THE
TOWN COUNCIL 2nd BUDGET WORKSHOP
Tuesday, March 30, 2021 @ 5:30 pm
The Hut Meeting Facility
413 Johnston Drive, Pineville, NC**

The Town Council of the Town of Pineville, NC, met in a Budget Workshop on Tuesday, March 30, 2021 @ 5:30 p.m. The meeting was held at The Hut Meeting Facility utilizing ZOOM.

ATTENDANCE

Mayor: Jack Edwards
Mayor Pro-Tem: Melissa Davis
Council Members: Amelia Stinson-Wesley, Les Gladden and Joe Maxim
Town Manager: Ryan Spitzer
Town Clerk: Barbara Monticello
Finance Director: Richard Dixon
Tammy Vachon & Marianne Hong
Jordan Williams & Scott Futter

CALL TO ORDER

Mayor Jack Edwards called the meeting to order at 5:36 p.m. and asked for a motion to open the meeting. Mayor Pro Tem Melissa Davis moved to open the meeting, seconded by Council Member Les Gladden. There were ayes by all and the meeting was opened.

DISCUSSION ITEMS:

A. GENERAL FUND BUDGET

(Ryan Spitzer) Town Manager, Ryan Spitzer, reviewed the changes from the first budget meeting. With the police officers and police communicators – to increase their pay to where they want it comes to \$100,000. Also, there was an increase of \$63,315 in capital projects that wasn't in Parks and Rec/Culture & Tourism budgets previously. He noted that they would need to look at where that money will come from.

Mr. Spitzer continued, stating that Council needed to decide if it wanted to give officers and telecommunicators 2.5 % COLA first and then increases to where you want them or do the increases first and then the 2.5% COLA. He added that would be talked about later. He also brought to Council's attention that where the Chief's pay was now, it was pretty close to the Captain's so Council would need to think about that as well.

B. DEPARTMENT BUDGET - COMMUNICATIONS

Communications Director, Tammy Vachon, gave highlights from Thursday's meeting, advising that a total of 192 new internet subscribers were added this past year. She advised there was some renegotiation of the cell tower rent for an increase of \$6,500 more in revenue a year. Her team was ready for the Carolina Logistics Park and Eagleton Downs warehouse projects on Downs Road. She explained that her department would be selling some of their old equipment, yielding about \$21,000 from the sale. They did not have to terminate any accounts due to Covid. All have been able

to pay or are on a payment schedule. Their drive-through machine worked out really well for them so people could still come by and make payments during Covid.

Council Member Les Gladden asked if overdue phone/electric bills could be collected from the Debt Set off Program. Ms. Vachon stated that they already do that. Debt Set Off can be used for anyone with a Tax ID #.

ILEC revenues, which is interest-based income, will be \$54,000 less than last year at \$89,000. She had \$30,000 budgeted for a Sales Position but bumped it down to \$15,000K. There was an Increase in land line revenues due to Covid with more people being home and using the phone more. There were fewer lines, however, with 523 for ILEC and 181 CLEC customers. Ms. Vachon stated that inventory is very fluid and she was trying to tighten it up. For FY21 they only needed \$28,656 to cover operating expenses. For FY22, however, she anticipated having +\$27,630 in surplus and may use it to purchase a new van.

Plant Under Construction Costs – Ms. Vachon added a line in her budget to allow for growth for Chadwick Park, Preston Park, Townhomes at 540 Main Street, more fiber to the home, Carolina Logistics Park and the completion of McCullough. For the FY 22 they may need funds for the infrastructure for the old police lot, the new Subaru Dealership, and the Miller and Baynard property developments. Council Member Les Gladden said the projected number of homes for the Miller property was approximately 450 to 500 homes and 150 to 200 townhomes.

Under capital items, Ms. Vachon stated her only request was for a new van.

Mayor Pro Tem Melissa Davis asked where she was with staffing. Did she plan on contracting out more work or hire more staff? Ms. Vachon advised the contract workers will need to seriously consider using more contractors as more homes/businesses grow. Mayor Pro Tem Davis suggested she give them some idea about contractors at one of their next Telephone Board Meetings.

Performance Measures – Exceeded 100 customers for Auto Pay, currently @ 114. Zero accidents – met this goal. Reduce Non-Recurring Purchases by 5% - negated by Covid-19/staffing shortage in Finance.

Department Goals for Next Year – Increase collections efforts. Offer payment arrangements. Cross train business office employees to ensure secondary support for each billing function. Gain 24 new PCS Internet subscribers from existing Electric only customers.

Mayor Pro Tem Melissa Davis asked if we charge late fees. Ms. Vachon said we typically don't charge late fees – Tammy will have to check if it's legal for a Municipality to charge a late fee.

Grants – (4) Safety Grant – Awarded \$1,273 – 50% of cost of items. (2) Portable Multi-Gas Meters.

Council Member Amelia Stinson-Wesley said to keep in mind if we need to recruit others or letters of support – from Council – we want to help in whatever way we can.

Tammy advised the new billboard is up and will stay up for eight weeks.

Future plans for growth: billboards, target market neighborhoods, community engagement, strengthen relationships with HOA's. Continue with outstanding customer service, get more fiber out there.

PARKS AND RECREATION

Town Manager Ryan Spitzer advised Council that Parks and Recreation didn't have very much change in their budget. There currently are no youth basketball programs. Jordan Williams of Parks and Recreation, said they are looking to start a youth basketball program. Mayor Pro Tem Melissa Davis advised she'd like to see it be affordable to all.

Council Member Joe Maxim asked about the manpower and sustainability of the program – how do you ensure that the program stays alive and doesn't fizzle out? Interim Parks and Recreation Director Jordan Williams said they send out surveys to see what sports residents are interested in, such as Lacrosse, etc.

Performance measures – a lot of their numbers were not met due to Covid. Delaying or dropping certain events, programs, etc.

Mayor Pro Tem Melissa Davis asked if we had discussed sponsorship signs.

Manager Spitzer said yes, but we compared our costs with other towns and we are in line with other towns.

Scott Futter of Parks and Recreation, said the maximum years for sponsorship banners is about two years.

Manager Spitzer advised we may have to revamp the program so that sponsors would need to buy new banners every so often.

Mayor Pro Tem Melissa Davis said it was Erin's job to go out and solicit for sponsorships, not Jordan's.

Jordan stated they had received the ASC Grant for murals. They are still waiting on the LWCF Grant to see if we get it.

Manager Spitzer said we may be allowed to use the grant money on another piece of land since we lost out on the other piece of property.

Mayor Pro Tem Melissa Davis said if they need volunteers, Council will do some of those events. Just let them know.

Jordan updated Council on the Farmer's Market dates – every Saturday from May 15, 2021 through September 15, 2021. Mayor Pro Tem Melissa Davis said she hopes it takes off this year as there were too many restrictions in the past. Council Member Les Gladden suggested speaking with Adele and she'll help get in touch with potential vendors.

Jordan gave an update on Rockin' and Reelin' dates. The first one will be June 11th and the last one will be September 10th. There will be food trucks at the Parks and Recreation events.

October 15th and 16th are the dates of Fall Festival this year. The plan includes fireworks on Saturday night.

The Christmas Tree Lighting event will be held on the first Saturday in December at the Lake Park.

Council Member Joe Maxim advised that the Sheltra Race and the Sheltra Race Foundation want to partner up with Pineville Parks and Recreation.

Mayor Pro Tem Melissa Davis asked about the Splash Pad. Will it be open this year or not? Jordan advised the plans are to get it cleaned and ready to open with a date of May 12th for that to happen. The plans are for it to be open this year, but we have not got an exact opening date at this time.

Manager Spitzer stated not a lot changed from last year. Maintenance decreased because painting took place last year. Decreased by \$32,000.

Capital \$69,153. \$6,500 – Scott informed Council the concession stand at Jack Hughes Park needs to have the gutters replaced.

\$5,503 – Six surface mounted heaters for the outdoor restrooms at Lake Park. Discussed heat/air in outside bathrooms.

\$10,180 – Paint the exterior of the Hut Meeting Facility needs to be done.

\$28,770 – Large shelter roof/gutters – gutters are not performing properly.

\$4,200 – Shay Stage gutters and down spout – possibly these can be repaired.

\$14,000 – 663 feet for fence at Jack Hughes Park = 6 feet x #9 gage.

Mayor Pro Tem Melissa Davis said we need to have a place that kids can use for free. Suggested the multipurpose field for free, open use by resident kids.

All items that need to be done at Parks and Recreation include: Heaters, Concession Stand, Large Shelter roof and gutters, Painting the Hut, Fence, and Shay Statues.

Scott advised we need to replace the 2001 mower – 4000 series mower. \$36,000 – Replace 1975 model tractor with a four in one bucket with a new tractor with a safety seat.

Mayor Pro Tem Melissa Davis asked about staffing. She does not want to see three people working at the front desk at the Belle Johnston Community Center.

Jordan stated that Barbara is working Tuesday and Wednesday afternoons and evenings. Staff are rotating Mondays, Thursdays and Fridays. We are all covering different shifts and all are on a rotating schedule. He stated that Erin's main job was updating the website, social media posts, helps with grab and go events.

Mayor Pro Tem Melissa Davis said she just wants Erin to be where she is supposed to be at all times. She said we are at the point when we can start thinking about some new gym equipment.

ADJOURNMENT: At 8:29 p.m., Council Member Amelia Stinson-Wesley made a motion to adjourn and Mayor Pro Tem Melissa Davis seconded it. There were ayes by all and the meeting concluded.

Jack Edwards, Mayor

ATTEST:

Barbara Monticello, Town Clerk