



Special Meeting - Minutes for the Purposes of:

1) Proposed Ordinance on NC Flood Damage

Prevention in Non-Coastal Areas &

2) FY 2019 Budget Presentation

Thursday, May 24, 2018

COUNCIL PRESENT:

Mayor Mulhollem

Mayor Pro Tem Castleberry

Council Member Bruton

Council Member Jackson

Council Member Locklear

STAFF PRESENT:

C.L. Gobble, Administrative Consultant

Marcus Burrell, Attorney w/ Hewett Law Group

Kim P. Batten, Finance Officer/Town Clerk

Bob Clark, Planning/Zoning Administrator

Andy Thomas, Senior Planner

COUNCIL ABSENT:

Council Member Wilson

MEDIA PRESENT:

None

1. WELCOME/CALL TO ORDER:

a) Invocation

Mayor Mulhollem called the meeting to order at 6:28 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Clayton, NC and declared a quorum was present. Council Member Jackson offered the invocation.

b) Pledge of Allegiance

Mayor Mulhollem led in the Pledge of Allegiance to the US Flag.

2. PRESENTATIONS:

a) Review a Proposed Ordinance on NC Flood Damage Prevention in Non-Coastal Areas ~ Andy Thomas/Bob Clark

Andy Thomas discussed the changes FEMA made to the NC Flood Plains Regulations. He explained that the Flood Plain maps had not change and the Recommendation from the Planning Board at their May 16th meeting was to repeal the current ordinance and adopt the new ordinance which had no major changes. He further offered information about the new ordinance to Council and stated the Public Hearing on the Proposed Ordinance had been set for Monday, June 4, 2018 at the Regular Council meeting. No further discussion.

**b) Budget Presentation for Fiscal Year Ending June 30, 2019 ~
Teresa M. Bruton, Budget Officer/Council Member
Kim P. Batten, Finance Officer/Town Clerk
C.L. Gobble, Administrative Consultant**

Budget Officer/Council Member Bruton began the presentation with reading the FY 2018-2019 Proposed Annual Budget Message which appears as follows:



TOWN OF ARCHER LODGE
14094 Buffalo Road
Clayton, NC 27527
Office: 919-359-9727
Fax: 919-359-3333

Mayor:
Matthew B. Mulhollem

Council Members:
Clyde B. Castleberry
Mayor Pro Tem
Teresa M. Bruton
J. Mark Jackson
Hearbert A. Locklear
Mark B. Wilson

Annual Budget Message
2018-2019 Fiscal Year Budget

To: Honorable Mayor and Members of the Town Council
Town of Archer Lodge, North Carolina

From: Teresa M. Bruton, Budget Officer

Date: May 24, 2018

Presented herein for your review and consideration is the proposed budget for fiscal year 2018-2019. This budget is the result of diligent review of the stated goals and desires of fellow council members and a review of our ability to fund those goals with limited revenues.

As you're aware, the Archer Lodge Fire Department has requested a two-cent (\$0.02) Fire District tax increase from the Johnston County Board of Commissioners and the Town Council unanimously approved a Resolution supporting their request. This Proposed Budget does not yet reflect an increase; however, prior to the adoption, I am recommending that the Town of Archer Lodge Town Council track the action of the Johnston County Board of Commissioners and adjust this budget accordingly. Based on our contract for Fire Protection Services with the Archer Lodge Fire Department, the Town will distribute those funds received for the Archer Lodge Fire District back to the Archer Lodge Fire Department in accordance with the fire tax rate set by the Johnston County Board of Commissioners. Keep in mind, if Archer Lodge had not become incorporated, then our citizens would still pay the Archer Lodge Fire District tax. Additionally, the Archer Lodge Fire Department currently has a Class 3 insurance rating which provides the citizens of Archer Lodge a discount on their homeowner's insurance premiums.

Several expenditures included in this year's budget are highlighted below:

- The Town's share of costs for curb and gutter and sidewalk along Buffalo Road for an NCDOT roadway project
- Architect and project management fees for the Town Hall expansion & Archer Lodge Veteran's Memorial site
- A specific request from the Archer Lodge Community Center for assistance repairing fields at Archer Lodge Middle School and the soccer field beside the Town Hall
- The first town vehicle with the Archer Lodge Seal
- Cost of living increase effective July 1, 2018 and possible performance based merit effective January 1, 2019 for Archer Lodge employees
- Engineering Alternative Analysis regarding possible sanitary sewer
- Park Land Acquisition
- Continuation of Seasonal Banners, N-Focus, Law Enforcement Designation, Consulting and/or possible Town Administrator, Capital Reserve Transfer and Park Reserve Transfer

The Town's assessed valuation for real and personal property as of April 23, 2018 was \$260,844,516 and for motor vehicles as of December 31, 2017 was \$41,885,252. This budget assumes an average collection rate between 98% and 99% with \$510,000 and \$80,000 in revenues respectfully. Of this amount, \$205,000 is estimated for the Archer Lodge Fire Department prior to any adjustment to the current tax rate.

The priority for the Town of Archer Lodge remains the acquisition and development of a Town Park. This budget continues to support a designation of three-cents (\$0.03) of ad valorem to the Park Reserve Fund.

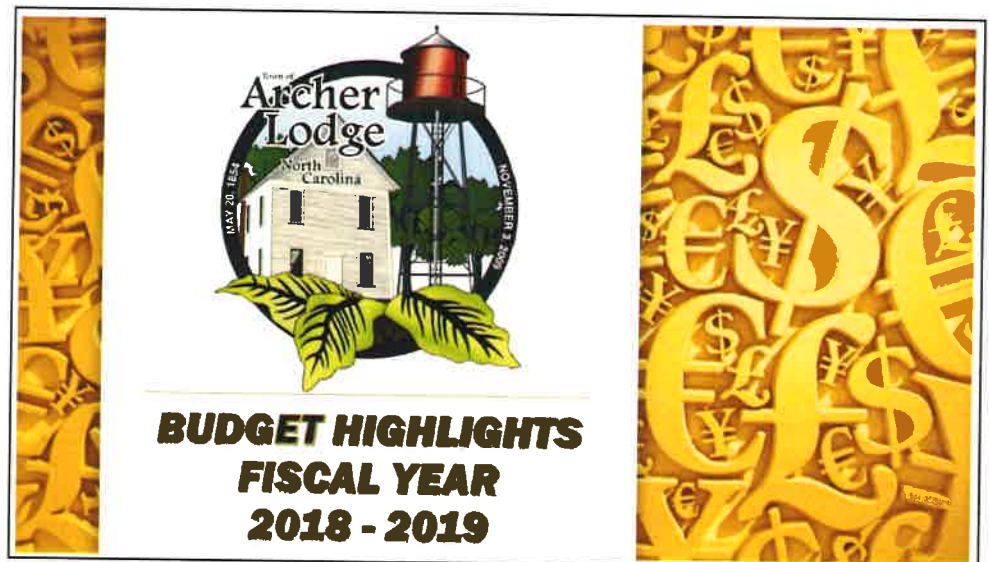
This proposed budget maintains the current tax rate of \$0.20/\$100 valuation and as required, this budget is balanced and was prepared in accordance with NC General Statute 159-11. Special thanks to our Finance Officer for preparing all the data in the budget process. It is my pleasure to present to you the Town of Archer Lodge 2018-2019 Annual Budget and I look forward to another productive year.

Respectfully submitted,



Teresa M. Bruton
Budget Officer

Following, Ms. Batten shared a presentation highlighting the Proposed Budget for FY 2018-2019 which appears as follows:





Archer Lodge Tax Rate CURRENTLY

Town of Archer Lodge	\$0.10	50%
Archer Lodge Fire Tax	\$0.07	35%
Park Reserve Fund	\$0.03	15%
TOTAL TAX RATE	\$0.20	100%



Archer Lodge Tax Rate POSSIBLE \$0.01 ↑

Town of Archer Lodge	\$0.10	48%
Archer Lodge Fire Tax	\$0.08	38%
Park Reserve Fund	\$0.03	14%
TOTAL TAX RATE	\$0.21	100%

Archer Lodge Tax Rate POSSIBLE \$0.02 ↑



Town of Archer Lodge	\$0.10	45%
Archer Lodge Fire Tax	\$0.09	41%
Park Reserve Fund	\$0.03	14%
TOTAL TAX RATE	\$0.22	100%

Projected Revenues for FY2019 **\$1,076,760**

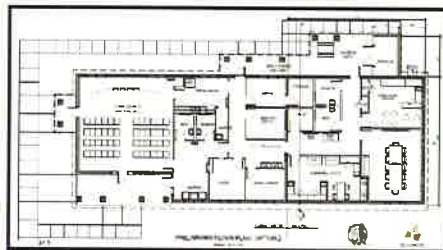




Budget Considerations FY2018-2019

Budget Considerations (continued)

TOWN HALL EXPANSION PROJECT



Budget Considerations (continued)



CAPITAL RESERVE TRANSFER & PARK RESERVE TRANSFER

Projected Expenditures for FY2019
\$1,076,760



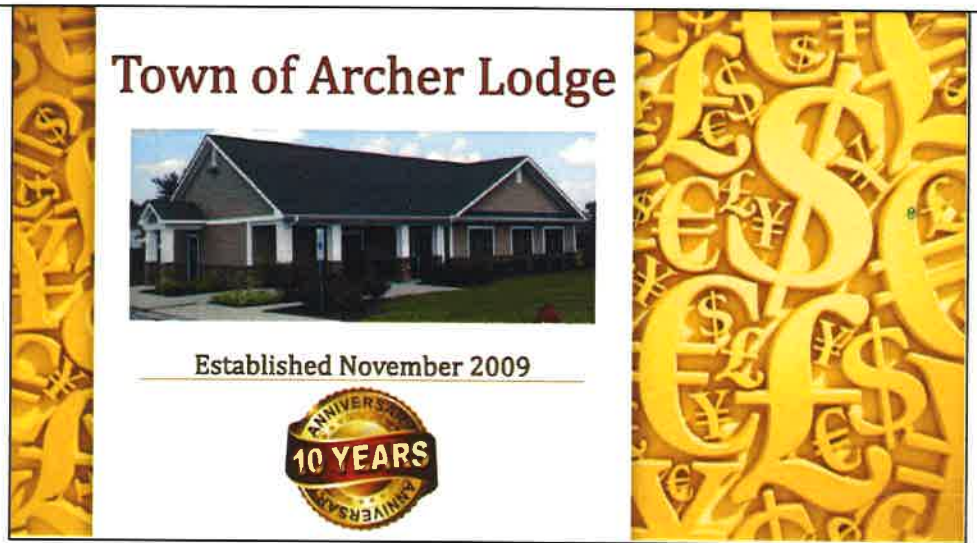
*Items from Current FY2018 Budget
that are Completed or In Process*

- ✓ One Additional Full-Time Employee
- ✓ Park Development Grant Possibilities
- ✓ Town Hall expansion Plan Step 1
- ✓ Engineering Alternative Analysis (EAA) Sewer Study
- ✓ Outdoor Welcome Seasonal Banners
- ✓ Update Personnel Policy & Pay Plan
- ✓ Website Design & Social Media In-House

FUTURE DOMAIN



ArcherLodgeNC.GOV



Discussion was throughout the presentation. On behalf of himself and the Town Council, Mayor Mulhollem acknowledged the efforts of Budget Officer & Council Member Bruton, Ms. Batten and Mr. Gobble. He stated that it represents living within the Town's means, planning with the ability that is available and putting aside funds for future expenses. Council Member Castleberry and Mr. Gobble recognized Mayor Mulhollem for his accomplishments in transitioning from past positions on the Town Council to Mayor. Both commended the Council and Staff for accomplishing many goals since incorporation.

Mayor announced that a Public Hearing on the Proposed Annual Budget for FY 2018-2019 was set for Monday, June 4, 2018 at the Regular Council meeting.

3. ADJOURNMENT:

- a) **Having no further business, Mayor Mulhollem adjourned the meeting at 7:38 p.m.**
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Matthew B. Mullhollem, Mayor

Kim P. Batten, Town Clerk

