

MINUTES

The Town of Manteo Board of Commissioners held their May 5, 2010 Recessed Session May 26, 2010 at 4:00 pm at the Manteo Town Hall meeting room for their budget workshop.

The following members were present: Mayor Jamie Daniels
Commissioner H.A. Creef, Jr.
Commissioner David Farrow
Commissioner Richie Burke
Commissioner Hannon Fry
Commissioner Darrell Collins
Commissioner Christine Walker

The following member(s) were absent:

Also present at the meeting were: Town Manager, Kermit Skinner Finance Officer Shannon Twiddy; Town Clerk-Becky Breiholz;

Mayor Daniels called the recessed meeting to order at 6:30 pm;

BUDGET WORKSHOP –

Mrs. Twiddy went over the budget for the General Fund line by line. She started with page 1 going over the Town's revenues. The current revenues are based on the Town's .215 property tax and do not reflect a tax increase. We still are waiting on revenues from the State and hopefully will receive those by the end of the budget year in June. The State is also reducing Powell Bill revenues by 25%. Some of the items on the revenue will disappear; the Cookhouse Grant, Dare County Tourist Bureau open space grant; Friends of Elizabeth II since these are projects that are finished and are non-recurring. Mixed beverage revenues were discussed and since the Town does not have liquor by the drink we do not collect those but since Pirates Cove and Shallowbag Bay Club have been allowed to serve liquor by the drink we have sent letters asking that we be included in those revenues but have not been successful. The Board discussed possibly having liquor by the drink referendum. Mrs. Twiddy commented that the budget proposes a reduction in revenues from \$3,335,378. to \$2,889,320.

Mrs. Twiddy then went over the governing body expenditures and she added a request by the Mayor of \$5,000 for a heritage day. Mayor Daniels explained that he would like to get the history of Manteo on videotape by the older residents. Contribution line item was briefly discussed and this line item is used for someone coming to the Board asking

for donations; in the past the Board does not donate to not for profit and only use \$100 to the printing of the Citizens Guide by the League of Women Voters. The Boards budget has increased by \$10,928. The Planning Board budget stays the same. Administration budget line item Professional Services has been reduced since we no longer have a Public Relations person but are doing contract work with Nancy Harvey. Mrs. Twiddy explained the re-codification line item is when the Board changes any of the ordinances it cost money to do so. She would also like to rename the NCLM Wellness line item to Wellness Program-we no longer are eligible to receive grant funds for our wellness program because we do not participate in the Leagues health insurance program.

Mrs. Twiddy next went over Finance Department line by line and there has been an increase in that department by \$1,000. Legal fees will hopefully be reduced since the law suit with Malcolm Fearing should be nearing an end. The Board would like that amount increased from \$35,000 to \$45,000. Board of Elections line item is the cost of elections and varies depending on how many people vote; this will be removed since there is no Manteo election this year. Public Buildings line items were discussed and there is an increase in the utilities because we are now charging all public buildings for use of water and sewer. Commissioner Creef brought up the boathouse building and the fact that a commercial business is being allowed to run from that building and wants it to stop. After a brief discussion this matter will be discussed at the Board's June meeting. The debt service is payment on the Town Hall.

The Police Department is asking for a vehicle replacement since one of the Crown Vic's repairs exceeds residual value. Also included in the budget is \$50,000 Capital Outlay for equipment-this is for the new radio system that is being changed all over the county and we have no choice. The Fire Protection and Powell bill expenses were highlighted and Mrs. Twiddy would like to change the one line item of streets and sidewalks and make them each a line item.

Public Works has a large increase in their utilities since we are now charging them for water and they wash down the garbage trucks. Garbage disposal is what we pay in tipping fees. Mr. McCleave had requested a new dumpster trash truck and then removed it and will try to get along as best he can. He may have to come to the Board in January to revisit this need.

Special events budget was discussed and there was a request to increase First Fridays; add \$2,000 to the 4th of July line item; increase Farmers Market to \$1,000 and increase Christmas by \$2,000. Non Departmental line items were gone over. She is expecting to return \$108,000 to the General Fund.

After discussion and additions and removal the budget will need \$40,250 to be added from the general fund. Mrs. Twiddy went over 3 scenarios on property taxes; if they chose not to raise the taxes we will loose \$50,000 in shared revenue; if we raise tax by 1 cent we will loose \$4,100 and if we raise taxes 2 cent we will gain \$39,914 and remain revenue neutral. Mayor Daniels went back to page one and from the Governing Body budget he removed the Heritage Day project; reduced travel and training to \$2,000; reduce advertising to \$2,500 and reduce contributions to \$100.

The dock fund was next to be discussed and it is strong but Mr. Jordan did request \$100,000 for dock repairs but Mrs. Twiddy is not recommending it since the Board had asked him to get a list together of which docks needed repair and priorities. The \$118,800 is a carry over from last year; we bought a condo at the waterfront for Mr. Jordan's office but we have been unable to close on it since the sellers property has been attached by others for taxes. The Cemetery fund was discussed and she has received no funding request from that Board. Mrs. Twiddy explained the perpetual care fund and how 20% of the interest earnings are available.

Mrs. Twiddy asked the Board for direction in preparing the budget to present to them at next month's regular meeting. Consensus of the Board was to include a 2 cent tax increase and schedule the public hearing and after the hearing they can either keep the increase or reduce it. Mrs. Twiddy also commented that the water rate study has not been finished and she will not have that in time for the budget. She plans to propose an increase in the water revenue by \$3.00 per each rate code until the study is completed.

MOTION: Commissioner Burke seconded by Commissioner Fry the meeting was adjourned at 9:00 pm was approved by the following vote: Ayes: Commissioners Walker, Fry, Collins, Farrow, Burke, and Creef Noes: Absent:

This the 26th day of May 2010

ATTEST:

Mayor Jamie Daniels

Town Clerk Becky Breiholz