

BOARD OF ALDERMEN

ITEM NO. D(1)

AGENDA ITEM ABSTRACT

MEETING DATE: June 15, 2010

TITLE: Adoption of the FY2010-11 Budget

DEPARTMENT: Town Manager	PUBLIC HEARING YES _ NO <u>x</u>
ATTACHMENTS A. Budget Ordinance B. Resolution Adopting FY10-11 Pay Plan C. Special Benefits Resolution D. Miscellaneous Fees and Charges Schedule E. Reimbursement Resolution for FY2010-11 Capital Purchases F. Resolution Approving Compensation for Town Attorney	FOR INFORMATION CONTACT: Steve Stewart, Town Manager, 918-7315 Sandy Svoboda, 918-7301 Desiree White, 918-7321

PURPOSE

By state law, the Board must approve a balanced budget for the Carrboro community by July 1st of every year. The purpose of this agenda item is to complete budget discussions and to consider adoption of the budget ordinance.

INFORMATION

The Board of Aldermen has held several meetings throughout the budget process including two public hearings. At the regular board meeting of May 11th, the Town Manager was given specific direction to prepare a draft FY10-11 budget ordinance for approval by the Board tonight.

Budget Ordinance

The attached budget ordinance (Attachment A) reflects the Manager's recommended budget presented on May 11 that adjusts the property tax rate to 58.94 cents.

The ordinance also provides for adjustments to the Town's pay plan and various fees within the fee schedule. The Board formally acknowledges these changes by approving a resolution adopting the Pay Plan, a reimbursement resolution financing capital equipment and vehicles, a resolution addressing compensation for appointed and elected officials, and the Miscellaneous Fees and Charges Schedule for FY10-11.

Pay Plan

As with the budget ordinance, the Board approves the pay plan on an annual basis. Consistent with the recommended budget, the pay plan maintains employee salaries and benefits. Pay for performance increases are not included in the 2010-2011 budget: however, the pay plan does reflect the Board's adoption of the pay and classification study conducted by Springsted, Inc. and the adjustment in the

hourly rate of the living wage as researched by Springsted and recommended by the Town Manager. These changes are noted in the proposed pay plan (Attachment B).

Special Benefits

In lieu of providing a pay-for-performance increase for 2010-11, permanent full-time and part-time employees shall receive a one-time lump sum payment in the amount of \$455.00. This amount is subject to taxes and retirement costs and will be pro-rated for permanent part-time employees based on the number of hours worked. Also, permanent full-time and part-time employees shall be granted an additional leave day to be taken off for their birthday effective July 1, 2010 and for FY 10-11 only. These special benefits are noted in Attachment C.

Fee Schedule

The proposed fee schedule (Attachment D), includes changes in Recreation and Park fees which clarify the departmental refund guidelines, includes an increase in rental fees for the Town Commons to offset the costs associated with large group rentals and increase in youth athletic fees to offset programming needs. This fee schedule also includes a *decrease* in audio/visual equipment rental fees for the Century Center to encourage the use of this equipment and a 25% discount off all preregistered classes and activities for Town employees. Finally there is an adjustment is several of the before/after hours room rental rates for Century Center to bring these rates in line with the current regular hour rates which is ½ times the normal operating hour rate.

The new fire department fee is intended to help offset the operational costs of the field time the fire marshal would spend performing plan reviews and acceptance tests on fire protection systems. This fee is based on the concept that the plans shall be provided to the fire marshal prior to a system being installed to ensure it meets all safety criteria via National Fire Protection Association (NFPA) and the NC Fire Prevention Code. It is much easier to review and approve a set of drawings in advance rather than to investigate what has been installed and covered up during the construction process. Ultimately, it is to discourage non-permitted work in an effort to reduce elongated periods of time during a rough-in, an above ceiling, and the final inspection and testing of these fire protection systems.

Other Resolutions and Proposed Actions

A reimbursement resolution approving a list of equipment and vehicles to be financed with installment proceeds is provided in Attachment E and is required to enable the Town to pursue financing. Compensation for the Town Attorney is outlined in the resolution in Attachment F.

STAFF RECOMMENDATION

The Board is requested to approve the following:

1. Adopt the attached FY2010-11 Budget Ordinance,
2. Adopt the attached FY2010-11 Pay Plan,
3. Adopt the FY2010-11 Special Benefits,
4. Adopt the FY2010-11 Miscellaneous Fees and Charges Schedule,
5. Adopt the FY2010-11 Reimbursement Resolution, and
6. Adopt the FY2010-11 Resolution for Compensation for Town Attorney.