

**MINUTES
TRANSYLVANIA COUNTY BOARD OF COMMISSIONERS
January 26, 2015 – REGULAR MEETING**

The Board of Commissioners of Transylvania County met in regular session on Monday, January 26, 2015 at 7:00 p.m. in Commissioners Chambers at the County Administration Building.

Commissioners present were Vice-Chairman Larry Chapman, Jason Chappell, Chairman Mike Hawkins, Page Lemel, and Kelvin Phillips. Also present were County Manager Jaime Laughter, County Attorney Tony Dalton and Clerk to the Board Trisha Hogan.

Media: *The Transylvania Times* – Jeremiah Reed

There were approximately 30 people in the audience.

CALL TO ORDER

Chairman Mike Hawkins presiding called the meeting to order at 7:04 p.m.

WELCOME

Chairman Hawkins welcomed everyone to the meeting and thanked the members of the audience for participating in their County government. He introduced the members of the Board of Commissioners and staff.

PUBLIC COMMENT

There were no public comments.

AGENDA MODIFICATIONS

There were no agenda modifications.

Commissioner Lemel moved to approve the agenda, seconded by Commissioner Chapman and unanimously approved.

CONSENT AGENDA

Commissioner Lemel moved to approve the Consent Agenda, seconded by Commissioner Phillips and unanimously approved.

The following items were approved:

DISCOVERY, RELEASE AND MONTHLY SETTLEMENT REPORT

Each month the Tax Administrator has a listing of proposed releases for that month. The Board of Commissioners has the responsibility of approving the releases. For the month of November, total tax dollars released was \$230.42 and refunds totaled \$3,330.46. For the month of December, total tax dollars released was \$991.64 and refunds totaled \$2,230.89. Commissioners approved the Discovery and Release Reports for November and December 2014.

DELINQUENT TAXPAYER LIST

Advertisement of delinquent taxes is required per NCGS 105-369(a). Commissioners must approve the list before it is advertised. Any delinquent taxes paid prior to the date of advertisement will not be advertised. Commissioners approved the 2014 Delinquent Taxpayer List and ordered Tax Administrator Annette Raines to advertise the list per NCGS 105-369(a).

RESOLUTION ADOPTING A POLICY FOR MUTUAL ASSISTANCE WITH OTHER LAW ENFORCEMENT AGENCIES

Sheriff David Mahoney requested the Board of Commissioners adopt a resolution to allow the Sheriff's Office to enter into mutual assistance agreements with other law enforcement agencies in accordance with reasonable arrangements, terms and conditions as may be agreed upon between the respective heads of the law enforcement agencies. A resolution was first approved by Commissioners on January 26, 2009 and according to the minutes should be approved annually. The Board last approved such a policy on January 27, 2014. Commissioners approved Resolution 03-2015 Adopting a Policy for Mutual Assistance with Other Law Enforcement Agencies.

(Resolution 03-2015 Adopting a Policy for Mutual Assistance with Other Law Enforcement Agencies is hereby incorporated by reference and made a part of these minutes.)

AUTHORIZE CHAIRMAN TO SIGN CONTRACT WITH BRADLEY BUILDERS FOR ROSMAN COMMUNITY PARK

Commissioners have appropriated funds for the Rosman Community Park project and should authorize the Chairman or the County Manager to sign the construction contract documents with Bradley Builders. Commissioners approved authorizing Chairman Hawkins or Manager Laughter to sign the construction documents.

PRESENTATIONS/RECOGNITIONSIN RECOGNITION OF LOUISE KOONTZ

Louise Koontz will retire from Transylvania County effective February 1, 2015. She has worked in the Social Services Department since February 1992 and served in the roles of Social Worker II, Social Work Program Manager and Social Worker Supervisor II. Commissioners, along with Interim Social Services Director Carson Griffin, honored Ms. Koontz with a resolution and thanked her for her many years of service to the citizens and employees of Transylvania County. For the benefit of the public, Commissioner Chappell read aloud the resolution. Ms. Koontz thanked Commissioners for the opportunity and privilege to serve the community.

Commissioner Chappell moved to approve Resolution 04-2015 In Recognition of Louise Owen Koontz. The motion was seconded by Commissioner Phillips. Each Commissioner offered individual comments thanking her for advocating for citizens, especially the senior population, in this community and regionally. **The motion was unanimously approved.**

(Resolution 04-2015 In Recognition of Louise Owen Koontz is hereby incorporated by reference and made a part of these minutes.)

APPOINTMENTSPLANNING BOARD

The terms of Mack McNeely and Mike West expire at the end of January. Both are eligible for reappointment. Planning Board Chairman Wayne Hennie recommended the Board of Commissioners reappoint them both.

Commissioner Chapman moved to reappoint Mack McNeely and Mike West to the Planning Board for another term. The motion was seconded simultaneously by Commissioners Chappell and Phillips. Commissioner Chapman thanked the Planning Board members for their work and appreciated the diversity of the membership. Commissioner Lemel pointed out there is an imbalance of the appointment terms to the Planning Board and probably others. A committee is studying this process and it is meant to apply to every board. Commissioner Chappell thanked these individuals for volunteering their time to serve on this very important board. **The motion was unanimously approved.**

TRANSYLVANIA COUNTY COUNCIL ON AGING

Louise Koontz will be retiring from the Transylvania County Department of Social Services effective February 1, 2015. She has facilitated the County Council on Aging for many years. She recommended Sylvia Petit, also a long time Social Services employee, replace her on the Council on Aging and that Kathe Harris replace her as Chair.

In addition, Ms. Koontz asked the Board of Commissioners to appoint Dan Hodges to serve as the alternate to the Senior Tar Heel Legislature representative in Raleigh. This does not make him a member of the Council on Aging.

Commissioner Lemel moved to appoint Sylvia Petit to replace Louise Koontz on the County Council on Aging, to appoint Kathe Harris as chair, and to appoint Dan Hodges to serve as the alternate to the Senior Tar Heel Legislature representative in Raleigh. The motion was seconded by Commissioner Chappell and unanimously approved.

JUVENILE CRIME PREVENTION COUNCIL

Bill Westbrook served as the Substance Abuse Professional on the Juvenile Crime Prevention Council (JCPC). He is no longer able to serve. The Clerk received an application to fill his role at the request of the JCPC Coordinator Ren Uriarte.

Commissioner Lemel moved to appoint Kathleen Mallet to replace Bill Westbrook as the Substance Abuse Professional on the Juvenile Crime Prevention Council. The motion was seconded by Commissioner Chappell. Commissioner Lemel stated that Ms. Mallet is the Chair of the CARE Coalition and is very passionate about assisting those with substance abuse problems so this is a very appropriate appointment. Commissioner Chapman noted there was an additional resignation. Daniel Nicholson had to resign due to his work schedule. Commissioners need to fill his position at a future meeting. **The motion was unanimously approved.**

OLD BUSINESS

NCACC REQUEST FOR FEDERAL LEGISLATIVE PRIORITIES

Each year the North Carolina Association of County Commissioners (NCACC) solicits input and proposals from counties concerning the most important federal issues that impact North Carolina counties. The Board of Directors will review the proposals at its February 4 meeting and choose the top issues to be their Federal Agenda for the 114th Session of Congress for 2015-16. The list will be presented to our North Carolina delegation in late February.

Here is the list of 2014 NCACC Federal Issues:

1. Ensure that budget reforms and sequestrations do not result in unfunded mandates to counties
2. Protect Temporary Assistance for Needy Families (TANF) and Social Services Block Grants (SSBG)
3. Support Remote Sales Tax Collection (Marketplace Fairness Act)
4. Maintain funding for education and workforce development

5. Revisions to Biggert-Waters (National Flood Insurance Program)
6. Reinstate federal capacity funding for Cooperative/Agriculture Extension Services
7. Support funding improvements to broadband access to rural areas
8. Development and implementation of a realistic, fair and enforceable national immigration policy

Commissioners discussed this item briefly at the meeting on January 12. Some of the issues they discussed involved Payment in Lieu of Taxes, Secure Rural Schools, and Food and Nutrition Program.

Commissioners asked staff to bring this item back to this meeting for final discussion and approval of a list of goals for submission.

After discussion, Commissioners agreed to resubmit the 2014 federal legislative priorities and add the following:

1. Payment In Lieu of Taxes – This program should be kept in place and expanded. The loss of this funding would be devastating to counties in which the federal government owns large tracts of land.
2. Secure Rural Schools funding – This funding program should be continued. These are shared revenues counties receive from logging on federal property.
3. Definition of Waters of the US under the Clean Water Act – There is concern that the proposed rules actually increase confusion and costs associated with the federal permitting process.
4. Broadband Funding for Rural Communities – Maintain support for this funding.
5. Tax Exemption for Municipal Bonds – Maintain support.
6. Food and Nutrition Program – The current reimbursement levels do not cover the cost of providing a plate of food.
7. Support High Quality Preschool for All Families – There should be a true partnership between local governments and the private sector to provide universal access to high quality preschool for all children. Children entering kindergarten in 2014 were scored 61% below accepted standards to enter kindergarten and be able to learn. The School System has had to provide additional remedial work to get them to the point where they can be taught.

Commissioner Lemel moved to accept this list as the priority list for submission to the NCACC. The motion was seconded by Commissioner Chapman and unanimously approved.

NEW BUSINESS

CHAMPION POOL FACILITY AUDIT

Champion Pool was constructed in 1979 and has received some work since, including: new filter installed in 2005, re-plastered pool liner in 2008, VGB Act Anti-Entrapment Drains and new diving installed in 2009, shallow end concrete relayed in 2011, drain covers replaced and emergency deck repairs in 2014. The Board of Commissioners authorized the use of an outside consultant to perform a facility audit on Champion Pool in December of 2014. A summary of key findings in this audit include the following:

1. Pool Decking – Significant signs of cracking and delaminating
2. Wading Pool – Surface is delaminating and no ADA access to pool
3. Skimmers – Cracking and non-functioning weirs
4. Diving Board – Not in compliance
5. Mechanical Systems – Need replacement, severe corrosion
6. Flow Meters – Do not function
7. No secondary means of water sanitation
8. No automated chlorination system
9. Parking and entry ramp do not meet ADA Standards
10. Bath house does not meet current bather load code requirements

Parks and Recreation Director Carleen Hanscom reported that full renovation expenses to maintain the existing aquatic facility total \$998,040. This is due to the level of renovation needed requiring additional upgrades to existing codes. There is not an estimate on the cost for a new facility designed to meet modern family aquatic standards. Decisions about the 2015 aquatic season are time sensitive and some repair work would need to commence on the decking at a minimum in order to be operational.

Commissioner Lemel asked what would be needed to open for operation this summer. Ms. Hanscom responded that any work done has to be complete according to NC Building Codes. There are several items that would need to be repaired before the facility can be opened this summer, to include repairing the decking, removing the diving board and reattaching tiles, repairing the strainer baskets, replacing the lifeguard stands, fixing the safety gate, etc. Without going out for bids, she does not have an estimated cost of these items. She expressed concern about spending money on some areas when there are items, such as an aging pump, that are still not up to par. She said repairing some of these items does not mean Parks and Recreation will be able to keep the pool operational because the pool is really old. Ms. Hanscom was supportive of opening the pool this summer as long as the pool is safe.

Commissioners felt it was important to continue providing this service to citizens and thought it was best to determine what would be needed to make the pool operational for the coming summer and in the meantime explore what it costs to rebuild versus construct a new pool. This can be discussed during the budget process.

Commissioner Chapman moved for staff to put together a plan to open the pool this summer and report back to the Board of Commissioners a recommended plan for the future with cost alternatives. The motion was seconded by Commissioner Lemel. Ms. Hanscom noted that the Strategic Planning Committee intends to hire a consultant next month and the study results may not be available prior to budget discussions, but she will share the information as soon as it is available. She further noted that an aquatics facility was the number one request from the master plan that was completed a few years ago. The Manager said the appropriate way to determine the needs for the upcoming summer is to put out a request for proposal and then bring back before the Board for a final decision. It was suggested by Commissioner Chapman that Ms. Hanscom keep the Town of Rosman apprised of the pool situation and that the County is dedicated to keeping the pool open. Commissioner Chappell noted there is a difference between problematic and unsafe and he did not want to give the impression that the County is operating an unsafe pool. After further comments, **the motion was approved unanimously.**

APPLICATION FOR NORTH CAROLINA EDUCATION LOTTERY FUNDS

In order to draw down lottery funds allotted for Transylvania County, the Board of Commissioners and the Board of Education must make the request jointly via application. The Board of Education is requesting \$38,380.36 for payment to the County to retire Qualified School Construction Bond indebtedness incurred to renovate the CTE wing at Rosman High School and \$225,500 for replacement of the 1969 boiler at Brevard High School, for a total drawdown of \$263,880.36. A withdrawal of \$263,880.36 will leave a balance of \$151,877.96 in lottery funds.

Commissioner Lemel moved to approve the request by the Board of Education to draw down a total of \$263,880.36 in lottery funds. The motion was seconded by Commissioner Phillips. It was noted that the State makes the distribution into the lottery fund on a quarterly basis. The County withdraws funds upon request of the School System. Commissioner Chappell suggested the two items be separate in the motion since there are two applications being submitted. **Commissioner Lemel moved to amend the motion to read: to approve the request by the Board of Education to draw down \$38,380.36 for payment to the County to retire Qualified School Construction Bond indebtedness incurred to renovate the CTE wing at Rosman High School and \$225,500 for the replacement of the**

1969 boiler at Brevard High School. The amendment was seconded by Commissioner Phillips and unanimously approved. The main motion was unanimously approved.

SECOND QUARTER FINANCIAL REPORT

At the end of the second quarter, Finance Director Gay Poor gives an overview of financial activity for the first six months of the fiscal year. She reported the following:

General Fund:

Half way through the year, actual General Fund revenues had reached 57.6% of the amount budgeted. At the end of December, 78.3% of the budgeted current year ad valorem taxes had been collected, exceeding the prior year's rate of 77.6%. The impact of this higher collection rate, however, was offset by the reduction in the tax base. FY 15's tax base was less than FY 14's because FY14's had included four additional months' worth of motor vehicle tax bills related to the transition to the State's new Tax and Tag Together system. Consequently, almost all of the \$645,429 increase in ad valorem taxes was attributable to the 3% increase in the tax rate. Sales tax revenues continued to improve, exceeding FY 15 projections by 13% and FY 14 actuals by 7.5% for the three months of sales taxes distributed to date. Real property excise taxes also reflected growth, 34.3%, compared to the same prior year period. While only 30.9% of other revenues had been received, this is not abnormal for this point in the fiscal year and is due largely to the lag in State and federal reimbursement funds and grants that have not been used yet. FY 15's revenues exceeded FY 14's through the second quarter by \$873,302, with most of the increase attributable to the ad valorem tax collections.

General Fund expenditures were just 43.3% of budget, as less than half of some of the major expenditures had been incurred. Because the first payroll in July was accrued back to the prior year (in both FY 15 and FY 14), only 12 of the 26 pay periods (46.15%) were reflected in the December year-to-date totals. Due to unfilled new positions and temporary position vacancies, particularly in the Health Department, Social Services, and the Tax Office, salaries and wages were less than expected at only 44% of budget. Some of the lapsed salaries, however, were offset by higher part-time wages for interim job coverage.

Expenditures for benefits, which are allocated monthly, and longevity payments, which are distributed in November, brought total overall compensation up to 46.7% of budget. With several large items (such as an ambulance, a van for Transportation, the Rosman Community Park, and the playground at Silvermont) still outstanding, only 32.8% of capital outlay funds had been spent. Since the largest bond principal payment is not due until February, debt service was also well below 50% of the annual appropriation. Likewise, less than 40% of all other budgeted expenditures had been incurred through December. FY 15's expenditures to date were, however, more than FY 14's at this point, by \$1,208,955, mainly because of increases in compensation costs, in appropriations for the School System's current spending and capital needs, and in other expenditures, which include economic development services and incentives, other contract services, government grants, and expenditures related to specific revenues.

Self-Insurance Fund:

Health insurance claims have returned to more normal levels after exceptionally good experience in FY 14. There is generally a 4-6 week lag between the time claims are incurred and the time they are processed; so at 41.4% of budget, claims costs were on track with FY 15's projections. The weekly claims have been averaging approximately \$49,500. If this trend continues, the total claims for FY 15 should be right on budget, along with administrative costs and expenditures for the Wellness Clinic.

Solid Waste Fund:

Through the second quarter actual Solid Waste operating revenues were 53.5% of budget, exceeding both FY 15 projections and FY 14 results for the same period. While a \$2/ton (4.0%) increase in tipping fees accounted for approximately \$19,500 of the improvement over the prior year's scale sales, the majority

was attributable to an increase in volume over FY 14's experience as well as FY 15's estimates. In addition, the Solid Waste fund reported in Other Revenues the receipt of \$37,633 in insurance proceeds for the totaled leachate truck. Driven by the purchase of a replacement compactor, most of the funds appropriated in FY 15 for capital have been spent. However, only 43.8% of the operating budget had been used during the first six months of the year. Overall, Solid Waste expenses totaled 51.6% of the current year budget.

Ms. Poor reported no major concerns at this time in terms of revenue shortfalls or unanticipated expenditures.

Chairman Hawkins stated these trends indicate an improving economy. He said it would be useful to project the rest of the fiscal year using these trends to determine what it might mean for the County in terms of additional revenues. Ms. Poor will provide this information.

Commissioner Chappell noted that insurance claims seem to be leveling off and he would like to see further data on this. The reason being is reduced claims projections was the justification given for establishing an employee wellness clinic. Ms. Poor said she will provide further information. She noted that reception from employees has been well received.

Commissioner Chapman moved to accept the second quarter financial report, seconded by Commissioner Lemel and unanimously approved.

SUMMARY OF BUDGET AMENDMENTS FOR FIRST HALF OF FISCAL YEAR

At the end of each quarter, the Finance Director provides a recap of the budget amendments that have been approved and entered year-to-date and their impact on the fiscal year General Fund budget. Through December 2014 amendments to the General Fund budget totaled \$779,513. Of that amount, through carry forwards from FY 14 and appropriations made in FY 15, \$508,788 has been withdrawn from fund balance, broken down as follows: \$67,794 from restricted fund balance, \$86,951 from assigned fund balance, and \$354,043 from unassigned fund balance.

Commissioner Phillips moved to accept the budget summary report, seconded by Commissioner Chappell and unanimously approved.

BUDGET AMENDMENTS

Based on Section 32 of the FY 15 Budget Ordinance, certain budget amendments must be submitted to the Board of Commissioners for approval. Below is a summary of amendments that have been requested that require Board approval either because they increase the total General Fund budget and are derived from funding sources that have not been previously approved by the Board and are not simply pass-through funds or because they decrease the total General Fund budget and reflect reductions in projected funding sources.

1. #60: \$26,700 for the Sheriff's Office from jail fees from other counties in excess of original amount budgeted to be used for ballistic helmets for the tactical team, body cameras for officers, and equipment for Rape Aggression Defense Systems Simulation Training
2. #61: \$400 for Soil and Water from rental fees for farm equipment for maintenance and repairs of the equipment (which was purchased in prior years with grant funds)
3. #62: \$130,925 from General Fund balance assigned for Accrued Vacation for vacation paid out in lieu of time taken (\$53,929) and vacation paid out upon resignation or retirement (\$76,996)
4. #63: \$16,998 from proceeds from property insurance claims for Sheriff's vehicles (\$12,891) and an Animal Control truck (\$4,107) involved in accidents

5. #65: \$9,600 carried forward from unassigned Fund Balance for fence approved for Rosman Community Park in FY 14 but not completed until FY 15

If approved, these amendments will increase the General Fund budget by \$184,623, bringing it to a total of \$47,794,014.

Commissioner Lemel moved to approve the requested budget amendments. The motion was seconded by Commissioner Chapman. Commissioner Chapman inquired further about the request for body cameras in the Sheriff's Office. Captain Eddie Lance reported that the Sheriff's Office has been exploring the use of body cameras for a number of years now. The vehicles are already equipped with cameras but they provide a view only from the front of the vehicle. The use of body cameras is a statewide and nationwide movement. The proposal is to purchase 14 cameras with these funds and additional cameras with grant funds in October. He noted officers are in favor of using the body cameras. Commissioner Lemel stated she is glad the Sheriff's Office is able to use its own revenues to purchase equipment and she feels this is an excellent use of the funds because it serves the needs of the department. Commissioner Chappell agreed and he thanked previous Boards for having the foresight to build a large enough facility to serve more than just Transylvania County. He believes this shows the success of the Public Safety Facility project. Commissioner Chapman asked that the Sheriff's Office educate the public on why they are electing to use body cameras. Commissioner Phillips applauded the Sheriff's Office for the use of these funds for this equipment. He asked Mr. Lance which officers would initially use the body cameras. Mr. Lance said initially they will be used by patrol officers. The Sheriff's Office will explore other uses. He believes an ideal place for them would be in the jail. The goal of the department is for every sworn officer to wear a body camera. Mr. Lance stated the Sheriff's Office will have a policy in place regarding the use of the body cameras. There are model policies available specifically about this area. It was noted that the County Attorney will offer assistance in reviewing the policy if needed.

Commissioner Lemel stated that the farm equipment provided by Soil and Water is a great resource for citizens and small farmers.

Chairman Hawkins inquired about the ballistic helmets for the tactical team and asked if the helmets were required. Mr. Lance stated the helmets are required. He reported that the tactical team was called out 15 times last year. They were initially wearing helmets from military surplus and they were uncomfortable to wear. The new helmets being requested are much lighter in weight and have a higher rate for ballistics protection. There were no further comments and **the motion was unanimously approved.**

MANAGER'S REPORT

The Manager updated Commissioners on the following:

- Developmental Associates should be offering some dates soon to hold facilitated discussions around the draft goals identified by Commissioners to start shaping objectives and outcome measures for the strategic planning process. That work will likely take place in early March and in time for the budget process.
- Employee Wellness Clinic is working to implement some wellness classes and weight loss competitions in support of improving health among staff. This contributes to reducing health expenses by focusing efforts on prevention.
- The final financial audit document has been distributed and is available for public view.
- Construction on the walking trail at Silvermont has begun with an expected month to complete as long as weather is cooperative.
- Playgrounds for both Rosman Community Park and Silvermont are close to having a design ready. It is expected that multiple improvements at Silvermont may be ready for a ribbon cutting event in early spring. A similar event for Rosman Community Park facilities is likely in June.

- The NCACC Risk Management Regional Meeting is scheduled to be held February 25 in the Library's Rogow Room bringing local government participants from the region.
- Animal Control will be hosting volunteer training at the animal shelter on February 7.
- The library will be hosting a Daddy-Daughter event on Friday, February 13.
- Free real Christmas tree disposal is available at the Solid Waste facility through the end of January.
- Reminder of joint meeting with TPED on Thursday at 6:00 p.m. to discuss an incentive policy and success measures.

WORKSHOP

BUDGET GOALS AND TIMELINES

The Manager made a presentation to the Board about the budget process for 2015 which included budget goals and timelines. Counties are required by law to approve a balanced budget. The Manager stressed the importance of multi-year planning to keep capital expenses from hitting a single year. The Board of Commissioners is in the process of establishing a strategic plan with goals. The strategic plan will include objectives and desired outcomes throughout the organization with measures, be performance driven, will provide for efficiency and accountability, and ensure all resources are centered towards the strategic plan. This is a summary of the Manager's presentation to guide the Board of Commissioners and staff through the budget process:

Process for This Year

- Strategic plan is underway
- Commissioners set the priorities
- Objective setting occurs at department level
- Require solid justifications for requests and these will be data driven
- Accountability for submittals and outcomes; ensure strategic plan is at forefront of decision-making
- All budget/funding requests will be shared with Commissioners; lots of discussion on the budget will occur throughout the rest of the year
- Next budget cycle will report on outcomes

Commissioners' Priorities

- Manager will meet with each Commissioner individually
- Discuss and refine priorities, including items that do not impact the budget
- Categorize priorities: issues, capital projects, community projects, process and internal infrastructure

Objective Setting at Department Level

- Clear objectives by department
- Data to justify requests
- How do objectives fit in the draft goals being discussed?
- What is required as a mandate?
- Commitment to report back as budget preparation starts for FY 17

Manager's Recommended Budget

- Assume revenue constraints
- Decisions based on Commissioners' priorities
- More consideration for complete requests with solid justification

- All requests and justifications will be shared
- Adjust based on Commissioners’ consensus to reach a final budget; may entail looking at multiple options

Budget Timeline for FY 16

Target Date	Activity
February 10	Capital Improvement Plan Worksheets 7 month actual data FY 15 Budget Worksheets Objectives Worksheets Due March 6
March 6-March 15	Internal Review with Finance and Management
March 15	Revenue Projections (may need longer for tax base estimate)
March 19-April 2	Department Head Workshops
April 13	Presentation to Commissioners of Objectives and High Level view of General Fund (Recommendations still being refined)
May 15	Legislative Deadline Board of Education request (May 1 ideal)
May 26	Management Recommended Budget Presentation (Regular Meeting)
June 1	Target Commissioners Budget Workshop for refinement
June 4	Target Commissioners Budget Workshop
June 8	Possible Workshop at Regular Meeting-set public hearing
June 22	Public Hearing for Budget at Regular Meeting

Chairman Hawkins inquired about the Manager’s approach to working with the School System on their budget requests. The Manager said the deadline for the Board of Education to provide a budget is May 15, but she intends to collaborate with members of the Board of Education and their management team to streamline the process.

Chairman Hawkins asked if the Sheriff’s Office has been integrated with this process. The Manager said she is happy to have a good relationship with the Sheriff and all discussions thus far have been open and collaborative. She wants to have a clear understanding of all departments’ needs.

Commissioner Chapman expressed concern about the School System’s budget because their budget makes up a large part of the County’s budget and the process always seem contentious.

The Manager noted the above timeline can be affected by the State Legislature being in long session, but she hopes all the preliminary processes will have laid the groundwork for a good sound budget.

Chairman Hawkins commented that eventually the budget priorities will be filtered through the strategic objectives established by the County. This is a different process than years past so communication and cooperation with all County departments and the School System is key.

PUBLIC COMMENT

There were no comments from the public.

COMMISSIONERS' COMMENTS

Commissioner Chapman reported he attended the NCACC Legislative Goals Conference in Pinehurst. He will be attending the NCACC Board of Directors Meeting next week. Commissioner Chapman said he visited the Employee Wellness Clinic today and received great care. He said the Wellness Clinic is of great benefit to employees. He reported that Haywood County is in the planning stages of building a new animal shelter and he has invited their Board of Commissioners for a site visit to our animal shelter.

Commissioner Lemel reported she participated in a Hunger Coalition meeting. There is a direct relationship between hunger, poverty and other issues facing citizens of this County. She had lunch with the Sheriff to talk about programs and opportunities to solve problems. A proposal for the Board of Commissioners to consider may be presented in the near future.

Commissioner Chappell suggested one of the legislative goals for the NCACC to consider is moving up the deadline for school systems to submit their budget requests to local governments to make the process easier.

ADJOURNMENT

There being no further business to come before the Board, **Commissioner Chapman moved to adjourn the meeting, seconded by Commissioner Chappell and unanimously approved.**

Mike Hawkins, Chair
Transylvania County Board of Commissioners

ATTEST:

Trisha M. Hogan, Clerk to the Board