

Lewisville Town Council
Budget and Action Meeting
April 18, 2022 – 6:00 PM
Lewisville Town Hall 1st Floor Council Chambers
6510 Shallowford Road

1. Call to Order:

- A. Mayor Horn opened the meeting at 6:00 PM. In attendance were Mayor Mike Horn, Mayor Pro Tem Jeanne Marie Foster and Council Members Melissa Hunt, Ken Sadler, David Smitherman and Jane Welch. Also attending were Town Manager Hank Perkins, Town Planner Stacy Tolbert, Finance Director Pam Orrell, Public Works Director Ryan Moser, and Town Clerk Dora Moore. Council Member Fred Franklin was absent.
- B. Adoption of Agenda – Council Member Smitherman moved to approve the agenda. The motion was seconded by Mayor Pro Tem Foster and approved unanimously.

2. Budget Review

- A. The Manager’s budget message proposes a 2.3 % tax increase. This increase generates \$371,954.
- B. General Fund
 - i. Revenues
 - a. The following revenues were reviewed, noting that many projections are received from the North Carolina League of Municipalities.
 - 1. Ad Valorem – Reviewed
 - 2. Sales & Use Tax
 - i. Inflation is an issue with the February Consumer Price Index (CPI) indicating a 7.9% increase over previous year. In comparison, the CPI showed an 8.5% increase last month.
 - 3. Other State Shared Revenues (beer & wine, electricity, natural gas, telecommunications, video programming and solid waste) – Reviewed
 - 4. Powell Bill – Reviewed
 - 5. ABC Board – Reviewed
 - 6. Occupancy Tax – Reviewed
 - 7. Investment Income – Reviewed
 - 8. Miscellaneous Income (gas tax, permit and review fees, facility fees and miscellaneous) – Reviewed
 - 9. Coronavirus Funding – Reviewed
 - 10. Appropriated Fund Balance – Reviewed
 - ii. Expenditures
 - a. Personnel
 - 1. The annual market adjustment to salaries is calculated at 8.6% based upon the annual change to the CPI-W for Urban Wage Earners and Clerical Workers for February 2022. As reference, it was noted the March adjustment was 9.4%.
 - 2. A merit pool is calculated at 3% with merit adjustments proposed as a one-time bonus.
 - 3. The Town Planner position is proposed to also be the Assistant Town Manager.
 - 4. A new Planner I position is proposed.
 - 5. *Council requested a document reflecting overall salaries and benefits.*

- b. Governing Body
 - 1. Transfer to municipal buildings/land capital reserve is proposed at \$170,000. This was not allocated in the 2021-2022 Budget. *Council requested this item be placed on a 'To Be Discussed' list.*
 - c. Administration – Reviewed
 - d. Finance
 - 1. Two computers and printers will be purchased.
 - e. Debt Service – Reviewed
 - f. Planning – Reviewed
 - g. Beautification– Reviewed
 - h. Community Policing
 - 1. An additional deputy is being proposed at a cost of \$35,080. This would provide 24/7 coverage in Lewisville. The proposed cost reflects funding from the Mini-Cops Program. The second year would be \$36,350. The third year would be full cost at approximately \$109,000.
 - 2. Six deputies are proposed for Shallowford Square events at a rate of \$40/hour for a deputy and \$45/hour for a supervisor.
 - i. Public Safety
 - 1. Twenty-five CERT kits are budgeted for community CERT training.
 - j. Public Works
 - 1. Two electric car charging stations are proposed. One would be placed at the Mary Alice Warren Community Center (MAWCC) and one on David McKee St. One station can charge two vehicles. *Council requested the Town start with one charging station at MAWCC.*
 - 2. Transfer to GWR ROW capital reserve is proposed at \$115,000. *Council requested this item be placed on a 'To Be Discussed' list.*
 - 3. Transfer to Public Works Facility capital reserve is proposed at \$95,000. *Council requested this item be placed on a 'To Be Discussed' list.*
 - 4. Transfer to Public Works Facility capital reserve utilizing increases in 2021-2022 fund balance as a result of ARPA funds.
 - 5. The proposed paint sprayer will be funded from fund balance appropriated.
 - k. Streets
 - 1. Transfer to Sidewalks, Bike Paths and Greenways capital reserve is proposed at \$25,000. *Council requested this item be placed on a 'To Be Discussed' list.*
 - l. Powell Bill
 - 1. Council inquired where the Town was in street paving per the Powell Bill schedule.
 - m. Stormwater
 - 1. Live stakes used for erosion control will be given out during Creek Week.
 - 2. Stormwater mapping will make the Town current with Stormwater mapping requirements. This will be funded from fund balance appropriated.
 - 3. *Council requested a quote be obtained for an additional street sweeping to be added to the annual schedule.*
- C. The remaining departments will be reviewed at the May 5, 2022 budget meeting scheduled to be held after the Agenda Briefing at 6:30 PM. The May 2, 2022 budget meeting was cancelled.
- a. Solid Waste
 - b. Recycling
 - c. Parks and Recreation

- d. Willow Run Municipal Service District
 - 1. Revenues
 - 2. Expenditures
- e. Capital Reserve Funds
- f. Capital Project Funds
- g. Fee Schedule

3. Adjournment – Council Member Smitherman moved to adjourn the meeting at 9:12 PM and continue the budget meeting on May 5, 2022 at 6:30 PM following the Agenda Briefing. The motion as seconded by Council Member Sadler and approved unanimously.

ATTEST:

Mike Horn, Mayor

Dora K. Moore, Town Clerk