

MEMORANDUM

To: Mayor and Board of Aldermen

From: Barry Webb, Interim Town Manager

Re: Weekly Report

Date: May 6, 2016

BUDGET PRESENTATION

Preparation of the FY 2016-2017 annual budget has been a major focus of staff's time and efforts over the past weeks, and an initial presentation and discussion of the proposed budget appears on the agenda of next Tuesday's Board of Aldermen meeting. In advance of that meeting, I wanted to let you know the nature of the budget materials that you will receive at that meeting and the format planned for the initial presentation.

At the meeting, you will be given detailed budget sheets that will summarize revenue and expenditure figures by fund and department and also provide detailed line item breakdowns for each of those budget categories. Additionally, you will be given sheets listing the individual capital outlay requests for each department, as it is within the capital items that most of the major decisions will need to be made in balancing available revenues and expenditures within the upcoming budget. As part of the presentation, we will provide an overview of the fund and department totals, summarize aspects of the budget that are new and/or different from this year, and address the reasoning behind the major aspects of the budget proposal. As has been mentioned previously, one of the goals for the staff going into this budget process is to reduce dependence of the use of fund balance revenues for balancing the budget, as some of those numbers have seen noticeable reductions over the past couple of years.

Following this initial budget presentation at Tuesday's meeting, a more detailed discussion of the various elements of the budget will occur at the Board's upcoming budget workshop, which is scheduled for Thursday, May 19th. Action on the 2016-2017 budget ordinance will not occur until June, after the required public hearing on the proposed budget is held.

POLICE DEPARTMENT REPORT

Attached is a copy of the Police Department's statistical report for the month of April 2016. This report was not included in the agenda material for the May 10th Board of Aldermen meeting, so it is being forwarded at this time.

PROJECT UPDATES

A major milestone for the Town Hall Parking Lot Improvements project will occur at the Board of Aldermen meeting next Tuesday, as you have an item on that agenda to approve the contract with Cedar Hill Grading, Inc. for that work. Assuming that nothing occurs prior to that meeting that would delay the contract approval action being taken, it will be shortly after that when a preconstruction meeting will be held and a Notice to Proceed issued. Once that notice is given, the contractor will have 120 days to complete the project.

We are continuing efforts to work through the NCDOT staff in Raleigh in regards to the agreement documents needed for us to move forward on the two CMAQ funding requests submitted by the Town for

sidewalk construction projects in the vicinity of Gaston College. We should have some additional information on the status of those agreements next week.

As mentioned in last week's report in regards to the proposed sewer interconnect project with the City of Gastonia, one of the initial steps being taken currently is for Gastonia to update the cost estimate for the project, as current economic conditions have resulted in higher bids on recent projects. This will also have potential impacts on the upcoming budget discussions, as the option to have all wastewater treated by Gastonia may become even more financially beneficial should the estimated project cost increase to any degree.