

The Town Council of the Town of Nashville held a Called Meeting on Thursday, June 4, 2020 at 7:00 PM in Town Council Chambers. Members Present: Mayor Brenda Brown, Mayor Pro Tem Kate Burns, Council Member Larry Taylor, Council Member Louise Hinton, and Council Member Lynne Hobbs. Absent: None. Staff Present: Randy Lansing–Town Manager, Tesa Silver –Town Clerk, Sam Sanchez–Finance Director, Chris Joyner–Fire Chief, Anthony Puckett–Police Chief, Lee Brown –Public Works Director and Tina Price–Planning Technician.

1. Call to Order by Mayor Brown

Mayor Brown called the meeting to order at 7:00 p.m.

2. Pledge of Allegiance and Prayer

Mayor Brown led the prayer and the pledge of allegiance

3. Items for Consideration

Mayor Brown stated that the purpose of this meeting was to adopt the Fiscal Year 2020-2021 Budget Ordinance, Fire Station II Capital Project Ordinance, and Fiscal Year 2020-2021 Fee Schedule. A public hearing was held on June 2, 2020 to hear public comments on the proposed budget.

a. Consideration of the Adoption of the Town of Nashville 2020-2021 Fiscal Year Budget

Mayor Brown read aloud the 2020-2021 Fiscal Year Budget Ordinance. Mayor Brown asked if there was any discussion or questions. Council Member Hinton asked if the Storm Water Fee should have been included on the ordinance because it is included in the tax bill. Mrs. Sanchez stated that it is a fee and not a tax; Mr. Lansing stated that it is in the fee schedule. Council Member Hinton stated it is in the property tax bill and that is why she was asking. She thought it should have been put with the ordinance; she stated that everyone looks at it as if it is a tax. It is paid for when everyone pays their property taxes.

Mayor Pro Tem Burns stated that the ordinance states a tax rate of \$0.15 per \$100 assessed evaluation levied against the Gully Fire District; the County has not made a decision on it and will not until June 15, 2020. She asked if the Town could say what was written in the ordinance. Council Member Hobbs stated that they can say subject to. Council Member Hinton stated that she had a concern about the rate of increase; she stated that Mr. Lansing had stated that there was an 11% increase from the 2019-2020 budget. Mr. Lansing stated that there is an 11% increase in expenditures over the amended 2019-2020 budget. Council Member Hinton stated that if anyone reviews the original 2019-2020 adopted budget and the proposed 2020-2021 budget that there is a 17% increase. Mr. Lansing stated that was correct, however, \$1,900,000 was in transfers, they were not cash expenditures. Council Member Taylor stated it was a cleanup process that there was no exchange of funds. Council Member Hinton stated that when this is published that information will not be there. People will be looking at the hard numbers, they will be able to do basic math and figure out that there is a 17% increase.

Mayor Pro Tem Burns stated that everyone also has to look at income; the Town has a greater income based on grants, taxes, and fees that are levied. The new sources of revenue cause an increase as well. No one should look just at total versus total; there are many factors that should be considered. Council Member Hinton stated that we are expecting a lot of money to come in, and we are not sure what we will receive; these are big assumptions. Mayor Pro Tem Burns stated that they are big assumptions based on the most valuable information that we were able to receive. We received information from the North Carolina League of Municipalities (NCLM), and the budget was constructed using their most conservative projections with the greatest amount of loss and the most impact. The information that NCLM provided was put together by economist and the Town has to rely on that information to a certain extent to make decisions.

Council Member Hinton stated that the neighboring governments are not increasing their budgets; the City of Rocky Mount has decreased their budget by 3% and the County is "holding the line." Mayor Pro Tem Burns stated that both of these municipalities are entities that have more of an ability to fluctuate

within their budgets. Council Member Hinton stated that the Town should be even more objective because the Town doesn't have the revenue that the larger municipalities have. Mayor Brown asked if there were any additional comments.

Council Member Hobbs stated that she has reviewed the budget thoroughly; she felt that the Town has done a very good job in being extremely conservative. She felt that with the information that the Town is aware of that we can proceed with the budget with a degree of caution; this will allow the Town to address things if things do take a turn for the worse and the Town is impacted heavily. She stated that she had reviewed some information today from the Congressional Budget Office, and they are projecting economic growth to pick back up the second half of 2020 averaging 15.8% at annual rate. Increases in consumer spending are expected to offset further declines in business investment; the Congressional Budget Office is expecting consumer spending to rebound and grow at an average annual rate of 22.6% in the second half of 2020. Council Member Hobbs stated these are figures based on the entire country and they may not hold true for Nashville. She knows that the Town is different because it is a small town, that Nashville is not a Raleigh or a Rocky Mount.

Council Member Hobbs stated that she has reviewed the numbers and she is comfortable with the figures. She stated that the increases that occurred are necessary. The Town needs a garbage truck, the VC3 service, the pay study, the comprehensive plan, the financial software, and the firefighters. She asked if they cut where they would cut. Council Member Taylor stated that the only other thing that Council could possibly cut would be service to the citizens and Council doesn't want to do that. He stated that Council is not instituting any type of tax increase, so there is no reason to cut back services. Council Member Taylor stated that based on what economist are forecasting he his hopeful that the Town will bounce back quicker than what is being projected and that we will come back strong. He stated that department heads will need to watch their spending as we enter the new fiscal year.

Council Member Hinton stated that all of these assumptions and projections are being made with the hope that the virus doesn't come back. Council Member Taylor stated that was correct; he stated that no one knows what the virus will do. Council Member Hobbs stated that the fee increases included in water and sewer are extremely important to implement now. The intention of any enterprise fund is to run like a business; implementing the fees we are allowing the fees to sustain the program. If the Town doesn't do this then the Town will begin to take a loss on the enterprise fund that the Town would begin to subsidize; this is not what it was designed to do. We do not want to put an additional burden on tax payers to pay for or subsidize an enterprise fund that should be operating or at least breaking even on an annual basis. Council Member Hinton stated that they were implementing the fees at the worse time. They are giving people an extension to pay their utility bill, no one is being cut off or assessed late fees, but then they are increasing the utility bill to \$7.50 a month.

Mayor Pro Tem Burns asked what the current situation is when assessing late fees and penalties. Mrs. Sanchez stated that the order has been extended; it has been extended to July 29, 2020. She stated that as of right now we are ok. We are receiving payments and the amount of cash we've received has not decreased. She stated that we have experienced a loss from not being able to assess fees. Council Member Hinton stated that the \$7.50 increase was a 23% increase per household. People will see that every month and look at it as a tax. Council is not going up on property taxes, but they view that as a tax because they see that increase every month. She understands the reasoning for it, but felt it was bad timing.

There being no further discussion, Mayor Brown called for a motion. Mayor Pro Tem Burns made the motion to approve the 2020-2021 Budget Ordinance, seconded by Council Member Taylor. There being no discussion, Mayor Brown called a roll call vote. The motion was approved (3-1, Council Member Hinton voted against the motion). The budget ordinance was approved as follows:



**TOWN OF NASHVILLE
FISCAL YEAR 2020-2021
BUDGET ORDINANCE**

WHEREAS, the Town Manager has presented to the Town Council of the Town of Nashville a proposed budget for fiscal year 2020-2021, and;

WHEREAS, the Town Council has conducted a Public Hearing on June 2, 2020 which was advertised on May 21, 2020 in the Nashville Graphic, a local newspaper with general circulation.

NOW THEREFORE, BE IT ORDAINED by the Town Council of the Town of Nashville that the 2020-2021 Fiscal Year Budget is adopted with the revenues and appropriations by fund as stated in the summary of funds for fiscal year 2020-2021 showing estimated revenues and appropriations are subject to following:

Section 1

The tax rate will be set at \$0.58 per \$100.00 based on an assessed estimated evaluation of \$379,446,834 at a 97.19% prior year collection rate. The vehicle license tax is set at \$12.50 per registered vehicle. An additional tax rate of \$0.10 per \$100.00 of assessed evaluation is levied in the Municipal Service District. A tax rate of \$0.15 per \$100.00 of assessed evaluation is levied in the N.S. Guiley Rural Fire District.

Section 2

- i. The Budget Officer (Town Manager) is authorized to transfer monies from an appropriation to another within the same department. Any such transaction shall be reported to the Town Council at its regular meeting and shall be recorded in the minutes.
- ii. The Budget Officer (Town Manager) is authorized to transfer amounts up to \$5,000 between departments of the same fund upon finding they are consistent with operational needs. Any such transaction shall be reported to the Town Council at its regular meeting and shall be recorded in the minutes.
- iii. Any transfer over \$5,000 between departments or across funds shall be submitted to the Town Council for approval prior to the transfer.
- iv. No revenues may be increased and no funds may be moved from the Contingency account without formal approval from the Town Council prior to the action.

The Budget Document is accepted, made part of this Ordinance, and is on file in the Office of the Town Clerk of the Town of Nashville.

TOWN OF NASHVILLE

Section 3

GENERAL FUND SUMMARY 2020-2021

Estimated Revenue	\$7,177,242.00
Appropriated Fund Balance	\$73,537.00
Total Estimated Revenues	\$7,250,779.00
Governing Body	\$37,250.00
Administration	\$283,305.00
Human Resources	\$164,505.00
Finance & Tax	\$286,705.00
Planning and Development	\$272,860.00
Public Buildings & Grounds	\$207,045.00
Fleet Maintenance	\$82,405.00
Police	\$1,631,250.00
Fire	\$1,345,175.00
Streets	\$297,880.00
Powell Bill	\$200,000.00
Sanitation	\$1,039,925.00
Stormwater	\$110,446.00
Parks, Recreation, and Cultural Resources	\$151,450.00
Library	\$303,895.00
Cemetery	\$137,205.00
Non-Departmental	\$78,424.00
Transfers/Pass-Throughs	\$538,404.00
Debt Service	\$82,650.00
Total Appropriations	\$7,250,779.00

MUNICIPAL SERVICE DISTRICT FUND SUMMARY 2020-2021

Estimated Revenue	\$39,000.00
Appropriations	\$39,000.00

ENTERPRISE FUND SUMMARY 2020-2021

Estimated Revenue	\$4,319,000.00
Appropriated Fund Balance	\$19,238.00
Estimated Revenue	\$4,338,238.00
Water & Sewer Non-Departmental	\$230,207.00
Water & Sewer Administration	\$262,815.00
Water Operations	\$1,182,290.00
Sewer Operations	\$2,304,940.00
Transfers/Pass-Throughs	\$310,000.00
Debt Service	\$47,986.00

Total Appropriations \$4,338,238.00

TOWN OF NASHVILLE

CAPITAL RESERVE FUND – GENERAL FUND SUMMARY 2020-2021

Estimated Revenue \$459,554.00
Total Appropriations \$459,554.00

CAPITAL RESERVE FUND – ENTERPRISE FUND SUMMARY 2020-2021

Estimated Revenue \$312,000.00
Total Appropriations \$312,000.00

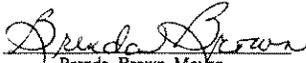
CAPITAL PROJECT FUND — FIRE STATION II SUMMARY 2020-2021

Estimated Revenue \$100,000.00
Total Appropriations \$100,000.00

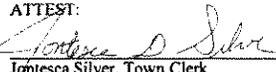
GRAND TOTAL ALL FUNDS 2020-2021

General Fund	\$ 7,250,779.00
Municipal Service District	\$ 39,000.00
Enterprise Fund	\$ 4,338,238.00
Capital Reserve Fund – General	\$ 459,554.00
Capital Reserve Fund – Enterprise	\$ 312,000.00
Capital Project Fund – Fire Station II	\$ 100,000.00
Grand Total of All Funds	\$12,499,571.00

Adopted this 4th day of June 2020.


Brenda Brown, Mayor

ATTEST:


Jontessa Silver, Town Clerk

b. Consideration of the Adoption of the Town of Nashville Fire Station II Capital Project Ordinance

Mayor Brown stated that the next item for consideration was the Fire Station II Capital Project Ordinance. Council Member Hinton stated that the ordinance probably should not be voted on since the decision has not been made by the County. Mayor Pro Tem Burns stated that once Council has heard from the County, they can move forward with adopting the Fire Station II Capital Project Ordinance. She agreed with Council Member Hinton in that she does not think Council should adopt the ordinance before the County makes a decision. Mrs. Sanchez stated that the ordinance is just a capital project ordinance and that it is a multi-year ordinance. Mayor Pro Tem Burns asked what will happen if the County does adopt the increase. Mrs. Sanchez stated that if the County doesn't grant approval then the ordinance would still be in effect for the project.

Council Member Hinton and Mayor Pro Tem Burns felt that it would be better to hold off on voting on the ordinance until the County has made a decision. There being no additional discussion, Mayor Brown

called for a motion. Mayor Pro Tem Burns made a motion to table the Fire Station II Capital Project Ordinance, seconded by Council Member Hinton. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). This item is tabled until the meeting that will be held on July 1, 2020.

c. Consideration of the Adoption of the Town of Nashville 2020-2021 Fee Schedule

Mayor Brown stated that next item for consideration was the Town of Nashville 2020-2021 Fee Schedule. Mayor Brown stated that all water base fees will now include the first 1,000 gallons within the base fee. She stated that the water base fee will now be \$13.61 a month and each additional 1,000 gallons will be \$4.18. She stated that the sewer base fee will now be \$13.91 a month which also includes the first 1,000 gallons. The monthly sanitation fee will be \$18.78 and the monthly recycling fee will be \$5.35. Mayor Brown verified those fee increase were correct, and Mr. Lansing stated that was correct. Mayor Brown stated there was an increase to pick up appliances from \$10.00 to \$25.00. She stated that the zoning certification letter will now be \$3.00. She stated that for subdivisions for preliminaries with more than five (5) lots with no improvements there will now be a \$50.00 flat fee. The major final plat review will now be \$100.00. Residential and commercial site development plans will now be \$150.00. Flood zone certifications are increasing from \$30.00 to \$40.00.

Mayor Brown asked if there was any discussion or questions about the fee schedule. Council Member Hinton confirmed that the \$13.61 includes the \$6.00 mandate. She asked what the \$1.87 was for. Mr. Lansing stated the increase that is being proposed will allow the base fee to cover the fixed cost of the meters for the water system; he stated that everyone will pay the \$7.87. Council Member Hinton confirmed that the \$5.74 is for the first 1,000 gallons of water used and Mr. Lansing stated that was correct and they were put together to give a total of \$13.61. Council Member Hinton confirmed that the \$6.00 mandate did not go away and Mr. Lansing stated that was correct, that it had been renamed.

There being no additional discussion, Mayor Brown called for a motion. Council Member Taylor made the motion to approve the 2020-2021 fee schedule, seconded by Council Member Hobbs. There being no discussion, Mayor Brown called for a vote. The motion was approved (3-1, Council Member Hinton voted against the motion). The fee schedule was adopted as follows:

Town of Nashville

BRENDA BROWN
MAYOR

RANDY LANSING
TOWN MANAGER



TOWN COUNCIL
KATE C. BURNS
LOUISE W. HINTON
LARRY D. TAYLOR
LYNNE HOBBS

Town of Nashville
Fee Schedule – Fiscal Year 2020-2021

PUBLIC UTILITIES – WATER & SEWER FEES

Description	Current Fee
Utility Application Fee:	\$45.00
Utility Deposit:	\$100.00
Utility Deposit Without Social Security Number:	\$150.00
Water Connection Fees:	
(¾" to 2" lines)	\$1,000.00 + Meter Cost \$1,000.00 + Meter Cost
(Greater than 2" line)	\$1,500.00 + Meter Cost \$1,500.00 + Meter Cost
Meter Costs:	
5/8" Water Meter	\$205.00
1" Water Meter	\$305.00
1½" Water Meter	\$570.00
2" Water Meter	\$680.00
2" Compound Meter	\$2,009.00
4" Water Meter	\$3,100.00
6" Water Meter	\$5,070.00
Irrigation Connection:	\$550.00 w/Meter

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Water Reconnection Fee:	\$30.00
Nonpayment Fee:	\$50.00
Late Payment Fee:	5% of Bill
Sewer Connection Fees:	
(4" line)	\$1,000.00
(Greater than 4" line)	\$1,500.00

PUBLIC UTILITIES – WATER & SEWER RATES

Type	Meter Size	Fee
In-Town Water Base Fee:	5/8" Meter	\$13.61/mo. Includes 1st 1,000 Gallons
	1" Meter	\$14.44/mo. Includes 1st 1,000 Gallons
	1½" Meter	\$16.24/mo. Includes 1st 1,000 Gallons
	2" Meter	\$17.15/mo. Includes 1st 1,000 Gallons
	2" Compound	\$28.64/mo. Includes 1st 1,000 Gallons
	4" Meter	\$37.32/mo. Includes 1st 1,000 Gallons
	6" Meter	\$53.74/mo. Includes 1st 1,000 Gallons
In-Town Water Rate:	All Meter Sizes	\$4.18/1,000 Gallons
Out-of-Town Water Base Fee:	5/8" Meter	\$24.64/mo. Includes 1st 1,000 Gallons
	1" Meter	\$25.47/mo. Includes 1st 1,000 Gallons
	1½" Meter	\$27.27/mo. Includes 1st 1,000 Gallons
	2" Meter	\$28.18/mo. Includes 1st 1,000 Gallons
	2" Compound	\$39.67/mo. Includes 1st 1,000 Gallons
	4" Meter	\$48.35/mo. Includes 1st 1,000 Gallons
6" Meter	\$64.77/mo. Includes 1st 1,000 Gallons	
Out-of-Town Water Rate:	All Meter Sizes	\$8.52 per 1,000 Gallons
Bulk Water & Irrigation Rate:	All Meter Sizes	\$5.90 per 1,000 Gallons
In-Town Sewer Base Fee:	All Meter Sizes	\$13.91/mo. Includes 1st 1,000 Gallons
In-Town Sewer Rate:	All Meter Sizes	\$9.53 per 1,000 Gallons
Out-of-Town Sewer Base Fee:	All Meter Sizes	\$28.33/mo. Includes 1st 1,000 Gallons

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Town of Nashville

Out-of-Town Sewer Rate:	All Meter Sizes	\$19.41 per 1,000 Gallons
Sewer without Water:		
In-Town Flat Rate:		\$69.62/mo.
Out-of-Town Flat Rate:		\$141.77/mo.

PUBLIC WORKS – CEMETERY

Type	Description	Fee
Grave Site:	Single	\$735.00
	Two	\$1,417.00
	Four	\$2,730.00
	Eight	\$5,250.00
Opening/Closing Fees for Interment by Coffin:		
	Operating Hours - Resident	\$575.00
	Operating Hours – Non-Resident	\$700.00
	Non-Operating Hours – Resident	\$650.00
	Non-Operating Hours – Non-Resident	\$800.00
	Holiday Weekends - Residents	\$700.00
	Holiday Weekends - Non-Resident	\$950.00
	Holidays	Not Available
Opening/Closing Fees for Interment by Cremation:		
	Operating Hours - Resident	\$350.00
	Operating Hours – Non-Resident	\$425.00
	Non-Operating Hours – Resident	\$400.00
	Non-Operating Hours – Non-Resident	\$450.00
	Holiday Weekends - Residents	\$475.00
	Holiday Weekends - Non-Resident	\$500.00
	Holidays	Not Available
Annual Upkeep:		\$30.00/year or \$150.00 one-time fee
Stone Setting/Moving Fee:		\$25.00

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Town of Nashville

Deed Recording:	Nash County Rate
Perpetual Care/Grave Site:	\$314.00

PUBLIC WORKS – SANITATION & RECYCLING FEES

Description	Current Fee
Sanitation Monthly Fee:	\$18.78
Recycling Monthly Fee:	\$5.35
Bulk/White Good Pick-Up:	
First Item:	\$15.00
Each Additional Item:	\$8.00
Appliances:	\$10.00 per appliance
Yard Trash/Flat Bed Load:	\$100 per load
Each Additional Roll Out Cart:	\$6.80
Code Enforcement Cleanup Work:	\$75.00/hour (one hour minimum)

PUBLIC WORKS – STORMWATER FEES

Description	Fee
Residential:	\$2.50 per month/flat rate
Non-Residential:	\$2.50 per month per ERU*

*Each Equivalent Residential Unit equals 2,500 square feet.

ADMINISTRATION

Description	Fee
Copies:	\$0.10 per page
Street Event Permit:	\$125.00
Returned Check Fee:	\$25.00

POLICE DEPARTMENT

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Town of Nashville

Description	Fee
Police Report Copy:	\$5.00
Parking Violations:	\$25.00
Handicap Parking Violation:	\$250.00
Parking in a Fire Lane:	\$50.00
Parking within 15' of a Fire Hydrant:	\$50.00
Peddler's Permit:	\$50.00
Littering:	\$100.00
Fingerprinting*:	\$15.00

*Free for officers and children; \$15.00 for up to two cards, \$5.00 for each additional card.

LIBRARY

Description	Fee
Lost Library Card:	\$5.00
Lost Purchased Book:	Replacement Cost
Lost Donated Book:	\$5.00
Incoming/Outgoing Fax:	\$1.00 per page
Overdue Book:	\$0.25 per day per book / \$50.00 maximum
Lost Videogame:	Replacement Cost
Overdue Videogame:	\$1.00 per day per videogame / \$50.00 maximum
Copies and Scans:	
Black & White:	\$0.25 per page
Color:	\$0.75 per page

FIRE DEPARTMENT

Description	Fee
Fire Report Copy:	\$5.00

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PLANNING DEPARTMENT

Description	Current Fee
Zoning (Requires Public Hearing):	
Zoning Certificate	\$40.00
Rezoning	\$200.00
Text Amendment	\$200.00
Zoning Certification Letter	\$40.00
Special Use Permit	\$200.00
Subdivisions:	
Major Preliminary (more than 5 lots; no improvements)	\$50 flat fee & \$5 per lot
Major Preliminary (more than 5 lots; w/ improvements)	\$100 flat fee & \$5 per lot
Major Final Plat Review	\$100.00
Minor (5 or less lots; no improvements)	\$25 flat fee & \$5 per lot
Text Change (Ordinance Revision)	\$200.00
Site Development Plans Residential and Commercial:	\$150.00
Board of Adjustment:	
Variance	\$200.00
Appeal/Interpretation	\$200.00
Annexation:	
Voluntary	\$ 200.00
Involuntary	\$0
Signs:	
Free Standing Sign	\$75.00
Flush Mounted Sign	\$50.00
Temporary Sign/Banner	\$35.00
Yard Sale:	
First Permit in 12 Month Period	\$5.00
Next Permit in 12 Month Period	\$10.00
Permit to Develop in a Flood Hazard Area:	\$ 50.00

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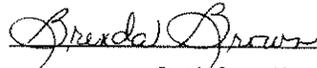
Town of Nashville

Flood Zone Certifications: \$40.00
Copy of Development Ordinance/Land Use Plan: \$ 20.00

PARKS, RECREATION, AND CULTURAL RESOURCES DEPARTMENT

Description	Fee
Adult Athletics:	
Resident Fee	FREE all sports.
Non-Resident Fee	\$10.00 all sports.
Summer Camps:	
Resident	\$15.00/day
Non-Resident	\$25.00/day

Adopted this 4th day of June 2020.



Brenda Brown, Mayor

ATTEST



Jontesca Silver, Town Clerk

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Mayor Brown thanked everyone for their hard work on the budget.

Council Member Taylor thanked Mrs. Sanchez for all her hard word and help with the budget. He thanked Mr. Lansing and Mrs. Silver for all their help with the process. He also thanked the department heads for all they do and asked them to keep up the level of service.

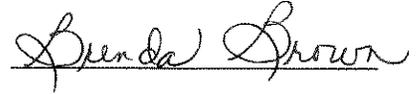
Council Member Hobbs thanked the staff for all the work they have put into creating the budget. She stated that it had been a good process. She encouraged everyone to support the local businesses; the businesses are seeing a large impact due to COVID-19. She believes our support is critical.

Mayor Pro Tem Burns thanked Mrs. Sanchez, Mr. Lansing, and all of the staff. She stated that they appreciate everyone's hard work, their patience, and their understanding during this process.

Council Member Hinton thanked everyone. She also appreciated all the help that she received from both Mrs. Sanchez and Mr. Lansing.

4. Adjourn

There being no further business, Mayor Brown called for a motion to adjourn. Council Member Hinton made the motion to adjourn, seconded by Council Member Taylor. There being no discussion, Mayor Brown called for a vote. The motion was unanimously approved (4-0). Mayor Brown declared the meeting adjourned at 7:25 p.m.



Brenda Brown, Mayor

Attest:


Jontesca Silver, Town Clerk