



Town Manager's Report April 4, 2024

Budget Update and Finance Software Now Live – Budget work and implementation of the new finance software have been top priorities this month. Staff has spent considerable time compiling and adjusting the budget, preparing work session materials and highlights for communicating budget changes. Council input during the retreat and recent work session have been helpful as we work towards a recommended budget to be presented at your May meeting. Finance staff went live with the financial portion of the new software the week of March 18th. Finance staff will remain working two parallel systems while moving toward the payroll module going live in April. Staff training is ongoing with the new software. *For Your Information.*

Performance Stage Update – This month staff reviewed the final specifications and plans for the performance stage. We are working toward an early April release date for bidding. Depending on bid timing, number of bids received and bid amounts we anticipate seeking council approval at your May or June meeting to award a contract. *For Your Information.*

On-Call Engineering – This month staff received statements of qualifications from engineering and architectural firms to work with the Town in an on-call capacity. A total of 19 proposals were received, and staff is reviewing submittals with anticipation of recommending multiple firms. Having firms in an on-call capacity will provide the Town with quick access to specialized expertise on an as-needed basis. For the coming year, we anticipate this being helpful for accessing the pavement condition of town streets, inspecting new road construction, evaluating a space conversion and parking lot expansion at the sports arena, studying potential soccer/multi-purpose field locations, in addition to future capital projects. *For Your Information.*

Ladder Truck Update – We have yet to receive the formal quote for the ladder truck fix. The truck was previously hauled to C.W. Williams in Rocky Mount to evaluate an issue with the radiator fan and radiator. We have received a preliminary quote of \$21,000 but are awaiting the formal quote before authorizing the work. Funds from contingency will be used for the fix. *For Your Information.*

Spring Litter Sweep – NCDOT's spring litter sweep is April 13-17, 2024. We encourage residents and groups to get out and cleanup along our roadways this month. The Butner Community Association (BCA) is holding a community cleanup on Saturday, April 20th. Interested community members are invited to Gazebo Park on the 20th at 8AM to help with the cleanup efforts. We also have an employee roadside cleanup planned for May 3rd. *For Your Information.*

SGWASA Sewer Project Update – Town staff met with SGWASA to review plans for the upcoming sewer capacity upgrade project. SGWASA has scheduled an open house public information meeting for residents on April 17th from 4-7PM at Town Hall. The latest schedule indicates work could begin in the early part of 2025 through mid-2028. Town roads will be impacted by the project. *For Your Information.*

Cedar Glade Preservation – This month we finalized transferring 1.07 acres off West B Street to the NC Department of Agriculture. The parcel is a part of the Butner Cedar Glade Plant Conservation Preserve and was approved for transfer to the state in 2018. The Town conveyed the 5.34-acre adjacent parcel to the state several years ago, but because of various factors it has taken time to complete this final piece. The Butner Cedar Glade was discovered in the 1980s and is an endangered plant species. The Town recognized the site in 2011 for its potential as an excellent Plant Conservation Preserve and in 2012 the Butner Cedar Glade became the newest Plant Conservation Preserve in North Carolina. More information on the Butner Cedar Glade is available on the Town’s website: <https://www.butnenc.org/parksrec/page/butner-cedar-glade>. *For Your Information.*

