

## **BUDGET WORKSHOP MEETING MINUTES**

### **April 7, 2022 – 6:00 p.m.**

A budget workshop was held on April 7, 2022 at 6:00 p.m. in the conference room at Village Hall. Present at the meeting were Mayor Myron Marion, Mayor Pro Tem Lori Shore-Smith, Council Member Boyce Shore, Council Member Mark Baker, Administrator Dan Corder, and PTRC Representative Terri Rivers. Attendance was 6.

Mayor Myron Marion called the meeting to order, and then turned the meeting over to Administrator Corder to update the Council concerning the status of the 2021-2022 budget and the preparations for the 2022-2023 budget.

Administrator Corder introduced Terry Rivers to the Village Council. Terri presented the results of the Pay & Classification Study, answered questions, and made recommendations and suggestions regarding pay and compensation for Village personnel. The presentation and resulting discussion regarding the next budget cycle lasted until 6:57 p.m. Because there was still a need to continue working on the budget for 2022-2023, a motion was made by Council Member Boyce Shore to recess the meeting and reconvene after the regular scheduled Council meeting on the same night was complete. The motion was seconded by Mayor Myron Marion and all were in favor.

After the regular Council meeting concluded at 8:10 p.m. Mayor Pro Tem Lori Shore-Smith made a motion to reconvene the budget workshop meeting. Council Member Mark Baker seconded the motion. The meeting then resumed.

Administrator Corder asked the Village Council to give him direction on major items needed in order to present a budget to them by the May 5, 2022 Council meeting. The discussion on the major items was as follows:

#### **Revenues**

Revenues will be very similar to last year. Since the Village did not budget for the PARTF grant application and wishes to pay for the architectural cost in this year's budget, the scheduled transfer from the general fund to the services fund will not be made and the line items will be adjusted through budget amendment in June to pay for that cost. The remainder of the transfer amounts will remain in the general fund. The Council wishes to take a look in May at the overall budget to see how much appropriations will be necessary to fund expenses as revenues are expected to be less than projected expenses.

#### **Expenses**

The garbage and recycling costs will be approximately \$189,134 for 2022-2023. This figure reflects a 3% cost increase for the carrier. Bulk pickup costs are estimated to increase as fuel and disposal costs have increased across the board. The Village will preform minor maintenance needs on structures, but no new capital equipment purchases will be made. If equipment needs present themselves during the budget next year, the needs will be determined and met through budget amendment. The salary line items for staffing Administration and Park and Recreation were thoroughly reviewed in order to determine the budget amounts necessary to present the Council a preliminary budget in May. The Village Powell Bill Balance was reviewed. The Village by law has to maintain balances below the sum of the last 20 distributions. The Village must perform a paving project in order to reduce balance by the end of 2022-2023. Several residential paving projects were proposed. Suggested projects were:

Meadows Subdivision - \$160,000  
Belgrove Drive - \$14,200  
Snyder Farm Road - \$22,500

The Council discussed these items and the general consensus was to see if NCDOT could perform all three projects for a total cost of \$196,700. The projected Powell Bill Balance after these projects would be approximately \$328,900. The Village will be transferring ARP Funds to the general fund as expenses are charged to the special revenue fund. A budget amendment will be made in June to accomplish this. Since The PARTF grants are not announced until October, no site developments costs will be budgeted. If the grant is awarded, the Village will determine construction costs and budget needs at that time. The Council decided in order to reduce maintenance costs to continue a short-term lease on the 9.5-acre park parcel for farming until the crop is harvested this fall.

The Council then directed Administrator Corder to prepare the budget for their review in May. They will then make any changes necessary and a final budget will be prepared for the June 2022 Council meeting. A motion to adjourn the meeting was then made by Council Member Mark Baker and seconded by Council Member Boyce Shore. All were in favor of the motion and the meeting adjourned at 9:30 p.m.

Minutes Prepared By:

Dan Corder, Administrator