



**BOC ACTIONS
RECESSED MEETING - BUDGET WORKSHOP
WEDNESDAY, MAY 19, 2021**

1. Call to order - Mayor Cahoon called the meeting to order at 9 am. Comr. Fuller participated via the Zoom Platform.

2. Planning and Development - Planning Director Michael Zehner summarized his department's operating budget and specifically discussed the YMCA Skate Park Renovation project – Funds (\$205,000) for the skate park included in the FY 21/22 budget are to renovate one side of the park.

It was Board consensus that staff provide them with a copy of the agreement between the Town and the YMCA re: the Skate Park in order to consider the Town's obligation moving forward and to also provide a scope/cost figure as a starting point for a safe facility.

3. Administrative Services - Finance Director Amy Miller pointed out that this budget now contains Human Resources; She said that \$100,000 has been added as a placeholder for the pay/classification plan; Comr. Renée Cahoon notified the Board that the amount needed will be much more than that in order to pay employees appropriately. She asked that Interim Mgr Sparks request an "advice" document from The Maps Group.

Background investigations - Finance Director Amy Miller stated that she would look into an agreement with the State for free background investigations.

Fund Balance - It was Board consensus that a spreadsheet identifying Fund Balance and projects, debts, etc. that impacted it be prepared for the Board's information.

Information Technology - It was Board consensus that staff provide the agreement/cost figure of how much the Town is paying Shoshin per year for its computers and how many computers are being provided per year.

4. Governing Body/Town Manager - Finance Director Amy Miller presented the Governing Body and Town Manager budget items.

5. Water Fund - The proposed budget includes a 5% water rate increase – to be used to pay for the CIP project to replace asbestos waterlines in Nags Head Cove; American Rescue Plan Act Special Revenue Fund to be requested at the June 2nd Board meeting to track federal American Rescue Plan Coronavirus funds.

6. Board direction to Manager

- Presentation from The Maps Group at the June 2nd Board meeting
- Implement pay/classification plan to provide appropriate pay for employees
- Board members understand that a \$.01 or \$.02 tax increase for FY 21/22 may be necessary
- Purchase Demo Quint Fire Truck for a shorter wait time
- It was Board consensus that Staff provide a list of all projects, etc. added/deleted to/from the proposed budget in spreadsheet form.

7. Closed Session - The Board entered Closed Session to discuss a confidential/personnel matter at 10:13 a.m. and re-entered Open Session at 10:33 a.m.

8. Adjournment - The Board adjourned at 10:33 a.m.