BRUNSWICK COUNTY BOARD OF COMMISSIONERS
OFFICIAL MINUTES
SPECIAL MEETING
BUDGET WORKSHOP
MAY 1, 2023
10:00 A.M.

The Brunswick County Board of Commissioners held a Workshop on the above date at 1:00 p.m., Commissioners' Chambers, David R. Sandifer Administration Building, County Government Center, Bolivia, North Carolina.

PRESENT:	Commissioner Randy Thompson, Chairman Commissioner Mike Forte, Vice-Chairman Commissioner J. Martin Cooke Commissioner Pat Sykes Commissioner Frank Williams
STAFF:	Steve Stone County Manager Bob Shaver, County Attorney David Stanley, Deputy County Manager Haynes Brigman, Deputy County Manager Aaron Smith, Finance Director LeAnn Weigand, Deputy Clerk/Executive Assistant Meagan Kascsak, Communications Director Currie Elkins, MIS

Board Action, containing all items in this set of minutes, is filed within the Clerk to the Board's office.

I. CALL TO ORDER

Chairman Thompson called the meeting to order at 10:00 a.m.

II. ORDER OF BUSINESS

Chairman Thompson gave the Invocation and led the Pledge of Allegiance.

County Manager, Steve Stone provided opening remarks and reviewed the agenda for the day.

The following items were presented and discussed:

- **Fiscal Year 2023-2024 Preliminary Recommended Balanced Budget, Fees, and Capital Improvement Plan**

  Mr. Stone explained that the preliminary budget was a working document, and the Board would have an opportunity to adjust and revise the budget prior to approval.

  A brief discussion was held regarding an update on the countywide population, construction permit numbers, expected increase in tax values and tax revenues with the current revaluation that was completed this year.

  Mr. Stone recommended in this draft a revenue neutral rate of 0.337 for FY24.

- **Preliminary General Government Recommended Budget**

  Received a presentation on:

  General Government: The draft total general government departmental budget for FY24 is recommended to be $18.1M with increases to include reassigning of Utilities safety positions to Risk Management, improvements to the Administration Building collections area, replacement of four (4) vehicles, printing and postage for the revaluation notices, replacement of 150 pollbooks, travel for required certifications and required increases by the NC General Statures offset by growth in Register of Deeds revenue collections.

  Central Services: The draft total Central Services departmental budget for FY24 is recommended to be $24.3M with increases for computer technician and business analyst positions assigned to Utilities, computer software for annual software increases, additional licensing for the Sheriff's Office, replacement of computers and other major operating equipment, increase for Mechanic Technician position, repair and maintenance of vehicles, replacement of courthouse generator fuel tank, two (2) replacement vehicles, Southport and Georgetown fuel site upgrades, additional Custodial Assistant I position, replacement of a 16-ton dump truck two (2) replacement vehicles, new mulching head for excavator, one (1) replacement mosquito sprayer, repairs and maintenance to include an operating contingency, planned project for the Calabash Senior Center roof replacement, body shop construction office roof and gutter replacements, and an increase in property and general liability insurances based on NCACC's renewal projections.

Public Safety: The draft total Public Safety departmental budget for FY24 is recommended to be $68M for the Sheriff's Office with increases for twenty-five (25) replacement vehicles, car camera systems, computers, increases for personnel, unscheduled overtime, major operating equipment, and increases in capital equipment. For the Detention Center there will be increases for equipment improvements, replacement of evidence transport vehicle, replacement of inmate transport vehicle, inmate medical services and increases for a classification officer. For Central Communications there will be expected increases in telephone charges, ten (10) replacement computers, one (1) replacement vehicle, building improvements. For Animal Protective Services there will be two (2) replacement vehicles and cages. Emergency Management Services for the replacement of one (1) vehicle, equipment, hiring of one emergency planner, new emergency reporting software and a County based search and rescue initiative. For Emergency Medical Services for the purchase of two (2) new ambulances, other emergency, and safety equipment, one (1) replacement vehicle medical supplies, six (6) new positions and new fleet management software. For Building Inspections and Central Permitting, the additional hiring of two (2) staff members approved mid-year FY24. For Fire Inspections, two (2) replacement vehicles.

Transportation: The draft total Transportation departmental budget for FY24 is recommended to be $161K with no proposed changes.

Environmental Protection: The draft total Environmental Protection departmental budget for FY24 is recommended to be $23.8M. For Solid Waste increases in curbside for garbage collection of 33 cents per can for CPI and growth countywide, construction/demolition contract hauling due to rate increases, needed improvements to the old transfer station, replacement of one (1) vehicle, replacement of convenience site building, grapple rake attachment, and the C&D Extraction Pilot Program. For Forestry, increases to support state contracted services.

Economic Development: The draft total Economic Development departmental budget for FY24 is recommended to be $10M. Planning Department increases include additional costs of a Project Planner position and a Unified Development Ordinance overwrite. Occupancy Tax revenue transfers to the Tourism and Development Authority of 19%. Brunswick BID has no proposed changes to the current funding. Other Economic Development include a retainer for contract services, shoreline protection and economic development incentives.

Public Housing: The draft total Public Housing departmental budget for FY24 is recommended to be $119K which holds consistent with operations from last year.

Health Services: The draft total Health Services departmental budget for FY24 is recommended to be $6.4M with increases for additional personnel, costs associated with mental health and substance abuse treatment programs, one (1) additional vehicle and three (3) replacement vehicles.

Social Services: The draft total Social Services departmental budget for FY24 is recommended to be $9.7M with an increase in personnel, replacement vehicles, contracted services, motor fuel increases.

Human Services The draft total Health Services departmental budget for FY24 is recommended to be $36.5M. For Veterans Services an increase in personnel. For Brunswick Senior Resources an increase of 9.4% for generator installation at the Supply Senior Center.

Chairman Thompson called for a recess for lunch at 12:25 p.m.

Chairman Thompson called the meeting back to order at 1:00 p.m.

Education: The draft total Education departmental budget for FY24 is recommended to be $60.5M with an increase Brunswick County Schools funding agreement 6.6%. For Brunswick Community College increases for major capital outlay repair and maintenance and a golf cart. For Brunswick Foundation Guarantee Scholarship Program there is no increase.

Culture & Recreation: The draft total Culture and Recreation departmental budget for FY24 is recommended to be $6.2M. For the Library an increase in personnel and for Parks and Recreation an increase in personnel, the replacement of two (2) mowers, and other ancillary equipment.

Debt Service: The draft line item for Debt service shows a 15% increase. Current policy is the percentage needs to be 10-13% of total expenditures, this FY recommendation is 5.7%.

Expenditures: The draft total Expenditures for FY24 including salaries (with overtime), fringe benefits, operating costs, capital outlay and debt service is at $262.7M

Transfer to other funds: Recommended for FY24 is $9.7M statutorily and contract required to schools.

Employee Retention and Recruitment: Budgeted two percent (2.0%) merit, looking to an adjustment for the rate of inflation of 6.5% and capped at $3250 and the County currently employs 1275.

Preliminary General Fund CIP for FY 24:
Environmental Protection $8,294,855.
Cultural & Recreation $4,644,200
Public Safety $50,000
General Government $53,876,113
Education Capital Improvement Plan $9,582,500

Water Fund – Revenue: The draft total Water Fund departmental budget for FY24 is recommended to be $38.6M with an increase due to growth and the with a conservative budget recommendation for taps, connections, capital recovery and transmission line fees.

Water Fund – Expenditures: In the draft total Water Fund departmental budget for FY24, the recommended expenditures are $39.3M with increases of salaries and benefits for six (6) new employees, four (4) additional vehicles.

Wastewater Fund – Revenue: In the draft total Water Fund departmental budget for FY24 is recommended $31.2M with an increase due to growth on the County and an unexpected return on investments with a conservative budget recommendation for taps connections, capital recovery and transmission line fees.

Wastewater Fund – Expenditure: In the draft total Water Fund departmental budget for FY24 is recommended expenditures are $31.8M with increases of staff, one (1) new vehicle, five (5) replacement vehicles, equipment, and improvements.

Preliminary Water CIP: $8,235,000
Preliminary Wastewater CIP $31,831,590

Mr. Stone presented a balanced budget and reviewed the following steps in the budget process:

May 15 at 6:00 p.m. – Presentation of the recommended budget
June 5 at 1:00 p.m. – Board Budget Workshop, if needed
June 5, 3:00 p.m. – Public Hearing regarding the Budget
June 19 at 6:00 p.m. – Adoption of the Budget Ordinance, Capital Improvement Plan and Fees for FY24

III. ADJOURNMENT

Commissioner Williams moved to adjourn at 2:34 p.m. The motion was seconded by Commissioner Sykes and passed unanimously (5 to 0).

Randy Thompson, Chairman
Brunswick County Board of Commissioners

Attest:

Daralyn Spivey, NCCCC
Clerk to the Board