

TOWN COUNCIL
COMMUNITY DEVELOPMENT SPECIAL BUDGET HEARING
MINUTES
October 4, 2022

PRESENT: Chair Angie Gardner, Vice Chair Rodney Daniels, Director Wanda Randolph, Director Marlin Daniels, Director Leviticus Henderson, Director Ruthie Critton **STAFF:** Attorney Greg Jackson, **CRA Attorney,** Veronica King, **Town Clerk (Absent:** Director Theo Washington)

CALL TO ORDER & VERIFICATION OF QUORUM - Chair Gardner called to order the CRA meeting for 5:30 pm and confirmed a quorum through Mrs. King.

INVOCATION & PLEDGE OF ALLEGIANCE - Chair Gardner led a moment of silence, followed by the Pledge of Allegiance.

MOTION: To approve Resolution CRA-R-2022-20 adopting the FY2022-2023 Budget; Moved by Vice Chair M. Daniels, seconded by Director Wanda Randolph; **DISCUSSION:** Request for explanation of the following: the 1.2 million dollar budget; how was the budget derived; the CRA Director's Salary, the amount in the bank when it comes to the 1.2 million dollars in the budget; clarity to the 1.7 million dollars stated in the August statement in comparison to the 1.2 million dollars in the budget; the \$600,00 balance forward (if it includes deductions); Professional Services appears to be high (should be \$60,000); further clarity on the balance forward; the personnel staff; the fringe benefits; the health/life (has doubled); budget does not show expenses and actuals; Chair will provide information and get clarity from Ms. Bradshaw.

BUDGET ADJUSTMENTS:

(As noted and revised from audio from the October 4, 2022, 5:30 p.m. Special Meeting)

CRA Executive Director; **MOTION:** To change from \$81,000 to \$50,000-\$56,000; Moved by Director Wanda Randolph; seconded by Director M. Daniels **AYE/ALL:PASS Comments:** Planning experience was removed; two resumes received and one interviewed.

CRA Administrative Assistant; **MOTION:** To change to PT/\$17.31 per hour/\$18,000 a year; Moved by Director Wanda Randolph; seconded by Vice Chair R. Daniels **AYE/ALL: MOTION PASSES Comments:** To be hired as an employee, 20 hr./wk.; previously part-time, full-time in the budget; no duties established.

CRA Fiscal Coordinator; **MOTION:** To change from \$20,000 to \$18,000; Moved by Director M. Daniels; seconded by Director Henderson; **AYE/ALL; MOTION PASSES Comments:** Will be housed at the town; town will pay \$18,000, CRA will pay \$18,000 totaling \$36,000; Full-time; will also assist with the town finance department with main responsibility to the CRA finances (Under direction of the CRA Executive Director).

Due to CRA From TOE GF; **MOTION:** To Remove \$322,200 out of line item; Moved by Vice Chair R. Daniels; seconded by Director Wanda Randolph; **AYE, Vice Chair R. Daniels, Director M. Daniels, Director Henderson, Director Randolph, Director Critton/NAYE, Chair Gardner: MOTION PASSES Comments:** Amount is indicated in the audit. Orange County cannot forgive this; the board would have to forgive. Atty. Jackson stated that amount should be reconciled on the town's side and should not be apart of the CRA budget; any forward action to waive the amount can be done at a separate special or regular meeting. Today's sole purpose is to approve the budget.

CRA Balance Forward; **MOTION:** To Remove \$600,000 out of line item to zero; Moved by Vice Chair R. Daniels; seconded by Director Wanda Randolph; **AYE, Vice Chair R. Daniels, Director M. Daniels, Director Henderson, Director Randolph, Director Critton/NAYE, Chair Gardner: MOTION PASSES Comments:** For an adequate budget; no proper documentation causing discrepancies in the balance forward; need expenditures/actuals. Can amend later.

Professional Services; **MOTION:** To change from \$200,000 to \$50,000; Moved by Vice Chair R. Daniels; seconded by Director Henderson; **AYE/ALL; MOTION PASSES Comments: None**

Contractual Services; **MOTION:** To change from \$50,000 to \$1000; Moved by Vice Chair R. Daniels; seconded by Director Critton; **AYE/ALL; MOTION PASSES Comments:** No documentation; can change once actuals and expenses are provided.

Rental Leases; **MOTION:** To change from \$20,000 to \$10,000; Moved by Director Henderson; seconded by Vice Chair R. Daniels; **AYE/ALL; MOTION PASSES Comments: None**

Travel & Per Diem; **MOTION:** To change from 7500 to \$3500; Moved by Vice Chair R. Daniels; seconded by Director M. Daniels; **AYE/ALL; MOTION PASSES Comments: None**

Utility Services; **MOTION:** To change from \$7340 to \$3670; Moved by Director M. Daniels; seconded by Vice Chair R. Daniels; **AYE/ALL; MOTION PASSES Comments: None**

Books, Publications, Subscriptions; **MOTION:** To change from \$7,000 to \$1000; Moved by Director M. Daniels; seconded by Vice Chair R. Daniels; **AYE/ALL; MOTION PASSES Comments: None**


Contingency; **MOTION:** Remove \$322,200; Make 0; Moved by Director M. Daniels; seconded by Vice Chair R. Daniels; **AYE/ALL; MOTION PASSES Comments: None**

Misc. Expenses; **MOTION:** To change from \$3,000 to Zero (0); Moved by Vice Chair R. Daniels; seconded by Chair Gardner; **AYE/ALL; MOTION PASSES Comments: None**

Capital Outlays; **MOTION:** Remove \$259,798; Make 0; Moved by Director Henderson; seconded by Director Randolph; **AYE/ALL; MOTION PASSES Comments:** Move until further information is provided

MOTION: To approve Resolution CRA-R-2022-20 adopting the FY2022-2023 Budget with all amendments as stated; Moved by Vice Chair M. Daniels, seconded by Director Wanda Randolph; **AYE/ALL; MOTION PASSES**

MOTION: To adjourn meeting; Moved by Director Henderson, seconded by Director Critton; **AYE/ALL; MOTION PASSES;** Meeting adjourned at 6:40pm.

Respectfully Submitted by:


Veronica L King, Town Clerk

APPROVED


Chair