



## TOWN COUNCIL BUDGET RETREAT

February 18, 2022 at 8:30 AM  
Electric Facility – 2850 Milano Avenue

The meeting will adjourn when all business is concluded or 10:00 PM, whichever comes first

### Town Council and Administration

Mayor: Jacques K. Gilbert | Mayor Pro Tem: Audra Killingworth  
Council Members: Brett D. Gantt; Cheryl F. Stallings; Terry Mahaffey; Edward Gray  
Town Manager: Catherine Crosby | Assistant Town Managers: Shawn Purvis and Marty Stone  
Deputy Town Clerk: Tesa Silver | Town Attorney: Laurie L. Hohe

### COMMENCEMENT

Mayor Gilbert called the meeting to order, and provided opening remarks. Mayor Gilbert turned the meeting over to Peg Carlson, Director for the UNC School of Government's Center for Public Leadership and Governance.

### SCHOOL OF GOVERNMENT FACILITATION

During the morning session, Mrs. Carlson facilitated a discussion to clarify roles and relationships between Council, Management, and the Town Attorney, establishing communication channels and decision-making processes, and strengthen the effectiveness as a governing team.

### FINANCIAL CONDITION REVIEW

Staff provided Council with a financial condition review that included the results of the General Fund, property taxes, sales tax, the results of the Electric Operating Fund, the results of the Water Sewer Operating Fund, the total debt outstanding, the General Fund Reserves, the Utility Operating Fund Reserve levels, and Other Fund Reserves.

### BUDGET PRIORITIZATION SURVEY RESULTS

Staff stated that 411 citizens participated in this year's Budget Prioritization Survey, this was an increase from the previous year's participation level. Staff shared the results from this year's survey.

### CAPITAL PROJECT PRIORITIZATIONS RESULTS

Staff provided an overview of the Capital Improvement Plan (CIP). Staff reviewed the purpose of the CIP and its major objectives. Staff provided the General Fund CIP Project Summary and the Utility Fund CIP Project Summary. Council discussed their priorities for projects based on the Capital Project Prioritization Results.

#### ARPA UPDATES

Staff provided a brief overview of the American Rescue Plan Act (ARPA) that established the Coronavirus State Fiscal Recovery Fund and Coronavirus Local Fiscal Recovery Funds. The Town is receiving \$5.2 million from the US Treasury which can be used for any government service, and the Town is receiving \$11.5 million dollars that have to be utilized through contracts within the ARP guidelines. Staff explained how the Town has engaged the community to obtain information on how to use the funds the Town will receive. Staff provided a list of suggested projects and the estimated associated cost for each project.

#### TOWN MANAGER UPDATES

Town Manager Crosby provided an update on the organizational assessment from Baker Tilly.

#### CLOSED SESSION

Mayor Gilbert called for a motion to go into closed session for personnel pursuant to NCGS 143.318.11 (a)(6).

Mayor Pro Tem Killingsworth made the motion;

Council Member Gantt seconded.

The motion carried 5-0.

Mayor Gilbert called for a motion to return to Open Session.

Council Member Gray made the motion;

Mayor Pro Tem Killingsworth seconded.

The motion carried 5-0.

ADJOURNMENT

With no further business and with no objections from Council, Mayor Gilbert adjourned the meeting.

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Tesa Silver, Deputy Town Clerk

ATTEST:

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Jacques K. Gilbert, Mayor

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