



MINUTES
Board of Commissioners Budget Work Session
Monday, April 29, 2024 4:00 PM
Pender County Public Assembly Room

MEMBERS PRESENT: Brad George
Jacqueline A. Newton
Jerry Groves

MEMBERS ABSENT: Wendy Fletcher-Hardee
Fred McCoy

OTHERS PRESENT: David Andrews, County Manager
Trey Thurman, County Attorney
Lexi Stanfield, Clerk to the Board
Allen Vann, Assistant County Manager
Other Staff and Members of the Press and Public.

1 OPENING PRESENTATION

4:00PM David Andrews / Meg Blue

1.1 David Andrews, County Manager, and Meg Bue, Finance Director, gave presented a brief overview of the county budget for fiscal year 2024-25. The total recommended budget is \$197,737,214.00.

2 REVENUE AND OPTION 4

4:10PM Meg Blue

2.1 Meg Blue, Finance Director, presented the revenue and option 4 section of the budget. The General Fund Revenue Budget is \$115,508,720.00.

3 HEALTH

4:20PM Carolyn Moser

3.1 Carolyn Moser, Health and Human Services Director, presented the Health Department budget. Moser broke down line items that had increased from the previous year. Moser answered questions from the Board.

4 REGISTER OF DEEDS AND AE&P

4:50PM Sharon Willoughby

- 4.1 Meg Blue, Finance Director, presented the Register of Deeds and AE&P budget in lieu of Sharon Willoughby's (Director) absence. The biggest change reported was the revenue line. With the exception of salaries, there were no changes made from last year's budget.

5 COOPERATIVE EXTENSION ADN GRANT FUND

5:00PM Mark Seitz

- 5.1 Mark Seitz, Cooperative Extension Director, presented the Cooperative Extension and Grant Fund Budget. Seitz noted a major change in the budget for the FY24-25 is the Nutrition and Foods line item.

6 VETERANS AFFAIRS

5:10PM Michelle Leach

- 6.1 Michelle Leach, Veteran's Services Director, presented the Veteran's Affairs budget. Leach reported that an increase in staff has increased the Supplies and Materials line item. The percentage increases seemed high, but the monetary increase was not.

7 LIBRARY

5:20PM Allen Phillips-Bell

- 7.1 Allen Phillips-Bell, Library Director, presented the Library Budget. The biggest requests in the budget are salary increases and reclassifications of two positions. There are additional requests in the non-depreciative capital line item for new computers.

8 ITS

5:30PM Marcel Miranda

- 8.1 Marcel Miranda, Interim ITS Director, presented the ITS budget. There was no change in the budget from last year. Consultants agreed the budget has adequate funding. Miranda answer questions from the Board.

9 BREAK

5:45PM

10 ELECTIONS

6:00PM Gregory Jackson

- 10.1 Gregory Jackson, Elections Director, presented the Elections Budget. The only large changes in the budget are funding for new computer systems and a reclassification of one position.

11 TOURISM AND TDA

6:15PM Olivia Dawson

- 11.1 Olivia Dawson, Tourism Director, presented the Tourism Budget. The Tourism budget increased in supplies and other lower budget items. Dawson answered questions from the Board.

12 TAX AND TOWNS

6:30PM Melissa Radke

- 12.1 Melissa Radke, Tax Administrator, presented the Tax and Towns Budget. Radke reported there were many increases in the budget including reclassifications, new positions, supplies, vehicle, contracted services, postage, etc. Radke answered questions from the Board.

13 OUTSIDE AGENCIES AND COURT FACILITIES

6:45PM Jacob Orman

- 13.1 Jacob Orman, Budget Manager, presented the Outside Agencies and Court Facilities Budget. Orman reported that many requests stayed the same. W.A.R.M and Share the Table are both new requests. There are some budget decreases. The Clerk of Court Budget remains the same as last year.

14 FINANCE, NON-DEPARTMENTAL, DEBT SERVICE, TRANSFERS/OTHER, JCPC

7:00PM Meg Blue

- 14.1 Meg Blue, Finance Director, presented the Finance, Non-Departmental, Debt Services, Transfers/Others, and JCPC budget. Blue reported the Finance Budget decreased by \$766 due to four reclassifications of positions. For the non-departmental budget there was an increase in merit, retiree insurance, NCACC insurance, etc. The general fund debt services included utilities debt and school debt. The transfer and other budget included the re-val transfer, DSS, school debt service, etc. The JCPC expenses are equal to the revenue.

15 GOVERNING BOARD, COUNTY MANAGER, COUNTY ATTORNEY

7:30PM David Andrews

- 15.1 David Andrews, County Manager, presented the Governing Board, County Manager, and Attorney budgets. The Governing Board budget has an increase in the salary line item. The Manager budget decreased one position and increased in contracted services and supplies. County Attorney budget is the same.

16 WRAP UP DISCUSSION

7:45PM David Andrews

16.1 The budget work session ended at 7:16PM.