

MINUTES
King City Council
Called Budget Workshop
April 8, 2022

The King City Council met in a called session to conduct a budget workshop at King City Hall on Friday, April 08, 2022, at 8:30 am. Present were Councilwoman Terri Fowler, Councilman Michael Lane, Councilwoman Jane Cole, Mayor Pro Tempore Rick McCraw, Mayor Jack Warren, City Manager Homer Dearmin, City Clerk Nicole Branshaw, City Engineer Scott Barrow, and Director of Finance & Personnel Susan O'Brien.

Mayor Warren called the meeting to order.

Mayor Pro Tempore McCraw offered the invocation.

FY 2021-22 BUDGET WORKSHOP

It was the consensus of the Council to review the proposed budget in the following order: Budget Message, General Fund, and Enterprise Fund.

Mayor Warren turned the meeting over to City Manager Dearmin, who reviewed the budget message.

Ordinance number 2022-03 – An Ordinance Appropriating Funds for the Fiscal year needs to be corrected and updated.

No changes were made to the Schedule of Fees and Charges presented. Fees and Charges recommended by Budget Officer to add or change have been highlighted on pages 4, 10, and 11 in the proposed budget.

Fire Department - Requested Tests, Inspections, or Services Fees	
Stand-by Coverage - three hour minimum (per hour/per person)	\$45 37
<i>Overtime Rates - after scheduled hours - Overtime rates will increase with each level of certification</i>	
Fifteen minutes	\$10.00
Thirty minutes	\$20.00
Forty-five minutes	\$30.00
Sixty minutes	\$40.00
Sprinkler systems in businesses (charged bi-monthly per sprinkler head)	\$0.20
Hazardous Material-Spills/Fires	Actual Cost + 20%
Fireworks Stand-by Plus Stand-by hourly fees	\$250.00
Fire Investigations Contract Hourly Rate	\$50.00
Burning Permit - Residential	no fee
Burning Permit - Commercial	\$100.00
Fire Department - Special Event Fees	
Standby Coverage (per hour/per person)	\$45 37
<i>Overtime Rates - after scheduled hours - Overtime rates will increase with each level of certification</i>	
Fifteen minutes	\$10.00
Thirty minutes	\$20.00
Forty-five minutes	\$30.00
Sixty minutes	\$40.00

Parks - Facility Rental Fees	
Central Park - Special Events	
Application Fee	\$25.00
Grounds Fee: includes use of track/walking trail, multipurpose fields, areas around historic cabins and amphitheater	
Rental for special event (City Resident)	\$150.00
Rental for special event (Non-City Resident)	\$200.00
Rental for personal reservation - excludes amphitheater (City Resident)	\$75.00
Rental for personal reservation - excludes amphitheater (Non-City Resident)	\$100.00
Rental for Stokes County schools and Stokes County Arts Council (other fees apply)	no fee
Rental fee for for-profit events (per event)	\$200.00
Sound System Fee (per event, technician must be from City's pre-approved list)	\$50.00
Sound Technician Fees (per hour)	\$40.00
Police Dept. Security Fees per hour (if applicable) See Police Dept. Fees - Special Events	
EMS Coverage Fees per hour (if applicable) See Fire Dept. Fees - Special Events	

Police Department Fees	
Stand-by Coverage (per hour/per officer)	\$45 37

Police Department - Special Event Fees	
Special Event Permit - Police Services for Events at City Parks	
Application Review Fee	\$45 37
100-249 Attendees - One traffic control officer (per hour*)	\$45 37
250-499 Attendees - Two traffic/security control officers (per hour/per officer)	\$45 37
500-749 Attendees - Three traffic/security control officers (per hour/per officer) plus one time planning fee of \$50.	\$45 37
750-1000 Attendees - Four traffic/security control officers (per hour/per officer) plus one time planning fee of \$100.	\$45 37
More than 1000 Attendees - Two officers (per hour/per officer) plus one time planning fee of \$50 per 500 participants.	\$45 37

Public Utilities - Water Quality Testing	
Bacteriological Testing (present or absent)	\$30.00
Metals Testing (Aluminum, Manganese, Copper, Iron, Phosphate, Sulfate, Zinc)	\$50.00
Chlorine & PH Testing	\$25.00
Water Complaint Inspection & Review	\$20.00

GENERAL FUND

General Fund – Governing Body

- Remove recommended COLA
- Add YMCA membership
- Add funds for NCLM conference

Governing Body	Original Amount	Change	New Amount	
Salaries	13,223	(385)	12,838	Remove COLA
FICA	893	(26)	867	Remove COLA
Wellness Benefit	-	150	150	Add Y membership
Training	225	275	500	Add for NCLM conference
Travel	100	900	1,000	Add for NCLM conference
Department Total	54,523	914	55,437	

General Fund – Administration

- No changes were discussed at this time.

General Fund – Finance

- Add HR Specialist position
- Add funds for tax collections

<u>Finance</u>	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>			
Salaries	67,568	12,129	79,697	HR Specialist		
FICA	5,169	928	6,097	HR Specialist		
LGERS	8,176	1,467	9,643	HR Specialist		
401(k)	3,378	607	3,985	HR Specialist		
Contracted Services	43,000	4,000	47,000	Add funds for tax collections		
Department Total	159,566	19,131	178,697			

General Fund – Public Buildings

- No changes were discussed at this time.

General Fund – Planning

- Remove truck; use current truck

<u>Planning</u>	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>			
Capital-Equipment	29,500	(29,500)	-	Remove Truck; use current truck		
Department Total	256,554	(29,500)	227,054			

General Fund – Police Department

- Remove 2 requested officer positions
- Keep requested Admin position (to start in January 2023)
- Keep the requested Narcotics position
- Remove AFIS machine (to be paid with ARP funding)
- Remove 3 out of the 5 requested vehicles

It was the consensus of the Council to further discuss the requested funding for the Police Department upfit at a future budget meeting.

<u>Police</u>	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>			
Salaries	1,454,069	(22,123)	1,431,946	Remove 2 officers		
Standby Salaries	6,000	10,000	16,000	Add funds to better match with revenue in budget		
FICA	116,338	(927)	115,411	Remove 2 officers		
Group Insurance	309,482	(17,850)	291,632	Remove 2 officers		
LGERS	199,376	(1,612)	197,764	Remove 2 officers		
401k	74,953	(606)	74,347	Remove 2 officers		
Data Processing	85,000	(23,875)	61,125	Remove AFIS machine		
Capital-Vehicles	325,000	(195,000)	130,000	Remove 3 vehicles		
Department Total	2,937,623	(251,994)	2,685,629			

General Fund – Fire Department

- Reclassify Battalion Chief position as requested
- Forsyth County Fund Balance to pay for a requested new truck
- Approved 1 new Firefighter position

Fire	Original Amount	Change	New Amount	
Salaries	1,295,428	(70,001)	1,225,427	Remove 2 FF
FICA	103,690	(5,355)	98,335	Remove 2 FF
Group Insurance	305,077	4,960	310,037	Remove 2 FF
LGERS	156,747	(8,470)	148,277	Remove 2 FF
401k	64,771	(3,500)	61,271	Remove 2 FF
Equipment Leases	3,500	175	3,675	Add for annual increase
Department Total	2,384,093	(82,191)	2,301,902	

General Fund – Community Development

- No Changes were discussed at this time.

General Fund - Streets

- New employee position approved
- Approved the purchase of a new snow truck

Streets	Original Amount	Change	New Amount	
Salaries	62,734	509	63,243	Adjust for new employee
FICA	4,837	39	4,876	Adjust for new employee
Group Insurance	22,243	4,983	27,226	Adjust for new employee
LGERS	7,651	62	7,713	Adjust for new employee
401k	3,162	25	3,187	Adjust for new employee
Capital-Equipment	-	157,147	157,147	Add salt truck
Department Total	220,879	162,764	383,643	

General Fund – Public Works

- No Changes were discussed at this time.

General Fund – Solid Waste

- The Contracted Services needed to be increased to a 7.9% inflation rate. When preparing the budget, the inflation rate was calculated at 4.8%. City Engineer stated that \$334,385 more was needed for CPI (Consumer Price Index) Contracted Services.

Solid Waste	Original Amount	Change	New Amount	
Contracted Services	325,815	8,570	334,385	Adjust for CPI per City Engineer
Department Total	440,377	8,570	448,947	

General Fund – Parks and Recreation

- Lower requested Part-time salaries down to \$7000
- Remove requested replacement truck for Rec Acres; take Fire Departments surplus truck

Parks & Recreation	Original Amount	Change	New Amount	
Part-Time Salaries RA	12,500	(5,500)	7,000	Lower PT amount per Council
FICA	10,447	(422)	10,026	Lower PT amount per Council
Capital-Equipment	41,400	(41,400)	-	Remove truck; Take FD Surplus Truck
Department Total	365,246	(47,320)	317,925	

General Fund – Library

- Add back requested Professional Services \$500
- Add \$500 to Building & Maintenance

<u>Library</u>	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>	
Professional Services	1,500	500	2,000	Add per Council
Building Repair/Maintenance	3,000	500	3,500	Add per Council
Department Total	15,080	1,000	16,080	

General Fund – Senior Center

- Add back \$1000 towards Repairs and Maintenance
- Add back \$2000 towards Departmental Supplies/Materials
- Add \$1500 to purchase needed appliances – Dishwasher and Fridge

<u>Senior Center</u>	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>	
Travel	400	100	500	Add per Council
Building Repair/Maintenance	2,500	1,000	3,500	Add per Council
Departmental Supplies	6,000	3,500	9,500	Add \$1,500 for Refrigerator and Dishwasher
Program Exp-Cultural	1,000	1,000	2,000	Add per Council
Program Exp-Education	1,000	1,000	2,000	Add per Council
Department Total	121,315	6,600	127,915	

General Fund – Non-Departmental

- Added Projects Expenditure; offset with transfer from APR in Revenues
- Added Contingency (balances the budget and use first before Fund Balance amendments)

	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>	
NonDepartmental	-	1,829,715	1,829,715	Added Projects Expenditure; offset with Tfer from ARP in Revenues
	-	117,020	127,020	Added Contingency (balances budget and use first before FB for amendments)
Department Total	238,872	1,946,735	2,185,607	

General Fund – Debt Service

- Take out payments for 3 Police cars, Planning Truck, Parks/Rec truck
- Add payment for Streets Salt/Snow truck

	<u>Original Amount</u>	<u>Change</u>	<u>New Amount</u>	
Debt Service	539,365	(23,747)	515,618	Take out payments for 3 PD cars, Planning Truck, P&R Truck, Add payment for Streets Salt Truck

General Fund Revenues

Summary of General Fund Changes	April 8, 2022 Workshop
Revenues	1,720,962
Gov Body	914
Finance	19,131
Planning	(29,500)
Police	(251,994)
Fire	(82,191)
Streets	162,764
Solid Waste	8,570
Parks & Rec	(47,320)
Library	1,000
Senior Center	6,600
Non-Dept	1,946,735
Debt	(23,747)
	1,710,962

RECESS

Mayor Warren recessed the meeting until Tuesday, April 19, 2022, at 9 am.

Approved by:

Attest:

Jack Warren
Mayor

Nicole Branshaw
City Clerk