



Work Session - Minutes Monday, April 15, 2024

COUNCIL PRESENT:

Mayor Mulhollem
Mayor Pro Tem Castleberry
Council Member Bruton
Council Member Jackson
Council Member Purvis
Council Member Wilson

STAFF PRESENT:

Bryan Chadwick, Town Administrator
Kim P. Batten, Assistant Town Administrator/Finance Officer
Jenny Martin, Human Resources Officer/Town Clerk
Chris Allen, Parks & Recreation Director

COUNCIL ABSENT:

STAFF ABSENT:

Marcus Burrell, Town Attorney

1 WELCOME ~ MAYOR MULHOLLEM

- a) Mayor Mulhollem called the meeting to order at 6:30 p.m. in the Jeffrey D. Barnes Council Chambers located at 14094 Buffalo Road, Archer Lodge, NC and declared a quorum present. Mayor Mulhollem thanked all council members and staff for reaching out to him and his family. He also thanked the Parks and Recreation Director, Chris Allen, for his efforts in the Adopt a Highway this coming up Saturday. Mayor Mulhollem explained how this event was in line with Earth Day and that he is thankful for all of the help with the upcoming event as he is unable to participate.

2 INVOCATION & PLEDGE OF ALLEGIANCE

- a) Council Member Jackson offered the invocation. Mayor Mulhollem led in the Pledge of Allegiance to the US Flag.

3 FINANCIAL REPORTS ~ KIM BATTEN

a) Interim Financial Reports for March 2024

Ms. Batten shared an interim summary for all funds ending March 31, 2024. She shared that we are around 79% collected for the fiscal year. Discussion followed. Ms. Batten explained that for the month, we were around \$373,000 spent. The actual to date expenditures is around \$4,830,000. The difference between revenues and expenditures in the General Fund is around \$546,900. Ms. Batten explained that she is not worried about these numbers as she has a good understanding of what is coming up for the town and is confident that it will get back to normal.

Regarding the Capital Reserve Fund 30, Ms. Batten mentioned that the only transaction for the month is the investment earnings.

Regarding the Park Reserve Fund 31, Ms. Batten mentioned that the only activity has been the investment earnings and the \$0.02 transfer for the taxes. The total for the Park Reserve transfer is around \$80,246.

Regarding the Public Safety Reserve Fund 32, Ms. Batten mentioned that the only activity has been investment earnings.

When comparing revenues in March 2023 with March 2024 in the General Fund, Ms. Batten mentioned that we were around \$2,061,000 more this year. Discussion followed. When comparing expenditures between the two years, Ms. Batten shared that we were about \$3,067,000 more in expenditures this year. Ms. Batten explained that the net difference is about 1,000,000.

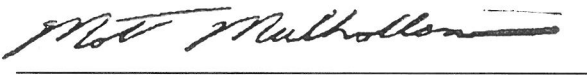
4 BUDGET OFFICER/TOWN ADMINISTRATOR ~ BRYAN CHADWICK

a) FY2024/2025 Budget Workshop Continued

Mr. Bryan Chadwick passed out hand outs to council members that included up to date numbers that are more current, as the handout provided at the last budget meeting was only through the 15th of February. Ms. Batten explained the handouts to the council members. Council and staff both went through line by line of the budget. Discussion followed that included any questions and any adjustments that needed to be made to the budget.

5 ADJOURNMENT ~ MAYOR MULHOLLEM

- a) With no further business, Mayor Mulhollem adjourned the meeting at 9:26 p.m.



Matthew B. Mulhollem, Mayor



Jenny Martin, Town Clerk

