



MINUTES
TOWN FINANCE COMMITTEE

Thursday – January 8, 2025

Hybrid

5:00 P.M.

Item 1. Call to Order. L. Cain - Chair, called the meeting to order at 5:00 p.m.

Item 2. Those Present. Finance Committee members present: Councilors Larry Cain – Chair, Jonathan Anderson and Karin Shupe. Others present: Thomas J. Hall, Town Manager, Liam Gallagher, Assistant Town Manager, Norman Kildow, Finance Director, Karen Martin, President of SEDCO, Nick Cliché, Director of Community Services and Nicole Hall, Deputy Director of Community Services.

Item 3. Approval of Minutes: December 8, 2025. Motion by J. Anderson, seconded by K. Shupe, to move approval of the minutes from the December 8, 2025 meeting.

Vote: 3 Yeas. Motion Passes.

Chair Cain apologized for not giving notice ahead of time on making an adjustment to the agenda and asked the Committee to consider changing the public comment section of the agenda to have public comment each item, for just for this evening.

Motion by L. Cain, seconded by J. Anderson, to move approval to have public comment after each item on the agenda, for tonight's meeting only.

Vote: 3 Yeas. Motion Passes.

Item 4. Discussion on Developer Input Process for School Impact Fees.

The Finance Committee reviewed a proposed process for developer input on school impact fees, which involved creating a one-page summary and directing stakeholders to upcoming council meetings for feedback. Karen Martin, President of SEDCO outlined a plan to distribute the information through the town's website and council email, with the fees set to take effect in March upon adoption. The Committee discussed plans to use social channels and newsletters for awareness purposes.

The following member of the public spoke on this item:

- Allison Bristol of Bayview Avenue, expressed her late arrival to the discussion on school impact fees, noting discrepancies in the reported average annual increase in housing units. She suggested confirming the correct figures regarding unit types, raising concerns about the impact of diverse family structures in single-family homes on school demographics. Additionally, she questioned the exemption for units created for seniors, pointing out that seniors may still house school-aged children. She these observations were constructive input for future considerations.

Item 5. Discussion on 2025 Beach Fees and Revenues.

The Committee discussed the financial challenges of beach revenue, noting that while expenses are increasing, revenue remains close to projections but often slightly below, making it difficult to build a reserve for capital investments. It was suggested to explore opportunities to increase fees and revenue while acknowledging that expenses are unlikely to decrease. The Committee also addressed resident concerns about beach access and trash management, explaining that while carry-in, carry-out policies have reduced litter, at least one trash can is necessary to prevent overflow. The senior pass transaction were discussed, suggesting a need to streamline the process and potentially link vehicle registration to pass distribution.

No member of the public spoke on this Item.

Item 6. Discussion on FY27 Budget Review Process and Schedule.

The Committee focused on planning the budget review process for the upcoming fiscal year. An outline of the schedule for budget presentations, staff reviews, and finance committee meetings. Key dates were set: Manager/School budget presentation on March 25th; first reading on April 1st; public hearing April 15th and the 2nd reading May 20th. Other dates were mention with regards [April 13-14, April 30, May 7 and May 14] to when the Finance Committee would meet with staff. The Committee agreed to hold marathon-style review sessions on a Monday and Tuesday morning, with staff presenting 5-7 slides on their departments. It was emphasized the importance of using the time between presentation to document questions for staff to address. The group also discussed making the question document public-facing to provide transparency.

No member of the public spoke on this item.

New Business: Grant Application/Approval Process.

The Finance Committee discussed the town’s grant application and approval process, proposing to establish a clear procedure for handling grants and debated the level of transparency needed. With a suggestion that decisions requiring Council approval should be more transparent. The discussion touched on how other towns handle grant processes and the potential for grant applies to clog up council meetings. The group agreed that staff should continue pursuing grants while maintaining a clear process for council approval, with the possibility of reporting significant grants to the town. They agreed to define a clear process for grant applications and communications, with the Town Manager having discretion to determine which grants would require additional attention.

No member of the public spoke on this item

Item 7. Discussion on Town Council Goals.

The Finance Committee discussed setting a flat budget and 0% mill rate for the upcoming fiscal year while reflecting on past financial goal-setting. There were concerns about balancing contractual increases and the impacts of a school project on future budgets. The Committee advocated for a priority-based spending approach focused on restraint and discipline. They emphasized the importance of clear expectations for staff regarding budget directions. There was also discussion around a detailed budget analysis illustrated over the past decade to show the relationship between budget increases and tax rates as well as growth. Concerns on capital investments, particularly a \$20 million project on

Payne Road, highlighted potential funding challenges through impact fees and the idea of seeking voter authorization for bonding to finance the project. The discussions emphasized the complexity of budgeting, resource allocation, community needs, and the balance between responsible financial planning and the preferences of residents concerning traffic improvements.

No member of the public spoke on this item

Item 8. Public Comments. None at this time.

Item 9. Adjourn. Motion by J. Anderson, seconded by K. Shupe, to move approval to adjourn the regular meeting of the Finance Committee.

Vote: 3 Yeas. Motion Passes.

Meeting adjourned at 6:28 p.m.

Respectfully submitted,

Yolande P. Justice
Clerk to the Council.

[Not present at meeting, transcribed by Video]