



Town of Beaufort NC

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**Town Of Beaufort Board of Commissioners Worksession Meeting
MINUTES
4:00 PM Monday, June 3, 2019 - Town Hall Conference Room**

1. Call to Order/Roll Call

Mayor Newton called the meeting to order. Town Clerk Davis declared a quorum present for the meeting.

2. Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented. The vote was 5 to 0 in favor of the motion.

3. Items for Discussion and Consideration

A. Proposed FY20 Budget

Town Manager Day provided to the board members information regarding the employee compensation market adjustment. The first document was a comparison of minimum and maximum salaries for towns of equal size and in close proximity to Beaufort. Those towns were Carolina Beach, Kill Devil Hills, Emerald Isle and Morehead City. He also provided the proposed pay plan for the FY20 market adjustment showing the Grades, minimum, mid and maximum salaries as well as the position titles for all employees. This pay plan also included an increase in the salaries for the elected officials which was an average of the salaries paid to elected officials in the above listed municipalities.

The total amount to implement the pay plan market adjustment is \$384,300. This cost includes a market adjustment for 60 employees and a COLA (cost of living adjustment) for 15 employees that are already in the correct market range for their position.

The cost for the pay plan market adjustment is funded by a .0465 tax increase in FY20 taking the tax rate to .46 per \$100 valuation, a 9% revaluation (up from 8%) in FY21, a .03 tax increase in FY23, assumed revenues over expenditures in FY21-24 and appropriated fund balance contributions in FY20-22.

Town Manager Day indicated he included the increase for elected officials in the pay plan market adjustment to account for the time the board members put into preparing for meetings and working outside of their own personal activities and lives.

Town Manager Day also informed the board members of two additional changes being requested in the fee schedule. The changes are for an increase in the Off Duty Public Safety pay rate from \$32.50 to \$35.00 per hour and the addition of an hourly rate of \$62.55 for the use of the Fire boat and Police boat for special events.

In response to a question from Commissioner Harker, Mr. Day verified there was ample funding provided in years to come for the COLA and merit pay to remain in effect.

Commissioner Hagle reminded everyone the plan must be reviewed periodically in order to keep up with the market. He asked if it would be possible to consider a phase in of the market adjustment over a two year period like had been done in Morehead City.

Commissioner Hollinshed agreed with Commissioner Hagle in the aspect of remaining competitive and also asked about the possibility of phasing in the pay increases. She further stated the citizens were being asked to bite off a large part of the funding for the plan with the tax increase.

In response to the questions of phasing in the market adjustment, Town Manager Day pointed out that internally there would most likely be a morale issue. He further indicated if the board wanted to consider a phase in of the plan then please consider those below the \$15 per hour level and the public safety departments. He also offered the option to consider the implementation of the total pay plan in January 2020.

Commissioner Carter expressed concern if we did not move forward with the implementation for the entire organization then we would lose our qualified employees.

Commissioner McDonald urged his fellow commissioners to put Beaufort first and step out and do something with the options provided by the Town Manager. He asked everyone to make Beaufort their own and support those that help make this a destination place.

Mayor Newton stated he was proud the commissioners and staff had provided a stable platform to move forward and for the community. He asked if anyone had any other questions to be answered in order to succeed on June 10th?

4. Mayor and Commissioner Comments

No comments were made.

5. Adjourn

Being no further discussion, Commissioner Hagle made a motion to adjourn the meeting. The vote was 5 to 0 in favor. The meeting adjourned at 5:47 p.m.

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk