



Chatham County, NC

Meeting Minutes

Board of Commissioners

Thursday, May 22, 2025

9:00 AM

Agriculture Conference Center

Day 2 and 3 Cancelled

3 Day Budget Work Session - May 22, May 23, and May 28, 2025 (Note: All 3 days may not be held)

Present: 4 - Chair Karen Howard, Vice Chair Katie Kenlan, Commissioner David Delaney and Commissioner Franklin Gomez Flores

Absent: 1 - Commissioner Amanda Robertson

CALL TO ORDER

Chair Howard called the meeting to order at 9am.

ADJUSTMENTS AND APPROVAL OF REGULAR SESSION AGENDA

Chair Howard called for a motion to approve the work session agenda.

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Franklin Gomez Flores, that the agenda was approved. The motion carried by the following vote:

Aye: 4 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, and Commissioner Gomez Flores

Absent: 1 - Commissioner Robertson

BOARD PRIORITIES

[25-0257](#)

Introduction

Attachments: [Work Session Presentation FY26 Final v2](#)

County Manager Bryan Thompson welcomed everyone to the budget work session. Thompson stated that staff would review several presentations to identify any adjustments the Board of Commissioners feel are necessary to the FY 2025-2026 recommended budget.

Assistant County Manager Darrel Butts presented the expected conditions, the capital improvement plan overview, and the guidance received by the Board of Commissioners at the retreat.

[25-0258](#)

General Fund Revenue and Fee/Rate Changes

Assistant County Manager Darrell Butts presented a detailed review of the new, altered, or increased fees proposed in Planning, Aging Services, Solid Waste and Recycling, Building Inspection, and Register of Deeds. Butts reviewed the occupancy tax and the Register of Deeds excise tax. Butts then reviewed the charges for service, sales tax, transfers in, property tax, including the proposed tax rate.

The Board of Commissioners discussed the revenue including property taxes and incentive agreements.

25-0259

General Fund Expense

Assistant County Manager Darrell Butts gave a detailed overview of the general fund expenses.

Budget Analyst Erik Lindley reviewed the Administration Summary, including each department.

Butts reviewed the General Services or the non-departmental account.

Budget Analyst Will Curvin reviewed the proposed Geographic Information Systems department budget.

Lindley reviewed the Human Resources budget. Curvin reviewed the Information Technology budget.

Butts gave a detailed overview of the Education, Culture, and Recreation areas, including Central Carolina Community College, Chatham County Schools, and Cooperative Extension.

Lindley reviewed the Library budget. Curvin reviewed the Parks, Recreation, and Cultural Resources budget.

The Board of Commissioners recess for a five-minute break at 10:00am.

The Board of Commissioners resumed the meeting.

Curvin reviewed the Elections budget. The Board of Commissioners discussed the requested Election Coordinator position that was not recommended through the Collaborative Impact Teams process. The consensus of the Board of Commissioners was to add the position to the FY2026 budget. Butts stated that the addition would make the budget out of balance, but staff would make a recommendation on revenue as well.

Lindley reviewed the Governing Board's budget. The Board of Commissioners discussed the special pay, and the consensus of the Board of Commissioners was that special pay should be paid when there are more than two meetings during the month.

Curvin reviewed the Register of Deeds, Tax Administration and Revaluation budgets.

Butts gave an overview of the Human Services CIT. Curvin reviewed the Aging Services budget. Lindley reviewed the Chatham Transit budget. Curvin reviewed the Department of Social Services and Public Health budgets.

Butts shared a list of recommended expansions along with Commissioners' goals and the nonprofit allocations list.

Lindley and Equity and Community Engagement Officer Brenda Clegg reviewed the list of nonprofit allocation and the process for evaluations on each program. The Board of Commissioners discussed the allocated \$528,000 and the programming of the agencies. The Board of Commissioners identified the difficult process of rating the different services that the nonprofits provide. Clegg services in the county. Clegg reviewed the new programs with the Board of Commissioners. The Board of Commissioners discussed the historic funding levels and the new programs.

Clegg reviewed potential changes in languages being reframed such as people first instead of diversity, opportunity instead of equity, and collaboration instead of inclusion. Understanding differences and respect for each other should be used as we move forward in Chatham County.

Curvin reviewed the budget for Vaya Mental Health.

Butts continued to the next budget group of Natural Resources Management. Lindley reviewed the Central Permitting budget. Curvin reviewed the Convention and Visitor's Bureau and the Economic Development Corporation budgets. Lindley reviewed the Planning budget. Curvin reviewed the Sustainability budget. Lindley reviewed the Watershed Protection.

Butts gave a detailed overview of the Public Safety group. Curvin reviewed the budget for Diversion and Advocacy Programs. Lindley reviewed the Emergency Communications, Emergency Operations, Emergency Medical Service, and Fire Inspections budgets. Butts shared the details of the Sheriff's Office budget including Animal Resources, Detention, Law Enforcement. The Board of Commissioners asked questions about the number of positions, the number of vacancies, and the number of vehicles.

25-0260

Other Funds

Assistant County Manager Darrell Butts shared the details of the enterprise fund. Budget Analyst Will Curvin shared the budget for Solid Waste and Recycling.

Budget Analyst Erik Lindley shared an overview of the Fire Department Tax Rates. Curvin reviewed the Special Revenue Funds Summary.

Butts stated that they will continue to monitor revenue and expenses quarterly. Butts noted that there were several salaries that are determined by the Board of Commissioners annually including the County Manager, Register of Deeds, Sheriff, Elections Director, and the Board of Commissioners.

The Board of Commissioners recessed the meeting at 11:55am for a lunch break.

25-0261

Discussion

The Board of Commissioners resumed the budget work session at 12:40pm.

Assistant County Manager Darrell Butts shared the next steps in the budget process.

Budget Analyst Erik Lindley and Equity and Community Engagement Officer Brenda

Clegg shared and reviewed updated budgets for the nonprofit funding. The Board of Commissioners discussed the funding amounts presented for nonprofits, the allowable amounts within the policy, and the Bold Gold program with United Way.

The Board of Commissioners didn't share any associations with any of the nonprofits in the proposed funding.

County Manager Bryan Thompson reviewed the conversation with United Way about turning the nonprofit process over to them. Thompson stated that those conversations have been put on hold because of some staff transitions with United Way. The Board of Commissioners discussed the idea of United Way handling the county's nonprofit process. The consensus of the Board of Commissioners was to continue the conversation with United Way and to move forward with the nonprofit funding for the FY26 budget as amended.

Assistant County Manager Darrell Butts stated that staff needed guidance from the Board of Commissioners discussed on the 4% salary increase for the County Manager, Register of Deeds, Sheriff, Elections Director, and the Board of Commissioners. Butts stated that this amount was already included in the recommended budget. The consensus of the Board of Commissioners was to continue with that amount.

The Board of Commissioners asked questions and discussed the property tax including the tax rate impact. The Board of Commissioners asked for some additional information from staff concerning the revaluation value increase by home value size. Thompson stated that they would work with the Tax Administrator and get that information.

The Board of Commissioners discussed the budget process and thanked staff for their willingness to answer questions and to help come up with solutions.

The Board of Commissioners discussed strengthening the strategy around trails, easements, relationship building, and the budget and time to acquire land along the Haw River. The Board of Commissioners discussed the upcoming CIP, the debt contribution, Wolfsped incentives, fund balance, and the borrowing rate.

The Board of Commissioners discussed the budget and felt it was responsible given the circumstances and it accomplishes significant projects. The consensus of the Board of Commissioners was to move forward with the recommended budget.

When no further business the Board of Commissioners adjourned the three-day budget work session at 2:30pm and cancel the two remaining days.

ADJOURNMENT

A motion was made by Vice Chair Katie Kenlan, seconded by Commissioner Franklin Gomez Flores, that the budget work session was adjourned. The motion carried by the following vote:

Aye: 4 - Chair Howard, Vice Chair Kenlan, Commissioner Delaney, and Commissioner Gomez Flores

Absent: 1 - Commissioner Robertson