

MINUTES
Kitty Hawk Town Council
Special Meeting
Monday, April 17, 2023, 9:00 a.m.

Agenda

1. Call to Order
2. Police Department Building Project
 - Construction Procurement Procedures
 - Architectural and Design Contract
 - Available Funds
 - Project Budget
3. Adjourn

COUNCILMEMBERS PRESENT:

Mayor Craig Garriss, Mayor Pro Tem Jeff Pruitt, Councilman David Hines, Councilwoman Lynne McClean and Councilwoman Charlotte Walker

STAFF MEMBERS PRESENT:

Town Manager Melody Clopton, Town Clerk Lynn Morris, Town Attorney Casey Varnell, Planning Director Rob Testerman, ASD Laura Walker, Finance Officer Liliana Noble, Police Lieutenant Jimmy Helms, Fire Chief Mike Talley and PWD Willie Midgett

1. CALL TO ORDER

Mayor Garriss called this meeting to order at 9:00 a.m.

2. POLICE DEPARTMENT BUILDING PROJECT

Garriss: *Good morning. Before we get started, I would like to read a few things. I thank everyone who is here and let's talk about why we are here. At our last council meeting on April 3rd Dills Architects gave a very good presentation to us regarding our new police station. \$4.88 million was the amount presented to us for the project as was presented at the time. All the council and town staff knew we had some big decisions to make for us to proceed. This project also just happens to coincide with the end of our budget cycle and our very capable Finance Director Liliana Noble needed some direction and answers. In particular, she needed to know how much money we were talking about and where that money needs to be directed so she can complete the budget for presentation to the council.*

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With the council having this knowledge and after having consulted with our town manager, Melody Clopton, we all felt we needed to schedule a special meeting instead of waiting until our next regularly scheduled council meeting in May. I picked the date of April 17th at 9 o'clock am for the date and time of that meeting. After having discussed the day and time with council and town staff, and after hearing no objections, a decision was made to proceed. This is definitely not the first 9 o'clock am meeting we have had and probably will not be the last.

There is a perception among some that this council is going to break the town financially. I can assure you that is not going to happen. Every member of this council is fully aware of the money we have on hand as well as projected money for the future. Thanks to the good financial decisions made by this and previous councils we are in a very good financial situation, and we are going to keep it that way. The people of Kitty Hawk elected all five of us sitting here to make good financial decisions on their behalf and that is what we have done and will continue to do. We were elected to make smart decisions and that is what we will do today. To quote my good friend and Mayor Pro Tem, Jeff Pruitt, the citizens are not going to run me out of town for spending all their money. I agree with you Jeff, me either.

To those that question what we do here during these meetings I want to thank you. To me it shows your interest and love in this town and that you care deeply about what this council does. I have the upmost respect for every council member sitting here today as well as town staff who have all worked very hard on this project. I also want to thank the members of our Kitty Hawk Police Department who have attended and taken part in many meetings which helped us get to this point. We knew when we spent \$4.1 million of the people's money for this property that we were going to have to spend a lot of money to get it up to standards to serve as our police department.

Are there areas that we can look at to possibly move into another phase in the future? I think there are. But I do not think there is much room left to cut back more than we already have. I would certainly like to discuss that though. As we have all said many times this is going to be a police department that our town and our officers can be proud of. We can only cut back so much before it is no longer a workable, viable solution.

So, to the council and staff, let's all sit as a body and gather all the information we can this morning to make these smart decisions that I referred to earlier. We all have done our leg work, our research, and our homework. It is time for us to move forward on this project. I want to leave this meeting today knowing that we did all we could to make that happen. Thank you.

Clopton: *Good morning mayor and council and thank you for being here. As Mayor Garriss said we have some important topics to discuss today. We need to go over construction procurement procedures specific to municipalities and the architectural design contract for this project. We need to discuss available funds and establish a project budget. I know that Liliana has met with most of you individually to review the procurement procedures that are specific to us. We are thankful to have Liliana and all her knowledge, and I am going to ask her again to come up and provide an overview of what the requirements are.*

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Noble: *Good morning council. As Melody said I had the opportunity to meet one on one with most of you and I appreciate the time you put into that. We went through the local government legal requirements for this type of project as well as the funds that are available for appropriation for this project.*

What I am going to do today is go over a PowerPoint presentation on the legal requirements. Local governments in North Carolina are subject to specific legal requirements that govern contracting for construction and repair projects. We must comply with all applicable competitive bidding requirements to avoid the contract being rendered voided or unenforceable.

This slide shows the Basic Public Procurement Requirements. Step one is the type of contract. Is it a purchasing contract? Meaning are we buying something? Is it for construction and repair? Is it Mini-Brooks Act Services or is it something else? The second step is to look at the total cost of the contract, bid thresholds and the third is what kind of procurement method we are going to choose.

The Procurement Methods slide shows combining the contract, bid thresholds and procurement methods. There are only four. For purchasing, construction and repair, Mini-Brooks, and everything else. For the purposes of this meeting let's focus on the green arrow, Mini-Brooks Act. Qualified based selection. This is specific for architects, engineers, and design. When we enter into a contract with them, we are going to select the firm based on qualifications. We do not select them based on money or the fees. This process is already done and the firm that was selected was Dills.

This slide pertains to the Legal Bidding Requirements for Construction/Repair Contracts. The threshold that determines if it is a formal bidding is if you are going to spend more than \$500,000. Then formal bidding must be done. For that kind of construction there are specific requirements. It is for new construction or for repairs. Remember, if we are spending more than \$500,000 those are the legal requirements.

First develop project specifications. Select project designers using Qualifications Based Selection. Right there we already comply with that. Architects and/or engineers preparing the specifications must include information about licensure requirements. Then we solicit the bids. We know it is going to be formal because it is more than \$500,000. We receive and open the bids, we evaluate them, then award the contract. Obviously, the general contractor must be licensed for this type of project.

This slide is Additional Requirements for Large Building Construction and Repair Contracts that cost more than \$300,000. This is an additional legal requirement. The following legal requirements apply to the erection, construction, alteration, or repair of a building where the cost is over \$300,000. These requirements are in addition to the requirements for construction and repair contracts that I just mentioned.

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*Continuing with the additional requirements for large building construction and repair contracts is **Step 1**, develop project specifications. Drawing the plans. Plans and specifications involving the expenditure of public funds must be prepared by the architect or engineer or both. They must be particularly qualified by training and experience for the type of work involved. Government must use Qualification Based Selection. Again, they bring you back to the same thing. You must select the most qualified firm. Separate drawings and specifications are required for all trades on the project. HVAC, plumbing and gas fittings and electrical.*

***Step 2** is solicit bids. For building construction projects costing more than \$300,000 local governments can only use the statutorily authorized construction methods. That refers to the type of contract. The local government must solicit bids from general contractors for the project and award the bid to the lowest responsive, responsible bidder. If subcontractors are used, they must be identified as part of the bid.*

This is the Reporting Requirements. When a local government enters into construction and repair that costs more than \$30,000, we are subject to specific requirements of reporting to the NC Department of Administration. Information is entered into their HUBSCO reporting system. We are going to report quarterly as to how the project is going and about finances. Also, the reason why the particular design-builder or private developer was selected, contract terms, firms considered, but not selected and their proposed fees, the procurement procedure, a detailed explanation of why that construction delivery method was used in lieu of a traditional bidding method and the anticipated benefits.

These are specific requirements, and it gives us the security that we must comply with the law, and we are also going to be overseen by the state in this process. There are a lot of legal requirements in there and as long as we have a clear understanding it will be easy to move forward.

Do you have any questions?

Garriss: *Thank you.*

Clopton: *The first thing we are going to bring forward is a staff recommendation which is Step 1 of the required construction process. Develop the specifications for all phases of the project. We went through the RFQ process, and we had three applicants. The committee, Rob Testerman, David Lewis, James Helms, Jeff Gard and Willie Midgett and me, after independently reviewing each submittal, selected Dills Architects as the most qualified applicant. The Dills contract includes 35% design documents, prefinal design documents and final design documents for construction and town review at 35% and 90% submittal. They will serve as the designer of record and consultant throughout the project, managing all disciplines throughout the design. Their proposal includes structural, plumbing, mechanical, electrical, civil, and interior design services. The estimated cost for these services is \$351,813.*

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The Step 2 slide shows preparing to solicit bids. One thing I want to say is the design and construction documents are for all phases of the project. So, when they finish Step 1, we would come away with a complete design for all the phases. In the future when we decide to move forward with Phase II, all of it is in place. Preparing to solicit bids for construction of Phase I, it is the staff recommendation to contract with Dills for construction administration for all architectural and engineering services to provide bidding assistance, drawing review and construction administration in the field and in-office site visits. That cost is \$120,700. You have a motion in front of you to move forward with this, and again, it is the staff recommendation that we do so.

Pruitt: *I have a question. I do not even know what the building looks like. I have not seen what we are bidding on. Are we back to Stage 1? We were talking about doing away with sally ports and all. I mean is there ...*

Clopton: *We cannot move forward with any additional changes without having an architect under contract.*

Hines: *I think what Jeff is saying is that we are getting ready to sign a contract, correct me if I am wrong, for \$472,000, at the end, right? Yet we do not know exactly what we are getting for that. Jeff, is that what you are saying?*

Pruitt: *Yes, it is.*

Hines: *I don't know either to be honest.*

McClellan: *The last drawing I saw of the proposed building included a two-story glass foyer. And then I was told, after the fact, that was off the table. What is this building going to look like? What are we approving?*

Clopton: *You are approving the design and specifications for the building.*

Garriss: *Do you have a drawing you can provide to the council right now?*

Pruitt: *We have talked for about three meetings now ... we have tried to streamline this, and we are no further along than we were three months ago, to me. I have yet to understand this. I am sorry but I am just going to spill it out today. Personally, I think we ought to go to Phase I and that is it. Fix up this building and figure out what ... this Phase I, II, III is so much further than buying this piece of land with a building on it. Fix up what we have, make some minor improvements, and give the people of Kitty Hawk a deal.*

Garriss: *I think that is what she has here. Design budget for Phase I. We are not talking about II and III right now.*

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Clopton: *To move forward with this project we must take the first step which is to develop the project specifications and you must have a qualified architect or engineer to do that. Perhaps the specifications are not where you want them to be and that is something that can be hashed out, but it is not something anybody on staff can do. Yes, we can take out the sally port and make tweaks, but it must be designed from an architectural point of view, not from us.*

Pruitt: *And once again, why wasn't that done in the beginning when most of this council seems to have pushed very, very hard for fixing up this building with a new entranceway. It seems like it fell on deaf ears to me. I am just speaking for me, and if anybody else would like to chime in they are more than welcome, but we have tried to whittle this thing down to where this town could afford it. I have been to retreats, meetings ... some of this was supposed to be torn down and an entranceway put on the front and the inside reconfigured. Then I get a plan with dog kennels and firing ranges, and no offense, maybe we should start all over. I don't know. This is not going the way I thought it was and I am frustrated, aggravated and to think I am going to vote for \$472,000 of taxpayer's money and I do not know what I am getting? No way.*

Walker: *This figure is based on the price of the project, and we do not know the price yet.*

Clopton: *Correct and that price is based on a full-on design schematic for all three phases. As far as the outside, and the tower, that was an instruction from the beginning to have a rendering for the groundbreaking. That is how the tower came about. The design schematic was developed with all the wish list items and nobody thinks they are going to get everything.*

Pruitt: *Is there any way we can send them a reality list and get a price for this building instead of a wish list price?*

Clopton: *We would have to spend some more money to contract with them, but yes.*

Pruitt: *How about not to them? Casey, I did some research this weekend. Currituck County kind of has gone away from this a little. Is that correct?*

Varnell: *My understanding. Yes.*

Pruitt: *Melody do you know anything about the way Currituck County is doing it? Could you explain that to Melody please?*

Varnell: *I think what they did is a separate model in terms of the bidding process. I would have to research it. If we are going to start the process over and choose another bidding mechanism it is starting afresh.*

Pruitt: *I was just wondering. I have found out that since we must take a low bid that municipalities have found that kind of has not worked well. They have gone to ... do you know the correct name? Construction something design?*

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Clopton: *Design build?*

Varnell: *A design build firm designs the project and then builds it. They are a multi-faceted type of organization.*

Pruitt: *Is that what Currituck County is using? A design build method?*

Varnell: *I believe they may.*

Pruitt: *And it gives them more oversight on making sure that the quality of work is ...*

Varnell: *I believe Currituck County does implement the firms they have chosen, and they have been a design build type organization. David, you may have some insight on exactly what design build is.*

Hines: *Nags Head was getting ready to do it with their Bath House. The same thing with a smaller dollar amount project where they are going to have one of their inspectors become a licensed general contractor as an owner build. I am not sure how Currituck is doing it, but I think people are starting to shift away from it a little because of the exorbitant cost associated with it. We have had three meetings now and we are back to this same number. I thought we had already discussed squaring everything off and having the plan drawn in full. If that has been communicated over, why are we still at this number? I am getting away from Currituck and back into this conversation because they should be giving us a price based on the direction we asked them to do at one of our last several meetings.*

Garriss: *Jeff I agree we do not need the dog kennel. I agree we do not need the firing range right now and I agree we need to take the sally port out, but we do not have a number before us taking those items out am I right?*

Hines: *That is correct, and I do not know why it is that hard after three meetings.*

Clopton: *To take the sally port out is about \$200,000. Somebody mentioned the tower and that square footage is \$341,000.*

Hines: *I need to be clear. I am talking about Dills Architectural firm pricing. Not how we get to a budget number. I want to know what we are getting when we are not using them for the whole project now because it is phased out.*

Varnell: *Melody is the \$472,523 a fixed price? If we contract for the full design and then request they remove items, does that number get lower?*

Clopton: *It could, yes. And you could also not approve the construction oversight part which is \$120,000 and just talk to them about design.*

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Hines: *I would like to see a price on the design that we have already talked about. How we want it and then agree ...*

Clopton: *I have heard take the sally port away, animal control we know about, and I have heard some people say take the training room away. I have heard others say they do not want the training room taken away. Give us a clear vision of what you want. The tower. This is the first time the tower has been shown since October. No tower am I correct? No sally port, no animals, no Phase II. What else?*

Garriss: *Council if you remember a couple of years ago, we voted against that tower, and it was put back in there.*

McLean: *I do not know what it is with the tower other than the fact that ... it is very striking, but I cannot imagine ... how do I want to say this?*

Garriss: *Let's give Melody some direction on what we want a price on and what we want to take out. Jeff?*

Pruitt: *I have already showed her. Draw a straight line across the back, put a little A-frame in the front to get the people in the front door. I believe, according to this, that renovating the space is \$250 a square foot. For 7,738 square feet it comes to \$1.9 million. So, we are going to round that up to \$2 million. The building addition includes sidewalks, and it comes to another \$1.9 million for 4,000 square feet. So, knocking off all the new stuff but an entrance way at the front I mean why would that not be the building additions ... I don't know what that will cost but even if we give them half a million dollars, we are still at \$2.5 million to renovate the building that we have. That is just in Phase I and if we do away with half of that ... the special systems and all would probably go in half so that is \$500. We are roughly looking at \$3 million if we were to tear all the new stuff down, build an entrance way, and update all our ... whatever the special systems are of course the police are going to need. They are going to need the best equipment for the interior. So, with me, I see somewhere around \$3 million for this project.*

Clopton: *What I hear you saying is do away with, other than a small entrance way, do away with new construction.*

Pruitt: *All new construction. If you would like to add it into Phase II or don't do Phase II. Let's just do this and then let another council down the road draw plans for all that.*

Clopton: *We want to do away with planning for Phases II and III.*

Pruitt: *Well, I don't know. That is up to the rest of the council. We did not plan on Phase II and III at the fire department or public works. It just seems kind of funny that we are doing it here. If we get a police department right now, down the road if another council still feels like they need a Phase II ... I talked to David, our building inspector, and engineering plans for say Phase III, for*

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something to be built 12 or 15 years from now. Are they just going to throw those plans in the trash? Most likely. I also talked to an electrical engineer. David said that most of our electrical changes are in residential and not commercial, but it is kind of on a 6-year cycle. He explained to me if Phases II and III are 6 years down the road then it is possible the plans will need to be redrawn because of the electrical and mechanical code changes and stuff like that. Heating and air conditioning systems are going to be more efficient and different. Once again just trying to cut the price to get a good number and then what we are doing is going to be the best that we can. Have offices with the best equipment for them. Just once again I want the best, but I want to go back to what we told our taxpayers. What our plans were when we bought that property.

Clopton: *I have one thing that the police have brought up as a concern. It is the training room. I do not know what the requirements are or whether it can be worked into the existing space but there is a concern there.*

Helms: *It is part of the new building project. Could it be moved? Absolutely. We could probably move it into the day room. Remember back in September when we were all talking about this? The training room was also going to be used for Emergency Management for the town. If you take it out, you are taking away from the fire department or council having meetings during hurricanes or other events. Also, if you change the training room that takes away from the Justice Academy because you must meet certain qualifications. They would not come here and teach. We could not bring other people here to educate them. Cutting the training room cuts a lot of things.*

Pruitt: *Is that a square footage that you are required to have?*

Helms: *It is. I don't know exactly what the square footage is. I will have to talk with the Justice Academy.*

Garriss: *Like it or not a training room has to be approved by the state. If it is not approved any training that takes place does not get credit. We do not want to let that happen.*

Pruitt: *Where are you training now?*

Helms: *Upstairs.*

Garriss: *Which has been approved.*

Helms: *I do not say it has to be that size. I can reach out and get what the requirements are. But keep in mind when you put 20 people in a room it starts to get a little heated at times.*

Pruitt: *And once again we want you to have what you need. We are not trying to shove you out to the parking lot for training, please understand that. If you could get us a square footage so that if it can be incorporated into the front addition ... if that is something that is required, and it seems like you really want it ... if we cannot figure out a place in the interior then ...*

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Helms: *We are just trying to think down the road. Every department is going to grow here. Public works, fire, and police. We are going to grow and get bigger in the town, so we are trying to think ahead.*

Clopton: *And Dills, in their design, is familiar with all the requirements.*

Helms: *We gave them the IACP outline which is what you would consider the wish list.*

Garriss: *Council any comments about anything else? I am like Jeff. Everyone here wants to save the town all the money we can, but we must meet the minimum requirements such as that training room.*

Clopton: *Do you just want to back away from Dills and start over?*

Hines: *I need a hard number from them based on what we are trying to do before I can vote for them.*

Pruitt: *I do not feel like we have given Dills a fair shake. I do not think we have ever told them what we want them to do.*

Garriss: *I am not in favor of backing away right now.*

Pruitt: *I do not have a problem regrouping and asking them ... Casey asked the question for me. From what I gather the \$472,000 was based on an \$8 million project. As the building goes down their fees go down. Is that correct Casey?*

Varnell: *Right. All phases.*

Pruitt: *All phases. If we cut it in half will this not go to a couple of hundred?*

Hines: *That is all I have been asking for the whole time. What you just said.*

Clopton: *I appreciate this. Everybody has been telling me their opinion, but I have not felt like it has been from the council.*

Pruitt: *Right.*

Clopton: *I am perfectly willing to go to Dills and tell them the budget is \$3 million.*

Pruitt: *I think it is going to be a little more than that, but I do not want to give them a number and they tell me what they are going to do. I want them to give me something and then let me see if they are giving me a bang for my buck.*

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Clopton: *Okay.*

Garriss: *Remember council. Liliana needs to know something.*

Pruitt: *Liliana wants a number. We do not have a problem with that. Are we going to move away from this?*

Clopton: *Yes. We will put this aside, recontact them, see where we can go from here.*

MPT Pruitt made a motion to table this until the council receives more information from Dills Architects. It was seconded by Councilman Hines. The vote was unanimous, 5-0.

Noble: *I would like to clarify the type of contract. The most common contract for this project is design build. A familiar example for all of you is the beach renourishment project. It is the same type of contract. In this case Dare County handled the whole thing and bid it out for an architect design. It happened to be Ken Willson again. They helped to bid it out and the lowest responsible firm was selected. Then the project starts. The construction company obviously reports to the engineer, the engineer reports to the towns, or in this case Dare County. So, they must manage the project. That is exactly what we are talking about. Basically, it is the same. First design it, then construction documents, bidding, and award the contract. Who manages the project? The contractor as part of the bid here, \$120,000. It will help with the management. When the change orders occur, I hear that happens sometimes before construction, and when they happen, they come to the unit and the units come here for the council to approve. So, when you are talking about budgeting just always consider that the budget is not always the rough numbers. You must have a contingency for unexpected things. Any questions?*

Hines: *I have a comment. Hopefully the change orders will be minimized because they are overseeing the project and they also drew the architectural design of the project.*

Noble: *Of course. But they will have a contingency there. You are right. You hope it does not happen because they designed it, but it happens sometimes. I am talking about the budgeting part. We budget a little contingency there.*

Varnell: *The \$120,000, does that convert this to a design build type contract? Is that what you are saying?*

Noble: *Yes.*

Varnell: *So, if we were to contract with them to do the additional work, which is the oversight and management of the actual project, they are somewhat acting like a general contractor.*

Noble: *They will help us with the bidding ...*

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Varnell: *But that would cost \$120,000 ...*

Noble: *We will be involved in that process, but they are the ones who will design the construction documents.*

Pruitt: *Is that in addition to the \$472,513?*

Varnell: *No. I think it is \$350,813 for the design and \$120,700 for the management, the oversight.*

Garriss: *Council we need to let Liliana know something. I think we all agree we have no problems with that part of why we are here this morning. You have a motion before you to establish a project budget for Phase I of the building only.*

Clopton: *Currently in Fund 41 we have \$1.3 million. That is the fund that has money for this project. We also have a general fund balance of \$4 million that is available for appropriation.*

Pruitt: *If instead of appropriating for a Phase, if we just put the money in a capital fund, can it be used ... if I put a number on Phase I then every penny is going to be spent on Phase I. Can we not just put a certain amount into the capital fund and then discuss a price when we know?*

Garriss: *Just for this project?*

Pruitt: *Just for this project.*

Noble: *Correct.*

Garriss: *Will that give you what you need?*

Noble: *Correct. You can decide the amount you want to transfer to the capital reserve fund for the police department and it will be earmarked for that.*

Pruitt: *I have talked to fellow councilmembers about this. I have no problem of putting \$2 million ... that would have brought it up to \$3,356,025 into the general capital fund. The most popular number amongst the council members I have spoken to seems to be \$2.5 million. I am happy with either, but I believe at this point to move forward we need at least \$3,356,025 into a capital fund or if we put \$2.5 it would be \$3,856,025 in there. That should be enough to get us through at least Phase I. I will make a motion. No, I will let somebody else make a motion because it might go a little bit better.*

Noble: *Can I ask a question? Do you want to move \$2.5 million to the capital reserve fund for this project or do you want to move \$2.5 million to Fund 41, which is this project. Make the budget \$3,856,025 million.*

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Pruitt: *For Phase I?*

Noble: *Yes.*

Pruitt: *No, I would like ...*

Noble: *Into the reserve?*

Pruitt: *Most likely it is going to be \$2.5 because I have already talked to some folks here and they want to go a little bit higher than I do and I don't blame them. So, if we go to that number, I would like to see the \$3,856,025 put into the capital fund and earmarked for that and it cannot be pulled back out down the road and used for something else. This money is set aside for the police department. Period. Can that be ...*

Noble: *Yes, to the reserve or to the fund for the project. Either way.*

Garriss: *Casey can we just take out Phase I and say it is for a police construction project?*

Varnell: *Yes.*

Garriss: *Okay. I am going to make a motion ...*

Varnell: *If Liliana is comfortable with that.*

Walker: *I do not want Phase I.*

Noble: *Again. Are we putting it into the reserve or are we putting it in the project which is Fund 41? If we put it in the reserve, until you get ...*

Walker: *But it cannot be earmarked in reserve?*

Noble: *Yes.*

Garriss: *Fund 41, and the first number, are two different things.*

Noble: *Just remember this project already has its own fund.*

Pruitt: *Are you talking about adding it to the \$1.3?*

Noble: *Correct.*

Pruitt: *I do not have a problem adding the money to the \$1.3 million.*

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Noble: *To make that Fund 41 project budget available, \$3,856,025.*

Pruitt: *If everybody goes with \$2.5 instead of \$2.*

Mayor Garriss made a motion to establish a budget of \$2.5 million for a construction project for the police department building and allocate \$1,356,025 to Fund 41. Councilwoman McClean seconded.

Noble: *It is already there.*

Clopton: *\$1.3 is already there.*

Pruitt: *Put the \$2.5 ...*

[crosstalk]

Noble: *Put \$2.5 million of the available funds to Fund 41 Capital project. To assign it to that project. And remember just because we have a budget does not mean you have to spend every single penny.*

Clopton: *And the remaining money? Do you want to put that anywhere or just leave it unassigned?*

Pruitt: *We will wait until the budget. I want to hear more about the needs of everyone and I need to figure out the age of that fire truck. Liliana, I don't know if you have had a chance to talk to Teresa to find out what a comfortable number in the general fund for a municipality is. Whether it looks bad to have \$10 million or looks worse to have \$1. Is there a comfortable number in that general fund to where it is supposed to come out with a zero balance.*

Noble: *Zero balance. We have \$3.5 million that we keep by ordinance. It is like a savings there. In addition to that we have all the money in the reserve for different projects that we have coming up.*

Pruitt: *If the town hall burns down. Is the \$3 million that you are talking about, is that what we are going to use to build this back?*

Noble: *It is a decision of the council.*

Others said it will be insurance money that will build the town hall back.

Pruitt: *If we need money and it cannot come out of the reserves, does it come out of the general fund?*

Garriss: *It can come out of the reserve too.*

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Noble: *Yes, it can come out of the reserves. The council can undo what has been done.*

Varnell: *You can amend budgets after they are adopted.*

Noble: *We must make sure we have at least 5% of all the expenses. We always have that.*

Garriss: *We have a motion and a second. Any further discussion? All in favor?*

The vote was 5-0.

Liliana, that should give you what you need to proceed.

Clopton: *I will move forward with contacting Dills and talk about our new strategy and see where we go from there.*

Garriss: *If they can possibly have us an answer by our May meeting it sure would be helpful.*

Pruitt: *I would like it way before if they could so we can decide at that meeting.*

McClellan: *If they can get us an answer earlier and you can communicate it to us, we can have everything ready for May instead of just thinking about it when we hear about it.*


Clopton: *They are very responsive. We will see what happens.*


Garriss: *Any further discussion before we adjourn? Good meeting and discussion. Thank you.*

3. ADJOURN

Councilwoman McClellan made a motion to adjourn. It was seconded by MPT Pruitt and the vote was unanimous, 5-0. Time was 9:50 a.m.

These minutes were approved at the June 5, 2023 council meeting.


Lynn J. Morris, Town Clerk


D. Craig Garriss, Mayor