

MINUTES

COUNCIL FINANCE, HUMAN RESOURCES and CITIZEN APPOINTMENT COMMITTEE

Monday, February 27, 2023 – 11:00 AM
City Hall Council Chambers

Members Present: Aaron Baker, Chair, Council Member
Mac Morrow, Vice Chair, Council Member

Staff Present: Wilson Hooper, City Manager
Dean Luebbe, Finance Director
Kelley Craig, Human Resources Director
Becky McCann, Communications Coordinator
Denise Hodsdon, City Clerk

A. Welcome & Call to Order

Committee Chair Aaron Baker welcomed everyone and called the meeting to order at 11:00 AM.

B. Certification of Quorum

Quorum was certified by City Clerk Denise Hodsdon.

C. Approval of Agenda

Motion by Mr. Morrow, seconded by Mr. Baker to approve the agenda as presented. The motion carried unanimously.

D. Approval of Minutes of January 23, 2023 Meeting

Motion by Mr. Morrow, seconded by Mr. Baker to approve the minutes of the January 23, 2023 meeting as presented. The motion carried unanimously.

E. Update re Classification & Compensation Study

Mr. Hooper updated the committee on the classification and compensation study conducted by David Hill of Piedmont Triad Consultants. The study compared Brevard to municipalities of similar size in our region as well as to larger municipalities nearby with whom Brevard might compete for employees. The preliminary report indicates that, by and large, Brevard is pretty competitive. There are some classifications that

need to be adjusted to make them more competitive, but some are competitive right where they are. Mr. Hooper noted that when Mr. Hill compared Brevard to the other municipalities, he was comparing us to what their compensation is right now plus 3%. Based on Transylvania's recent COLA, we already know that 3% is probably not what other agencies are going to use to adjust their compensation. There is still some calculating to do on our end to figure what the price tag of our adjustment is going to be. If we adjust the positions that need to be adjusted to be competitive with surrounding agencies at their current compensation plus 3%, he thinks it is a very reasonable price tag and that we can make it work. Mr. Hooper said that for the upcoming strategic planning retreat, he plans to package the most expensive adjustment option plus an across-the-board adjustment for all employees, to give Council a target number.

F. Audit Response

Mr. Baker and Mr. Morrow reviewed and signed the audit response letter to the Local Government Commission regarding the three areas indicated in the FY 2022 audit that would be considered as a "Financial Performance Indicator of Concern". The letter must be signed by all Councilmembers and delivered to the LGC by March 15th.

G. Update re Committee Applications

The committee reviewed all membership applications received to date for the following boards and committees:

Statutory/Code Committees:

- Planning Board – 1 City-appointed Vacancy – 4 Applications Received
- Transylvania Economic Alliance – 1 City-appointed Vacancy – 4 Applications Received
- Brevard Housing Authority – 1 Application for Reappointment & 1 Application for an Upcoming Resignation

Policy Committees:

- Public Safety Committee – 1 Citizen Vacancy – 1 Application Received
- Public Works Committee – 1 Citizen Vacancy – 2 Applications Received
- Housing Committee – 1 Citizen Vacancy – 3 Applications Received
- Finance, Human Resources & Citizen Appointment Committee – 1 Citizen Vacancy – No Applications Received

Advisory Committees:

- Parks, Trails & Recreation Committee - 5 Citizen Vacancies as of May, 2023 – 3 Applications Received
- Downtown Master Plan Committee – 2 Citizen Vacancies as of May, 2023 – 1 Application Received

The committee decided to extend the application deadline for the Parks, Trails & Recreation Committee and the Downtown Master Plan Committee and for staff to reach out to current members whose terms are expiring. The application deadline was also extended for the Finance, Human Resources and Citizen Appointment Committee.

The committee reviewed and discussed applications for the statutory and policy committees. Mr. Baker noted that Al Platt had vacated his seat on the Transylvania Economic Alliance when he ran for office, and he recommended that Mr. Platt be reappointed to serve out his term. Committee members thought there is value in having experienced members on the Planning and agreed to recommend Molly Jenkins for reappointment. After review of applications for the Public Works and Utilities Committee, it was decided to interview the two applicants before making a recommendation. It was noted that there was an impressive slate of applicants for the Housing Committee. Mr. Morrow said, not to discredit the other applicants, but he felt that Doug Harris has a lot of knowledge and experience in all facets of housing and has been instrumental in working with the Presbyterian Church group on what options they could do with their land, so he would recommend him for the Housing Committee.

Motion by Mr. Morrow, seconded by Mr. Baker to recommend appointment of Molly Jenkins to the Planning Board, Al Platt to the Transylvania Economic Alliance, Rodney Locks and Jennifer Kerr to the Brevard Housing Authority, Kevin Gallo to the Public Safety Committee and Doug Harris to the Housing Committee. The motion carried unanimously. The applications will go to City Council for appointment at its March 20th meeting.

H. Set Date for Next Meeting

The next meeting of the Finance & Human Resources Committee will be on Monday, March 27, 2023, 2022 at 11:00 am.

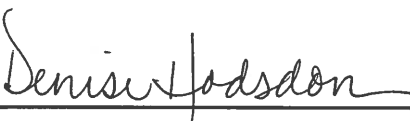
I. Adjourn

There being no further business, the meeting was adjourned at 11:52 AM.

X 

Aaron Baker
Chair, Council Member

Minutes Approved: March 27, 2023

X 

Denise Hodsdon
City Clerk