

# TOWN OF CAROLINA BEACH, NORTH CAROLINA ANNUAL BUDGET - FISCAL YEAR 2024/2025



## TOWN COUNCIL

Lynn Barbee, Mayor

Deb LeCompte, Mayor Pro-Tem

Joe Benson, Council Member

Jay Healy, Council Member

Mike Hoffer, Council Member

## **TOWN STAFF**

Bruce Oakley-Town Manager

Ed Parvin-Deputy Town Manager

Kimberlee Ward-Town Clerk

Debbie Hall-Finance Director

Holly Brooks-Human Resources Director

Alan Griffin-Fire Chief

Vic Ward-Police Chief

Brian Stanberry-Public Works Director

Mark Meyer-Public Utilities Director

Jeremy Hardison-Community Development Director

Eric Jelinski-Parks and Recreation Director

Paula Kempton-Senior Project Manager

Sheila Nicholson-Administrative Services Officer

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# **BUDGET MESSAGE/ORDINANCE**

- Budget Message
- Budget Ordinance



May 28, 2024

To: Mayor Barbee and Town Council Members

From: Bruce Oakley, Town Manager

Re: Recommended Budget for Fiscal Year 24-25

After a lot of hard work and many difficult decisions, I present to you the proposed 2024-25 fiscal year budget for your review and consideration. A tax increase of two cents is required to balance the proposed budget. The inflationary rise over the past several years is the primary cause of the proposed tax increase. While the costs of everything continued to rise, we have been able to keep the tax rate unchanged until now, mainly because of increased revenues and outside funding. We are now seeing Sales and Use Tax revenue flattening and there is less State and Federal funding available. Even with some significant cuts, this budget still addresses needed projects, carries out goals set forth by the Town Council, and continues to provide a high level of services to the community.

The Town has completed several projects this past year, including the Lake Dredge and Stabilization Project, the Brandy Myers Memorial Playground, and the reconstruction of the Carolina Beach Marina. To keep this type of momentum going, we expect to complete or start several new projects in the upcoming budget. The Ocean Sidewalk should be started and completed, the Saint Joseph Street Multi-Use Path should get underway, and the new Boardwalk Bathroom should be under construction. There are also more paving and other improvements including another beach nourishment project this winter.

This budget also enhances our Police and Fire operations. There are new camera security systems, body cameras, and upgraded communication systems. There are also improvements to our Fire and Rescue boat and improvements to the Fire Station's living quarters.

This budget also addresses another important investment, our employees. To keep the skilled and highly trained people working for the town, we must pay them a competitive wage and provide benefits that are comparable to other local governments. This budget incorporates a recently completed pay study along with a cost-of-living increase of 3%. There are also changes to longevity pay and some pro-active health care opportunities.

The Town operates with a general as well as utility fund. The general fund revenues include taxes from property, sales, alcohol sales (ABC), franchise, Powell Bill, parking, and occupancy taxes. To a lesser extent, fees and charges also support the revenues of the general fund. The utility fund revenues are primarily fees collected for water, sewer, and storm water services with rate requirements associated with planned capital improvements. There is a proposed 4% increase in Utility rates to prepare for planned bond issuances for major needed upgrades to our utilities.

**General Fund:** The FY 24-25 balanced budget for the general fund is \$22.4 million compared to \$20.6 million that was proposed in the current fiscal year. Although sales and use tax revenue is flattening, projected revenues are still higher than last year mainly because of a continued increase in property taxes. There is a proposed change in the property tax rate in this budget. The proposed rate would change from 21.5 cents per \$100 of value to 23.5 cents. Each penny of the tax rate will generate approximately \$315,000 in revenue at the proposed rate.

**Personnel:** The general fund supports funding for 97.5 employees. There are no added positions in this budget. We did reorganize the Planning and Inspections Department and changed its mission to be more customer and citizen focused. The department will now be called the Community Development Department and will add project management to its scope of work. This included moving a position from the Executive Department and changing an unfilled Finance position into a project management position.

The Town's provision for a 401 (k) would remain as it is currently allocated: 1% for all employees, and up to a 2% match based on employee contributions.

**Capital Projects:** The general fund includes several projects including the design and improvements to the "Phase III" of the marina, paving of the Weeks lot next to the marina, and improvements to other town facilities. There is also Phase III of the paving project included in the proposed budget.

**Debt Service:** The TCB debt service amortization for the general fund is listed below. Note the totals include CBP3 debt which is funded in the Non-Departmental budget:

FY23	\$	1,384,428
FY24	\$	1,371,277
FY25	\$	1,158,710
FY26	\$	954,882
FY27	\$	932,367

**Fund Balance:** The Town of Carolina Beach had a general fund balance of \$12.6 million as of 6/30/23, or the beginning of this current fiscal year. The unassigned portion is 47% of the general fund budget. This is close to the Council's long-term goal of an unassigned fund balance of 50%. Additionally, receivables expected to be received in FY24 are conservatively estimated at \$1.1 million. Current projections of change in fund balance for FY24 show an expected growth of \$1.4 million. However, this is subject to change if revenues are lower than expected.

**Utility Fund:** The FY 24-25 balanced budget for the utility fund is \$10.5 million compared to \$10 million last year with an appropriation of 29K from the fund balance. The revenue sources are primarily rates charged for water, sewer, and stormwater. This budget includes a transfer to the general fund of \$775,000 for indirect services provided by the general fund. There is a proposed 4% increase in rates consistent with the Town's Infrastructure Plan CB2045. These increases will help prevent larger increases after any bond issuances for future improvements.

**Personnel:** The utility fund employs 31.5 employees. There are no additional employees in the proposed utility fund budget, but there is a change to the organizational chart in the Water section. Staff continue to implement more automation and other measures to improve customer satisfaction and service quality. The Town operates two water treatment plants, 14 wells, 13 lift stations, a wastewater treatment plant, 30 miles of sewer, five miles of force mains, 35 miles of water lines, 4,721 water and sewer accounts, and manages the public stormwater system with four pump stations. There are no new positions planned in the budget and a 3% COLA along with adjustments made through the pay study. The 401 (k) does not change from the current budget.

**Capital Projects:** The design of the wastewater treatment plant's new headworks and the required engineering study for the water system upgrades and storage project will continue in FY 24-25. The Town has started the early phase of bond issuance planning on completion of the full water system upgrade project. The first projects scheduled are the addition

of a well, a 2-million-gallon water storage tank, and the wastewater treatment plant headworks. There are also several stormwater improvement projects scheduled for FY 24-25.

**Debt Service:**

The TCB debt service amortization for the utility fund is as follows:

FY23	\$2,515,328
FY24	\$2,358,859
FY25	\$2,273,946
FY26	\$2,149,634
FY27	\$2,110,698

**Fund Balance:** The change in net position as of 6/30/23 was \$1.9 million with a positive fund balance of \$2,992,609. The projection for 06/30/24 is an increase of \$350,860; \$29,226 of this will be used to balance the budget, leaving \$3,309,427 in the Utility Fund balance.

Town Staff started preparing the proposed budget immediately after the Town Council's Strategic Planning Retreat. The input from the Town Council helped staff craft budget proposals that addressed the goals in the strategic plan. However, as we started comparing expenditure requests with revenues it was clear that many of the proposals could not be funded without a significant increase in revenues. Staff reviewed projects and expenditures in their original proposals and were able to cut items and/or delay projects. However, additional funding was still needed to help improve town services, maintain town facilities and amenities (including the ones added recently), improve infrastructure, and complete important projects.

Increases in taxes and fees are not liked but sometimes needed. In this year's budget, increases will help keep up the momentum that the Town Council, Town Staff, and the community have established over the past few years while maintaining a healthy fund balance. As always, staff will make prudent spending decisions and look for savings while not sacrificing value or service to the community. We are very appreciative of the leadership, input and help from the Mayor and Town Council. We are also grateful for the citizens who took the time to provide input and ask questions about the Town's budget, its operations, and its future plans.



## **Town of Carolina Beach, North Carolina Fiscal Year 2024/2025 Budget Ordinance**

**Whereas**, the Town of Carolina Beach is directed by the North Carolina General Statutes to prepare, adopt and operate by a fiscal budget, and

**Whereas**, the Town of Carolina Beach endeavors to operate responsibly and efficiently in order to maximize the benefit of all revenues and comply with Federal, State and Local guidelines regarding operation and expenditures of public funds, and

**Whereas**, the Town of Carolina Beach recognizes the benefits and returns enjoyed by sound financial planning and management of resources,

**Be It Therefore Resolved by the Town Council of the Town of Carolina Beach, North Carolina, that;**

### **Authorization**

In a regular Town Council Meeting on this the 11th day of June, 2024, a quorum being present, that the following Budget, for Fiscal Year 2024/2025, including Revenues, Unappropriated Surplus, Investment Instruments, Debt Payments, Departmental Expenditures, and Capital Expenditures, be adopted in accordance with the Generally Accepted Governmental Accounting Principles of this State and the Nation, the North Carolina Budget and Fiscal Control Act, and the requisite restrictions and authorizations required by the same.

### **Planning and Fiscal Management**

The Revenues, Expenditures and Message included in this Budget, in conjunction with the Benefit Plan, and Salary Increases constitute the plans and intentions of the Town for sound fiscal management in FY 24/25. The policies of the Town of Carolina Beach, the actions of this Board, and Staff will carry out the plans and fiscal transactions contained within this Budget in order to meet the goals and objectives of the Town with respect to daily operations, development, and provision of services to the residents of this municipality.

The Finance Officer shall administer this Budget document, and shall insure that all officials and the administration are provided appropriate and timely information regarding the status of the Town's finances. Further, the Finance Officer shall provide to the Elected Officials all such pertinent information and guidance as is necessary for the daily operation, implementation of this Budget, and advice on handling the financial endeavors (current and future) of the Town.

**Rate Summary-Taxes**

In accordance with the Budget documents attached, there shall be levied a tax on such taxable property which exists within the municipality. The rate for said tax shall be, as follows, for each one hundred dollars (\$100.00) of valuation of property:

**General Fund** – For general expenses incident to the operation of all General Fund departments, capital projects and for the payment of interest and principal on outstanding debts: **\$.235 per \$100**

**Rate Summary-Water, Sewer and Stormwater Charges**

In accordance with the Budget documents attached, there shall be levied a charge for the use of water and sewer services. The water and sewer rates for said services shall be, as follows, for each one thousand (1,000) gallons of water used after the first 3,000 gallons.

**Water** – For general expenses incident to the operation of all Enterprise Fund departments, capital projects and for the payment of interest and principal on outstanding debt - **A water flat rate charge of \$23.71 for the first 3,000 gallons as identified in the attached schedule of fees then \$6.69 per 1,000 gallons.**

**Sewer** – For general expenses incident to the operation of all Enterprise Fund departments, capital projects and for the payment of interest and principal on outstanding debts - **A sewer flat rate charge of \$42.85 for the first 3,000 gallons as identified in the attached schedule of fees then \$11.35 per 1,000 gallons.**

**Stormwater** – For general expenses incident to the operation of all Enterprise Fund departments, capital projects and for the payment of interest and principal on outstanding debts - **\$18.22 per Equivalent Residential Unit (ERU).**

**Other Rates and Fees**

Other Rates and Fees will be charged for services as listed and periodically amended in this Budget Document and as included in the Town's Rate and Fee Schedule.

**Fiscal Calendar for Revenues and Expenditures/Appropriations**

The Revenues and Expenditures detailed in this document shall be available and appropriated for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025.

**Distribution**

Copies of this ordinance shall be furnished to the members of the Town Council, the Town Manager, the Finance Officer, and all Department Heads.



**Be It Further Resolved by the Town Council of Carolina Beach, NC, that:**

The following anticipated Fund Revenues, Departmental Expenditures, and Interfund Transfers are approved and appropriated for the Town of Carolina Beach's operations for the Fiscal Year beginning July 1, 2024 and ending June 30, 2025:

**SECTION I -- General Fund**

**Revenues:**

Property Taxes	\$7,420,484
Sales Taxes	3,529,096
Freeman Park	1,125,949
Parking	3,216,686
Solid Waste Fees	2,198,452
ABC Revenue	698,500
Reimbursement from Utility Fund	775,000
Powell Bill	235,504
Grants	25,000
Franchise Fees	831,869
Room Occupancy Tax	1,050,258
Building Permits	244,437
App Fund Bal Powell Bill	0
Other Revenue	1,065,026
<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$22,416,261</b>

**Expenditures:**

Non-Departmental	\$270,430
Debt Service	1,444,335
Legislative	294,800
Executive	1,509,400
Clerk	197,789
Finance	519,062
Human Resources	684,519
Planning & Development	1,062,040
Police Department	4,397,190
Ocean Rescue	774,646
Fire Department	2,459,365
Marina	392,881
Powell Bill	212,000
Fleet Maintenance	301,000
Parking	848,398
Environmental	4,568,598
Parks and Recreation	1,672,861
Beach Maintenance	606,713
Boardwalk	200,234
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$22,416,261</b>

**SECTION 2 -- Utilities Fund**

**Revenues:**

Water Monthly Service Fees	\$2,711,748
Sewer Monthly Service Fees	4,576,928
Stormwater Monthly Service Fees	1,739,984
Wholesale Sewer Services	314,554
Other Revenue	1,129,302
Appropriated Fund Balance	29,226
<b>TOTAL ESTIMATED UTILITIES FUND REVENUES</b>	<b>\$10,501,742</b>

**Expenditures:**

Debt Service	\$2,316,099
Administration	1,473,437
Waste Water Treatment	1,348,840
Waste Water Collection	1,904,297
Water Distribution	1,581,301
Water & Sewer Fleet Maintenance	298,500
Stormwater	1,579,268
<b>TOTAL ESTIMATED UTILITIES FUND EXPENDITURES</b>	<b>\$10,501,742</b>

**Total For All Funds** **\$32,918,003**

**SECTION 3 - Ad Valorem Taxes**

An Ad Valorem tax rate of \$.235 (twenty-three and 1/2 cents) per hundred (\$100) valuation of taxable property, as listed for taxes as of January 2024 is hereby levied and established as the official tax rate for the Town of Carolina Beach for Fiscal Year 2024-2025. The rate is based upon a total projected valuation of \$3,155,145,000 with an estimated tax collection rate of 99.00%. The purpose of the Ad Valorem tax levy is to raise sufficient revenue to assist in financing necessary municipal government operations in Carolina Beach.

**SECTION 4 -- Documentation**

Copies of this ordinance will be kept on file at the Municipal Building and shall be furnished to the Town Clerk and Finance Officer to provide direction in the collection of revenues and disbursement of Town Funds.

**SECTION 5 - Special Authorization**

- A. The Town Manager shall serve as Budget Officer.
- B. The Budget Officer shall be authorized to make Interdepartmental Transfers, within the same fund, not to exceed 10% of the Departmental allocation being reduced. Notification of all transfers shall be made to the Town Council at the next regular meeting following the transfer.
- C. The Budget Officer may make Interfund Loans not to exceed 10% of the appropriated revenues for a period of no more than sixty (60) days and shall inform the Town Council of the loan at the next regular meeting following the loan of the funds.

**SECTION 6 - Restrictions of the Budget Officer**

- A. Interfund transfers of monies shall be made only with prior approval of the Town Council.
- B. Capital Reserve funds may not be expended without approval by the Town Council.
- C. A minimum of eight percent (8%) fund balance shall remain in the General Fund.

**SECTION 7 - Budget Amendments**

The North Carolina Local Government Budget and Fiscal Control Act allows the Town Council to amend the budget ordinance any time during the fiscal year, so long as it complies with the North Carolina General Statutes. The Council must approve all budget amendments.

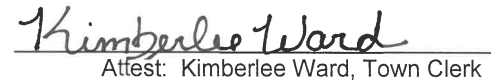
**SECTION 8 - Utilization of Budget and Budget Ordinance**

This ordinance and the budget documents shall be the basis for the financial plan of the Town of Carolina Beach during the 2024/2025 Fiscal Year. The Budget Officer shall administer the budget. The accounting system shall establish records which are in consonance with the budget and this ordinance and the appropriate statutes of the State of North Carolina.

**Ordinance No. 24-1225 for Operating Budget FY 2024/2025**

*Adopted this the 11th day of June, 2024*

  
Albert L. Barbee, Mayor

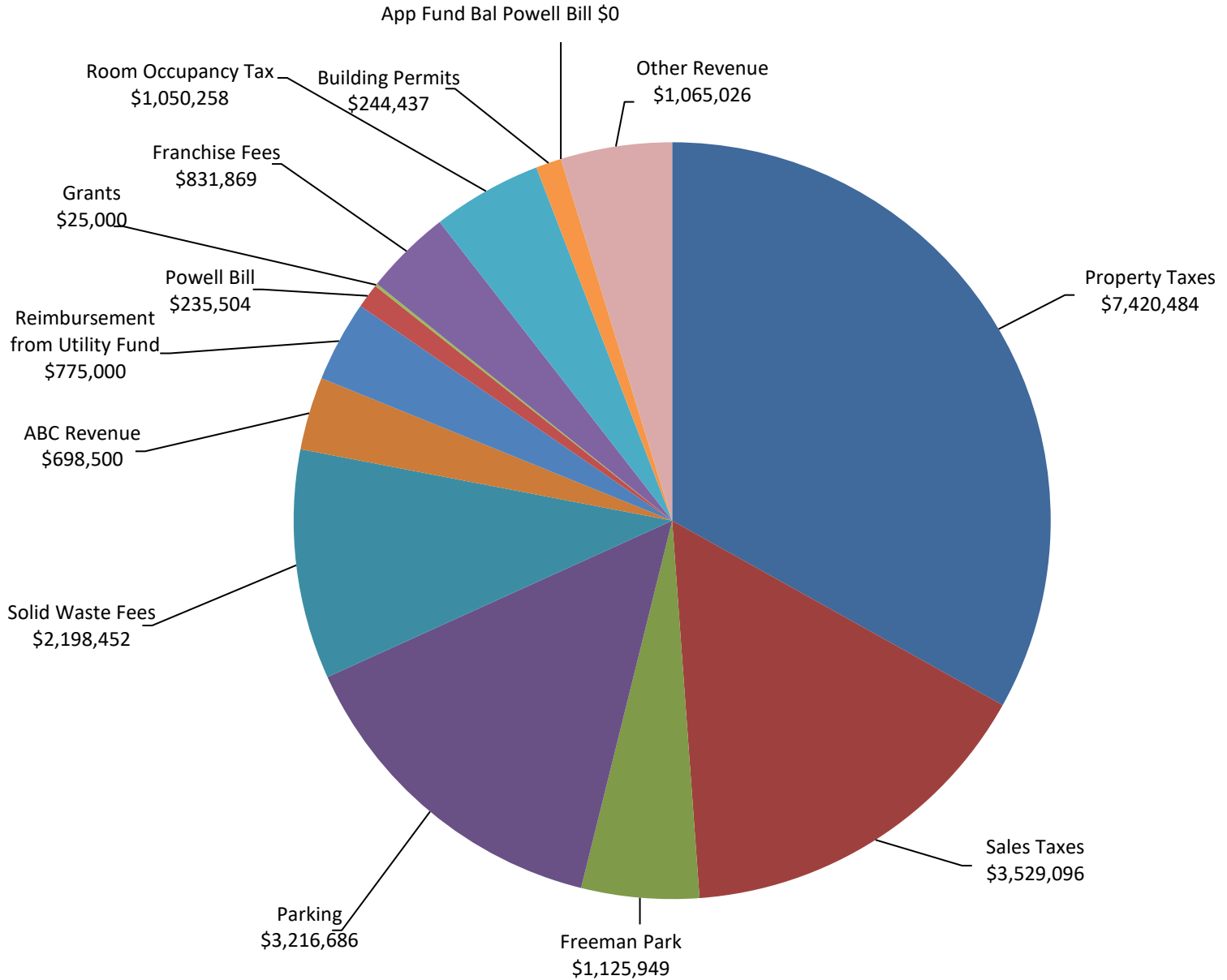
  
Attest: Kimberlee Ward, Town Clerk



# **GRAPHIC INFORMATION**

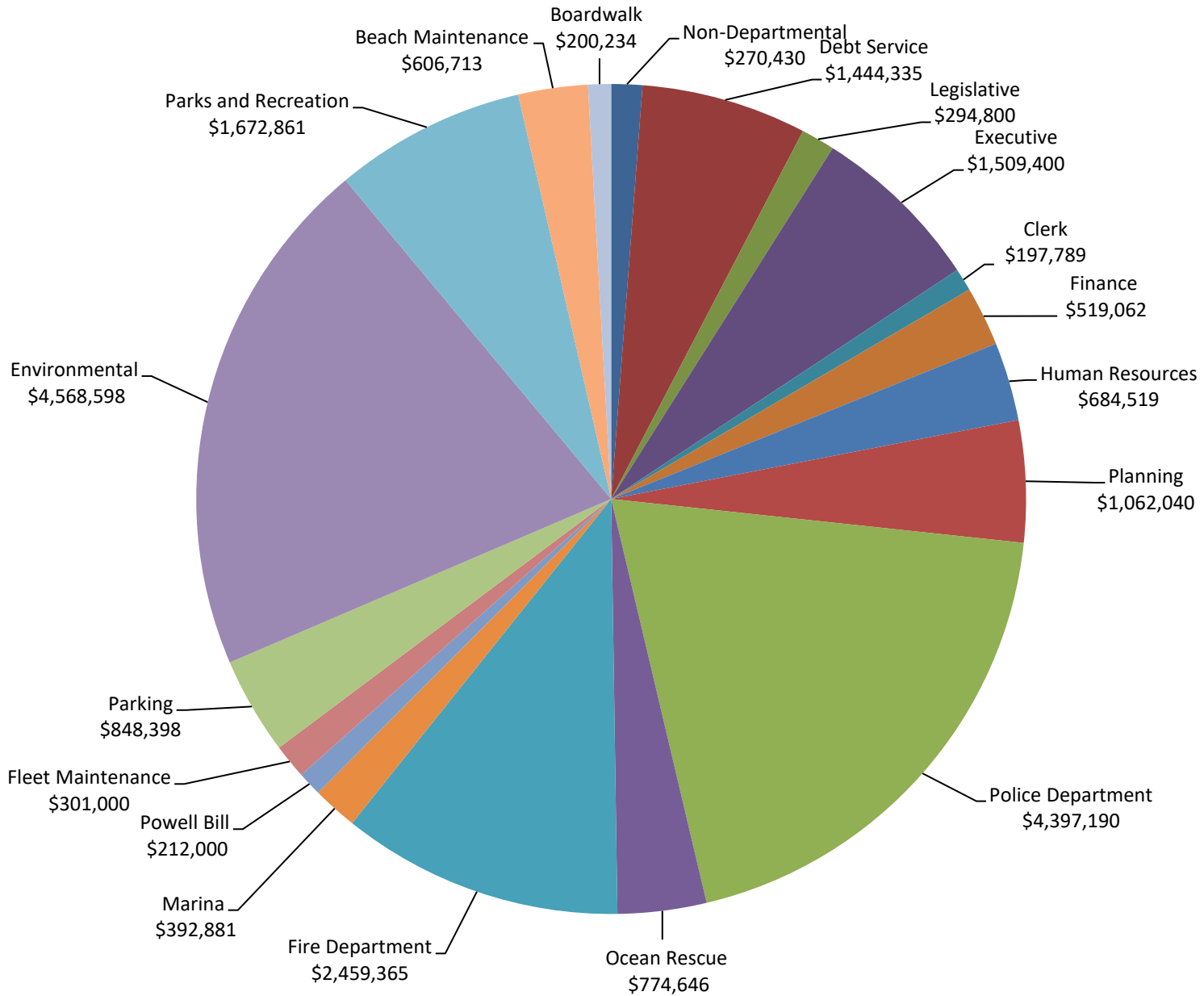
# General Fund Revenues-Fiscal Year 24/25

## \$22,416,261



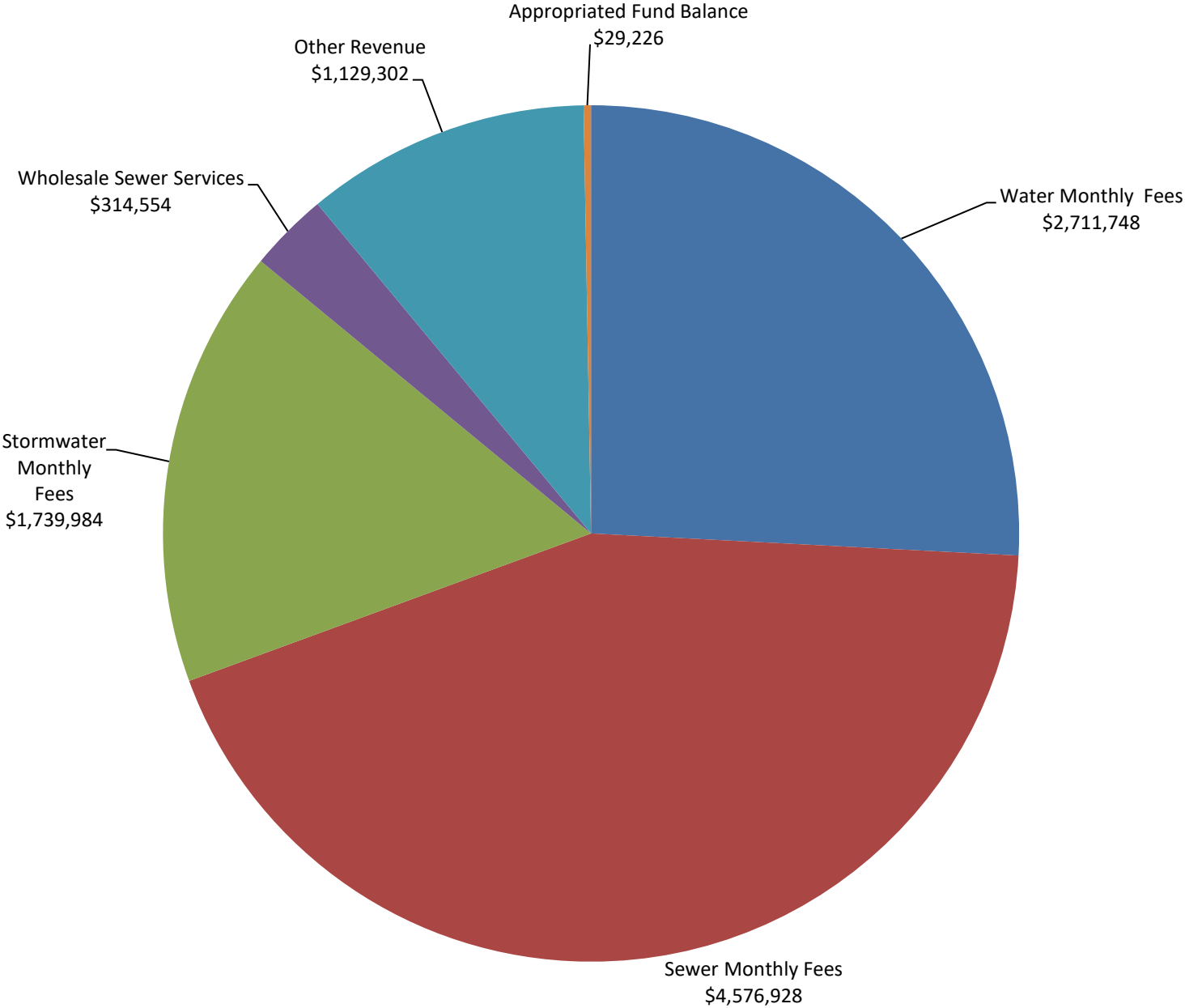
# General Fund Expenditures-Fiscal Year 24/25

## \$22,416,261



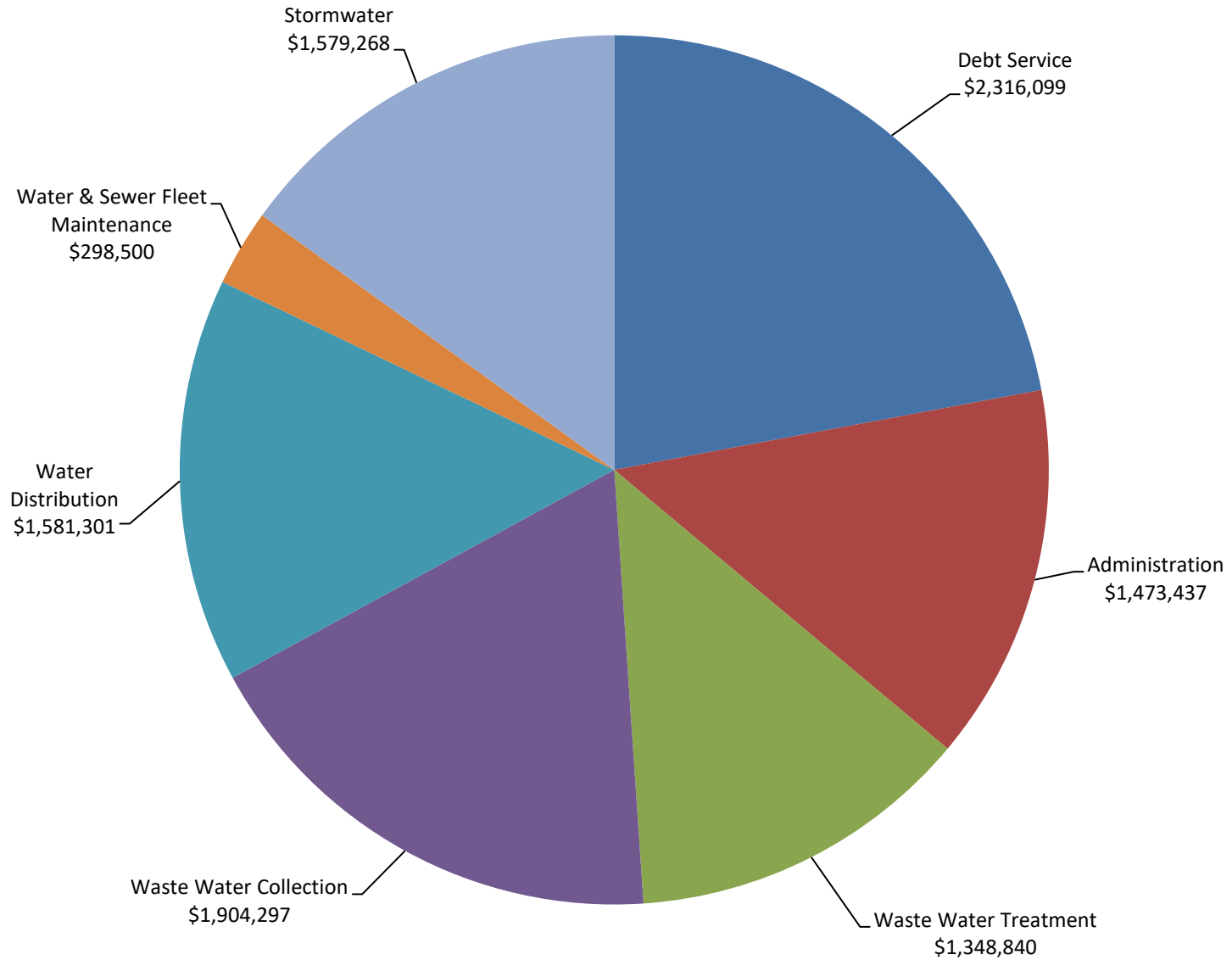
# Utility Fund Revenues-Fiscal Year 24/25

## \$10,501,742



# Utility Fund Expenditures-Fiscal Year 24/25

## \$10,501,742





# **SUMMARY INFORMATION**

## REVENUE SUMMARIES

### General Fund

	2021/2022 Budget	2022/2023 Budget	2023/2024 Budget	2024/2025 Budget
Property Taxes	\$6,352,971	\$6,492,270	\$6,625,684	\$7,420,484
Sales Taxes	1,921,782	2,508,705	3,446,398	3,529,096
Freeman Park	999,103	911,335	1,049,101	1,125,949
Parking	1,929,170	2,991,157	2,933,699	3,216,686
Solid Waste Fees	1,804,229	1,985,463	2,090,749	2,198,452
ABC Revenue	550,000	604,256	663,112	698,500
Transfer from Utility Fund	400,000	750,000	750,000	775,000
Powell Bill	167,346	213,400	211,512	235,504
Grants	24,500	74,500	48,855	25,000
Franchise Fees	575,611	682,683	722,886	831,869
Room Occupancy Tax	739,263	906,447	1,145,086	1,050,258
Building Permits	329,900	445,887	234,338	244,437
Appropriated Fund Balance	17,654	650,020	4,038	0
Other Revenues	742,655	562,719	700,918	1,065,026
<b>TOTAL GENERAL FUND</b>	<b>\$16,554,184</b>	<b>\$19,778,842</b>	<b>\$20,626,376</b>	<b>\$22,416,261</b>

### Utilities Fund

	2021/2022 Budget	2022/2023 Budget	2023/2024 Budget	2024/2025 Budget
Customer Charges - Water & Sewer	\$6,463,655	\$6,721,242	\$6,964,813	\$7,603,230
Stormwater Fees	1,522,107	1,596,891	1,644,798	1,739,984
Other Revenue	1,059,470	1,602,516	1,180,175	1,129,302
Appropriated Fund Balance	283,143	238,506	258,957	29,226
<b>TOTAL UTILITIES FUND</b>	<b>\$9,328,375</b>	<b>\$10,159,155</b>	<b>\$10,048,743</b>	<b>\$10,501,742</b>

<b>TOTAL ALL FUNDS</b>	<b>\$25,882,559</b>	<b>\$29,937,997</b>	<b>\$30,675,119</b>	<b>\$32,918,003</b>
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**EXPENDITURE SUMMARIES**

<b><u>General Fund</u></b>	<b>2021/2022 Budget</b>	<b>2022/2023 Budget</b>	<b>2023/2024 Budget</b>	<b>2024/2025 Budget</b>
Non-Departmental	\$247,862	\$266,223	\$273,446	\$270,430
Debt Service	\$864,572	1,425,899	1,404,270	1,444,335
Legislative	\$442,878	416,285	263,612	294,800
Executive	\$1,211,089	1,389,010	1,570,636	1,509,400
Clerk	\$162,117	181,354	189,504	197,789
Finance	\$409,468	510,160	590,325	519,062
Human Resources	\$555,720	644,659	670,258	684,519
Planning & Development	\$685,503	804,983	775,867	1,062,040
Police Department	\$2,941,301	3,357,908	3,936,579	4,397,190
Ocean Rescue	\$514,229	633,745	682,212	774,646
Fire Department	\$1,659,253	2,080,243	2,082,167	2,459,365
Marina	\$114,494	113,476	234,337	392,881
Powell Bill	\$185,000	863,420	215,500	212,000
Fleet Maintenance	\$271,250	335,250	323,000	301,000
Parking	\$356,980	873,686	592,462	848,398
Environmental	\$3,699,394	3,843,749	4,413,197	4,568,598
Parks & Recreation	\$1,217,649	1,202,134	1,536,082	1,672,861
Beach Maintenance	\$954,425	787,158	594,348	606,713
Municipal Service District/Boardwalk	61,000	49,500	278,574	200,234
<b>TOTAL GENERAL FUND</b>	<b>\$16,554,184</b>	<b>\$19,778,842</b>	<b>\$20,626,376</b>	<b>\$22,416,261</b>

<b><u>Utilities Fund</u></b>	<b>2021/2022 Budget</b>	<b>2022/2023 Budget</b>	<b>2023/2024 Budget</b>	<b>2024/2025 Budget</b>
Debt Service	\$2,525,699	\$2,539,647	\$2,391,680	\$2,316,099
Administration	\$1,265,827	1,403,344	1,390,187	1,473,437
Waste Water Treatment	1,075,594	1,009,109	1,165,769	1,348,840
Waste Water Collection	1,698,413	1,776,760	1,807,595	1,904,297
Water Distribution	1,321,928	1,681,146	1,389,662	1,581,301
Water & Sewer Fleet Maintenance	222,700	303,000	291,000	298,500
Stormwater	1,218,214	1,446,149	1,612,850	1,579,268
<b>TOTAL UTILITIES FUND</b>	<b>\$9,328,375</b>	<b>\$10,159,155</b>	<b>\$10,048,743</b>	<b>\$10,501,742</b>

<b>TOTAL ALL FUNDS</b>	<b>\$25,882,559</b>	<b>\$29,937,997</b>	<b>\$30,675,119</b>	<b>\$32,918,003</b>
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**REVENUE ASSUMPTIONS**

The following information briefly explains major sources of revenues and describes the means used to project anticipated income for the Town of Carolina Beach 2024/2025:

<b>Ad Valorem Taxes</b>	Ad Valorem or property tax income is based on a \$0.235 tax rate per \$100 of assessed valuation estimated at \$3,155,145,000 with a 99.00% collection rate. Taxes are collected by New Hanover County on behalf of the Town. By law, the Town may only estimate collections at the previous year's percentage.
<b>Interest of Investments</b>	The Town generates this income by investing its idle cash primarily in the North Carolina Capital Management Trust accounts and CDs. An average monthly balance of idle cash from each fund was determined using historical trend analysis and by performing cash flow projections for FY 24/25.
<b>State Collected Revenues</b>	The State collects and distributes utility franchise tax to municipalities.
<b>Local Option Sales Tax</b>	The state collects and distributes the proceeds from locally levied tax on retail sales. The tax consists of one (1) cent and two half (0.5) cent taxes which each local government in the county receives a portion based on an ad valorem (property tax) basis. There is also a 1/4 cent local sales tax levied by the County commissioners that was effective July 1, 2010.
<b>Powell Bill Funds</b>	Powell Bill Funds are generated from the State's Gasoline Tax. A certain percentage of this tax is returned to municipalities through a formula based on the town's population and street mileage. Powell Bill Funds can only be used for street maintenance, construction, traffic signs, curbs and gutters, sidewalks, drainage, and other related needs.
<b>Water &amp; Sewer Charges</b>	The Town sells potable water to residences and commercial establishments within the Town of Carolina Beach limits.
<b>Garbage Fees</b>	There is a user fee charged for once a week, curb-side residential collection. The cost for commercial dumpster service is based on the size of dumpster and the number of pick-ups per week. This rate will cover our costs to GFL, our solid waste contractor, who receives COLA based on our contract. Customers also have the option of second pick-ups of refuse during a week if they live in the approved areas.
<b>Transfers</b>	Transfers are an appropriation from one fund to another fund.
<b>Fund Balance</b>	This revenue source comes from the Town's surplus in any of the Town's operating Funds. The appropriation of fund balance is necessary to balance projected revenues and expenditures. The level of appropriation is determined between the estimated revenues and estimated expenditures for the upcoming fiscal year.
<b>Utilities Transfer Tax</b>	Monies collected by State for distribution to municipalities.
<b>Other</b>	All other revenue sources were projected by using one or a combination of the following forecasting methods: historical trend analysis, projections from the North Carolina League of Municipalities, and institutional knowledge.

# **CAROLINA BEACH INFORMATION AND STANDARD BUDGET PROCESS**

- Description of Carolina Beach
- Budget Process

## **DESCRIPTION OF CAROLINA BEACH**

### **Location**

Carolina Beach is located on the Atlantic Coast of Southeastern North Carolina and is 15 miles from the historical city of Wilmington. It contains approximately 3.5 square miles with a permanent population of 6,500, which swells to over 30,000 during the tourist season (Memorial Day through Labor Day).

### **History**

As the City of Wilmington prospered in 1866, a number of its residents built "beach homes" on the coast. They eventually decided to develop the beach into a summer resort. A group of men constructed a narrow gage railroad to transport people from J.W. Harper's side-wheel riverboat where Snow's Cut meets the Cape Fear River to the new resort named Carolina Beach. From such a delightful beginning, up to the present day, Carolina beach has been blessed by nature with a long summers and very mild winters. The year-round average temperature is 65 degrees.

### **Area Attractions**

Fishing grounds off Carolina Beach are listed as the best anywhere on the coast. There is surf fishing, fresh water fishing in the Cape Fear River, fishing from the pier, and trolling in the Gulf Stream. Carolina Beach has one of the largest charter boat fleets on the East Coast.

The Carolina Beach State Park is home to a variety of natural areas making it one of the most biologically diverse parks in North Carolina. This area is part of a small region of the world where the Venus Fly Trap grows naturally. The North Carolina Aquarium is located less than two miles from Historic Fort Fisher where you can view live marine life and participate in special aquatic programs.

### **Special Events**

In addition to its clean, uncrowded shores, Carolina Beach hosts a variety of fun and exciting special events that attract visitors from around the country and around the corner. Some of the events include the summer fireworks and outdoor movies, Beach Music Festival, July 4th Celebration Fireworks Display, and the Island of Lights Holiday Festivities.

### **Government**

The Town of Carolina Beach has a Council-Manager form of government. Legislative and policy-making authority rests with a Mayor and a four member Town Council. The Mayor is re-elected every two (2) years, and Council is re-elected every four (4) years with overlapping terms. The Council hires a Town Manager to carry out its policies, as well as manage and direct daily operations of the town. The Town provides police protection, maintains streets, and operates a water and sanitary sewer system. Residential and commercial sanitation service is contracted to a private waste disposal system, GFL. Recycling is also contracted to GFL. The Carolina Beach Fire Department is a municipal department, owns all of the equipment, and pays for operations and maintenance costs, along with workman's compensation insurance. Full and part-time staff are paid salaries, and volunteer firefighters are paid per-call fees. EMS is provided by New Hanover Regional Medical Center, which is a private entity. There is an EMS station with a full-time paid ACLS at Federal Point Medical Center within the town limits of Carolina Beach.

### **Public Service Enterprises**

Electric Distribution service is provided by Duke-Progress Energy. Telephone, internet, and cable television services are offered by various telecommunication companies in the area.

**BUDGET PROCESS**

The Town of Carolina Beach starts its budget process in January each year, and works methodically until its adoption in June. In addition to the routine work involved in preparing a budget, the process at Carolina Beach makes a point of soliciting input/suggestions from employees, department heads, Town Manager, Town Council, and citizens. The Council and staff believe that a high level of involvement aids in establishing practical goals, addressing current community needs, and helps to foster a better understanding of the "big picture" in Carolina Beach; needs can be identified, understood, and addressed in the most efficient and effective manner. The following is a general outline of the budget/preparation schedule each fiscal year:

<b>January</b>	Council holds budget workshop to discuss preliminary budget.
<b>February</b>	Council holds a public hearing in order to give the community the opportunity to voice their needs and concerns and to receive requests from non-profit groups.
<b>March</b>	Manager meets with department heads to review and select Capital Outlay projects.
<b>April</b>	Council holds several budget workshop to review the status of the upcoming fiscal year budget.
<b>May</b>	Manager presents recommended budget at a public hearing.
<b>June</b>	Council adopts the upcoming fiscal year budget.

# **BUDGET DETAILED LINE ITEMS**

- General Fund
- Utilities Fund



**GENERAL FUND REVENUES**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
10-301-000. Ad Valorem-Current Year	\$6,448,270	\$6,448,270	\$6,581,684	\$6,596,309	\$7,380,484	\$7,380,484	\$7,380,484
10-301-001. Ad Valorem-1st Prior Year	\$25,000	\$25,000	\$25,000	\$23,526	\$20,000	\$20,000	\$20,000
10-301-002. Ad Valorem-Prior Years	\$4,000	\$4,000	\$4,000	\$5,768	\$5,000	\$5,000	\$5,000
10-317-000. Tax Penalties	\$15,000	\$15,000	\$15,000	\$17,710	\$15,000	\$15,000	\$15,000
10-319-000. Town Reentry Decal	\$2,500	\$2,500	\$1,200	\$9,640	\$5,000	\$5,000	\$5,000
10-319-010. Golf Cart Permits	\$35,000	\$35,000	\$70,991	\$92,959	\$75,000	\$75,000	\$75,000
10-319-015. Taxi cab permit/driver	\$75	\$75	\$45	\$240	\$150	\$150	\$150
10-319-020. Tow Company Application Fee	\$400	\$400	\$200	\$600	\$400	\$400	\$400
10-322-000. Parking Lot Collect	\$1,646,277	\$1,646,277	\$1,545,932	\$1,642,763	\$1,716,983	\$1,716,983	\$1,716,983
10-323-000. Parking Citations	\$222,908	\$222,908	\$300,000	\$267,675	\$372,447	\$372,447	\$372,447
10-324-000. Parking On-Street (Meters)	\$782,624	\$782,624	\$837,767	\$366,252	\$821,755	\$821,755	\$821,755
10-325-000. Privilege License	\$1,010	\$1,010	\$1,855	\$1,370	\$1,862	\$1,862	\$1,862
10-325-025. Privilege License Penalty	\$500	\$500	\$50	\$700	\$50	\$50	\$50
10-325-030. Business Registration	\$1,500	\$1,500	\$2,000	\$1,970	\$2,280	\$2,280	\$2,280
10-328-000. Parking Permits	\$339,348	\$339,348	\$250,000	\$326,056	\$305,501	\$305,501	\$305,501
10-329-000. Interest on Investments	\$80,000	\$80,000	\$200,000	\$645,201	\$400,000	\$400,000	\$400,000
10-330-000. NC Remit	\$1,000	\$1,000	\$800	\$500	\$500	\$500	\$500
10-330-003. Digital Forensic Investigation	\$800	\$800	\$0	\$1,965	\$500	\$500	\$500
10-331-000. Civil Citations-LOCAL	\$15,000	\$15,000	\$2,000	\$700	\$2,000	\$2,000	\$2,000
10-332-000. Mooring Field	\$15,000	\$15,000	\$15,000	\$36,866	\$29,000	\$29,000	\$29,000
10-333-000. Dock Rent	\$92,534	\$92,534	\$98,777	\$97,391	\$181,584	\$181,584	\$181,584
10-335-000. Miscellaneous Revenue	\$40,000	\$40,000	\$25,000	\$241,171	\$20,000	\$20,000	\$20,000
10-335-002. Cell Tower Rental Fee	\$114,876	\$114,876	\$122,001	\$119,188	\$163,133	\$163,133	\$163,133
10-335-003. Credit Card Surcharge Fees	\$8,000	\$8,000	\$8,000	\$5,052	\$5,000	\$5,000	\$5,000
10-335-004. Parking CC Surcharges & Fees	\$0	\$0	\$0	\$10,643	\$0	\$0	\$0
10-335-005. Credit Card Surcharge Fee FP	\$0	\$0	\$0	\$2,577	\$0	\$0	\$0
10-336-000. Filming Revenue	\$0	\$0	\$4,000	\$9,400	\$2,000	\$2,000	\$2,000
10-337-000. Utility SalesTax	\$480,102	\$480,102	\$518,814	\$329,857	\$589,045	\$589,045	\$589,045
10-337-001. Cable TV Sales Tax	\$87,705	\$87,705	\$82,071	\$36,382	\$79,691	\$79,691	\$79,691
10-340-000. Chamber of Commerce Rent	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000	\$3,000
10-340-100. Town Property Rental	\$2,700	\$2,700	\$4,800	\$2,400	\$0	\$0	\$0
10-341-000. Beer & Wine Tax	\$26,806	\$26,806	\$26,806	\$32,638	\$30,500	\$30,500	\$30,500
10-343-000. Powell Bill	\$213,400	\$213,400	\$211,512	\$235,504	\$235,504	\$235,504	\$235,504
10-345-000. Sales Tax County	\$1,172,758	\$1,172,758	\$1,670,415	\$1,115,352	\$1,665,291	\$1,665,291	\$1,665,291
10-346-000. Occupancy Tax	\$906,447	\$906,447	\$1,145,086	\$1,241,634	\$1,050,258	\$1,050,258	\$1,050,258
10-347-000. ABC Revenues	\$577,450	\$577,450	\$636,306	\$523,019	\$668,000	\$668,000	\$668,000
10-348-000. Sales Tax Statewide	\$1,021,524	\$1,021,524	\$1,401,610	\$957,295	\$1,421,653	\$1,421,653	\$1,421,653
10-348-002. Sales Tax New .25%	\$314,423	\$314,423	\$374,373	\$303,188	\$442,152	\$442,152	\$442,152
10-350-010. Loan Proceeds	\$0	\$2,827,810	\$0	\$0	\$0	\$0	\$0

**GENERAL FUND REVENUES**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
10-350-100. Fire House Subs Grant	\$0	\$0	\$0	\$39,900	\$0	\$0	\$0
10-351-000. Court Fees	\$1,200	\$1,200	\$1,200	\$2,274	\$1,200	\$1,200	\$1,200
10-355-000. Building Permits	\$55,977	\$55,977	\$15,000	\$700	\$15,000	\$15,000	\$15,000
10-355-005. Building Inspections	\$312,555	\$312,555	\$133,673	\$1,538	\$129,037	\$129,037	\$129,037
10-355-010. Fill/Driveway Permit	\$3,000	\$3,000	\$3,000	\$2,325	\$3,000	\$3,000	\$3,000
10-355-020. Planning Permits & Fees	\$61,255	\$61,255	\$67,400	\$99,179	\$88,000	\$88,000	\$88,000
10-355-025. Planning Violations	\$200	\$200	\$265	\$825	\$600	\$600	\$600
10-355-030. Fire Marshall Inspections	\$11,000	\$11,000	\$13,000	\$8,290	\$7,000	\$7,000	\$7,000
10-355-035. Pyrotechnics Display Permit	\$0	\$0	\$0	\$2,250	\$0	\$0	\$0
10-355-055. Recovery Fund Permit	\$100	\$100	\$200	\$0	\$0	\$0	\$0
10-356-000. CAMA Permits	\$1,800	\$1,800	\$1,800	\$920	\$1,800	\$1,800	\$1,800
10-358-005. Finger Printing/Background Check	\$500	\$500	\$2,000	\$2,620	\$2,500	\$2,500	\$2,500
10-358-010. Solid Waste Disposal Tax	\$5,065	\$5,065	\$5,390	\$3,970	\$5,497	\$5,497	\$5,497
10-359-000. Refuse Collection Fees	\$1,980,398	\$1,980,398	\$2,085,359	\$2,003,716	\$2,192,955	\$2,192,955	\$2,192,955
10-370-000. Freeman Park Citations	\$5,000	\$5,000	\$4,000	\$750	\$1,000	\$1,000	\$1,000
10-371-000. Freeman Prk Annual Fee	\$346,085	\$346,085	\$479,488	\$458,990	\$505,859	\$505,859	\$505,859
10-372-000. Freeman Prk Daily Fee	\$476,650	\$476,650	\$480,613	\$453,733	\$525,441	\$525,441	\$525,441
10-373-000. Freeman Park Camping Fees	\$83,600	\$83,600	\$85,000	\$81,955	\$93,649	\$93,649	\$93,649
10-380-001. Carolina Beach Market	\$21,000	\$21,000	\$21,000	\$24,355	\$23,000	\$23,000	\$23,000
10-380-002. Events	\$5,000	\$5,000	\$3,000	\$8,640	\$5,000	\$5,000	\$5,000
10-383-000. Sale of Fixed Assets	\$1,000	\$1,000	\$1,000	\$99,643	\$1,000	\$1,000	\$1,000
10-387-000. Grant- Police Body Cameras	\$24,500	\$24,500	\$24,500	\$0	\$0	\$0	\$0
10-387-015. NC Forensic/ US Secret Service Fund	\$0	\$0	\$0	\$25,000	\$25,000	\$25,000	\$25,000
10-387-020. ABC Law Enforcement Grant	\$50,000	\$50,000	\$24,355	\$23,000	\$0	\$0	\$0
10-387-025. Grant- Internet Crimes Against Childr	\$0	\$16,712	\$0	\$0	\$0	\$0	\$0
10-395-000. Interest on Assessments	\$0	\$0	\$0	\$412	\$0	\$0	\$0
10-396-001. Grant - NCLWF Freeman Park	\$0	\$0	\$0	\$3,994,286	\$0	\$0	\$0
10-396-003. Donations - Boardwalk Fish Tiles/Ber	\$10,000	\$10,000	\$10,000	\$18,000	\$14,000	\$14,000	\$14,000
10-397-000. T/F from other fund	\$0	\$41,379	\$0	\$924	\$0	\$0	\$0
10-397-002. Parks & Rec. Fees	\$225,000	\$225,000	\$225,000	\$290,965	\$290,000	\$290,000	\$290,000
10-397-003. Reimbursement from W&S Fund	\$750,000	\$750,000	\$750,000	\$0	\$775,000	\$775,000	\$775,000
10-397-004. Transfer to Project Fund	\$0	\$206,669	\$0	\$0	\$0	\$0	\$0
10-398-002. State Fire Protection Grant	\$0	\$0	\$0	\$1,209	\$0	\$0	\$0
10-399-000. Appropriated Fund Balance	\$0	\$708,724	\$0	\$0	\$0	\$0	\$0
10-399-002. APP FUND BAL-POWELL BILL	\$650,020	\$650,020	\$4,038	\$0	\$0	\$0	\$0
<b>GENERAL FUND REVENUE TOTALS</b>	<b>\$19,778,842</b>	<b>\$23,166,798</b>	<b>\$20,626,376</b>	<b>\$22,954,830</b>	<b>\$22,416,261</b>	<b>\$22,416,261</b>	<b>\$22,416,261</b>

**NON-DEPARTMENTAL BUDGET (408)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-408-068. Election Expenses	\$0	\$0	\$8,790	\$8,050	\$0	\$0	\$0
10-408-069. CBP3-Non Profit	\$196,849	\$196,849	\$180,600	\$179,136	\$176,151	\$176,151	\$176,151
10-408-070. Donation-Non Profits	\$40,500	\$40,500	\$47,000	\$49,000	\$71,500	\$46,500	\$46,500
10-408-071. Donation Chamber of Commerce	\$17,500	\$17,500	\$25,000	\$25,000	\$35,000	\$35,000	\$35,000
10-408-073. Donation - WAVE	\$11,374	\$11,374	\$12,056	\$12,056	\$12,779	\$12,779	\$12,779
<b>M&amp;O Totals</b>	<b>\$266,223</b>	<b>\$266,223</b>	<b>\$273,446</b>	<b>\$273,242</b>	<b>\$295,430</b>	<b>\$270,430</b>	<b>\$270,430</b>
<b>Non-Departmental Expense Totals</b>	<b>\$266,223</b>	<b>\$266,223</b>	<b>\$273,446</b>	<b>\$273,242</b>	<b>\$295,430</b>	<b>\$270,430</b>	<b>\$270,430</b>

**DEBT SERVICE (409)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-409-015. Debt Service	\$1,329,080	\$1,375,586	\$1,288,077	\$4,089,737	\$1,212,304	\$1,212,304	\$1,212,304
10-409-030. Vehicle Lease	\$96,819	\$91,692	\$116,193	\$133,728	\$232,031	\$232,031	\$232,031
<b>M&amp;O Totals</b>	\$1,425,899	\$1,467,278	\$1,404,270	\$4,223,465	\$1,444,335	\$1,444,335	\$1,444,335
<b>Debt Service Totals</b>	\$1,425,899	\$1,467,278	\$1,404,270	\$4,223,465	\$1,444,335	\$1,444,335	\$1,444,335

**LEGISLATIVE (410)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-410-002. Wages	\$37,800	\$37,943	\$38,697	\$36,344	\$44,052	\$44,052	\$44,052
10-410-005. FICA Taxes	\$4,038	\$4,508	\$4,107	\$5,487	\$6,996	\$6,996	\$6,996
10-410-006. Medical Insurance	\$40,080	\$39,467	\$40,500	\$37,047	\$40,500	\$40,500	\$40,500
10-410-009. Workmans Compensation	\$53	\$53	\$53	\$53	\$35	\$35	\$35
10-410-031. Auto Allowance	\$15,000	\$15,000	\$15,000	\$14,423	\$15,000	\$15,000	\$15,000
<b>P&amp;B Totals</b>	<b>\$96,971</b>	<b>\$96,971</b>	<b>\$98,357</b>	<b>\$93,354</b>	<b>\$106,583</b>	<b>\$106,583</b>	<b>\$106,583</b>
<b>Maintenance &amp; Operations</b>							
10-410-012. Printing & Publishing	\$300	\$300	\$300	\$80	\$300	\$300	\$300
10-410-014. Travel & Training	\$10,000	\$7,204	\$10,000	\$7,284	\$10,000	\$10,000	\$10,000
10-410-016. Maintenance & Repair-Equipment	\$3,000	\$3,000	\$3,000	\$693	\$3,000	\$3,000	\$3,000
10-410-033. Supplies	\$2,000	\$2,000	\$2,000	\$1,822	\$2,000	\$2,000	\$2,000
10-410-039. Miscellaneous	\$1,000	\$1,000	\$1,000	\$811	\$1,000	\$1,000	\$1,000
10-410-046. Professional Services	\$120,000	\$120,000	\$120,000	\$112,228	\$120,000	\$140,000	\$140,000
10-410-053. Dues & Subscriptions	\$19,514	\$21,043	\$22,455	\$19,716	\$25,417	\$25,417	\$25,417
10-410-084. Recognitions & Work	\$6,500	\$6,500	\$6,500	\$6,209	\$6,500	\$6,500	\$6,500
10-410-090. Contingency	\$150,000	\$0	\$0	\$0	\$0	\$0	\$0
<b>M&amp;O Totals</b>	<b>\$312,314</b>	<b>\$161,047</b>	<b>\$165,255</b>	<b>\$148,843</b>	<b>\$168,217</b>	<b>\$188,217</b>	<b>\$188,217</b>
<b>Capital Improvements</b>							
10-420-074. Capital Projects > \$10,000	\$0	\$2,030,200	\$0	\$0	\$0	\$0	\$0
10-410-075. Capital Projects < \$10,000	\$7,000	\$7,000	\$0	\$0	\$0	\$0	\$0
10-410-085. T/F to Capital	\$0	\$0	\$0	\$846,072	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$7,000</b>	<b>\$2,037,200</b>	<b>\$0</b>	<b>\$846,072</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Legislative Totals</b>	<b>\$416,285</b>	<b>\$2,295,218</b>	<b>\$263,612</b>	<b>\$1,088,269</b>	<b>\$274,800</b>	<b>\$294,800</b>	<b>\$294,800</b>

**EXECUTIVE (420)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-420-002. Wages	\$534,634	\$534,634	\$535,968	\$482,505	\$549,563	\$549,563	\$549,563
10-420-003. Overtime Pay	\$970	\$970	\$970	\$0	\$985	\$985	\$985
10-420-004. C.O.L.A./Merit Pay	\$0	\$0	\$32,158	\$0	\$16,487	\$16,487	\$16,487
10-420-005. FICA Taxes	\$41,108	\$41,108	\$43,673	\$36,548	\$51,697	\$51,697	\$51,697
10-420-006. Medical Insurance	\$46,760	\$46,760	\$48,600	\$37,644	\$40,500	\$40,500	\$40,500
10-420-007. Retirement	\$64,537	\$64,537	\$73,361	\$62,227	\$77,620	\$77,620	\$77,620
10-420-009. Workmans Compensation	\$3,982	\$3,982	\$903	\$903	\$774	\$774	\$774
10-420-025. 401K Match Program	\$16,121	\$16,121	\$17,127	\$14,475	\$17,122	\$17,122	\$17,122
10-420-031. Auto Allowance	\$0	\$0	\$0	\$2,925	\$7,800	\$7,800	\$7,800
10-420-059. Longevity Pay Plan	\$1,750	\$1,750	\$1,800	\$1,750	\$3,700	\$3,700	\$3,700
<b>P&amp;B Totals</b>	<b>\$709,862</b>	<b>\$709,862</b>	<b>\$754,560</b>	<b>\$638,977</b>	<b>\$766,248</b>	<b>\$766,248</b>	<b>\$766,248</b>
<b>Maintenance &amp; Operations</b>							
10-420-011. Communications-Cell/Data	\$63,500	\$63,500	\$63,500	\$52,679	\$63,300	\$63,300	\$63,300
10-420-014. Travel & Training	\$3,500	\$6,525	\$13,500	\$220	\$17,500	\$13,500	\$13,500
10-420-022. Maintenance & Repair-Computer Equipment	\$215,284	\$246,584	\$248,795	\$289,877	\$147,000	\$147,000	\$147,000
10-420-023. Maintenance & Repair-Software	\$47,014	\$51,001	\$74,709	\$77,377	\$93,784	\$93,784	\$93,784
10-420-033. Supplies	\$12,130	\$11,355	\$11,000	\$6,324	\$11,750	\$11,750	\$11,750
10-420-045. Contract Services	\$20,820	\$17,820	\$21,870	\$16,892	\$25,670	\$25,670	\$25,670
10-420-046. Professional Services	\$0	\$0	\$0	\$25,800	\$0	\$0	\$0
10-420-051. Liability Insurance	\$285,000	\$320,000	\$320,000	\$255,323	\$330,000	\$330,000	\$330,000
10-420-053. Dues & Subscriptions	\$1,900	\$1,671	\$2,000	\$1,022	\$2,000	\$2,000	\$2,000
10-420-061. Tuition Reimbursement	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$5,000	\$5,000
10-420-090. Contingency	\$25,000	\$13,000	\$55,701	\$8,797	\$51,148	\$51,148	\$51,148
<b>M&amp;O Totals</b>	<b>\$679,148</b>	<b>\$736,456</b>	<b>\$816,075</b>	<b>\$734,311</b>	<b>\$747,152</b>	<b>\$743,152</b>	<b>\$743,152</b>
<b>Capital Improvements</b>							
10-420-074. Capital Projects > \$10,000	\$0	\$28,934	\$0	\$0	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$0</b>	<b>\$28,934</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Executive Totals</b>	<b>\$1,389,010</b>	<b>\$1,475,252</b>	<b>\$1,570,635</b>	<b>\$1,373,288</b>	<b>\$1,513,400</b>	<b>\$1,509,400</b>	<b>\$1,509,400</b>

**CLERK (430)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-430-002. Wages	\$98,568	\$98,947	\$98,568	\$100,236	\$107,782	\$107,782	\$107,782
10-430-004. C.O.L.A./Merit Pay	\$0	\$0	\$5,914	\$0	\$3,233	\$3,233	\$3,233
10-430-005. FICA Taxes	\$7,579	\$7,579	\$8,031	\$7,621	\$10,052	\$10,052	\$10,052
10-430-006. Medical Insurance	\$8,016	\$8,016	\$8,100	\$7,198	\$8,100	\$8,100	\$8,100
10-430-007. Retirement	\$11,987	\$11,987	\$13,490	\$12,945	\$15,268	\$15,268	\$15,268
10-430-009. Workmans Compensation	\$177	\$177	\$177	\$177	\$151	\$151	\$151
10-430-025. 401K Match Program	\$2,972	\$2,972	\$3,149	\$3,007	\$3,368	\$3,368	\$3,368
10-430-059. Longevity Pay Plan	\$500	\$500	\$500	\$500	\$1,250	\$1,250	\$1,250
<b>P&amp;B Totals</b>	<b>\$129,799</b>	<b>\$130,178</b>	<b>\$137,929</b>	<b>\$131,684</b>	<b>\$149,204</b>	<b>\$149,204</b>	<b>\$149,204</b>
<b>Maintenance &amp; Operations</b>							
10-430-012. Printing & Publishing	\$21,000	\$11,700	\$21,000	\$2,016	\$21,000	\$21,000	\$21,000
10-430-014. Travel & Training	\$3,000	\$3,000	\$3,000	\$90	\$3,000	\$3,000	\$3,000
10-430-016. Maintenance & Repair-Equipment	\$500	\$500	\$500	\$380	\$500	\$500	\$500
10-430-023. Maintenance & Repair-Software	\$8,000	\$8,000	\$8,000	\$15,018	\$7,925	\$7,925	\$7,925
10-430-033. Supplies	\$1,800	\$1,790	\$1,800	\$1,083	\$1,800	\$1,800	\$1,800
10-430-045. Contract Services	\$5,000	\$5,800	\$7,000	\$3,945	\$7,000	\$7,000	\$7,000
10-430-053. Dues & Subscriptions	\$255	\$265	\$275	\$275	\$275	\$275	\$275
10-430-054. Maintenance of Town Code	\$12,000	\$12,000	\$10,000	\$7,334	\$7,085	\$7,085	\$7,085
<b>M&amp;O Totals</b>	<b>\$51,555</b>	<b>\$43,055</b>	<b>\$51,575</b>	<b>\$30,141</b>	<b>\$48,585</b>	<b>\$48,585</b>	<b>\$48,585</b>
<b>Clerk Totals</b>	<b>\$181,354</b>	<b>\$173,233</b>	<b>\$189,504</b>	<b>\$161,825</b>	<b>\$197,789</b>	<b>\$197,789</b>	<b>\$197,789</b>

**FINANCE (440)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-440-002. Wages	\$279,965	\$279,965	\$315,741	\$248,395	\$266,743	\$266,743	\$266,743
10-440-003. Overtime Pay	\$2,257	\$2,257	\$2,773	\$578	\$1,676	\$1,676	\$1,676
10-440-004. C.O.L.A./Merit Pay	\$0	\$0	\$18,944	\$0	\$8,002	\$8,002	\$8,002
10-440-005. FICA Taxes	\$21,662	\$21,662	\$25,891	\$18,421	\$24,981	\$24,981	\$24,981
10-440-006. Medical Insurance	\$28,056	\$28,056	\$32,400	\$22,632	\$24,300	\$24,300	\$24,300
10-440-007. Retirement	\$34,009	\$34,009	\$43,493	\$32,115	\$37,912	\$37,912	\$37,912
10-440-009. Workmans Compensation	\$440	\$440	\$544	\$544	\$373	\$373	\$373
10-440-025. 401K Match Program	\$8,495	\$8,495	\$10,153	\$7,469	\$8,363	\$8,363	\$8,363
10-440-059. Longevity Pay Plan	\$950	\$950	\$1,000	\$950	\$2,350	\$2,350	\$2,350
<b>P&amp;B Totals</b>	<b>\$375,834</b>	<b>\$375,834</b>	<b>\$450,939</b>	<b>\$331,104</b>	<b>\$374,700</b>	<b>\$374,700</b>	<b>\$374,700</b>
<b>Maintenance &amp; Operations</b>							
10-440-012. Printing & Publishing	\$790	\$1,000	\$1,090	\$40	\$1,165	\$1,165	\$1,165
10-440-014. Travel & Training	\$3,855	\$3,855	\$3,980	\$2,202	\$2,855	\$1,355	\$1,355
10-440-023. Maintenance & Repair-Software	\$20	\$20	\$20	\$0	\$20	\$20	\$20
10-440-033. Supplies	\$7,061	\$6,851	\$2,396	\$1,688	\$2,497	\$2,497	\$2,497
10-440-036. Bank Charges	\$35,000	\$35,000	\$38,000	\$24,765	\$39,175	\$39,175	\$39,175
10-440-045. Contracted Services	\$67,200	\$67,200	\$72,500	\$70,122	\$73,640	\$73,640	\$73,640
10-440-046. Professional Services	\$20,000	\$20,000	\$21,000	\$23,000	\$26,160	\$26,160	\$26,160
10-440-053. Dues & Subscriptions	\$400	\$400	\$400	\$220	\$450	\$350	\$350
<b>M&amp;O Totals</b>	<b>\$134,326</b>	<b>\$134,326</b>	<b>\$139,386</b>	<b>\$122,037</b>	<b>\$145,962</b>	<b>\$144,362</b>	<b>\$144,362</b>
<b>Finance Totals</b>	<b>\$510,160</b>	<b>\$510,160</b>	<b>\$590,325</b>	<b>\$453,141</b>	<b>\$520,662</b>	<b>\$519,062</b>	<b>\$519,062</b>



**HUMAN RESOURCES (450)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-450-002. Wages	\$219,402	\$219,402	\$220,349	\$225,919	\$245,363	\$245,363	\$245,363
10-450-003. Overtime Pay	\$3,559	\$3,559	\$3,559	\$1,799	\$2,434	\$2,434	\$2,434
10-450-004. C.O.L.A./Merit	\$0	\$0	\$13,221	\$0	\$7,361	\$7,361	\$7,361
10-450-005. FICA Taxes	\$17,118	\$17,118	\$18,209	\$17,218	\$23,040	\$23,040	\$23,040
10-450-006. Medical Insurance	\$195,230	\$182,358	\$174,300	\$151,822	\$179,300	\$179,300	\$179,300
10-450-007. Retirement	\$27,075	\$27,075	\$30,586	\$29,378	\$34,953	\$34,953	\$34,953
10-450-009. Workmans Compensation	\$1,964	\$1,964	\$1,964	\$3,794	\$343	\$343	\$343
10-450-025. 401K Match Program	\$5,283	\$6,528	\$5,595	\$6,831	\$7,710	\$7,710	\$7,710
10-450-059. Longevity Pay	\$800	\$800	\$900	\$900	\$1,850	\$1,850	\$1,850
<b>P&amp;B Totals</b>	<b>\$470,431</b>	<b>\$458,804</b>	<b>\$468,683</b>	<b>\$437,661</b>	<b>\$502,354</b>	<b>\$502,354</b>	<b>\$502,354</b>
<b>Maintenance &amp; Operations</b>							
10-450-011. Communications-Phone/Cell/Data	\$0	\$0	\$0	\$0	\$2,500	\$2,500	\$2,500
10-450-014. Travel & Training	\$3,250	\$3,250	\$5,000	\$6,009	\$6,975	\$6,975	\$6,975
10-450-023. Maintenance & Repair-Software	\$14,990	\$14,990	\$21,390	\$8,256	\$19,700	\$19,700	\$19,700
10-450-033. Supplies	\$6,500	\$6,500	\$2,250	\$2,252	\$3,000	\$3,000	\$3,000
10-450-034. Pre-Employment Costs	\$30,000	\$30,000	\$20,500	\$14,167	\$17,400	\$17,400	\$17,400
10-450-045. Contract Services	\$52,400	\$52,309	\$76,400	\$61,731	\$46,500	\$46,500	\$46,500
10-450-051. Liability Insurance	\$41,000	\$41,000	\$51,200	\$23,773	\$55,050	\$55,050	\$55,050
10-450-052. Unemployment	\$5,000	\$6,642	\$8,000	\$5,182	\$9,000	\$9,000	\$9,000
10-450-053. Dues & Subscriptions	\$1,088	\$1,179	\$1,085	\$1,192	\$1,090	\$1,090	\$1,090
10-450-055. Wellness Program	\$20,000	\$20,000	\$15,750	\$15,259	\$20,800	\$20,800	\$20,800
10-450-080. PPE & Safety Equipment	\$0	\$0	\$1	\$0	\$150	\$150	\$150
<b>M&amp;O Totals</b>	<b>\$174,228</b>	<b>\$175,870</b>	<b>\$201,575</b>	<b>\$137,821</b>	<b>\$182,165</b>	<b>\$182,165</b>	<b>\$182,165</b>
<b>Human Resources Totals</b>	<b>\$644,659</b>	<b>\$634,674</b>	<b>\$670,258</b>	<b>\$575,482</b>	<b>\$684,519</b>	<b>\$684,519</b>	<b>\$684,519</b>

**COMMUNITY DEVELOPMENT (491)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-491-002. Wages	\$503,017	\$502,760	\$502,205	\$411,072	\$700,420	\$700,420	\$700,420
10-491-003. Overtime Pay	\$1,037	\$1,294	\$1,037	\$0	\$1,493	\$1,493	\$1,493
10-491-004. C.O.L.A./Merit Pay	\$0	\$0	\$29,070	\$0	\$21,012	\$21,012	\$21,012
10-491-005. FICA Taxes	\$38,655	\$38,655	\$40,838	\$30,454	\$64,988	\$64,988	\$64,988
10-491-006. Medical Insurance	\$56,112	\$56,112	\$56,700	\$45,287	\$72,900	\$72,900	\$72,900
10-491-007. Retirement	\$59,002	\$59,002	\$66,322	\$51,079	\$96,299	\$96,299	\$96,299
10-491-009. Workmans Compensation	\$6,432	\$6,432	\$2,262	\$2,262	\$6,388	\$6,388	\$6,388
10-491-025. 401K Match Program	\$14,628	\$14,628	\$15,483	\$11,394	\$21,240	\$21,240	\$21,240
10-491-059. Longevity Pay Plan	\$1,250	\$1,250	\$1,500	\$1,450	\$4,550	\$4,550	\$4,550
<b>P&amp;B Totals</b>	<b>\$680,133</b>	<b>\$680,133</b>	<b>\$715,417</b>	<b>\$552,998</b>	<b>\$989,290</b>	<b>\$989,290</b>	<b>\$989,290</b>
<b>Maintenance &amp; Operations</b>							
10-491-011. Communications-Cell/Data	\$4,000	\$4,000	\$4,000	\$2,830	\$5,000	\$5,000	\$5,000
10-491-012. Printing & Publishing	\$6,650	\$4,150	\$6,450	\$4,260	\$6,950	\$6,950	\$6,950
10-491-014. Travel & Training	\$12,000	\$12,000	\$12,950	\$10,553	\$11,800	\$12,300	\$12,300
10-491-023. Maintenance & Repair-Software	\$10,700	\$10,700	\$11,800	\$16,568	\$16,500	\$16,500	\$16,500
10-491-024. Uniforms	\$3,050	\$3,050	\$3,200	\$987	\$2,400	\$2,400	\$2,400
10-491-033. Supplies	\$3,000	\$5,500	\$6,700	\$2,067	\$6,500	\$6,500	\$6,500
10-491-045. Contract Services	\$94,000	\$102,000	\$9,800	\$36,663	\$19,000	\$19,000	\$19,000
10-491-053. Dues & Subscriptions	\$2,000	\$2,000	\$1,200	\$445	\$400	\$400	\$400
10-491-064. Board of Adjustment	\$4,150	\$4,150	\$4,350	\$7,473	\$3,700	\$3,700	\$3,700
<b>M&amp;O Totals</b>	<b>\$139,550</b>	<b>\$147,550</b>	<b>\$60,450</b>	<b>\$81,846</b>	<b>\$72,250</b>	<b>\$72,750</b>	<b>\$72,750</b>
<b>Community Development Totals</b>	<b>\$819,683</b>	<b>\$827,683</b>	<b>\$775,867</b>	<b>\$634,844</b>	<b>\$1,061,540</b>	<b>\$1,062,040</b>	<b>\$1,062,040</b>

**POLICE DEPARTMENT (510)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-510-000. Separation Allowance	\$27,327	\$27,327	\$49,016	\$48,979	\$51,842	\$51,842	\$51,842
10-510-001. Holiday Pay	\$72,501	\$30,334	\$76,087	\$0	\$80,268	\$80,268	\$80,268
10-510-002. Wages	\$1,843,258	\$1,863,425	\$2,058,231	\$2,074,195	\$2,318,790	\$2,318,790	\$2,318,790
10-510-003. Overtime Pay	\$80,346	\$72,486	\$60,177	\$66,834	\$62,177	\$62,177	\$62,177
10-510-004. C.O.L.A./Merit	\$0	\$0	\$123,492	\$0	\$69,562	\$69,562	\$69,562
10-510-005. FICA Taxes	\$155,230	\$155,230	\$181,533	\$166,071	\$241,812	\$241,812	\$241,812
10-510-006. Medical Insurance	\$224,448	\$224,448	\$267,300	\$200,087	\$267,300	\$267,300	\$267,300
10-510-007. Retirement	\$254,458	\$254,458	\$318,341	\$293,734	\$367,861	\$367,861	\$367,861
10-510-009. Workmans Compensation	\$38,244	\$38,244	\$41,238	\$44,539	\$51,502	\$51,502	\$51,502
10-510-010. LEO 401K	\$92,098	\$92,098	\$111,052	\$92,952	\$117,893	\$117,893	\$117,893
10-510-025. 401K Match Program	\$58,524	\$58,524	\$68,039	\$59,570	\$73,448	\$73,448	\$73,448
10-510-059. Longevity Pay	\$5,650	\$5,600	\$6,000	\$6,550	\$15,600	\$15,600	\$15,600
<b>P&amp;B Totals</b>	<b>\$2,852,084</b>	<b>\$2,822,174</b>	<b>\$3,360,506</b>	<b>\$3,053,511</b>	<b>\$3,718,055</b>	<b>\$3,718,055</b>	<b>\$3,718,055</b>
<b>Maintenance &amp; Operations</b>							
10-510-011. Communications-Cell/Data	\$47,000	\$42,000	\$35,000	\$30,216	\$76,500	\$76,500	\$76,500
10-510-014. Travel & Training	\$39,100	\$39,100	\$39,100	\$43,787	\$39,700	\$39,700	\$39,700
10-510-016. Maintenance & Repair-Equipment	\$25,000	\$39,500	\$84,348	\$8,719	\$56,000	\$56,000	\$56,000
10-510-017. Maintenance & Repair-Vehicles	\$40,000	\$59,000	\$55,000	\$29,415	\$55,000	\$55,000	\$55,000
10-510-021. Maintenance & Repair-Tires	\$10,000	\$10,000	\$12,000	\$6,687	\$12,000	\$12,000	\$12,000
10-510-023. Maintenance & Repair-Software	\$18,820	\$22,130	\$23,370	\$17,201	\$13,995	\$13,995	\$13,995
10-510-024. Uniforms	\$61,750	\$71,048	\$43,750	\$37,326	\$55,750	\$55,750	\$55,750
10-510-033. Supplies	\$42,000	\$41,500	\$57,800	\$47,489	\$49,000	\$49,000	\$49,000
10-510-040. Crime Prevention/DARE	\$55,000	\$56,500	\$30,355	\$20,008	\$58,000	\$58,000	\$58,000
10-510-045. Contract Services	\$108,544	\$108,769	\$150,360	\$84,481	\$172,700	\$172,700	\$172,700
10-510-048. K-9 Maintenance	\$5,000	\$5,000	\$7,500	\$5,322	\$7,500	\$7,500	\$7,500
10-510-053. Dues & Subscriptions	\$860	\$860	\$1,240	\$930	\$1,240	\$1,240	\$1,240
10-510-058. Informant Monies	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500	\$4,500
10-510-070. Digital Forensic Investigation	\$20,000	\$36,712	\$20,000	\$45,190	\$65,000	\$65,000	\$65,000
10-510-078. Licenses/Renewals	\$250	\$250	\$250	\$89	\$250	\$250	\$250
10-510-083. Ammunition	\$10,000	\$10,000	\$11,500	\$11,500	\$12,000	\$12,000	\$12,000
<b>M&amp;O Totals</b>	<b>\$487,824</b>	<b>\$546,869</b>	<b>\$576,073</b>	<b>\$392,860</b>	<b>\$679,135</b>	<b>\$679,135</b>	<b>\$679,135</b>
<b>Capital Improvements</b>							
10-510-074. Capital Projects > \$10,000	\$18,000	\$66,790	\$0	\$0	\$0	\$0	\$0
10-510-075. Capital Projects < \$10,000	\$0	\$7,860	\$0	\$0	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$18,000</b>	<b>\$74,650</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Police Department Totals</b>	<b>\$3,357,908</b>	<b>\$3,443,693</b>	<b>\$3,936,579</b>	<b>\$3,446,371</b>	<b>\$4,397,190</b>	<b>\$4,397,190</b>	<b>\$4,397,190</b>

**OCEAN RESCUE (520)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-520-001. Holiday Pay	\$1,544	\$1,544	\$1,489	\$0	\$1,042	\$1,042	\$1,042
10-520-002. Wages	\$462,911	\$462,911	\$430,243	\$376,550	\$512,241	\$512,241	\$512,241
10-520-003. Overtime Pay	\$6,412	\$6,412	\$5,954	\$3,757	\$6,961	\$6,961	\$6,961
10-520-004. C.O.L.A./Merit	\$0	\$0	\$25,815	\$0	\$15,368	\$15,368	\$15,368
10-520-005. FICA Taxes	\$36,041	\$35,839	\$35,461	\$28,277	\$42,033	\$42,033	\$42,033
10-520-006. Medical Insurance	\$8,016	\$8,016	\$8,100	\$9,723	\$10,723	\$10,723	\$10,723
10-520-007. Retirement	\$8,551	\$8,753	\$9,088	\$9,980	\$10,772	\$10,772	\$10,772
10-520-009. Workmans Compensation	\$13,284	\$13,284	\$10,290	\$11,113	\$11,730	\$11,730	\$11,730
10-520-025. 401K Match Program	\$2,136	\$2,136	\$2,122	\$2,328	\$2,376	\$2,376	\$2,376
10-520-059. Longevity Pay	\$250	\$250	\$50	\$50	\$100	\$100	\$100
<b>P&amp;B Totals</b>	<b>\$539,145</b>	<b>\$539,145</b>	<b>\$528,612</b>	<b>\$441,778</b>	<b>\$613,346</b>	<b>\$613,346</b>	<b>\$613,346</b>
<b>Maintenance &amp; Operations</b>							
10-520-011. Communications-Cell/Data	\$3,800	\$3,800	\$4,300	\$2,727	\$7,400	\$7,400	\$7,400
10-520-013. Electric	\$0	\$5,200	\$5,200	\$2,292	\$5,200	\$5,200	\$5,200
10-520-014. Travel & Training	\$6,200	\$6,200	\$6,200	\$4,868	\$6,700	\$6,700	\$6,700
10-520-015. Maintenance & Repair-Buildings	\$0	\$0	\$1,500	\$271	\$1,500	\$1,500	\$1,500
10-520-016. Maintenance & Repair-Equipment	\$4,500	\$6,852	\$6,400	\$5,453	\$6,400	\$6,400	\$6,400
10-520-017. Maintenance & Repair-Vehicles	\$6,000	\$5,152	\$5,000	\$6,122	\$5,000	\$5,000	\$5,000
10-520-021. Maintenance & Repair-Tires	\$500	\$500	\$500	\$0	\$500	\$500	\$500
10-520-024. Uniforms	\$8,500	\$8,500	\$9,400	\$6,247	\$10,500	\$10,500	\$10,500
10-520-033. Supplies	\$19,500	\$21,189	\$15,000	\$14,053	\$16,000	\$16,000	\$16,000
10-520-034. Pre-employment Costs	\$0	\$0	\$21,100	\$1,384	\$21,100	\$21,100	\$21,100
10-520-050. Rental of Property	\$13,100	\$10,559	\$5,000	\$0	\$5,000	\$5,000	\$5,000
<b>M&amp;O Totals</b>	<b>\$62,100</b>	<b>\$67,952</b>	<b>\$79,600</b>	<b>\$43,417</b>	<b>\$85,300</b>	<b>\$85,300</b>	<b>\$85,300</b>
<b>Capital Improvements</b>							
10-520-074. Capital Projects > \$10,000	\$32,500	\$52,608	\$74,000	\$72,003	\$76,000	\$76,000	\$76,000
<b>Capital Totals</b>	<b>\$32,500</b>	<b>\$52,608</b>	<b>\$74,000</b>	<b>\$72,003</b>	<b>\$76,000</b>	<b>\$76,000</b>	<b>\$76,000</b>
<b>Ocean Rescue Totals</b>	<b>\$633,745</b>	<b>\$659,705</b>	<b>\$682,212</b>	<b>\$557,198</b>	<b>\$774,646</b>	<b>\$774,646</b>	<b>\$774,646</b>

**FIRE DEPARTMENT (530)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-530-001. Holiday Pay	\$41,261	\$37,569	\$33,927	\$0	\$35,586	\$35,586	\$35,586
10-530-002. Wages	\$1,154,779	\$1,154,779	\$1,116,170	\$1,176,036	\$1,307,736	\$1,307,736	\$1,307,736
10-530-003. Overtime Pay	\$41,522	\$45,214	\$44,996	\$41,905	\$48,905	\$48,905	\$48,905
10-530-004. C.O.L.A./Merit Pay	\$7,940	\$7,940	\$64,102	\$0	\$39,230	\$39,230	\$39,230
10-530-005. FICA Taxes	\$96,024	\$96,024	\$97,082	\$91,956	\$127,059	\$127,059	\$127,059
10-530-006. Medical Insurance	\$144,288	\$144,288	\$145,800	\$133,247	\$151,940	\$151,940	\$151,940
10-530-007. Retirement	\$141,405	\$141,405	\$156,136	\$150,967	\$165,871	\$165,871	\$165,871
10-530-009. Workmans Compensation	\$34,754	\$33,112	\$33,352	\$36,020	\$39,641	\$39,641	\$39,641
10-530-025. 401K Match Program	\$35,320	\$35,320	\$36,452	\$33,315	\$38,747	\$38,747	\$38,747
10-530-059. Longevity Pay Plan	\$10,250	\$10,250	\$10,250	\$3,700	\$8,300	\$8,300	\$8,300
<b>P&amp;B Totals</b>	<b>\$1,707,543</b>	<b>\$1,705,901</b>	<b>\$1,738,267</b>	<b>\$1,667,146</b>	<b>\$1,963,015</b>	<b>\$1,963,015</b>	<b>\$1,963,015</b>
<b>Maintenance &amp; Operations</b>							
10-530-011. Communications-Cell/Data	\$31,000	\$40,800	\$27,000	\$21,037	\$22,500	\$22,500	\$22,500
10-530-014. Travel & Training	\$21,500	\$21,500	\$22,500	\$17,540	\$22,500	\$22,500	\$22,500
10-530-015. Maintenance & Repair-Buildings	\$14,000	\$12,430	\$16,000	\$5,241	\$21,000	\$21,000	\$21,000
10-530-016. Maintenance & Repair-Equipment	\$30,700	\$48,810	\$32,000	\$27,917	\$32,000	\$32,000	\$32,000
10-530-017. Maintenance & Repair-Vehicles	\$39,200	\$51,488	\$39,200	\$33,637	\$39,000	\$39,000	\$39,000
10-530-021. Maintenance & Repair-tires	\$0	\$0	\$4,000	\$7,131	\$8,000	\$8,000	\$8,000
10-530-023. Maintenance & Repair-Software	\$12,000	\$10,100	\$9,500	\$6,470	\$8,500	\$8,500	\$8,500
10-530-024. Uniforms	\$43,000	\$51,000	\$40,500	\$35,623	\$59,150	\$59,150	\$59,150
10-530-033. Supplies	\$25,800	\$25,800	\$25,800	\$20,813	\$27,800	\$27,800	\$27,800
10-530-045. Contract Services	\$14,000	\$16,500	\$9,000	\$4,312	\$9,000	\$9,000	\$9,000
10-530-050. Rental of Property	\$3,000	\$3,000	\$3,500	\$2,834	\$3,800	\$3,800	\$3,800
10-530-051. Liability Insurance	\$58,500	\$58,500	\$50,500	\$46,047	\$60,200	\$60,200	\$60,200
10-530-053. Dues & Subscriptions	\$4,000	\$1,982	\$3,900	\$2,555	\$3,900	\$3,900	\$3,900
<b>M&amp;O Totals</b>	<b>\$296,700</b>	<b>\$341,910</b>	<b>\$283,400</b>	<b>\$231,157</b>	<b>\$317,350</b>	<b>\$317,350</b>	<b>\$317,350</b>
<b>Capital Improvements</b>							
10-530-074. Capital Projects > \$10,000	\$35,000	\$862,810	\$50,000	\$946,541	\$170,000	\$170,000	\$170,000
10-530-075. Capital Projects < \$10,000	\$41,000	\$41,819	\$10,500	\$20,792	\$9,000	\$9,000	\$9,000
<b>Capital Totals</b>	<b>\$76,000</b>	<b>\$904,629</b>	<b>\$60,500</b>	<b>\$967,333</b>	<b>\$179,000</b>	<b>\$179,000</b>	<b>\$179,000</b>
<b>Fire Department Totals</b>	<b>\$2,080,243</b>	<b>\$2,952,440</b>	<b>\$2,082,167</b>	<b>\$2,865,636</b>	<b>\$2,459,365</b>	<b>\$2,459,365</b>	<b>\$2,459,365</b>

**MARINA (550)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-550-002. Wages	\$51,917	\$53,927	\$93,517	\$89,008	\$111,925	\$111,925	\$111,925
10-550-003. Overtime Pay	\$3,182	\$18,950	\$3,182	\$6,402	\$1,614	\$1,614	\$1,614
10-550-004. C.O.L.A./Merit	\$0	\$0	\$5,611	\$0	\$3,357	\$3,357	\$3,357
10-550-005. FICA Taxes	\$4,219	\$5,516	\$7,835	\$6,793	\$10,544	\$10,544	\$10,544
10-550-006. Medical Insurance	\$8,016	\$8,016	\$8,100	\$13,247	\$16,200	\$16,200	\$16,200
10-550-007. Retirement	\$6,623	\$8,795	\$7,493	\$12,280	\$15,959	\$15,959	\$15,959
10-550-009. Workmans Compensation	\$1,500	\$1,500	\$3,500	\$3,780	\$1,735	\$1,735	\$1,735
10-550-025. 401K Match Program	\$1,654	\$1,654	\$1,749	\$1,733	\$3,521	\$3,521	\$3,521
10-550-059. Longevity Pay	\$50	\$50	\$100	\$150	\$450	\$450	\$450
<b>P&amp;B Totals</b>	<b>\$77,161</b>	<b>\$98,408</b>	<b>\$131,087</b>	<b>\$133,393</b>	<b>\$165,305</b>	<b>\$165,305</b>	<b>\$165,305</b>
<b>Maintenance &amp; Operations</b>							
10-550-011. Communications-Cell/Data	\$650	\$650	\$650	\$1,040	\$1,640	\$1,640	\$1,640
10-550-013. Electric	\$15,000	\$15,000	\$15,000	\$12,175	\$17,000	\$17,000	\$17,000
10-550-015. Maintenance & Repair-Building	\$0	\$0	\$0	\$0	\$32,000	\$32,000	\$32,000
10-550-016. Maintenance & Repair-Equipment	\$5,400	\$7,400	\$1,500	\$2,679	\$9,100	\$9,100	\$9,100
10-550-023. Maintenance & Repair-Software	\$2,800	\$2,800	\$5,400	\$5,376	\$6,336	\$6,336	\$6,336
10-550-024. Uniforms	\$0	\$0	\$500	\$571	\$1,000	\$1,000	\$1,000
10-550-033. Supplies	\$1,915	\$2,690	\$200	\$5,372	\$6,000	\$6,000	\$6,000
10-550-039. Miscellaneous	\$2,000	\$2,000	\$2,000	\$1,630	\$2,000	\$2,000	\$2,000
10-550-045. Contract Services	\$0	\$0	\$0	\$0	\$42,500	\$42,500	\$42,500
10-550-046. Professional Services	\$8,000	\$2,943	\$8,000	\$0	\$10,000	\$10,000	\$10,000
<b>M&amp;O Totals</b>	<b>\$35,765</b>	<b>\$33,483</b>	<b>\$33,250</b>	<b>\$28,843</b>	<b>\$127,576</b>	<b>\$127,576</b>	<b>\$127,576</b>
<b>Capital Improvements</b>							
10-550-074. Capital Projects > \$10,000	\$0	\$89,664	\$0	\$0	\$100,000	\$100,000	\$100,000
10-550-075. Capital Projects < \$10,000	\$4,000	\$4,393	\$70,000	\$8,930	\$0	\$0	\$0
10-550-085. T/F to Capital	\$0	\$0	\$0	\$100,000	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$4,000</b>	<b>\$94,057</b>	<b>\$70,000</b>	<b>\$108,930</b>	<b>\$100,000</b>	<b>\$100,000</b>	<b>\$100,000</b>
<b>Marina Totals</b>	<b>\$116,926</b>	<b>\$225,948</b>	<b>\$234,337</b>	<b>\$271,166</b>	<b>\$392,881</b>	<b>\$392,881</b>	<b>\$392,881</b>

**POWELL BILL (561)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-561-019. Maintenance & Repair-Streets	\$783,420	\$789,290	\$60,000	\$279,749	\$165,000	\$165,000	\$165,000
10-561-033. Supplies	\$30,000	\$30,000	\$130,500	\$71,495	\$27,000	\$27,000	\$27,000
10-561-038. Street Maintenance	\$50,000	\$50,000	\$25,000	\$22,680	\$20,000	\$20,000	\$20,000
<b>M&amp;O Totals</b>	<b>\$863,420</b>	<b>\$869,290</b>	<b>\$215,500</b>	<b>\$373,924</b>	<b>\$212,000</b>	<b>\$212,000</b>	<b>\$212,000</b>
<b>Powell Bill Totals</b>	<b>\$863,420</b>	<b>\$869,290</b>	<b>\$215,500</b>	<b>\$373,924</b>	<b>\$212,000</b>	<b>\$212,000</b>	<b>\$212,000</b>

**G/F FLEET MAINTENANCE (565)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-565-016. Maintenance & Repair-Equipment	\$46,000	\$51,608	\$51,000	\$25,328	\$51,000	\$51,000	\$51,000
10-565-017. Maintenance & Repair-Vehicles	\$69,750	\$67,142	\$56,000	\$28,802	\$59,000	\$59,000	\$59,000
10-565-021. Maintenance & Repair-Tires	\$19,500	\$19,500	\$16,000	\$7,340	\$16,000	\$16,000	\$16,000
10-565-030. Gas & Diesel Fuel	\$200,000	\$200,000	\$200,000	\$124,010	\$175,000	\$175,000	\$175,000
<b>M&amp;O Totals</b>	<b>\$335,250</b>	<b>\$338,250</b>	<b>\$323,000</b>	<b>\$185,480</b>	<b>\$301,000</b>	<b>\$301,000</b>	<b>\$301,000</b>
<b>G/F Fleet Maintenance Expense Totals</b>	<b>\$335,250</b>	<b>\$338,250</b>	<b>\$323,000</b>	<b>\$185,480</b>	<b>\$301,000</b>	<b>\$301,000</b>	<b>\$301,000</b>



**PARKING (570)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-550-011. Communications-Cell/Data	\$0	\$0	\$0	\$0	\$2,016	\$2,016	\$2,016
10-570-012. Printing & Publishing	\$3,800	\$3,800	\$4,500	\$10,394	\$5,000	\$5,000	\$5,000
10-570-013. Electric	\$14,000	\$14,000	\$14,000	\$9,937	\$14,000	\$14,000	\$14,000
10-570-018. Maintenance & Grounds	\$0	\$0	\$6,000	\$6,000	\$36,000	\$36,000	\$36,000
10-570-023. Maintenance & Repair-Software	\$0	\$0	\$0	\$0	\$28,500	\$28,500	\$28,500
10-570-033. Supplies	\$0	\$0	\$0	\$0	\$140,000	\$140,000	\$140,000
10-570-045. Contract Services	\$6,000	\$6,000	\$0	\$0	\$0	\$0	\$0
10-570-046. Professional Services	\$651,736	\$645,398	\$567,962	\$527,792	\$462,882	\$462,882	\$462,882
<b>M&amp;O Totals</b>	<b>\$675,536</b>	<b>\$669,198</b>	<b>\$592,462</b>	<b>\$554,123</b>	<b>\$688,398</b>	<b>\$688,398</b>	<b>\$688,398</b>
<b>Capital Improvements</b>							
10-570-074. Capital Projects > \$10,000	\$180,000	\$136,749	\$0	\$1,020,267	\$190,000	\$160,000	\$160,000
<b>Capital Totals</b>	<b>\$180,000</b>	<b>\$136,749</b>	<b>\$0</b>	<b>\$1,020,267</b>	<b>\$190,000</b>	<b>\$160,000</b>	<b>\$160,000</b>
<b>Parking Totals</b>	<b>\$855,536</b>	<b>\$805,947</b>	<b>\$592,462</b>	<b>\$1,574,390</b>	<b>\$878,398</b>	<b>\$848,398</b>	<b>\$848,398</b>

**ENVIRONMENTAL (580)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-580-002. Wages	\$638,271	\$639,182	\$683,594	\$567,512	\$748,261	\$748,261	\$748,261
10-580-003. Overtime Pay	\$23,970	\$25,726	\$23,716	\$22,552	\$23,635	\$23,635	\$23,635
10-580-004. C.O.L.A./Merit	\$0	\$0	\$41,016	\$0	\$22,448	\$22,448	\$22,448
10-580-005. FICA Taxes	\$50,913	\$50,913	\$57,511	\$44,428	\$72,157	\$72,157	\$72,157
10-580-006. Medical Insurance	\$108,216	\$105,109	\$117,450	\$77,832	\$117,450	\$117,450	\$117,450
10-580-007. Retirement	\$79,930	\$80,370	\$96,601	\$76,219	\$109,139	\$109,139	\$109,139
10-580-009. Workmans Compensation	\$23,411	\$23,411	\$24,857	\$26,846	\$19,934	\$19,934	\$19,934
10-580-025. 401K Match Program	\$19,967	\$19,967	\$22,552	\$15,612	\$24,074	\$24,074	\$24,074
10-580-059. Longevity Pay	\$3,300	\$3,300	\$3,450	\$3,075	\$8,150	\$8,150	\$8,150
<b>P&amp;B Totals</b>	<b>\$947,978</b>	<b>\$947,978</b>	<b>\$1,070,747</b>	<b>\$834,076</b>	<b>\$1,145,248</b>	<b>\$1,145,248</b>	<b>\$1,145,248</b>
<b>Maintenance &amp; Operations</b>							
10-580-011. Communications-Cell/Data	\$7,000	\$7,000	\$7,000	\$4,444	\$7,000	\$7,000	\$7,000
10-580-012. Printing & Publishing	\$400	\$400	\$200	\$0	\$100	\$100	\$100
10-580-013. Electric	\$256,600	\$268,406	\$276,600	\$267,872	\$311,700	\$311,700	\$311,700
10-580-014. Travel & Training	\$6,500	\$6,500	\$6,500	\$1,895	\$8,000	\$8,000	\$8,000
10-580-015. Maintenance & Repair-Buildings	\$63,600	\$87,600	\$146,000	\$79,478	\$295,500	\$275,500	\$275,500
10-580-016. Maintenance & Repair-Equipment	\$20,000	\$20,000	\$14,000	\$4,785	\$35,000	\$35,000	\$35,000
10-580-018. Maintenance & Repair-Grounds	\$41,000	\$41,000	\$47,000	\$42,007	\$21,000	\$21,000	\$21,000
10-580-020. Maintenance & Repair-Street Lights	\$15,000	\$15,000	\$10,000	\$2,384	\$9,000	\$9,000	\$9,000
10-580-024. Uniforms	\$8,150	\$8,150	\$11,500	\$3,750	\$18,000	\$18,000	\$18,000
10-580-032. Chemical & Lab Fees	\$2,000	\$2,000	\$1,700	\$0	\$1,100	\$1,100	\$1,100
10-580-033. Supplies	\$47,000	\$47,000	\$48,000	\$44,203	\$49,000	\$49,000	\$49,000
10-580-035. Small Tools & Equipment	\$6,500	\$6,893	\$10,500	\$6,732	\$9,700	\$9,700	\$9,700
10-580-045. Contract Services	\$2,334,421	\$2,297,022	\$2,539,350	\$1,944,045	\$2,519,150	\$2,504,150	\$2,504,150
10-580-046. Professional Services	\$6,000	\$6,000	\$6,000	\$1,177	\$5,000	\$5,000	\$5,000
10-580-053. Dues & Subscriptions	\$100	\$100	\$100	\$0	\$100	\$100	\$100
10-580-080. PPE & Safety Equipment	\$3,500	\$3,500	\$4,000	\$4,659	\$4,000	\$4,000	\$4,000
<b>M&amp;O Totals</b>	<b>\$2,817,771</b>	<b>\$2,816,571</b>	<b>\$3,128,450</b>	<b>\$2,407,431</b>	<b>\$3,293,350</b>	<b>\$3,258,350</b>	<b>\$3,258,350</b>
<b>Capital Improvements</b>							
10-580-074. Capital Projects > \$10,000	\$78,000	\$78,000	\$214,000	\$169,090	\$175,000	\$165,000	\$165,000
10-580-085. T/F to Capital	\$0	\$309,328	\$0	\$413,446	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$78,000</b>	<b>\$387,328</b>	<b>\$214,000</b>	<b>\$582,536</b>	<b>\$175,000</b>	<b>\$165,000</b>	<b>\$165,000</b>
<b>Environmental Totals</b>	<b>\$3,843,749</b>	<b>\$4,151,877</b>	<b>\$4,413,197</b>	<b>\$3,824,043</b>	<b>\$4,613,598</b>	<b>\$4,568,598</b>	<b>\$4,568,598</b>

**PARKS AND RECREATION (620)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-620-002. Wages	\$455,770	\$453,548	\$491,568	\$458,007	\$586,717	\$586,717	\$586,717
10-620-003. Overtime Pay	\$4,680	\$6,902	\$5,113	\$6,978	\$7,584	\$7,584	\$7,584
10-620-004. C.O.L.A./Merit	\$0	\$0	\$24,934	\$0	\$17,601	\$17,601	\$17,601
10-620-005. FICA Taxes	\$35,394	\$35,394	\$40,037	\$34,855	\$53,667	\$53,667	\$53,667
10-620-006. Medical Insurance	\$48,096	\$48,096	\$56,700	\$45,004	\$56,700	\$56,700	\$56,700
10-620-007. Retirement	\$48,154	\$48,154	\$57,471	\$51,942	\$67,059	\$67,059	\$67,059
10-620-009. Workmans Compensation	\$13,147	\$13,147	\$11,467	\$12,384	\$12,442	\$12,442	\$12,442
10-620-025. 401K Match Program	\$12,028	\$12,028	\$13,417	\$11,963	\$14,791	\$14,791	\$14,791
10-620-059. Longevity Pay	\$2,250	\$2,250	\$1,750	\$1,700	\$4,300	\$4,300	\$4,300
<b>P&amp;B Totals</b>	<b>\$619,519</b>	<b>\$619,519</b>	<b>\$702,457</b>	<b>\$622,833</b>	<b>\$820,861</b>	<b>\$820,861</b>	<b>\$820,861</b>
<b>Maintenance &amp; Operations</b>							
10-620-011. Communications-Cell/Data	\$4,040	\$4,761	\$5,000	\$4,162	\$5,500	\$5,500	\$5,500
10-620-013. Electric	\$34,975	\$32,120	\$34,975	\$27,180	\$35,000	\$35,000	\$35,000
10-620-014. Travel & Training	\$6,500	\$4,164	\$6,500	\$1,435	\$6,800	\$6,800	\$6,800
10-620-015. Maintenance & Repair-Buildings	\$18,000	\$18,000	\$48,000	\$53,541	\$34,000	\$34,000	\$34,000
10-620-016. Maintenance & Repair-Equipment	\$18,500	\$24,170	\$31,500	\$31,239	\$39,500	\$39,500	\$39,500
10-620-018. Maintenance & Repair-Grounds	\$57,500	\$57,500	\$89,500	\$77,870	\$182,500	\$156,000	\$156,000
10-620-023. Maintenance & Repair-Software	\$2,800	\$3,556	\$3,800	\$3,956	\$4,200	\$4,200	\$4,200
10-620-024. Uniforms	\$2,000	\$3,200	\$2,500	\$1,331	\$3,000	\$3,000	\$3,000
10-620-033. Supplies	\$10,500	\$10,500	\$11,000	\$9,939	\$13,000	\$13,000	\$13,000
10-620-041. Arts & Activities	\$181,000	\$198,500	\$240,000	\$151,112	\$289,500	\$254,500	\$254,500
10-620-042. Carolina Beach Market	\$10,000	\$10,900	\$11,500	\$11,253	\$12,500	\$12,500	\$12,500
10-620-045. Contract Services	\$93,600	\$95,333	\$100,600	\$99,714	\$126,500	\$126,500	\$126,500
10-620-046. Professional Services	\$25,000	\$23,267	\$0	\$0	\$0	\$0	\$0
10-620-066. Athletic Programs	\$29,200	\$26,637	\$33,750	\$30,512	\$36,500	\$36,500	\$36,500
10-620-082. Festivals & Special Events	\$40,000	\$39,027	\$40,000	\$32,012	\$50,000	\$50,000	\$50,000
<b>M&amp;O Totals</b>	<b>\$533,615</b>	<b>\$551,635</b>	<b>\$658,625</b>	<b>\$535,256</b>	<b>\$838,500</b>	<b>\$777,000</b>	<b>\$777,000</b>
<b>Capital Improvements</b>							
10-620-074. Capital Projects > \$10,000	\$49,000	\$89,771	\$175,000	\$451,536	\$75,000	\$75,000	\$75,000
<b>Capital Totals</b>	<b>\$49,000</b>	<b>\$89,771</b>	<b>\$175,000</b>	<b>\$451,536</b>	<b>\$75,000</b>	<b>\$75,000</b>	<b>\$75,000</b>
<b>Parks and Recreation Totals</b>	<b>\$1,202,134</b>	<b>\$1,260,925</b>	<b>\$1,536,082</b>	<b>\$1,609,625</b>	<b>\$1,734,361</b>	<b>\$1,672,861</b>	<b>\$1,672,861</b>

**BEACH MAINTENANCE (630)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-630-001. Holiday Pay	\$10,363	\$10,363	\$0	\$0	\$0	\$0	\$0
10-630-002. Wages	\$209,577	\$209,577	\$0	\$0	\$0	\$0	\$0
10-630-003. Overtime Pay	\$8,637	\$8,637	\$0	\$0	\$0	\$0	\$0
10-630-005. FICA Taxes	\$17,513	\$17,513	\$0	\$0	\$0	\$0	\$0
10-630-006. Medical Insurance	\$32,064	\$32,064	\$0	\$0	\$0	\$0	\$0
10-630-007. Retirement	\$29,990	\$29,990	\$0	\$0	\$0	\$0	\$0
10-630-009. Workmans Compensation	\$5,109	\$5,109	\$0	\$0	\$0	\$0	\$0
10-630-010. LEO 401K	\$11,446	\$11,446	\$0	\$0	\$0	\$0	\$0
10-630-025. 401K Match Program	\$6,868	\$6,868	\$0	\$0	\$0	\$0	\$0
10-630-059. Longevity Pay	\$350	\$400	\$0	\$0	\$0	\$0	\$0
<b>P&amp;B Totals</b>	<b>\$331,917</b>	<b>\$331,967</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>
<b>Maintenance &amp; Operations</b>							
10-630-016. Maintenance & Repair-Fish Tiles	\$9,500	\$9,500	\$4,500	\$2,470	\$4,500	\$4,500	\$4,500
10-630-033. Supplies	\$7,500	\$7,500	\$7,500	\$2,523	\$7,500	\$7,500	\$7,500
10-630-046. Professional Services	\$165,154	\$172,742	\$236,454	\$122,734	\$283,713	\$283,713	\$283,713
10-630-056. Beach Maintenance	\$242,000	\$146,832	\$160,000	\$77,278	\$105,000	\$105,000	\$105,000
10-630-081. Inlet Dredging	\$23,587	\$6,087	\$10,894	\$10,894	\$6,000	\$6,000	\$6,000
<b>M&amp;O Totals</b>	<b>\$447,741</b>	<b>\$342,661</b>	<b>\$419,348</b>	<b>\$215,899</b>	<b>\$406,713</b>	<b>\$406,713</b>	<b>\$406,713</b>
<b>Capital Improvements</b>							
10-630-074. Capital Projects > \$10,000	\$7,500	\$25,500	\$175,000	\$0	\$270,000	\$200,000	\$200,000
10-630-085. T/F to Capital	\$0	\$48,305	\$0	\$0	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$7,500</b>	<b>\$73,805</b>	<b>\$175,000</b>	<b>\$0</b>	<b>\$270,000</b>	<b>\$200,000</b>	<b>\$200,000</b>
<b>Executive Totals</b>	<b>\$787,158</b>	<b>\$748,433</b>	<b>\$594,348</b>	<b>\$215,899</b>	<b>\$676,713</b>	<b>\$606,713</b>	<b>\$606,713</b>

**BOARDWALK (650)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
10-650-002. Wages	\$0	\$0	\$39,541	\$41,354	\$42,827	\$42,827	\$42,827
10-650-003. Overtime Pay	\$0	\$0	\$1,711	\$4,685	\$6,948	\$6,948	\$6,948
10-650-004. C.O.L.A./Merit	\$0	\$0	\$2,372	\$0	\$1,285	\$1,285	\$1,285
10-650-005. FICA Taxes	\$0	\$0	\$3,356	\$3,521	\$4,602	\$4,602	\$4,602
10-650-006. Medical Insurance	\$0	\$0	\$8,100	\$7,041	\$8,100	\$8,100	\$8,100
10-650-007. Retirement	\$0	\$0	\$5,638	\$5,922	\$6,958	\$6,958	\$6,958
10-650-009. Workmans Compensation	\$0	\$0	\$1,790	\$1,933	\$1,379	\$1,379	\$1,379
10-650-025. 401K Match Program	\$0	\$0	\$1,316	\$1,216	\$1,535	\$1,535	\$1,535
10-650-059. Longevity Pay	\$0	\$0	\$250	\$50	\$100	\$100	\$100
<b>P&amp;B Totals</b>	<b>\$0</b>	<b>\$0</b>	<b>\$64,074</b>	<b>\$65,722</b>	<b>\$73,734</b>	<b>\$73,734</b>	<b>\$73,734</b>
<b>Maintenance &amp; Operations</b>							
10-650-020. Maintenance & Repair-Street Lights	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$5,000	\$5,000
10-650-033. Supplies	\$2,000	\$2,000	\$11,000	\$9,186	\$3,000	\$3,000	\$3,000
10-650-044. Temps	\$35,000	\$75,000	\$80,000	\$66,916	\$95,000	\$95,000	\$95,000
10-650-045. Contract Services	\$7,500	\$7,500	\$118,500	\$28,170	\$58,500	\$23,500	\$23,500
<b>M&amp;O Totals</b>	<b>\$49,500</b>	<b>\$89,500</b>	<b>\$214,500</b>	<b>\$104,272</b>	<b>\$161,500</b>	<b>\$126,500</b>	<b>\$126,500</b>
<b>Boardwalk Totals</b>	<b>\$49,500</b>	<b>\$89,500</b>	<b>\$278,574</b>	<b>\$169,994</b>	<b>\$235,234</b>	<b>\$200,234</b>	<b>\$200,234</b>

**GENERAL FUND TOTALS**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>GF EXPENSES</b>	\$19,778,842	\$23,166,798	\$20,626,376	\$23,877,279	\$22,667,861	\$22,416,261	\$22,416,261
<b>GF REVENUES</b>	\$19,778,842	\$23,166,798	\$20,626,376	\$22,954,829	\$22,416,261	\$22,416,261	\$22,416,261
<b>REVENUES/EXPENSES OVER OR UNDER</b>	\$0	\$0	\$0	\$922,450	\$251,600	\$0	\$0
<b>P&amp;B TOTALS</b>	\$9,538,377	\$9,516,875	\$10,221,635	\$9,004,239	\$11,387,943	\$11,387,943	\$11,387,943
<b>M&amp;O TOTALS</b>	\$8,362,566	\$8,331,848	\$8,231,971	\$6,600,918	\$8,770,583	\$8,628,983	\$8,628,983
<b>CAPITAL TOTALS</b>	\$452,000	\$3,850,797	\$768,500	\$4,048,677	\$1,065,000	\$955,000	\$955,000
<b>DEBT TOTALS</b>	\$1,425,899	\$1,467,278	\$1,404,270	\$4,223,465	\$1,444,335	\$1,444,335	\$1,444,335
<b>GENERAL FUND EXPENSE TOTALS</b>	\$19,778,842	\$23,166,798	\$20,626,376	\$23,877,299	\$22,667,861	\$22,416,261	\$22,416,261

**UTILITY FUND-REVENUES**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
30-322-000. Stormwater Monthly Service	(\$1,596,891)	(\$1,596,891)	(\$1,644,798)	(\$1,534,163)	(\$1,739,984)	(\$1,739,984)	(\$1,739,984)
30-329-000. Interest on Investments	(\$20,000)	(\$20,000)	(\$125,000)	(\$282,228)	(\$96,384)	(\$96,384)	(\$96,384)
30-329-100. Interest Bond Series 2016	(\$150)	(\$150)	\$0	(\$65,586)	(\$12,000)	(\$12,000)	(\$12,000)
30-330-000. Stormwater Development Fees	(\$406,250)	(\$406,250)	(\$150,000)	(\$181,054)	(\$155,000)	(\$155,000)	(\$155,000)
30-370-000. Water Monthly Service Fees	(\$2,413,531)	(\$2,413,531)	(\$2,485,937)	(\$2,346,602)	(\$2,711,748)	(\$2,711,748)	(\$2,711,748)
30-371-000. Sewer Monthly Service Fees	(\$4,084,565)	(\$4,084,565)	(\$4,207,102)	(\$3,903,681)	(\$4,576,928)	(\$4,576,928)	(\$4,576,928)
30-371-015. Penalties	(\$5,000)	(\$5,000)	(\$5,000)	(\$5,047)	(\$4,500)	(\$4,500)	(\$4,500)
30-371-017. Grease Trap Compliance	\$0	\$0	\$0	\$350	\$0	\$0	\$0
30-372-000. Water Connection Fees	(\$342,455)	(\$342,455)	(\$214,048)	(\$160,110)	(\$206,725)	(\$206,725)	(\$206,725)
30-373-000. Sewer Connection Fees	(\$261,581)	(\$261,581)	(\$164,220)	(\$111,180)	(\$130,080)	(\$130,080)	(\$130,080)
30-374-000. System Dev. Fee-Water	(\$262,060)	(\$262,060)	(\$243,295)	(\$274,560)	(\$235,560)	(\$235,560)	(\$235,560)
30-374-100. System Dev. Fee-Sewer	(\$287,020)	(\$287,020)	(\$259,112)	(\$311,273)	(\$269,553)	(\$269,553)	(\$269,553)
30-375-000. Reconnection Fees	(\$2,000)	(\$2,000)	(\$3,500)	(\$4,200)	(\$3,500)	(\$3,500)	(\$3,500)
30-383-000. Sale of Fixed Assets	\$0	\$0	\$0	\$7,500	\$0	\$0	\$0
30-385-000. Miscellaneous Revenues	(\$16,000)	(\$16,000)	(\$16,000)	(\$25,142)	(\$16,000)	(\$16,000)	(\$16,000)
30-398-001. Kure Beach-Fixed & Variable	(\$196,308)	(\$196,308)	(\$243,873)	(\$236,537)	(\$286,309)	(\$286,309)	(\$286,309)
30-398-002. Kure Beach-Capital Recovery	(\$21,765)	(\$21,765)	(\$21,831)	(\$19,974)	(\$21,790)	(\$21,790)	(\$21,790)
30-398-003. Fort Fisher WWT	(\$5,073)	(\$5,073)	(\$6,070)	(\$5,917)	(\$6,455)	(\$6,455)	(\$6,455)
30-399-000. Appropriated fund Balance	(\$238,506)	(\$680,801)	(\$258,957)	\$0	(\$29,226)	(\$29,226)	(\$29,226)
<b>UTILITY FUND REVENUE TOTALS</b>	<b>\$10,159,155</b>	<b>\$10,601,450</b>	<b>\$10,048,743</b>	<b>\$9,459,404</b>	<b>\$10,501,742</b>	<b>\$10,501,742</b>	<b>\$10,501,742</b>

**UTILITY FUND DEBT SERVICE (409)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Maintenance &amp; Operations</b>							
10-409-015. Debt Service	\$2,515,328	\$2,515,368	\$2,358,859	\$2,358,859	\$2,273,947	\$2,273,947	\$2,273,947
10-409-030. Vehicle Lease	\$24,319	\$24,279	\$32,821	\$22,839	\$42,152	\$42,152	\$42,152
<b>M&amp;O Totals</b>	<b>\$2,539,647</b>	<b>\$2,539,647</b>	<b>\$2,391,680</b>	<b>\$2,381,698</b>	<b>\$2,316,099</b>	<b>\$2,316,099</b>	<b>\$2,316,099</b>
<b>Debt Service Expense Totals</b>	<b>\$2,539,647</b>	<b>\$2,539,647</b>	<b>\$2,391,680</b>	<b>\$2,381,698</b>	<b>\$2,316,099</b>	<b>\$2,316,099</b>	<b>\$2,316,099</b>



**WATER/SEWER ADMINISTRATION (800)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
30-800-002. Wages	\$345,746	\$345,746	\$346,536	\$358,128	\$399,105	\$399,105	\$399,105
30-800-003. Overtime Pay	\$10,436	\$2,036	\$10,508	\$748	\$1,993	\$1,993	\$1,993
30-800-004. C.O.L.A./Merit	\$0	\$0	\$20,793	\$0	\$11,974	\$11,974	\$11,974
30-800-005. FICA Taxes	\$27,317	\$25,317	\$28,989	\$26,131	\$37,334	\$37,334	\$37,334
30-800-006. Medical Insurance	\$48,096	\$50,455	\$48,600	\$46,359	\$48,600	\$48,600	\$48,600
30-800-007. Retirement	\$42,885	\$41,855	\$48,694	\$46,257	\$56,572	\$56,572	\$56,572
30-800-009. Workmans Compensation	\$3,151	\$3,151	\$2,950	\$2,950	\$3,180	\$3,180	\$3,180
30-800-025. 401K Match Program	\$10,713	\$8,354	\$11,367	\$9,069	\$12,479	\$12,479	\$12,479
30-800-059. Longevity Pay	\$900	\$900	\$1,100	\$1,100	\$2,900	\$2,900	\$2,900
<b>P&amp;B Totals</b>	<b>\$489,244</b>	<b>\$477,814</b>	<b>\$519,537</b>	<b>\$490,742</b>	<b>\$574,137</b>	<b>\$574,137</b>	<b>\$574,137</b>
<b>Maintenance &amp; Operations</b>							
30-800-011. Communications-Cell/Data	\$3,000	\$3,000	\$2,500	\$1,826	\$2,500	\$2,500	\$2,500
30-800-012. Printing & Publishing	\$3,500	\$3,500	\$3,250	\$699	\$3,250	\$3,250	\$3,250
30-800-014. Travel & Training	\$6,500	\$1,500	\$5,750	\$1,338	\$5,750	\$5,250	\$5,250
30-800-016. Maintenance & Repair-Equipment	\$5,000	\$1,850	\$5,000	\$0	\$5,000	\$5,000	\$5,000
30-800-023. Maintenance & Repair-Software	\$1,900	\$1,900	\$1,900	\$377	\$1,900	\$1,900	\$1,900
30-800-024. Uniforms	\$4,250	\$4,250	\$1,000	\$684	\$650	\$650	\$650
30-800-033. Supplies	\$12,000	\$12,000	\$9,000	\$7,469	\$9,000	\$9,000	\$9,000
30-800-037. On-Line Credit Check	\$2,500	\$2,500	\$2,000	\$949	\$2,000	\$2,000	\$2,000
30-800-045. Contract Services	\$34,300	\$34,300	\$22,300	\$22,497	\$19,800	\$19,800	\$19,800
30-800-046. Professional Services	\$41,000	\$41,000	\$17,800	\$21,000	\$19,800	\$19,800	\$19,800
30-800-049. Postage	\$49,500	\$37,693	\$49,500	\$21,374	\$54,500	\$54,500	\$54,500
30-800-053. Dues & Subscriptions	\$650	\$650	\$650	\$502	\$650	\$650	\$650
30-800-080. Reimbursement to General Fund	\$750,000	\$750,000	\$750,000	\$0	\$775,000	\$775,000	\$775,000
<b>M&amp;O Totals</b>	<b>\$914,100</b>	<b>\$894,143</b>	<b>\$870,650</b>	<b>\$78,715</b>	<b>\$899,800</b>	<b>\$899,300</b>	<b>\$899,300</b>
<b>W/S Administration Totals</b>	<b>\$1,403,344</b>	<b>\$1,371,957</b>	<b>\$1,390,187</b>	<b>\$569,457</b>	<b>\$1,473,937</b>	<b>\$1,473,437</b>	<b>\$1,473,437</b>

**WASTE WATER TREATMENT PLANT (810)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
30-810-002. Wages	\$295,538	\$311,974	\$295,038	\$318,725	\$326,228	\$326,228	\$326,228
30-810-003. Overtime Pay	\$4,902	\$10,303	\$4,890	\$24,193	\$26,847	\$26,847	\$26,847
30-810-004. C.O.L.A./Merit	\$0	\$0	\$17,702	\$0	\$9,787	\$9,787	\$9,787
30-810-005. FICA Taxes	\$23,091	\$23,933	\$24,410	\$25,667	\$32,898	\$32,898	\$32,898
30-810-006. Medical Insurance	\$40,080	\$41,652	\$40,500	\$37,422	\$40,500	\$40,500	\$40,500
30-810-007. Retirement	\$36,251	\$38,929	\$41,003	\$44,251	\$49,867	\$49,867	\$49,867
30-810-009. Workmans Compensation	\$6,254	\$6,254	\$6,254	\$6,254	\$5,463	\$5,463	\$5,463
30-810-025. 401K Match Program	\$7,618	\$9,610	\$9,572	\$10,287	\$11,000	\$11,000	\$11,000
30-810-059. Longevity Pay	\$1,400	\$1,400	\$1,450	\$1,450	\$3,800	\$3,800	\$3,800
<b>P&amp;B Totals</b>	<b>\$415,134</b>	<b>\$444,055</b>	<b>\$440,819</b>	<b>\$468,249</b>	<b>\$506,390</b>	<b>\$506,390</b>	<b>\$506,390</b>
<b>Maintenance &amp; Operations</b>							
30-810-011. Communications-Cell/Data	\$2,300	\$2,663	\$2,300	\$3,059	\$2,300	\$2,300	\$2,300
30-810-013. Electric	\$140,000	\$140,000	\$140,000	\$119,877	\$150,000	\$150,000	\$150,000
30-810-014. Travel & Training	\$3,000	\$2,850	\$3,000	\$250	\$3,500	\$3,500	\$3,500
30-810-015. Maintenance & Repair-Buildings	\$9,000	\$7,500	\$9,500	\$2,694	\$9,500	\$9,500	\$9,500
30-810-016. Maintenance & Repair-Equipment	\$23,500	\$37,500	\$23,500	\$39,689	\$30,500	\$30,500	\$30,500
30-810-018. Maintenance & Repair-Grounds	\$8,000	\$23,700	\$15,000	\$2,458	\$15,000	\$15,000	\$15,000
30-810-024. Uniforms	\$4,000	\$4,000	\$4,000	\$1,874	\$4,000	\$4,000	\$4,000
30-810-032. Chemical & Lab Fees	\$98,000	\$183,000	\$193,700	\$170,735	\$265,200	\$265,200	\$265,200
30-810-033. Supplies	\$4,000	\$5,500	\$4,000	\$2,159	\$5,000	\$5,000	\$5,000
30-810-035. Small Tools & Equipment	\$1,500	\$1,500	\$1,500	\$2,889	\$3,000	\$3,000	\$3,000
30-810-045. Contract Services	\$187,000	\$351,821	\$187,000	\$182,309	\$212,000	\$212,000	\$212,000
30-810-046. Professional Services	\$51,500	\$21,500	\$71,500	\$36,572	\$71,500	\$71,500	\$71,500
30-810-047. WWT Plant Renovation	\$0	\$68,062	\$0	\$31,453	\$0	\$0	\$0
30-810-050. Rental of Property	\$37,000	\$7,000	\$37,000	\$27,665	\$37,000	\$37,000	\$37,000
30-810-053. Dues & Subscriptions	\$400	\$400	\$400	\$100	\$550	\$550	\$550
30-810-078. Permits & Fees	\$20,250	\$20,250	\$28,000	\$21,685	\$28,500	\$28,500	\$28,500
30-810-080. PPE & Safety Equipment	\$4,525	\$4,525	\$4,550	\$3,095	\$4,900	\$4,900	\$4,900
<b>M&amp;O Totals</b>	<b>\$593,975</b>	<b>\$881,771</b>	<b>\$724,950</b>	<b>\$648,563</b>	<b>\$842,450</b>	<b>\$842,450</b>	<b>\$842,450</b>
<b>Wastewater Treatment Totals</b>	<b>\$1,009,109</b>	<b>\$1,325,826</b>	<b>\$1,165,769</b>	<b>\$1,116,812</b>	<b>\$1,348,840</b>	<b>\$1,348,840</b>	<b>\$1,348,840</b>

**WASTEWATER COLLECTION (811)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
30-811-002. Wages	\$525,968	\$531,722	\$501,259	\$532,518	\$565,571	\$565,571	\$565,571
30-811-003. Overtime Pay	\$37,930	\$22,976	\$37,337	\$29,304	\$24,471	\$24,471	\$24,471
30-811-004. C.O.L.A./Merit	\$0	\$0	\$30,076	\$0	\$16,967	\$16,967	\$16,967
30-811-005. FICA Taxes	\$43,436	\$43,436	\$43,717	\$43,023	\$55,136	\$55,136	\$55,136
30-811-006. Medical Insurance	\$80,160	\$72,860	\$81,000	\$70,055	\$81,000	\$81,000	\$81,000
30-811-007. Retirement	\$68,193	\$68,193	\$73,434	\$72,580	\$83,486	\$83,486	\$83,486
30-811-009. Workmans Compensation	\$11,139	\$11,139	\$11,139	\$11,139	\$9,564	\$9,564	\$9,564
30-811-025. 401K Match Program	\$17,034	\$16,043	\$17,146	\$15,728	\$18,415	\$18,415	\$18,415
30-811-059. Longevity Pay	\$3,900	\$3,900	\$2,800	\$3,000	\$6,850	\$6,850	\$6,850
<b>P&amp;B Totals</b>	<b>\$787,760</b>	<b>\$770,269</b>	<b>\$797,908</b>	<b>\$777,347</b>	<b>\$861,460</b>	<b>\$861,460</b>	<b>\$861,460</b>
<b>Maintenance &amp; Operations</b>							
30-811-011. Communications-Cell/Data	\$13,300	\$13,300	\$13,300	\$8,594	\$13,300	\$13,300	\$13,300
30-811-013. Electric	\$104,000	\$85,409	\$104,000	\$33,884	\$104,000	\$104,000	\$104,000
30-811-014. Travel & Training	\$15,000	\$15,000	\$10,000	\$1,641	\$10,000	\$10,000	\$10,000
30-811-015. Maintenance & Repair-Buildings	\$21,000	\$21,000	\$21,000	\$8,295	\$21,000	\$21,000	\$21,000
30-811-016. Maintenance & Repair-Equipment	\$86,000	\$86,000	\$86,000	\$70,025	\$91,000	\$91,000	\$91,000
30-811-019. Maintenance & Repair-Streets	\$145,000	\$50,089	\$96,000	\$34,428	\$96,000	\$96,000	\$96,000
30-811-020. Maintenance & Repair-Infrastructure	\$164,000	\$144,000	\$114,000	\$21,923	\$121,500	\$121,500	\$121,500
30-811-024. Uniforms	\$9,000	\$9,000	\$7,000	\$3,335	\$7,000	\$7,000	\$7,000
30-811-026. Maintenance & Repair-Material	\$57,000	\$27,000	\$57,000	\$3,085	\$59,000	\$59,000	\$59,000
30-811-033. Supplies	\$8,000	\$8,000	\$8,000	\$2,197	\$8,000	\$8,000	\$8,000
30-811-035. Small Tools & Equipment	\$12,200	\$12,200	\$11,700	\$6,649	\$12,450	\$12,450	\$12,450
30-811-044. Temps	\$5,000	\$5,000	\$5,000	\$0	\$5,000	\$5,000	\$5,000
30-811-045. Contract Services	\$225,000	\$279,321	\$216,000	\$164,714	\$218,500	\$218,500	\$218,500
30-811-046. Professional Services	\$70,000	\$73,601	\$60,000	\$3,446	\$60,000	\$60,000	\$60,000
30-811-060. I&I Removal Program	\$15,000	\$15,000	\$15,000	\$4,468	\$30,000	\$30,000	\$30,000
30-811-078. Permits & Fees	\$7,500	\$7,500	\$7,500	\$1,760	\$7,500	\$7,500	\$7,500
30-811-080. PPE & Safety Equipment	\$8,500	\$8,500	\$8,500	\$3,248	\$8,900	\$8,900	\$8,900
<b>M&amp;O Totals</b>	<b>\$965,500</b>	<b>\$859,920</b>	<b>\$840,000</b>	<b>\$371,692</b>	<b>\$873,150</b>	<b>\$873,150</b>	<b>\$873,150</b>
<b>Capital Improvements</b>							
30-811-074. Capital Projects > \$10,000	\$20,000	\$20,000	\$166,187	\$172,355	\$166,187	\$166,187	\$166,187
30-811-075. Capital Projects < \$10,000	\$3,500	\$3,500	\$3,500	\$0	\$3,500	\$3,500	\$3,500
30-811-085. T/F to Capital	\$0	\$194,907	\$0	\$0	\$0	\$0	\$0
<b>Capital Totals</b>	<b>\$23,500</b>	<b>\$218,407</b>	<b>\$169,687</b>	<b>\$172,355</b>	<b>\$169,687</b>	<b>\$169,687</b>	<b>\$169,687</b>
<b>Wastewater Collection Totals</b>	<b>\$1,776,760</b>	<b>\$1,848,596</b>	<b>\$1,807,595</b>	<b>\$1,321,394</b>	<b>\$1,904,297</b>	<b>\$1,904,297</b>	<b>\$1,904,297</b>

**WATER (812)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
30-812-002. Wages	\$104,166	\$112,516	\$104,166	\$112,975	\$120,682	\$120,682	\$120,682
30-812-003. Overtime Pay	\$12,019	\$3,669	\$12,019	\$2,182	\$3,049	\$3,049	\$3,049
30-812-004. C.O.L.A./Merit	\$0	\$0	\$6,250	\$0	\$3,620	\$3,620	\$3,620
30-812-005. FICA Taxes	\$8,926	\$8,926	\$9,404	\$8,839	\$11,557	\$11,557	\$11,557
30-812-006. Medical Insurance	\$16,032	\$16,032	\$16,200	\$14,157	\$16,200	\$16,200	\$16,200
30-812-007. Retirement	\$14,014	\$14,014	\$15,797	\$14,862	\$17,503	\$17,503	\$17,503
30-812-009. Workmans Compensation	\$2,218	\$2,218	\$2,218	\$2,218	\$2,029	\$2,029	\$2,029
30-812-025. 401K Match Program	\$3,501	\$3,501	\$3,688	\$3,455	\$3,861	\$3,861	\$3,861
30-812-059. Longevity Pay	\$500	\$500	\$500	\$500	\$1,350	\$1,350	\$1,350
<b>P&amp;B Totals</b>	<b>\$161,376</b>	<b>\$161,376</b>	<b>\$170,242</b>	<b>\$159,188</b>	<b>\$179,851</b>	<b>\$179,851</b>	<b>\$179,851</b>
<b>Maintenance &amp; Operations</b>							
30-812-011. Communications-Cell/Data	\$4,600	\$4,600	\$4,600	\$881	\$4,600	\$4,600	\$4,600
30-812-012. Printing & Publishing	\$1,500	\$1,500	\$1,000	\$0	\$1,000	\$1,000	\$1,000
30-812-013. Electric	\$75,000	\$78,360	\$78,000	\$72,004	\$85,000	\$85,000	\$85,000
30-812-014. Travel & Training	\$3,000	\$3,000	\$3,000	\$1,020	\$3,000	\$3,000	\$3,000
30-812-015. Maintenance & Repair-Buildings	\$60,000	\$60,000	\$45,000	\$4,858	\$45,000	\$45,000	\$45,000
30-812-016. Maintenance & Repair-Equipment	\$60,000	\$29,715	\$50,000	\$11,299	\$50,000	\$50,000	\$50,000
30-812-019. Maintenance & Repair-Streets	\$78,500	\$41,417	\$73,500	\$27,411	\$73,500	\$73,500	\$73,500
30-812-020. Maintenance & Repair-Infrastructure	\$130,000	\$201,934	\$125,000	\$123,670	\$165,000	\$165,000	\$165,000
30-812-024. Uniforms	\$3,000	\$3,000	\$2,500	\$678	\$2,500	\$2,500	\$2,500
30-812-026. Maintenance & Repair-Material	\$81,000	\$141,759	\$81,000	\$117,066	\$81,000	\$81,000	\$81,000
30-812-032. Chemical & Lab Fees	\$180,000	\$135,000	\$180,000	\$105,697	\$245,000	\$245,000	\$245,000
30-812-033. Supplies	\$5,000	\$6,200	\$5,000	\$831	\$5,000	\$5,000	\$5,000
30-812-035. Small Tools & Equipment	\$6,000	\$6,000	\$6,000	\$5,331	\$6,000	\$6,000	\$6,000
30-812-044. Temps	\$3,000	\$3,000	\$0	\$0	\$0	\$0	\$0
30-812-045. Contract Services	\$406,500	\$384,679	\$358,200	\$207,501	\$375,200	\$375,200	\$375,200
30-812-046. Professional Services	\$62,500	\$62,500	\$82,950	\$1,512	\$82,950	\$82,950	\$82,950
30-812.049. Postage	\$3,150	\$3,150	\$2,650	\$439	\$2,650	\$2,650	\$2,650
30-812.050. Rental of Property	\$35,000	\$35,000	\$35,000	\$25,000	\$35,000	\$35,000	\$35,000
30-812-053. Dues & Subscriptions	\$2,170	\$2,170	\$2,170	\$0	\$2,170	\$2,170	\$2,170
30-812.067. Well Upgrades	\$60,000	\$52,000	\$25,000	\$22,248	\$25,000	\$25,000	\$25,000
30-812-078. Permits & Fees	\$4,100	\$4,100	\$4,100	\$3,500	\$4,100	\$4,100	\$4,100
30-812-080. PPE & Safety Equipment	\$5,750	\$5,750	\$4,750	\$645	\$4,780	\$4,780	\$4,780
<b>M&amp;O Totals</b>	<b>\$1,269,770</b>	<b>\$1,264,834</b>	<b>\$1,169,420</b>	<b>\$731,591</b>	<b>\$1,298,450</b>	<b>\$1,298,450</b>	<b>\$1,298,450</b>
<b>Capital Improvements</b>							
30-812-074. Capital Projects > \$10,000	\$250,000	\$250,000	\$50,000	\$16,500	\$103,000	\$103,000	\$103,000
<b>Capital Totals</b>	<b>\$250,000</b>	<b>\$250,000</b>	<b>\$50,000</b>	<b>\$16,500</b>	<b>\$103,000</b>	<b>\$103,000</b>	<b>\$103,000</b>
<b>Water Totals</b>	<b>\$1,681,146</b>	<b>\$1,676,210</b>	<b>\$1,389,662</b>	<b>\$907,279</b>	<b>\$1,581,301</b>	<b>\$1,581,301</b>	<b>\$1,581,301</b>

**U/F Fleet (565)**

	<b>2022/2023 APPROVED BUDGET</b>	<b>2022/2023 ACTUAL BUDGET</b>	<b>2023/2024 APPROVED BUDGET</b>	<b>2023/2024 ESTIMATED BUDGET</b>	<b>2024/2025 INITIAL BUDGET</b>	<b>2024/2025 RECOMMENDED BUDGET</b>	<b>2024/2025 APPROVED BUDGET</b>
<b>Maintenance &amp; Operations</b>							
30-813-016. Maintenance & Repair-Equipment	\$76,000	\$112,394	\$76,000	\$81,460	\$83,000	\$83,000	\$83,000
30-813-017. Maintenance & Repair-Vehicles	\$71,000	\$45,468	\$69,000	\$47,484	\$69,500	\$69,500	\$69,500
30-813-021. Maintenance & Repair-Tires	\$26,000	\$23,651	\$26,000	\$14,347	\$26,000	\$26,000	\$26,000
30-813-030. Gas & Diesel Fuel	\$130,000	\$130,000	\$120,000	\$71,509	\$120,000	\$120,000	\$120,000
<b>M&amp;O Totals</b>	<b>\$303,000</b>	<b>\$311,513</b>	<b>\$291,000</b>	<b>\$214,800</b>	<b>\$298,500</b>	<b>\$298,500</b>	<b>\$298,500</b>
<b>U/F Fleet Maintenance Expense Totals</b>	<b>\$303,000</b>	<b>\$311,513</b>	<b>\$291,000</b>	<b>\$214,800</b>	<b>\$298,500</b>	<b>\$298,500</b>	<b>\$298,500</b>

**STORMWATER (900)**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>Personnel &amp; Benefits</b>							
30-900-002. Wages	\$460,289	\$472,557	\$461,558	\$463,499	\$509,392	\$509,392	\$509,392
30-900-003. Overtime Pay	\$21,685	\$21,685	\$21,752	\$25,338	\$32,787	\$32,787	\$32,787
30-900-004. C.O.L.A./Merit	\$0	\$0	\$27,693	\$0	\$15,283	\$15,283	\$15,283
30-900-005. FICA Taxes	\$37,103	\$37,103	\$39,346	\$36,973	\$50,715	\$50,715	\$50,715
30-900-006. Medical Insurance	\$68,136	\$60,436	\$68,850	\$58,506	\$68,850	\$68,850	\$68,850
30-900-007. Retirement	\$58,252	\$59,420	\$66,089	\$63,192	\$76,801	\$76,801	\$76,801
30-900-009. Workmans Compensation	\$10,583	\$10,583	\$10,583	\$10,583	\$12,472	\$12,472	\$12,472
30-900-025. 401K Match Program	\$14,551	\$14,551	\$15,429	\$14,188	\$16,941	\$16,941	\$16,941
30-900-059. Longevity Pay	\$3,050	\$3,050	\$3,300	\$2,925	\$7,250	\$7,250	\$7,250
<b>P&amp;B Totals</b>	<b>\$673,649</b>	<b>\$679,385</b>	<b>\$714,600</b>	<b>\$675,204</b>	<b>\$790,491</b>	<b>\$790,491</b>	<b>\$790,491</b>
<b>Maintenance &amp; Operations</b>							
30-900-011. Communications-Cell/Data	\$7,000	\$7,000	\$6,000	\$3,894	\$6,000	\$6,000	\$6,000
30-900-012. Printing & Publishing	\$1,000	\$1,000	\$1,200	\$278	\$1,000	\$1,000	\$1,000
30-900-013. Electric	\$13,000	\$14,258	\$18,000	\$11,882	\$18,000	\$18,000	\$18,000
30-900-014. Travel & Training	\$7,000	\$5,742	\$6,000	\$1,605	\$12,000	\$12,000	\$12,000
30-900-015. Maintenance & Repair-Buildings	\$4,000	\$4,000	\$4,000	\$9,174	\$6,000	\$6,000	\$6,000
30-900-016. Maintenance & Repair-Equipment	\$47,000	\$66,427	\$56,000	\$20,977	\$81,000	\$81,000	\$81,000
30-900-019. Maintenance & Repair-Streets	\$60,000	\$60,000	\$47,500	\$6,944	\$49,500	\$49,500	\$49,500
30-900-020. Maintenance & Repair-Infrastructure	\$293,000	\$302,400	\$520,000	\$276,231	\$243,000	\$243,000	\$243,000
30-900-024. Uniforms	\$6,000	\$6,000	\$6,000	\$2,211	\$8,000	\$8,000	\$8,000
30-900-026. Maintenance & Repair-Material	\$20,000	\$20,000	\$16,000	\$2,306	\$12,000	\$12,000	\$12,000
30-900-032. Chemical & Lab	\$4,000	\$4,000	\$2,000	\$0	\$2,000	\$2,000	\$2,000
30-900-033. Supplies	\$5,000	\$5,000	\$6,000	\$3,399	\$6,000	\$6,000	\$6,000
30-900-035. Small Tools & Equipment	\$2,000	\$2,000	\$3,000	\$3,002	\$12,500	\$12,500	\$12,500
30-900-044. Temps	\$45,000	\$23,265	\$30,000	\$11,633	\$30,000	\$30,000	\$30,000
30-900-045. Contract Services	\$116,000	\$134,725	\$104,750	\$30,737	\$112,877	\$112,877	\$112,877
30-900-046. Professional Services	\$84,000	\$134,000	\$57,000	\$16,461	\$65,000	\$65,000	\$65,000
30-900-078. Permits & Fees	\$1,000	\$1,000	\$1,000	\$1,075	\$1,000	\$1,000	\$1,000
30-900-080. PPE & Safety Equipment	\$5,500	\$5,500	\$2,800	\$2,796	\$2,900	\$2,900	\$2,900
<b>M&amp;O Totals</b>	<b>\$720,500</b>	<b>\$796,317</b>	<b>\$887,250</b>	<b>\$404,605</b>	<b>\$668,777</b>	<b>\$668,777</b>	<b>\$668,777</b>
<b>Capital Improvements</b>							
30-900-074. Capital Projects > \$10,000	\$52,000	\$52,000	\$11,000	\$0	\$120,000	\$120,000	\$120,000
<b>Capital Totals</b>	<b>\$52,000</b>	<b>\$52,000</b>	<b>\$11,000</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$120,000</b>	<b>\$120,000</b>
<b>Stormwater Totals</b>	<b>\$1,446,149</b>	<b>\$1,527,702</b>	<b>\$1,612,850</b>	<b>\$1,079,809</b>	<b>\$1,579,268</b>	<b>\$1,579,268</b>	<b>\$1,579,268</b>

**UTILITY FUND-TOTAL BUDGET**

	<b>2022/2023 APPROVED BUDGET</b>	<b>2022/2023 ACTUAL BUDGET</b>	<b>2023/2024 APPROVED BUDGET</b>	<b>2023/2024 ESTIMATED BUDGET</b>	<b>2024/2025 INITIAL BUDGET</b>	<b>2024/2025 RECOMMENDED BUDGET</b>	<b>2024/2025 APPROVED BUDGET</b>
<b>UF EXPENSES</b>	\$10,159,155	\$10,601,450	\$10,048,743	\$7,591,245	\$10,501,742	\$10,501,742	\$10,501,742
<b>UF REVENUES</b>	\$10,159,155	\$10,601,450	\$10,048,743	\$9,475,103	\$10,501,742	\$10,501,742	\$10,501,742
<b>REVENUES/EXPENSES OVER OR UNDER</b>	\$0	\$0	\$0	\$1,883,858	\$0	\$0	\$0
<b>P&amp;B TOTALS</b>	\$2,527,163	\$2,532,899	\$2,643,106	\$2,570,730	\$2,912,329	\$2,912,329	\$2,912,329
<b>M&amp;O TOTALS</b>	\$4,791,164	\$5,032,777	\$4,816,091	\$2,472,801	\$4,922,779	\$4,922,779	\$4,922,779
<b>CAPITAL TOTALS</b>	\$325,500	\$520,407	\$230,687	\$188,855	\$392,687	\$392,687	\$392,687
<b>DEBT TOTALS</b>	\$2,515,328	\$2,515,368	\$2,358,859	\$2,358,859	\$2,273,947	\$2,273,947	\$2,273,947
<b>UTILITY FUND EXPENSE TOTALS</b>	<b>\$10,159,155</b>	<b>\$10,601,451</b>	<b>\$10,048,743</b>	<b>\$7,591,245</b>	<b>\$10,501,742</b>	<b>\$10,501,742</b>	<b>\$10,501,742</b>

**TOTAL COMBINED BUDGET-FY 2024/2025**

	2022/2023 APPROVED BUDGET	2022/2023 ACTUAL BUDGET	2023/2024 APPROVED BUDGET	2023/2024 ESTIMATED BUDGET	2024/2025 INITIAL BUDGET	2024/2025 RECOMMENDED BUDGET	2024/2025 APPROVED BUDGET
<b>TOTAL EXPENSES</b>	\$29,937,997	\$33,768,248	\$30,675,119	\$32,429,932	\$33,169,603	\$32,918,003	\$32,918,003
<b>TOTAL REVENUES</b>	<b>\$29,937,997</b>	<b>\$33,768,248</b>	<b>\$30,675,119</b>	<b>\$32,429,932</b>	<b>\$32,918,003</b>	<b>\$32,918,003</b>	<b>\$32,918,003</b>
<b>REVENUES/EXPENSES OVER OR UNDER</b>	\$0	\$0	\$0	\$0	<b>(\$251,600)</b>	\$0	\$0
<b>P&amp;B TOTALS</b>	\$12,065,540	\$12,049,774	\$12,864,741	\$11,574,969	\$14,300,272	\$14,300,272	\$14,300,272
<b>M&amp;O TOTALS</b>	\$13,153,730	\$13,364,625	\$13,048,062	\$9,073,719	\$13,693,362	\$13,551,762	\$13,551,762
<b>CAPITAL TOTALS</b>	\$777,500	\$4,371,204	\$999,187	\$4,237,532	\$1,457,687	\$1,347,687	\$1,347,687
<b>DEBT SERVICE TOTALS</b>	\$3,941,227	\$3,982,646	\$3,763,129	\$6,582,324	\$3,718,282	\$3,718,282	\$3,718,282
<b>TOTAL BUDGET EXPENSES</b>	<b>\$29,937,997</b>	<b>\$33,768,249</b>	<b>\$30,675,119</b>	<b>\$31,468,544</b>	<b>\$33,169,603</b>	<b>\$32,918,003</b>	<b>\$32,918,003</b>



# MISCELLANEOUS BUDGET INFORMATION

- CIP Summary
- Financial Systems/Financial Policy
- Cash Management
- Debt/Debt Policy
- Historical Tax and Fund Balance Data
- Glossary

**2024/2025 Capital Purchase Summary**

<b>GENERAL FUND</b>		
<b>Department</b>	<b>Item Description</b>	<b>Cost</b>
<b>Beach Maintenance</b>	Beach rake/tractor broom attachment	\$75,000
	UTV replacement	\$25,000
	Ocean Blvd. Hatteras ramp replacement	\$60,000
	Can machine truck mount	\$40,000
	<b>Total</b>	<b>\$200,000</b>
<b>Environmental</b>	Town Hall/CBPD parking expansion	\$70,000
	Lake Park Blvd. holiday light replacement	\$10,000
	Town entryway sign	\$50,000
	Lake Park Blvd. light replacement Harper Ave.	\$35,000
<b>Total</b>	<b>\$165,000</b>	
<b>Fire</b>	Airpack upgrades	\$35,000
	Squad 25 replacement	\$60,000
	Squad 25 equipment	\$9,000
	Remodel station living quarters	\$75,000
<b>Total</b>	<b>\$179,000</b>	
<b>Marina</b>	Add 10 moorings	\$10,000
	Replace fish freezer	\$15,000
	Phase III construction (office, gazebo, landscaping, electrical)	\$75,000
<b>Total</b>	<b>\$100,000</b>	
<b>Ocean Rescue</b>	UTVs (2)	\$15,000
	AEDs (3)	\$6,000
	Fire boat re-power	\$50,000
	Radios	\$5,000
<b>Total</b>	<b>\$76,000</b>	
<b>Parking</b>	1810 Canal lot	\$60,000
	Week's parking lot-pave	\$80,000
	Alabama East parking lot-resurface	\$20,000
<b>Total</b>	<b>\$160,000</b>	
<b>Parks and Recreation</b>	Gator replacement (for park maintenance)	\$20,000
	Pave Mike Chappell Park parking lot	\$30,000
	Picnic shelter at Lake Park	\$25,000
<b>Total</b>	<b>\$75,000</b>	
<b>TOTAL GENERAL FUND</b>		<b>\$955,000</b>
<b>ENTERPRISE FUND</b>		
<b>Department</b>	<b>Item Description</b>	<b>Cost</b>
<b>Stormwater</b>	Installation 6th St./Birmingham Ave.	\$90,000
	UTV replacement	\$30,000
<b>Total</b>	<b>\$120,000</b>	
<b>Wastewater Collection</b>	Replacement of lift station #6 (Lewis Drive)	\$166,187
	Tablets	\$3,500
<b>Total</b>	<b>\$169,687</b>	
<b>Water</b>	Water Tower (Dow Rd.)-paint	\$20,000
	Generator for Well #13	\$83,000
<b>Total</b>	<b>\$103,000</b>	
<b>TOTAL ENTERPRISE FUND</b>		<b>\$392,687</b>
<b>TOTAL 2024/2025 CAPITAL EXPENDITURES</b>		<b>\$1,347,687</b>

## **FINANCIAL MANAGEMENT SYSTEMS**

### **Summary of Significant Accounting Policies:**

The accounting policies of the Town of Carolina Beach conform to generally accepted accounting principles (GAAP) as applicable to governments. The following is a summary of the more significant accounting policies:

#### **A. Reporting Entity**

For Financial reporting purposes, in accordance with the criteria in NCGA Statement 3, the Town of Carolina Beach includes all funds, account groups, agencies, boards, commissions, and authorities that are controlled by or are financially dependent upon the Town.

#### **B. Basis of Presentation – Fund Accounting**

The accounts of the Town are organized based on funds and account groups, each of which is considered a separate accounting entity. The operations of each fund are accounted for with a separate set of self-balancing accounts comprised of assets, fund equity, revenues, and expenditures or expenses as appropriate. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. In this report, the various funds are grouped into two broad categories and three generic fund types.

##### **1) GOVERNMENTAL FUNDS**

**General Fund** – The General Fund is the operating fund for the Town. It is used to account for all financial resources except for those required to be accounted for in another fund. The primary revenue sources are ad valorem taxes and state-shared revenues. The primary expenditures are public safety, streets and highways, parks and recreation, and general governmental services.

##### **2) PROPRIETARY FUNDS**

**Enterprise Fund** – Enterprise funds are used to account for operations; (a) that are financed and operated in a manner similar to private business enterprises – where the intent of the governing body is that the costs (expenses, including depreciation) of providing goods and services to the general public on a continuing basis be financed or recovered primarily through user charges, or (b) where the governing body has decided that periodic review of revenues earned, revenues required, and/or net income is appropriate for capital maintenance, public policy, management control, accountability, or other purposes. The Town of Carolina Beach has one enterprise fund for Utilities.

##### **3) CAPITAL PROJECT FUNDS**

**Project Funds** – Bond Proceeds and proceeds from debt instruments may be used only for the purpose or purposes for which the bonds were issued, or the instruments executed. A capital project fund accounts for not only the proceeds of a particular bond issue or debt instrument but also for all resources used on the project financed by the bond or debt instrument proceeds. In this manner, one fund or one set of accounts within a fund shows the complete cost of each bond or instrument financed capital project. Many units also establish a capital project fund whenever they begin a major capital project, regardless of the funding source for the project.

### **C. Basis of Accounting**

Basis of accounting refers to when revenues and expenditures of expenses and the related assets and liabilities are recognized in the accounts and reported in the financial statements. The basis of accounting relates to the timing of the measurements made, regardless of the measurement applied.

All funds of the Town are accounted for during the year on the modified accrual basis of accounting in accordance with the North Carolina General Statutes. The governmental funds are presented in the financial statement on the same basis. Under the modified accrual basis, revenues are recognized in the accounting period in which the fund liability is incurred, if measurable, except for un-matured principal and interest on general long-term debt which is recognized when due.

The proprietary fund is presented in the financial statements on an accrual basis. Under this basis, revenues are recognized in the accounting period when earned and expenses are recognized in the period when incurred. Unbilled receivables are immaterial and are not accrued as revenue to the Utilities Fund.

### **D. Budgetary Data**

Budgets are adopted as required by State statute. An annual budget ordinance is adopted for the general and enterprise funds. All annual appropriations lapse at fiscal year-end. Project ordinances are adopted for special revenue and capital project funds. All budgets are prepared using the modified accrual basis of accounting, which is consistent with the accounting system used to record transactions.

Expenditures may not legally exceed appropriations at the departmental level for all annually budgeted funds. The Town Manager is authorized to reallocate departmental appropriations among the various objects of expenditures within each department. During the year, several amendments to the original budget are necessary.

As required by G.S. 159-26(b), the Town maintains encumbrance accounts that are to be considered to be “budgetary accounts”. Encumbrances outstanding at year-end represent estimated amounts of the expenditures ultimately to result if unperformed contracts in process at year-end are completed. Encumbrances outstanding at year-end do not constitute expenditures or liabilities because the commitments will be honored during the subsequent year.

## **CASH MANAGEMENT**

### **Deposits:**

All deposits of the Town are made in council-designated official depositories and are collateralized, as required by North Carolina General Statutes. (G.S.159-31). The Town may designate as an official depository any bank or savings and loan association whose principal office is located in North Carolina. The Town may also establish time deposits such as NOW and SuperNow accounts.

Truist Bank in Wilmington serves as the central depository for the Town. The daily receipts are deposited into the Town's General Fund and Water/Sewer Fund account. Excess funds are transferred to the Town's investment accounts with the North Carolina Cash Management Trust. All of the Town's money in the central depository is covered by federal depository insurance.

### **Investments:**

North Carolina General Statutes (G.S. 159-30) authorize the Town to invest in obligations of the United States or obligations fully guaranteed both as to principal and interest by the United States; obligations of the State of North Carolina; bonds and notes of any North Carolina government or public authority; obligations of certain non-guaranteed federal agencies; certain high quality issues of commercial paper; and the North Carolina Capital Management Trust, an SEC registered mutual fund. Investments are stated at cost or amortized cost. The Town pools money from several funds to facilitate disbursement and investment and maximize investment income. Therefore, for the statement of cash flow, all enterprise fund cash and investments are essentially demand deposits and are considered cash and equivalents.

## **LONG TERM DEBT**

### **General Fund Debt:**

The Town of Carolina Beach has limited long-term debt in its General Fund. As of June 30, 2023 the Town had General Fund debt of \$9.01 million dollars. Additionally, the Town owed \$887 thousand for real estate investments held by a 501 c3 non-profit (CBP3), however, debt service payments are paid by the Town. Therefore, the Town informally carried debt of \$9.8 million in its General fund. Debt retirements (principal payments) for the year are \$4.3 million leaving a balance of \$5.8 million as of July 1, 2024. The Town issued no new General Fund debt during the year leaving an outstanding debt of \$5.8 million; \$5.01 million formally and \$739 thousand carried by CBP3. The legal debt margin (limit) for the Town is \$252.4 million for the General Fund.

### **Utilities Fund Debt:**

The Town of Carolina Beach operates an enterprise fund, supported by user fees. As of June 30, 2023, the Town had Utility debt of \$21.4 million dollars issued for water, sewer and storm water projects, street construction and maintenance, and equipment. The Town issued no new debt during the year. Debt retirements for the year total \$2.3 million, leaving a balance of \$19.1 million as of July 1, 2024.

**DEBT PAYMENTS BY BUDGET YEAR**

**General Fund Debt Schedule**

Description of Project/Equipment	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	Total
<b>CBP3 Loan (20 yr, 2.67%)</b>	\$ 167,650.54	\$ 163,701.48	\$ 159,752.41	\$ 155,803.34	\$ 151,854.27						<b>798,762.04</b>
<b>Legislative Budget</b>	\$ 167,650.54	\$ 163,701.48	\$ 159,752.41	\$ 155,803.34	\$ 151,854.27	\$ -					<b>798,762.04</b>
<b>Wilmington Beach Paving and Drainage (15 yr, 2.53%)</b>	\$ 75,029.40										<b>75,029.40</b>
<b>Fire Station Renovation/Rehab (15 yr, 2.03%)</b>	\$ 92,674.29	\$ 90,934.29	\$ 89,194.29	\$ 87,454.29							<b>360,257.16</b>
<b>Operations Center/ Land Purchases (15 yr, 2.37%)</b>	\$ 100,200.19	\$ 98,121.10	\$ 96,042.00	\$ 93,962.90	\$ 91,883.80	\$ 89,804.67					<b>570,014.66</b>
<b>2016 Pumper Fire Engine (10 yr, 2.28%)</b>	\$ 48,583.00										<b>48,583.00</b>
<b>Marina Bulkhead Emergency Repair (15 yr, 2.97%)</b>	\$ 42,903.47	\$ 41,873.87	\$ 40,844.27	\$ 39,814.67	\$ 38,785.07	\$ 37,755.47	\$ 36,725.87	\$ 35,696.32			<b>314,399.01</b>
<b>Hamlet Ave Facility &amp; 3 CBAS (15 yr, 2.49%)</b>	\$ 101,912.00	\$ 99,920.00	\$ 97,928.00	\$ 95,936.00	\$ 93,944.00	\$ 91,952.00	\$ 89,960.00	\$ 87,968.00	\$ 85,976.00	\$ 81,992.00	<b>927,488.00</b>
<b>Knuckle Boom &amp; Can Machine (5yr, 1.56%)</b>	\$ 55,122.19										<b>55,122.19</b>
<b>HVAC System Municipal Complex (10 yr, 2.14)</b>	\$ 79,100.84	\$ 77,628.62	\$ 76,156.40	\$ 74,684.18	\$ 73,211.96	\$ 71,739.74	\$ 70,267.52				<b>522,789.26</b>
<b>F-550 Brush Truck</b>	\$ 41,666.94	\$ 40,377.96	\$ 39,088.98								<b>121,133.88</b>
<b>Spartan Fire Rescue Apparatus</b>	\$ 82,227.62	\$ 79,934.20	\$ 77,640.97	\$ 75,347.64	\$ 73,054.31	\$ 70,760.98	\$ 68,467.66	\$ 66,174.33			<b>593,607.71</b>
<b>1101 Lake Park Blvd</b>	\$ 271,640.00	\$ 263,680.00	\$ 255,720.00	\$ 247,760.00	\$ 239,800.00	\$ 231,840.00	\$ 223,880.00	\$ 215,920.00	\$ 207,960.00		<b>2,158,200.00</b>
<b>Debt Service Budget</b>	\$ 991,059.94	\$ 792,470.04	\$ 772,614.91	\$ 714,959.68	\$ 297,824.83	\$ 291,251.88	\$ 196,953.39	\$ 123,664.32	\$ 85,976.00	\$ 81,992.00	<b>2,873,682.68</b>
<b>Total General Fund</b>	<b>\$ 1,158,710.48</b>	<b>\$ 956,171.52</b>	<b>\$ 932,367.32</b>	<b>\$ 870,763.02</b>	<b>\$ 449,679.10</b>	<b>\$ 291,251.88</b>	<b>\$ 196,953.39</b>	<b>\$ 123,664.32</b>		<b>\$ 81,992.00</b>	<b>\$ 3,672,444.72</b>

**Enterprise Fund Debt Schedule**

Description of Project/Equipment	2024/2025	2025/2026	2026/2027	2027/2028	2028/2029	2029/2030	2030/2031	2031/2032	2032/2033	2033/2034	Total
<b>Revenue Bond Debt</b>											
<b>Bond Series 2016 (25 yr, 2.749%)</b>	\$ 2,089,300	\$ 1,966,300	\$ 1,971,300	\$ 1,968,050	\$ 1,966,800	\$ 1,312,300	\$ 1,312,050	\$ 1,312,050	\$ 1,309,400	\$ 1,307,600	<b>\$ 16,515,150</b>
<b>Total New Debt</b>	\$ 2,089,300	\$ 1,966,300	\$ 1,971,300	\$ 1,968,050	\$ 1,966,800	\$ 1,312,300	\$ 1,312,050	\$ 1,312,050	\$ 1,309,400	\$ 1,307,600	<b>\$ 16,515,150</b>
<b>Other Subordinate Debt</b>											
<b>AMI Project (20 yr, 0)</b>	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	\$ 77,902	<b>\$ 779,018</b>
<b>Wilmington Beach Pond (20 yr, 0%)</b>	\$ 40,934	\$ 40,934	\$ 40,934	\$ 40,934	\$ 40,934	\$ 40,994					<b>\$ 245,663</b>
<b>Lake Park Sewer (20 yr, 0%)</b>	\$ 20,563	\$ 20,563	\$ 20,563	\$ 20,563	\$ 20,563	\$ 20,563					<b>\$ 123,377</b>
<b>801 Dow Rd (10 yr, 3.28)</b>	\$ 45,248	\$ 43,936	\$ 42,624	\$ 41,312							<b>\$ 173,120</b>
<b>Total Other Subordinate Debt</b>	\$ 184,647	\$ 183,335	\$ 182,023	\$ 180,711	\$ 139,399	\$ 139,458	\$ 77,902				<b>\$ 1,321,178</b>
<b>Total for Water/Sewer Fund</b>	<b>\$ 2,273,947</b>	<b>\$ 2,149,635</b>	<b>\$ 2,153,323</b>	<b>\$ 2,148,761</b>	<b>\$ 2,106,199</b>	<b>\$ 1,451,758</b>	<b>\$ 1,389,952</b>				<b>\$ 17,836,328</b>

## **Debt Policy**

### **Introduction:**

The purpose of the Town of Carolina Beach Debt Policy is to provide guidelines, parameters, and procedural requirements for the issuance and management of debt. Many of the processes for approval, sale, and repayment of debt are controlled by various North Carolina statutes. These laws and regulations, which provide debt policy for most of North Carolina local governments, are not repeated here, but this policy must be considered in conjunction with those laws.

### **Use of Debt Financing:**

Debt is only to be incurred for financing capital assets that, because of their long-term nature or because of budgetary restraints, cannot be acquired from current or budgeted resources. Debt is not to be used for operational needs. Debt financing can include general obligation bonds, revenue bonds, certificates of participation, lease/purchase agreements, special obligation bonds, or any other financing instrument allowed under North Carolina statutes. The Town of Carolina Beach will seek to utilize the least costly/most appropriate form of financing for its project needs.

### **Capital Planning and Debt Determination:**

The Capital Improvement Plan (CIP) Committee, made up of Department Heads, reviews department's capital requests and makes a Capital Improvement Program recommendation. The Council then approves a five-year Capital Improvement Program.

Debt financing will be considered in conjunction with the approval by the Town Council of the Town's Capital Improvement Program. Additionally, debt financing will be considered for equipment items that normally do not go through the CIPC but are included in departmental requests and are not treated as current year operating expenses.

Any capital item that has not been included in the above process, but because its critical or emergency need where timing was not anticipated in the CIP or budgetary process or is mandated immediately by either State or Federal requirements, will be considered for approval for debt financing.

### **Debt Affordability:**

The Town will use an objective, analytical approach to determine the amount of debt to be considered for authorization and issuance. This process involves the comparison of generally accepted standards of affordability to the current Town values. These standards shall include Debt per capita, Debt as percentage of assessed valuation, Debt service as percentage of operational budget, and Debt service as percentage of local revenues. This process shall also be judged against the necessity of, and the benefits derived from the proposed acquisitions.

The Town shall strive to achieve and/or maintain these standards in a moderate to average classification, with comparison to governments of similar size, operations, and community characteristics, with a primary focus on similarly rated and geographically close municipalities. The comparison will include other North Carolina beach communities.

### **Debt Structure:**

For most debt issues, the actual structure and sale is conducted in conjunction with the Local Government Commission (LGC), a division of the Office of the State Treasurer. The LGC functions as the financial advisor to local governments when issuing debt. Structuring must take into consideration current conditions and practices in the municipal finance market.”

Debt will be retired in a time period that is less than the useful life of the asset or project acquired through the financing. General obligation bonds will be competitively bid with no more than a 20-year life. Negotiated or private placements, however, may be used where allowed when complex financing or structure is a concern with regard to marketability. Debt service for each issue will be structured in an attempt to level out the Town's total debt service payments. The average life of bonds will be no more than 12 years, which results in approximately 60% of the Town's debt being repaid within 10 years. This structuring assists in minimizing the interest payments over the life of the issue.

The Town will consider utilization of variable rate debt in order to lessen the potential interest costs over the life of the issue. The size of any bond sale will be determined by the Town, based on expected cash needs for construction or acquisition of projects for approximately an 18 to 24 month period. This will enable the Town to maintain capability to utilize the non-voted provision and accommodate necessary signing requirements to avoid arbitrage rebates. The size of other types of financing will be determined by the cost of the assets being acquired, including all issuance costs. The time of the sale will be determined based on existing cash balances from previous financings, acquisition and construction cash draw down requirements, and expectations of needs for new projects to be funded by the financing.

The Town will seek to increase its current 78 rating from the North Carolina Municipal council on its general obligation debt and maintain the highest possible ratings on other financing instruments, if rated. Credit enhancements will only be used when necessary for cost-effectiveness and/or marketability. The Town will maintain good communications with bond rating agencies about its financial conditions and operations with information being sent to the rating agencies on a regular basis.

**Refunding of Outstanding Debt:**

The Town will monitor the municipal bond market for opportunities to obtain interest savings by refunding or advance refunding outstanding debt. The estimation of net present savings should be, at a minimum, in the range of 2.5 - 3% of the refunded maturities before a retiring process begins.

**Continuing Disclosure:**

The Town will provide on-going disclosure information to established information repositories and maintain compliance with disclosure standards promulgated by state and national regulatory agencies.”

**Selection of Financial Consultants and Service Providers:**

The Town will provide a solicitation and selection process for securing all professional services required in connection with any debt issues. This selection will be made on an issue-by-issue basis, will focus on the particular experience and expertise necessary for that issue, and will be made in order to secure such services at competitive prices to the Town.

The Council will adopt a selection process and appointment criteria for bond counsel, as necessary.

**Administration and Implementation:**

The Town Manager and the Director of Finance are responsible for the administration and issuance of debt including the completion of specific tasks and responsibilities included in this policy.



## HISTORICAL SUMMARY OF TAX AND FUND BALANCE INFORMATION

	June 2018	June 2019	June 2020	June 2021	June 2022	June 2023	June 2024 (estimate)
<b>Assessed Valuation</b>	\$1,925,173,475	\$1,954,010,558	\$1,969,565,227	\$2,037,329,237	\$2,979,318,617	\$2,926,854,283	\$3,092,170,000
<b>Property Tax Levy</b>	\$4,338,995	\$4,372,385	\$4,778,543	\$4,999,031	\$6,428,608	\$6,537,598	\$6,648,165
<b>Property Tax Rate</b>	\$0.225	\$0.225	\$0.235	\$0.245	\$0.215	\$0.215	\$0.215
<b>Tax Collection Rate</b>	99.25%	99.36%	98.98%	98.83%	99.38%	99.45%	99.45%
<b>Total Fund Balance</b>	\$6,061,060.00	\$6,995,101.00	\$7,301,759.00	\$9,625,762.00	\$9,714,788.00	\$12,605,882.00	\$14,005,882.00
<b>Expenses</b>	\$14,534,747.00	\$14,713,674.00	\$13,984,031.00	\$14,637,387.00	\$22,965,883.00	\$20,302,798.00	\$23,587,078.00
<b>FB as % of Gen. Fund</b>	42%	48%	52%	66%	42%	62%	59%
<b>Available Fund Balance</b>	<b>28%</b>	<b>21%</b>	<b>20%</b>	<b>21%</b>	<b>35%</b>	<b>47%</b>	<b>49%</b>

Audited Property Tax and Fund Balance Data

## GLOSSARY

<b>Accrual Accounting:</b>	A basis of accounting in which revenues and expenses are recorded at the time they are incurred, instead of when cash is actually received or disbursed.
<b>Ad Valorem Taxes:</b>	Please see Property Taxes
<b>Appropriation:</b>	An authorization granted by the Town Council to make expenditures and incur obligations for purposes specified in the Budget Ordinance.
<b>Assessed Valuation:</b>	A value established by the New Hanover County Tax Assessor's office for real and personal property to be used as a basis for levying property taxes.
<b>Balanced Budget:</b>	When planned expenditures equal anticipated revenues. The North Carolina Local Government Budget and Fiscal Control Act requires the budget, which is submitted to the Town Council, be balanced.
<b>Bond:</b>	A written promise to pay a sum of money on a specific date at a specified interest rate. The interest payments and the repayment of the principal are detailed in a bond ordinance. The most common type of bonds are general obligation and revenue bonds. These bonds are most frequently used for construction of large capital projects.
<b>Budget:</b>	A plan of financial operation for the Town of Carolina Beach and its various municipal services, which includes estimated revenues and expenditures for a specific fiscal year.
<b>Budget Amendment:</b>	A procedure used by the Town staff and Town Council to revise a budget appropriation.
<b>Budget Calendar:</b>	A schedule, which outlines the process of budget preparation, adoption, and administration.
<b>Budget Document:</b>	The official document, representing a comprehensive financial program for a specific fiscal year, which is prepared by the Town staff and approved by the Town Council. The document represents policies and various budgetary information that reflects decisions made by the Town Council.
<b>Budget Message:</b>	A general discussion of the budget that provides the Town Council and the public with a general summary of the most important aspects of the budget, changes from previous fiscal years, and the views and recommendations of the Town Manager.
<b>Budget Ordinance:</b>	A document adopted by the Town Council that lists revenue by source, appropriations by department or fund and levies taxes for the coming fiscal year.

<b>Capital Outlay:</b>	Items (such as vehicles, equipment, and furniture) purchased by the Town, which have an expected life which exceeds one year.
<b>Cash Accounting:</b>	Basis accounting, which recognizes revenues when a government receives cash and costs when it disburses cash.
<b>Cash Management:</b>	The management of cash necessary to pay for government services while temporary cash excesses in order to earn interest revenue. Cash management refers to the activities of forecasting the inflows and outflows of cash, mobilizing cash to improve its availability for investment, establishing and maintaining banking relationships.
<b>Debt Service:</b>	An obligation by the Town to pay the principal and interest of all bonds and the debt instruments (lease – purchase agreements, etc.) according to a predetermined schedule.
<b>Department:</b>	A unit of the Town government, which is responsible for performing a primary governmental function.
<b>Delinquent Taxes:</b>	Taxes that remain unpaid on or after the date on which a penalty for non-payment is attached.
<b>Encumbrance:</b>	The commitment of appropriated funds to purchase an item or service. To encumber funds is to set aside or commit funds for future expenditures.
<b>Enterprise Fund:</b>	A fund used to account for activities that are financed and operated in a manner similar to business enterprises and for which a fee is charged. Fees are charged to the consumers (users) of the service to completely or partially recover the expenses of the operation. The Town’s Enterprise Fund consists of all activities dealing with water, sewer, and stormwater.
<b>Expenditure:</b>	The cost of goods or services received by the Town.
<b>Fiscal Year:</b>	The period which indicates the start and finish for recording financial transactions. The Fiscal Year for the Town of Carolina Beach starts on July 1 <sup>st</sup> and ends on June 30 <sup>th</sup> .
<b>Fixed Assets:</b>	Assets of a long-term character that are intended to be held or used, such as land, vehicles, machinery, furniture, and equipment.
<b>Fund:</b>	A fund is a separate fiscal and accounting entity with a separate asset of accounting records that governments segregate to carry on a specific activity.
<b>Fund Balance:</b>	The cash and investments that remain at the end of the fiscal year which can legally be appropriated to fund the expenditures in the upcoming fiscal year. The Local Government Budget and Fiscal Control Act limits the amount of fund balance money that may be appropriated in the next budget year.

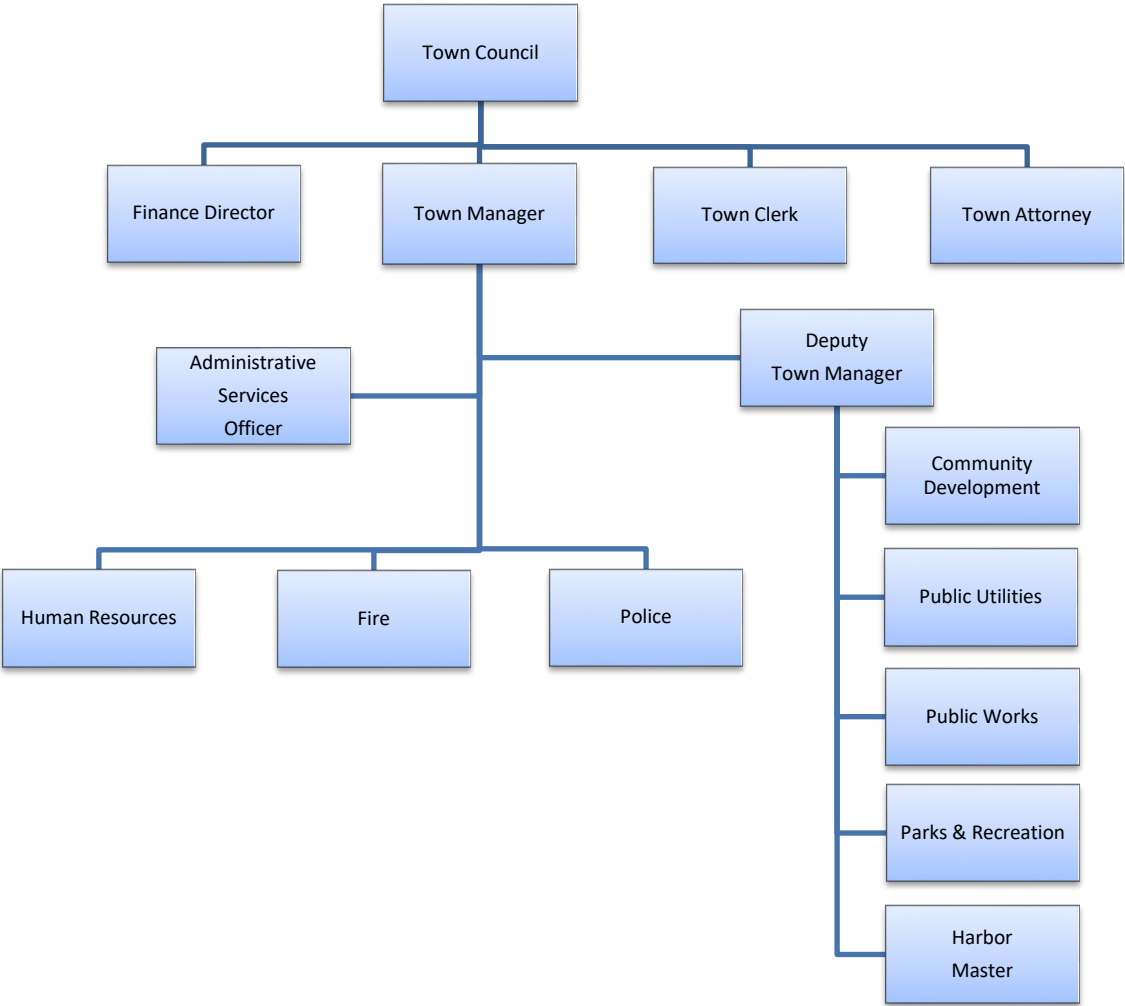
<b>GAAP:</b>	Generally Accepted Accounting Principles (GAAP) relates to accounting rules and uniform standards for financial reporting, representing generally accepted practices and procedures of the accounting profession. GAAP provides a set of minimum standards and guidelines for financial accounting and reporting. Therefore, all GAAP – Basis Financial Statements are reasonably comparable, regardless of the legal jurisdiction or geographic location of the government.
<b>General Fund:</b>	A fund established to account for the resources used for the general operation of the Town.
<b>General Ledger:</b>	An accounting file (mechanism) which is a grouping of the accounts in which activities of the Town are recorded.
<b>General Obligation Bonds:</b>	Debt instruments issued by the Town that are backed by the full faith, credit, and taxing authority of the issuing government.
<b>Goal:</b>	A broad/general statement of direction based on the needs of the community and government.
<b>Indicator:</b>	A quantitative measure or index that may represent the degree of presence or magnitude of change in a condition.
<b>Interfund Transfer:</b>	Money transferred from one fund to another.
<b>Intergovernmental Revenue:</b>	Revenue received from another government for a specified purpose.
<b>Investment Revenue:</b>	Revenue earned from investments with a third party. The Town uses the pooled cash system. All the funds' cash is pooled and invested together. The interest earned is then allocated back to the individual funds by the average cash balance in that fund.
<b>LGBFCA:</b>	The Local Government budget and Fiscal Control Act governs all financial activities of local governments in the State of North Carolina.
<b>Long Term Debt:</b>	Debt with a maturity of more than one year after date of issuance.
<b>Maturities:</b>	The dates on which the principal or stated values of investments or debt obligations mature and may be reclaimed.
<b>Modified Accrual Accounting:</b>	A basis of accounting in which expenditures are accrued but revenues are accounted for on a cash basis. This accounting technique is a combination of cash and accrual accounting since expenditures are immediately incurred as a liability while revenues are not recorded until they are actually received or are “measurable” and “available for expenditure.”

<b>Objective:</b>	A statement of specific direction, which is to be accomplished by the staff or departments.
<b>Operating Transfer:</b>	Routine and/or recurring transfer of assets (money) between funds.
<b>Powell Bill Funds:</b>	Powell Bill Funds are generated from the State's Gasoline Tax. A certain percentage of this tax is returned to municipalities through a formula based on the Town's population and street mileage. Powell Bill Funds can only be used for street maintenance, construction, traffic signs, curbs and gutters, sidewalks, drainage, and other related needs.
<b>Program:</b>	An organized set of related work activities, which are directed toward accomplishing a common goal. Each Town department is usually responsible for a number of related service programs.
<b>Property Taxes (Ad Valorem):</b>	Taxes paid by property owners in the Town of Carolina Beach. The taxes are levied on both real and personal property according to the property's valuation and tax rate.
<b>Property Tax Rate:</b>	The rate at which real and personal property in Town is taxed in order to produce revenues to conduct vital governmental activities.
<b>Recommended Budget:</b>	The budget proposal made by the Town Manager and presented to the Town Council.
<b>Retained Earnings:</b>	An equity account reflected the accumulated earnings of an Enterprise Fund.
<b>Revenue:</b>	Income received from a variety of sources and used to finance governmental operations.
<b>Special Assessment:</b>	A mandatory levy made against specific properties to absorb part, or all the cost of a specific improvement or service deemed to primarily benefit those certain properties.
<b>Tax Levy:</b>	The total amount of revenue to be raised by property (ad valorem) taxes.
<b>Tourism Fund:</b>	Town fund that was created to track Tourism related expenditures separately from typical Town related services. The departments within this fund are Marina, Lifeguards, Parking and Beach maintenance.
<b>Unencumbered Balance:</b>	The amount of an appropriation that is neither expended nor encumbered. It is essentially the amount of money still available for future purchases.
<b>User Fees:</b>	The payment of a fee for direct receipt of a public service by the party benefiting from the service.

# PERSONNEL

- Organizational Chart
- Contact Information
- Approved Positions

**TOWN OF CAROLINA BEACH  
ORGANIZATIONAL CHART  
2024/2025**



# TOWN OF CAROLINA BEACH-STAFF DIRECTORY

## TOWN MANAGER

Bruce Oakley-Town Manager	(910) 458-2994	<a href="mailto:bruce.oakley@carolinabeach.org">bruce.oakley@carolinabeach.org</a>
Ed Parvin-Deputy Town Manager	(910) 458-2766	<a href="mailto:ed.parvin@carolinabeach.org">ed.parvin@carolinabeach.org</a>
Sheila Nicholson-Administrative Services Officer	(910) 458-2995	<a href="mailto:sheila.nicholson@carolinabeach.org">sheila.nicholson@carolinabeach.org</a>

## MARINA

Larry Denning-Harbor Master	(910) 386-1492	<a href="mailto:larry.denning@carolinabeach.org">larry.denning@carolinabeach.org</a>
Jarrett Anderson-Harbor Master	(910) 380-5918	<a href="mailto:jarrett.anderson@carolinabeach.org">jarrett.anderson@carolinabeach.org</a>

## TOWN CLERK

Kim Ward-Town Clerk	(910) 458-2992	<a href="mailto:kim.ward@carolinabeach.org">kim.ward@carolinabeach.org</a>
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## FINANCE

Debbie Hall-Finance Director	(910) 458-5495	<a href="mailto:debbie.hall@carolinabeach.org">debbie.hall@carolinabeach.org</a>
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## HUMAN RESOURCES

Holly Brooks-Human Resources Director	(910) 458-9530	<a href="mailto:holly.brooks@carolinabeach.org">holly.brooks@carolinabeach.org</a>
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## COMMUNITY DEVELOPMENT

Jeremy Hardison-Community Development Director	(910) 458-2991	<a href="mailto:jeremy.hardison@carolinabeach.org">jeremy.hardison@carolinabeach.org</a>
Paula Kempton-Senior Project Manager	(910) 458-8380	<a href="mailto:paula.kempton@carolinabeach.org">paula.kempton@carolinabeach.org</a>

## PUBLIC WORKS

Brian Stanberry-Director of Public Works	(910) 458-0786	<a href="mailto:brian.stanberry@carolinabeach.org">brian.stanberry@carolinabeach.org</a>
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## PUBLIC UTILITIES

Mark Meyer-Director of Public Utilities	(910) 458-0786	<a href="mailto:mark.meyer@carolinabeach.org">mark.meyer@carolinabeach.org</a>
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## POLICE DEPARTMENT

Vic Ward-Police Chief	(910) 458-2540	<a href="mailto:vic.ward@carolinabeach.org">vic.ward@carolinabeach.org</a>
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## FIRE DEPARTMENT

Alan Griffin-Fire Chief	(910) 458-2985	<a href="mailto:alan.griffin@carolinabeach.org">alan.griffin@carolinabeach.org</a>
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## PARKS AND RECREATION

Eric Jelinski-Parks & Recreation Director	(910) 458-7416	<a href="mailto:eric.jelinski@carolinabeach.org">eric.jelinski@carolinabeach.org</a>
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**TOWN OF CAROLINA BEACH  
APPROVED POSITIONS FY 2024/2025**

<b>EXECUTIVE</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Town Manager	1	GF
	Deputy Town Manager	1	GF
	Administrative Services Officer	1	GF
	Communications Coordinator	1	GF
	Receptionist	1	GF
	<b>TOTAL: 5-Full Time Positions Approved for Department</b>		

<b>CLERK</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Town Clerk	1	GF
	<b>TOTAL: 1-Full Time Position Approved for Department</b>		

<b>FINANCE</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Finance Director	1	GF
	Accounting technician II	1	GF
	Finance & Accounting Specialist	1	GF
	<b>TOTAL: 3-Full Time Positions Approved for Department</b>		

<b>HUMAN RESOURCES</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Director of Human Resources	1	GF
	Human Resources Coordinator	1	GF
	Administrative Assistant	1	GF
	<b>TOTAL: 3-Full Time Positions Approved for Department</b>		

**TOWN OF CAROLINA BEACH  
APPROVED POSITIONS FY 2024/2025**

<b>COMMUNITY DEVELOPMENT</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Director of Community Development	1	GF
	Senior Planner	1	GF
	Planner	1	GF
	Permit Technician	1	GF
	Senior Project Manager	1	GF
	Project Manager	1	GF
	GIS Administrator	1	GF
	Code Enforcement Officer	1	GF
	Chief Building Inspector	1	GF
	Part Time Intern	1	GF
	<b>TOTAL: 9-Full Time Positions Approved for Department</b>		
	<b>1-Part Time Position Approved for Department</b>		

<b>PARKS AND REC</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Parks and Recreation Director	1	GF
	Community Services Manager	1	GF
	Recreation Supervisor	1	GF
	Parks Maintenance Supervisor	1	GF
	Recreation Coordinator	1	GF
	Recreation Specialist	1	GF
	Athletic Coordinator	1	GF
	Part Time Recreation Specialist	3	GF
	<b>TOTAL: 7-Full Time Positions Approved for Department</b>		
	<b>3-Part Time Positions Approved for Department</b>		
	<b>Multiple Seasonal Positions Approved for Department</b>		

<b>MARINA</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Harbor Master	2	GF
	<b>TOTAL: 2-Full Time Position Approved for Department</b>		

**TOWN OF CAROLINA BEACH  
APPROVED POSITIONS FY 2024/2025**

<b>FIRE DEPARTMENT</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Fire Chief	1	GF
	Deputy Chief/Fire Marshall	1	GF
	Captains	3	GF
	Lieutenants	3	GF
	Master Fire Fighters	3	GF
	Fire Fighters	6	GF
	Administrative Assistant	1	GF
	<b>TOTAL: 18-Full Time Positions Approved for Department</b>		
	<b>Multiple Pay Per Call/Volunteer Firefighters Approved for Department</b>		

<b>LIFEGUARDS</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Ocean Rescue Captain	1	GF
	<b>TOTAL: 1-Full Time Position Approved for Department</b>		
	<b>Multiple Seasonal Positions Approved for Department</b>		

<b>POLICE</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Police Chief	1	GF
	Police Captain	1	GF
	Police Lieutenant	2	GF
	Police Detective	5	GF
	Police Sergeant	5	GF
	Police Officer II	4	GF
	Police Officer I	12	GF
	Beach Patrol Ranger	1	GF
	Property and Evidence Manager-Part Time	1	GF
	Police Administrative Coordinator	1	GF
	Police Records Specialist	1	GF
	<b>TOTAL: 33-Full Time Positions Approved for Department</b>		
	<b>1-Part Time Position Approved for Department</b>		

**TOWN OF CAROLINA BEACH  
APPROVED POSITIONS FY 2024/2025**

<b>ENVIRONMENTAL</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Public Works Director	0.5	GF
	Public Works Manager	1	GF
	Public Works Crew Leader	2	GF
	Building Services Coordinator	1	GF
	Equipment Operator II	2	GF
	General Maintenance Worker I	5	GF
	General Maintenance Worker III	3	GF
	<b>TOTAL: 14.5-Full Time Positions Approved For Department</b>		

<b>BOARDWALK</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	General Maintenance Worker II	1	GF
	<b>TOTAL: 1-Full Time Position Approved for Department</b>		

<b>PUBLIC UTILITIES ADMIN</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Public Utilities Director	1	W/S
	Water/Sewer System Superintendent	1	W/S
	Utility Billing Manager	1	W/S
	Billing/Customer Service Representative	2	W/S
	Administrative Assistant	1	W/S
	<b>TOTAL: 6- Full Time Positions Approved for Department</b>		

<b>WWT</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	WWT Plant Superintendent	1	W/S
	Senior Plant Operator	1	W/S
	WWT Plant Operator	2	W/S
	Laboratory Manager	1	W/S
	<b>TOTAL: 5-Full Time Positions Approved for Department</b>		

**TOWN OF CAROLINA BEACH  
APPROVED POSITIONS FY 2024/2025**

<b>WATER</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Plant Operator Supervisor-Water	1	W/S
	Water System Operator	1	W/S
<b>TOTAL: 2-Full Time Positions Approved for Department</b>			

<b>WWC</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Utility System Manager	1	W/S
	Well & Sanitary Sewer Pump Station Supervisor	1	W/S
	Wastewater Collections Crew Leader	1	W/S
	Water System Operator	1	W/S
	Utility Maintenance Worker I	3	W/S
	Utility Maintenance Worker II	1	W/S
	Equipment Operator II	2	W/S
<b>TOTAL: 10-Full Time Positions Approved for Department</b>			

<b>STORMWATER</b>	<b>Position</b>	<b># Approved</b>	<b>Fund</b>
	Public Works Director	0.5	W/S
	Stormwater System Manager	1	W/S
	Stormwater Construction Supervisor	1	W/S
	Senior Stormwater Construction Specialist	1	W/S
	Stormwater Construction Specialist	2	W/S
	Equipment Operator II	2	W/S
	Public Works Services Coordinator	1	W/S
<b>TOTAL: 8.5-Full Time Positions Approved for Department</b>			

# **RATES AND FEES**

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## SOLID WASTE

For the service of collecting and disposing of garbage and refuse, the owner or occupant of each premises from which garbage or refuse is collected by the town shall be charged such rates as may be established. Such charges shall be considered a debt owed to the town from the owner or occupant of the premises. No owner or occupant of premises within the town shall be exempt from the collection and disposal service provided by the town.

The town shall have the exclusive right and privilege of operating garbage collection and disposal service within the town. No individual or individuals, corporation, partnership, or any other entity shall be allowed to engage in the business of collecting, hauling, transporting, and disposing of garbage in and from the town and all collection and disposal services shall be by the town.

### Residential Rates

Residential Garbage and Recycling Service	<b>Fee</b> \$26.01
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In the area bounded by Carolina Beach Avenue North and South, Canal Drive, Lake Park Boulevard, and Woody Hewitt Avenue from Atlanta Avenue to Carl Winner Street, during the period between [May 1st and October 31st](#), the following additional services are offered:

<b>Service:</b>	<b>Fee</b>
Twice a Week pickup** (Per Month)	\$35.29
Additional pick-up (Per Pickup)	\$26.72

\*\* Mandated for all customers with four or more carts.

### Special Pickups

Residential debris such as building material scraps, appliances, yard waste and other items not commonly accepted as household refuse or solid waste shall be considered as a special pickup and an additional charge shall be levied for the special pickup. \*\*Less than one pick up load of yard debris from each residence will be collected once per month at no charge. When debris is placed on the resident/renters shoulder of the road (right-of-way), resident/renters agree to be charged for disposal of these items. These charges will be billed to your utility account. Limbs shall be placed in bundles no greater than 4' in length and no greater than 50 lbs. Leaves, grass clipping, and/or other debris shall be placed in paper bags. Plastic bags are not allowed and penalties will be charged if used.

### Yard Debris and Bulk Items

Plastic Bag Penalty Fee	\$30.00 per bag
Dump truck (6 cubic yards) and/or back hoe	\$115.00
Knuckle boom	\$230.00
Per pickup truck load	\$70.00
Less than full pickup load	\$50.00
Bulk Items/Appliances	\$40.00 minimum fee

### Commercial Container Collection Rates

#### **Weekly Service**

	<b>Fee</b>
2 yd. container (Per Month)	\$96.08
4 yd. container (Per Month)	\$132.62
6 yd. container (Per Month)	\$169.24
8 yd. container (Per Month)	\$205.85
2 yd. container VIP (Per Month)	\$280.18
8 yd. container VIP (Per Month)	\$813.02

#### **Twice Weekly Service:**

	<b>Fee</b>
2 yd. container (Per Month)	\$177.26
4 yd. container (Per Month)	\$245.86
6 yd. container (Per Month)	\$315.62
8 yd. container (Per Month)	\$385.34
2 yd. container VIP (Per Month)	\$449.41
8 yd. container VIP (Per Month)	\$1,489.95



<b>Thrice Weekly Service:</b>	<b>Fee</b>
2 yd. container (Per Month)	\$254.99
4 yd. container (Per Month)	\$362.48
6 yd. container (Per Month)	\$461.95
8 yd. container (Per Month)	\$566.05
2 yd. container VIP (Per Month)	\$618.65
8 yd. container VIP (Per Month)	\$2,166.89
<b>Compactor Service/Per Pickup:</b>	<b>Fee</b>
2 yd. compactor	\$114.35
8 yd. compactor	\$228.70
<b>Roll Off Service/Per Pickup:</b>	<b>Fee</b>
Compactor Hauls	\$214.97
Open Top Hauls	\$214.97
<b>Additional Pick-up:</b>	<b>Fee</b>
2 yd. container	\$46.92
4 yd. container	\$70.88
6 yd. container	\$93.80
8 yd. container	\$115.52

**Boardwalk/Amusement District**

All properties in the Boardwalk/Amusement District are required to participate in the solid waste collection service provided by the town. Fees for all identified properties are the responsibility of the owner of the property. Upon joint written request of a property owner and tenant, and upon the approval of the Town Manager, the responsibility shall be transferred to the tenant.

Annual charges are due and payable in July, coinciding with the town's fiscal year. Properties with monthly water and/or sewer accounts with the town may pay monthly. All others shall pay annually.

The annual rate for using the community forty (40) yard dumpster shall be:	<b>Fee</b>
	\$1,500.00

**Arrears**

Solid waste accounts in arrears more than thirty (30) days shall be charged a service charge of 5% per month on the unpaid balance.

**Solid Waste Security Deposit**

The responsibility for solid waste bills shall be the legal obligation of the person whose name is listed on an account. A solid waste security deposit is required from all renters applying for solid waste services based on a credit check; Deposit must be paid via cashiers check or money order. This deposit is in addition to any other deposit required for water and sewer services. All deposits will be returnable to the depositor upon final payment for all outstanding solid waste bills against that particular property.

<b>Commercial</b>	<b>Fee</b>
Excellent Credit Rating (0-199)	\$240.00
Some Risk (200-299)	\$405.00
Greatest Risk (300 + up)	\$455.00

## PARKING, RE-ENTRY, LSV, GOLF CART, AND FREEMAN PARK FEES

Re-entry, parking, golf cart, and Freeman Park permits must be renewed annually. Costs are listed below:

### Re-Entry Decal (annual/sticker)

CB Resident/Property/Buisness Owner

#### Fee

Jan 1-Mar 31: Free/Apr 1-Dec 31: \$20 each

### Parking Pass (annual/LPR)

Resident/Property/Business Owner (includes LSV)

#### Fee

\$40.00\*

\*CB and KB property owners/residents may purchase a parking pass for every vehicle registered in Carolina Beach or Kure Beach. Non-resident property owners may purchase only one pass for vehicle(s) not registered in Carolina Beach.

Non-Resident

#### Fee

CBD-Employee (may only be purchased by business owner/manager; employees only-no contract/1099 staff)

\$100.00

Visitor parking pass (good for 7 days)

\$100/week

### Golf Cart Permit (annual)\*

Resident/Property/Business Owner:

#### Fee

Non-State Registered Golf Carts (decal)

\$100.00

\*Effective July 1, 2023, only golf cart owners that have purchased permits in the previous calendar year may continue to renew their permit; no new permit applicants shall be allowed; golf cart permit sales will end December 31, 2027 and only state registered low speed vehicles will be permitted.

### Parking Lots

March 1 - October 31 (9AM-8PM)

#### Fee

Vehicles/Small Trucks

\$6/hour or \$25/day

Limos & Oversize Vehicles

\$10/hour or \$40/day

November 1 - February 28

Free

### Designated Premium Parking Lots

January 1 - December 31 (9AM-8PM)

\$7/hour or \$35/day

### Designated On-Street Parking

March 1 - October 31 (9AM-8PM)

#### Fee

\$5/hr

November 1 - February 28

Free

### Freeman Park Entry/Camping

\*Annual Permit

#### Fee

\$225.00

\*Discounted Annual Permit - Dec 1 - Dec 31 (must be purchased up in person)

\$110.00

\*Daily Pass (per vehicle)

April 1 - September 30

\$50 per day

October 1 - March 31

\$30 per day

\*Camping Reservation (per night Labor Day through Thursday before Memorial Day)

\$50.00

\*NOTE: Annual passes, daily permits, and campsite reservations are non-transferrable

**Payment Processing Fees \***

	<b>Fee</b>
Third-Party Citation Processor Fee	\$3.50
Third-Party Citation Credit Card Merchant Fee	\$3.00 or 3% of transaction cost(whichever is higher)
Third-Party Parking Permit Processor Fee	\$3.00
Third-Party Parking Permit Credit Card Merchant Fee	2.8% + .20
Third-Party Freeman Park Annual Permit Transaction fee	\$3.00 per transaction
Third-Party Freeman Park Annual Permit Processor Fee	2.9% + .30
Third-Party Freeman Park Camping Permit Transaction Fee	\$ 2.00 Per Transaction
Third-Party Freeman Park Camping Permit Processor Fee	2.7% + .25

\*Third-party vendor fees subject to change

**Credit Card Convenience Fees**

	<b>Fee</b>
Convenience fee for any/all payments made with credit card	3% of transaction cost

**Policies**

1. Handicap Parking: No charges shall be administered to parking patrons that display valid handicap documentation and are parked in a designated handicap parking space operated by the Town.
2. Allocation of Freeman Park permits and parking passes: All passes must be paid for in accordance with this fee schedule unless otherwise approved by Town Council.
3. Any Request for donated passes must be received by the Town Clerk a minimum of 45 days prior to the Town Council meeting.
4. Temporary parking passes may be allocated for government entities and/or associated activities as approved by the Town Manager.
5. Full-time employees and standing committee members will receive one free parking pass. A second pass may be purchased at the Town resident rate.
6. Full-time employees will receive one free Freeman Park pass annually.
7. Town Marina Boat licensees will receive two free parking passes annually
8. Former Town staff, retired after 15 years or more of full time employment with the Town, may purchase one (1) parking pass at the approved residential rate.
9. No individuals shall receive additional free passes based on meeting multiple criteria above.
10. Parking passes are non-transferrable.
11. Under special documented circumstances (i.e. overnight charter vessel trip from the Town Marina) and as approved by the Town Manager or their designee, longer than 24-hour parking may be accommodated by contacting the parking office and submitting the dates and vehicle license plates and payment. Failure to make these arrangements prior to the stay will result in a violation.
12. One-time all day parking purchase/payment allows for movement to any Town parking space. Payment by the hour does not transfer to other spaces.
13. Low Speed Vehicles shall meet all the same parking requirements as all other vehicles.
14. To be considered a resident eligible for a residential parking pass, a minimum of a 90 day property lease shall be required
15. Government tagged vehicles conducting business in Town shall not be charged parking fees.

## **FIRE DEPARTMENT FEES AND PERMITS**

### **State Mandated Inspections**

	<u><b>Fee</b></u>
Operational Permit	\$65.00
Permit fees for alarm systems:	
Alarm Reconnection Fee	\$25.00
Fire Alarm/Sprinkler System Inspection	\$85.00
Underground/Aboveground Tank	\$85.00
Re-inspection Fee	\$65.00

### **Special Services**

	<u><b>Fee</b></u>
ABC Permit	\$65.00
Day Care State Inspection	\$65.00
Fire Flow Test	\$65.00
Tent Inspection	\$65.00
Standpipe Test Per Riser	\$65.00
Transporting Division 1.1, 1.2, and 1.3 Explosives	\$200.00
Pyrotechnic/Fireworks Inspection Fee	\$150.00 per show

### **Standby Assistance**

	<u><b>Fee</b></u>
Engine Company	\$200.00 per hour
Fire Inspector	\$40.00 per hour
Fire Suppression Personnel	\$40.00 per hour
Squad	\$150.00 per hour
Ladder Truck	\$225.00 per hour

### **Hazardous Materials and Substances Abatement**

	<u><b>Fee</b></u>
Engine Company Response (per hour or part of hour)	\$200.00
Fire Chief (per hour or part of hour)	\$45.00
Materials/Supplies Consumed	Actual Replacement Cost
Off Duty Hire Back (personnel Off-Duty; per hour or part of hour)	\$40.00
Squad Company (per hour or part of hour)	\$150.00
Ladder Truck Company Response (per hour or part of hour)	\$225.00

## COMMUNITY DEVELOPMENT PERMITS AND FEES

### Fee Schedule A - Residential (New Construction)

	<b>Fee</b>
Plan Review	\$250.00
Inspections Fee	\$250.00
Building Permit Fee (if applicable)*	Total Building Sqft x \$0.60
SW BMP Inspection Fee	\$50.00
Water/Sewer Fee (if applicable)	See System Development Fee
Stormwater Fee	Total Impervious Surface Sqft x \$3.50

### Fee Schedule B - Commercial (New Construction)

	<b>Fee</b>
Plan Review	\$700.00
Inspections Fee	\$300.00
SW BMP Inspection Fee	\$100.00
Building Permit Fee (if applicable)*	Total Building Sqft x \$0.60
Water/Sewer Fee (if applicable)	See System Development Fee
Stormwater Fee	Total Impervious Surface Sqft x \$3.50
Fire Facility Fee (if applicable)	Total Building Sqft x \$0.30

### Fee Schedule C - Additions (for Residential and Commercial)

#### Residential Permit Fees

	<b>Fee</b>
Plan Review	\$200.00
Inspections Fee	\$200.00
SW BMP Inspection Fee	\$100.00
Building Permit Fee (if applicable)*	Total Building Sqft x .60 = Fee (minimum \$45.00)
Water/Sewer Fee (if applicable)	See System Development Fee
Stormwater Fee (additions to main structure only)	
Sqft of Impervious Surface	Total Added Impervious Surface Sqft x \$3.50

#### Commercial Permit Fees

Plan Review	\$250.00
Inspections Fee	\$250.00
SW BMP Inspection Fee	\$100.00
Building Permit Fee (if applicable)*	Total Building Sqft x .60 = Fee (minimum \$45.00)
Water/Sewer Fee (if applicable)	See System Development Fee
Stormwater Fee (additions to main structure only)	
Sqft of Impervious Surface	Total Added Impervious Surface Sqft x \$3.50
Fire Facility Fee (if applicable)	Total Building Sqft x \$0.30

**Fee Schedule D - Remodel/Renovation/Repair (for Residential and Commercial)**

**Residential Building Permit Fees** shall be calculated based on the cost of construction for heated and unheated space as estimated by the contractor. A cost estimate showing labor and materials shall be provided. In no instance shall the estimated cost be less than \$ 90.00 per square foot of heated space and \$ 50.00 per square foot for all unheated spaces including decks, porches, accessory buildings, garages, detached garages and carports.

	<b><u>Fee</u></b>
Plan Review	\$200.00
Inspections Fee	\$150.00
Building Permit Fee (if applicable)*	In accordance with Cost of Construction schedule

**Commercial Building Permit Fees** shall be calculated based on the cost of construction for heated and unheated space as estimated by the contractor. A cost estimate showing labor and materials shall be provided. In no instance shall the estimated cost be less than \$150.00 per square foot of heated space and \$ 90.00 per square foot for all unheated spaces, or a combination of heated and unheated spaces at \$125.00 per square foot.

	<b><u>Fee</u></b>
Plan Review	\$300.00
Inspections Fee	\$150.00
Building Permit Fee (if applicable)*	In accordance with Cost of Construction schedule

**Cost of Construction (for Residential and Commercial)\*:**

From \$0.00 to \$999.00	*NOTE: New Hanover County schedule of fees will apply while permitting is processed through NHC office.	<b><u>Fee</u></b> \$25.00
From \$1,000.00 to \$2,000.00		\$50.00
From \$2,001.00 to \$4,000.00		\$75.00
From \$4,001.00 to \$6,000.00		\$100.00
From \$6,001.00 to \$8,000.00		\$125.00
From \$8,001.00 to \$10,000.00		\$150.00
From \$10,001.00 to \$15,000.00		\$175.00
From \$15,001.00 to \$20,000.00		\$200.00
From \$20,001.00 to \$25,000.00		\$225.00
From \$25,001.00 to \$30,000.00		\$250.00
From \$30,001.00 to Unlimited		\$250.00 plus \$6 per \$1000 (or any portion thereof) in excess of \$30,000

**Fee Schedule E - Special**

Subdivision:	<b><u>Fee</u></b>
Minor (Small Division of Parcels)	\$200.00
Major (Large Division of Parcels and Development)	\$1,000.00
Condo/Townhome Plat	\$50.00
Final Plat Filing Fee	\$175.00
Change of Use:	<b><u>Fee</u></b>
Zoning Review	\$50.00
Building Permit Required (if applicable)*	Fee Schedule C
Other:	<b><u>Fee</u></b>
After Hours Permit	\$50.00 per day
Hold Harmless Agreement	\$100.00
Permit Revision or Change of Contractor	\$25.00
Re-instate Permit	\$35.00

**Fee Schedule E - Special (continued)**

Stormwater Drainage Permits: (Fill/Grade/Clear/Hardscaping)	<b>Fee</b>
Without Drainage Plan (vegetation removal or increase of impervious area)	\$25.00
With Drainage Plan (grading, filling or flooding issues)	\$75.00
Added Impervious Surface	Total Added Impervious Surface Sqft x \$3.50
State Stormwater Permit (10,000sf +)	\$750.00
State Stormwater Permit (10,000sf +) MODIFICATION	\$500.00
 Manufactured Housing:	<b>Fee</b>
Single Wide	\$300.00
Double Wide	\$400.00
Triple Wide	\$500.00
Amenities (i.e. decks, etc.)	\$.60/sq ft (min \$45.00)
 Pool:	<b>Fee</b>
Plan Review	\$50.00
Residential Pool Permit Fee	\$100.00
Commercial Pool Permit Fee	\$200.00
Stormwater Fee - Added Square Footage of Impervious Surface	Total Added Impervious Surface Sqft x \$3.50
 Demolition Permit (removal of services, fire & planning review):	<b>Fee</b>
Residential	\$50.00
Commercial	\$150.00
House Relocation Permit	\$200.00
NC Homeowners Recovery Fee: (GS 87-15.6, Vol 1A)	\$10.00
Sign Permit (Per Sign Type)	\$50.00
Private Parking Lot	\$200.00
Billboard Permit	\$1,000.00
Extra Inspections, Reinspections, and Not Ready Inspections	\$50.00
 Accessory Structures:	<b>Fee</b>
Pre-fab/Delivered Outbuildings Inspection Fee	\$35.00
Zoning Review Fee	\$50.00
Stormwater Fee - Added Square Footage of Impervious Surface	Total Added Impervious Surface Sqft x \$3.50
Retaining Wall or Bulkhead	\$50.00
Docks, Piers, Gazebo, Beach Cross-overs	\$50.00
Fence Permit	\$50.00
Temporary Road Closure	\$50.00
Temporary Office Trailer	\$65.00

**Fee Schedule F - Water/Sewer**

**Water/Irrigation Tap Connection Fee**

<u>Meter Size:</u>	<u>Fee</u>
1"	\$3,000.00
1 1/2"	\$5,500.00
2"	\$6,500.00
Greater than 2"	

The customer shall pay fees for ALL costs of providing a tap, setting a water meter and inspecting the installation, as determined by the Town prior to installation based upon a detailed estimate of such cost. **IF NEEDED, A CONTRACTOR WILL BE USED. AN ESTIMATE WILL BE GIVEN TO BUILDER. NOTE: ESTIMATE CAN CHANGE DUE TO CONDITIONS ONCE WORK BEGINS. FINAL COST MAY CHANGE BASED ON WORK SITE CONDITIONS.**

**Existing Tap Inspection Fee\***

<u>Meter Size:</u>	<u>Inspection Fee</u>
3/4"	\$330.00
1"	\$470.00
1 1/2"	\$775.00
2"	\$940.00

\*These inspection fees only apply for new construction utilizing existing taps

**NOTE:** Tap verifications will only be performed after a permit has been submitted to develop a property.

**Relocate Town Water Service**

Within 10 ft of existing service	<u>Fee</u> \$500.00
Outside 10 ft of existing service	\$40.00 per foot

**Sewer Tap Connection Fee**

<u>Connection Size:</u>	<u>Fee</u>
4"	\$2,650.00 (20 ft. or less from tap)
Additional 4" Per Ft	\$75.00 per linear foot over 20 ft from tap
6"	\$3,000.00 (20 ft. or less from tap)
Additional 6" Per Ft	\$85.00 per linear foot over 20 ft from tap
Greater than 6"	

The customer shall pay fees for ALL costs of providing a tap, **INSTALLING SEWER**, and inspecting the installation, as determined by the Town prior to installation based upon a detailed estimate of such cost. **IF NEEDED A CONTRACTOR WILL BE USED, AN ESTIMATE WILL BE GIVEN TO BUILDER. NOTE: ESTIMATE CAN CHANGE DUE TO CONDITIONS ONCE WORK STARTS. FINAL COST MAY CHANGE BASED ON WORK SITE CONDITIONS.**

**Sewer Connection Fee**

<b>When the town installs sanitary sewer services, the actual costs for boring, well pointing, and sheeting shall be added to the connection charges.</b>	<u>Fee</u> \$300.00
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**Relocate Town Sewer Service**

Within 10 ft of existing service	<u>Fee</u> \$500.00
Outside 10 ft of existing service	\$40.00 per foot

**Utility Contractor Provided Service Connection**

<u>Connection Size:</u>	<u>Inspection Fee:</u>
4"	\$300.00
6"	\$300.00



**System Development Fee Rules:**

1. System Development Fees shall apply to all customers requesting a meter for a property. Credit for a previous meter will be given for up to five years from the previous meter being removed on the site. After five years without a meter the site shall be required to pay the full system development fee.
2. Transferring of fees - Fees for development shall be non-transferable. As an example, when a restaurant leaves an existing location and moves to a new building or new location, fees shall be paid on the additional impact that is created at the new location. Any fees that were not paid at the original location would remain with that location.
3. Any increase in meter size shall result in payment of the difference between the current meter and proposed meter. This calculation shall utilize the current rates. No credit shall be established for reducing a meter size.

<u>METER SIZE</u>	<u>WATER</u>	<u>WASTEWATER</u>
5/8 X 3/4 Inch	\$2,600.00	\$2,980.00
1 Inch	\$6,500.00	\$7,450.00
1.5 Inch	\$13,000.00	\$14,900.00
2 Inch	\$20,800.00	\$23,840.00
3 inch	\$41,600.00	\$47,680.00
4 inch	\$65,000.00	\$74,500.00
6 inch	\$130,000.00	\$149,000.00
8 inch	\$208,000.00	\$238,400.00

***\*New Hanover County building permit fees will apply if permits, inspections and COs/CCs are issued and completed by New Hanover County personnel.***

**Policies**

1. All Permits issued for Town Property are exempt from fees.
2. Permits over 6 months old will not be provided with a refund if work has not been started.
3. New commercial projects that do not require an SUP or CZ will be charged the plan review fee prior to the TRC meeting to be credited back with the building permit.
4. All applications over 90 days (prior to issuance) will be required to meet current fee schedule.
5. No permit shall be issued until the applicant pays all current and prior fees owed.

## PLANNING AND ZONING PERMIT PROCESSING FEE SCHEDULE

### Zoning Review

	<u>Fee</u>
Zoning Review	\$50.00
Zoning/Flood Determination	\$25.00

### Conditional Zoning and Special Use Permits

	<u>Fee</u>
Major Permit	\$1,000.00
Major Modification to Major Permit	\$1,000.00
Minor Permit	\$500.00
Major Modification to Minor Permit	\$500.00
Extension Fee	\$250.00
Staff Permittable Modifications (Minor Modification)	\$250.00

### Street Permits

	<u>Fee</u>
Permanent Road Closure Applications	\$500.00
Application for Naming/Renaming of Public Streets or Alleys	\$500.00
Street Dedication	\$500.00

### Rezoning Application Fees

	<u>Fee</u>
Minor	\$500.00
Major	\$1,000.00

### Planning Fees

	<u>Fee</u>
BOA Variance Fee	\$500.00
Zoning/Planning Appeal Fee	\$500.00
Minor Planned Unit Development	\$250.00
Text Amendment	\$500.00

### Special Permits

	<u>Fee:</u>
Home Occupation Fee	\$50.00
Right of Way Encroachment: (Year)	\$100.00
Public Performance (Busking)	\$50.00
Permit to Exceed Noise Limits	\$100.00
Boardwalk Deliveries	\$100.00

### Business Registration

	<u>Fee</u>
Existing Business in the existing location (annual fee)	\$10.00
New Business or existing business in a new location	\$20.00

### Privilege License Tax

	<u>Fee</u>
ABC Permit	Tax for corresponding license § 105-113.77
On-premise malt beverage	\$15.00
Off-premise malt beverage	\$5.00
On-premise unfortified and/or fortified wine	\$15.00
Off-premise unfortified and/or fortified wine	\$10.00



## EVENTS

### Permits

Non-Refundable Application Fee  
 Non-Profit  
 For Profit  
 Refundable Deposit  
 Tent Inspection Fee

**Fee**  
 \$10.00 per application  
 \$50.00 per application  
 \$500.00 per application  
 \$65.00 per application

### Town Employee Fees

Town Employee  
 Police  
 Parks & Recreation  
 Lifeguards

**Fee**  
 \$45.00 per hour per employee  
 \$45.00 per hour per employee  
 \$45.00 per hour per employee  
 \$45.00 per hour per employee

\*Minimum 4 hours for all employee types

### Service Fees

Maintenance

**Fee**  
 \$45.00 per hour per employee

#### **Electrician:**

Diagnostic/Trip Charge  
 1-4 Hours

**Fee**  
 \$250.00 per event (if required)  
 \$100.00 per hour

#### **Utilities:**

Water  
 Electricity

**Fee**  
 \$100.00 per event (if required)  
 \$100.00 per event (if required)

### **Variable Message Board**

\$100/day/sign

### **Equipment Fees**

Town Vehicle Charge  
 4-hours  
 8-hours  
 Trash Bags  
 Town Parking Lot Space  
 October 1 - April 31  
 May 1 - September 30

**Fee**  
 \$50.00 per vehicle  
 \$100.00 per vehicle  
  
 \$20.00 per event  
  
 \$25.00/day/space  
 \$50.00/day/space

**Event Rules**

**Trash**

If the applicant chooses not to hire town employees to maintain trash cans during the event, the applicant will be entirely responsible for removal of trash to Town approved location. The town will supply extra trash bags for \$20.00. Refundable Deposit will be applied if the special event sight(s) is not returned to original condition.

**Police Officer(s)/Sworn Officers**

If in the opinion of the Police Chief or his designee a sworn officer is essential for a special event, the applicant will be instructed on the number of officers needed. If a special event serves alcohol, the special event will be required to have a minimum of one police supervisor and one officer at the event.

**Town Parking Lots**

When having an event on any of the Town parking lots, there will be a fee of \$20.00 per parking space per day of use for the parking lot. This fee will be per day counting the day of setup and the day the parking lot is cleared and back to original condition; i.e. if you set up on Friday (any time) and Monday (any time) is the soonest the lot can be cleared the charge will be for Friday, Saturday, Sunday, and Monday. Contractors with active building permits may reserve up to four (4) agreed upon Town designated parking spaces on Monday – Friday at the rate defined in this policy. The contractor shall be responsible for securing the spaces once approved.

**Port-A-John Requirements**

The minimum number of port-a-johns required for events is based on the estimated number of patrons attending: Exceptions will only be made if permanent town restroom facilities exist at the event location.

		LENGTH OF EVENT (HOURS)									
		1	2	3	4	5	6	7	8	9	10
ESTIMATED NUMBER OF ATTENDEES	50	1	1	1	1	2	2	2	2	2	2
	100	2	2	2	2	2	3	3	3	3	3
	250	2	2	2	2	3	3	3	3	3	3
	500	2	4	4	5	6	7	9	9	10	12
	1000	4	6	8	8	9	9	11	12	13	13
	2000	5	6	9	12	14	16	18	20	23	25
	3000	6	9	12	16	20	24	26	30	34	38
	4000	8	13	16	22	25	30	35	40	45	50
	5000	12	15	20	25	31	38	44	50	56	63
	6000	12	15	23	30	38	45	53	60	68	75
7000	12	18	26	35	44	53	61	70	79	88	
8000	12	20	30	40	50	60	70	80	90	100	
10000	15	25	38	50	63	75	88	100	113	125	



\*Port-a-johns shall be provided by the applicant. Existing public restrooms may be considered in the calculation above.

**Electrician**

The town will check all electrical services before an event per the above rate schedule. If service is interrupted due to overloaded circuits, the special event will be charged for the electrician services directly per the above rate schedule.

**Refundable Deposit**

Refundable Deposit will be applied if the special event location(s) is not returned to the original condition, if town property is damaged, if supplies are lost (barrels or cones), or if additional staff time was required.

**Fee**  
\$500.00

## FILM PERMITS

If filming within the town limits of Carolina Beach, on public or private property, a permit is required. Processing and approval of all film permits is managed through the Town Event Coordinator, Event Committee, and Town Manager.

All permit requests require a 45-day advance notice of filming, and a meeting with the Town's Event Committee may be necessary to discuss any concerns town staff may have or additional fees that may be applicable. Pending levels of impact on the community (i.e. public health, safety, traffic, etc.), Town Council approval may be required.

An initial permit fee shall be paid before an application will be processed. A schedule of fees are listed below:

	<u>Fee</u>
•Motion/Still Professional commercial film, video production; including entertainment news and 501(c)6	\$400.00
•Student course work with instructor verification on college letterhead or local PSA films	No charge
•Same day "breaking" news or local news network	No permit required

\*Additional permits for special and/or fire effects shall be obtained through the Carolina Beach Fire Department.

If you have any questions about filming in Carolina Beach, please contact the Town Event Coordinator, Tim Murphy, at (910) 707-2064, or [tim.murphy@carolinabeach.org](mailto:tim.murphy@carolinabeach.org). You can also view film permit information on our website, [www.carolinabeach.org](http://www.carolinabeach.org), under > I Want To>Apply For>Film Permit.

## POLICE DEPARTMENT

### Taxi Vehicle Permits and Operator License:

	<u>Fee</u>
Annual Vehicle inspection: (per vehicle)	\$30.00
Annual Vehicle operator permit: (per operator)	\$30.00
Fingerprinting or Background Check:	\$20.00 for residents/\$40.00 for non-residents
Permit to Exceed noise limits (Sec. 18-138)	\$25.00

## TOWN CLERK

Annexations: 1 Advertisement; 2 hours planner review of application; resolution to investigate; certificate of sufficiency; resolution for public hearing; 1 hour public hearing/staff presentation; recodation of meeting minutes and transcription; 1 hour case closeout; ordinance to extend town boundary; notice of adoption.

Fee  
\$500.00

### Notary Public Services

Fee  
\$5.00 per principle signature

## WATER AND SEWER

### Deposits

The responsibility for water bills shall be a legal obligation of the person whose name is listed on the account. A security deposit is required from all renters applying for water/sewer services based on a credit check. The security deposit and set up fee must be paid via cashiers check or money order prior to setting up account. If the tenant fails to pay the security deposit and set up fee, the account will remain in the property owners name. All deposits will be returned to the depositor upon final payment for all outstanding water and sewer bills against that particular property.

#### **Residential:**

Excellent Credit Rating (0-199)  
Some Risk (200-299)  
Greatest Risk (300 + up)

#### **Deposit Amount:**

\$150.00  
\$250.00  
\$300.00

#### **Commercial:**

Excellent Credit Rating (0-199)  
Some Risk (200-299)  
Greatest Risk (300 + up)

#### **Deposit Amount:**

\$185.00  
\$350.00  
\$400.00

### Water Service Fees

#### **Leak Repairs**

Initial Service Call  
Additional Service Calls  
Afterhours Service Calls

#### **Fee**

\$50.00  
\$35.00  
\$75.00

#### **General Repairs**

Initial Service Call  
Additional Service Calls  
Afterhours Service Calls

#### **Fee**

\$50.00  
\$35.00  
\$75.00

#### **Other**

Water Service Meter Check Fees  
Charges for Cut-Ons Outside Working Hours  
Charges for Resetting of Water Meter  
Temporary Hydrant Meter Rental (2" Meter)  
    Deposit-must be paid prior to installation  
    Daily charge  
    Usage (first 3000 gallons)  
    Usage (over 3000 gallons)

#### **Fee**

\$40.00  
\$75.00  
\$100.00  
\$750.00  
\$15.00/day  
\$23.71  
\$6.69/1000 gallons

#### ***Tap Verification (where no building permit has been applied):***

Vacant lot with service history  
Vacant lot with NO service history

#### **Fee**

\$50.00  
\$100.00

### **Water and Sewer Charges Outside Town Limits:**

Charges for water and sewer service outside the town limits shall be twice (200%) those of similar services inside the town limits. System Development Fees for out-of-town customer shall be calculated at double the rate of in-town users.

### **Unpaid Water and Sewer Accounts: Discontinuance of Service:**

Each month, water/sewer bills will indicate the current and past due balances of the account. If past due balances are not paid within the time indicated on the billing, service will be disconnected or removed until all balances have been paid.

### **Unpaid Water and Sewer Accounts: Late Penalty Fees Applied:**

Upon failure to pay the amount charged for either water or sewer or both, within the time set forth (30 days), a 5% late payment penalty shall be charged to the user.

**Leak and Breakage Adjustments:**

No relief or adjustment shall be applied to water bills in cases of high water use due to leaks, broken lines, or faulty plumbing. If such leaks or breakages are verified to the satisfaction of the Town Manager or Utility Director, that person may make an adjustment to the sewer charge, but only if the extra water used did not re-enter the wastewater system for subsequent treatment. If sewer adjustments are made, the amount of the adjustment shall be the difference between the increased gallonage and the average gallonage used during the twelve (12) months preceding the increased usage period. A customer is entitled to one (1) adjustment per year, with repair verification submitted in writing.

**Monthly Minimum Water and Sewer Fixed Rates:**

Minimum monthly water and sewer charges (which include up to 2,999 gallons used) shall apply to all users, residential and multifamily, for the duration of use. (A single meter pays one base rate only).

<u>Meter Size</u>	<u>Water Rate</u>	<u>Sewer Rate</u>
5/8" x 3/4"	\$23.71	\$42.85
1"	\$55.74	\$116.96
1 1/2"	\$72.64	\$154.03
2"	\$114.86	\$253.92
3"	\$217.08	\$479.84
4"	\$373.36	\$839.52
6"	\$1,019.23	\$2,290.87

**Water and Sewer Variable Metered Rates:**

Basic water and sewer rates for monthly billing inside the city limits shall be as follows:

<u>Usage</u>	<u>Water Rate</u>	<u>Sewer Rate</u>
Over 3,000 gals/mo.	\$6.69 per 1000 gallons	\$11.35 per 1000 gallons

\*The rates set forth above shall apply to combined water and sewer users whereby the monthly usage is determined by the amount of metered water consumption.

**Irrigation Meter Requirement:**

All new in-ground irrigation systems installed after July 1, 2009, that will be supplied water from the Town's water system be independently connected to the system and water consumption shall be measured through a separate irrigation meter. The cost of installation of an irrigation meter shall be borne by the consumer at the same rates as other such charges set forth by the town. The monthly rates for water used through an irrigation meter are as follows:

<u>Irrigation Usage</u>	<u>Irrigation Water Rate</u>
0-1000 gallons	\$3.07
1001 or more gallons	\$6.69 per 1000 gallons

**Non-Metered Sewer Rates:**

Where sanitary sewer service is furnished and municipal water is not used, the installation of a meter measuring sewage flow may be required. In such cases, the sewer rate charge shall be based upon metered sewage flow at the same rate as that measured by metered water flows. The cost of installation of a sewage flow meter shall be borne by the consumer at the same rate and manner as other such charges set forth by the town.



Where sanitary sewer service is provided by the Town without benefit of metering, the following minimum monthly rates shall apply:

<b>Residential Usage</b>	<b><u>Rate</u></b>
Single/Multifamily - per dwelling unit	\$125.29
<b>Commercial Usage</b>	<b><u>Rate</u></b>
Hotel/Motel - Residence	\$125.29
With cooking facilities	\$62.64
Without cooking facilities	\$31.31
Retail Sales -per water closet/urinals/shower	\$62.64
Barber/Beauty Shops - per chair	\$31.31
Offices - per water closet/urinal/shower	\$125.29
Garages/Service Centers - per water closet/urinal/shower	\$12.53
Restaurant/Clubs/Bars -per seat	\$18.79
Convenience Stores - per water closet/urinal/shower	\$125.29

**Industrial:**

The minimum monthly rate for commercial users of the sanitary sewer system not set forth above shall be determined by the anticipated amount of monthly wastewater treatment at a rate of \$9.91 per 1000 gallons.

## STORMWATER DRAINAGE

<b><u>Stormwater Drainage Fees (1 ERU = 2000 square feet of impervious surface)</u></b>	<b><u>Fee</u></b>
Residential (Per Month)	\$18.22
Commercial (Per ERU Per Month)	\$18.22
Condominiums (Per Unit Per Month)	\$18.22
Hotels/Motels (Per ERU Per Month)	\$18.22

**Fee Calculations:**

\$18.22/One ERU per 2000 sq. ft. of impervious area. For residential homes, this is typically one ERU per month as most homes are on 5,000 square foot lots with 40% lot coverage = 2000 square feet. All properties pay the same rate but a large site has the potential of paying more pending the level of impervious area.

<b><u>BMP Inspection Fee:</u></b>	<b><u>Fee</u></b>
Annual Inspection	\$150.00
Follow-Up Inspection	\$100.00

**Stormwater Regulations:**

On-Site Stormwater Management, shall apply to each of the following:

- (1) Projects that disturb, construct, replace, or otherwise alter more than 10,000 square feet built upon area; or
- (2) Projects that are located within one-half mile and draining to Class SA waters; or
- (3) Projects that require either a CAMA Major Permit or a State Erosion Control Plan that alters less than 10,000 square feet.

**Stormwater Improvements:** The Town may require Stormwater improvements within the right of way, in the event that a development creates a stormwater impact in an area with non-existent or inadequate drainage infrastructure. The developer is responsible for making this improvement.

Development fees shall apply to all new development or expansions in impervious area. In a situation where a previous impact was documented within the last 5 years a credit shall apply. In no instance shall development fees be required or credit given for temporary uses that have added impervious surface (i.e. parking lots).

**Stormwater Improvement in Lieu:** In the circumstance where stormwater infrastructure construction is required of the developer, the Stormwater Fee shall be waived in lieu of these improvements. This does not apply to properties with conveyances outside of the right of way that are relocated to facilitate new construction, piping in of existing ditches to allow access and can include junction boxes and catch basins related to sewer line interferences.

Piping on developed or undeveloped property will be the responsibility of the property owner or contractor. All modifications must be reviewed and approved by the Director of Public Works.

## MUNICIPAL MARINA

The owners of all vessels desiring space at the Town Marina shall be required to execute a license agreement, as appropriate, prior to provision of such accommodation, and shall be bound to abide by the marina rules and regulations. **All dockage fees shall be paid using the Town's preferred method and in accordance with signed license agreements.**

**Dockage Rates**

	<b><u>Monthly Fee</u></b>
Charter Boat (39' and under)	\$550.00/month
Charter Boat (40' and longer)	\$14.00/foot per month
Transient Slips (up to 54 feet)	\$70/day + 3% convenience fee
Cancellation of reservation 24 hours or more notice	3% convenience fee
Cancellation of reservation less than 24 hours notice	\$70 + 3% convenience fee
Day boater dockage (up to 25 feet)	3 hours max stay (no charge)
Ticket Booth (Electrical and usage)	\$100.00/month
Late Fee	\$50/day after 10 business days of being overdue (day 11 =\$50, day 12 =\$100, etc.)
Mooring anchorage (vessels 26' to 55')	\$30.00 per night + 3% convenience fee
Cancellation of reservation 24 hours or more notice	3% convenience fee
Cancellation of reservation less than 24 hours notice	\$30.00 + 3% convenience fee

## PARKS AND RECREATION

**Carolina Beach Recreation Center Memberships:**

	<b><u>Fee: Resident</u></b>	<b><u>Fee: Non-Resident</u></b>
Senior (60+) or Retired Military with ID	\$100.00	\$150.00
Adult (18 to 59)	\$125.00	\$200.00
Youth (9 to 17)	\$100.00	\$150.00
Child (up to age 8)	\$0.00	\$0.00
Family	\$220.00	\$330.00
Active Military (With ID)	\$120.00	\$195.00
Weekly Family Pass	\$50.00	\$50.00
Daily Pass	\$7.00	\$7.00
Town of Carolina Beach Employees	Free	Free
TOCB Employee Family (same household)	Free	Free
TOCB Retired Employee w/15+ years of full time employment	Free	Free

**Program Fees:**

	<b><u>Fee: Resident/Employee</u></b>	<b><u>Fee: Non-Resident</u></b>
Youth Athletic Leagues	\$75.00	\$100.00
Youth Basketball Team Sponsorship	\$100.00-\$250.00 per team	\$100.00-\$250.00 per team
*Adult Athletic Leagues	\$300.00-\$750.00 per team	\$300.00-\$750.00 per team
*Exercise Classes	\$ 1.00-\$15.00	\$ 1.00-\$15.00
Weekly Summer Camp	\$250.00	\$325.00
*Special Events	\$0.00-\$25.00	\$0.00-\$25.00
*Recreational Programs	\$0.00-\$150.00	\$0.00-\$150.00
Independent Contract Instructors	25% of fees collected for program	25% of fees collected for program

\*Includes a variety of programs such as cooking, tennis, workshops, music, art, and more.

**Athletic Fields Service Fees:**

	<b><u>Field Fee</u></b>	<b><u>Lights Fee</u></b>
Youth- Non-profit*	\$0.00	\$0.00
Youth- Private/For profit	\$15.00/hr.	included
Adult	\$15.00/hr.	included
Turn infield	\$20.00/per time	\$0.00
Line/Chalk Field	\$20.00/per time	\$0.00
Athletic fields - Tournament fees		
Day rate*	\$100 per field	\$0.00
Turn infield	\$20.00/per time	\$0.00
Line/Chalk Field (Per Service)	\$20.00/per time	\$10.00

\*Includes two days (weekend)

**Parks and Facility Rental Fees:**

**Carolina Beach Recreation Center Facility Rental (outside of Independent Contract Proposals):**

<b><u>Type</u></b>	<b><u>Fee: Resident</u></b>	<b><u>Fee: Non-Resident</u></b>
Arts and Activities Room	\$30.00/hr.	\$50.00/hr
Gymnasium	\$100.00/hr.	\$150.00/hr
Multipurpose Room	\$35.00/hr.	\$55.00/hr
Party Rentals outside normal hours of operation	\$300.00 (2 hours)	\$350.00 (2 hours)

**Park Pavilion and Field Permits**

	<b><u>Fee: Resident</u></b>	<b><u>Fee: Non-Resident</u></b>
Mike Chappell Pavilion	\$30.00/3 hrs.	\$50.00/3 hrs.
McDonald Park Pavilion	\$30.00/3 hrs.	\$50.00/3 hrs.
Lake Park Pavilion	\$30.00/3 hrs.	\$50.00/3 hrs.
Oceanfront Boardwalk	\$30.00/2 hrs.	\$50.00/2 hrs.
Additional Hour	\$15.00	\$25.00

Permits will be issued at the Carolina Beach Recreation Center after the application, waiver, and fee are paid. The permit fee guarantees that the facility will be reserved. A notification will be placed at the facility notifying the public it is reserved. If the pavilion or is not reserved, then they are available on a first come first serve basis.

## **Payment Policies**

**Travel:**

Reimbursable rates for meals while traveling for town approved business will be based on the current state adopted rates.

Reimbursable rates for mileage while traveling for town approved business will be based on the current federal adopted rates ([www.irs.gov](http://www.irs.gov)).

**Credit Card Payment Processing Fees:**

3% for all non-utility payments paid with a credit card.

The non-refundable convenience fee will be assessed and included with your total payment amount on your credit card statement.

**Personal Checks :**

\$25 charge for any returned payments. If two (2) occur within a calendar year, no additional personal checks shall be allowed.

## Ordinance Violations

### Chapter 2-Administration

Violation	Ordinance-Code Reference	Fine
Emergency Management Penalty Provision	2-354	\$50.00

### Chapter 4-Animals and Fowl

Violation	Ordinance-Code Reference	Fine
Riding, leading or driving animals on sidewalk, boardwalk, roads or beaches violations	4-4	\$50.00
Dog violations (including beach strand and boardwalk)	4-9	\$100.00

### Chapter 6-buildings and Building Regulations

Violation	Ordinance-Code Reference	Fine
Response: False Alarms (3 or more in a 12 month period)	Chapter 6, Article VIII	\$50.00
Working Without required permit:		
Starting work without a permit	6-108, 32-68, 40-Article 15	Double the permit fee + \$50.00/day until permit is pulled
Substantially completing work without a permit		Double the permit fee + \$50.00/day until permit is pulled
Failure to obtain a Final Inspection		\$500.00
Occupying structure prior to the final Certificate of Occupancy		\$1,000.00
Permit not posted on-site		\$50.00

### Chapter 8-Fire Prevention and Protection

Violation	Ordinance-Code Reference	Fine
Fire Enforcement Penalties	8-23	\$100.00

### Chapter 10-Harbor and Marina Regulations

Violation	Ordinance-Code Reference	Fine
Harbor and Marine Regulation Violations	10-8	\$100.00 per day

### Chapter 12-Health

Violation	Ordinance-Code Reference	Fine
Selling cigarettes to minors	12-39	\$500.00
Failure to pay fine for smoking violations	12-41	\$50 .00

### Chapter 14-Licenses and business Regulations

Violation	Ordinance-Code Reference	Fine
Privilege License Fine (General Statute 105-236)	14	\$50 per day
Failure to complete a Business Registration	14	\$50 per day
Failure to renew Business Registration by July 1	14	\$50 per day
Peddling and Soliciting	14-28	\$100 per day
Failure to illuminate business	14-1	\$50 .00
Solicit, beg, ask for money	14-27	\$50.00

**Chapter 16-Motor Vehicles and Traffic: General**

<b>Violation</b>	<b>Ordinance-Code Reference</b>	<b>Fine</b>
Failure to follow pedestrian regulations	16 Article IV	\$50.00
Operating bicycle without proper headgear	16-07	\$10.00
Driving on sidewalk	16-55	\$100.00
Driving on Boardwalk without permit or prior approval	16-56	\$100.00
Skating, roller blading, skate boarding within unauthorized areas	16-57	\$100.00
Operation of vehicles on flooded streets	16-59	\$150.00
Golf Cart Penalties	16-76	\$50.00
Failure to follow bicycle operation regulations	16-96	\$50.00
Operating a bicycle without proper child safety seat	16-108	\$50.00
Parking in a loading/unloading zone	16-158	\$100.00
Parking of unauthorized vehicle in area marked for emergency vehicles only (i.e. fire lane)	16-160	\$250.00
Parking of unauthorized vehicle in handicapped space	16-161	\$250.00

**Chapter 16-Motor Vehicles and Traffic: Vehicles Parked in Designated Parking Spaces**

<b>Violation</b>	<b>Ordinance-Code Reference</b>	<b>Fine</b>
Town-owned or operated parking areas. It shall be unlawful in any off-street lot or area owned by the town and provided for general public parking to park a motor vehicle, or for the registered owner of a motor vehicle to allow such vehicle to be parked, in any manner other than within properly designated parking spaces.	16-162	\$60.00
Parking Restrictions; all times: When signs are placed, erected, or installed giving notice thereof, or the curbing has been painted yellow in lieu of signs, no person shall park a vehicle at any time upon any street within the corporate limits.	16-162	\$60.00
Where signs have been erected which display parking time limitations, no person shall park a vehicle for any length of time exceeding the time limitation so displayed.	16-162	\$60.00
Parking in a town designated space where payment is required and not paid.	16-162	\$60.00
Parking in a space where allotted time has expired.	16-162	\$60.00
On any street or parking lot which is marked off with lines indicating the parking spaces for cars and golf carts, the cars and golf carts shall be parked between the lines.	16-162	\$60.00
Vehicles parked so as to obstruct sidewalk, private driveway, crosswalk, or bike lanes.	16-162	\$60.00
Protrusion beyond designated parking space.	16-162	\$60.00
Double parking where the vehicle encroaches into another designated parking space and prohibits the use of an adjacent parking space.	16-162	\$60.00
In no case shall a vehicle remain backed to a curb against the flow of traffic when adjacent to a one way drive aisle.	16-162	\$60.00
Vehicles parked in a designated space where a street includes two or more separate lanes and traffic is restricted to one direction, no person shall park or stand upon the left-hand side of such roadway unless signs are erected to allow such.	16-162	\$60.00

**Chapter 16-Motor Vehicles and Traffic: Vehicles Parked in Designated Parking Spaces (continued)**

<b>Violation</b>	<b>Ordinance-Code Reference</b>	<b>Fine</b>
Angled Parking: Upon those streets which have been signed or marked for angle parking, no person shall park or stand a vehicle other than at the angle to the curb or street edge indicated by such signs or markings.	16-162	\$60.00
Parking has been paid, but one of the above violations exist and does not cause any loss of access to surrounding public facilities (i.e. parking spaces, sidewalks, bike lanes, etc.)	16-162	\$25.00

**Chapter 16-Motor Vehicles and Traffic: Vehicle Obstructions**

<b>Violation</b>	<b>Ordinance-Code Reference</b>	<b>Fine</b>
Alongside or opposite any street excavation or obstruction when stopping, standing, or parking would obstruct traffic.	16-162	\$60.00
Upon any bridge or other elevated structure or within any underbase structure.	16-162	\$60.00
On the roadway side of any vehicle stopped, standing, or parked at the edge of a curb or street.	16-162	\$60.00
At hazardous or congested areas where signs or markings have been installed prohibiting such.	16-162	\$60.00
Within a designated drive aisle.	16-162	\$60.00
Vehicles parked unattended in commercial and passenger loading zones.	16-162	\$60.00
Vehicles other than buses parked in a bus stop.	16-162	\$60.00
Oversize vehicles parked on town streets.	16-162	\$60.00
Vehicles parked in "no parking anytime" zone.	16-162	\$60.00
Obstructing other vehicles: No vehicle shall so stand on any street as to interrupt or interfere with the passage of public conveyances or other vehicles.	16-162	\$60.00
Unattended vehicle: It shall be unlawful for any person to leave a vehicle's engine running while it is standing parked upon the streets	16-162	\$60.00
The storage of vehicles, boats, trailers, and/or other equipment within public rights-of-way, public parking areas, or other public areas is prohibited.	16-162	\$60.00
The use of vehicles, for camping or permanent or temporary living facility within public rights-of-way, public parking areas, or other public areas.	16-162	\$60.00

**Chapter 16-Motor Vehicles and Traffic: Vehicles Parked in Undesignated Parking Spaces**

<b>Violation</b>	<b>Ordinance-Code Reference</b>	<b>Fine</b>
Vehicles parked in an undesignated parking space within an intersection or within 25 feet of an intersection.	16-162	\$60.00
Vehicles parked in an undesignated parking space within 25 feet of any flashing beacon, stop sign, or traffic control signal located at the side of a street or roadway.	16-162	\$60.00
Vehicles parked in an undesignated parking space where a street includes two or more separate lanes and traffic is restricted to one direction, no person shall park or stand upon the left-hand side of such roadway unless signs are erected to allow such.	16-162	\$60.00
Vehicles parked in an undesignated parking space within the median of a divided roadway.	16-162	\$60.00
Vehicles parked in an undesignated parking space within 15 feet in either direction of a fire hydrant, unless a greater or lesser distance is designated and appropriate signs or markings are displayed.	16-162	\$60.00
Vehicles parked in an undesignated parking space in front of or within five feet in either direction of a private driveway or road.	16-162	\$60.00

**Chapter 16-Motor Vehicles and Traffic: Vehicles Parked in Undesignated Parking Spaces (continued)**

Violation	Ordinance-Code Reference	Fine
Vehicles parked in an undesignated or unauthorized parking space on or within ten feet of a crosswalk.	16-162	\$60.00

**Chapter 16-Motor Vehicles and Traffic: Citation Payments**

Violation	Ordinance-Code Reference	Fine
Citation Payments:	16-162	
Payment within 48 hours results in 25% off of all violations		
Non-Payment Penalty - additional fees charged after 30 calendar days		Additional \$50.00
Non-Payment Penalty - additional fee charged after 60 calendar days		Additional \$50.00

**Chapter 16-Motor Vehicles and Traffic: General**

Violation	Ordinance-Code Reference	Fine
Sleeping in vehicle on town owned property (park,ROW,beach,trail,etc.)	16-173	\$50.00
Wheel lock immobilization fee	16-174	\$150.00
Wrecker/Towing Services and Impoundment	16-252	\$200.00
Trespass towing from private lots		
First offense	16-253	\$100.00
Second offense within a twelve (12) month period		\$150.00
For each offense when the offense is the third or subsequent offense within a 12 month period		\$300.00

**Chapter 18-Offenses**

Violation	Ordinance-Code Reference	Fine
Indecent Exposure	18-1	\$500.00
Drinking in Public	18-2	\$100.00
Curfews for minors	18-3	\$50.00
Violating curfew for minors	18-3	\$500.00
Illegal use of firearms	18-5	\$500.00
Loitering	18-6	\$500.00
Nuisance Abatement (\$50 administration fee + penalty based on number of offenses as listed below + actual cost the Town incurs to mitigate the violation)	18-36	
First Offense		\$100.00
Second Offense		\$200.00
Third Offense		\$300.00
Abandoned property	18-76	\$50.00 per day
Violation for sexually explicit material	18-105	\$500.00
Noise Violations	18-139	
First Violation - each calendar day where the violation continues shall be a separate civil penalty		\$250.00
Subsequent violations in the same calendar year. The date of the first violation shall be the anniversary date for the new 12 month period.		\$500.00
Late penalty for every 14 calendar days past due. At any time the civil charges may be recovered by the Town with all costs allowed by law, by filing a civil action in the General Court of Justice in the Nature of a suit to collect debt.		\$50/day
A violation of any provision in Article 18 of the Town Code may constitute a Class 3 misdemeanor punishable by a fine or imprisonment not to exceed 30 days.		\$500.00

**Chapter 20-Parks and Recreation**

Violation	Ordinance-Code Reference	Fine
Skate Park violation	20-26	\$100.00
Parks Violations	20-56	\$100.00



**Chapter 26-Solid Waste**

Violation	Ordinance-Code Reference	Fine
Removing recyclables from recycling bin	26-18	\$50.00
Freon appliances	26-52	\$50.00 fine + removal cost
Other debris	26-52	\$50.00 fine + removal cost
Violation of waste collection	26-52	\$50.00 fine + removal cost
Nonfreon appliances	26-52	\$50.00 fine + removal cost
Penalty solid waste violation	26-52	\$50.00 fine + removal cost

**Chapter 28-Watercraft, Beaches, and Coastal Parks**

Violation	Ordinance-Code Reference	Fine
Unauthorized vending	28-1	\$100.00
Leaping from Pier	28-2	\$250.00
Personal Watercraft Violations	28-26	\$250.00
Glass container on municipal beach strand or adjacent water	28-57	\$50.00
Cooking devices on municipal beach strand	28-58	\$150.00
Littering from fishing pier	28-59	\$500.00
Surfing Violation	28-60	\$50.00
Holes and Trenches on the beach	28-61	\$100.00
Beach Service Violations	28-62	\$100.00
Operation of Unauthorized Vehicle on beach	28-63	\$150.00
Walking on, damaging or destruction of ocean dunes or vegetation	28-64 or 151	\$250.00
Planting beach vitex	28-87	\$100.00
Obstructions on the beach	28-120	\$100.00
Careless and reckless driving	28-142	\$200.00
Only operational vehicle(s)	28-143	\$100.00
Repairs within Freeman Park (vehicle)	28-144	\$100.00
Abandonment (vehicle)	28-145	\$100.00
Public vehicular area restrictions	28-146	\$100.00
Speed limit	28-147	\$100.00
Clinging to motor vehicle	28-148	\$100.00
No overnight sleeping on beach outside of designated camping locations	28-149	\$100.00
Overnight camping, sleeping on the beach	28-149	\$100.00
Camping without a permit	28-149	\$100.00
Camping Violations	28-149	\$100.00
Open fires on the beach	28-150	\$100.00
Walking on sand dunes	28-151	\$250.00\
Litter on the beach	28-152	\$500.00
Human or animal waste	28-153	\$250.00
Wildlife-to include feeding of wildlife and the presence of horses and/or livestock.	28-154	\$50.00
Dogs/other commonly accepted animals and fowl on public rights-of-ways, etc.	28-155	\$50.00
Surfing and other water related activities	28-156	\$50.00
Freeman Park Permits	28-157	\$100.00
Freeman Park Permit not correctly affixed to vehicle	28-157	\$100.00
Vehicle on Freeman Park without decal	28-158	\$100.00
Trespassing when park is closed	28-159	\$100.00
Conduct of visitors	28-160	\$100.00
Advertising and promotions	28-161	\$100.00
Unauthorized events	28-162	\$250.00
Pedal, solicit or beg without a license	28-163	\$100.00

**Chapter 28-Watercraft, Beaches, and Coastal Parks (continued)**

Violation	Ordinance-Code Reference	Fine
Firearms and fireworks	28-164	\$250.00
Prohibited noise and nuisances	28-165	\$250.00
Public nudity	28-166	\$100.00

**Chapter 30-Flood Damage Prevention**

Violation	Ordinance-Code Reference	Fine
General Provisions - Flood - Penalties	30-61	\$100.00

**Chapter 32-Stormwater Management**

Violation	Ordinance-Code Reference	Fine
Stormwater Management During Construction		
First Notification of violation	32-100	\$50.00/day
Second Notification (5 working days)		\$100.00/day
Third Notification (10 working days)		\$200.00/day
Failure to maintain private property conveyance	32-199	\$100 + remediation cost
Blowing vegetation in town streets	32-220	\$50 + remediation cost
Initial violation of Illicit discharges		\$100.00 + remediation cost
Each subsequent violation	32-261	\$200.00

**Chapter 34-Streets, Sidewalks, and Right-of-Ways**

Violation	Ordinance-Code Reference	Fine
Violation of encroachments	34-1	\$100.00/day
Failure to remove encroachments upon 24-hour notice from staff	34-66	\$100.00
Violation of property numbering	34-110	\$50 .00/day

**Chapter 36-Subdivisions**

Violation	Ordinance-Code Reference	Fine
Zoning Violation	36-22	\$50 .00/day

**Chapter 38-Utilities**

Violation	Ordinance-Code Reference	Fine
Tampering with a water meter	38-47	Triple the amount of losses and damages sustained
Civil penalty for utility violations	38-369	\$10,000.00
Grease Removal Fines:	38-110	
First violation		\$50/day
Second violation		\$100/day
Third violation		\$250/day

When a violation is first discovered no fine shall be issued. The owner shall be given no more than 14 days to bring the site back into compliance. After 14 days penalties will accrue daily. Fines shall be issued immediately for 2nd and 3rd violations discovered within one year of the first violation. If after 30 days, the violations have not been corrected, the town will disconnect Utility services to the establishment/business. Upon termination of service, the town will notify New Hanover County Health Department. The establishment must notify town representatives that repairs have been made. Inspections will be completed upon notification.

**Chapter 40-Zoning**

Violation	Ordinance-Code Reference	Fine
Zoning Enforcement	40-463	\$50 per day + administrative overhead
Zoning Habitual violator (2 or more violations per year)	40-464	\$50 per day + admin + remediation costs

\*\*\*Code/Ordinance violations not otherwise identified shall be fined a minimum of \$50.00\*\*\*  
 \*\*\*All fines are subject to an additional penalty of five (5) percent of the amount of the original fee\*\*\*