



CAROLINA BEACH

TOWN COUNCIL MEETING

MINUTES • JUNE 1, 2017

Council Chambers

Budget Workshop

9:00 AM

1121 N. LAKE PARK BLVD.
CAROLINA BEACH, NC 28428

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Dan Wilcox	Mayor	Present	
LeAnn Pierce	Mayor Pro Tem	Present	
Steve Shuttleworth	Council Member	Present	
Tom Bridges	Council Member	Present	
Gary Doetsch	Council Member	Present	
Michael Cramer	Town Manager	Present	
Ed Parvin	Assistant Town Manager	Present	
Debbie Hall	Finance Director	Present	
Kim Ward	Town Clerk	Present	

II. BUDGET DISCUSSION

a. Final Budget Workshop

(Requested by Michael Cramer, Town Manager's Office)

Town Manager Michael Cramer gave an overview of the proposed FY17/18 budget. The following items are changes that he is recommending:

Eliminate the 2% COLA and give employees a 1% 401k contribution managed by Prudential Services. If the employee elects to contribute to the 401k program, the Town will match them up to an additional 1%. This should save the Town approximately \$74,412 this fiscal year.

Merit increases will remain between 1% and 3%.

Use Powell Bill reserve funds to repave streets and improve drainage and well systems. This is a \$1,178,800 investment.

Add 2 police officers, 1 police detective, 1 full time beach ranger and 1 part time beach ranger. This will be a \$248,423 investment.

Benchmark Rates and Fees to increase revenue by \$586,000.

Reduce budgeted use of fund balance by \$815,455.

Reduce projected water, sewer and stormwater increases by 1.5%.

Reduce Ad Valorem tax rate from 23.5 cents to 22.5 cents or \$188,000.

The General Fund has a 4% increase or \$631,605 and the Utility Fund has an 11% increase or \$842,257.

Mr. Cramer reviewed the Rate and Fee adjustments which include:

Parking and Golf Cart Fees

Residential Permit	\$5.00 to \$10.00	(1.3 cents to 2.7 cents/ day)
Golf Cart Permit	\$5.00 to \$10.00	State Registered Cart
	\$10.00 to \$15.00	Non-Registered Cart
Hourly Rate	\$1.50 to \$2.00 per hour	
Daily Rate	\$10.00 to \$15.00 per vehicle	
Fine Rate	\$10.00 to \$15.00	
Penalty Rate	\$10.00 to \$15.00 after 7 days	
	\$25.00 to \$30.00 after 15 days	

The non-resident parking permit fee did not change. It is still \$75.00.

Freeman Park Camping \$10.00 to \$20.00 per day

Marina Rates

Charter Boat	\$4,000 to \$4,252 per year per slip
Head Boat	\$11,800 to \$12,540 per year per slip

The Harbor Master position has been removed from the police department budget and put into the executive budget. Captain Harry Humphries is no longer the Harbor Master. The Town Manager and the Assistant Town Manager Ed Parvin are currently managing the marina.

Planning

Billboards	\$500.00 to \$1,000.00
Road Closure Application	\$25.00 to \$450.00
Naming Streets	\$25.00 to \$450.00
Major Rezoning Application	\$25.00 to \$650.00

Business Registration

Failure to Apply or Renew Fine	\$0.00 to \$50.00 per day
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Mayor Wilcox expressed concern about businesses not knowing about the registration process and asked staff to come up with ways to make sure they are notified in advance.

MPT Pierce expressed concern about the amount of the fine. She mentioned that the State's fines are not that much.

Mayor Wilcox asked that staff send out non-compliant warnings before issuing fines.

Police and Fire Alarm Calls \$0.00 to \$50.00 per day (3 or more annually)

Parks & Recreation

Non-Resident Senior Fee (69 +)	Increase \$80.00 to \$100.00
Non-Resident Adult (18 to 59)	Increase \$120.00 to \$140.00
Non-Resident Youth (9 to 17)	Increase \$80.00 to \$100.00
Non-Resident Child (up to 8)	Increase \$0.00 to \$20.00
Non-Resident Family	Increase \$240.00 to \$260.00

Ordinance Violations

Sec.16-57 Skateboarding in Boardwalk District \$10.00 to \$50.00
Sec. 28-153 Human or Animal Waste on Beach \$100.00 to \$250.00

Mr. Cramer reviewed the reorganization of building permit fees. Plan reviews will be a fixed rate based on the cost for staff to review the plans.

The stormwater fees will be \$1.50 per square foot for new construction and \$1.00 for existing development.

Council Member Shuttleworth feels that the amount should be consistent. He expressed concern with the liability of charging stormwater fees and would like the attorney to review these fees.

Mr. Cramer said that the Town was originally planning to have an 11.5% increase in stormwater fees but the recommended increase is now only 10%.

Budget accomplishments include:

- Lower Tax Rate
- Lower Utility Rate Increases than projected
- Additional Police and Public Safety Personnel
- Improved Infrastructure
- Steady Growth of Fund Balance Reserves

The total Recommended Budget for FY 17/18 is \$22,916,887.

III. NON-AGENDA ITEMS

Mayor Wilcox asked the Manager if he has done any research on parking decks. Mr. Cramer said that he has started gathering information.

Mayor Wilcox asked about how the Beach Ranger was working out. He mentioned that he has not seen the Ranger on the boardwalk.

IV. ADJOURN

The budget meeting adjourned at 11:00 a.m.

Kimberlee Ward
Kimberlee Ward, Town Clerk

6-13-17
Date Approved