



**CAROLINA BEACH**  
**TOWN COUNCIL MEETING**  
**MINUTES • MAY 16, 2017**

**Council Chambers**

**Budget Workshop**

**9:00 AM**

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

**I. CALL TO ORDER**

<b>Attendee Name</b>	<b>Title</b>	<b>Status</b>	<b>Arrived</b>
Dan Wilcox	Mayor	Excused	
LeAnn Pierce	Mayor Pro Tem	Excused	
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. Rates and Fees Discussion

*(Requested by Kim Ward, Town Clerk)*

Mr. Cramer reviewed the rates fees proposal for the 2017/2018 budget.

Council has requested that staff reduce the tax rate, increase fees to bring in revenue and put more funds into the fund balance to reach the 50% fund balance goal. The following are the recommended changes to rates and fees:

**Residential Parking Fees** - Increase rate from \$5 to \$10 for an annual pass. This could possibly increase revenue by \$49,230.

Council Member Doetsch asked why we don't charge for parking all year. Council Member Shuttleworth had the same concern. Council Member Doetsch recommended either adding a month on each end of the season or making it year round.

Mr. Cramer does not feel that it will cover the cost of paying the parking company to come in and manage the meters.

Council Member Shuttleworth recommended giving it a try.

Council Member Doetsch feels that since the manager feels he has a balanced budget, they should wait and consider it next budget year.

**Golf Cart Parking Permit** - Increase state registered carts from \$5.00 to \$10.00 and non-registered carts from \$10.00 to \$15.00. This could possibly increase revenue by \$2,525.

**Meter Rates** - Increase hourly rate from \$1.50 to \$2.00. This could increase revenue by \$72,000.

**Parking Lot Fees** - Increase hourly rate from \$1.50 to \$2.00 and the day rate from \$8.00 to \$10.00. Busses and limos would increase from \$10.00 per day to \$15.00 per day. This could increase revenue by \$155,200.

**Parking Fines and Penalties** - The current rates are a \$10 fine, a penalty of \$10.00 additional after 7 days, \$25.00 additional after 15 days. The recommended change includes increasing the fine to \$15.00, \$15.00 additional after 7 days and \$30.00 additional after 15 days. This could increase revenue by \$20,000.

**Camping Fees** - Increase the daily camping rate from \$10.00 to \$20.00 per day. This could increase revenue by \$31,250. Mr. Cramer mentioned that the State Park charges \$30 per night depending on the amenities. Council members expressed an interest in going automated by using a gate with a bar code system.

**Marina Rates** - Increase rates by 6.3% each year for the next 3 years. This could increase revenue by \$10,436. This will help offset some of the debt that will come with the west side project. We currently only have two categories of fees for boats which are charter boats and head boats.

Council Member Shuttleworth asked for specifics on the costs for the marina project. He would like to be able to explain to the boat captains why their rates will be increasing.

Mr. Cramer gave the details on the project loans and will get Council a detailed report.

**Residential Building Permit Fees** - Recommending a reduction in fees. These changes could save the developers approximately \$5,365 per home.

**Commercial Building Permit Fees** - Recommending a reduction in fees. This could save developers approximately \$7,556.50 per site.

Council Member Doetsch asked the disparity between Wilmington Beach and the rest of the community.

Mr. Cramer said Wilmington Beach started at \$10,000, then it dropped to \$6,000 and there is very little documentation as to why. Attorney Noel Fox is looking into this.

**Building Permit Fees** - This is a new schedule of fees. This allows for owners to pay for only the services that they need. This section was designed to make the schedule more logical.

**Water/Sewer Fees** - The original plan was to increase fees by 11.5% but that has changed to 10%.

**Stormwater Fees** - The original plan was to increase fees by 11.5% but that has changed to 10%.

**Other Rates and Fines** -

Solid waste fee would increase by 2.1%.

Planning:

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

Business Registration:

Failure to Apply or Renew Fine	Increase \$0.00 to \$50.00 per day
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Police & Fire:

False Alarm Calls (3 annually)	Increase \$0.00 to \$50.00
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Parks and Recreation:

Non-Resident Senior Fee (60 +)	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
Increase Marketing of Facility Rental	(\$3,000)
Increase fees for Field Rental	(\$3,000)

Council was not in favor of increasing fees for field rental. It will ultimately be passed on to the families that are playing the sports. There are kids now that do not participate due to the cost.

Council Member Shuttleworth asked if these changes are adopted, how much would be needed out of the general fund.

Mr. Cramer said that if you adopt these changes and accept 1.5 cents of the increase for evaluation, which would be over revenue neutral by 1.5 cents, we would gain approximately \$570,000 worth of revenue and we would need to pull out approximately \$990,000 from fund balance.

Council Member Shuttleworth summarized that it is decrease in rate but the net effect would be a small increase in their payment. We have gone from an annual budget gap of \$1.3 million to about \$900,000.

Changes to civil penalties:

Skating, roller blading and skate boarding in the Boardwalk District will increase from \$10 to \$50.00.

Increase fine for no glass or metal food or beverage containers from \$50.00 to \$150.00.

Increase human waste, animal, and vegetable waste penalty from \$50.00 to \$100.00.

Council Member Shuttleworth was not in favor of the ordinance saying no metal food or beverage containers. Many people take canned soda to the beach and this is technically a violation according to the code.

Council Member Doetsch recommended taking "metal food or beverage containers" out of the ordinance. Council Member Shuttleworth and Bridges agreed that this should be corrected.

Council Member Shuttleworth suggested changing the fine for human, animal, and vegetable to \$250.00 to be consistent with the other animal penalties. Council Member Doetsch agreed.

Mr. Cramer mentioned that the next workshop is May 23<sup>rd</sup> at 9:00 a.m.

Council Member Doetsch asked Mr. Cramer to contact the Jeep Go Topless liaison and remind them of the rules for Freeman Park, specifically dogs and glass bottles.

**III. ADJOURN**

Meeting adjourned at 10:40 a.m.

Kimberlee Ward  
Kimberlee Ward, Town Clerk

6.13.2017  
Date Approved