



CAROLINA BEACH
TOWN COUNCIL MEETING
MINUTES • MAY 25, 2016

Conference Room

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	Excused	
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	
Debbie Hall	Finance Director	Present	
Kim Ward	Town Clerk	Present	

II. DISCUSSION ITEMS

a. Budget Overview

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

Michael Cramer announced that the street festival date has been changed to August 27, 2016. Cape Fear Boulevard will be closed off. Brenda Butler spoke to most of the businesses in that area. Most of them feel that will be a slow week since the kids go back to school the next week. He asked if council would be ok with that.

MPT Pierce asked that staff establish an email group of boardwalk business owners to notify them of things happening around the boardwalk. Mr. Cramer agreed.

Mr. Cramer reviewed the general fund.

- He is recommending a 1% COLA and up to a 3% merit. That would be \$49,605.40 in COLA and up to \$159,571.11 for merit.
- BCBS is changing to a 70/30 plan. We have a 1.4% increase. The total bill for healthcare is \$835,000. That covers 108 employees.
- State retirement increased by 21%.

Positions being requested include:

- 1 Accounting and finance technician
- 1 GIS database administrator
- 2 General maintenance workers
- 2 Part time recreation leaders
- 1 Research fellow
- 2 Interns - Interns are about \$5,000 each.
- 1 Part time inspector

Council Member Doetsch asked for a better understanding on what code enforcement looks to enforce. Mr. Cramer will provide a list of code enforcement violations to council to help them be the eyes and ears in the community.

Mr. Cramer asked if council had any questions about the requested positions. Council did not have any.

Mr. Cramer reviewed the general fund capital items requested. They include:

- New screen for council chambers
- 3 patrol units
- 1 unmarked unit
- Fire/Rescue equipment
- Fire investigation unit
- New engine equipment
- Fire rescue boat
- Replace bucket truck #460 with Vehicle #90
- Purchase new towable aerial lift
- Rebuild crossovers from Hamlet to Spartanburg
- Replace vehicle #49
- Replace vehicle #90

Mr. Cramer asked if council had any questions about the general fund capital items. Council did not have any.

Mr. Cramer reviewed the overall general fund changes and their percentages. There is a 2% increase overall.

Mr. Cramer reviewed the utility fund.

He is requesting 1 full time equipment operator and 1 full time stormwater construction specialist in the stormwater department.

The utility fund capital requests include:

WWTP:
SCADA improvements
Fuel tank replacement

Wastewater Collection:
Pump station bypass project
Electrical repair - Pump Station #7
Generator expansion program
Fuel trailer

Water Distribution:
Rebuild Well House #2
New SCADA system in well houses
Well rehabilitation program

Stormwater:
John Deer Gator
SCADA system for stormwater
6" diesel pump

Utility Fund Changes are down by 12% overall.

The total budget including general and utility is down 3%.

Mr. Cramer reviewed the rates and fees schedule. There is a 2.6% increase in solid waste fees.

Mr. Cramer concluded his presentation and asked if council had any questions about any part of the budget request.

Council Member Shuttleworth had a few questions about the spreadsheets that were presented. Are we adding or subtracting from the fund balance at the end of 15/16?

Mr. Cramer - I am expecting to have around a 42% fund balance after the audit.

Council Member Shuttleworth - I would suggest that we look at going to a 2% COLA for employees since we are going to a 70/30 medical plan. I think we have worked so hard to get morale up and retain employees. It's not going to affect all the families the same. We can afford to do this.

Council Member Bridges said that he agreed with Council Member Shuttleworth.

Mr. Cramer asked if that was the consensus of council.

All council agreed.

Council members discussed conditional use permits and the process. They would all like to re-evaluate the table of uses.

III. ADJOURN

The meeting adjourned at 10:35 a.m.

Kimberlee Ward
Kimberlee Ward, Town Clerk

6.14.2016
Date Approved