



CAROLINA BEACH
TOWN COUNCIL MEETING
MINUTES • MARCH 24, 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	Present	
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

Mr. Cramer opened the meeting by introducing the topics that will be discussed including revenue projections, departmental expense reports, goal discussion and future meetings.

Finance Director Debbie Hall presented the general fund revenue. Estimated total revenue budgeted for FY16 is \$12,873,046. The revenue that has been collected through 2/29/2016 is \$8,316,870. The budgeted revenue includes \$1,509,766 from appropriated fund balance to balance the budget.

Council had questions as to why there was a significant decrease in refuse collection fees. We are down \$22,644 from this time last year.

Ms. Hall presented the utility fund revenue. Total revenue budgeted for FY16 is \$7,933,904. The revenue that has been collected through 2/29/2016 is \$4,413,252. The budgeted revenue includes \$2,552,150 from the appropriated fund balance to balance the budget.

The enterprise fund expects to receive an additional \$2,006,986 in revenue by June 30, 2016. Budgeted revenue includes \$2,552,150 from appropriated fund balance to balance the budget. The revenue projection for the enterprise fund for FY17 is \$6,073,561. The budgeted totals do not contain appropriations from fund balance.

Mr. Cramer presented the department requests. Personnel and benefits remained the same at 44% of the budget. Maintenance and Operations went up 2% and capital outlay went up 1%. However, those numbers may not be a true reflection due to some items being moved around within the budget. Overall, there is a projected increase of 7%. This is the very first draft of the budget. None of the numbers have been cut or negotiated. These are the numbers that department heads initially presented. This does not include health insurance. We do not have the numbers for that yet.

The enterprise fund shows a 1% increase which is \$60,356. We are now at a level where there is very little need for major projects.

Mayor Wilcox asked to see the fleet maintenance broken down to make sure we are still on the right track with outsourcing our maintenance versus having a garage with in house employees.

The overall initial budget including general and enterprise is an increase of 5% which is \$985,532.93.

Mr. Cramer reviewed the goals for FY16/17:

The general fund goal is 50%. There is currently 25% as of February and we estimate 48% by the end of FY1/16.

Fund on-going capital improvement projects and capital project requests which include \$1,028,990 in the general fund and \$700,840 in the utility fund.

Inlet dredging and beach nourishment which is \$35,000 and \$350,000 per year.

The next budget meeting is April 28th at 9:00 a.m.

III. ADJOURN

Meeting adjourned at 11:00 a.m.

Kimberlee Ward
Kimberlee Ward, Town Clerk

4.12.2016
Date Approved