



TOWN OF SOUTHERN SHORES
TOWN COUNCIL REGULAR MEETING

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

www.southernshores-nc.gov

PITTS CENTER

Tuesday, May 07, 2024 at 5:30 PM

MINUTES

Call Meeting to Order

Pledge of Allegiance

Moment of Silence

Present

Mayor Elizabeth Morey

Mayor pro tem Matt Neal

Council Member Robert Neilson

Amendments to / Approval of Agenda

Mayor Morey proposed a revision to the agenda. Mayor Morey made a **motion** to approve the agenda with an amendment to move number 10 under new business to the first item that council takes up under new business, Seconded by Mayor pro tem Neal. The motion passed unanimously (3-0).

Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

Consent Agenda

Motion made by Council Member Neilson to approve the consent agenda, Seconded by Mayor pro tem Neal. The motion passed unanimously (3-0).

Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

1. Approval of Minutes
2. Budget Amendment-PW Equipment Lease & Maintenance
3. Budget Amendment - Document Scanning Planning Department
4. Budget Amendment -Cemetery

Employee Introductions / Recognition

5. Introduction of K-9 Arty and K-9 Handler Thomas Long

Police Chief David Kole introduced K9 handler Officer Thomas Long and K9 Arty. Officer Long explained the Dutch shepherd Arty in the law enforcement community is considered a single purpose K9, which means that he is not an apprehension dog or a bite dog. All the work K9 Arty does is centered around his nose and finding things. Officer Long provided a brief demonstration of Arty's skills.

Staff Reports

Deputy Town Manager/Planning Director Wes Haskett presented the April monthly permit report and provided a Planning Board Update.

Land Use Plan Update

Staff is still waiting for DCM to provide suggested revisions based on submitted comments and then we should be able to move forward with the public hearing.

13 Skyline Rd. Landmark Designation

-The Historic Landmarks Commission will most likely consider designation of 13 Skyline Rd. as a Historic Landmark at their May 28th meeting. If that's the case, we will add the public hearing to the June 4th Council meeting agenda.

Planning Board

-The Town Planning Board will meet on May 20th at 5:00 p.m. here in the Pitts Center. The purpose of the meeting is for the Board to reconsider ZTA-24-03, a Zoning Text Amendment application submitted by the Town of Southern Shores to establish commercial design standards. The Board will also have a discussion about affordable housing.

Police Chief Kole presented the Police Department report for the month of April. In addition, he added that Team Raleigh (based out of Raleigh N.C.) will be conducting an End of Watch Ceremony on May 5th, a ceremony to pay respect for fallen officers.

Fire Chief Limbacher presented the Fire Department report for the month of April. Chief Limbacher also acknowledged the talent and dedication of several of his fire crew members.

Town Manager Cliff Ogburn reported on the following:

Flat Top Tour & Earth Day Events Recap-1013 tickets sold this year, three fourth from online sales. We anticipate an influx of money into the flattop preservation fund. The town dedicated 13 Skyline. Sally and Steve Gudas will no longer be organizing the flat top tours and Mayor Morey recognized them for their service to the community.

Earth Day event was successful and accomplished collecting over 150 bags of debris and organic material and nearly 4,000 lbs. worth.

Southern Shores Cemetery Improvements / Upgrades-Town Manager would like to establish a working group of about eight people to visit the site and come up with a plan for funding. The council agreed **by consensus** to the working group and would get him a council representative(s) for the group.

Town Attorney-Town Attorney Phillip Hornthal had nothing to report.

General Public Comment

Tommy Karole-77 East Dogwood-disagrees with treating the milfoil in the canals with a chemical and feels the chemical being used is highly toxic and dangerous. Suggested a more environmentally friendly means of treatment, such as a hydro-rake.

Old Business

6. Consideration of Ordinance Banning Release of Balloons

The Town Council has had a discussion about the release of balloons into the air and their negative environmental impacts. A resolution was passed at the March 12, 2024, Council meeting opposing the release of balloons. Further discussion led to the Council's direction given to Town Staff to draft an ordinance banning the release of balloons to be considered at the May 7, 2024, Council meeting. Staff has asked that the other towns in Dare County that are considering such an ordinance to be as consistent with one another as possible.

Staff recognizes the negative environmental impacts that balloons have on our surrounding area. The Staff also recognizes the difficulty of enforcing the attached ordinance and will first seek to use the ordinance as a means to educate citizens rather than issuing citations.

Council Member Neilson stated the ordinance has received a lot of publicity and is hopefully the municipalities will duplicate the same ordinance.

Mayor Morey recognized Debbie Swick for pushing for this ordinance and her service to the community.

Motion made by Mayor Morey to adopt *Ordinance 2024.05.01 Banning the Release of Balloons*, Seconded by Mayor pro tem Neal. The motion passed unanimously (3-0). Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

New Business

7. Consideration of Memorandum of Understanding (MOU) with the North Carolina Department of Environmental Quality (DEQ) for Milfoil Treatment

The agenda summary read as, there has been a long history of treatment of Eurasian Milfoil in the Southern Shores canals dating back to at least 1971. Milfoil is an invasive plant that is recognized by the North Carolina Department of Environmental Quality as a noxious aquatic weed which qualifies for assistance from their treatment program. DEQ's Aquatic Weed Program has information pertaining to milfoil on their website which is linked to the Town's website. Information posted on the NCDEQ website states that Eurasian watermilfoil is now considered one of the worst aquatic weeds, occurring in nearly every state.

Eurasian watermilfoil is a submerged invasive aquatic plant native to Asia, Europe, and Africa in the Haloragaceae family. It typically grows in water 3.2 to 13 feet deep, tolerates cold waters and low light conditions, and has spread to nearly every state in the USA and much of Canada. It was likely first brought to North America in ship ballasts or as an ornamental plant for aquariums or water gardens. Once introduced to an aquatic system, it spreads prolifically by stem fragments caused by either natural or mechanical causes. Each plant produces around 100 seeds but the main propagation method for this plant is stem fragments.

This plant interferes with the recreational uses of waterways, obstructs commercial navigation, exacerbates flooding, clogs hydropower turbines, and alters ecosystems by

crowding out native plants and affecting animal diversity. It will also hybridize with native watermilfoil species making control more difficult.

The stems of this plant can grow up to 20 feet long with feathery whorled leaves around the stem. The plant has separate male and female flowers in summer. A 2–6-inch spike is produced with inconspicuous small reddish or pinkish 4-petaled flowers and is held above the water. until flowering is complete, then becomes parallel with the water.

The DEQ Secretary, after consultation with the Director of the North Carolina Agricultural Extension Service, the Wildlife Resources Commission, and the Marine Fisheries Commission, and with the concurrence of the Commissioner of Agriculture, may designate as a noxious aquatic weed any plant organism which:

- (1) Grows in or is closely associated with the aquatic environment, whether floating, emersed, submersed, or ditch-bank species, and including terrestrial phases of any such plant organism;
- (2) Exhibits characteristics of obstructive nature and either massive productivity or choking density; and
- (3) Is or may become a threat to public health or safety or to existing or new beneficial uses of the waters of the State.

The purpose of the Aquatic Weed Control Program is to provide units of local government and residents of North Carolina with resources that will promote the prevention and management of noxious aquatic weed infestations. The philosophy is that by offering assistance and developing partnerships, aquatic weeds will be more efficiently managed across the state.

The program's two primary objectives are:

Respond to localized infestations to mitigate the long-term economic and environmental impacts that noxious aquatic weeds impose.

Reduce the frequency of aquatic weed introductions through education and public awareness.

Damage - This aquatic weed is tolerant to cold temperatures and begins to grow early in spring, sooner than native submersed plants. It forms a dense canopy along the surface and shades out the vegetation below. It is considered to have less value as a food source for waterfowl compared to native plants. Water quality is degraded by the senescence of watermilfoil. Recreational activities are hindered. Water intake gets obstructed, and decaying mats can foul lakeside beaches.

Spread - Eurasian watermilfoil reproduces by fragmentation and also by seed. Human activities can spread this invasive weed if caution is not taken to remove fragments from boats, trailers, and equipment extracted from infested waters. NC Department of Agriculture & Consumer Services has listed this species as a Class B noxious weed. It is illegal to sell or transport *Myriophyllum spicatum* in North Carolina.

Control - Both biological and chemical controls are used to prevent the further spread of watermilfoil infestations. Bio-control work began as early as the 1960s. Research continues the effort to find better control agents. Herbicides are moderately effective.

The Town has been meeting with State Aquatic Weed Specialists to seek State support to treat the milfoil. Representatives from the Southern Shores Civic Association and Martin's Point Homeowners Association participated in these meetings.

DEQ performed a survey of the canals and creek last fall. The information received during the survey helped to develop a potential treatment program in the spring of 2024. Attached is the treatment map that was used to put together the budget consists of roughly 32 acres. Treatment would occur in late June.

Staff recommends that the Town Council enter into the attached MOU and use the results of the survey after treatment to evaluate and consider future treatment. Subsequent treatment is anticipated to come at a much lower cost.

Council Member Neilson asked if the survey could be worded in a way that would be more palatable to residents, such as a scale system documenting the condition of each canal section. He also inquired if Martin's Point would cost share as a portion of the canal abuts their property.

Town Manager Ogburn felt that cost sharing seemed reasonable and could be possible.

Mayor Morey asked about the cost for the survey. Town Manager Ogburn stated the cost-share for an aquatic weed control project is a 50/50 share, "The cost-share for an aquatic weed control project shall be at least one non-State dollar for every dollar from the fund. To meet the cost-share requirement the COOPERATOR agrees to reimburse NCDEQ." The survey cost is \$1,000, of which the town would be billed \$500.

Mayor pro tem Neal recommended having someone from the Department of Environmental Quality come speak with the council, whether it be in person or remotely. Town Manager Ogburn stated Dr. Richardson, a specialist in the subject, would be willing to give a presentation.

Mayor Morey stated she would be more comfortable postponing any action until June as all council members are not present and agreed that having Dr. Richardson address the subject would be beneficial before making a decision.

Mayor Morey called on the public wishing to speak on the subject.

John Finelli-Martins Point-boating in the canals since 1969 and has seen the milfoil situation. In the 1970's the milfoil was extremely bad and was treated by the 2,4-D eradicating the milfoil, and last year was the worst he has seen in 40 years. He does not know what next year will bring.

Mike Guarracino-Southern Shores- milfoil is an invasive species that keeps growing. The milfoil is extremely bad right now and would like the council to at least do the survey.

Tommy Karole-77 E Dogwood-disagreed the milfoil issue is as bad in the inner canals. Agreed with doing a survey. Does not want 2,4-D used.

Consensus of the council to place continued discussions on the June agenda.

8. Public Hearing-ZTA-23-05 Lot Width

Town Attorney Hornthal opened the public hearing and called on staff for a report.

Planning Director Haskett read the staff report, on June 6, 2023, the Town Council adopted ZTA-23-03 (3-2 vote), a Zoning Text Amendment application submitted by the Town that amended the Town's minimum lot width requirements in all residential zoning districts to make them less ambiguous, as recommended by the Planning Board. The amendments included a new definition of "lot width" in Section 36-57 which is the minimum horizontal distance between the side lot lines of a lot measured from the front lot line at right angles to the rear lot line. The amendments also included amendments to Sections 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) that established that the minimum lot width is measured from the front lot line at right angles to the rear lot line instead of from the building setback line. The Town Planning Board considered amendments to the Town's current lot width requirements at the December 18, 2023 Planning Board meeting and suggested revisions. The Board considered the revisions at the March 18, 2024 Planning Board meeting and recommended denial.

At the April 15, 2024 Planning Board meeting, the Board considered additional revisions to amend the Town's current minimum lot width requirements in all of the residential zoning districts and the government and institutional district by removing the definition of "building setback line" and adding the definition of "lot width line" in Section 30-2 and 36-57 which is a line established 25 feet from the front lot line, or the point where the lot is 50, 75, or 100 feet wide, whichever district requirement is applicable and whichever distance is closer to the front lot line. The proposed amendments also add the definition of "yard," as used in Section 36-57, to Section 30-2 and establish in Section 30-124 that the proposed lot width line and proposed yards shall be shown on preliminary plats. The proposed amendments also include a new definition of "lot width" which is the width of a lot at the required lot width line. Lastly, the proposed amendments include amendments to Sections 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) that establish that the lot width line is the measuring point for lot width for lots created after June 6, 2023.

The Town's currently adopted Land Use Plan contains the following Policy that is applicable to the proposed ZTA:

- **Policy 2:** The community values and the Town will continue to comply with the founder's original vision for Southern Shores: a low-density residential community comprised of single-family dwellings on large lots served by a small commercial district for convenience shopping and services located at the southern end of the Town. This blueprint for land use naturally protects environmental resources and fragile areas by limiting development and growth.

Town Staff has determined that the proposed amendments are consistent with the Town's currently adopted Land Use Plan. The Town Planning Board unanimously recommended approval (5-0) of the application at the April 15, 2024 Planning Board meeting. However, Town Staff has recently determined that the proposed amendments would most likely allow scenarios that were not discussed at the April 15th Planning Board meeting. As a result, Town Staff is now requesting another Planning Board discussion prior to Council taking action on this application, if Council still wishes to amend the Town's currently adopted lot width requirements.

Council member Neilson would like some graphics included in the explanation to make it easier to follow and understand.

Hearing no members of the public wishing to speak, Town Attorney Hornthal closed the public hearing.

Mayor pro tem Neal felt there was no rush to push the amendment through and would like more time to consider.

Mayor Morey stated the amendment only applies to new subdivisions or recombination's and getting the amendment right is the goal.

Mayor pro tem Neal stated property owners could submit a text amendment themselves and recommended tabling ZTA-23-05.

Motion made by Mayor pro tem Neal to table consideration of ZTA-23-05, Seconded by Mayor Morey. The motion passed unanimously (3-0).

Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

9 Manager's Recommended Budget FY24-25

Town Manager Cliff Ogburn presented his recommended budget for FY2024-2025. The budget has been made available to the public for inspection and a public hearing has been set for Tuesday, June 4, 2024.

Budget Overview for Fiscal Year 2024-2025

This year's General Fund budget totals \$12,773,492, an increase of \$3,042,042 or 31.26 % from Fiscal Year 2023-2024 adopted budget. Nearly 70% of this increase is accounted for with funding for the replacement of the culvert at Juniper/Trinitie Trail of \$2,100,000.

The recommended budget uses a large amount of fund balance for the purpose of funding large capital projects, as well as balancing the budget. For multiple years now, it has been noted that a tax increase will likely be part of the following year's budget. Absent a four cents tax increase in the FY 2020-2021 budget to generate the required revenue to pay the 2022 beach nourishment project debt, the tax rate has not increased for over eleven consecutive fiscal years. One cent in ad valorem taxes generates \$169,511. A tax increase is not recommended at this time. The budget recommends no change in the tax rates already established for the beach nourishment debt service.

Use of Fund Balance

Through several years of careful and deliberate conservative budgeting, the Town has accumulated a large fund balance. These funds can be used to balance the budget, pay for large capital items, and possibly be transferred to the Capital Reserve Fund for future project needs. Ideally, a fund balance should be used for future projects rather than budgeted for annual operating expenses. Last year revenues exceeded expenditures negating the appropriation from fund balance.

This year's budget is balanced with a \$2,918,771 fund balance appropriation. As a result of planning, permitting and design efforts currently underway on the Trinitie/Juniper Trail Culvert, \$2,100,000 of fund balance is recommend for construction anticipated to begin in late 2024. \$380,000 is being recommended for the addition and modifications to the town hall building. The remaining amount of fund balance recommended to be budgeted is \$438,771, equaling to a \$0.26 tax increase.

FY 24/25 available fund balance	\$4,830,326
Use of FB in FY 24/25 recommended budget	<u>-\$2,918,771</u>
Remaining FB	\$1,911,555

Capital Improvements

In 2021 the Town Council approved a 10-year street improvement plan generated by an engineering firm. The recommended budget includes \$1 million for funding year four of this plan. The sidewalk on the west side of Ocean Blvd from East Dogwood Trail to Hickory Trail is budgeted at \$290,400, which includes a \$118,855 grant from the Outer Banks Tourism Bureau. \$150,000 for maintenance and repair of the existing multi-use-path along Ocean Blvd north of Hillcrest Dr. are also included. As previously noted, \$380,000 is allocated for recommended improvements to the Town Hall.

Capital Reserve Fund

The Town established a capital reserve fund in 2007 which was amended in 2012, and periodically appropriates money to the reserve fund. Establishing a capital reserve fund affords the Town a more formalized mechanism to save money for future capital expenditures. It also provides greater transparency than using fund balance because the Council must indicate how it ultimately intends to expend the moneys. It is a less flexible

savings option, though. Once money is appropriated to a capital reserve fund, it must be used for capital expenditures. The funds may not be used to fund operating expenses even in an emergency situation.

Beach Nourishment

FY 2024-2025 marks the fourth year of debt service payments for the 2022/2023 beach nourishment project, budgeted at \$11,325,189.

The Town adopted two Municipal Service Districts to generate the necessary revenue to meet its contribution including \$0.715 for those in MSD 1 and \$0.03 for those in MSD 2. All properties in the Town paid an additional \$0.04 in taxes as part of this contribution. These rates may be set in any manner that generates the required revenue to cover the debt service for the project and are recommended to remain the same.

One cent in MSD 1 generates \$27,717 for a total of \$198,177. One cent in MSD 2 generates \$59,288 for a total of \$177,863, and one cent generates \$163,341 town wide for a total of \$653,364. Beach Nourishment Revenue had a 99.65% collection rate.

Mayor Morey stated Dare County is similar in the fact that they have proposed a COLA (cost of living adjustment) of 4% and no tax increase as well.

No further action.

10.

Town of Southern Shores				
Capital Reserve Fund Schedule				
<u>30-Jun-23</u>				
	Beach			
	<u>Nourishment</u>	<u>Canals</u>	<u>Other</u>	<u>Total</u>
Beginning balance 7-1-22	1,958,669	138,000	89,450	2,186,119
FY 23 Transfer	<u>25,063</u>	<u>125,000</u>	<u>-</u>	<u>150,063</u>
Subtotal	1,983,732	263,000	89,450	2,336,182
	84.91%	11.26%	3.83%	100.00%
FY 23 Interest	<u>15,577</u>	<u>2,065</u>	<u>702</u>	<u>18,345</u>
Ending balance 6-30-23	1,999,309	265,065	90,152	2,354,527

Consideration of Bid Award -Skyline Rd. Sidewalk Project

After receiving public input regarding future considerations for the construction of new pedestrian paths, staff was given direction to plan for the construction of a sidewalk on the north side of Skyline Rd from Ocean Blvd. to the path connecting Skyline Rd. to Spindrift Trl.

Plans were designed by an engineer and the informal bidding process was used to solicit bids for this project. Three bids were received; however, one was rejected for non-responsiveness. For construction projects within the informal bidding range, the record of bids and bid documents become open for public inspection when the contract is awarded.

Staff believes that the low bid is a reasonable and fair price which is below the engineering cost estimate.

Mayor pro tem confirmed the sidewalk was from the connector path to Ocean Blvd. Town Manager Ogburn confirmed.

Motion made by Mayor Morey to award the Skyline Rd. sidewalk project to the lowest bidder along with the accompanying budget amendment #29 in the amount of \$85,000, Seconded by Mayor pro tem Neal. The motion passed unanimously (3-0).

Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

Town Manager Ogburn added the Chicahawk Property Owners Association has asked the town if they would consider taking over the maintenance of the sidewalks on Trinitie, Spindrift, and Chicahawk. Staff has asked to bid the repair cost of those sidewalks and staff will continue to work on a resolution with the CPOA.

General Public Comment

None

Council Business

Mayor Morey stated the next council meeting is Tuesday June the 4th at 5:30. She stated the housing task force was discussed at the commissioner's meeting today, the legislature in their technical corrections bill that has been voted on by both the Senate and the house, is now sent to the governor for his signature. He has a certain amount of time he can either sign it, or not. There is a veto proof majority, so if he doesn't sign it, it will just become law and in that technical corrections bill the zoning prohibition HB 259 has been repealed and the \$35 million grant has been repealed. Both actions have been taken. The housing task force continues on.

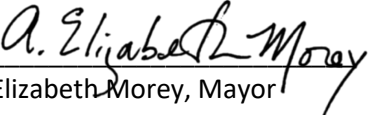
Council Member Neilson stated he and the town manager will meet with Kitty Hawk Elementary School third graders and do a presentation on the day-to-day actions and workings of local governments. He also attended a CurrentTV meeting, in which he proposed a Dare County film festival which received support.

Adjourn

Motion to adjourn made by Council Member Neilson, Seconded by Mayor pro tem Neal. The time was 6:52 p.m. The motion passed unanimously (3-0). Voting Yea: Mayor Morey, Mayor pro tem Neal, Council Member Neilson

ATTEST:

Respectfully submitted,


Elizabeth Morey, Mayor


Sheila Kane, Town Clerk

The attached documents are incorporated herewith and are hereby made a part of these minutes.

**Town of Southern Shores
Budget Amendment Number # 26**

**Public Works
Increases**

Decreases

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-32900	Revenues Interest Income	\$15,000			
59-50109	Expenditures Equipment Lease & Maintenance	\$15,000			
	TOTAL			TOTAL	\$ -

Explanation: Several mower and tractor repairs and needed maintenance on equipment.

Recommended By:

Approved By: Town Council

Cliff Ogburn, Town Manager

Elizabeth Morey, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 27**

Planning Increases			Decreases		
<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
40-32900	Revenues Interest Income	\$28,000			
63-50120	Expenditures Contracted Services	\$28,000			
	TOTAL			TOTAL	\$ -

Explanation: Cost to scan all files in Planning

Recommended By:

Cliff Ogburn, Town Manager

Approved By: Town Council

Elizabeth Morey, Mayor

Date

**Town of Southern Shores
Budget Amendment Number # 28**

**CEMETERY
Increases**

Decreases

<u>Account Number</u>	<u>Description</u>	<u>Amount</u>	<u>Account Number</u>	<u>Description</u>	<u>Amount</u>
30-40-39909	Revenues Cemetery Fund- Unassigned Fund Balance	\$8,500			
30-06-50908	Expenditures Beautification	\$8,500			
	TOTAL			TOTAL	\$ -

Explanation: Cost for stone for road through cemetery and to replace damaged marker

Recommended By:

Cliff Ogburn, Town Manager

Approved By: Town Council

Elizabeth Morey, Mayor

Date

**Agenda Item Summary Sheet****Date: 5/7/24****Item #: 6****Item Title:** Consideration of Ordinance Banning Release of Balloons

Item Summary: The Town Council has had a discussion about the release of balloons into the air and their negative environmental impacts. A resolution was passed at the March 12, 2024, Council meeting opposing the release of balloons. Further discussion led to the Council's direction given to Town Staff to draft an ordinance banning the release of balloons to be considered at the May 7, 2024, Council meeting. Staff has asked that the other towns in Dare County that are considering such an ordinance to be as consistent with one another as possible.

Staff Recommendation: Staff recognizes the negative environmental impacts that balloons have on our surrounding area. Staff also recognizes the difficulty of enforcing the attached ordinance and will first seek to use the ordinance as a means to educate citizens rather than issuing citations.

Requested Action: A motion to approve the attached ordinance.

Attachments: Draft ordinance



Town of Southern Shores
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TCA-24-01
5-1-24
Ordinance 2024-05.01

AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE TOWN OF SOUTHERN SHORES, NORTH CAROLINA

ARTICLE I. Purpose(s) and Authority.

WHEREAS, pursuant to N.C.G.S. Chap. 160A, the Town has duly codified the Town’s Code of Ordinances (the “Town Code”); and

WHEREAS, pursuant to North Carolina General Statutes § 160A-174 the Town may enact and amend ordinances that define, prohibit, regulate, or abate acts, omissions, or conditions, detrimental to the health, safety, or welfare of its citizens and the peace and dignity of the Town, and may define and abate nuisances; and

WHEREAS, in furtherance of the public’s health, safety and welfare it is necessary to regulate certain activities upon the lands, waterways, beaches, and dune areas of the Town which degrade or cause harm to these areas or the waters of the Atlantic Ocean, Currituck Sound, and tributaries of same; and

WHEREAS, it is further necessary to regulate certain activities to protect the well-being of the natural environment and the wildlife present in this environment;

WHEREAS, the Town further finds that in accordance with the findings above it is in the interest of and not contrary to the public's health, safety and general welfare for the Town to amend the Town Code of Ordinances as stated below.

ARTICLE II. Construction.

For purposes of this ordinance amendment, underlined words (underline) shall be considered as additions to existing Town Code language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Any portions of the adopted Town Code which are not repeated herein, but are instead replaced by an ellipses (“...”) shall remain as they currently exist within the Town Code.

ARTICLE III. Amendment of Town Code.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Southern Shores, North Carolina, that the Town Code shall be amended as follows:

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PART I. That **Sec. 22-12. Unlawful to release balloons within the town.** Be added as follows:

Sec. 22-12. Unlawful to release balloons within the town.

(a) Definitions. For the purpose of this section, the following words and phrases are defined:

Balloon means a flexible, nonporous bag made from materials such as, but not limited to, rubber, latex, polychloroprene, mylar, or nylon fabric that can be inflated or filled with gas or fluid, such as helium, hydrogen, nitrous oxide, oxygen, or air, and then sealed at the neck of the bag. The town does not recognize any balloon as “biodegradable or photodegradable”.

Litter includes all waste materials resulting from the outdoor release or abandonment of a balloon.

(b) It shall be unlawful for any person, firm, nonprofit organization, school, corporation, or other business affiliation, to knowingly and intentionally release, participate in the release of, intentionally cause to be released, to litter by abandoning and not properly disposing of all waste material, any type of balloon inflated with a liquid, air, or gas within the town limits, any waters within the zoning jurisdiction of the town, or the beach and/or dune areas within the Town.

(c) Exemptions. The following are not violations of this section:

- (1) Balloons released by a person on behalf of a governmental agency or pursuant to a governmental contract for scientific or meteorological purposes.
- (2) Hot air balloons that are recovered after launching.
- (3) Balloons released inside a building or structure that do not make their way into the open air.

(d) Penalty.

Any person violating the provisions of this section shall be subject to a civil penalty in the amount of \$250 to be recovered by the town in a civil action in the nature of debt if the offender does not pay the penalty within ten days after having been cited for violation of the ordinance.

ARTICLE IV. Severability.

All Town ordinances or parts of ordinances in conflict with this ordinance amendment are hereby repealed. Should a court of competent jurisdiction declare this ordinance amendment or any part thereof to be invalid, such decision shall not affect the remaining provisions of this ordinance amendment nor the Zoning Ordinance or Town Code of the Town of Southern Shores, North Carolina which shall remain in full force and effect.

ARTICLE V. Effective Date.

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This ordinance amendment shall be in full force and effect from and after the ____ day of _____, 2024.

Elizabeth Morey, Mayor

ATTEST:

Town Clerk

APPROVED AS TO FORM:

Town Attorney

Date adopted:

Motion to adopt by Councilmember:

Motion seconded by Councilmember:

Vote: ___AYES___NAYS



AGENDA ITEM SUMMARY

MEETING DATE: May 7, 2024

ITEM TITLE: Public Hearing-ZTA-23-05 Lot Width

ITEM SUMMARY:

On June 6, 2023, the Town Council adopted ZTA-23-03 (3-2 vote), a Zoning Text Amendment application submitted by the Town that amended the Town’s minimum lot width requirements in all residential zoning districts to make them less ambiguous, as recommended by the Planning Board. The amendments included a new definition of “lot width” in Section 36-57 which is the minimum horizontal distance between the side lot lines of a lot measured from the front lot line at right angles to the rear lot line. The amendments also included amendments to Sections 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) that established that the minimum lot width is measured from the front lot line at right angles to the rear lot line instead of from the building setback line. The Town Planning Board considered amendments to the Town’s current lot width requirements at the December 18, 2023 Planning Board meeting and suggested revisions. The Board considered the revisions at the March 18, 2024 Planning Board meeting and recommended denial.

At the April 15, 2024 Planning Board meeting, the Board considered additional revisions to amend the Town’s current minimum lot width requirements in all of the residential zoning districts and the government and institutional district by removing the definition of “building setback line” and adding the definition of “lot width line” in Section 30-2 and 36-57 which is a line established 25 feet from the front lot line, or the point where the lot is 50, 75, or 100 feet wide, whichever district requirement is applicable and whichever distance is closer to the front lot line. The proposed amendments also add the definition of “yard”, as used in Section 36-57, to Section 30-2 and establish in Section 30-124 that the proposed lot width line and proposed yards shall be shown on preliminary plats. The proposed amendments also include a new definition of “lot width” which is the width of a lot at the required lot width line. Lastly, the proposed amendments include amendments to Sections 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) that establish that the lot width line is the measuring point for lot width for lots created after June 6, 2023.

STAFF RECOMMENDATION:

Town Staff has determined that the proposed amendments are consistent with the Town’s currently adopted Land Use Plan and Town Staff recommends approval of the application. The Town Planning Board unanimously recommended approval (5-0) of the application at the April 15, 2024 Planning Board meeting.

REQUESTED ACTION:

Motion to approve ZTA-23-05.

STAFF REPORT

To: Southern Shores Town Council
Date: May 7, 2024
Case: ZTA-23-05
Prepared By: Wes Haskett, Deputy Town Manager/Planning Director

GENERAL INFORMATION

Applicant: Town of Southern Shores
Requested Action: Amendment of the Town Code by amending Town Code Sections 30-2, 30-124, 36-57, 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) to amend the Town’s current lot width requirements.

ANALYSIS

On June 6, 2023, the Town Council adopted ZTA-23-03 (3-2 vote), a Zoning Text Amendment application submitted by the Town that amended the Town’s minimum lot width requirements in all residential zoning districts to make them less ambiguous, as recommended by the Planning Board. The amendments included a new definition of “lot width” in Section 36-57 which is the minimum horizontal distance between the side lot lines of a lot measured from the front lot line at right angles to the rear lot line. The amendments also included amendments to Sections 36-202(d)(2), 36-203(d)(2), 36-204(d)(2), 36-205(d)(2), and 36-206(d)(2) that established that the minimum lot width is measured from the front lot line at right angles to the rear lot line instead of from the building setback line. The Town Planning Board considered amendments to the Town’s current lot width requirements at the December 18, 2023 Planning Board meeting and suggested revisions. The Board considered the revisions at the March 18, 2024 Planning Board meeting and recommended denial.

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The Town’s currently adopted Land Use Plan contains the following Policy that is applicable to the proposed ZTA:

- **Policy 2:** The community values and the Town will continue to comply with the founder’s original vision for Southern Shores: a low-density residential community

comprised of single-family dwellings on large lots served by a small commercial district for convenience shopping and services located at the southern end of the Town. This blueprint for land use naturally protects environmental resources and fragile areas by limiting development and growth.

RECOMMENDATION

Town Staff has determined that the proposed amendments are consistent with the Town's currently adopted Land Use Plan and Town Staff recommends approval of the application. The Town Planning Board unanimously recommended approval (5-0) of the application at the April 15, 2024 Planning Board meeting.



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949
Phone 252-261-2394 / Fax 252-255-0876
info@southernshores-nc.gov
www.southernshores-nc.gov

PLANNING BOARD GENERAL APPLICATION FORM TOWN OF SOUTHERN SHORES, NC 27949

Date: 8/18/23 **Filing Fee:** \$200 **Receipt No.** N/A **Application No.** ZTA-23-05

NOTE: The Planning Board will follow the specific provisions of the Zoning Ordinance Chapter 36. Article X Administration and Enforcement, Section 36-299.

Please check the applicable Chapter/Article:

- Chapter 30. Subdivisions-Town Code
- Chapter 36. Article VII. Schedule of District Regulations. Section 36-207 C-General Commercial District
- Chapter 36. Article IX. Planned Unit Development (PUD)
- Chapter 36. Article X. Administration and Enforcement, Section 36-299 (b) Application for Building Permits and Site Plan Review other than one and two family dwelling units *
- Chapter 36. Article X. Section 36-300-Application for Permit for Conditional Use
- Chapter 36. Article X. Section 36-303 Fees
- Chapter 36. Article X. Section 36-304-Vested Rights
- Chapter 36. Article XIV. Changes and Amendments

Certification and Standing: As applicant of standing for project to be reviewed I certify that the information on this application is complete and accurate.

Applicant

Name Town of Southern Shores

Address: 5375 N. Virginia Dare Trl.
Southern Shores, NC 27949

Phone (252) 261-2394 Email whaskett@southernshores-nc.gov

Applicant's Representative (if any)

Name _____

Agent, Contractor, Other (Circle one)

Address _____

Phone _____ Email _____

Property Involved: ___ Southern Shores ___ Martin's Point (Commercial only)

Address: _____ Zoning district _____

Section _____ Block _____ Lot _____ Lot size (sq.ft.) _____

Request: ___ Site Plan Review ___ Final Site Plan Review ___ Conditional Use ___ Permitted Use
___ PUD (Planned Unit Development) ___ Subdivision Ordinance ___ Vested Right ___ Variance

Change To: ___ Zoning Map **X** ___ Zoning Ordinance

W. H. H. H.
Signature

8-18-23
Date

* Attach supporting documentation.



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

info@southernshores-nc.gov

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ZTA-23-05

4-15-24

Ordinance 2023-XX-XX

AN ORDINANCE AMENDING THE CODE OF ORDINANCES
OF THE TOWN OF SOUTHERN SHORES, NORTH CAROLINA

ARTICLE I. Purpose(s) and Authority.

WHEREAS, pursuant to N.C.G.S. § 160D-701, the Town of Southern Shores (the “Town”) may enact and amend ordinances regulating the zoning and development of land within its jurisdiction. Pursuant to this authority and the additional authority granted by N.C.G.S. § 160D-702, the Town has adopted a comprehensive zoning ordinance (the “Town’s Zoning Ordinance”) and has codified the same as Chapter 36 of the Town’s Code of Ordinances (the “Town Code”); and

WHEREAS, the Town further finds that in accordance with the findings above it is in the interest of and not contrary to the public’s health, safety, and general welfare for the Town to amend the Town’s Zoning Ordinance as stated below.

ARTICLE II. Construction.

For purposes of this ordinance amendment, underlined words (underline) shall be considered as additions to existing Town Code language and strikethrough words (~~strikethrough~~) shall be considered deletions to existing language. Any portions of the adopted Town Code which are not repeated herein, but are instead replaced by an ellipses (“...”) shall remain as they currently exist within the Town Code.

ARTICLE III. Amendment of Subdivision Ordinance and Zoning Ordinance.

NOW, THEREFORE, BE IT ORDAINED by the Town Council of the Town of Southern Shores, North Carolina, that the Town Code shall be amended as follows:

PART I. That **Sec. 30-2 Definitions.** Be amended as follows:

...

~~Building setback line means the line within a property defining the required minimum distance between any building and the adjacent right-of-way or lot.~~

1 ...

2

3 Lot width line means a line established 25 feet from the front lot line, or the point
4 where the lot is 50, 75, or 100 feet wide, whichever district requirement is applicable and
5 whichever distance is closer to the front lot line.

6

7 ...

8

9 Yard means a required open space, other than a court, unoccupied and unobstructed
10 by any structure or portion of a structure, from 30 inches above the ground level of the
11 graded lot upward, provided, however, that eaves, fences, walls, poles, posts, ocean dune
12 platforms, walks, accessible ramps, steps and other customary yard accessories,
13 ornaments, and furniture may be permitted in any yard subject to height limitations and
14 requirements limiting obstruction of visibility or any other requirements of this chapter.

15 (1) Yard, front. A yard extending between side lot lines across the front of a lot
16 adjoining the public street. Depth of required front yard shall be measured at
17 right angles to a straight line joining the foremost points of the side lot lines.
18 The foremost point of the side lot line, in the case of rounded property corners
19 at street intersections, shall be assumed to be the point at which the side and
20 front lot lines would have met without such rounding. Front and rear yard lines
21 shall be essentially parallel.

22 (2) Yard, rear. A yard extending across the rear of the lot between side lot lines.
23 Depth of a required rear yard shall be measured in such a manner that the yard
24 established is a strip of the minimum width required by district regulations with
25 its inner edge parallel with the rear lot line.

26 (3) Yard, side. A yard extending from the rear line of the required front yard to the
27 rear yard. Width of a required side yard shall be measured in such a manner
28 that the yard established is a strip of the minimum width required by district
29 regulations with its inner edge parallel with the side lot line.

30

31 **PART II.** That **Sec. 30-124 Preliminary Plat.** Be amended as follows:

32

33 ...

34

35 (10) Proposed ~~minimum building setback lines~~ lot width line.

36

37 ...

38

39 (15) Proposed yards.

40

1 **PART III.** That **Sec. 36-57 Definition of specific terms and words.** Be amended as
2 follows:

3

4 **Sec. 36-57. Definition of specific terms and words.**

5

6 ...

7

8 ~~*Building setback line* means a line parallel to or concentric with the street right-of-~~
9 ~~way establishing the minimum allowable distance between such right-of-way and the~~
10 ~~nearest portion of any building, excluding the outermost three feet of any uncovered~~
11 ~~porehes, steps, gutters and similar fixtures.~~

12

13 ~~*Lot width* means the width of a lot at the required lot width line minimum horizontal~~
14 ~~distance between the side lot lines of a lot measured from the front lot line at right angles~~
15 ~~to the rear lot line.~~

16

17 ~~*Lot width line* means a line established 25 feet from the front lot line, or the point~~
18 ~~where the lot is 50, 75, or 100 feet wide, whichever district requirement is applicable and~~
19 ~~whichever distance is closer to the front lot line.~~

20

21 ...

22

23 **PART IV.** That **Sec. 36-202. RS-1 single-family residential district.** Be amended as
24 follows:

25

26 **Sec. 36-202. RS-1 single-family residential district.**

27

28 ...

29

30 (d) *Dimensional requirements.*

31 (1) Minimum lot size: 20,000 square feet.

32 (2) Minimum lot width for lots created after June 6, 2023: 100 feet (measured at
33 the lot width line ~~from the front lot line at right angles to the rear lot line).~~

34

35 ...

36

37 **PART V.** That **Sec. 36-203. RS-8 multifamily residential district.** Be amended as
38 follows:

39

40 **Sec. 36-203. RS-8 multifamily residential district.**

41

1 ...

2

3 (d) *Dimensional requirements.*

4

5 ...

6

7 (2) Minimum lot width for lots created after June 6, 2023: 75 feet (measured at the
8 lot width line ~~from the front lot line at right angles to the rear lot line~~).

9 ...

10

11

12 **PART VI.** That **Sec. 36-204. RS-10 residential district.** Be amended as follows:

13

14 **Sec. 36-204. RS-10 residential district.**

15

16 ...

17

18 (d) *Dimensional requirements.*

19

20 ...

21

22 (2) Minimum lot width for lots created after June 6, 2023: 75 feet (measured at the
23 lot width line ~~from the front lot line at right angles to the rear lot line~~).

24

25 ...

26

27 **PART VII.** That **Sec. 36-205. R-1 low-density residential district.** Be amended as
28 follows:

29

30 **Sec. 36-205. R-1 low-density residential district.**

31

32 ...

33

34 (d) *Dimensional requirements.*

35

36 ...

37

38 (2) Minimum lot width for lots created after June 6, 2023: 100 feet (measured at
39 the lot width line ~~from the front lot line at right angles to the rear lot line~~).

40

41 ...

42

1 **PART VIII.** That **Sec. 36-206. Government and institutional district.** Be amended as
2 follows:

3
4 **Sec. 36-206. Government and institutional district.**

5
6 ...

7
8 (d) *Dimensional requirements.*

9
10 ...

11
12 (2) Minimum lot width for lots created after June 6, 2023: 50 feet (measured at the
13 lot width line ~~from the front lot line at right angles to the rear lot line~~).

14
15 ...

16
17 **ARTICLE IV. Statement of Consistency with Comprehensive Plan and**
18 **Reasonableness.**

19
20 The Town’s adoption of this ordinance amendment is consistent with the Town’s adopted
21 comprehensive zoning ordinance, land use plan and any other officially adopted plan that
22 is applicable. For all of the above-stated reasons and any additional reasons supporting the
23 Town’s adoption of this ordinance amendment, the Town considers the adoption of this
24 ordinance amendment to be reasonable and in the public interest.

25
26 **ARTICLE V. Severability.**

27
28 All Town ordinances or parts of ordinances in conflict with this ordinance amendment are
29 hereby repealed. Should a court of competent jurisdiction declare this ordinance
30 amendment or any part thereof to be invalid, such decision shall not affect the remaining
31 provisions of this ordinance amendment nor the Zoning Ordinance or Town Code of the
32 Town of Southern Shores, North Carolina which shall remain in full force and effect.

33
34 **ARTICLE VI. Effective Date.**

35
36 This ordinance amendment shall be in full force and effect from and after the ____ day of
37 _____, 2024.

38
39
40 _____
Elizabeth Morey, Mayor

41 ATTEST:

42
43 _____
44 Town Clerk

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APPROVED AS TO FORM:

Town Attorney

Date adopted:

Motion to adopt by Councilmember:

Motion seconded by Councilmember:

Vote: ___AYES___NAYS



Agenda Item Summary Sheet

Date: 5/7/24

Item #: 9

Item Title: Consideration of bid award for sidewalk project

Item Summary: After receiving public input regarding future considerations for the construction of new pedestrian paths, staff was given direction to plan for the construction of a sidewalk on the north side of Skyline Rd from Ocean Blvd. to the path connecting Skyline Rd. to Spindrift Trl.

Plans were designed by an engineer and the informal bidding process was used to solicit bids for this project. Three bids were received; however, one was rejected for non-responsiveness. For construction projects within the informal bidding range, the record of bids and bid documents become open for public inspection when the contract is awarded.

Staff believes that the low bid is a reasonable and fair price which is below the engineering cost estimate.

Staff Recommendation and Requested Action: Awarding of a contract to the low bid for the construction of the Skyline Rd. sidewalk.

Attachments: Aerial Map of sidewalk under consideration.





Agenda Item Summary Sheet

Date: 5/7/24

Item #: 10

Item Title: Consideration of Memorandum of Understanding (MOU) with the North Carolina Department of Environmental Quality (DEQ) for Milfoil Treatment

Item Summary: There has been a long history of treatment of Eurasian Milfoil in the Southern Shores canals dating back to at least 1971. Milfoil is an invasive plant that is recognized by the North Carolina Department of Environmental Quality as a noxious aquatic weed which qualifies for assistance from their treatment program. DEQ's Aquatic Weed Program has information pertaining to milfoil on their website which is linked to the Town's website. Information posted on the NCDEQ website states that Eurasian watermilfoil is now considered one of the worst aquatic weeds, occurring in nearly every state.

Eurasian watermilfoil is a submerged invasive aquatic plant native to Asia, Europe and Africa in the Haloragaceae family. It typically grows in water 3.2 to 13 feet deep, tolerates cold waters and low light conditions, and has spread to nearly every state in the USA and much of Canada. It was likely first brought to North America in ship ballasts or as an ornamental plant for aquariums or water gardens. Once introduced to an aquatic system, it spreads prolifically by stem fragments caused by either natural or mechanical causes. Each plant produces around 100 seeds but the main propagation method for this plant is stem fragments.

This plant interferes with the recreational uses of waterways, obstructs commercial navigation, exacerbates flooding, clogs hydropower turbines and alters ecosystems by crowding out native plants and affecting animal diversity. It will also hybridize with native watermilfoil species making control more difficult.

The stems of this plant can grow up to 20 feet long with feathery whorled leaves around the stem. The plant has separate male and female flowers in summer. A 2-6 inch spike is produced with inconspicuous small reddish or pinkish 4-petaled flowers and is held above the water. until flowering is complete, then becomes parallel with the water.

The DEQ Secretary, after consultation with the Director of the North Carolina Agricultural Extension Service, the Wildlife Resources Commission, and the Marine Fisheries Commission, and with the concurrence of the Commissioner of Agriculture, may designate as a noxious aquatic weed any plant organism which:

- (1) Grows in or is closely associated with the aquatic environment, whether floating, emersed, submersed, or ditch-bank species, and including terrestrial phases of any such plant organism;
- (2) Exhibits characteristics of obstructive nature and either massive productivity or choking density; and
- (3) Is or may become a threat to public health or safety or to existing or new beneficial uses of the waters of the State.

The purpose of the Aquatic Weed Control Program is to provide units of local government and residents of North Carolina with resources that will promote the prevention and management of noxious aquatic weed infestations. The philosophy is that by offering assistance and developing partnerships, aquatic weeds will be more efficiently managed across the state.

The program's two primary objectives are:

- 1- Respond to localized infestations to mitigate the long-term economic and environmental impacts that noxious aquatic weeds impose.
- 2- Reduce the frequency of aquatic weed introductions through education and public awareness.

Damage - This aquatic weed is tolerant to cold temperatures and begins to grow early in spring, sooner than native submersed plants. It forms a dense canopy along the surface and shades out the vegetation below. It is considered to have less value as a food source for waterfowl compared to native plants. Water quality is degraded by the senescence of watermilfoil. Recreational activities are hindered. Water intake gets obstructed, and decaying mats can foul lakeside beaches.

Spread - Eurasian watermilfoil reproduces by fragmentation and also by seed. Human activities can spread this invasive weed if caution is not taken to remove fragments from boats, trailers, and equipment extracted from infested waters. NC Department of Agriculture & Consumer Services has listed this species as a Class B noxious weed. It is illegal to sell or transport *Myriophyllum spicatum* in North Carolina.

Control - Both biological and chemical control are used to prevent the further spread of watermilfoil infestations. Bio-control work began as early as the 1960s. Research continues the effort to find better control agents. Herbicides are moderately effective.

The Town has been meeting with State Aquatic Weed Specialists to seek State support to treat the milfoil. Representatives from the Southern Shores Civic Association and Martin's Point Homeowners Association participated in these meetings.

DEQ performed a survey of the canals and creek last fall. The information received during the survey helped to develop a potential treatment program in the spring of 2024. Attached is the treatment map that was used to put together the budget consists of roughly 32 acres. Treatment would occur in late June.

Staff Recommendation: Staff recommends that the Town Council enter into the attached MOU and use the results of the survey after treatment to evaluate and consider future treatment. Subsequent treatment is anticipated to come at a much lower cost.

Requested Action: A motion to authorize the Town Manager to sign the MOU with the NCDEQ for the treatment of Eurasian Milfoil and approve the associated budget amendment to fund it's share of the cost.

Attachments: Draft Memorandum of Understanding
Treatment Map



**MOU NO. 0025
Aquatic Weed Control Grant for 2024**

**MEMORANDUM OF UNDERSTANDING
between the
North Carolina Department of Environmental Quality
and the
Town of Southern Shores**

This Memorandum of Understanding (MOU) is hereby made and entered into by and between the **NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY** ("NCDEQ") and the **TOWN OF SOUTHERN SHORES**, (referred to as the "COOPERATOR"). "NCDEQ" and the "COOPERATOR" together are referred to as the "PARTIES".

1.0 MOU Background.

- 1.1 The North Carolina Aquatic Weed Control Program ("Program") is housed within the NCDEQ. The Program provides grant funds to units of local, state, and federal governments, academic institutions, and public utilities for the purpose of aquatic weed management and/or research (per Aquatic Weed Control Act of 1991, NC General Statutes, Article 15 of Chapter 113).
- 1.2 The COOPERATOR has requested assistance from the Program and/or applied for an Aquatic Weed Control grant.
- 1.3 The North Carolina Aquatic Weed Council has adopted a work plan for the 2024 weed season and the work plan includes one or more projects associated with the COOPERATOR.
- 1.4 This MOU establishes a cost-share arrangement for the purpose of pursuing one or more aquatic weed control projects.

2.0 MOU Period. This MOU shall be effective from the date upon which all PARTIES have signed to **December 31, 2024**, inclusive of those dates.

3.0 Performance Obligations and Duties. The PARTIES agree that the NCDEQ shall perform the services required herein set forth; provided that the NCDEQ is not and will not by virtue of this MOU acquire the status of an employee of the COOPERATOR:

- 3.1 **Herbicide Applications:** Program staff will conduct herbicide applications, except that a 3rd party vendor(s) may be contracted to assist with herbicide applications. All personnel, equipment, and materials will be provided by NCDEQ and/or 3rd party vendor(s).
- 3.2 **Herbicide efficacy:** The NCDEQ will conduct post-application site visit(s) and determine efficacy of herbicide treatments. The NCDEQ may collect water samples from treatment areas and send them to an analytical lab to determine herbicide concentrations.
- 3.3 **Contract oversight:** In the case that a 3rd party vendor is retained, Program staff will be responsible for contract oversight to ensure that services provided by 3rd party vendor(s) meet contract specifications.
- 3.4 **Aquatic Vegetation Survey:** The NCDEQ will conduct an aquatic vegetation survey in Jean Guite Creek and the Town of Southern Shores canals. The survey will be conducted at the end of the 2024 weed season. The survey will identify what species of aquatic plants are present and approximate the number of acres occupied by each species. A final report will be provided to the COOPERATOR.

4.0 Time of Essence. Time is of the essence in performing all activities regarding this MOU.



MOU NO. 0025
Aquatic Weed Control Grant for 2024

5.0 Compensation. Per G.S. 143-215.73F (c) (3) “The cost-share for an aquatic weed control project shall be at least one non-State dollar for every dollar from the fund”. To meet the cost-share requirement the COOPERATOR agrees to reimburse NCDEQ by paying the amount on invoices net thirty (30) days. The table below itemizes the project(s) and estimated cost(s):

Item	Cost	NCDEQ Share	COOPERATOR Share
Herbicide Applications	\$39,000	\$19,500	\$19,500
Aquatic Vegetation Survey	\$1,000	\$500	\$500
Total	\$40,000	\$20,000	\$20,000

All costs incurred by providing these services require a 1:1 non-state dollar match. To meet the cost-share requirement the Division of Water Resources will invoice for 50% of the actual costs incurred. Invoicing will occur at the end of the weed season, except by special request.

COOPERATOR agrees to a 50/50 cost-share arrangement with the State of North Carolina. COOPERATOR will be invoiced by the Division of Water Resources for 50% of incurred costs, not to exceed \$20,000.00.

6.0 Payment Provisions. Payment under this MOU will be made upon receipt of an invoice with supporting documentation from the NCDEQ setting forth the amount due and payable pursuant to Section 5.0 Compensation. All services must be performed to the satisfaction of COOPERATOR prior to any payment being made. Payment terms are not later than thirty (30) calendar days after receipt of a correct invoice(s). Invoices shall be submitted to:

6.1 Town of Southern Shores
Attn: Cliff Ogburn
5375 N. Virginia Dare Trail
Southern Shores, NC 27949

7.0 Availability of Funds. The PARTIES understand and agree that payment of the sums specified herein shall be subject to, and contingent upon, the allocation and appropriation of funds to NCDEQ for the purposes described in this MOU.

8.0 Contract Administrator. Rob Emens, Aquatic Weed Program Manager is hereby designated as the contract administrator for the Department under this Agreement. The contract administrator is responsible for monitoring the Vendor's performance, approving payment to the Vendor, and for providing evaluation of the Vendor.

Rob Emens Aquatic Weed Program Manager	919-707-9012	rob.emens@deq.nc.gov
--	--------------	----------------------



**MOU NO. 0025
Aquatic Weed Control Grant for 2024**

9.0 Point of Contact. All matters regarding this MOU and all official and binding communications shall be with the designated Point of Contact who is an authorized agent of their respective organization.

Cooperator	Point of contact	Phone number	Email address
Town of Southern Shores	Cliff Ogburn	252-216-8146	cogburn@southernshores-nc.gov

10.0 Amendments. This MOU shall not be amended orally, or by performance, but only by written amendments duly executed by all PARTIES.

11.0 Order of Precedence. In cases of conflict between specific provisions in this MOU or Amendments that may come to pass, the order of precedence shall be (high to low) (1) Amendments; (2) MOU.

12.0 Compliance with Laws. All PARTIES shall comply with all laws, ordinances, codes, rules, regulations, and licensing requirements applicable to its performance hereunder and/or the conduct of its business generally, including those of Federal, State, and local agencies having jurisdiction and/or authority.

13.0 Termination. This MOU may be terminated by the COOPERATOR at any time with thirty (30) days' notice in writing and duly executed by an authorized representative of the COOPERATOR to NCDEQ. In that event, NCDEQ shall pay for services satisfactorily completed by third party vendor(s), and the COOPERATOR will be invoiced their cost-share through the effective termination.

14.0 Acts and Omissions. Neither party shall be responsible for, or bear any liability associated with, the acts or omissions of the other party. Rather, each party shall be responsible for, and bear the liability associated with, its own acts and omissions. Moreover, nothing in this MOU is intended or shall be construed as a waiver by the parties of any claims or defenses in any legal action, or of any other rights or remedies available under applicable law. In particular, nothing herein is intended or shall be construed as waiving any claim or defense based on the principle of sovereign immunity if such claim or defense would otherwise be available under applicable law.

15.0 Force Majeure. Neither party shall be deemed to be in default of its obligations hereunder if and so long as it is prevented from performing such obligations as the result of events or circumstances beyond its reasonable control. Such events or circumstances include, without limitation, war, hostile foreign action, acts of terrorism, blockades, embargoes, trade restrictions, riots, civil insurrection, power failures, nuclear explosions, floods, fires, earthquakes, hurricanes, tornados, and any other event or circumstance beyond the reasonable control of such party.

16.0 Choice of Law. This MOU is governed by the laws of North Carolina and the Parties agree that the courts of North Carolina have exclusive jurisdiction and that Wake County is the exclusive venue for any legal dispute or proceedings relating to this MOU.

17.0 Signature Warranty. The undersigned represent and warrant that they are authorized to bind their respective entities to the terms of this MOU and/or applicable law.



**MOU NO. 0025
Aquatic Weed Control Grant for 2024**

IN WITNESS WHEREOF the PARTIES execute this MOU by their duly authorized representatives on the day and year below.

NC DEPARTMENT OF ENVIRONMENTAL QUALITY

Signature

Printed Name and Title

Date





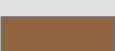
TOWN OF SOUTHERN SHORES

Signature

Printed Name and Title

Date

Legend

	SS_01 - 10 acres
	SS_02 - 3 acres
	SS_03 - 4 acres
	SS_04 - 12 acres
	SS_05 - 3 acres





Town of Southern Shores
5375 N. Virginia Dare Trail, Southern Shores, NC 27949
Phone 252-261-2394 / Fax 252-255-0876
www.southernshores-nc.gov

May 7, 2024

Recommended Budget for Fiscal Year 2024-2025

Mayor Morey, Mayor Pro Tem Neal, Councilwoman Sherlock, Councilmen Batenic and Neilson:

Presented for your consideration is the Town Manager's recommended budget for Fiscal Year July 1, 2024, through June 30, 2025, which has been prepared in accordance with the North Carolina Local Government Fiscal Control Act, as required by North Carolina General Statute Chapter 159-11. This budget is a result of a great deal of hard work from all staff, particularly Finance Officer Bonnie Swain.

The Town focuses on providing effective and efficient programs for Southern Shores citizens while being mindful of current economic conditions. Our goal is to provide open governance led by professionally trained decision makers who value the service needs of all the residents, businesses, and visitors of Southern Shores. Town department heads submitted their budget requests with minimal change from the previous year's planned budget. Requested increases above the planned budget were requested with the minimal funding necessary to retain the same level of service.

Inflation, which appeared to be slowing in late 2023, remains elevated above the Federal Reserve's 2% target. For February, the Consumer Price Index for All Urban Consumers (CPI-U) increased 0.4% above January and was up 3.2% from February 2023. High levels of inflation in recent years are one reason that local sales tax revenues have increased significantly over the same time period. However analysis from the North Carolina League of Municipalities points to sales tax collections in N.C. as leveling off. According to the Federal Reserve System, recent indicators suggest that economic activity has continued to expand at a solid pace. Job gains have remained strong, and the unemployment rate has remained low. Inflation has eased over the past year but remains elevated. In recent months, there has been a lack of further progress toward the Federal Reserve's 2 percent inflation objective.

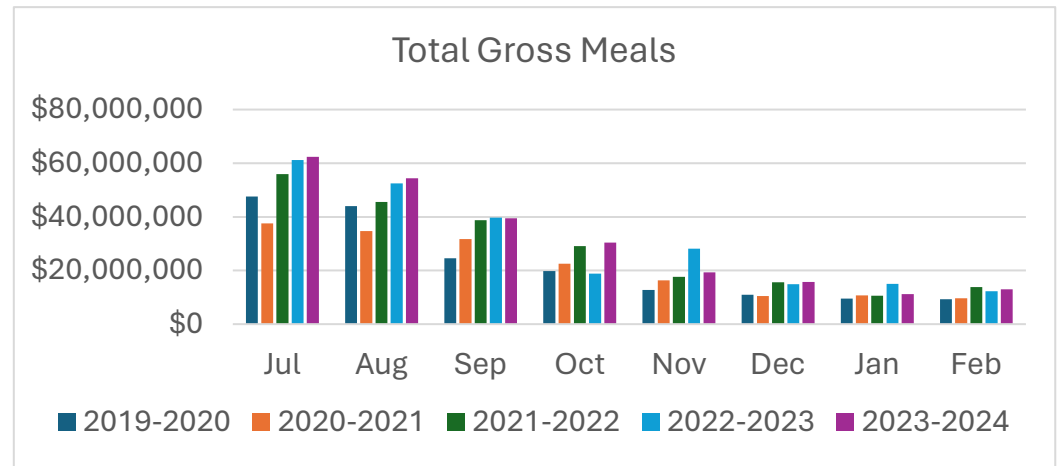
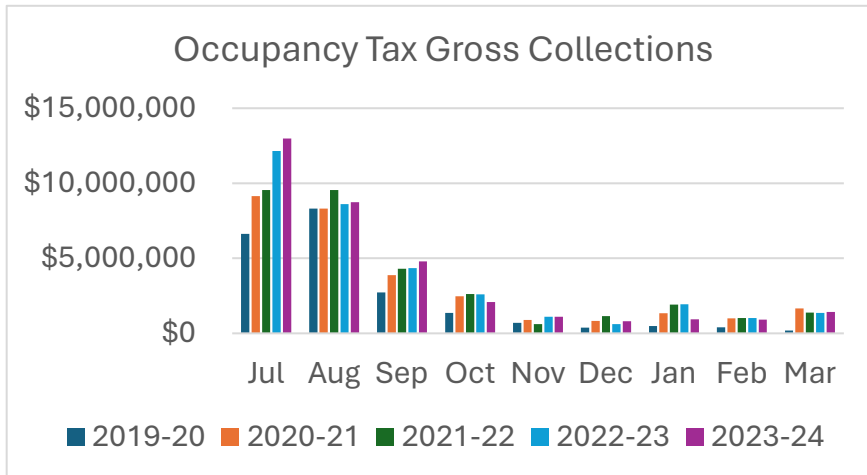
Travel and tourism in Dare County remained strong in fiscal year 2023. Overall County occupancy tax collections increased 2.38%.

Southern Shores received \$ 390,915 or 29% more because the Town implemented tax increases in fiscal year 2022 for beach nourishment. The tax increases resulted in an increase in the percentage of shared revenues the Town receives that are allocated based on proportionate tax levies among Dare County Governments. The Town's % increased from 9.19% to 11.36%. Southern Shores' portion of sales tax increased \$ 390,915 or 27%. Again, based on the previous bullet, the Town's % of allocation increased from 2.88% to 3.67%. Property sales in Dare County remained strong but decreased from the pandemic highs experienced in fiscal year 2021 and 2022. Overall land transfer tax collections decreased 36% but the Town's reduction was only 22%, again due to the Town's increased proportionate share of these revenues due to its increased tax levy.

One local indicator of growth can be seen in building permit revenues. These revenues increased by 27% in FY 22-23 from the previous year and are on track to level off but remain 9% over FY 21-22.

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26
	Actual	Actual	Amended	Requested	Forecasted
Building permits	163,353	224,135	180,000	180,000	180,000

A look at occupancy taxes collected through March and meals taxes through February over the past five fiscal years show a continued leveling off or slight decline.



Budget Overview for Fiscal Year 2024-2025

This year's General Fund budget totals \$12,773,492, an increase of \$3,042,042 or 31.26 % from Fiscal Year 2023-2024 adopted budget. Nearly 70% of this increase is accounted for with funding for the replacement of the culvert at Juniper/Trinitie Trail of \$2,100,000.

The recommended budget uses a large amount of fund balance for the purpose of funding large capital projects, as well as balancing the budget. For multiple years now, it has been noted that a tax increase will likely be part of the following year's budget. Absent a four cents tax increase in the FY 2020-2021 budget to generate the required revenue to pay the 2022 beach nourishment project debt, the tax rate has not increased for over eleven consecutive fiscal years. One cent in ad valorem taxes generates \$169,511. A tax increase is not recommended at this time. The budget recommends no change in the tax rates already established for the beach nourishment debt service.

Use of Fund Balance

Through several years of careful and deliberate conservative budgeting, the Town has accumulated a large fund balance. These funds can be used to balance the budget, pay for large capital items, and possibly be transferred to the Capital Reserve Fund for future project needs. Ideally, a fund balance should be used for future projects rather than budgeted for annual operating expenses. Last year revenues exceeded expenditures negating the appropriation from fund balance.

This year's budget is balanced with a \$2,918,771 fund balance appropriation. As a result of planning, permitting and design efforts currently underway on the Trinite/Juniper Trail Culvert, \$2,100,000 of fund balance is recommend for construction anticipated to begin in late 2024. \$380,000 is being recommended for the addition and modifications to the town hall building. The remaining amount of fund balance recommended to be budgeted is \$438,771, equaling to a \$0.26 tax increase.

FY 24/25 available fund balance	\$4,830,326
Use of FB in FY 24/25 recommended budget	<u>-\$2,918,771</u>
Remaining FB	\$1,911,555

Capital Improvements

In 2021 the Town Council approved a 10-year street improvement plan generated by an engineering firm. The recommended budget includes \$1 million for funding year four of this plan. The sidewalk on the west side of Ocean Blvd from East Dogwood Trail to

Hickory Trail is budgeted at \$290,400, which includes a \$118,855 grant from the Outer Banks Tourism Bureau. \$150,000 for maintenance and repair of the existing multi-use-path along Ocean Blvd north of Hillcrest Dr. are also included. As previously noted, \$380,000 is allocated for recommended improvements to Town Hall.

Capital Reserve Fund

The Town established a capital reserve fund in 2007 which was amended in 2012, and periodically appropriates money to the reserve fund. Establishing a capital reserve fund affords the Town a more formalized mechanism to save money for future capital expenditures. It also provides greater transparency than using fund balance because the Council must indicate how it ultimately intends to expend the moneys. It is a less flexible savings option, though. Once money is appropriated to a capital reserve fund, it must be used for capital expenditures. The funds may not be used to fund operating expenses even in an emergency situation.

Town of Southern Shores				
Capital Reserve Fund Schedule				
<u>30-Jun-23</u>				
	Beach			
	<u>Nourishment</u>	<u>Canals</u>	<u>Other</u>	<u>Total</u>
Beginning balance 7-1-22	1,958,669	138,000	89,450	2,186,119
FY 23 Transfer	<u>25,063</u>	<u>125,000</u>	<u>-</u>	<u>150,063</u>
Subtotal	1,983,732	263,000	89,450	2,336,182
	84.91%	11.26%	3.83%	100.00%
FY 23 Interest	<u>15,577</u>	<u>2,065</u>	<u>702</u>	<u>18,345</u>
Ending balance 6-30-23	1,999,309	265,065	90,152	2,354,527

Beach Nourishment

FY 2024-2025 marks the fourth year of debt service payments for the 2022/2023 beach nourishment project, budgeted at \$11,325,189.

The Town adopted two Municipal Service Districts to generate the necessary revenue to meet its contribution including \$0.715 for those in MSD 1 and \$0.03 for those in MSD 2. All properties in the Town paid an additional \$0.04 in taxes as part of this contribution. These rates may be set in any manner that generates the required revenue to cover the debt service for the project

and are recommended to remain the same.

	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Expenditures- Beach Nourishment	52,128	1,202,939	1,182,088	1,161,237	1,140,385	1,119,534
Debt Service to PNC						
	FY 21-22	FY 22-23	FY 23-24	FY 24-25	FY 25-26	FY 26-27
Revenues - repay Debt Service						
MSD 1	195,127	197,602	196,576	196,576	196,576	196,576
MSD 2	174,324	176,716	176,015	176,015	176,015	176,015
Town Wide	638,338	641,738	644,404	644,404	644,404	644,404
each Fund Allocation from CRF to GF for Debt Payment		177,415	165,093	144,242	123,390	102,539
		1,193,471	1,182,088	1,161,237	1,140,385	1,119,534
Transfer to Capital Reserve for Beach Fund	1,707,927					

One cent in MSD 1 generates \$27,717 for a total of \$198,177. One cent in MSD 2 generates \$59,288 for a total of \$177,863, and one cent generates \$163,341 town wide for a total of \$653,364. Beach Nourishment Revenue had a 99.65% collection rate.

Personnel

Merit funds are budgeted at \$65,000. Merit increases are budgeted at a maximum of 2.5% depending on individual performance evaluations. COLA is recommended at 4% for each employee at a cost of \$80,276. No new positions are recommended. Mandatory Town contributions to the State Retirement System are anticipated to increase from 12.88% to 13.88% for general employees, while increasing from 14.10% to 15.04% for law enforcement officers.

Small groups medical insurance renewal rates are based on statewide claims for the year of all small groups. The Town will see an 8% increase if remaining with the same vendor. For this reason, it is recommended that the Town switch coverage to Aetna Health. This change with similar benefits will result in a 6.7% decrease in premiums.

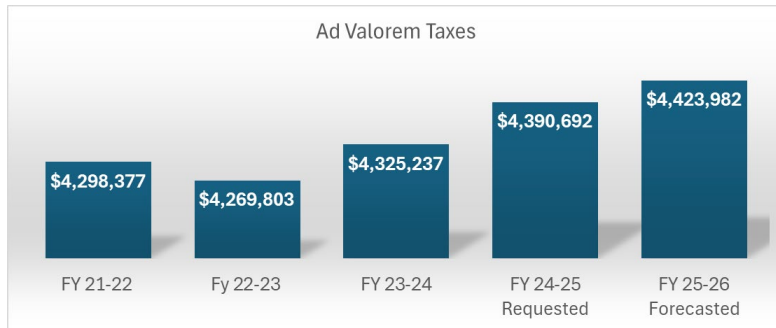
	FY 2023-2024	FY 2024-2025
Health Insurance	\$ 18,587.03	\$17,341.00 monthly

The Town provides a “Cafeteria Plan” to offset the cost of dependent health care of \$700 per month. A cafeteria plan is a separate written plan maintained by an employer for employees that meets the specific requirements and regulations. A 3.57% or \$25 per month increase is requested to bring the total to \$725.

General Fund Summary

	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	% change	FY 25-26 Forecasted
Revenues:						
Ad valorem taxes	4,298,377	4,343,284	4,325,237	4,390,632	1.51%	4,423,982
Occupancy, Sales Tax & Land Transfer Tax:	3,389,529	4,081,972	3,876,770	4,052,842	4.54%	4,052,842
UNRESTRICTED Intergovernmental Revenues	461,705	506,221	453,500	495,542	9.27%	453,500
RESTRICTED Intergovernmental Revenues	166,963	207,705	338,056	278,855	-17.51%	278,855
Permit and Fees	180,405	238,926	197,250	196,750	-0.25%	196,750
Other revenues	41,487	490,857	423,184	405,100	-4.27%	405,100
SubTotal:	8,538,466	9,868,965	9,613,997	9,819,721	2.14%	9,811,029
Transfer IN from Special Revenue Fund	471,354					
Transfer IN from Capital Project Fund	233,882					
Transfer IN from Capital Reserve Fund 10-40-39999			192,381	35,000		
Appropriated-Undesignated Fund Balance			2,067,989	2,918,771		485,349
Powell Bill FB Appropriated	-	-	131,134			
Total:		9,868,965	12,005,501	12,773,492	6.40%	10,296,378
Expenditures:						
Administration Department	1,041,338	1,133,743	1,343,101	1,465,842	9.14%	1,456,628
Planning & Code Enforcement Department	324,981	428,868	437,986	426,067	-2.72%	441,198
Police Department	1,818,315	1,787,307	2,517,877	2,409,492	-4.30%	2,588,563
Streets, Bridges and Canals	208,675	2,419,185	4,588,690	5,235,462	14.09%	2,444,211
Public Works Department	576,770	704,416	851,563	733,924	-13.81%	736,221
Sanitation Services	826,717	856,300	921,500	991,125	7.56%	1,038,907
Fire Contracted Service	964,378	1,004,243	1,073,539	1,207,335	12.46%	1,278,405
Ocean Rescue Contracted Service	176,000	193,749	221,245	229,245	3.62%	237,245
Total Operating General Fund Expenditures	5,937,174	8,527,811	11,955,501	12,698,492	6.21%	10,221,378
REVENUES OVER (UNDER) EXPENDITURES	2,601,292					
Transfer OUT to Capital Reserve Fund- Canals 10-42-59998	20,000	100,000	50,000	75,000		75,000
Transfer OUT to Capital Reserve Fund-Beach Fund	1,707,927					
	1,727,927	8,627,811	12,005,501	12,773,492	6.40%	10,296,378

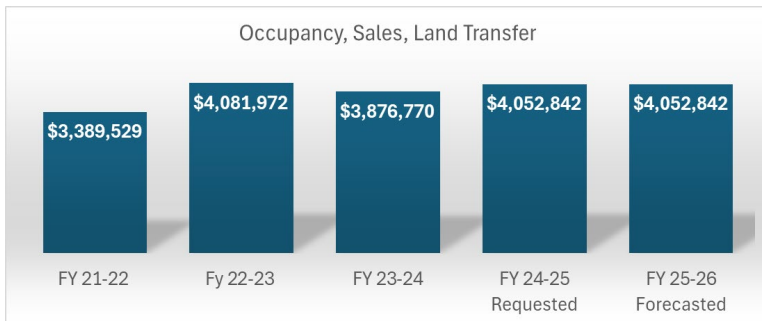
Revenues



The increase in ad valorem revenues in FY 22 is due to the tax increase for the beach nourishment project. The County is planning a revaluation of all Dare County property in FY 2025.

Tax Rates		TW	BNTW	MSD 1	MSD 2	% of shared revenue
	FY 12	14				
	FY 13	16				
reval	FY 14	22				
	FY 15	22				11.22
	FY 16	22				10.72
	FY 17	22				9.67
	FY 18	22				10.06
	FY 19	22				9.62
	FY 20	22				9.45
reval	FY 21	19.58				9.24
beach nourishment	FY 22	19.58	4	7.15	3	9.19
	FY 23	19.58	4	7.15	3	11.36
	FY 24	19.58	4	7.15	3	11.38
planned	FY 25	19.58	4	7.15	3	
reval	FY 26	?	?	?	?	

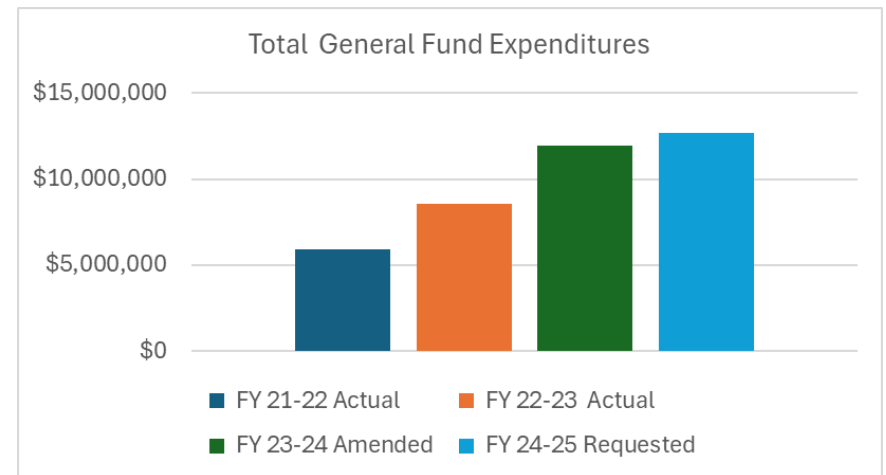
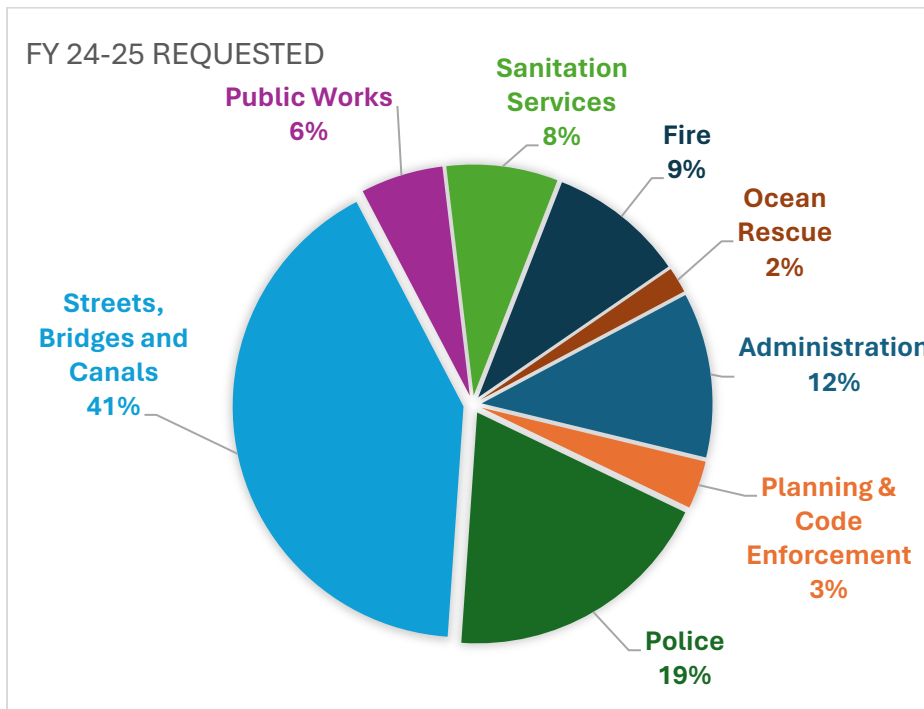
TW = town wide tax rate
 BNTW = beach nourishment town wide tax rate
 MSD 1 = municipal service district along oceanfront
 MSD 2 = municipal service district along oceanfront extending to NC 12



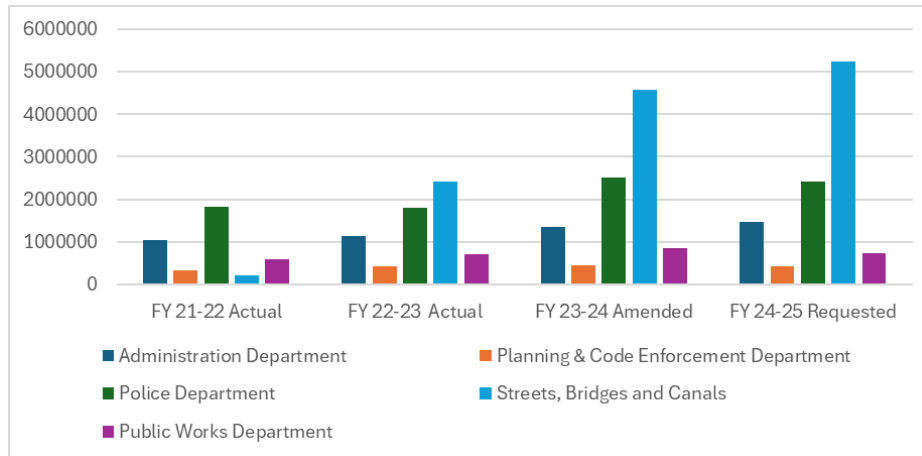
- Occupancy tax increase of 2.65% over prior year.
- Sales Tax projected to increase by 8.09%
- Land Transfer tax projected to decrease by .02%.

Expenditures

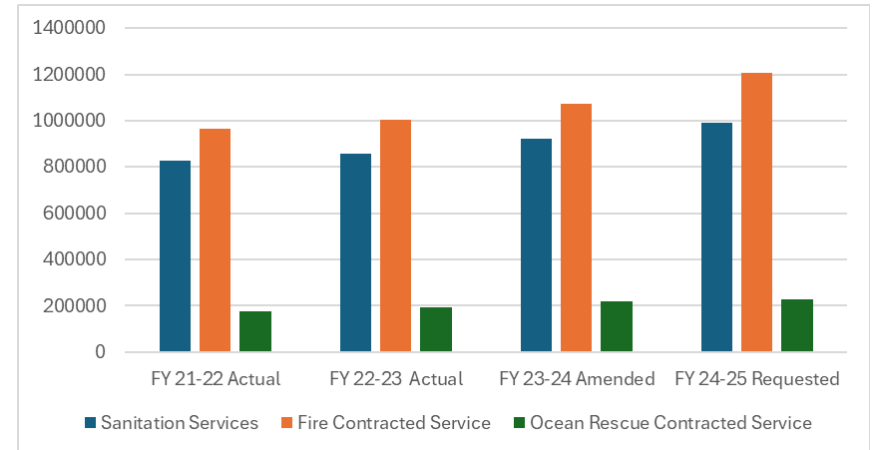
	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested
Administration	\$1,041,338	\$1,133,743	\$1,343,101	\$1,465,842
Planning & Code Enforcement	\$324,981	\$428,868	\$437,986	\$426,067
Police	\$1,818,315	\$1,787,307	\$2,517,877	\$2,409,492
Streets, Bridges and Canals	\$208,675	\$2,419,185	\$4,588,690	\$5,235,462
Public Works	\$576,770	\$704,416	\$851,563	\$733,924
Sanitation Services	\$826,717	\$856,300	\$921,500	\$991,125
Fire Contracted Service	\$964,378	\$1,004,243	\$1,073,539	\$1,207,335
Ocean Rescue Contracted Service	\$176,000	\$193,749	\$221,245	\$229,245
Total General Fund Expenditures	\$5,937,174	\$8,527,811	\$11,955,501	\$12,698,492



Expenditures by Department



Expenditures by Contracted Service



This marks year two of the Town endeavoring on a two-year budget, the second year being a planned year. By encouraging staff to think strategically over multiple years instead of simply balancing the budget for a single year, will better position the Town in the future. Town staff were directed to budget for the next fiscal year, which barring any unforeseen or mandated changes, which provide a strong basis to set the FY 2024-2025 budgeting process. FY 2025-2026 will then become the next planned year. Because the town can only adopt the budget annually, the plan year will have no binding impact.

The recommended budget will be posted on the Town’s website and will be available for inspection at Town Hall by contacting Town Clerk, Sheila Kane. The public hearing to receive citizen comment and feedback on the recommended budget is scheduled for June 4, 2024, at 5:30 pm.

I want to express my sincere thanks to the Town’s department heads and all of our employees for their efforts to make Southern Shores an even better place than it already is. I also want to thank the Mayor and the Council for maintaining a productive and pleasant work environment for myself and the Town’s staff to work within. I remain grateful for your continuing support for the entire Town organization.

GENERAL FUND SUMMARY						
	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	% change	FY 25-26 Forecasted
Revenues:						
Ad valorem taxes	4,298,377	4,343,284	4,325,237	4,390,632	1.51%	4,423,982
Occupancy, Sales Tax & Land Transfer Tax:	3,389,529	4,081,972	3,876,770	4,052,842	4.54%	4,052,842
UNRESTRICTED Intergovernmental Revenues	461,705	506,221	453,500	495,542	9.27%	453,500
RESTRICTED Intergovernmental Revenues	166,963	207,705	338,056	278,855	-17.51%	278,855
Permit and Fees	180,405	238,926	197,250	196,750	-0.25%	196,750
Other revenues	41,487	490,857	423,184	405,100	-4.27%	405,100
SubTotal:	8,538,466	9,868,965	9,613,997	9,819,721	2.14%	9,811,029
Transfer IN from Special Revenue Fund	471,354					
Transfer IN from Capital Project Fund	233,882					
Transfer IN from Capital Reserve Fund 10-40-39999			192,381	35,000		
Appropriated-Undesignated Fund Balance			2,067,989	2,918,771		485,349
Powell Bill FB Appropriated	-	-	131,134			
Total:		9,868,965	12,005,501	12,773,492	6.40%	10,296,378
Expenditures:						
Administration Department	1,041,338	1,133,743	1,343,101	1,465,842	9.14%	1,456,628
Planning & Code Enforcement Department	324,981	428,868	437,986	426,067	-2.72%	441,198
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Public Works Department	576,770	704,416	851,563	733,924	-13.81%	736,221
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Fire Contracted Service	964,378	1,004,243	1,073,539	1,207,335	12.46%	1,278,405
Ocean Rescue Contracted Service	176,000	193,749	221,245	229,245	3.62%	237,245
Total Operating General Fund Expenditures	5,937,174	8,527,811	11,955,501	12,698,492	6.21%	10,221,378
REVENUES OVER (UNDER) EXPENDITURES	2,601,292					
Transfer OUT to Capital Reserve Fund- Canals 10-42-59998	20,000	100,000	50,000	75,000		75,000
Transfer OUT to Capital Reserve Fund-Beach Fund	1,707,927					
	1,727,927	8,627,811	12,005,501	12,773,492	6.40%	10,296,378
.01 = \$169,511						

GENERAL FUND						
REVENUES	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
AD VALOREM TAXES:						
Property taxes - FY 24-25	10-40-30245	-	-	-	3,214,207	3,246,349
Property taxes- FY 23-24	10-40-30244	-	-	3,170,129	-	-
Property Taxes- FY 22-23	10-40-30243	-	3,163,965	-	-	-
Property Taxes- FY 21-22	10-40-30242	3,124,663	-	-	-	-
Property taxes - prior years	10-40-30422	6,449	4,248	5,000	5,000	5,000
NCVTS	10-40-31701	108,604	121,645	111,913	120,822	122,000
NCVTS MSD 1	10-40-31703	700	1,049	700	700	700
NCVTS MSD 2	10-40-31704	1,422	1,926	1,500	1,500	1,500
NCVTS TW	10-40-31705	15,526	25,131	16,000	16,000	16,000
Tax penalties and interest	10-40-31700	3,224	4,576	3,000	3,000	3,000
Special Assessment	10-40-30417	30,000	-	-	-	-
MSD 1 Taxes FY 24-25	10-40-30427	-	-	-	198,177	198,177
MSD1 Taxes FY 23-24	10-40-30424	-	-	196,576	-	-
MSD1 Taxes FY 22-23	10-40-30421	-	197,602	-	-	-
MSD1 Taxes FY 21-22	10-40-30418	195,127	-	-	-	-
MSD2 Taxes FY 24-25	10-40-30428	-	-	-	177,863	177,863
MSD2 Taxes FY 23-24	10-40-30425	-	-	176,015	-	-
MSD2 Taxes FY 22-23	10-40-30422	-	176,868	-	-	-
MSD2 Taxes FY 21-22	10-40-30419	174,324	-	-	-	-
Town Wide FY 24-25- Beach Nourishment	10-40-30429	-	-	-	653,363	653,393
Town Wide FY 23-24- Beach Nourishment	10-40-30526	-	-	644,404	-	-
Town Wide FY 22-23- Beach Nourishment	10-40-30423	-	646,274	-	-	-
Town Wide FY 21-22- Beach Nourishment	10-40-30420	638,338	-	-	-	-
Total Ad Valorem Taxes		4,298,377	4,343,284	4,325,237	4,390,632	4,423,982
Occupancy, Sales Tax & Land Transfer Tax:						
Occupancy tax	10-40-34600	1,471,890	1,862,805	1,815,928	1,863,995	1,863,995
Local option sales tax	10-40-34500	1,347,088	1,772,538	1,678,069	1,813,847	1,813,847
Land transfer tax	10-40-34400	570,551	446,629	382,773	375,000	375,000
Total Occupancy, Sales Tax & Land Transfer		3,389,529	4,081,972	3,876,770	4,052,842	4,052,842
UNRESTRICTED INTERGOVERNMENTAL REVENUES:						
Utilities franchise tax	10-40-33700	261,727	309,475	265,000	313,498	265,000
Video Programming Tax	10-40-33600	61,219	59,177	59,000	52,544	59,000
Telecommunications tax	10-40-33800	13,759	13,661	13,000	13,000	13,000
PEG Channel Tax	10-40-33601	25,975	25,600	26,000	26,000	26,000
ABC revenues	10-40-34700	84,416	81,540	75,000	75,000	75,000
Beer and Wine Tax	10-40-34100	12,291	14,236	13,000	13,000	13,000
Solid Waste Disposal Tax	10-40-34200	2,318	2,532	2,500	2,500	2,500
Total Unrestricted Intergovernmental Revs		461,705	506,221	453,500	495,542	453,500
RESTRICTED INTERGOVERNMENTAL REVENUES:						
Powell Bill	10-40-34300	131,134	130,774	131,000	131,000	131,000
Dare County Tourist Bureau Grant	10-40-39911	30,260	-	150,000	118,855	118,855
Government Access Channel Grant	10-40-39926	5,000	5,000	5,000	5,000	5,000

REVENUES	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Shoreline Stabilization	10-40-39924	-	19,914	52,056	24,000	24,000
Dare County Beach Nourishment Grant	10-40-39942	-	52,017	-	-	-
NCDEQ ZEV Charging Grant	10-40-39935	569	-	-	-	-
Total Restricted Intergovernmental Revs		166,963	207,705	338,056	278,855	278,855
PERMITS AND FEES:						
Building permits	10-40-35500	163,353	224,135	180,000	180,000	180,000
Plan review fees	10-40-35400	4,300	2,950	4,000	4,000	4,000
CAMA fees	10-40-35200	1,825	2,350	2,500	2,500	2,500
Planning board fees	10-40-35700	1,485	2,735	1,500	1,500	1,500
Court costs and fees	10-40-35100	947	406	750	250	250
Parking and other fines	10-40-35000	8,495	6,350	8,500	8,500	8,500
Total Permits and Fees		180,405	238,926	197,250	196,750	196,750
Other Revenues:						
Interest income	10-40-32900	16,564	438,353	385,000	385,000	385,000
Sale of fixed assets	10-40-35800	2,528	18,360	-	-	-
Rental Income	10-40-36900	2,880	2,592	2,400	2,400	2,400
Miscellaneous	10-40-33500	9,280	29,417	33,125	15,000	15,000
Body Armour Grant	10-40-39912	750	250	1,200	1,200	1,200
Insurance proceeds	10-40-39914	9,485	1,885	1,459	1,500	1,500
Total Other Revenues		41,487	490,857	423,184	405,100	405,100
Total Other Revenues		850,560	1,443,709	1,411,990	1,376,247	1,380,845

ADMINISTRATION DEPARTMENT	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Salaries	10-42--50010	387,676	411,113	438,211	476,346	495,431
FICA	10-42-50050	29,003	31,040	33,523	36,440	37,901
Retirement	10-42-50070	63,636	70,570	78,353	89,934	96,609
Group Health insurance	10-42-50060	47,868	49,456	54,030	58,209	60,537
Council Compensation	10-42-50000	17,769	19,316	18,600	18,600	18,600
Council Travel & Training	10-42-50080	1,705	1,053	5,000	5,000	5,000
Unemployment Payments	10-42-50009	725	398	1,200	1,200	1,200
Merit/Bonus Pay	10-42-50040	-	0	114,113	65,000	75,000
Legal services	10-42-50104	52,427	68,327	60,000	60,000	60,000
Audit services	10-42-50105	20,200	18,000	24,000	24,000	24,000
Payroll services	10-42-50106	8,736	8,610	9,600	9,600	9,600
Computer services	10-42-50124	74,588	118,036	107,471	205,513	125,000
Insurance and bonds	10-42-50119	81,137	82,579	100,000	110,000	120,000
Advertising	10-42-50117	617	100	1,000	1,000	1,000
Travel	10-42-50103	4,271	3,765	15,000	15,000	15,000
Telephone	10-42-50110	34,778	32,430	33,000	33,000	35,000
Utilities	10-42-50102	24,039	25,448	26,500	32,000	35,000
Dues/subscriptions	10-42-50118	8,983	9,192	12,000	12,000	12,000
Training	10-42-50090	3,990	4,808	14,500	14,500	14,500
Supplies	10-42-50112	14,629	24,916	15,000	15,000	15,000
Bank Charges	10-42-50107	-	-	10,000	12,000	14,000
Postage	10-42-50111	1,275	2,384	2,000	2,500	2,500
Equipment lease & maintenance	10-42-50109	9,479	8,854	10,000	12,000	12,000
Municipal Elections	10-42-50114	6,584	-	7,500	-	8,000
Dare County & NCVTS tax collection	10-42-50134	67,533	68,561	75,000	75,000	80,000
Gov't. Access Channel (PEG Channel)	10-42-50139	25,975	25,600	26,000	26,000	26,000
Gov't. Access Channel Membership	10-42-50138	1,000	1,000	1,000	1,000	1,000
Municode publishing	10-42-50195	10,530	8,324	-	-	0
Vehicle Operations	10-42-50126	387	401	750	750	1,000
EE Recognition & Appreciation	10-42-50142	7,080	7,009	9,500	10,000	10,000
Wellness Initiative	10-42-50182	2,650	1,820	3,000	3,000	3,000
Contracted Services	10-42-50120	8,679	8,905	15,000	17,500	19,000
Misc.	10-42-50121	11,094	11,422	10,000	10,000	10,000
Technology Update- Pitts Center	10-42-50144	4,789	5,356	5,000	5,000	5,000
Recording of Meetings	10-42-50152	6,506	3,100	5,250	5,250	5,250
Cleaning of Town Buildings	10-42-50113	1,000	1,850	2,000	3,500	3,500
Total		1,041,338	1,133,743	1,343,101	1,465,842	1,456,628

PLANNING & CODE ENFORCEMENT						
	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Salaries	10-63-50010	217,892	243,042	258,822	281,296	292,548
FICA	10-63-50050	16,316	18,220	19,800	21,519	22,380
Group Health insurance	10-63-50060	35,590	37,944	41,180	44,493	46,273
Employee retirement	10-63-50070	35,806	41,768	46,277	53,109	57,047
Contracted Services	10-63-50120	3,600	3,600	10,500	4,800	4,800
Printing	10-63-50101	445	314	1,000	1,000	1,000
Advertising	10-63-50117	1,536	2,223	2,000	2,000	2,000
Travel	10-63-50103	4,346	1,558	1,800	4,500	1,800
Dues/subscriptions	10-63-50118	630	489	850	850	850
Training	10-63-50090	2,253	407	1,500	2,500	2,500
Supplies	10-63-50112	672	428	1,000	1,000	1,000
Vehicle Maintenance	10-63-50125	1,178	-	1,000	1,000	1,000
Vehicle operations	10-63-50126	1,613	1,275	1,500	1,800	1,800
Homeowners Recovery fee	10-63-50129	972	1,170	1,000	1,000	1,000
Historic Landmarks Designation	10-63-50148	-	-	1,000	1,000	1,000
Flood Zone Map Mailing	10-63-50183	2,132	1,817	3,800	3,000	3,000
Misc	10-63-50121	-	4,170	400	1,200	1,200
Land Use Plan Update	10-63-50150	-	70,443	9,557	-	-
Building Upgrade- Filing Room	10-63-50978	-	-	35,000	-	-
Total Code Enforcement		324,981	428,868	437,986	426,067	441,198

POLICE DEPARTMENT	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Salaries	10-51-50010	943,313	961,279	1,229,744	1,301,457	1,353,515
Holiday	10-51-50015	33,152	36,526	35,000	35,000	35,000
Overtime	10-51-50020	15,233	16,453	30,000	50,000	50,000
FICA	10-51-50050	73,297	74,752	99,048	104,534	103,544
Group Health insurance	10-51-50060	126,749	127,055	159,585	164,643	171,229
Employees retirement	10-51-50070	167,639	181,223	245,059	271,709	291,006
Career Development	10-51-50179	728	1,670	6,500	-	15,620
Advertising	10-51-50117	1,934	1,945	5,000	5,000	5,000
Travel	10-51-50103	8,085	5,116	10,000	12,000	15,000
Dues/subscriptions	10-51-50118	590	565	2,000	2,000	2,500
Training	10-51-50090	4,424	5,226	12,000	15,000	15,000
Medical testing	10-51-50177	2,221	1,440	2,800	3,000	3,000
Uniforms	10-51-50127	23,613	13,804	36,850	35,000	38,000
Supplies	10-51-50112	22,160	18,971	30,000	30,000	35,000
Contracted Services	10-51-50120	31,327	16,667	51,000	51,000	53,000
Equipment lease & maint.	10-51-50109	4,300	3,700	7,500	7,500	7,500
Equipment purchase	10-51-50151	87,527	66,555	41,399	37,000	85,000
Vehicle maintenance & repair	10-51-50125	21,206	19,837	28,000	28,000	30,000
Vehicle operations	10-51-50126	42,409	41,590	51,312	52,000	58,000
Capital Outlay- Vehicles	10-51-50175	172,835	103,766	199,000	140,000	155,000
Capital Outlay- Equipment	10-51-50174	-	51,880	174,931	-	-
Misc	10-51-50121	-	139	17,000	20,500	20,500
K9 Care	10-51-50995	-	-	7,000	7,000	9,000
Total		1,782,742	1,750,159	2,480,728	2,372,343	2,551,414
Sep. Allowance Transferred to Pension Fund	10-51-50176	35,573	37,148	37,149	37,149	37,149
Total Police		1,818,315	1,787,307	2,517,877	2,409,492	2,588,563

Streets, Bridges, Beaches and Canals	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Street Sign Maintenance	10-57-50901	4,030	5,765	7,000	7,000	7,000
Engineering & Arborist Services	10-57-50904	5,858	4,705	5,000	5,000	5,000
Street Maintenance	10-57-50906	4,897	34,822	50,325	42,200	42,200
Brush Trimming	10-57-50915	12,150	4,461	10,000	10,000	10,000
Bridge Maintenance	10-57-50710	1,980	-	2,125	2,125	2,125
Beach Monitoring	10-57-50161	-	12,288	35,000	35,000	35,000
Debt Payment- Beach Nourishment	10-57-50163	52,128	1,202,939	1,182,088	1,161,237	1,140,386
Hickory Trail	10-57-50931	4,200	-	-	-	-
Sea Oats Trail	10-57-50980	18,888	-	-	-	-
Ginguite Tr. Stormwater	10-57-50990	3,656	40,856	-	-	-
Storm Debris Cleanup	10-57-50905	2,021	668	7,500	7,500	7,500
Chicahauk Trail Sidewalk	10-57-50991	1,206	-	40,000	-	-
Bulkhead Maintenance and Repair	10-57-50197	8,220	-	60,000	10,000	10,000
Juniper/Trinite Bridge	10-57-50942	-	130,903	351,286	-	-
Misc.	10-57-50121	21,307	142	11,000	5,000	5,000
FEMA BRIC Grant Expense	10-57-50987	5,340	-	-	-	-
DCTB TIG Grant Expense	10-57-50988	35,600	-	-	-	-
Pavement Plan Year 1	10-57-50989	23,194	942,934	-	-	-
Pavement Plan Year 2	10-57-50992	-	225	1,072,800	-	-
FY 23-24 Infrastructure	10-57-50996	-	-	929,693	-	-
FY 24-25 Infrastructure	10-57-50711	-	-	-	3,480,000	1,000,000
Contracted Service	10-57-50120	4,000	4,000	-	-	-
NC 12 Walking Path Ocean Blvd- E. Dogwood	10-57-50993	-	21,031	373,323	-	-
13 Skyline Property	10-57-50994	-	11,346	426,150	30,000	30,000
Waterway Maint. & Repairs	10-57-42090	-	1,600	-	-	-
NC 12 Path E. Dogwood to Hillcrest	10-57-50997	-	-	22,600	290,400	-
Skyline Road	10-57-50998	-	-	2,800	-	-
Multiuse Path Maint. & Repairs	10-57-50713	-	-	-	150,000	150,000
Milfoil Treatment	10-57-42091	-	-	-	-	-
Canal Maint.	10-57-48013	-	500	-	-	-
Total		208,675	2,419,185	4,588,690	5,235,462	2,444,211

PUBLIC WORKS DEPARTMENT						
	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Salaries	10-59-50010	306,860	307,670	362,600	381,892	397,168
FICA	10-59-50050	22,670	22,680	27,739	29,215	30,384
Group Health insurance	10-59-50060	39,373	30,833	34,635	37,399	38,521
Employee retirement	10-59-50070	47,770	49,402	61,070	67,193	77,448
Training	10-59-50090	1,340	853	3,000	3,000	3,000
Travel	10-59-50103	80	-	2,000	2,000	2,000
Uniforms	10-59-50127	1,228	2,813	3,800	4,000	4,000
Supplies	10-59-50112	10,749	9,385	12,000	15,000	17,000
Advertising	10-59-50117	877	1,472	1,000	1,000	1,000
Safety Compliance	10-59-50181	1,576	1,201	2,500	2,500	2,500
Town buildings maintenance & repairs	10-59-50927	36,734	58,882	47,250	33,650	53,650
Beautification-grounds	10-59-50908	6,785	10,203	12,000	14,000	14,000
Equipment lease & maintenance	10-59-50109	6,143	11,677	11,000	20,000	20,000
Vehicle maintenance & repair	10-59-50125	1,340	3,401	4,500	4,500	4,500
Vehicle operations	10-59-50126	13,985	12,200	15,000	15,000	15,000
Misc	10-59-50121	908	940	3,200	3,200	3,200
Equipment Purchase	10-59-50151	53,320	3,107	5,000	8,000	17,000
Capital Outlay- Vehicle	10-59-50175	-	-	56,525	56,525	-
Contracted Service	10-59-50120	24,900	6,300	8,800	11,700	11,700
Shoreline Stabilization	10-59-50938	-	19,914	79,344	24,000	24,000
Medical Testing	10-59-50177	132	373	150	150	150
Town Building Upgrade	10-59-50978	-	151,110	98,450	-	-
Total		576,770	704,416	851,563	733,924	736,221

Sanitation	Account #	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Residential Collection	10-52-50200	174,408	185,016	196,250	208,025	220,507
Advertising	10-52-50117	148	179	250	1,000	1,000
Commercial Collection	10-52-50203	52,899	56,250	60,000	63,600	67,416
Landfill Tipping Fee	10-52-50204	226,903	240,967	265,000	280,900	297,754
Recycling Collection	10-52-50205	199,479	203,838	225,000	238,500	252,810
Misc.	10-52-50121	1,088	5,050	3,500	3,500	3,500
Large Item Pickup	10-52-50202	7,000	7,000	7,500	8,000	8,320
Printing	10-52-50101	1,835	-	-	-	-
Limb and Branch Removal	10-52-50916	162,957	158,000	164,000	187,600	187,600
Total Sanitation		826,717	856,300	921,500	991,125	1,038,907

		FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted	
Fire Services	Account #						
Contract Fire Protection	10-54-50400	625,358	665,223	734,519	868,315	939,385	
Construction Debt Service	10-54-50404	314,020	314,020	314,020	314,020	314,020	
Radio Payment	10-54-50410	25,000	25,000	25,000	25,000	25,000	
Total Fire Dept		964,378	1,004,243	1,073,539	1,207,335	1,278,405	

		FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Ocean Rescue	Account #					
Ocean Rescue	10-53-50300	176,000	193,749	221,245	229,245	237,245
Total Ocean Rescue		176,000	193,749	221,245	229,245	237,245

	FY 23-24 Adopted	FY 24-25 Requested	FY 24-25 Adopted	
CEMETERY FUND				
Revenues				
Cemetery lots	3,000	3,000		
Unassigned Fund Balance	750	750		
Total	3,750	3,750		
CEMETERY FUND				
Expenses				
Beautification	2,500	2,500		
Software License	1,250	1,250		
	3,750	3,750		
Balance in Cemetery Fund as of 6/30/23:	\$92,244			

Capital Reserve Fund	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested		
Revenues					
Tr IN from GF-Canals	100,000	50,000	75,000		
Total					
Expenditures					
Tr OUT to GF for Canal Maintenance	100,000	50,000	75,000		



Town of Southern Shores FY 2024-2025



Proposed Version - 5/07/2024



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FUND SUMMARIES



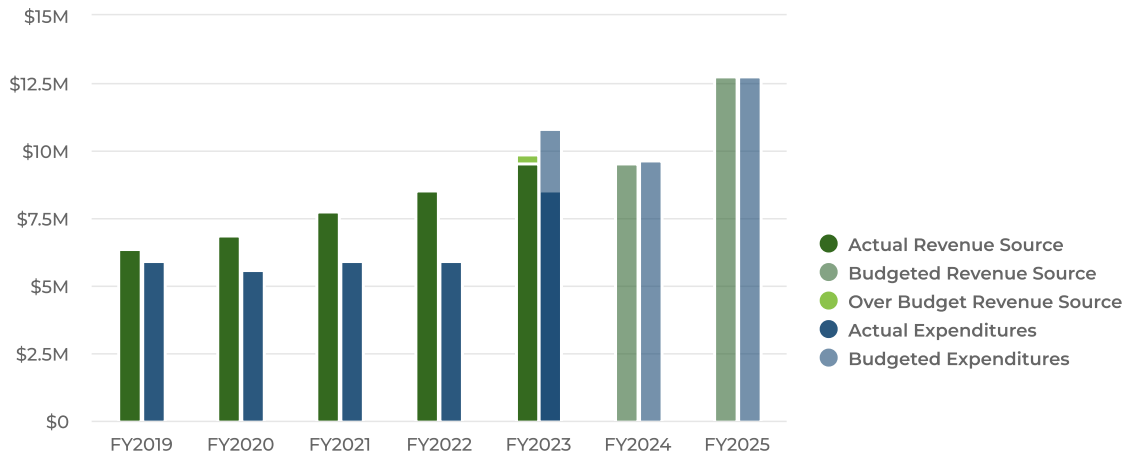


General Fund

The General Fund is the principal operating fund for the Town government. The General Fund is used to account for all Town government activities except those activities with a legal, contractual, or managerial requirement to be accounted for in a separate fund. The General Fund provides resources for the functional areas of general government, development, public protection, general services, and for non-departmental expenditures.

Summary

The Town of Southern Shores is projecting \$12.78M of revenue in FY2025, which represents a 33.5% increase over the prior year. Budgeted expenditures are projected to increase by 31.9% or \$3.09M to \$12.78M in FY2025.



General Fund Comprehensive Summary

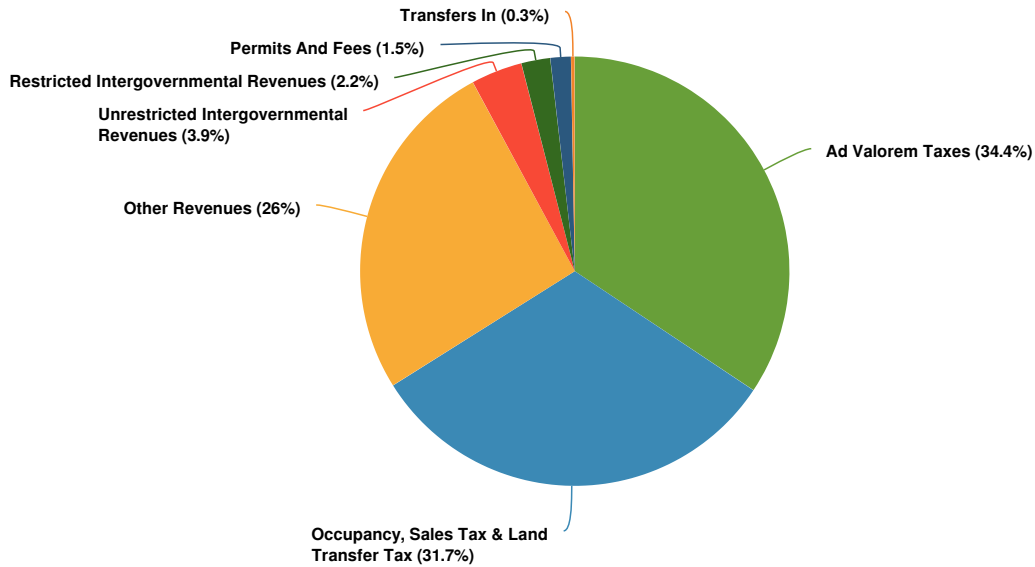
Name	FY2024 Approved Budget	FY2025 Budgeted
Beginning Fund Balance:	\$15,845,185.00	N/A
Revenues		
Ad Valorem Taxes	\$4,325,237.00	\$4,390,632.00
Other Revenues	\$407,350.00	\$3,327,621.00
Unrestricted Intergovernmental Revenues	\$453,500.00	\$495,542.00
Restricted Intergovernmental Revenues	\$310,000.00	\$278,855.00
Occupancy, Sales Tax & Land Transfer Tax	\$3,876,770.00	\$4,052,842.00
Permits And Fees	\$197,250.00	\$196,750.00
Transfers In	\$0.00	\$35,000.00
Total Revenues:	\$9,570,107.00	\$12,777,242.00
Expenditures		
Salaries and Benefits	\$3,432,238.00	\$3,626,337.00
Operating Expenses	\$901,249.00	\$4,664,688.00



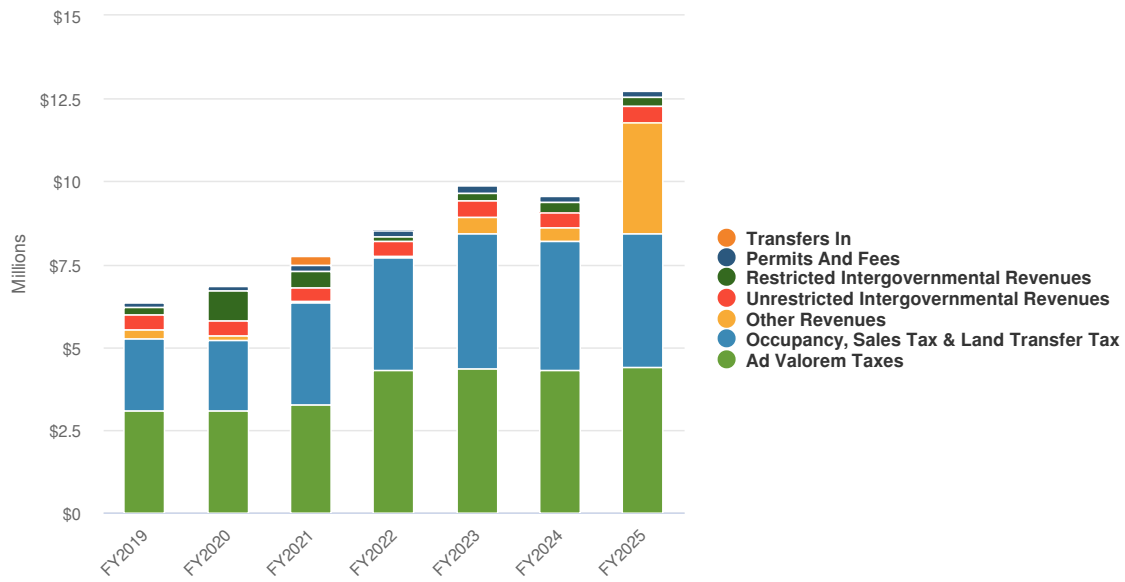
Name	FY2024 Approved Budget	FY2025 Budgeted
Personnel Services	\$41,300.00	\$46,500.00
Contracted Services	\$2,684,550.00	\$2,531,805.00
Other Expenses	\$118,250.00	\$119,750.00
Debt Service	\$1,182,088.00	\$1,161,237.00
Capital Outlay	\$1,325,525.00	\$516,925.00
Transfers Out	\$0.00	\$75,000.00
Hidden Objects		\$35,000.00
Total Expenditures:	\$9,685,200.00	\$12,777,242.00
Total Revenues Less Expenditures:	-\$115,093.00	\$0.00
Ending Fund Balance:	\$15,730,092.00	N/A

Revenues by Source

Projected 2025 Revenues by Source



Budgeted and Historical 2025 Revenues by Source

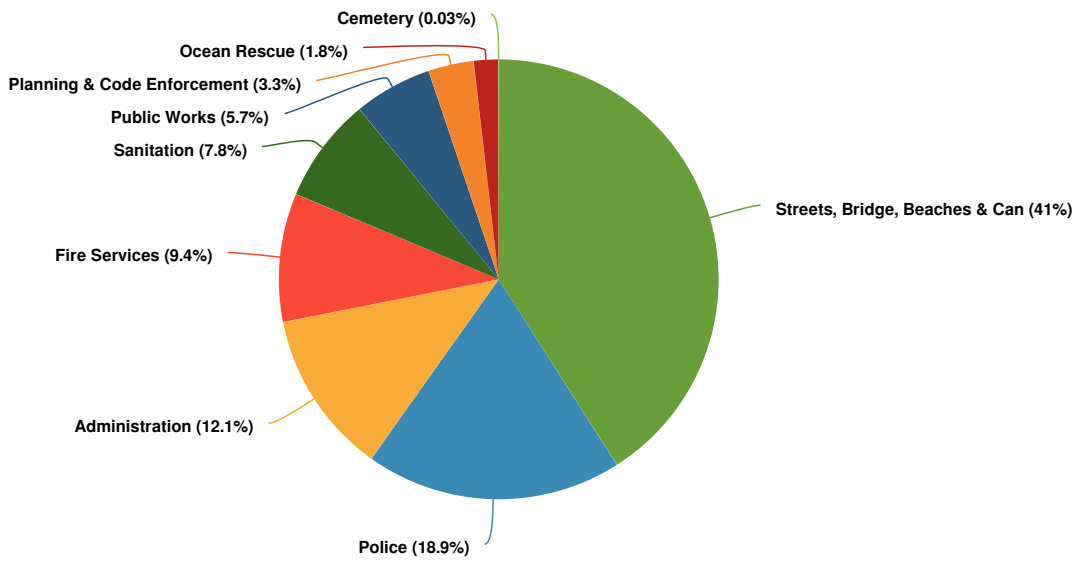


Name	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)
Revenue Source			
Ad Valorem Taxes	\$4,325,237.00	\$4,390,632.00	1.5%
Other Revenues	\$407,350.00	\$3,327,621.00	716.9%
Unrestricted Intergovernmental Revenues	\$453,500.00	\$495,542.00	9.3%
Restricted Intergovernmental Revenues	\$310,000.00	\$278,855.00	-10%
Occupancy, Sales Tax & Land Transfer Tax	\$3,876,770.00	\$4,052,842.00	4.5%
Permits And Fees	\$197,250.00	\$196,750.00	-0.3%
Transfers In	\$0.00	\$35,000.00	N/A
Total Revenue Source:	\$9,570,107.00	\$12,777,242.00	33.5%

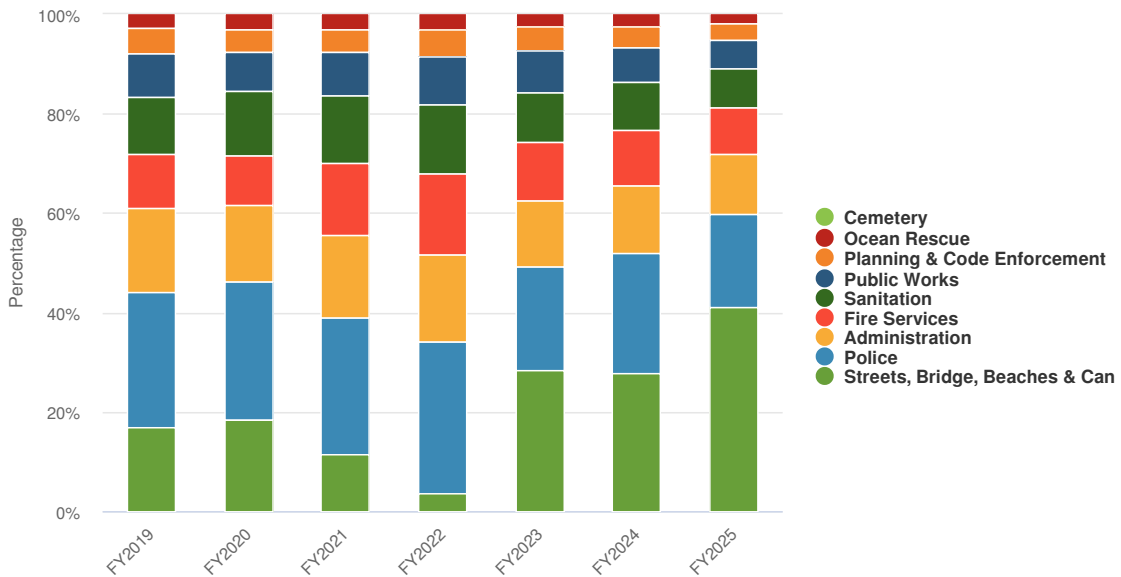


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



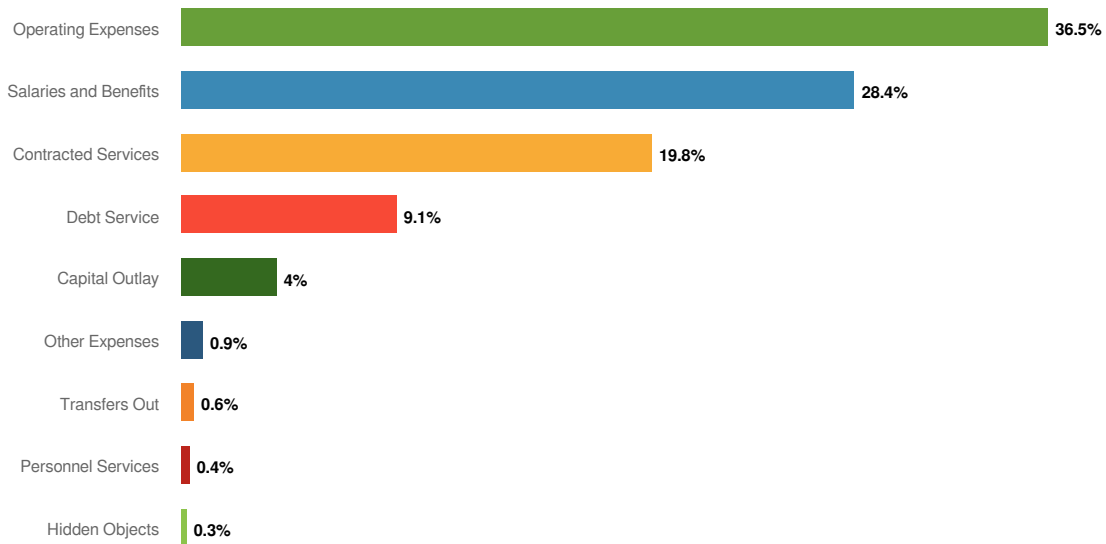
Name	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)
Expenditures			
Cemetery	\$3,750.00	\$3,750.00	0%
Administration	\$1,337,842.00	\$1,540,842.00	15.2%



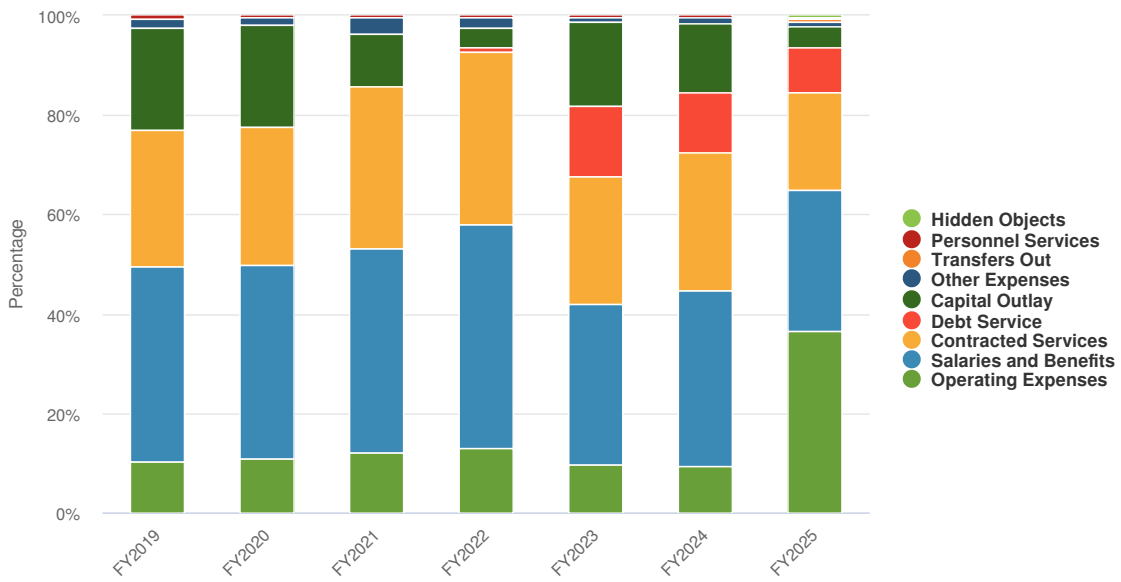
Name	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)
Police	\$2,334,697.00	\$2,409,492.00	3.2%
Sanitation	\$921,500.00	\$991,125.00	7.6%
Ocean Rescue	\$221,245.00	\$229,245.00	3.6%
Fire Services	\$1,073,539.00	\$1,207,335.00	12.5%
Streets, Bridge, Beaches & Can	\$2,690,329.00	\$5,235,462.00	94.6%
Public Works	\$679,569.00	\$733,924.00	8%
Planning & Code Enforcement	\$422,729.00	\$426,067.00	0.8%
Total Expenditures:	\$9,685,200.00	\$12,777,242.00	31.9%

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)
Expense Objects			
Salaries and Benefits	\$3,432,238.00	\$3,626,337.00	5.7%
Operating Expenses	\$901,249.00	\$4,664,688.00	417.6%
Personnel Services	\$41,300.00	\$46,500.00	12.6%
Contracted Services	\$2,684,550.00	\$2,531,805.00	-5.7%
Other Expenses	\$118,250.00	\$119,750.00	1.3%
Debt Service	\$1,182,088.00	\$1,161,237.00	-1.8%
Capital Outlay	\$1,325,525.00	\$516,925.00	-61%
Transfers Out	\$0.00	\$75,000.00	N/A
Hidden Objects		\$35,000.00	N/A
Total Expense Objects:	\$9,685,200.00	\$12,777,242.00	31.9%



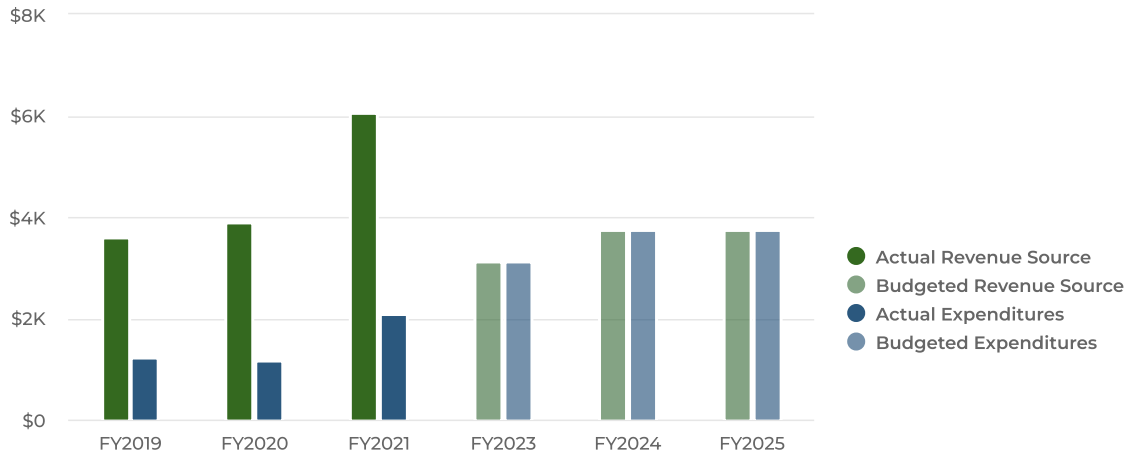


Cemetery Fund

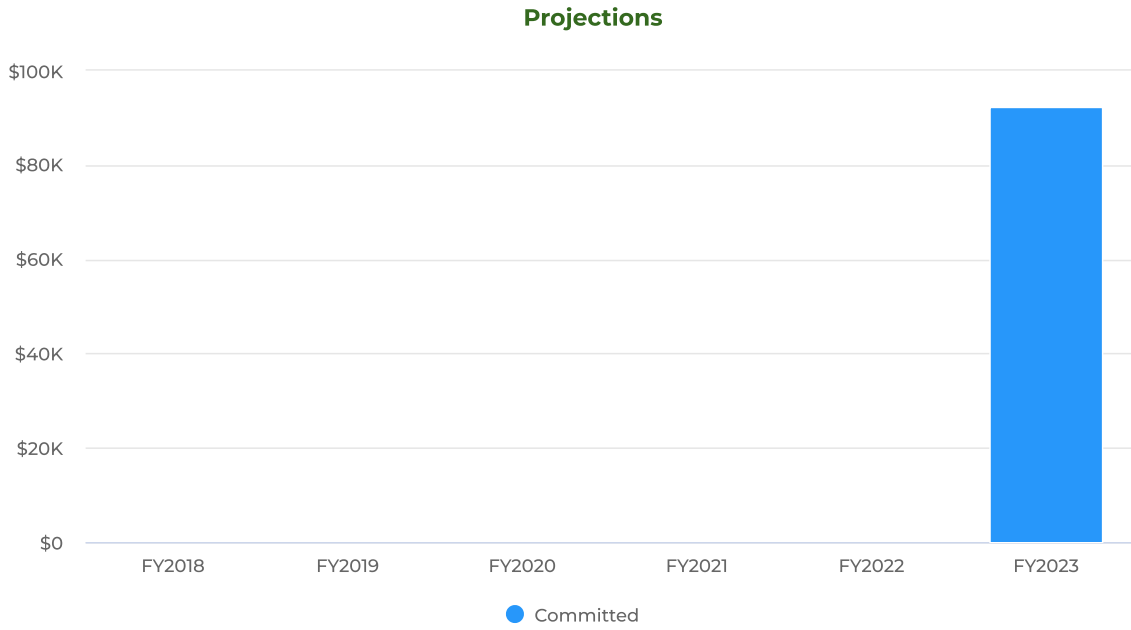
Department Summary – The Town maintains the cemetery for public burial. Current Fund Balance amount is \$82,583. Currently cemetery plots for Town property owners cost \$500 and \$2,000 for non-property owners. Costs were increased from \$250 and \$1,000 in 2015.

Summary

The Town of Southern Shores is projecting \$3.75K of revenue in FY2025, which represents a 0% increase over the prior year. Budgeted expenditures are projected to increase by 0% or \$0 to \$3.75K in FY2025.



Fund Balance



Financial Summary	FY2023
Fund Balance	—
Committed	\$92,244
Total Fund Balance:	\$92,244



Cemetery Fund

CEMETERY FUND	FY 23-24 Adopted	FY 24-25 Requested
Revenues		
Cemetery lots	3,000	3,000
Unassigned Fund Balance	750	750
Total	3,750	3,750
CEMETERY FUND		
Expenses		
Beautification	2,500	2,500
Software License	1,250	1,250
	3,750	3,750
Balance in Cemetery Fund as of 6/30/23:	\$92,244	



As an alternative to relying on accumulation of fund balance, the Town of Southern Shores Town Council established a capital reserve fund and periodically appropriate money to the reserve fund.

G.S. 159-18 [↗](#) authorizes a local government to establish and maintain a capital reserve fund for any purpose for which the unit may issue bonds.

To establish a capital reserve fund a unit's governing board must adopt an ordinance or resolution which states the following:

1. *The purposes for which the fund is being created.* A board may accumulate moneys for multiple capital projects within a single capital reserve fund, but it must list each project separately.
2. *The approximate periods of time during which the moneys will be accumulated for each purpose.* A board must provide a rough estimate of when moneys will be expended from the capital reserve fund for each capital project.
3. *The approximate amounts to be accumulated for each purpose.* A board must provide a rough estimate of the total amounts it intends to save for each capital project.
4. *The sources from which moneys for each purpose will be derived.* A board must indicate the revenue sources it intends to allocate to the capital reserve fund to finance each project (e.g. property tax proceeds, utility fees, local sales and use tax proceeds, grant proceeds, etc.).

Establishing a capital reserve fund affords a unit's governing board a more formalized mechanism to save moneys for future capital expenditures. It also provides greater transparency than using fund balance because the board must indicate how it ultimately intends to expend the moneys. It is a less flexible savings option, though. Once moneys are appropriated to a capital reserve fund, they must be used for capital expenditures. The moneys may not be used to fund operating expenses, even in an emergency situation.

Note that a governing board must list specific capital projects in the capital reserve fund. It may not simply establish the fund to raise money for general capital expenditures. A governing board, however, may amend its capital reserve fund at any time to add new capital projects, delete capital projects, or to change the nature of the capital projects. **G.S. 159-19** [↗](#). The board is not required to expend the accumulated moneys for the capital projects initially identified in the reserve fund.



Capital Reserve Fund	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested
Revenues			
Tr IN from GF-Canals	100,000	50,000	75,000
Total			
Expenditures			
Tr OUT to GF for Canal Maintenance	100,000	50,000	75,000

Capital Reserve Fund Balance

Total Capital Reserve Fund as of 6/30/23	2,354,527
Transfer FROM GF (FY 23-24)	50,000
Transfer FROM CPF (FY 23-24)	70,559
Interest	19,655

Total Capital Reserve Fund as of 3/31/24	2,494,741
Reserved for Canals	-313,000
Reserved for BN	-2,054,291
Available for OTHER Capital Projects	127,450

Canal Maintenance

Transfer FROM GF (FY 14-15)	20,000
Transfer FROM GF (FY 15-16)	20,000
Transfer FROM GF (FY 16-17)	20,000
Transfer FROM GF (FY 17-18)	20,000
Transfer TO GF (FY 17-18 to purchase boat)	-22,000
Transfer FROM GF (FY 18-19)	20,000
Transfer FROM GF (FY 19-20)	20,000
Transfer FROM GF (FY 20-21)	20,000
Transfer FROM GF (FY 21-22)	20,000
Transfer FROM GF (FY 22-23)	125,000
Transfer FROM GF (FY 23-24)	50,000
	313,000

Beach Fund

Transfer FROM GF (FY 20-21)	250,742
Transfer FROM GF (FY 21-22)	1,707,927
Transfer from GF (FY 22-23)	25,063
Transfer FROM CPF (FY 23-24)	70,559
	2,054,291



DEPARTMENTS

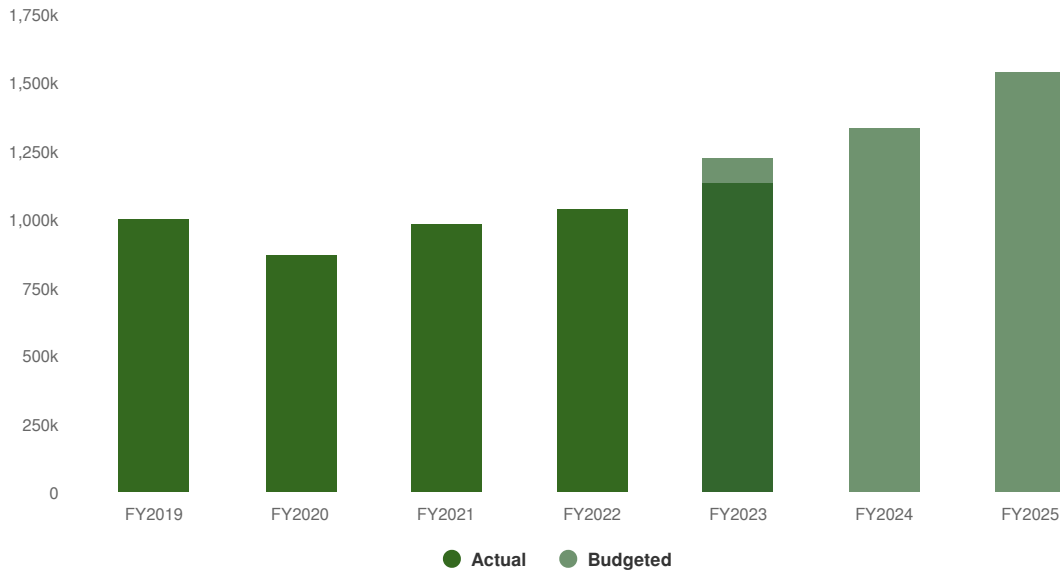


Administration

Expenditures Summary

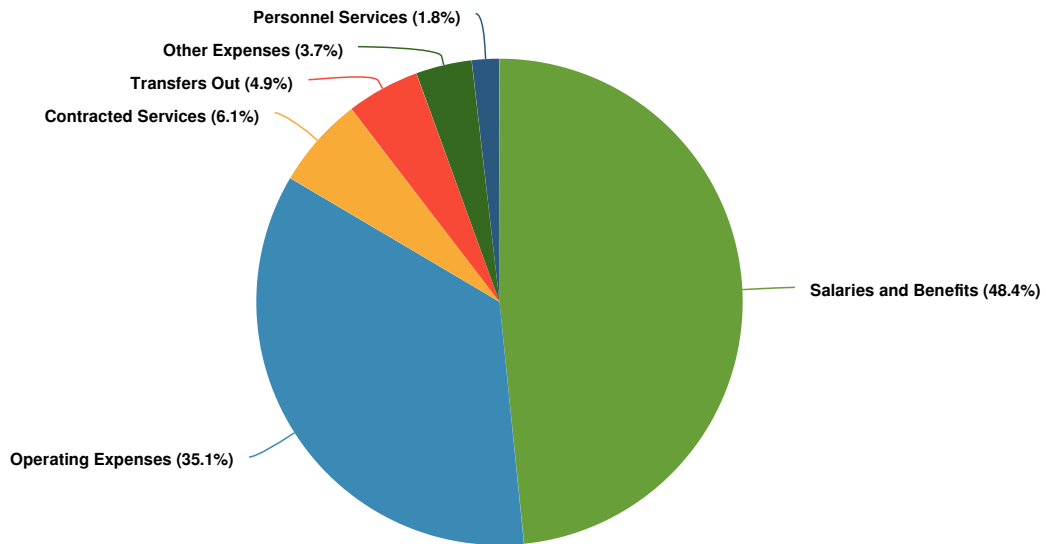
\$1,540,842 **\$203,000**
(15.17% vs. prior year)

Administration Proposed and Historical Budget vs. Actual

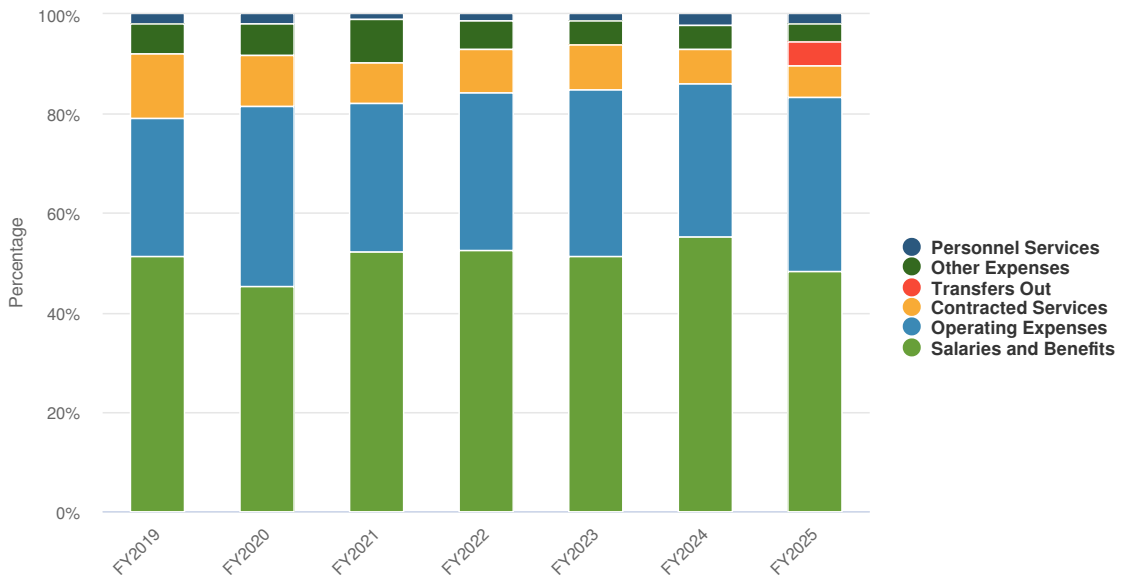


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries and Benefits					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Council Compensation	10-42-50000	\$18,600.00	\$18,600.00	0%	
Unemployment Payments	10-42-50009	\$1,200.00	\$1,200.00	0%	
Salaries	10-42-50010	\$438,211.00	\$476,346.00	8.7%	
Merit/Bonus Pay	10-42-50040	\$114,113.00	\$65,000.00	-43%	
FICA	10-42-50050	\$33,523.00	\$36,440.00	8.7%	
Group Health insurance	10-42-50060	\$54,030.00	\$58,209.00	7.7%	
Retirement	10-42-50070	\$78,353.00	\$89,934.00	14.8%	
Total Salaries and Benefits:		\$738,030.00	\$745,729.00	1%	
Operating Expenses					
Council Travel & Training	10-42-50080	\$5,000.00	\$5,000.00	0%	
Training	10-42-50090	\$14,500.00	\$14,500.00	0%	
Utilities	10-42-50102	\$26,500.00	\$32,000.00	20.8%	
Bank Charges	10-42-50107		\$12,000.00	N/A	
Equipment lease & maintenance	10-42-50109	\$10,000.00	\$12,000.00	20%	
Telephone	10-42-50110	\$33,000.00	\$33,000.00	0%	
Postage	10-42-50111	\$2,000.00	\$2,500.00	25%	
Supplies	10-42-50112	\$15,000.00	\$15,000.00	0%	
Advertising	10-42-50117	\$1,000.00	\$1,000.00	0%	
Insurance and bonds	10-42-50119	\$100,000.00	\$110,000.00	10%	
Contracted Services	10-42-50120	\$15,000.00	\$17,500.00	16.7%	
Computer services	10-42-50124	\$102,212.00	\$205,513.00	101.1%	
Vehicle Operations	10-42-50126	\$750.00	\$750.00	0%	
Dare County & NCVTS tax collection	10-42-50134	\$75,000.00	\$75,000.00	0%	
Recording of Meetings	10-42-50152	\$5,250.00	\$5,250.00	0%	
Bank Charges	10-42-50475	\$10,000.00	\$0.00	-100%	
Total Operating Expenses:		\$415,212.00	\$541,013.00	30.3%	
Personnel Services					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Travel	10-42-50103	\$15,000.00	\$15,000.00	0%	
EE Recognition & Appreciation	10-42-50142	\$9,500.00	\$10,000.00	5.3%	
Wellness Initiative	10-42-50182	\$3,000.00	\$3,000.00	0%	
Total Personnel Services:		\$27,500.00	\$28,000.00	1.8%	
Contracted Services					
Legal services	10-42-50104	\$60,000.00	\$60,000.00	0%	
Audit services	10-42-50105	\$24,000.00	\$24,000.00	0%	
Payroll services	10-42-50106	\$9,600.00	\$9,600.00	0%	
Total Contracted Services:		\$93,600.00	\$93,600.00	0%	
Other Expenses					
Cleaning of Town Buildings	10-42-50113	\$2,000.00	\$3,500.00	75%	
Municipal Elections	10-42-50114	\$7,500.00	\$0.00	-100%	
Dues/subscriptions	10-42-50118	\$12,000.00	\$12,000.00	0%	
Misc.	10-42-50121	\$10,000.00	\$10,000.00	0%	
Gov't. Access Channel Membership	10-42-50138	\$1,000.00	\$1,000.00	0%	
Gov't. Access Channel (PEG Channel)	10-42-50139	\$26,000.00	\$26,000.00	0%	
Technology Update- Pitts Center	10-42-50144	\$5,000.00	\$5,000.00	0%	
Total Other Expenses:		\$63,500.00	\$57,500.00	-9.4%	
Transfers Out					
Transfer OUT to Capital Reserve Fund-Canals	10-42-59998	\$0.00	\$75,000.00	N/A	
Total Transfers Out:		\$0.00	\$75,000.00	N/A	
Total Expense Objects:		\$1,337,842.00	\$1,540,842.00	15.2%	

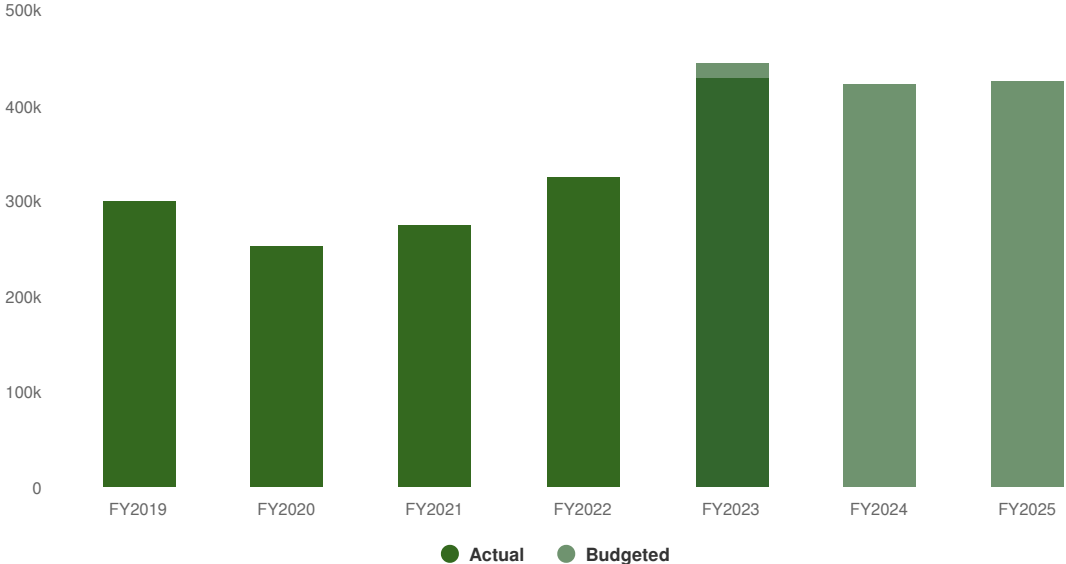


Planning and Code Enforcement

Expenditures Summary

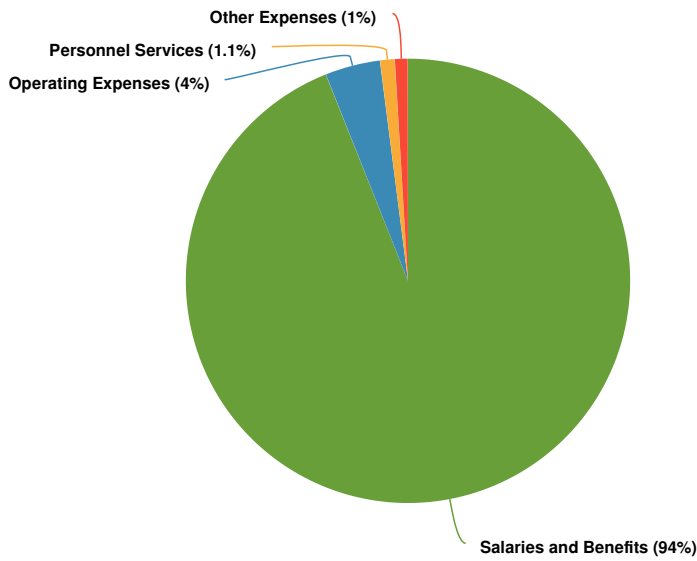
\$426,067 **\$3,338**
(0.79% vs. prior year)

Planning and Code Enforcement Proposed and Historical Budget vs. Actual

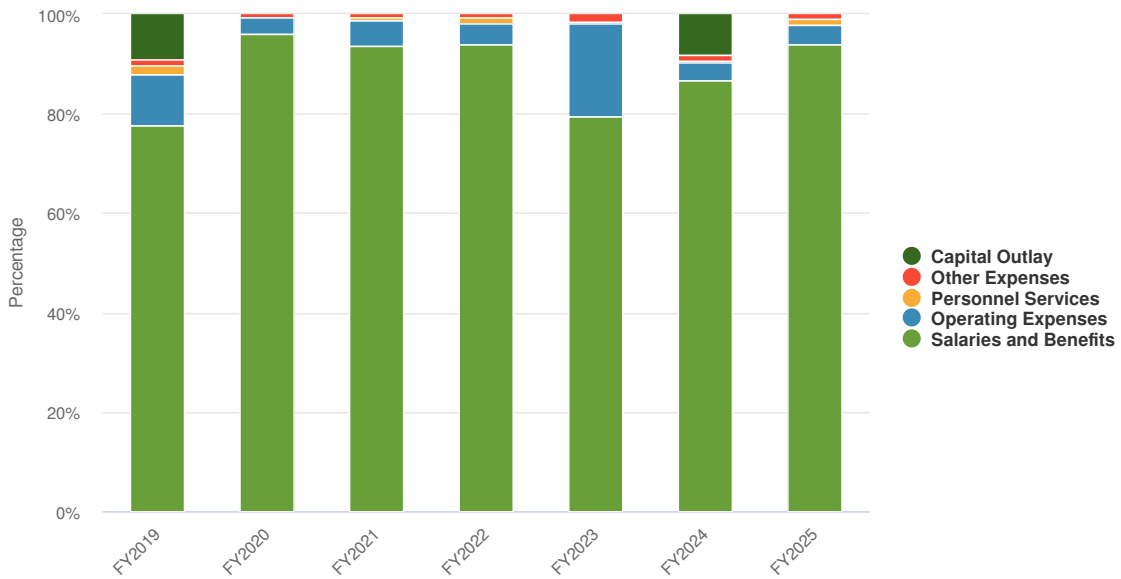


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries and Benefits					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries	10-63-50010	\$258,822.00	\$281,296.00	8.7%	
FICA	10-63-50050	\$19,800.00	\$21,519.00	8.7%	
Group Health insurance	10-63-50060	\$41,180.00	\$44,493.00	8%	
Employee retirement	10-63-50070	\$46,277.00	\$53,109.00	14.8%	
Total Salaries and Benefits:		\$366,079.00	\$400,417.00	9.4%	
Operating Expenses					
Training	10-63-50090	\$1,500.00	\$2,500.00	66.7%	
Printing	10-63-50101	\$1,000.00	\$1,000.00	0%	
Supplies	10-63-50112	\$1,000.00	\$1,000.00	0%	
Advertising	10-63-50117	\$2,000.00	\$2,000.00	0%	
Contracted Services	10-63-50120	\$4,800.00	\$4,800.00	0%	
Vehicle Maintenance	10-63-50125	\$1,000.00	\$1,000.00	0%	
Vehicle operations	10-63-50126	\$1,500.00	\$1,800.00	20%	
Flood Zone Map Mailing	10-63-50183	\$3,000.00	\$3,000.00	0%	
Total Operating Expenses:		\$15,800.00	\$17,100.00	8.2%	
Personnel Services					
Travel	10-63-50103	\$1,800.00	\$4,500.00	150%	
Total Personnel Services:		\$1,800.00	\$4,500.00	150%	
Other Expenses					
Dues/subscriptions	10-63-50118	\$850.00	\$850.00	0%	
Misc	10-63-50121	\$1,200.00	\$1,200.00	0%	
Homeowners Recovery fee	10-63-50129	\$1,000.00	\$1,000.00	0%	
Historic Landmarks Designation	10-63-50148	\$1,000.00	\$1,000.00	0%	
Total Other Expenses:		\$4,050.00	\$4,050.00	0%	
Capital Outlay					
Building Upgrade- Filing Room	10-63-50978	\$35,000.00	\$0.00	-100%	
Total Capital Outlay:		\$35,000.00	\$0.00	-100%	
Total Expense Objects:		\$422,729.00	\$426,067.00	0.8%	

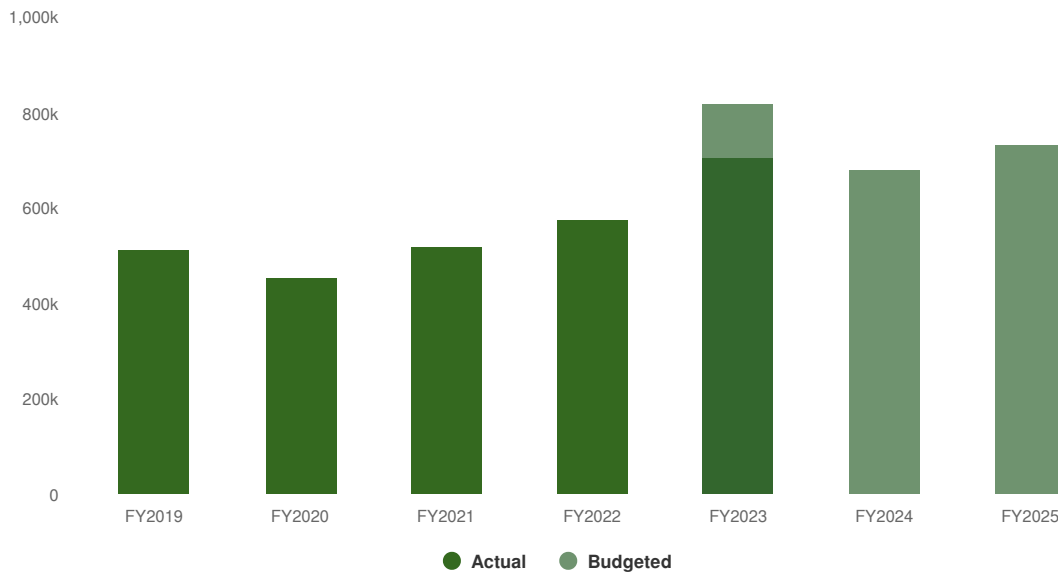


Public Works

Expenditures Summary

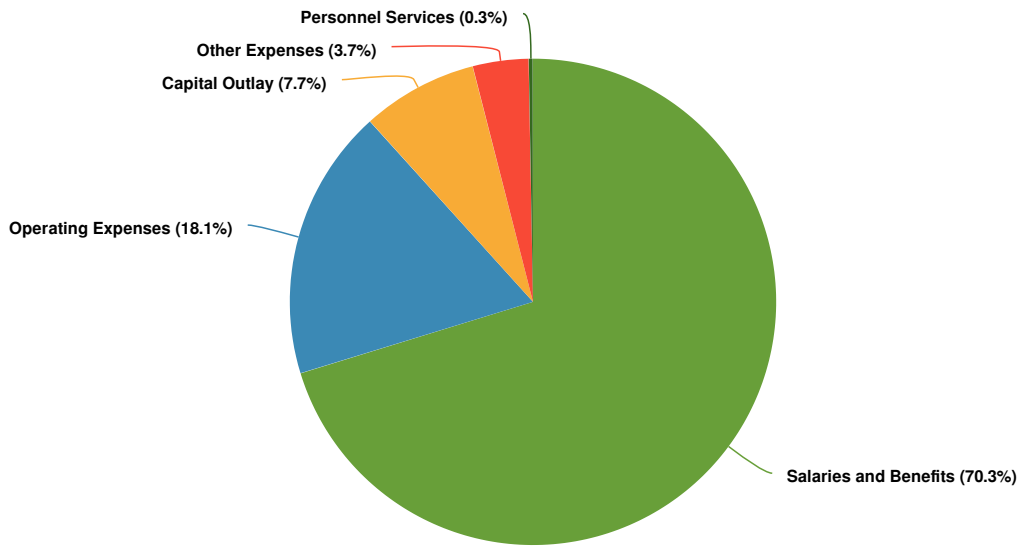
\$733,924 **\$54,355**
(8.00% vs. prior year)

Public Works Proposed and Historical Budget vs. Actual

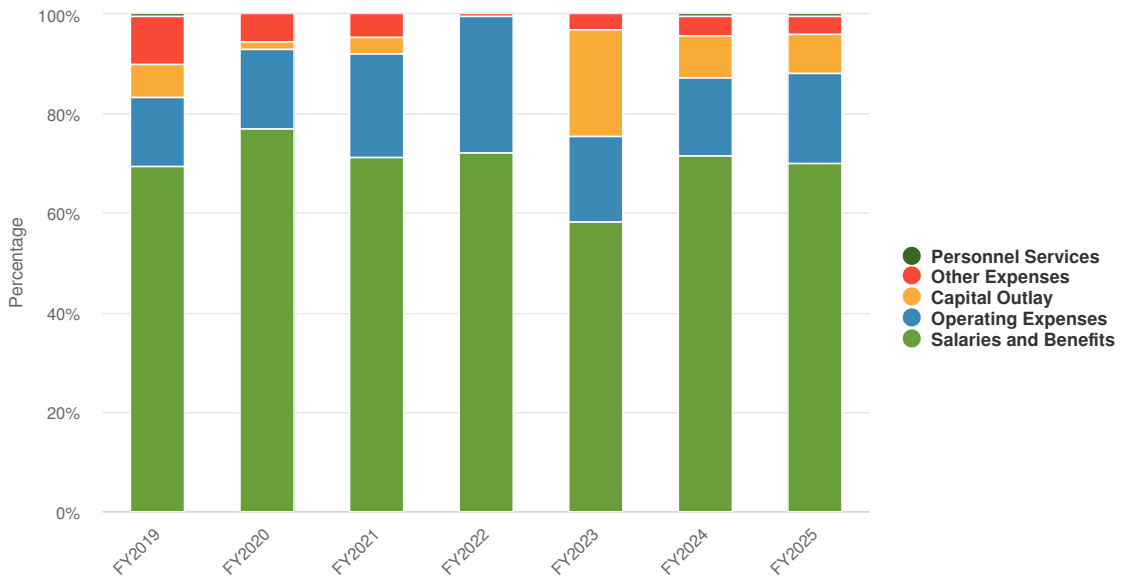


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries and Benefits					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Public WorksSalaries	10-59-50010	\$362,600.00	\$381,892.00	5.3%	
FICA	10-59-50050	\$27,739.00	\$29,215.00	5.3%	
Group Health insurance	10-59-50060	\$34,635.00	\$37,399.00	8%	
Employee retirement	10-59-50070	\$61,070.00	\$67,193.00	10%	
Total Salaries and Benefits:		\$486,044.00	\$515,699.00	6.1%	
Operating Expenses					
Training	10-59-50090	\$3,000.00	\$3,000.00	0%	
Public WorksEquipment lease & maintenance	10-59-50109	\$11,000.00	\$20,000.00	81.8%	
Public WorksSupplies	10-59-50112	\$12,000.00	\$15,000.00	25%	
Public WorksAdvertising	10-59-50117	\$1,000.00	\$1,000.00	0%	
Contracted Service	10-59-50120	\$4,200.00	\$11,700.00	178.6%	
Public WorksVehicle maintenance & repair	10-59-50125	\$4,500.00	\$4,500.00	0%	
Vehicle operations	10-59-50126	\$15,000.00	\$15,000.00	0%	
Public WorksUniforms	10-59-50127	\$3,800.00	\$4,000.00	5.3%	
Equipment Purchase	10-59-50151	\$5,000.00	\$8,000.00	60%	
Public WorksMedical Testing	10-59-50177	\$150.00	\$150.00	0%	
Public WorksSafety Compliance	10-59-50181	\$2,500.00	\$2,500.00	0%	
Public WorksBeautification-grounds	10-59-50908	\$12,000.00	\$14,000.00	16.7%	
Town buildings maintenance & repairs	10-59-50927	\$33,650.00	\$33,650.00	0%	
Total Operating Expenses:		\$107,800.00	\$132,500.00	22.9%	
Personnel Services					
Public WorksTravel	10-59-50103	\$2,000.00	\$2,000.00	0%	
Total Personnel Services:		\$2,000.00	\$2,000.00	0%	
Other Expenses					
Public WorksMisc	10-59-50121	\$3,200.00	\$3,200.00	0%	
Shoreline Stabilization	10-59-50938	\$24,000.00	\$24,000.00	0%	
Total Other Expenses:		\$27,200.00	\$27,200.00	0%	



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Capital Outlay					
Capital Outlay- Vehicle	10-59-50175	\$56,525.00	\$56,525.00	0%	
Total Capital Outlay:		\$56,525.00	\$56,525.00	0%	
Total Expense Objects:		\$679,569.00	\$733,924.00	8%	

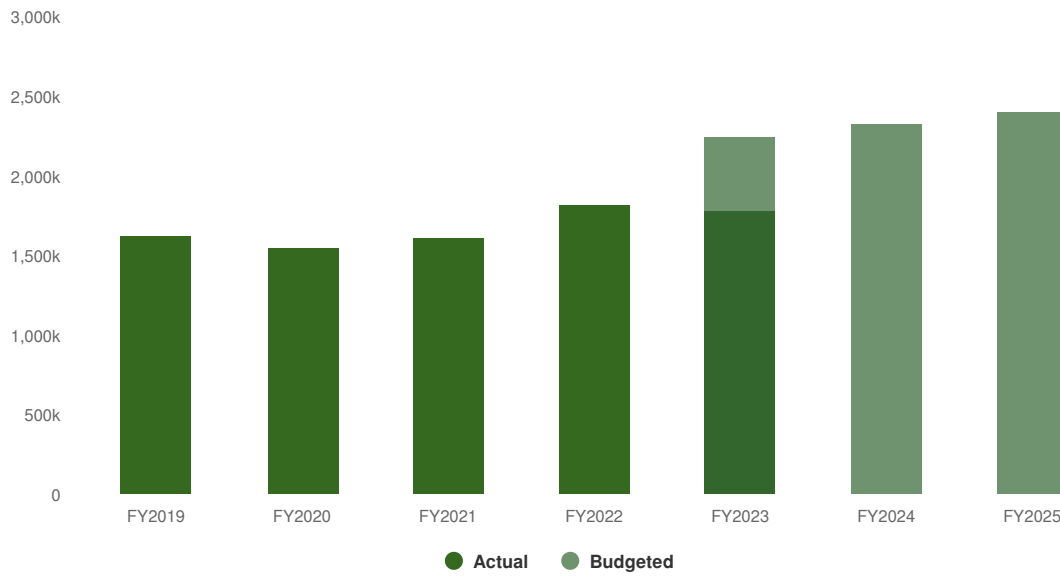


Police

Expenditures Summary

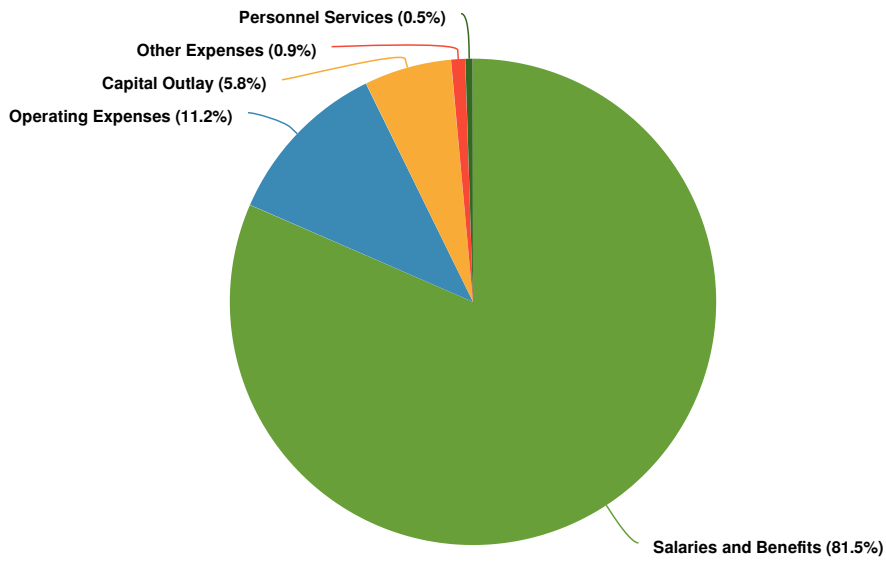
\$2,409,492 **\$74,795**
(3.20% vs. prior year)

Police Proposed and Historical Budget vs. Actual

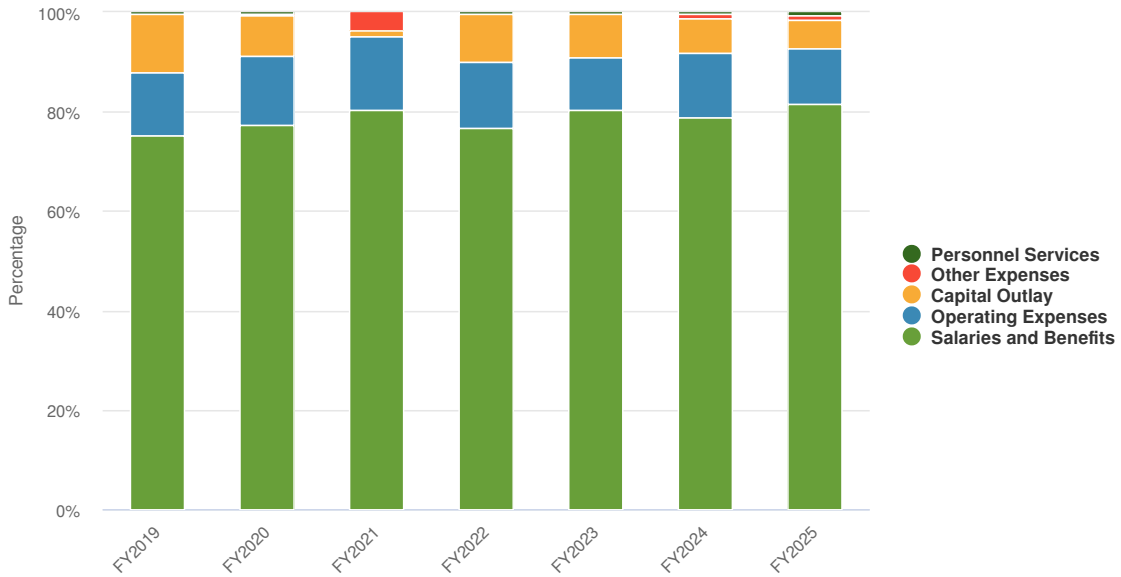


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Salaries and Benefits					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Salaries	10-51-50010	\$1,229,744.00	\$1,301,457.00	5.8%	
Holiday	10-51-50015	\$35,000.00	\$35,000.00	0%	
Overtime	10-51-50020	\$30,000.00	\$50,000.00	66.7%	
FICA	10-51-50050	\$99,048.00	\$104,534.00	5.5%	
Group Health insurance	10-51-50060	\$159,585.00	\$164,643.00	3.2%	
Employees retirement	10-51-50070	\$245,059.00	\$271,709.00	10.9%	
Sep. Allowance Transferred to Pension Fund	10-51-50176	\$37,149.00	\$37,149.00	0%	
Career Development	10-51-50179	\$6,500.00	\$0.00	-100%	
Total Salaries and Benefits:		\$1,842,085.00	\$1,964,492.00	6.6%	
Operating Expenses					
Training	10-51-50090	\$12,000.00	\$15,000.00	25%	
Equipment lease & maint.	10-51-50109	\$7,500.00	\$7,500.00	0%	
Supplies	10-51-50112	\$30,000.00	\$30,000.00	0%	
Advertising	10-51-50117	\$5,000.00	\$5,000.00	0%	
Contracted Services	10-51-50120	\$51,000.00	\$51,000.00	0%	
Vehicle maintenance & repair	10-51-50125	\$28,000.00	\$28,000.00	0%	
Vehicle operations	10-51-50126	\$51,312.00	\$52,000.00	1.3%	
Uniforms	10-51-50127	\$35,000.00	\$35,000.00	0%	
Equipment purchase	10-51-50151	\$70,000.00	\$37,000.00	-47.1%	
Medical testing	10-51-50177	\$2,800.00	\$3,000.00	7.1%	
K9 Care	10-51-50995	\$7,000.00	\$7,000.00	0%	
Total Operating Expenses:		\$299,612.00	\$270,500.00	-9.7%	
Personnel Services					
Travel	10-51-50103	\$10,000.00	\$12,000.00	20%	
Total Personnel Services:		\$10,000.00	\$12,000.00	20%	
Other Expenses					
Dues/subscriptions	10-51-50118	\$2,000.00	\$2,000.00	0%	
Misc	10-51-50121	\$17,000.00	\$20,500.00	20.6%	



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Total Other Expenses:		\$19,000.00	\$22,500.00	18.4%	
Capital Outlay					
Capital Outlay- Vehicles	10-51-50175	\$164,000.00	\$140,000.00	-14.6%	
Total Capital Outlay:		\$164,000.00	\$140,000.00	-14.6%	
Total Expense Objects:		\$2,334,697.00	\$2,409,492.00	3.2%	

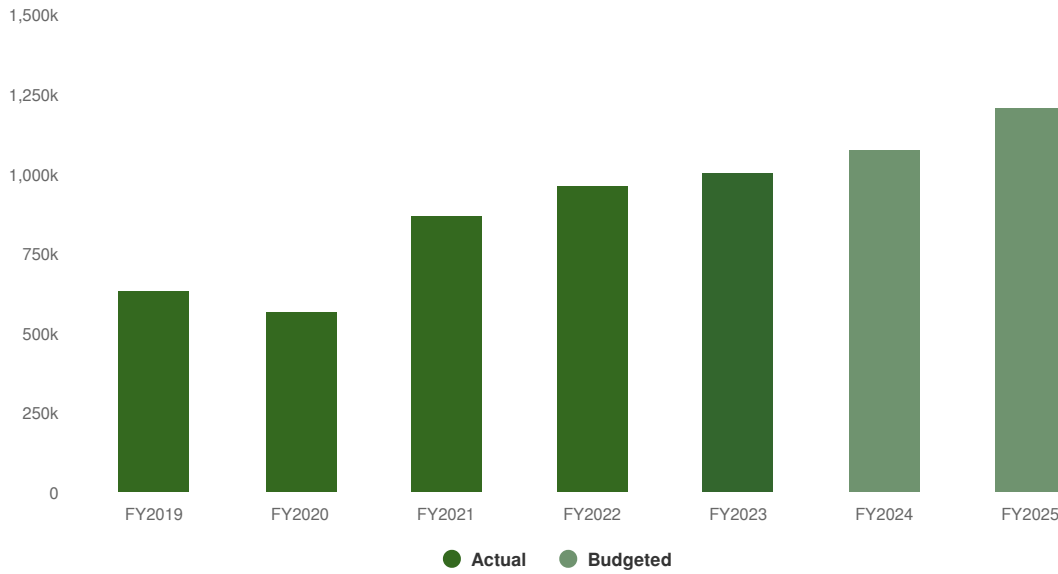


Fire Services

Expenditures Summary

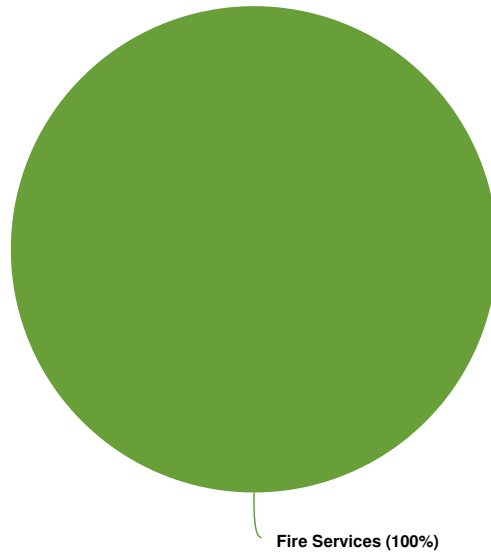
\$1,207,335 **\$133,796**
(12.46% vs. prior year)

Fire Services Proposed and Historical Budget vs. Actual

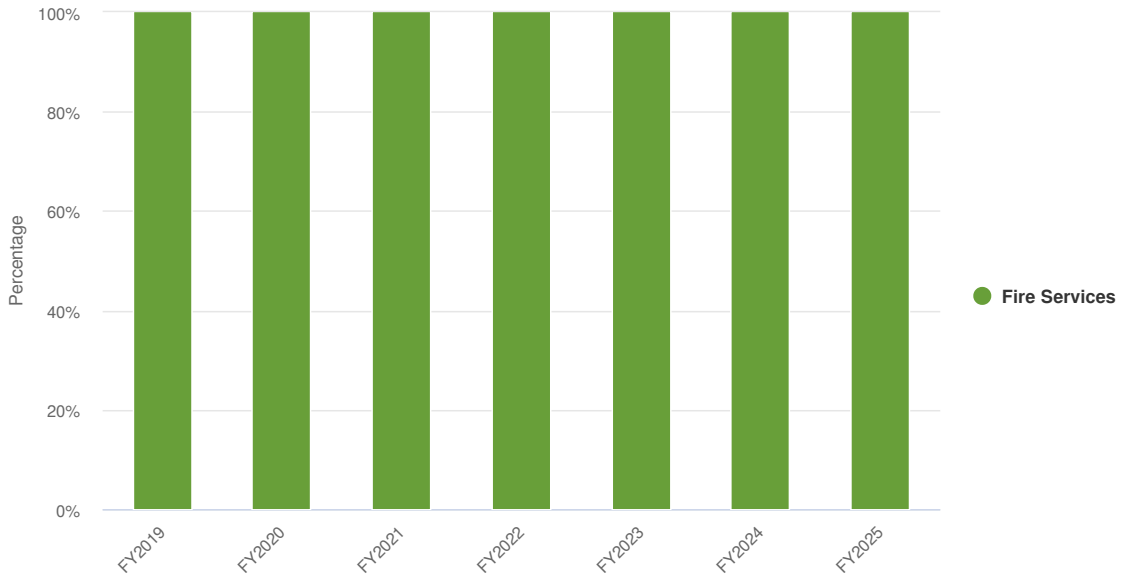


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



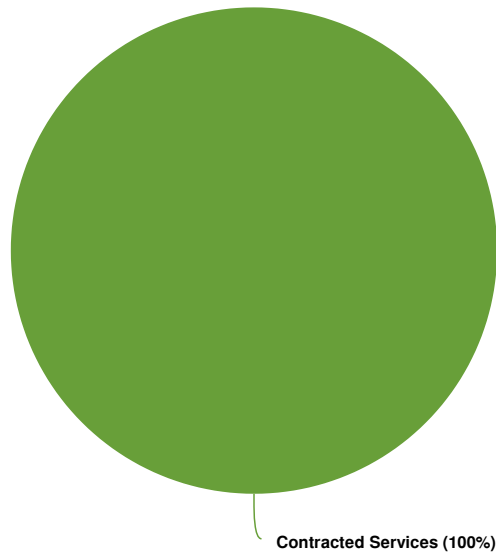
Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expenditures					
Fire Services					



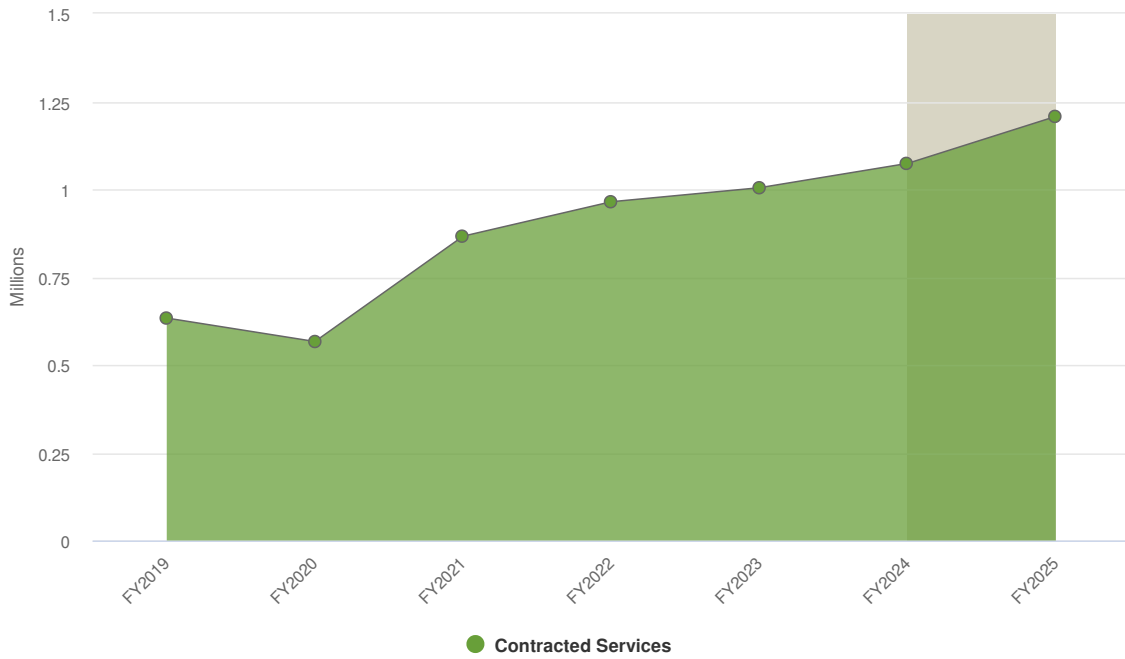
Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Contract Fire Protection	10-54-50400	\$734,519.00	\$868,315.00	18.2%	
Construction Debt Service	10-54-50404	\$314,020.00	\$314,020.00	0%	
Radio Payment	10-54-50410	\$25,000.00	\$25,000.00	0%	
Total Fire Services:		\$1,073,539.00	\$1,207,335.00	12.5%	
Total Expenditures:		\$1,073,539.00	\$1,207,335.00	12.5%	

Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Grey background indicates budgeted figures.

Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Contracted Services					
Contract Fire Protection	10-54-50400	\$734,519.00	\$868,315.00	18.2%	
Construction Debt Service	10-54-50404	\$314,020.00	\$314,020.00	0%	
Radio Payment	10-54-50410	\$25,000.00	\$25,000.00	0%	
Total Contracted Services:		\$1,073,539.00	\$1,207,335.00	12.5%	
Total Expense Objects:		\$1,073,539.00	\$1,207,335.00	12.5%	

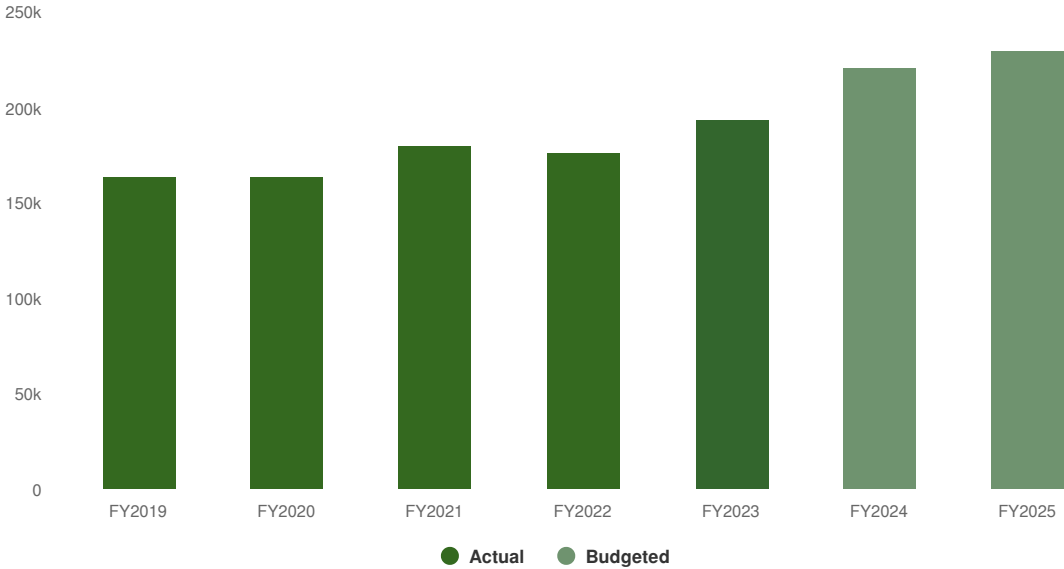


Ocean Rescue

Expenditures Summary

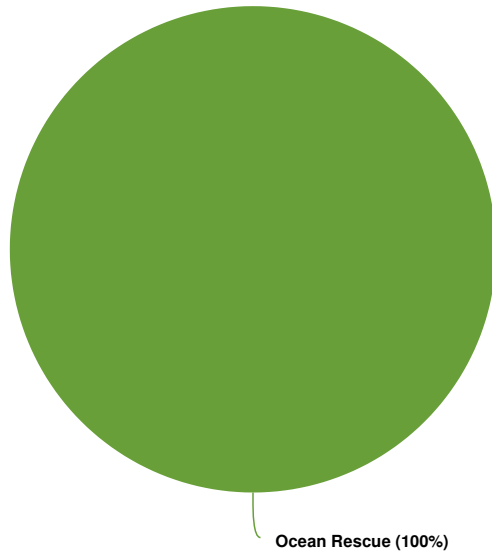
\$229,245 **\$8,000**
(3.62% vs. prior year)

Ocean Rescue Proposed and Historical Budget vs. Actual

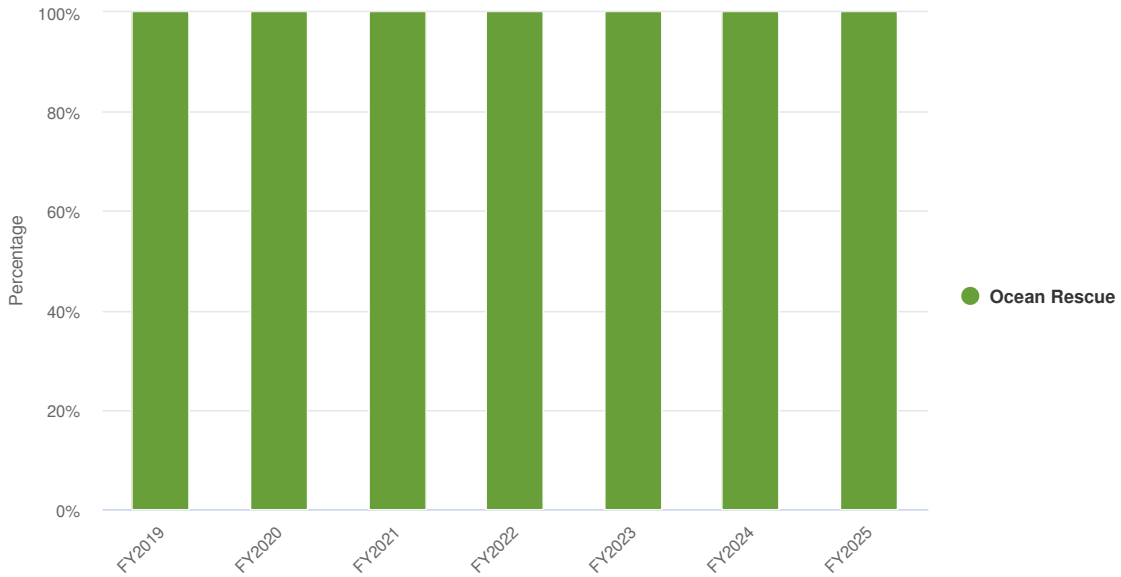


Expenditures by Function

Budgeted Expenditures by Function



Budgeted and Historical Expenditures by Function



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expenditures					
Ocean Rescue					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Ocean Rescue	10-53-50300	\$221,245.00	\$229,245.00	3.6%	
Total Ocean Rescue:		\$221,245.00	\$229,245.00	3.6%	
Total Expenditures:		\$221,245.00	\$229,245.00	3.6%	

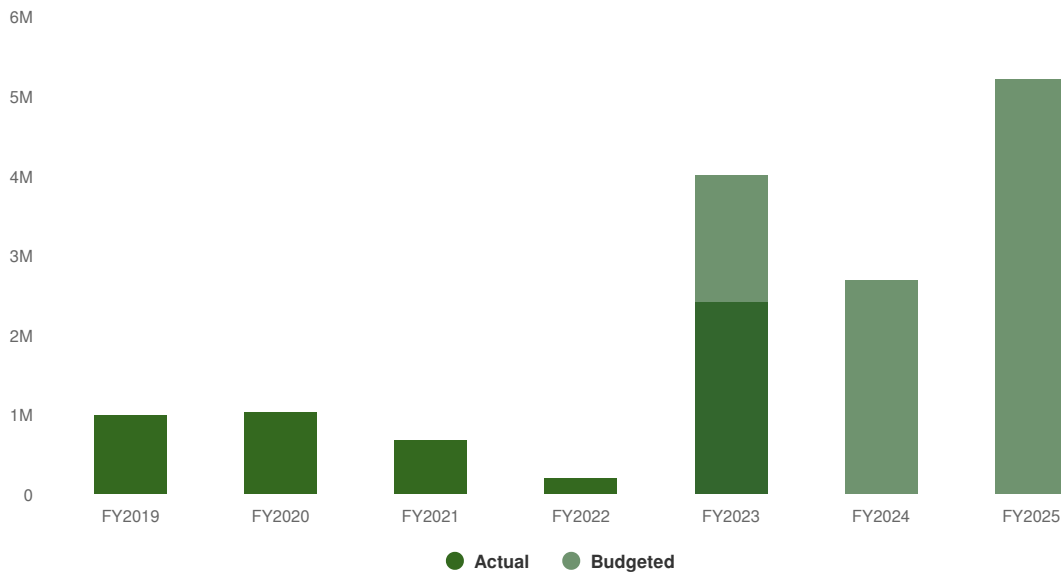


Streets, Bridges and Canals

Expenditures Summary

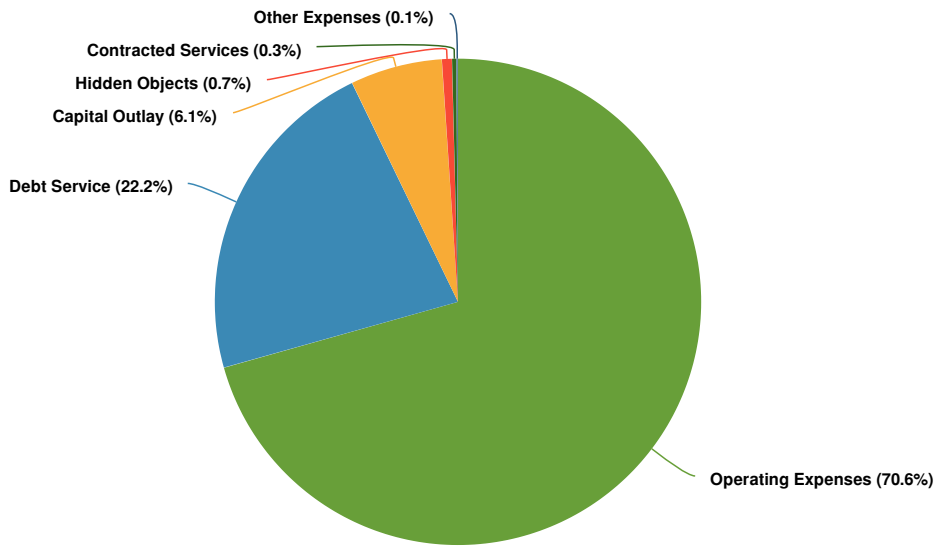
\$5,235,462 **\$2,545,133**
(94.60% vs. prior year)

Streets, Bridges and Canals Proposed and Historical Budget vs. Actual

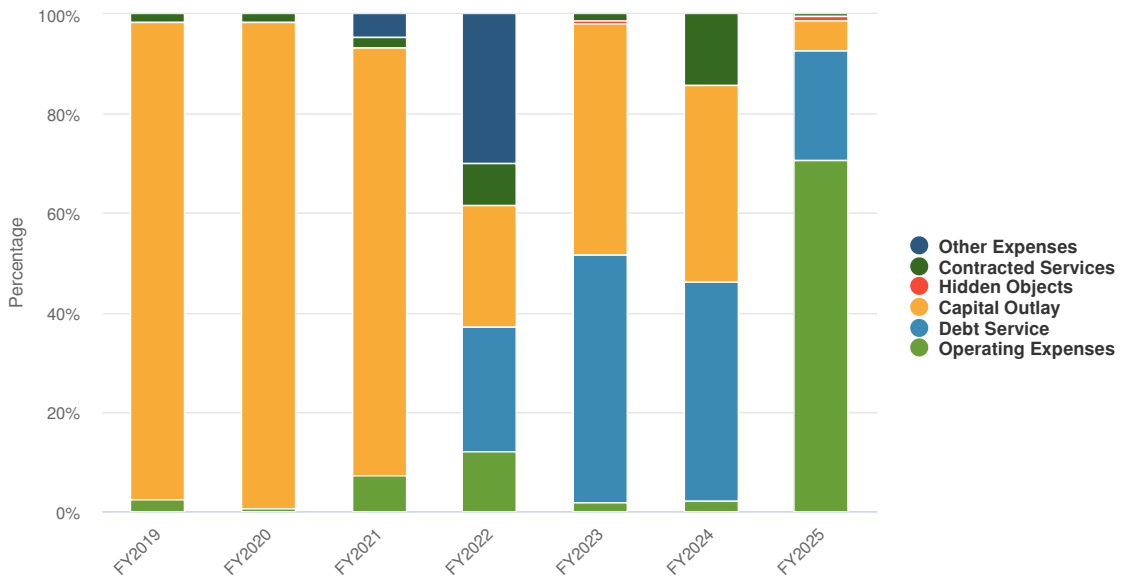


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Operating Expenses					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Bulkhead Maintenance and Repair	10-57-50197	\$0.00	\$10,000.00	N/A	
Bridge Maintenance	10-57-50710	\$2,125.00	\$2,125.00	0%	
FY 24-25 Infastructure	10-57-50711	\$0.00	\$3,480,000.00	N/A	
Multiuse Path Maint. & Repairs	10-57-50713	\$0.00	\$150,000.00	N/A	
Street Sign Maintenance	10-57-50901	\$7,000.00	\$7,000.00	0%	
Storm Debris Cleanup	10-57-50905	\$7,500.00	\$7,500.00	0%	
Street Maintenance	10-57-50906	\$42,200.00	\$42,200.00	0%	
Total Operating Expenses:		\$58,825.00	\$3,698,825.00	6,187.8%	
Contracted Services					
Beach Monitoring	10-57-50136	\$35,000.00	\$0.00	-100%	
Engineering & Arborist Services	10-57-50904	\$5,000.00	\$5,000.00	0%	
Brush Trimming	10-57-50915	\$10,000.00	\$10,000.00	0%	
NC 12 Walking Path Ocean Blvd- E. Dogwood	10-57-50993	\$328,416.00	\$0.00	-100%	
Total Contracted Services:		\$378,416.00	\$15,000.00	-96%	
Other Expenses					
Misc.	10-57-50121	\$1,000.00	\$5,000.00	400%	
Total Other Expenses:		\$1,000.00	\$5,000.00	400%	
Debt Service					
Debt Payment- Beach Nourishment	10-57-50163	\$1,182,088.00	\$1,161,237.00	-1.8%	
Total Debt Service:		\$1,182,088.00	\$1,161,237.00	-1.8%	
Capital Outlay					
Chicahauk Trail Sidewalk	10-57-50991	\$40,000.00	\$0.00	-100%	
13 Skyline Property	10-57-50994	\$30,000.00	\$30,000.00	0%	
FY 23-24 Infastructure	10-57-50996	\$1,000,000.00	\$0.00	-100%	
NC 12 Path E. Dogwood to Hillcrest	10-57-50997		\$290,400.00	N/A	
Total Capital Outlay:		\$1,070,000.00	\$320,400.00	-70.1%	
Hidden Objects					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Beach Monitoring	10-57-50161		\$35,000.00	N/A	
Total Hidden Objects:			\$35,000.00	N/A	
Total Expense Objects:		\$2,690,329.00	\$5,235,462.00	94.6%	

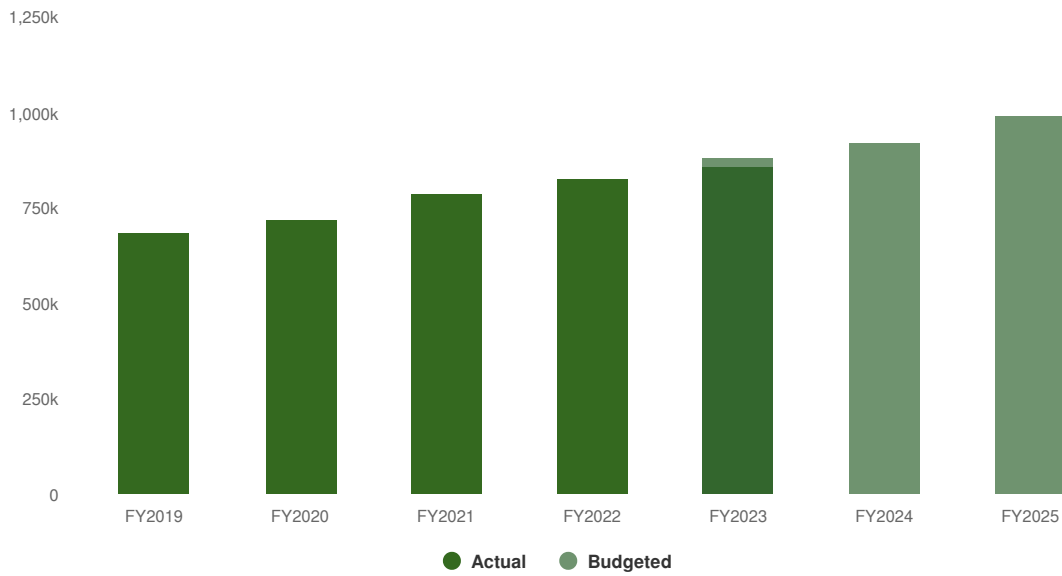


Sanitation

Expenditures Summary

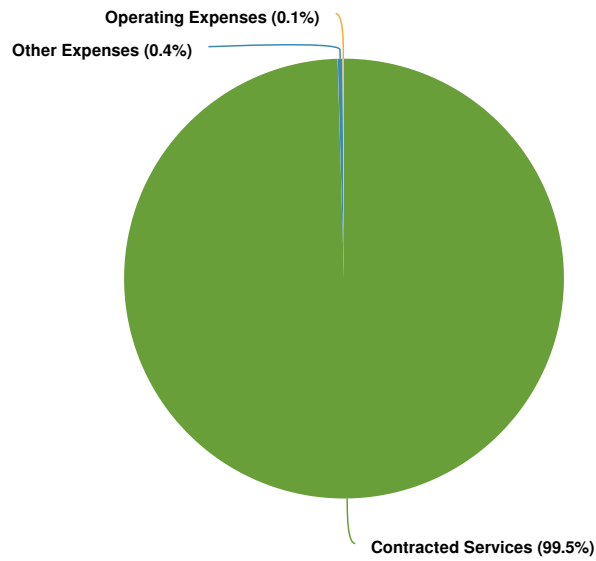
\$991,125 **\$69,625**
(7.56% vs. prior year)

Sanitation Proposed and Historical Budget vs. Actual

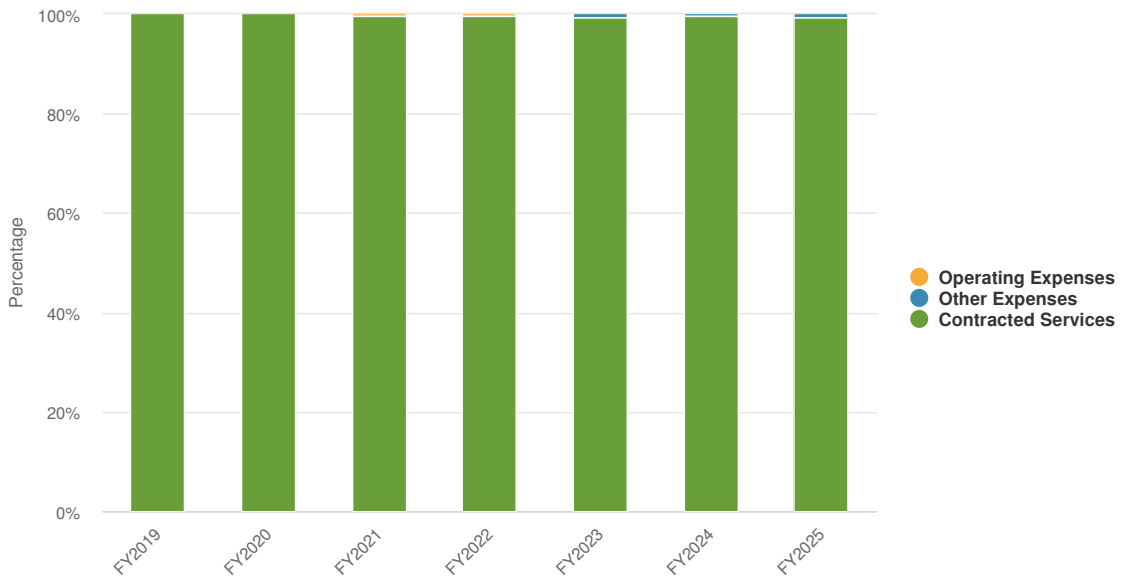


Expenditures by Expense Type

Budgeted Expenditures by Expense Type



Budgeted and Historical Expenditures by Expense Type



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Expense Objects					
Operating Expenses					



Name	Account ID	FY2024 Approved Budget	FY2025 Budgeted	FY2024 Approved Budget vs. FY2025 Budgeted (% Change)	Notes
Advertising	10-52-50117	\$250.00	\$1,000.00	300%	
Total Operating Expenses:		\$250.00	\$1,000.00	300%	
Contracted Services					
Residential Collection	10-52-50200	\$196,250.00	\$208,025.00	6%	
Large Item Pickup	10-52-50202	\$7,500.00	\$8,000.00	6.7%	
Commercial Collection	10-52-50203	\$60,000.00	\$63,600.00	6%	
Landfill Tipping Fee	10-52-50204	\$265,000.00	\$280,900.00	6%	
Recycling Collection	10-52-50205	\$225,000.00	\$238,500.00	6%	
Limb and Branch Removal	10-52-50916	\$164,000.00	\$187,600.00	14.4%	
Total Contracted Services:		\$917,750.00	\$986,625.00	7.5%	
Other Expenses					
Misc.	10-52-50121	\$3,500.00	\$3,500.00	0%	
Total Other Expenses:		\$3,500.00	\$3,500.00	0%	
Total Expense Objects:		\$921,500.00	\$991,125.00	7.6%	



	<u>source</u>				<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
Public Works									
Equipment									
Department Total									

	<u>source</u>	<u>Total</u>			<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
Planning									
Document Scanning	GF				180,000				180,000
Department Total									180,000

	<u>source</u>	<u>Total</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
(2) *Streets										
	GF/CRF		1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000
Department Total			1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	1,000,000	5,000,000

	<u>source</u>	<u>Total</u>			<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
Bridges										
Tall Pine										
North Marina										
Dick White Bridge										
*culvert planning					430,000					430,000
*Trinitie Trail/Juniper Tr. Culvert	FB					2,100,000				2,100,000
Department Total										2,140,000

	<u>source</u>	<u>Total</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
Canals										
(3)*Canal Dredging and Maintenance	GF			100,000	50,000	50,000	50,000	50,000	50,000	150,000
Department Total				100,000	50,000	50,000	50,000	50,000	50,000	150,000

	<u>source</u>		<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
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Sidewalk/Path Maintenance

**NC 12 triangle to E Dogwood	FB/grant									
*NC 12 East Dogwood to Hickory	FB/grant					330,000				330,000
**move Chickahauk sidewalk										
NC mup repairs						150,000				150,000
NC mup repairs							150,000			150,000
NC mup repairs								150,000		150,000
Department Total						240,000	150,000	150,000		780,000

	<u>source</u>	<u>Total</u>	<u>FY 21-22</u>	<u>FY 22-23</u>	<u>FY 23-24</u>	<u>FY 24-25</u>	<u>FY 25-26</u>	<u>FY 26-27</u>	<u>FY 28-29</u>	<u>Total</u>
stormwater										
**Ginguite	FB			75,000						
future project										0
future project										0
future project										0
future project										0
Department Total					0	0	0	0		

* budgeted

TOTAL 21,949,571

- (1) Fire Department Debt Service = 25 years, 3.71% interest payment of \$314,020/year
- (2) see seperate street CIP
- (3) increase annual appropriation from \$20,000 to \$50,000 in FY23 with a one time contribution of \$100,000.