



**TOWN OF SOUTHERN SHORES**  
**TOWN COUNCIL MID-MONTH 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, April 16, 2024 at 9:00 AM**

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## **MINUTES**

### **Call to Order**

Pledge of Allegiance  
Moment of Silence

### **Present**

Mayor Elizabeth Morey  
Council Member Paula Sherlock  
Council Member Mark Batenic  
Council Member Robert Neilson

### **Amendments to / Approval of Agenda**

Motion made by Council Member Sherlock to approve the agenda with an amendment to include consideration of Resolution #2024.04.01, Seconded by Council Member Neilson. The motion passed unanimously.

Voting Yea: Mayor Morey, Council Member Sherlock, Council Member Batenic, Council Member Neilson

### **Business Items**

#### **1. Budget Overview Discussion/Presentation**

Town Manager Cliff Ogburn and Finance Officer Bonnie Swain presented a draft FY 24-25 proposed budget, reviewed forecasted revenues and expenditures, proposed capital projects, and sought direction from council for any immediate requests and or changes before the manager presents his recommended budget for fiscal year 2024-2025 on May 7<sup>th</sup>. Once the budget is filed with the clerk and made available to the public for inspection, a public hearing for the purpose of receiving comments on the *Town Manager's FY 2024-25 Recommended Budget* will be held on June 4, 2024, at 5:30 p.m.

**[a copy of the budget workshop presentation is hereby attached as Exhibit A]**

### **Fire Department**

Fire Chief Limbacher reviewed the Fire Department's budget and explained the increase of approximately \$130,000. The fire department is on year four of a ten-year contract. The increase this year is mainly 6.2% for utilities and the addition of a third full time position to take some pressure off the chief and deputy chief. The department currently has two full-time and two part-time paid positions. Outside of these positions, the department operates with volunteers and will remain that

way until the time comes that it can no longer operate to its best ability or there are no longer enough volunteers.

Mayor Morey asked what the cost of a fully paid fire department would be. Chief Limbacher stated he has spoken with the town finance officer, and the approximate cost would be between 1.5-1.8 million. In addition to the current paid positions, it would require at a minimum of twelve fire fighters for three shifts, which is a four-man engine crew.

Mayor Morey stated one cent of ad valorem tax is approximately \$170,000 which would require a significant tax increase to carry a full-time paid fire department.

Council Member Neilson felt it would be beneficial to continually communicate this information to the citizens.

Council Member Sherlock felt communication would need to come from somebody besides the fire chief and a note of recognition of the valuable service played by these volunteers in our community.

**Consensus of council**, to direct Fire Chief Limbacher to create an informative letter to the citizens about the cost to run a paid fire department and have the town manager communicate this through the town newsletter.

Fire Chief Limbacher stated if the town suddenly needed to move forward with a fully paid department, the infrastructure is already in place and would only require personnel. Council Member Batenic stated that would be a financial emergency but fortunately the town has an emergency savings for such a situation.

### **Planning Department**

Town Manager Ogburn stated the proposed budget for the planning department shows a \$11,000 decrease.

Planning Director/ Deputy Town Manager Wes Haskett reported that building permits have started to decrease, as expected. He further stated the department is getting ready to start the process of updating the hazard mitigation plan.

Council Member Sherlock asked Mr. Haskett if his department had the same tools available that the other local municipalities had. Planning Director Haskett stated some of the other municipalities have GIS software but Southern Shores contracts that out. Other items such as access to larger printers or scanners are accessed utilizing outside vendors, but other than those items, he felt the department had what it needed to operate.

### **Police Department**

Town Manager Ogburn reported the proposed budget in the police department shows a \$108,000 decrease.

Council Member Batenic stated it appears the savings are from less equipment. Finance Officer Swain stated last year the vehicles were late arriving and a budget amendment was required, the budget line

is reflective of the scheduled vehicle replacement. She further reported that the equipment line is decreased as last year included a one-time purchase for radios.

Police Chief Kole reported the cost of vehicles has increased 38% but he secured two vehicles at last year's rate.

Council Member Batenic asked if the state has passed down any mandate on the use of use of electric vehicles. Police Chief Kole stated the electric vehicles cannot keep up with the hours of use and lack the room once equipment is installed.

Council Member Sherlock asked how many officers the police department is down. Police Chief Kole stated two positions but they most likely will send two more candidates through the academy to fill the vacancies.

Council Member Batenic asked Chief Kole if he budgeted for a full force. Chief Kole answered that was correct.

Council Member Sherlock asked the Polce Chief if he felt he had adequate resources. Chief Kole stated his department is fortunate that the town has assisted them in getting the resources needed. They plan on purchasing a new interview hardware/software system this current fiscal year, which costs approximately \$15,000-\$20,000.

Mayor Morey stated she was impressed with the training that occurred at the school and encouraged Chief to have his department take all the training opportunities available.

### **Streets, Bridges, Beaches & Canals**

Council Member Batenic inquired as to who is responsible for falling/leaning trees from undeveloped lots. Town Manager Ogburn stated it is the responsibility of the property owner.

Council Member Sherlock asked the location of the path improvements proposed for the \$150,000 budget request. Town Engineer Joe Anlauf stated that the overall project is what the town currently bidding is Skyline and some path repairs within the Chicahauk subdivision, which is Trinitie Trail, Chicahauk Trail and Juniper. In the fall bids to repair the 8-foot multi-purpose path will be conducted. The survey plans will be broken into two block sections so that they will provide lump sums in the bid for each section and if we need to pair back the workload to meet the budget we can do so.

Council Member Neilson stated that sidewalks are metaphorically in essence a circulatory system and a nervous system for the community. Meeting your neighbors and creating a sense of community just by the circulation around sidewalks is a huge characteristic of Southern Shores.

Council Member Batenic recommended making sure the projects are timed to fall within the Tourism Board grant cycle window.

Council Member Batenic asked for clarification regarding the ownership of the sidewalks in Chicahauk. Town Manager Ogburn stated the sidewalks are in the town right of way, Chicahauk Property Owners Association originally requested and paid for the installation of the sidewalks with a Memorandum of Agreement (MOA) executed that the homeowner's association would maintain them. The CPOA would like the town to take over the maintenance of the sidewalks, so staff are trying to produce a cost to ask them to contribute to the repairs and maintenance. Town Manager Ogburn stated although they are in the town right of way and the town owns them, the sidewalks are not in great shape and will come as an expense. They are asking to get out of the agreement.

Town Manager Ogburn stated the small portion of the Juniper sidewalk on the east side is on the future improvement list.

### **Stormwater Projects**

Town Manager Ogburn presented council with a resolution required by NCDOT to be executed, allowing the town to move forward with three stormwater projects: NC12 and Sea Oats, Wax Myrtle and Hickory, and a chance the Juniper Trail Culvert Bridge project could have a stormwater grant attached. The resolution shows a willingness to move forward.

Mayor Morey asked for the grant due dates. Town Manager Ogburn answered April 30<sup>th</sup>.

Mayor Morey asked if NCDOT would be taking any role in the Sea Oats & 12 project. Town Manager Ogburn replied that NCDOT does not have this on their radar of problems to fix. Perhaps when we get more into the project the engineer will have more evidence to compel them to get involved and participate.

Mayor Morey suggested the Town of Southern Shores and the Town of Duck combine forces and get NCDOT involved.

**MOTION:** Mayor Morey moved to approve Resolution #2024.04.01 authorizing the town manager to execute and file an application on behalf of the town of Southern Shores with the State of North Carolina for a loan and or a grant, Seconded by Council Member Batenic. The motion passed unanimously.

### **Public Works**

The Public Works Department requested budget items to be \$120,000 less than the previous year. There is a slight increase in equipment maintenance due to the aging of some of the equipment.

Council Member Batenic inquired about the shore stabilization line. Town Manager Ogburn stated that is the \$24,000 a year the town receives from Dare County for beach grass planting.

Council Member Sherlock stated she supports the maintenance of the town buildings but asked what the slight increase was for, she hopes it is for the entrance to the town hall. Public Works Director David Bradley stated it is for the addition of another building that will require maintenance (13 Skyline). The forecasted budget line contains replacement of the generator.

Town Manager Ogburn stated the entrance to town hall will be updated as part of the town hall repair and renovation project.

Council Member Neilson suggested having a priority list of unfunded requests, a list of items or projects that could be executed if funding or grants became available. There is group decision software and grants available to survey the residents and see what the priorities in the community are and get a long-term vision for the town.

Town Manager Ogburn stated there is a capital improvement plan that includes those unfunded requests. A copy will be provided when the manager presents his recommended budget for FY2024-25 in May. The council will ultimately need to decide if beach nourishment is a project that they will want

to repeat and add it to the capital improvement plan. The council will need to keep the MSD's and build a savings to renourish again.

**General Public Comment**

None

**Council Comments**

Council Member Batenic stated staff did a thorough job with the proposed budget and he appreciated the extended forecasted numbers included. He thought the income line was conservative compared to some other Dare County board predictions, which is a smart approach. He asked what a fully staffed town is.

Finance Officer Bonnie Swain answered a fully staffed town has 27 employees and all numbers are reflective of the 27 although there are currently two vacancies. She also felt that as far as revenues are concerned, this will be a level out year.

Council Member Sherlock stated there is nearly \$92,000 in the cemetery fund but little is being spent. She recommended spending more on beautification and any needed maintenance and or improvements.

Mayor Morey agreed with Council Member Sherlock and would like to see some professional help with the cemetery, and some landscaping ideas.

Town Manager Ogburn would like to get input from residents that have plots at the cemetery and their recommendations.

Town Manager Ogburn would like to have the council look at future stormwater projects in the next fiscal year. He stated smaller areas are addressed as needed but if the council had some ideas he would like to hear them.

Council Member Batenic stated there is a standing water issue at the Juniper culvert bridge leading up to the first stop sign on Trinitie. Town Manager Ogburn stated that can be looked at during the replacement of the culvert bridge.

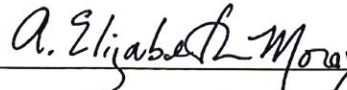
Council Member Sherlock asked what is being done for the canals. Mayor Morey stated money is appropriated into the capital improvement fund each year and set aside specifically for canal projects.

Mayor Morey stated the next meeting is May 7, 2024, and a public hearing on the budget will be held June 4, 2024.

**Adjourn**


Council Member Batenic moved to adjourn the meeting at 10:45 a.m., seconded by Council Member Neilson. The motion passed unanimously.

ATTEST:

  
Elizabeth Morey, Mayor



Respectfully submitted,

  
Sheila Kane, Town Clerk

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

# BUDGET WORKSHOP

APRIL 16, 2024

<b>GENERAL FUND SUMMARY</b>					
	<b>FY 21-22 Actual</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Amended</b>	<b>FY 24-25 Requested</b>	<b>FY 25-26 Forecasted</b>
<b>Revenues:</b>					
Ad valorem taxes	4,298,377	4,343,284	4,325,237	4,390,632	4,423,982
Occupancy, Sales Tax & Land Transfer Tax:	3,389,529	4,081,972	3,876,770	4,052,842	4,052,842
UNRESTRICTED Intergovernmental Revenues	461,705	506,221	453,500	495,542	453,500
RESTRICTED Intergovernmental Revenues	166,963	207,705	338,056	278,855	278,855
Permit and Fees	180,405	238,926	197,250	196,750	196,750
Other revenues	41,487	490,857	423,184	405,100	405,100
<b>SubTotal:</b>	<b>8,538,466</b>	<b>9,868,965</b>	<b>9,613,997</b>	<b>9,819,721</b>	<b>9,811,029</b>
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		
<b>Total:</b>		<b>9,868,965</b>	<b>12,005,501</b>	<b>12,773,492</b>	<b>10,296,378</b>
<b>Expenditures:</b>					
Administration Department	1,041,338	1,133,743	1,343,101	1,465,842	1,456,628
Planning & Code Enforcement Department	324,981	428,868	437,986	426,067	441,198
Police Department	1,818,315	1,787,307	2,517,877	2,409,492	2,588,563
Streets, Bridges and Canals	208,675	2,419,185	4,588,690	5,235,462	2,444,211
Public Works Department	576,770	704,416	851,563	733,924	736,221
Sanitation Services	826,717	856,300	921,500	991,125	1,038,907
Fire Contracted Service	964,378	1,004,243	1,073,539	1,207,335	1,278,405
Ocean Rescue Contracted Service	176,000	193,749	221,245	229,245	237,245
<b>Total Operating General Fund Expenditures</b>	<b>5,937,174</b>	<b>8,527,811</b>	<b>11,955,501</b>	<b>12,698,492</b>	<b>10,221,378</b>
<b>REVENUES OVER (UNDER) EXPENDITURES</b>	<b>2,601,292</b>				
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				
	<b>1,727,927</b>	<b>8,627,811</b>	<b>12,005,501</b>	<b>12,773,492</b>	<b>10,296,378</b>
				-	
.01 = \$169,511					



<b>GENERAL FUND</b>						
<b>REVENUES</b>	<b>Account #</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Amended</b>	<b>FY 24-25 Requested</b>	<b>FY 25-26 Forecasted</b>
<b>AD VALOREM TAXES:</b>						
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	-	-	-	-
<b>Total Ad Valorem Taxes</b>		<b>4,298,377</b>	<b>4,343,284</b>	<b>4,325,237</b>	<b>4,390,632</b>	<b>4,423,982</b>
<b>Occupancy, Sales Tax &amp; Land Transfer Tax:</b>						
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
<b>Total Occupancy, Sales Tax &amp; Land Transfer</b>		<b>3,389,529</b>	<b>4,081,972</b>	<b>3,876,770</b>	<b>4,052,842</b>	<b>4,052,842</b>
<b>UNRESTRICTED INTERGOVERNMENTAL REVENUES:</b>						
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
<b>Total Unrestricted Intergovernmental Revs</b>		<b>461,705</b>	<b>506,221</b>	<b>453,500</b>	<b>495,542</b>	<b>453,500</b>
<b>RESTRICTED INTERGOVERNMENTAL REVENUES:</b>						
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	-	-	-	-
<b>Total Restricted Intergovernmental Revs</b>		<b>166,963</b>	<b>207,705</b>	<b>338,056</b>	<b>278,855</b>	<b>278,855</b>
<b>PERMITS AND FEES:</b>						
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
<b>Total Permits and Fees</b>		<b>180,405</b>	<b>238,926</b>	<b>197,250</b>	<b>196,750</b>	<b>196,750</b>
<b>Other Revenues:</b>						
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
<b>Total Other Revenues</b>		<b>41,487</b>	<b>490,857</b>	<b>423,184</b>	<b>405,100</b>	<b>405,100</b>
<b>Total Other Revenues</b>		<b>850,560</b>	<b>1,443,709</b>	<b>1,411,990</b>	<b>1,376,247</b>	<b>1,380,845</b>

<b>ADMINISTRATION DEPARTMENT</b>	<b>Account #</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Amended</b>	<b>FY 24-25 Requested</b>	<b>FY 25-26 Forecasted</b>
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
<b>Total</b>		<b>1,041,338</b>	<b>1,133,743</b>	<b>1,343,101</b>	<b>1,465,842</b>	<b>1,456,628</b>

<b>PLANNING &amp; CODE ENFORCEMENT</b>						
	<b>Account #</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Amended</b>	<b>FY 24-25 Requested</b>	<b>FY 25-26 Forecasted</b>
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	-	-
<b>Total Code Enforcement</b>		<b>324,981</b>	<b>428,868</b>	<b>437,986</b>	<b>426,067</b>	<b>441,198</b>

<b>POLICE DEPARTMENT</b>	<b>Account #</b>	<b>FY 21-22 Actual</b>	<b>FY 22-23 Actual</b>	<b>FY 23-24 Amended</b>	<b>FY 24-25 Requested</b>	<b>FY 25-26 Forecasted</b>
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
<b>Total</b>		<b>1,782,742</b>	<b>1,750,159</b>	<b>2,480,728</b>	<b>2,372,343</b>	<b>2,551,414</b>
Sep. Allowance Transferred to Pension Fund	10-51-50176	35,573	37,148	37,149	37,149	37,149
<b>Total Police</b>		<b>1,818,315</b>	<b>1,787,307</b>	<b>2,517,877</b>	<b>2,409,492</b>	<b>2,588,563</b>









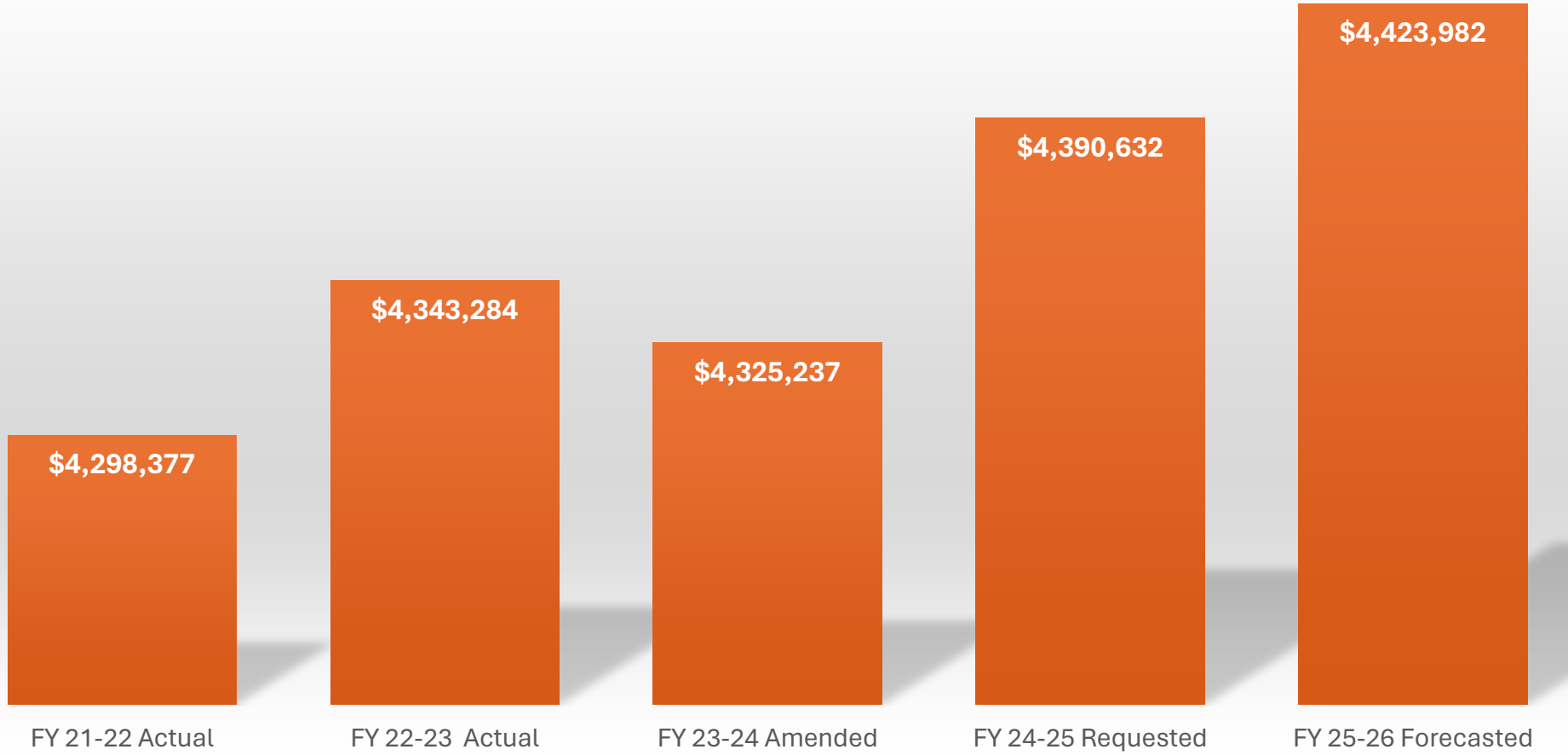




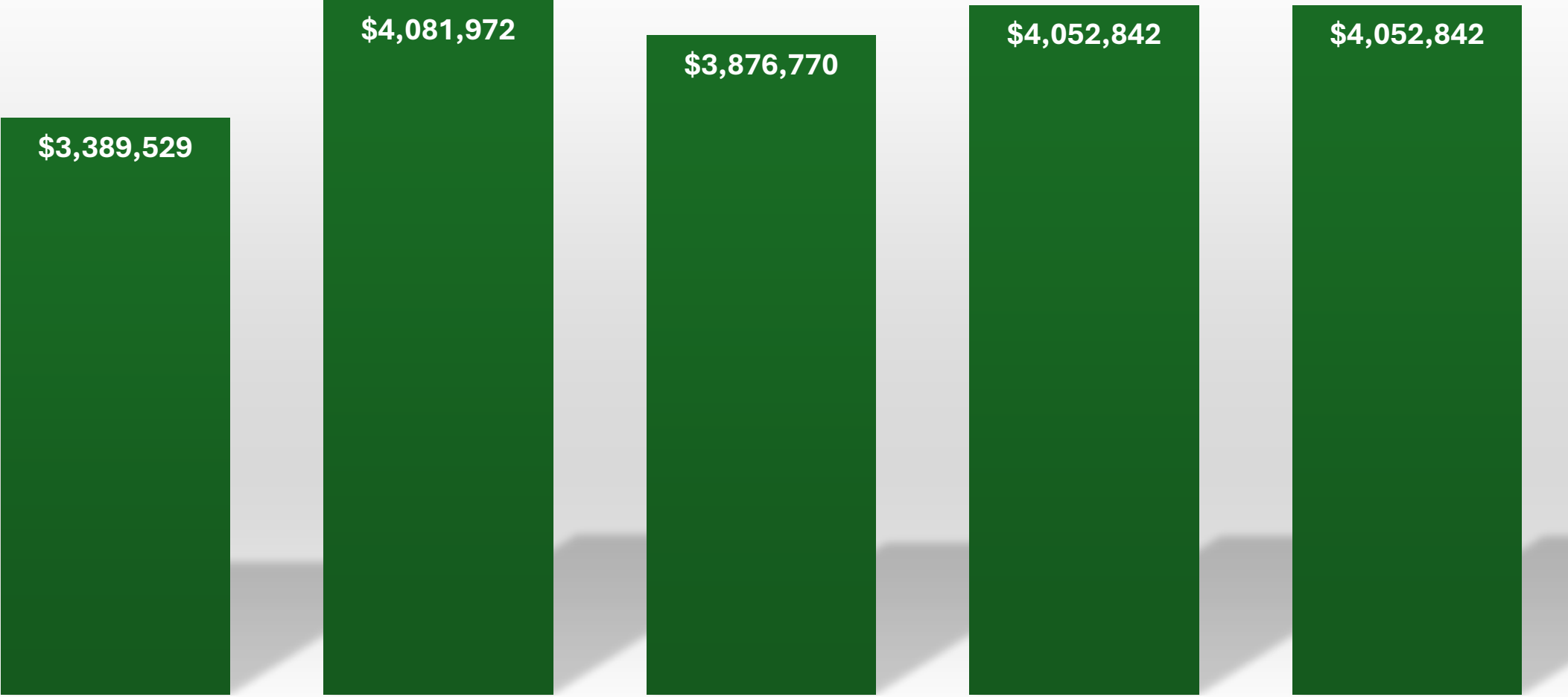




## Revenues - Ad valorem taxes



Revenues - Occupancy, Sales Tax & Land Transfer Tax



FY 21-22 Actual

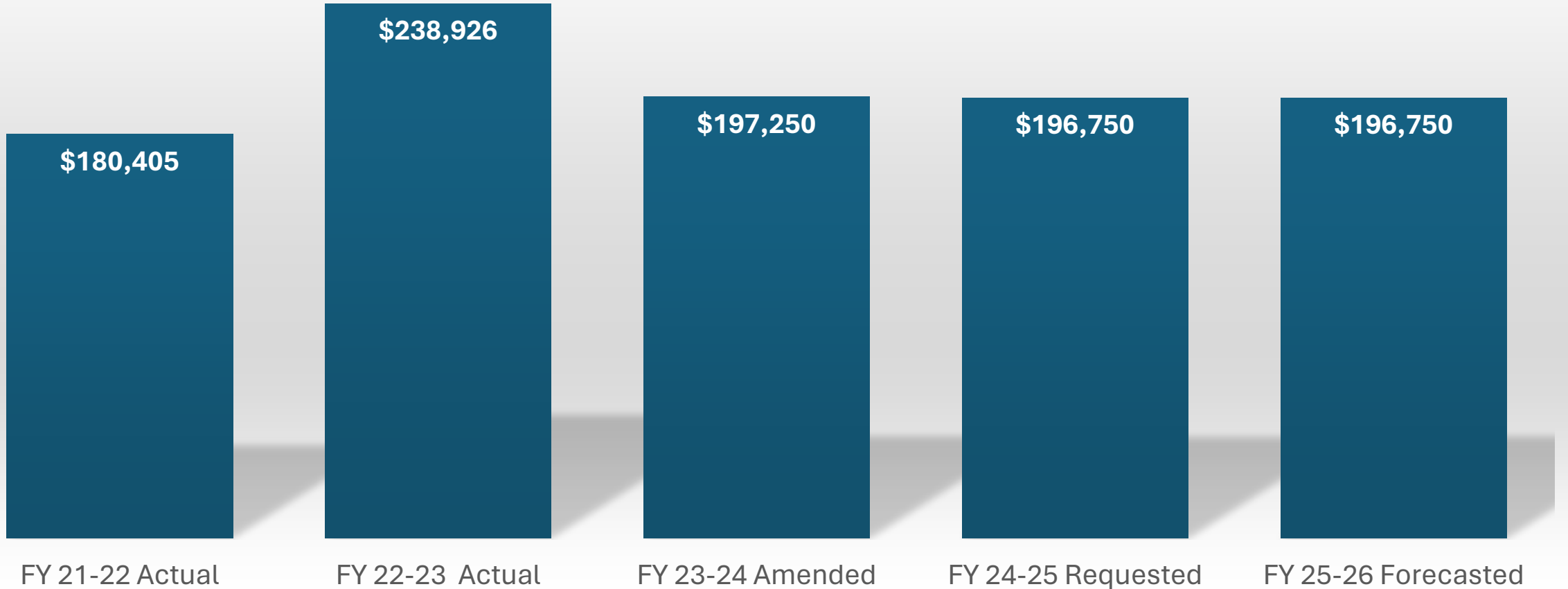
FY 22-23 Actual

FY 23-24 Amended

FY 24-25 Requested

FY 25-26 Forecasted

## Revenues - Permit and Fees



**THE NORTH CAROLINA CAPITAL MANAGEMENT TRUST**  
**Average Annualized Monthly Net Yields - Government Portfolio**

<b>Month</b>	<b>2010</b>	<b>2011</b>	<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>	<b>2017</b>	<b>2018</b>	<b>2019</b>	<b>2020</b>	<b>2021</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>
January	.10	.12	.07	.05	.01	.01	.29	.42	1.20	2.26	1.46	.01	.01	4.22	5.25
February	.07	.09	.06	.04	.01	.01	.33	.43	1.23	2.26	1.45	.01	.01	4.46	5.24
March	.08	.11	.08	.06	.01	.02	.37	.51	1.37	2.28	.89	.01	.08	4.57	5.24
April	.11	.10	.08	.04	.01	.03	.37	.57	1.55	2.29	.41	.01	.21	4.73	
May	.15	.08	.08	.04	.01	.04	.37	.64	1.61	2.28	.20	.01	.59	4.97	
June	.17	.04	.06	.01	.01	.04	.33	.73	1.71	2.24	.08	.01	.98	5.00	
July	.20	.02	.06	.01	.01	.06	.31	.84	1.80	2.22	.07	.01	1.52	5.05	
August	.20	.03	.05	.01	.01	.07	*.26	.88	1.81	2.03	.04	.01	2.14	5.23	
September	.16	.03	.04	.01	.01	.07	.26	.89	1.85	1.98	.02	.01	2.45	5.25	
October	.14	.03	.05	.01	.01	.08	.29	.91	2.03	1.78	.01	.01	2.94	5.25	
November	.12	.06	.05	.01	.01	.10	.29	.93	2.08	1.54	.01	.01	3.53	5.26	
December	.12	.08	.07	.01	.01	.19	.37	1.07	2.16	1.49	.01	.01	3.90	5.26	
<b>Annualized Yield</b>	<b>.14</b>	<b>.07</b>	<b>.06</b>	<b>.03</b>	<b>.01</b>	<b>.06</b>	<b>.32</b>	<b>.74</b>	<b>1.70</b>	<b>2.05</b>	<b>.39</b>	<b>.01</b>	<b>1.53</b>	<b>4.94</b>	<b>5.24</b>

*\*Portfolio was changed in August 2016 from the Cash Portfolio to the Government Portfolio.*

*Yields will fluctuate with changing market conditions and past performance is not an indication of future results.*



*While the Portfolio seeks to maintain a stable \$1.00 share price, there is no assurance that it will be able to do so. An investment in the Portfolio is not insured or guaranteed by the U.S. Government.*

*Not authorized for distribution unless preceded or accompanied by a current prospectus.*

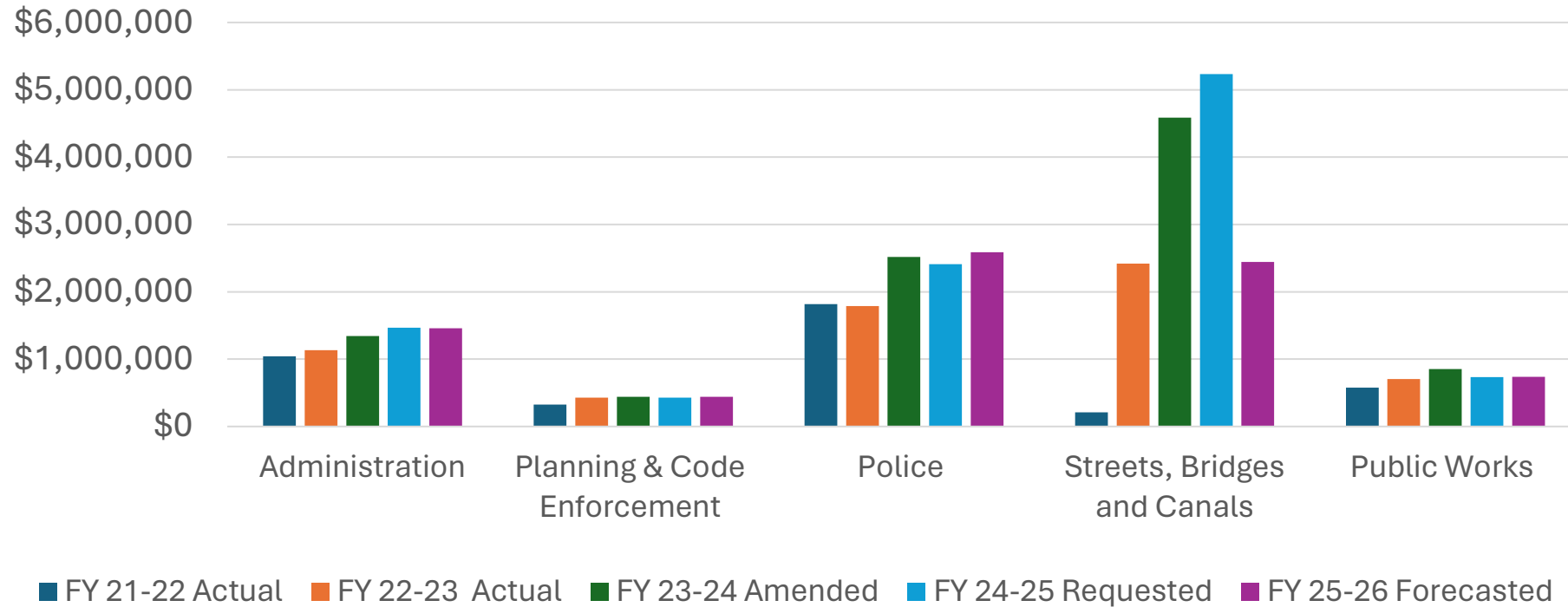


**March, 2024 Rates Review**  
**Government Portfolio Fund 047**  
**Yield History**

<p align="center"><b>Seven Day Average Annualized Net Yield as of March 31, 2024 was 5.24%</b></p> <p align="center"><b>Seven Day Annualized Compound Effective Yield as of March 31, 2024 was 5.37%</b></p> <p align="center"><b><u>Average Annualized Yields</u></b></p>				<b>Day</b>	<b>Mil Rates</b>	<b>1-Day Net Yields</b>	<b>7-Day Yields</b>	<b>Compound Effective Yield</b>
				1	.000143432	5.23%	5.24%	5.38%
				2	.000143431	5.23%	5.24%	5.38%
				3	.000143431	5.23%	5.24%	5.38%
				4	.000143285	5.23%	5.24%	5.38%
				5	.000143411	5.23%	5.24%	5.37%
				6	.000143353	5.23%	5.24%	5.37%
				7	.000143574	5.24%	5.23%	5.37%
				8	.000143435	5.23%	5.23%	5.37%
				9	.000143435	5.23%	5.23%	5.37%
				10	.000143434	5.23%	5.23%	5.37%
				11	.000143588	5.24%	5.24%	5.37%
				12	.000143536	5.24%	5.24%	5.37%
				13	.000143545	5.24%	5.24%	5.37%
				14	.000143541	5.24%	5.24%	5.37%
				15	.000143628	5.24%	5.24%	5.37%
				16	.000143627	5.24%	5.24%	5.38%
				17	.000143628	5.24%	5.24%	5.38%
				18	.000143935	5.25%	5.24%	5.38%
				19	.000143610	5.24%	5.24%	5.38%
				20	.000143622	5.24%	5.24%	5.38%
				21	.000143649	5.24%	5.24%	5.38%
				22	.000143546	5.24%	5.24%	5.38%
				23	.000143546	5.24%	5.24%	5.38%
				24	.000143546	5.24%	5.24%	5.38%
				25	.000143602	5.24%	5.24%	5.38%
				26	.000144058	5.26%	5.24%	5.38%
				27	.000144412	5.27%	5.25%	5.38%
				28	.000142808	5.21%	5.24%	5.38%
				29	.000142809	5.21%	5.24%	5.38%
				30	.000142808	5.21%	5.24%	5.37%
				31	.000142809	5.21%	5.24%	5.37%
<b><u>Month</u></b>	<b>30-Day Net Yield</b>	<b>7-Day Net Yield</b>	<b>Compound Effective Yield</b>					
January	5.25%	5.24%	5.38%					
February	5.24%	5.24%	5.37%					
March	5.24%	5.24%	5.37%					
April								
May								
June								
July								
August								
September								
October								
November								
December								
Average Annualized Yield:	5.24%	5.24%	5.37%					

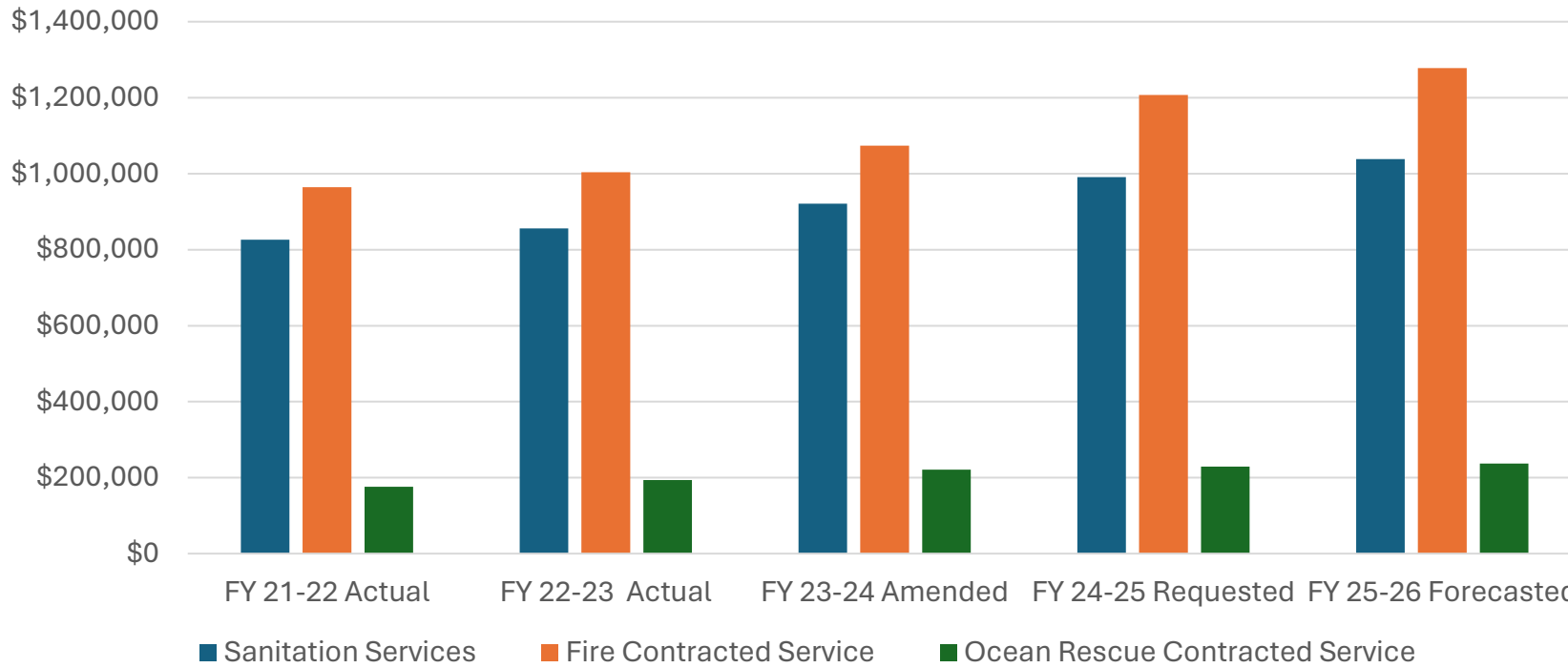
Tax Rates		TW	BNTW	MSD 1	MSD 2	% of shared revenue	
	FY 12	14					
	FY 13	16					
reval	FY 14	22					
	FY 15	22				11.22	
	FY 16	22				10.72	
	FY 17	22				9.67	
	FY 18	22				10.06	
	FY 19	22				9.62	
	FY 20	22				9.45	
reval	FY 21	19.58				9.24	
beach nourishment	FY 22	19.58	4	7.15	3	9.19	
	FY 23	19.58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

# Expenditures



	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Administration	\$1,041,338	\$1,133,743	\$1,343,101	\$1,465,842	\$1,456,628
Planning	\$324,981	\$428,868	\$437,986	\$426,067	\$441,198
Police	\$1,818,315	\$1,787,307	\$2,517,877	\$2,409,492	\$2,588,563
Streets, Bridges and Canals	\$208,675	\$2,419,185	\$4,588,690	\$5,235,462	\$2,444,211
Public Works Department	\$576,770	\$704,416	\$851,563	\$733,924	\$736,221

## Expenditures Contracted Service

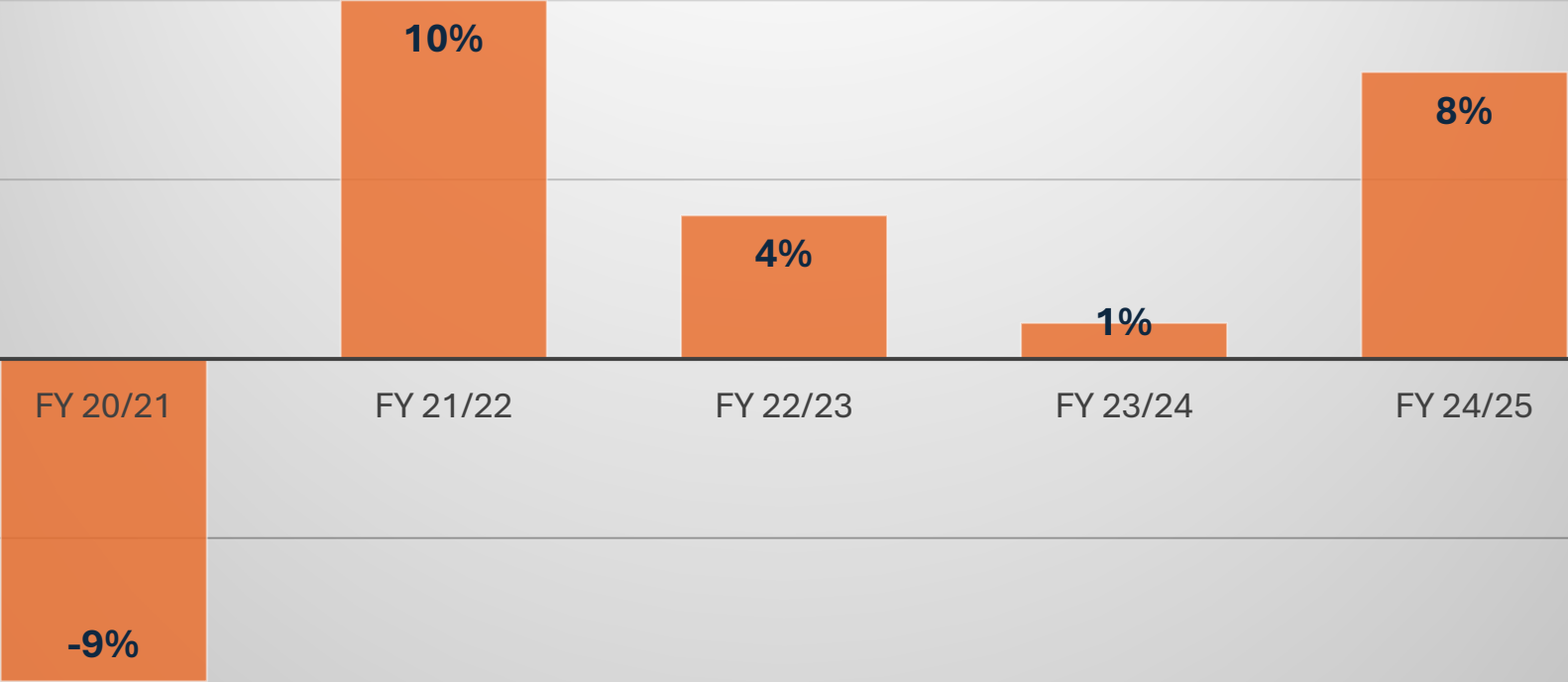


	FY 21-22 Actual	FY 22-23 Actual	FY 23-24 Amended	FY 24-25 Requested	FY 25-26 Forecasted
Sanitation Services	\$826,717	\$856,300	\$921,500	\$991,125	\$1,038,907
Fire	\$964,378	\$1,004,243	\$1,073,539	\$1,207,335	\$1,278,405
Ocean Rescue	\$176,000	\$193,749	\$221,245	\$229,245	\$237,245

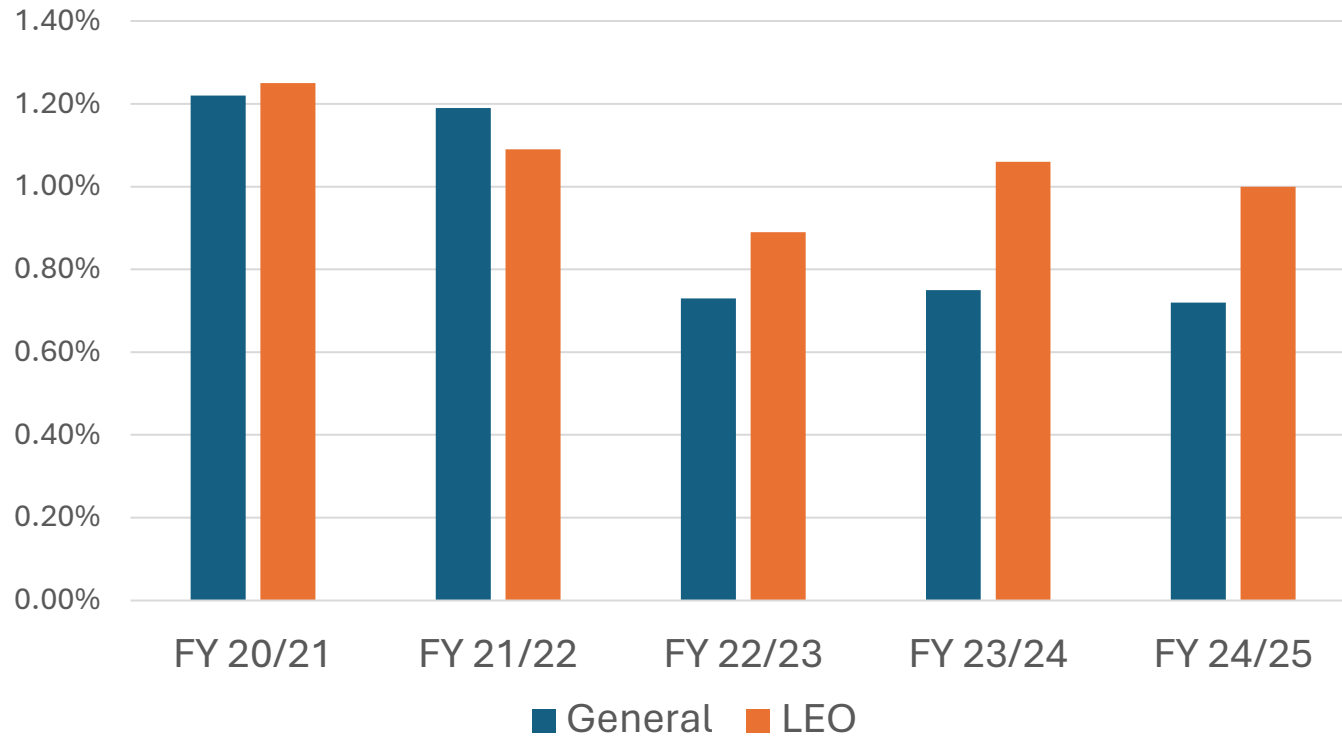
\$314,020 is the annual debt service payment year 4 of 25 years for Fire Station

	FY 23-24	FY 24-25	
Expenditures:	Amended	Requested	difference
Administration	\$1,343,101	\$1,465,842	\$122,741
Planning & Code Enforcement	\$437,986	\$426,067	-\$11,919
Police Department	\$2,517,877	\$2,409,492	-\$108,385
Streets, Bridges and Canals	\$4,588,690	\$5,235,462	\$646,772
Public Works Department	\$851,563	\$733,924	-\$117,639
Sanitation Services	\$921,500	\$991,125	\$69,625
Fire Contracted Service	\$1,073,539	\$1,207,335	\$133,796
Ocean Rescue	\$221,245	\$229,245	\$8,000

### Health Insurance % increase



## Retirement Contribution Increases



FY 23-24

General 12.88%

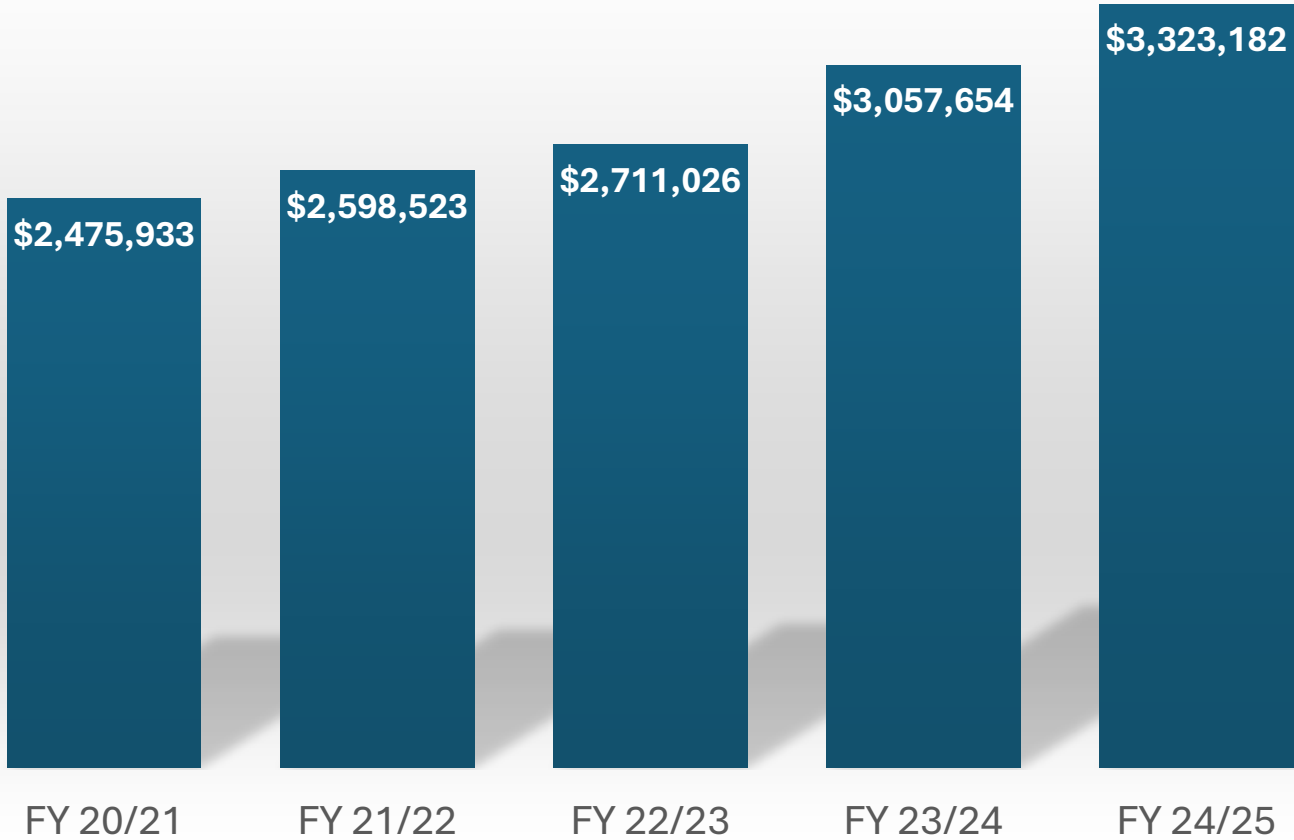
LEO 14.10%

FY 24-25

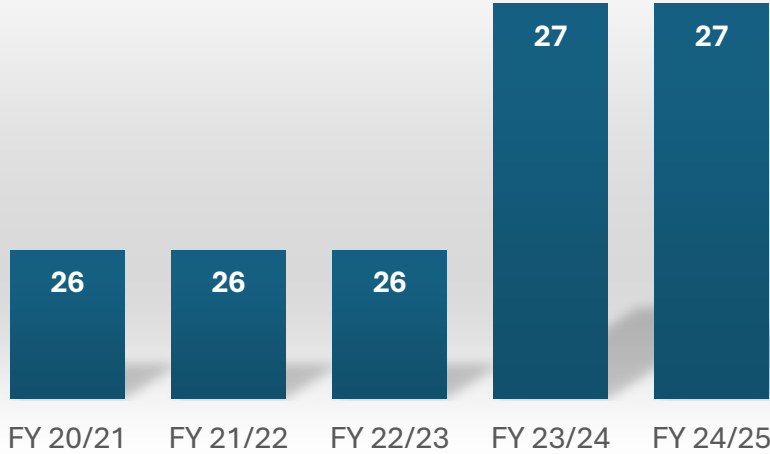
General 13.60%

LEO 15.10%

### salaries & benefits



### # employees





**Design Development Cost Estimate**  
**for**  
**Spring 2024 Path Improvement Project (Skyline Path & Chichauk Path Repairs)**  
**Town of Southern Shores**  
**Dare County**  
**North Carolina** 4/9/2024

<b>Earthwork</b>				
Item	Quantity	Unit	Unit Cost	Total Cost
Site Grading/preparation	1768	Yd^2	\$12.00	\$21,216.00
Seeding	1	Acres	\$3,100.00	\$3,100.00
Clearing & Grubbing & limb uplifting	1	LS	\$5,000.00	\$5,000.00
RipRap	1	ton	\$150.00	\$150.00
Tree Removal	1	each	\$1,500.00	\$1,500.00
			<b>Subtotal 1</b>	\$30,966.00

<b>Paving</b>				
Item	Quantity	Unit	Unit Cost	Total Cost
Concrete Drives/Walks - Skyline Drive	108	Yd^3	\$450.00	\$48,600.00
Concrete Sidewalk & Path	81	Yd^3	\$450.00	\$36,450.00
Concrete Demolition	578	Yd^2	\$25.00	\$14,450.00
ADA Tactile Crosswalk Surface	25	each	\$1,000.00	\$25,000.00
			<b>Subtotal 2</b>	\$124,500.00

<b>Summary</b>				
Earthwork				\$30,966.00
Paving				\$124,500.00
			<b>Subtotal 3</b>	\$155,466.00


<b>General</b>				
Item	Quantity	Unit	Unit Cost	Total Cost
Mobilization & Bonding	1	LS	\$3,886.65	\$3,886.65
Surveying	1	LS	\$4,663.98	\$4,663.98
Traffic Control	1	LS	\$3,109.32	\$3,109.32
Final Clean-up	1	LS	\$3,109.32	\$3,109.32
			<b>Subtotal 5</b>	\$14,769.27
<b>Project Price Range</b>			<b>Total</b>	\$170,235.27
			<b>20% contingency</b>	\$204,282.32

# Sidewalks

<b>Recommended FY 24-25</b>	
E Dogwood to Hickory	\$325,000
DCTB Grant	(\$118,115)
Multi-use-path repairs	\$150,000

**Consider FY 24-25**

Skyline  
CPOA repairs



<b><u>Capital Reserve Fund</u></b>	
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	<b>127,450</b>
<b><u>Canal Maintenance</u></b>	
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
	<b>313,000</b>
<b><u>Beach Fund</u></b>	
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
	<b>2,054,291</b>

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

Projects included in FY 24/25 recommended budget

Duck Rd. mup ext	\$325,000
multiuse path repairs	\$150,000
annual street work	\$1,000,000

Projects included and under consideration in the FY 24/25 recommended

culvert replacement	\$2,100,000
document scanning	\$180,000
building renovation	<u>\$200,000</u>
	\$2,480,000

Recommended use of FB	\$2,918,771
Less projects under consideration	<u>\$2,480,000</u>
FB needed to balance the budget	\$438,771 or <u>\$0.026 tax increase</u>

# STORMWATER

Hickory Trail and Wax Myrtle

243 Sea Oats Trail

Sea Oats Trail and NC 12

53 Spindrift Trail

Continue Pursuing Grants