



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Board of Commissioners Work Session Meeting 4:00 PM Monday, November 28, 2022 Train Depot, 614 Broad Street Beaufort NC 28516

Call To Order

Roll Call

Agenda Approval

Items for Discussion and Consideration

- [1.](#) Human Resources- Amendments to Personnel Policy
- [2.](#) Discussion of Moving Mayoral Term to a 4-year Term
- [3.](#) 2023 Recycling Grant
- [4.](#) Comprehensive & CAMA Land Use Plan
- [5.](#) Petitions for Voluntary Annexation- 180 & 190 Davis Bay Drive
- [6.](#) ARP Discussion
- [7.](#) Financial Notes

Recess



Town of Beaufort, NC

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**Board of Commissioners
Work Session
4:00 PM Monday, November 28, 2022
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items of Discussion & Consideration
SUBJECT: Human Resources- Amendments to Personnel Policy

RECOMMENDATION:
Approval of attached amendments to the current Town of Beaufort Personnel Policy. Referenced areas include Article V. Conditions of Employment: Section 12 (Random Drug Testing) & Section 25 (Temporary Telecommuting Policy).

EXPECTED LENGTH OF PRESENTATION:
15 Minutes

SUBMITTED BY:
Barbara Cooper, Human Resources Manager

Article V. Conditions of Employment

Section 12. Under Required Testing

Random Drug Testing

Employees who are required to hold a Commercial Driver’s License “(CDL)” for the purpose of performing their duties or as a condition of employment are subject to random drug testing as are all safety sensitive positions including fire, EMS and police with the exception of administrative personnel. Employees who regularly drive town vehicles are also subject to random drug testing.

Section 25. Temporary Telecommuting Policy

In the event of an emergency such as a weather disaster or pandemic, the Town of Beaufort may allow or require employees to temporarily work from home to ensure business continuity.

Procedures:

In the event of an emergency, the Town of Beaufort may require certain employees to work remotely. These employees will be advised of such requirements by the department manager. Preparations should be made by employees and managers well in advance to allow remote work in emergency circumstances. This includes appropriate equipment needs, such as hardware, software, phone and data lines.

For voluntary telework arrangements, either the employee or department manager can initiate a temporary telecommuting agreement during emergency circumstances. The employee and manager will discuss the job responsibilities and determine if the job is appropriate for a telecommuting arrangement, including equipment needs, workspace design considerations and scheduling issues.

A telecommuting agreement will be prepared by human resources and signed by the employee and his or her manager.

The employee will establish an appropriate work environment within his or her home for work purposes. The Town of Beaufort will not be responsible for costs associated with the setup of the employee's home office, such as remodeling, furniture or lighting, nor for repairs or modifications to the home office space.

The Town of Beaufort will determine the equipment needs for each employee on a case-by-case basis. Equipment supplied by the organization is to be used for business purposes only.

Consistent with the organization's expectations of information security for employees working at the office, telecommuting employees will be expected to ensure the protection of government and client information accessible from their home office.

Employees should not assume any specified period of time for emergency telework arrangements, and Town of Beaufort may require employees to return to regular, in-office work at any time.



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**Board of Commissioners
Work Session
4:00 PM Monday, November 28, 2022
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items of Discussion & Consideration
SUBJECT: Discussion of Moving Mayoral Term to a 4-year Term

BRIEF SUMMARY:

Mayor Harker has expressed interest in changing the Town of Beaufort’s Mayoral Term from a 2-year term to a 4-year term. Town Attorney Jill Quattlebaum will be present to explain the process of making that change, should the Board desire to do so.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Todd Clark, Town Manager



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**Board of Commissioners
Work Session
4:00 PM Monday, November 28, 2022
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: 2023 Recycling Grant

BRIEF SUMMARY:

The Town of Beaufort has been asked to consider applying for a Community Waste Reduction and Recycling Grant offered through the North Carolina Department of Environmental Quality. The local citizens' group, called Plastic Free by the Sea, is a subcommittee under the Croatan Group of the Serra Club, and therefore an official non-profit 501C. There is also a larger committee of approximately 20 people. The Plastic Free by the Sea executive committee is represented by Doug Doubleday, Harriet Altman, Kathryn Mason, and Suzanne Wheatcraft.

The group has been working with town citizens and businesses in educating them and promoting the reduction of single-use plastics in our local environment. They are now poised to expand this effort with a Sustainability Project that will promote the use of Free re-useable shopping bags. Additionally, their efforts will include the education of citizens on the reasons why this seemingly small effort can have such a large and positive impact on reducing the current massive pollution of our local waterways and landscapes with discarded single-use plastic bags. Furthermore, this effort will benefit the Town by resulting in a recycling stream less contaminated by plastic bags.

A few of the significant elements of the CWRR grant application will require the Town's assistance. The following is an overview:

- Local Governments are eligible to apply,
- Grant proposals are due mid-February 2023,
- The grant will run from July 1, 2023 to June 30, 2024,
- Grant recipient municipalities provide minimum of 20% of grant funding (up to \$6000),
- The Town is allowed to use money from \$2 per ton Solid Waste Disposal Tax to cover the cash match,
- The grant process is specific and disciplined and requires the same well-planned approach from applicant,
- The overall goals include, but are not limited to, encouraging Public Education, reduction of waste, improved cost effectiveness and reduced operating costs of recycling, and

- Investments made with the project will continue to serve the Town for years beyond the grant year.

A copy of the grant announcement has been attached to this cover sheet for the Board's review.

RECOMMENDATION:

The Board is asked to consider the merits of the program and determine whether this item should be placed on the December 12, 2022 regular meeting agenda for formal consideration.

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Todd Clark, Town Manager

BUDGET AMENDMENT REQUIRED:

N/A

2023 Community Waste Reduction and Recycling Grant Program

REQUEST FOR PROPOSALS

N.C. Department of Environmental Quality
Division of Environmental Assistance and Customer Service

The purpose of this grant program is to assist local governments with the implementation, expansion, and improvement of waste reduction and recycling programs in North Carolina. The Division of Environmental Assistance and Customer Service (DEACS) administers the Community Waste Reduction and Recycling (CWRAR) grant program through the Solid Waste Management Outreach Program.

With the release of this Request for Proposals (RFP), DEACS is seeking proposals that help communities build lasting capacity to divert materials from the waste stream and / or that increase public awareness of waste reduction and recycling. Applicants should carefully read this entire RFP prior to submitting a proposal.

Contact: Sandy Skolochenko
919-707-8147
sandy.skolochenko@ncdenr.gov

Grant Funding: Up to \$30,000 for Standard Projects
Up to \$40,000 for Priority Projects

Cash Match: 20% of grant award

Proposals Due: February 16, 2023 by 5:00pm

Project Period: July 1, 2023 – June 30, 2024

What Types of Projects are Eligible?

DEACS seeks viable, well-planned proposals from local governments in North Carolina for projects that will initiate, expand, or improve waste reduction and recycling programs. Grant money may be used to help purchase physical infrastructure or equipment to divert materials from the waste stream, or to purchase, print and distribute educational materials to inform the public about waste reduction and/or recycling programs.

Priority Project Grants – *Eligible for up to \$40,000 in grant funding*

Priority Project Grants support investments in public recycling program areas that have been determined by DEACS to be of particular importance to growing and expanding efficient and effective waste reduction and recycling services throughout North Carolina.

2023 CWRAR Priority Projects include:

- Implement new or expand existing curbside recycling programs or help transition a curbside recycling program from collection using bins or blue bags to a cart-based collection system.
- Conduct outreach enforcement efforts (e.g., tagging program) to reduce contamination in the recycling stream and improve material quality. If seeking funding for educational enforcement efforts, please see additional provisions in the Special Requirements section.
- Establish or expand glass recycling collection. To qualify as a Priority Project, the community must collect glass to be recycled by a downstream glass recycling processor, not to be sent for end-use applications such as aggregate or daily cover.
- Implement new permanent Household Hazardous Waste (HHW) programs. To qualify as a Priority Project, the permanent HHW program must be open to the public at least four (4) separate days during any given fiscal year.

Standard Project Grants – Eligible for up to \$30,000 of grant funding

Standard Project Grants include any projects that increase or enhance public waste reduction and recycling but fall outside of the 2023 priorities. Standard Projects may include but are not limited to drop-off recycling infrastructure, vehicles and infrastructure for recycling collection or consolidation, education and outreach initiatives, construction and demolition recycling, electronics recycling, or recycling of specialty wastes such as fluorescent bulbs, motor oil, cooking oil, batteries, or latex paint.

Food Waste Projects

All projects related to food waste collection, donation or recycling are encouraged to apply for the special [Food Waste Reduction grant](#) that will be announced in October of 2022.

Eligible and Ineligible Expenses

Examples of *approved uses* of CWRAR grant funds include site development costs, construction of facilities to handle recyclable materials, equipment or vehicle purchases, equipment installation costs, and educational materials such as signs, mailers, handouts or brochures.

Grant funds *may not be used* for employee salaries, land acquisition costs, administrative expenses such as overhead, utility costs, studies or work performed by consultants, contracted collection costs, and / or payment for other contracted recycling services such as payment to a vendor for operating a household hazardous waste collection event.

How Grant Funds Work

All CWRAR grant funds are distributed on a reimbursement basis. Purchases must be made during the grant contract period and requests for reimbursement can be made after the grantee has completed and paid for grant purchases. State and local sales taxes are not reimbursable and should be excluded from grant expenditure totals. DEACS will continue to reimburse grantees until 90% of the award amount has been expended, withholding 10% of funds until receipt of an approved final report.

Available Funding

Standard Project: Applicants may request any amount of grant funding up to a maximum of **\$30,000**.
Priority Project: Applicants may request any amount of grant funding up to a maximum of **\$40,000**.

Cash Match

CWRAR grants require a cash match of at least 20 percent of the requested grant funding. For example, a grantee requesting a \$20,000 grant must match at least \$4,000 with local funds for a total project cost of \$24,000. Distributions from the \$2 per ton Solid Waste Disposal Tax may be used to cover cash match requirements. In-kind contributions will not be accepted in lieu of cash match.

To calculate the necessary cash match for any grant project, determine the total budget associated with the project and then use the following equation: total project budget ÷ 6 = required cash match.

Contract Period:

Successful grant applicants will be required to enter into a grant contract with the N.C. Department of Environmental Quality (NCDEQ). The resultant grant contract period is generally one year and intended to align with the local government fiscal year beginning July 1, 2023 and ending June 30, 2024. Grantees must expend funds within the year-long contract period unless the grant contract end date is extended by written agreement between the applicant and NCDEQ. Extensions are possible but not guaranteed. All purchases must be made within the grant contract period. Any purchases made prior to the start of the grant contract or after the end date of the grant contract will not be eligible for reimbursement.

Who is Eligible?

Local governments, defined as counties, municipalities, councils of governments and solid waste authorities in North Carolina, are eligible to apply for funding from the CWRAR grant program.

Former CWRAR grantees are eligible to apply. Applicants with an open 2022 CWRAR grant contract must have invoiced for 90% of eligible grant funds by the proposal due date (February 16, 2023). Proposals will not be accepted from applicants with an open CWRAR grant from cycles prior to 2022. Applicants with open grants from other programs (e.g., Abandoned Manufactured Home Grants, Glass Equipment Infrastructure) are eligible to apply if open grants are in good standing and expected to be completed on time.

Federal and state agencies, universities and colleges, and non-profit organizations *are not eligible for funding* through this grant program. Public schools are not eligible for funding through this grant program; however, local governments may apply for funding to support public school recycling projects - see Special Requirements section below.

Conditions on Submittals

- *Only one proposal per eligible entity will be accepted.* Grant proposals may combine funding requests for multiple types of projects into one proposal. The available funding limits still apply.
- Joint projects are encouraged in which two or more local governments partner on a project and contribute funding. Any local government participating in a joint project proposal may not submit additional proposals.
- Proposals will not be accepted from local governments that have not submitted the required Solid Waste and Materials Management Annual Report for the most recent fiscal year.

How to Submit Proposals:

One electronic copy of the proposal must be submitted by email to sandy.skolochenko@ncdenr.gov. Receipt of all acceptable proposals will be acknowledged by email. *If you do not receive a confirmation, contact Sandy Skolochenko at 919-707-8147 as soon as possible.* It is the responsibility of anyone submitting a proposal to contact DEACS if they do not receive a confirmation. No arrangements will be made for lost proposals after the due date.

Please submit electronic versions of proposals as Microsoft Word (preferred) or Adobe (PDF) files. If submittal of an electronic version of a grant proposal presents a hardship, please contact Sandy Skolochenko to discuss submittal options.

Proposal Due Date:

Proposals must be received by DEACS by 5:00 p.m. on Thursday, February 16, 2023. Any proposals received after the deadline will not be considered. Local governments requiring board approval to apply for grant funds should plan to procure that approval before the submittal deadline.

Word of Advice for Grant Writing:

Available funding is limited, and it is anticipated that the 2023 CWRAR grant round will be highly competitive. For this reason, it is important that projects seeking grant funding be well thought out and well planned, and that applicants provide all information as outlined in the Required Proposal Format section. Proposals that seek grant funds for the replacement of existing equipment will be scored substantially lower than projects that implement new recycling services or projects that expand existing recycling services.

Applicants are strongly encouraged to contact Sandy Skolochenko at (919) 707-8147 or sandy.skolochenko@ncdenr.gov to discuss potential grant projects prior to submitting a proposal.

Required Proposal Format:

The following outline indicates what applicants *must* include in their proposal for it to be considered complete. Proposals that fail to provide all the required information or that fail to follow this format may not compete well and may not be considered for funding.

- Project Title
- Applicant Contact Information: to include:
 - ✓ Name and title of main contact
 - ✓ Organization
 - ✓ Address
 - ✓ Phone number
 - ✓ Email address
- Date of Proposal Submittal
- General Requirements: see General Requirements section below for more information
 - ✓ Written statement certifying that Solid Waste Disposal Tax Proceeds are used only for solid waste management purposes and a description of how proceeds are used.
 - ✓ Written statement indicating that the applicant has recycling services for cans, bottles and paper available at the key government buildings and a list of the materials collected.
 - ✓ Written statement indicating that the applicant has established a program for the collection and recycling of fluorescent lights and mercury containing thermostats from public buildings owned by the applicant.
- Project Description: Provide responses to each of the following prompts below. Applicants are encouraged to provide a clear project description and consider the Award Criteria as they describe the project elements.
 1. Describe the proposed project and identify specifically what items (and how many) you intend to purchase with grant funds. If the project will implement a new recycling program or improve an existing recycling program, provide a list of the recyclable materials that will be accepted and indicate where will they be taken for processing or marketing.
(Planning: 0-20 points; Priority Project: 0-10 points)
 2. What is the anticipated service life for the items or materials to be purchased with grant funds? Estimate how long the project will continue to serve the community and how you will financially and operationally sustain the project after the grant ends.
(Planning: 0-20 points; Efficiency/Cost Effectiveness: 0-20 points)
 3. How does the proposed project address a specific recycling need for the community? Will the grant project create a new service, enhance or expand an existing service, or support an existing recycling service without expanding that service?
(Demonstration of Need: 0-20 points)
 4. How many households or businesses will be impacted by or have access to the recycling services associated with the proposed project?
(Demonstration of Need: 0-20 points; Efficiency/Cost Effectiveness: 0-20 points)
 5. Estimate the number of tons of waste expected to be reduced annually as a result of the proposed project. Explain how you came up with the estimate.
(Waste Reduction Impact: 0-25 points)
 6. Describe any partnerships associated with the proposed project. Please include documentation of support from any partner entities.
(Joint Effort: 0-5 points)

- **Special Requirements:** Proposals for recycling education, school recycling, electronics recycling or away-from-home recycling must include additional information as stipulated in the Special Requirements section below.
- **Project Timeline:** Simple bulleted list showing approximate dates for major project milestones. Timeline must begin on or after July 1, 2023 and project must be complete by June 30, 2024. Please follow the example below:
 - ✓ November 1, 2023: Carts and educational materials purchased and commercial recycling program launched (*adjust based on proposed project*)
 - ✓ May 31, 2024: Submit all invoices and draft Final Report to DEACS (*required*)
 - ✓ June 30, 2024: Submit Final Report to DEACS (*required*)
- **Project Budget:** Please submit a table following the example below. Table should include an itemized list of intended expenditures and estimated costs. Total row should reflect the total project cost with breakdown of grant funds requested from the state and amount of matching funds to be provided by the applicant. Applicant Cash Match must be at least 20% of State Grant Award.

Project Elements	Estimated Cost		
Recycling Carts for Commercial Recycling Program	\$ 10,500		
Labels for Carts and Signs for Recycling Sites	\$ 900		
Program Brochures (Printing)	\$ 600		
	Total Project Cost	State Grant Award	Applicant Cash Match
Total Project Budget	\$ 12,000	\$ 10,000	\$ 2,000

* *State and local sales taxes are not reimbursable expenditures and should not be included as part of grant budgets.*

General Requirements – for all applicants

- Solid Waste Disposal Tax proceeds: Solid Waste Disposal Tax proceeds are distributed to eligible local governments on a quarterly basis by the Department of Revenue. According to G.S. § 105-187.63, these funds must be used by a city or county solely for solid waste management programs and services. CWRAR grant applicants must certify in writing that all disposal tax proceeds are used only for the purpose of providing solid waste and recycling services. In addition to this written certification, applicants should describe how disposal tax funds are utilized and whether proceeds will be used to supply matching funds.
- Public Building Recycling Services: CWRAR grants will not be awarded to applicants that do not have recycling services for cans, bottles, and paper available at their government buildings. As part of the grant proposal, all applicants must indicate that employees in the key government buildings operated by the applicant have reasonable access to recycling services and are able and encouraged to recycle materials generated in the course of government business. Please include a list of the materials collected for recycling at these facilities.
- Mercury Product Recycling: G.S. § 130A-310.60 requires that any public agency using state funds for the construction or operation of public buildings shall establish a program for the collection and recycling of all spent fluorescent lights and thermostats that contain mercury generated in public buildings. As part of the grant proposal, all applicants must indicate that they have a program in place for the collection of fluorescent lights and mercury thermostats from their public buildings. If the applicant does not have a program in place for the collection of these materials, then as a precondition of any grant award the applicant must initiate such services.

Special Requirements – only for applicants seeking funding for recycling education, school recycling, electronics recycling, or away-from-home recycling projects

Special Requirements for Recycling Education/Enforcement Projects

1. Provide a list of the recyclable materials accepted by the program and indicate how the materials are to be collected (single stream, dual stream, source separated). If the grant proposal is for regional outreach materials, all local governments or entities participating must agree on a common list of materials for recycling and provide that common accepted list with the grant proposal.
2. If the grant proposal is for regional outreach materials, a letter of agreement and support must be provided by each participating local government or entity. Each participating entity should establish and provide a designated recycling contact for project coordination.
3. Identify the primary message of the outreach effort.
4. Indicate whether you will be using your own design or if you will be using DEACS customizable design services. <https://deq.nc.gov/conservation/recycling/general-recycling-information/customized-outreach-materials>
5. Supply mock-ups or example graphics for the outreach materials, enforcement tags, or ads. Are your materials dependent on words or images?
6. Acknowledge that you will adhere to the following if the grant is awarded:
 - Discuss the material design with your assigned DEACS grant manager as soon as possible to ensure clear communication about the project content and timing.
 - Documents must be submitted for review prior to printing or execution. Reviews may take up to two weeks, so plan accordingly and submit well in advance of printing. It is often helpful to submit an initial draft for early feedback.
 - Post your community’s accepted recyclables list online.
 - Program changes can affect the grant and messaging. Inform DEACS immediately if program changes occur to determine if a contract amendment is needed.

Special Requirements for Public School Recycling Projects

1. Describe the existing school recycling program (if any) that is available in the school system associated with the grant project.
2. List all the public agencies and/or departments that collaborate to assist with or operate the school recycling program and list the role of each entity.
3. A designated recycling contact should be established for each school facility participating in the recycling program. Examples of designated contacts might include school facility manager, head custodian, the faculty coordinator or leader of a group or club, the principal, or school administrator. Please provide a list of schools to be served by this project and the name and title of a designated recycling contact for each.
4. Indicate the locations where recycling containers are or will be placed at the school facilities (e.g., classrooms, cafeterias, hallways, athletic fields, administrative offices, library, copy rooms, etc.).
5. Indicate who will be responsible for emptying the recycling containers (e.g., custodian / cleaning staff, teachers, students, student groups, etc.).
6. Provide a plan for promoting recycling within the schools impacted by the grant project as well as a plan for educating staff and students about the program.

Special Requirements for Electronics Recycling Projects

Any community seeking grant funds to support an electronics recycling program must make themselves eligible to receive funds distributed from the state’s Electronics Management Program. More information available at: <http://deq.nc.gov/about/divisions/waste-management/solid-waste-section/electronics-management/nc-local-governments-info-page>.

Applicants should indicate if they are already eligible and have received Electronics Management Fund distributions in the past.

- If so, explain how those funds have been used and how the community intends to use the funds that will be distributed in February 2023 and February 2024.
- If not, explain how the community will make themselves eligible to receive funds and how they intend to use funds that will be distributed in February 2023 (if applicable) and February 2024.

Note: municipal applicants may decide whether or not to request Electronics Management Funds directly or allow the county to receive funds. If the county will be receiving funds, please explain the electronics recycling partnership with the county government.

Special Requirements for Away-From-Home Recycling Projects:

Grant funds for away-from-home recycling projects can only be used for recycling related purchases and cannot be used to pay for the purchase of away-from-home receptacles for the collection of waste (garbage). If a proposal includes the purchase of away-from-home receptacles that collect BOTH waste and recyclables, grant funding may be applied only to the recycling portion and the grantee will be responsible for covering the full cost of the waste portion. For example, if a community purchases a combo waste / recycling station that has one slot for garbage and one for recyclables and the receptacle costs \$1,200, only the recycling portion (\$600) may be included as an eligible grant expenditure. Grant funds would cover \$500 and the grantee would cover \$100 to meet the 20% match. If seeking funding for an away-from-home recycling project, please indicate whether any of the containers will be used to collect waste (garbage) that will be disposed in a landfill.

Applicants for away-from-home related grant projects are strongly encouraged to specify which particular recycling receptacles are being considered for purchase as a part of their proposal.

How are Proposals Evaluated?

A selection committee will use the pre-established Award Criteria identified below to rank proposals and make award decisions. The review process is expected to be completed and preliminary award announcements should be made by April 2023.

Award Criteria:

Applicants are encouraged to consider the following Award Criteria as they develop their grant proposals.

1. **Demonstration of Need (0-20 points):** Does the proposed project address a specific equipment, educational, or infrastructure need for the community?
2. **Planning (0-20 points):** Did the Project Description include all necessary elements as outlined in the Required Proposal Format? Is the proposal well thought out, well researched and backed by valid facts and assumptions? Is the project consistent with recycling industry best management practices?
3. **Waste Reduction Impact (0-25 points):** Will the project contribute substantially toward reduction of the local waste stream, or will it substantially increase tonnage recovered through recycling services? Will the project improve the material quality in the recycling stream by reducing contaminants?
4. **Efficiency / Cost-effectiveness (0-20 points):** Will the project improve the efficiency or cost-effectiveness of the local waste reduction program? Does the project increase the efficiency or effectiveness of an existing recycling service? Does the project reduce the operating cost of a current recycling service, or does it adopt practices proven to be cost effective in other communities? Does the project make investments that will continue to serve the community for years to come?
5. **Joint Effort (0 or 5 points):** One-party proposals will receive zero (0) points; multi-party proposals (involving cash match from all participants) will receive five (5) points.
6. **Priority Project (0-10 points):** Is the project seeking funding for a Priority Project Grant? To what extent does the project support investments in one of the Priority Project Grant categories?

If a Proposal is Selected for Funding

DEACS anticipates that applicants selected to receive grant funding will be notified by the end of April 2023. Upon consideration of the proposals received, DEACS reserves the right to award grant amounts that are lower than the amount requested by an applicant.

DEACS will notify the applicant with a formal offer by e-mail. The applicant must accept or decline the offer. The following will occur once the offer of grant funding is accepted:

- DEACS may work with applicants to revise initially submitted proposals before entering into a grant contract. Any changes to initial proposals must be approved by DEACS and the applicant and the resultant Final CWRAR Proposal will become an attachment to the grant contract.
- Successful applicants will be required to:
 - Provide their federal tax ID number.
 - Register with the state’s e-procurement system using the same address provided in the applicant’s proposal. To register in the state’s e-procurement system or confirm/update your existing registration, please visit the following link: <http://eprocurement.nc.gov/>.
 - Submit a Conflict of Interest Policy using the following template or submitting a copy of your organization’s existing policy: <https://deq.nc.gov/conservation/recycling/programs-offered/grants-local-governments#Forms>.
- All applicants selected for funding will undergo a compliance review to ensure that they do not have an outstanding Notice of Violation (NOV) related to North Carolina solid waste statutes and rules. Any outstanding NOV’s must be corrected to the satisfaction of the N.C. Division of Waste Management (DWM) prior to any grant being awarded. Applicants with outstanding NOV’s are responsible for providing DEACS with information from DWM indicating that the community is in compliance and that the NOV’s have been corrected before a grant contract can be initiated.

- DEACS will submit a request through the NCDEQ contract processing system for a grant contract. Grantees must act to execute the resultant grant contract without excessive delay.

Other General Terms and Conditions:

All grantees are subject to the following terms and conditions. Most of these terms and conditions will be outlined in the grant contract.

- **Publications:** all documents and publications associated with a grant contract should be printed on recycled paper containing at least 30 percent post-consumer content.
- **Final reports:** a draft final report is required to be submitted to DEACS at least 30 days prior to the contract end date and a final report is required to be submitted by the contract end date. Final reports and drafts should be submitted electronically. Final report guidelines are available at: <https://deq.nc.gov/conservation/recycling/programs-offered/grants-local-governments>.
- **Reimbursement:** distribution of DEACS grant funds is on a reimbursement basis. Reimbursement requests must be submitted on letterhead, must include copies of invoices, and must include proof that the grantee has made payment. Proof of payment may include copies of canceled checks or other financial reports showing that funds were spent. State and local sales taxes are not reimbursable, may not be counted towards expenditure requirements, and should be excluded from reimbursement requests. The amount of actual grant payments may be prorated for projects and / or project elements that come in under budget. *Successful applicants that make purchases before a grant contract is signed by both NCDEQ and the grant recipient will not be reimbursed.*
- **Final 10 Percent of Funds:** DEACS will continue to reimburse grantees until 90 percent of the grant award amount has been expended, withholding 10 percent of grant funds until receipt of an approved final report. The final report must be received and approved prior to the end date of the contract.
- **Extensions / Amendments:** no-cost time extensions are possible but not guaranteed for grant contracts. Grantees seeking no-cost time extensions should submit a request for a time extension at least sixty (60) days prior to the contract end date.



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**Board of Commissioners
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4:00 PM Monday, November 28, 2022
Train Depot, 614 Broad Street**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Comprehensive & CAMA Land Use Plan

BRIEF SUMMARY:

The Board of Commissioners have sought additional changes to the Comprehensive Land Use and CAMA Plan. The Town’s consultant, Stewart, has received the requested changes and is finalizing specific amendments to the Plan as requested by the Board collectively and as individual Board members. These amendments will be reviewed with the Board during the Work Session.

RECOMMENDATION:

The staff recommends the Board adopt the Comprehensive Land Use and CAMA Plan containing the Board’s recommended changes at the next regular meeting scheduled for December 12, 2022.

EXPECTED LENGTH OF PRESENTATION:

15 Minutes

SUBMITTED BY:

Todd Clark, Town Manager

BUDGET AMENDMENT REQUIRED:

N/A



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AGENDA CATEGORY: Items of Discussion & Consideration
SUBJECT: Petitions for Voluntary Annexation- 180 & 190
Davis Bay Drive

BRIEF SUMMARY:

On November 2, 2022, the Town received (2) petitions for voluntary annexation of 180 Davis Bay Drive and 190 Davis Bay Drive.

Applications, corresponding deeds, tax cards and a map are attached for your review.

REQUESTED ACTION:

Adopt a resolution directing the Town Clerk to investigate the sufficiency of the petitions referenced above.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Elizabeth Lewis, Town Clerk

October 31, 2022

Kyle Garner
Planning & Inspections Director
Town of Beaufort
Planning Department
701 Front Street
Beaufort, North Carolina 28516

RE: **Davis Bay – Burdett Family Trust
Preliminary Plat Review & Annexation Resubmittal
180 Davis Bay Drive and 190 Davis Bay Drive
Town of Beaufort Project No. 22-22
WR Project No. 02080976.11**

Dear Mr. Garner,

Please see attached for our updated site design for preliminary plat review for the Davis Bay project which we previously submitted on October 7, 2022.

Since the last submittal we have revised the proposed lot layout so that the existing lot line between Lots 8 and 9 remains in place. We also have added a proposed access and utility easement to provide access and utility services to the proposed Lots 8 & 8B. The subdivision remains as previously proposed with 4 total lots, just in an updated configuration.

Also included in this submittal are the documents for voluntary annexation into the Town for these lots in which we received comments on October 21, 2022. The comments are repeated first with our responses below in bold.

1. Copy of the annexation survey (suitable for recording).
 - ▶ **Please see attached for the requested survey.**
2. Copy of all deeds for the area to be annexed to verify ownership
 - ▶ **Please see attached for the requested deeds.**
3. A typed list of adjoining property owners
 - ▶ **Please see attached for the requested list of adjoining property owners.**
4. Carteret County Tax Parcel Card (included should be parcel number and tax value)
 - ▶ **Please see attached for the requested parcel cards.**
5. Anticipated impact to city services including estimated gallons of water/sewer per day.
 - ▶ **The anticipated water and sewer flow for each proposed lot is 300 gpd for a total of 1,200 gpd.**

With this letter please see attached for the updated subdivision plans, signed annexation forms, copy of deeds, adjoining property owner's lists, tax parcel cards, annexation map, and the annexation request fee of \$350.

Thank you again for all your assistance on this project and please let us know if you need anything else in order for us to be heard at the November 2022 Planning Board Meeting.

Sincerely,

WithersRavenel



Joe Boyd, P.E.
Project Manager

October 31, 2022

Town of Beaufort
Mr. Kyle Garner
Cc: Elizabeth Lewis
701 Front Street
Beaufort, NC 28516

RE: Davis Bay Voluntary Annexation – List of Adjoining Property Owners

Dear Mr. Garner:

We are writing this letter to inform you of the adjoining property owners for the voluntary annexation for Davis Bay. The adjoining property owners are listed below:

PIN: 731618217381000
Owner: Vogel, Mary Joyce
Address: 170 Davis Bay Drive, Beaufort, NC 28516
Deed Ref: 1602-446 3/16/2018
Plat Ref: 28-889

PIN: 731605005458000
Owner: Blue Treasure, LLC
Address: 100 Matrix Drive 8000, Cary, NC 27608
Deed Ref: 1256-198
Plat Ref: 33-930

Please do not hesitate to contact me should you require additional information.

Sincerely,
WithersRavenel



Joseph Boyd, P.E.
Project Manager



Town of Beaufort NC
701 Front St. • P.O. Box 390 • Beaufort, N.C. 28516
252-728-2141 • 252-728-3982 fax
www.beaufortnc.org

APPLICATION FOR VOLUNTARY ANNEXATION REQUEST

Instructions: Please complete the form below and include all required attachments, including the **\$350 application fee (to The Town of Beaufort)** and return to the Planning Department, Town Hall, 701 Front St., PO Box 390, Beaufort, NC, 28516. Incomplete applications will not be processed and returned to the applicant. Please contact Town Hall at (252) 728-2141 with any questions.

Applicant Name: The Burdett Family Trust
Applicant Address: 190 Davis Bay Drive
Phone Number: (252) 728-1310 Email: meyers.eddy@gmail.com

Property Owner Name: The Burdett Family Trust
Address of Property: 190 Davis Bay Drive
Phone Number: (252) 728-1310 Email: meyers.eddy@gmail.com

PROPERTY INFORMATION

Property Address: 190 Davis Bay Drive Current Zoning: R-20
15 Digit Pin: 731618226315000 Size of Property (Square Feet or Acres): 9.651

Is the property Contiguous to the City Limits: Yes No;

If Not Contiguous please indicate how many miles it is to the City Limits: _____

Current Use of Property:

- Residential
- Commercial

- Vacant
- Other: _____

DocuSigned by: Date: October 31, 2022
Applicant Signature

OFFICE USE ONLY

Revised 7/22

Received by: _____ Reviewed for Completeness By: _____
Date: _____ Date Deemed Complete and Accepted: _____

Property Owner Signature (if different than above) Date: _____

A fee of \$350 to the Town of Beaufort must accompany this application.

REQUIRED ATTACHMENTS FOR A VOLUNTARY ANNEXATION REQUEST

Please provide the following as attachments to the voluntary annexation request form:

1. Copy of the Annexation Survey (suitable for recording)
2. Copy of all the deeds for the area to be annexed to verify ownership
3. A TYPED list of adjoining property owners
4. Carteret County Tax Parcel Card (Included should be parcel number and tax value)
5. Anticipated impact to city services including estimated gallons of water/sewer per day



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Applicant Name: The Burdett Family Trust
Applicant Address: 190 Davis Bay Drive
Phone Number: (252) 728-1310 Email: meyers.eddy@gmail.com

Property Owner Name: The Burdett Family Trust
Address of Property: 180 Davis Bay Drive
Phone Number: (252) 728-1310 Email: meyers.eddy@gmail.com

PROPERTY INFORMATION

Property Address: 190 Davis Bay Drive Current Zoning: R-20
15 Digit Pin: 731618217935000 Size of Property (Square Feet or Acres): 5.332

Is the property Contiguous to the City Limits: [X] Yes [] No;

If Not Contiguous please indicate how many miles it is to the City Limits: _____

Current Use of Property:

- [X] Residential [] Vacant
[] Commercial [] Other: _____

DocuSigned By: Ed Burdett Date: October 31, 2022
Applicant Signature

OFFICE USE ONLY Revised 7/22

Received by: _____ Reviewed for Completeness By: _____
Date: _____ Date Deemed Complete and Accepted: _____

Property Owner Signature (if different than above) Date: _____

A fee of \$350 to the Town of Beaufort must accompany this application.

REQUIRED ATTACHMENTS FOR A VOLUNTARY ANNEXATION REQUEST

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Rt. Wheatly

Melanie Arthur 3P
CARTERET COUNTY
JL Date 08/03/2006 Time 12:13:00
GR 1183220 Page 1 of 3

NORTH CAROLINA, CARTERET COUNTY
This instrument and this certificate are duly filed at the date and time and in the Book and Page shown on the first page hereof.

Melanie Arthur, Register of Deeds
By *Nilda Davis*
Deputy, Register of Deeds

Prepared by C. R. Wheatly, III, Attorney, Beaufort, NC 28516
NORTH CAROLINA

CARTERET COUNTY

Stamps - ϕ -
PIN # 7306.1701.6352
7316.1821.7935
7315.0649.6665
7316.1822.6315
7315.0649.7602

WARRANTY DEED

THIS DEED, made this 24 day of July, 2006, by and between EDWARD B.

BURDETT and wife CLAIRE H. BURDETT, party of the first part and THE BURDETT FAMILY TRUST, Dated January 25, 2006, whose address is 6183 Acacia Ave., party of the second part;

Oakland, CA
94618

WITNESSETH:

That party of the first part, for Ten Dollars and other valuable consideration paid by party of the second part, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto party of the second part, in fee simple, all that certain lot or parcel of land situated in Beaufort Township, Carteret County, North Carolina and being more particularly described as follows:

Tract I:

BEGINNING at a point in the northern right of way of Ann Street, which beginning corner is described as being N 56-23-10 W, 150.29 feet from where

BOOK 1183 PAGE 220 (3)

the western right of way of Moore Street would intersect with the northern right of way Ann Street; running thence from said Point or Place of Beginning as evidenced by an iron rod and continuing with the northern right of way of Ann Street N 56-23-10 W, 64.5 feet to a set magnetic nail; running thence from said point N 33-48-53 E, 87.15 feet to a fence post; thence N 55-09-26 W, 73.63 feet to a fence post; thence N 31-36-04 E, 60.81 feet to a set iron rod beside a wooden post; thence from said point S 57-18-30 E, 130.04 feet to a set iron rod; thence from said point S 34-11-28 W, 73.33 feet to a fence post; thence S 55-59-14 E, 10.66 feet to a fence post; thence from said point and running with the fence S 33-56-57 W, 78.19 feet to the Point or Place of Beginning.

See map entitled, "Physical Survey for Levi Beveridge", dated July 24, 2003, prepared by Powell Surveying Company, P.A., which map is incorporated herein by reference.

Tract II:

BEING all of Lots Nos. 8 and 8A and Lots Nos. 9 and 9A of Davis Bay Subdivision as shown on the map recorded in Map Book 28, Page 889, Carteret County Registry.

Also conveyed for purposes of ingress, egress and regress and the installation of any and all utilities to and for the benefit of Lot No. 9 Davis Bay is that easement 40 feet in width across Lot No. 8 Davis Bay as shown on that map entitled "Portion of Lots 8 and 9, Davis Bay Subdivision" by James L. Powell, R.S., of record in Map Book 29, Page 412, Carteret County Registry.

The above described property is conveyed and accepted subject to such easements, restrictions and rights of way as appear of record in the Carteret County Registry.

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereto belonging to party of the second part, in fee simple.

And party of the first part covenants with party of the second part, that they are seized of the premises in fee simple, have the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that party of the first part will warrant and defend the title against the lawful claims of all persons whomsoever except for the exceptions hereinafter stated.

- 1. All rights of way, conditions, easements and restrictive covenants of record.

BOOK 1183 PAGE 220

2. Ad valorem taxes for the year 2006.

IN WITNESS WHEREOF, party of the first part has hereunto set his hand and seal, the day and year first above written.

Edward B. Burdett (SEAL)
EDWARD B. BURDETT

Claire H. Burdett (SEAL)
CLAIRE H. BURDETT

STATE OF CALIFORNIA
San Francisco COUNTY

I, the undersigned Notary Public, do hereby certify that **EDWARD B. BURDETT and wife, CLAIRE H. BURDETT**, personally appeared before me this day and acknowledged the execution of the foregoing instrument for the purposes therein expressed.

Witness my hand and notarial seal, this 24 day of July, 2006.

Andrea M Terwilliger
Notary Public

My Commission Expires: Dec. 9, 2008



BOOK 1183 PAGE 220

RT 110099.014.000 THE BURDETT FAMILY TRUST 2023 255,300 MKT CARD 001
 PID R 7316.18.21.7935000 255,300 PY Val USE 255,300 LAND 002
 8383 WEST DRY CREEK ROAD DEF BLDG 000
 LISTER 2/27/2014 RWC HEALDSBURG CA 95448 10.030 ACRES XFOB 000
 TWP BEAUFORT CITY FIRE BEAUFORT FIRE RESCUE BEAUFORT RESCUE OTHER
 LOT BLK PL BK/PG PLAT ADDRESS 0000180 DAVIS BAY DR BEAUFORT 28516
 NBHD 11009900 USE 000800 VACANT DEED 1183 220 AICUZ PRINTED 10/17/2022 BY ALLENW
 LEGAL: L8 DAVIS BAY

SALES

BUILDING PERMITS

IN	Q	RC	M	V	Sale Date	Sale Price	Number	Type	Description	Issued	Schd	Complt	Revisit	Act	Complt	Amount
WD	V	0E	V		8/03/2006											

LAND

Seq	Zone	Code	Use	Description	Front	Depth	Back	FT	#Units	UT	UTPrice	Adj1	Adj2	Adj3	Adj4	Fadj	Dadj	Nbhd	Adj	Eff Rate	Value	
1		119946		RIVER CRK ACREAGE																		
				1.000 AC					165,000.000	1.00	1.00	1.00	1.00	1.00	1.00		1.000	165,000.000		165,000		
2		119903		RESIDUAL ACREAGE																		
				9.030 AC					10,000.000	1.00	1.00	1.00	1.00	1.00	1.00		1.000	10,000.000		90,300		

RT 110099.015.000 THE BURDETT FAMILY TRUST 2023 255,500 MKT CARD 001
 PID R 7316.18.22.6315000 255,500 PY Val USE 255,500 LAND 002
 8383 WEST DRY CREEK ROAD DEF BLDG 000
 LISTER 8/08/2006 RCCB HEALDSBURG CA 95448 10.050 ACRES XFOB 000
 TWP BEAUFORT CITY FIRE BEAUFORT FIRE RESCUE BEAUFORT RESCUE OTHER
 LOT BLK PL BK/PG PLAT ADDRESS 0000190 DAVIS BAY DR BEAUFORT 28516
 NBHD 11009900 USE 000800 VACANT DEED 1183 220 AICUZ PRINTED 10/17/2022 BY ALLENW
 LEGAL: L9 DAVIS BAY

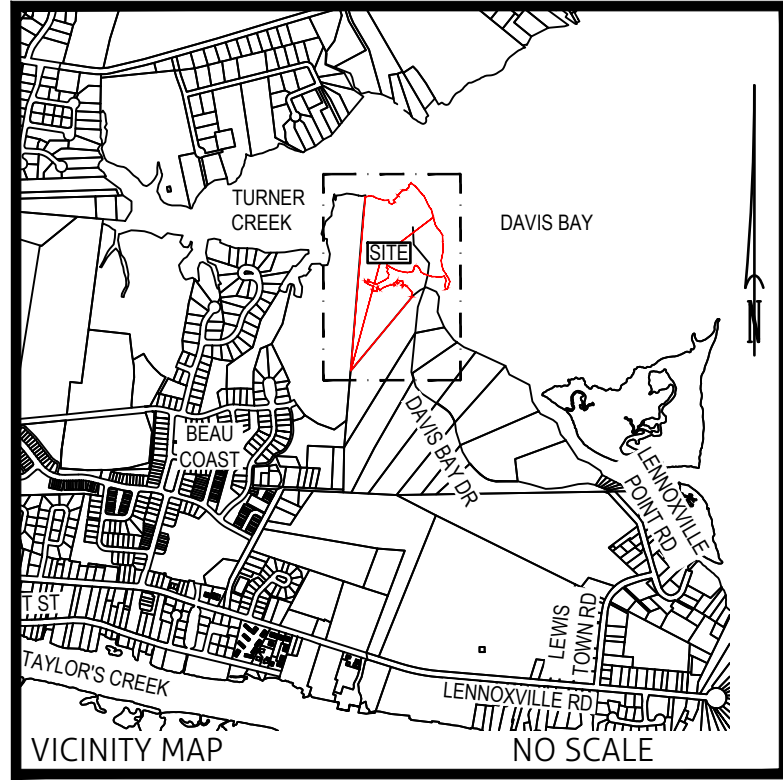
SALES

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IN	Q	RC	M	V	Sale Date	Sale Price	Number	Type	Description	Issued	Schd	Complt	Revisit	Act	Complt	Amount
WD	V	0E	V		8/03/2006											

LAND

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1		119946		RIVER CRK ACREAGE					1.00	AC	165,000.000	1.00	1.00	1.00	1.00	1.00	1.000	165,000.000				165,000
2		119903		RESIDUAL ACREAGE					9.050	AC	10,000.000	1.00	1.00	1.00	1.00	1.00	1.000	10,000.000				90,500



NCGS "BEAUFORT"
NAD 83 (1986)
NC GRID COORDINATES
N=365,991.92
E=2,704,306.99
CSP#0.99991334

NORTH CAROLINA
PROFESSIONAL LAND SURVEYOR
"PRELIMINARY PLAT"
NOT FOR CONVEYANCE,
RECORDATION, OR SALES
TO ANY SURVEY
RUDOLF A. VANDERVELDE, JR.

SURVEY CERTIFICATE

I, RUDOLF A. VANDERVELDE, JR., P.L.S., CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DB 1183 PG 220), THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK (SEE MAP); THAT THE RATIO OF PRECISION AS CALCULATED IS 1:20,000; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED. WITNESS MY ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL THIS XX DAY OF XXXXXXXX A.D., 2022.

RUDOLF A. VANDERVELDE, JR. (PROFESSIONAL LAND SURVEYOR)
LICENSE # 5146

TYPE OF PLAT

I, RUDOLF A. VANDERVELDE, JR., PROFESSIONAL LAND SURVEYOR LICENSE NO. L-5146, CERTIFY TO ONE OF THE FOLLOWING AS CHECKED BELOW:

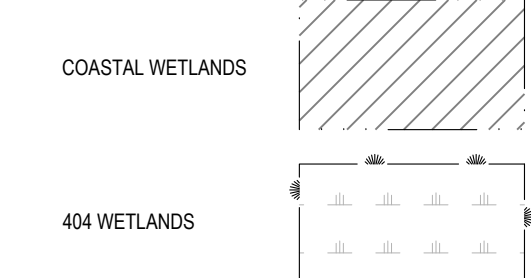
D. THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY, OR OTHER EXEMPTION OR EXCEPTION TO THE DEFINITION OF SUBDIVISION.

RUDOLF A. VANDERVELDE, JR. (PROFESSIONAL LAND SURVEYOR)
LICENSE # 5146

SURVEY NOTES

- AREAS COMPUTED BY COORDINATE METHOD.
- BASIS OF BEARING NAD 83(1986)
- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES.
- THE PROPERTY IS LOCATED IN A DESIGNATED FEMA FLOOD PLAIN (ZONE AE) AS SHOWN ON THE FEDERAL EMERGENCY MANAGEMENT AGENCY FLOOD INSURANCE RATE MAP NO. 372031600J, PANEL 7316, EFFECTIVE DATE JULY 16, 2003.
- WETLANDS AND NORMAL HIGH WATER LINE WERE DELINEATED AND FIELD LOCATED BY WITHERSRAVENEL IN JULY, 2022. WETLANDS NOT DELINEATED ARE NOTED ON THE SURVEY.
- AT THE TIME OF THE SURVEY, UNDERGROUND NON-GRAVITY UTILITIES WERE NOT MARKED OR FIELD LOCATED. THIS SURVEY DOES NOT CERTIFY TO THE EXISTENCE OR NON-EXISTENCE OF ANY UNDERGROUND UTILITIES OTHER THAN WHAT IS SHOWN HERON.
- TOWN OF BEAUFORT ZONING IS R-20 PER THE OFFICIAL TOWN OF BEAUFORT ZONING MAP ON THE BEAUFORT.ORG WEBSITE. PLEASE CONTACT THE TOWN OF BEAUFORT FOR ALL ZONING REQUIREMENTS AND SETBACKS.
- SEE DB 772 PG 172 (RESTRICTIVE COVENANTS) FOR DAVIS BAY SUBDIVISION.
- THE NORMAL HIGH WATER LINE SHOWN HERON ARE ALL COMPUTED POINTS UNLESS OTHERWISE NOTED.
- THE NORMAL HIGH WATER LINE EXTENDS INTO LOT 9 AS SHOWN HERON. THIS CHANGE FROM THE ORIGINAL RECORDING (PB 28 PG 889) IS THE REASON THE LOT 8 HAS 2 AREAS THAT ADD UP TO THE TOTAL ACREAGE FOR LOT 8 (AS SHOWN HERON).
- THIS SURVEY WAS PERFORMED WITHOUT THE BENEFIT OF A TITLE EXAMINATION AND IS MADE SUBJECT TO ANY DOCUMENT OF RECORD WHICH MAY AFFECT THE SUBJECT PROPERTY.
- NCGS MONUMENT WAS NOT FOUND WITHIN 2000' OF THE SITE.
- THE ONLY PURPOSE OF THIS PLAT IS TO DEPICT AND DESCRIBE THE AREAS TO BE ANNEXED TO BEAUFORT CORPORATE LIMITS

HATCH LEGEND



NORMAL HIGH WATER LINE TABLE

LINE	BEARING	DISTANCE
L1	N 81°32'22" E	32.56
L2	N 87°34'59" E	22.84
L3	S 2°15'58" E	26.07
L4	S 29°22'31" E	27.85
L5	S 72°54'41" E	80.43
L6	N 83°51'38" E	43.86
L7	S 20°23'43" E	28.30
L8	S 63°40'14" E	23.15
L9	S 63°16'29" E	37.56
L10	N 31°52'50" W	24.11
L11	N 47°45'18" E	60.60
L12	N 32°36'59" W	10.94
L13	N 44°05'41" E	74.66
L14	S 76°14'01" E	17.11
L15	N 79°44'59" E	11.41
L16	N 51°25'32" E	33.34
L17	N 13°03'58" E	22.13
L18	N 45°59'11" E	27.49
L19	S 52°54'49" E	59.42
L20	S 39°02'58" E	45.86
L21	S 39°20'51" E	51.48
L22	S 47°48'11" E	25.85
L23	S 24°22'59" E	60.66
L24	S 26°57'46" E	49.49
L25	S 36°15'44" E	38.96
L26	S 15°29'52" E	32.72
L27	S 12°54'48" E	39.92
L28	S 12°54'48" E	21.87
L29	S 14°38'02" E	46.59
L30	S 28°21'48" E	36.76
L31	S 40°42'40" E	20.26
L32	S 30°40'08" E	45.97
L33	S 00°15'59" W	61.94
L34	S 13°03'03" W	34.76
L35	S 00°48'46" E	67.25
L36	S 12°36'30" W	79.74
L37	S 05°42'38" W	48.28
L38	S 17°06'51" E	50.08
L39	S 32°33'15" E	46.99
L40	S 20°11'22" E	51.87
L41	S 21°15'15" E	35.06
L42	S 19°13'11" W	55.87
L43	S 26°15'02" E	19.74
L44	S 77°30'15" W	15.17
L45	N 08°54'20" W	39.33
L46	N 12°36'02" E	38.68
L47	N 04°22'09" W	23.28
L48	N 26°16'56" W	30.51
L49	S 28°50'15" W	31.03
L50	N 87°50'00" W	52.19
L51	N 87°54'49" W	45.17
L52	N 71°07'48" W	56.02
L53	N 74°14'18" W	21.58
L54	S 69°57'40" W	36.29
L55	N 25°39'06" W	34.64
L56	N 37°08'56" W	34.78
L57	S 85°48'58" W	23.87
L58	S 42°41'33" W	14.16
L59	S 05°15'31" W	23.26
L60	S 33°39'37" W	22.81
L61	S 79°41'00" W	52.13
L62	N 82°47'03" W	36.06
L63	N 78°14'53" W	36.71
L64	N 66°21'41" W	43.13
L65	N 62°02'09" W	55.69
L66	N 51°30'58" W	27.21
L67	S 05°03'21" W	29.79
L68	S 42°32'42" E	18.41
L69	S 12°40'17" W	25.82
L70	S 28°04'02" E	32.21
L71	S 08°48'02" E	32.19
L72	S 56°23'42" W	41.21
L73	S 61°57'37" W	47.40
L74	S 69°15'51" W	44.32
L75	N 69°42'44" W	20.31
L76	N 69°42'44" W	82.51
L77	N 04°26'59" W	11.13
L78	N 62°49'15" W	5.23
L79	S 26°26'48" W	22.84
L80	N 69°42'44" W	22.84
L81	S 06°00'15" W	7.90
L82	S 53°24'42" W	38.59
L83	S 66°24'43" E	59.64
L84	S 38°58'38" W	11.72
L85	S 47°19'38" E	5.31
L86	N 88°17'58" E	28.71
L87	S 07°00'06" E	11.52
L88	N 65°54'53" E	17.69
L89	S 11°10'15" E	16.74
L90	S 44°45'38" E	17.30
L91	N 57°12'29" E	46.20
L92	N 67°37'34" E	45.76
L93	N 76°19'42" E	47.14
L94	S 59°49'10" E	17.22
L95	S 47°08'59" E	5.84
L96	N 07°51'15" W	21.55
L97	N 59°17'50" E	14.06
L98	S 61°48'15" E	23.56
L99	N 53°24'32" E	6.31
L100	N 58°45'39" W	17.94
L101	S 24°29'42" E	18.31
L102	S 76°54'54" E	21.79
L103	S 77°56'15" E	25.96
L104	S 11°01'22" E	22.83
L105	S 23°04'10" W	19.37
L106	S 57°20'45" E	8.53
L107	N 23°29'37" E	9.83
L108	S 81°13'24" E	17.75
L109	S 80°37'27" E	26.16
L110	S 40°44'02" E	50.19
L111	S 39°51'15" E	40.89
L112	S 14°22'48" W	40.89
L113	S 73°01'34" E	11.01

BLUE TREASURE, LLC
DB 1256 PG 196
MB 32 PG 468
PB 33 PG 930
PIN: 7316-0500-5458

LOT 9
9.79 ACRES
THE BURDETT FAMILY TRUST
DB 1183 PG 220
MB 28 PG 889
MB 29 PG 412
PIN: 731618217935000
ZONING: R-20
190 DAVIS BAY DRIVE

LOT 8
TOTAL AREA: 9.65 ACRES

LOT 8
5.33 ACRES
THE BURDETT FAMILY TRUST
DB 1183 PG 220
MB 28 PG 889 (LOT 8)
MB 29 PG 412
PIN: 731618217935000
ZONING: R-20
180 DAVIS BAY DRIVE

OVERALL ANNEXATION AREA:
19.44 ACRES

LOT 8
TOTAL AREA: 9.65 ACRES

LOT 8
4.32 ACRES
THE BURDETT FAMILY TRUST
DB 1183 PG 220
MB 28 PG 889 (LOT 8)
MB 29 PG 412
PIN: 731618217935000
ZONING: R-20
180 DAVIS BAY DRIVE

MARY JOYCE VOGEL
DB 1602 PG 446
MB 28 PG 889 (LOT 7)
PIN: 7316-1821-7381

ANNEXATION CERTIFICATE

I, _____, THE _____ CLERK OF THE TOWN OF BEAUFORT, DO CERTIFY THAT THE BEAUFORT BOARD OF COMMISSIONERS APPROVED THIS MAP AND THE SITE HAS BEEN APPROVED FOR ANNEXATION AND RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS:

DATE: _____

TOWN CLERK: _____

ADOPTED BY THE TOWN OF BEAUFORT BOARD OF COMMISSIONERS - ORDINANCE # _____ DATED _____

EFFECTIVE DATE OF ORDINANCE: _____

REVIEW OFFICER CERTIFICATE

I, _____, REVIEW OFFICER OF CARTERET COUNTY, CERTIFY THAT THIS MAP OR PLAT TO WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER: _____

DATE: _____

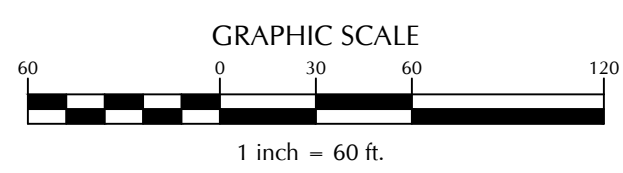
NORTH CAROLINA
CARTERET COUNTY

LEGEND (UNLESS OTHERWISE NOTED)

- AEC - AREA OF ENVIRONMENTAL CONCERN
- CAMA - COASTAL AREA MANAGEMENT ACT
- IPF - IRON PIPE FOUND
- LP - LIGHT POLE
- NHW - NORMAL HIGH WATER

LINE LEGEND

- ADJOINER
- ANNEXATION BOUNDARY
- 30' CAMA SETBACK
- CAMA 75' AEC
- EASEMENT
- 1% CHANCE FEMA FLOOD LINE
- RIGHT-OF-WAY
- STORM DRAINAGE PIPE
- WATERWAY
- INTERIOR LOT LINE
- WETLANDS 404 LINE
- WETLANDS COASTAL LINE



REVISIONS:	DATE:
	10-27-2022
	SCALE: 1"=60'
	SURVEYED BY: MS & RJ
	DRAWN BY: RAV
	CHECK & CLOSURE BY: RAV
	CAD FILE: DAVIS BAY LOTS 8&9 ANNEX.DWG
	PROJECT NO: 022001070.00

ANNEXATION MAP FOR THE TOWN OF BEAUFORT
PROPERTY OF
THE BURDETT FAMILY TRUST
TOWNSHIP: BEAUFORT COUNTY: CARTERET STATE: NORTH CAROLINA SHEET 1 OF 1
TOWN OF BEAUFORT ZONING: R-20 PIN: 731618226315000 & 731618217935000

WithersRavenel
Engineers | Planners | Surveyors
115 MacKenan Drive | Cary, NC 27511 | t: 919.469.3340 | license #: F-1479
www.withersravenel.com

W:\2022-07\02201070-Davis Bay - THE BURDETT FAMILY TRUST (Geomatics)\Survey\New-Com\Drawings\Davis Bay Lots 8&9 Annexation Map.dwg - Thursday, October 27, 2022, 11:42:51 AM - WANDERVELDE, RUDY



**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-31**

WHEREAS, petitions requesting annexation of an area described in said petitions was received on November 2, 2022 by the Town of Beaufort; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Commissioners of the Town of Beaufort deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Beaufort that:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Board of Commissioners the result of this investigation.

Adopted this 28th day of November 2022.

Sharon Harker, Mayor

Elizabeth Lewis, Town Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516 252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Board of Commissioners Work Session 4:00 PM Monday, November 28, 2022

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: ARP Discussion

BRIEF SUMMARY:

The Town of Beaufort received \$1,418,841.02 in American Rescue Plan Funds. The funds were received in two tranches and all funds have been received to date. The funds are public dollars and must be authorized by state law as well as meet both federal and state compliance requirements.

Staff recently attended a series of ARP workshops which addressed the latest updates from the U.S. Treasury that provided clarifying information on the 4 categories of ARP eligibility.

The 4 categories of eligibility for ARP funds include:

1. Address Covid Public Health & Negative Economic Impact
2. Replace Lost Revenue
3. Premium Pay
4. Infrastructure Investments

If the ARP allocation is between \$0-10M, ARP guidance recommends all funds are spent in the “Replace Lost Revenue” category. The town does not need to show any actual revenue loss. “Replace Lost Revenue” can be spent on almost any expenditure that is authorized under state law including reimbursements dating back to March 3, 2021. All funds must be obligated by Dec. 31, 2024 and fully expended Dec. 31, 2026.

Staff requests the Board of Commissioners (BOC) consider the “Replace Lost Revenue” category option and reimburse the General and Utility Funds for eligible expenditures and then select projects to fund. This process will meet the required state and federal compliance guidelines while removing stricter requirements associated with ARP funds. This will move all ARP funding to the General Fund or Utility Fund for use as designated by the BOC.

The “Replace Lost Revenue” option relaxes the timeline for expending the funds. The hard deadline of Dec. 31, 2026 would be lifted; however, funds must still be used in a timely manner.

During the FY 2022 Budget process the BOC approved eligible ARP projects. Capital Project Ordinances were approved in November 2021 with revisions to meet language requirements specified by the US Treasury approved in April 2022. Excess funds from the 2021 Capital Project Ordinances will need to be reallocated.

These projects include:

- Stormwater projects \$60,000 (Not Started)

- Equipment for the Train Depot to host virtual meetings \$20,000 (Completed under budget)
- Site Evaluation for new Water Plant \$500,000 (Spent approximately \$30,000 – Project found not viable- Reallocate)
- Pump Station #7 Replacement \$740,000 (In Progress – Exceeds budgeted amount)
- Future Projects as allowed by Grant \$98,841.02 (Not designated)

Staff requests the BOC designate projects for the remaining balance of \$590,187 following the below guidelines for approved and prohibited. Staff has also included a list of suggested projects for the BOC’s consideration.

ARP Approved Categories:

- General fund expenditures
- Enterprise fund expenditures
- Operating costs
- Capital costs
- Internal expenditures (ex. salaries & benefits)
- External expenditures (ex. contracts, partnerships, interlocal agreements)

ARP PROHIBITED Expenditures:

- Pension fund contributions
- Borrowing money
- Financial reserves / rainy day fund
- Settlement/judgement/consent decree
- Undermines or discourages compliance with CDC guidelines
- Violates conflict of interest provisions
- Violates state law or other federal laws and regulations, including applicable Uniform Guidance

Project Suggestions:

- Match of \$125,000 for Cedar Street previous pavement project
- New water access/kayak launch at Moore Street
- Train Depot Restoration
- Project for all citizens of Beaufort- centralized public art project
- Water/Sewer Projects
 - Generators for 3 lift stations that currently don’t have permanent generators. \$35,000 each
 - 2 well sites need generators. \$35,000 each
 - Completion of pump station # 7. \$100,000 additional funding needed

REQUESTED ACTION:

- Consider voting to approve the “Replace Lost Revenue” category option.
- If the “Replace Lost Revenue” option is approved, a budget amendment will be prepared.
- Select additional projects to fund?

EXPECTED LENGTH OF PRESENTATION: 5 minutes

15 minutes

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

Yes



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516 252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Board of Commissioners Work Session 4:00 PM Monday, November 28, 2022 Train Depot, 614 Broad Street

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: Financial Notes

BRIEF SUMMARY:

- Tax balances remaining are listed for September. The report for October has not been received from Carteret County at this time.

September		
Tax Year	Balance Remaining	Collection Rate to Date
2014	\$856	99.97%
2015	\$3,415	99.87%
2016	\$10,242	99.61%
2017	\$14,142	99.52%
2018	\$15,292	99.53%
2019	\$22,241	99.42%
2020	\$42,443	99.11%
2021	\$71,656	98.54%

- Sales and Use tax distribution for November is \$249,919 (August sales)
- Capital Reserve Balances

Capital Reserve Balances 10/24/22	Current Balance	Contributions budgeted for FY 23	Total
Debt Service Payment for Fire Pumper @ Station 2	78,608		78,608
FCO- Bulkhead/Boardwalk	600,000		600,000
FCO - Street Project	140,768	239,639	380,407
FCO-Utility Line Project	85,134	355,855	440,989

- Utility Fund Unrestricted Net position
\$3,420,023 (Audit FY 22)
Less (19,930) Bar Screen and HRIB permit and fence (FY 23 BA #3)
Less (41,000) Water Dept Vehicle from PY (FY 23 BA #4)
= 3,359,093 unrestricted net position

- General Fund – Unrestricted Fund Balance
\$8,464,834 (Audit FY22)
Less \$152,000 (BA #2- SRO officers)
Less \$509,831 (BA #3- PY items not completed in FY22)
=7,803,003

REQUESTED ACTION:

No action requested/ review

EXPECTED LENGTH OF PRESENTATION: 5 minutes

5 minutes

SUBMITTED BY:

Christi Wood, Finance Director

BUDGET AMENDMENT REQUIRED:

No

TOWN OF BEAUFORT
Statement of Revenue and Expenditures - Operating

November 28, 2022
03:32 PM

Revenue Account Range: 10-301-0000 to 60-307-0001 to 10/31/22
 Expend Account Range: First to Last Current Period: 10/01/22 to 10/31/22
 Print Zero YTD Activity: No Include Non-Anticipated: Yes Year To Date As Of: 10/31/22
 Include Non-Budget: No Prior Year: 10/01/21 to 10/31/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/deficit	% Real
10-301-0000	AD VALOREM TAX - CURRENT YEAR	287,080.89	4,976,349.00	0.00	0.00	4,976,349.00-	0
10-301-0001	AD VALOREM TAX PRIOR YEAR	4,996.28	70,000.00	0.00	5,874.64	64,125.36-	8
10-301-0002	PENALTIES AND INTEREST	1,693.91	10,000.00	190.47	2,010.88	7,989.12-	20
10-301-0004	MOTOR VEHICLE TAX	42,400.81	273,213.00	23,075.47	114,765.14	158,447.86-	42
10-301-0006	PAYMENT IN LIEU OF TAXES	5,825.46	22,507.00	0.00	0.00	22,507.00-	0
10-303-0001	LOCAL OPTION SALES TAX	228,391.20	2,406,000.00	264,635.29	264,635.29	2,141,364.71-	11
10-303-0002	UTILITIES FRANCHISE TAX	0.00	380,000.00	0.00	0.00	380,000.00-	0
10-303-0003	BEER AND WINE TAX	0.00	18,382.00	0.00	0.00	18,382.00-	0
10-303-0004	POWELL BILL	0.00	137,385.00	0.00	69,396.14	67,988.86-	51
10-303-0009	NC DOT	0.00	8,338.00	0.00	0.00	8,338.00-	0
10-303-0014	FEMA MITIGATION GRANT	0.00	84,650.00	0.00	0.00	84,650.00-	0
10-303-0016	GRANTS - SRO, CAD, School safety	0.00	216,425.00	0.00	0.00	216,425.00-	0
10-303-0001	COUNTY ABC PROFIT DISTRIBUTION	0.00	225,000.00	76,824.00	76,824.00	148,176.00-	34
10-304-0002	FIRE DISTRICT AD VALOREM TAX	50,015.83	610,295.00	50,833.33	203,333.32	406,961.68-	33
10-304-0003	FIRE DISTRICT SALES TAX	10,833.33	150,000.00	12,500.00	50,000.00	100,000.00-	33
10-304-0004	HARLOWE DIST AD VALOREM TAX	5,674.58	69,175.00	5,742.65	22,970.60	46,204.40-	33
10-304-0005	HARLOWE FIRE DISTRICT SALES TAX	1,669.33	22,435.00	1,869.70	7,478.80	14,956.20-	33
10-304-0020	MISC REVENUE-FIRE DEPARTMENT	150.00	0.00	300.00	461.00	461.00	0
10-305-0001	SOLID WASTE USER FEE (RES)	49,414.50	662,616.00	55,734.45	220,710.17	441,905.83-	33
10-305-0002	SOLID WASTE USER FEES (COMM)	1,146.96	14,902.00	1,252.80	5,004.46	9,897.54-	34
10-305-0003	STORMWATER	8,955.50	141,000.00	0.00	462.43	140,537.57-	0
10-305-0004	SOLID WASTE USER FEE -WBD	3,269.39	42,688.00	4,791.84	19,092.71	23,595.29-	45
10-305-0005	BUILDING PERMITS	27,937.20	200,000.00	40,632.00	128,245.18	71,754.82-	64
10-305-0006	PARKING METER	0.00	195,000.00	531.88	108,113.65	86,886.35-	55
10-305-0007	PARKING VIOLATIONS/PENALTIES	230.00	10,000.00	3,170.00	32,390.00	22,390.00-	324
10-305-0008	COURT COSTS, FEES, CHARGES	178.50	750.00	76.50	232.40	517.60-	31
10-305-0011	SPECIAL EVENT FEES	90.00	0.00	450.00	550.00	550.00	0
10-305-0013	TRAIN DEPOT RENTAL	30.00	0.00	245.00	550.00	550.00	0
10-306-0000	DREDGE FUNDS	0.00	60,000.00	0.00	10,000.00	50,000.00-	17
10-306-0001	PROPERTY LEASES	36,740.00	172,763.00	33,613.08	72,087.50	100,675.50-	42
10-306-0002	ANTENNA CONTRACT REVENUE	0.00	69,900.00	0.00	47,731.52	22,168.48-	68
10-306-0003	CEMETERY LOT SALES	3,155.56	3,500.00	0.00	1,125.00	2,375.00-	32
10-307-0001	INVESTMENT EARNINGS	164.48	2,000.00	25,606.11	75,430.63	73,430.63	***
10-307-0002	MISCELLANEOUS REVENUE	450.00	2,700.00	655.37	22,407.23	19,707.23	830
10-307-0003	MISCELLANEOUS REVENUE - PD	175.00	0.00	516.00	8,156.00	8,156.00	0
10-307-0009	APPROPRIATED FUND BALANCE	0.00	756,831.00	0.00	0.00	756,831.00-	0

TOWN OF BEAUFORT
Statement of Revenue and Expenditures - Operating

November 28, 2022
03:32 PM

Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real	
10-307-0010	UTILITY FUND ADMIN EXPENSE ALLOCATION	0.00	400,000.00	0.00	0.00	400,000.00-	0	
10-900-9000	cancel revenue	0.00	0.00	0.00	60.00	60.00	0	
	10 General Fund Revenue Total	770,668.71	12,414,804.00	603,245.94	1,570,098.69	10,844,705.31-	13	
Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
10-410-0000	GOVERNING BODY:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-410-0200	SALARIES AND WAGES	4,014.21	50,786.00	4,214.85	16,658.76	0.00	34,127.24	33
10-410-0500	FICA	307.07	3,931.00	322.43	1,274.36	0.00	2,656.64	32
10-410-0800	WORKERS COMPENSATION	0.00	139.00	0.00	139.00	0.00	0.00	100
10-410-1140	PUBLIC NOTICES/ADVERTISING	0.00	4,700.00	76.68	532.50	0.00	4,167.50	11
10-410-1141	NEWSLETTER	693.00	5,500.00	0.00	1,293.17	0.00	4,206.83	24
10-410-1210	OFFICE SUPPLIES	0.00	3,500.00	0.00	255.63	128.09	3,116.28	11
10-410-1250	DUES & SUBSCRIPTIONS	104.99	12,000.00	0.00	9,189.98	0.00	2,810.02	77
10-410-1430	TRAINING- REGISTRATION & CLASS MAT	0.00	9,800.00	5,283.23	6,021.23	770.00	3,008.77	69
10-410-14510	PROFESSIONAL SERVICES	0.00	6,000.00	0.00	0.00	0.00	6,000.00	0
10-410-14520	CODIFICATION	0.00	2,800.00	0.00	1,295.00	0.00	1,505.00	46
10-410-5400	INSURANCE	0.00	4,100.00	0.00	5,014.20	0.00	914.20-	122
	410- GOVERNING BODY:	5,119.27	103,256.00	9,897.19	41,673.83	898.09	60,684.08	41
10-420-0000	ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-420-0200	SALARIES AND WAGES	26,448.99	373,347.00	29,427.07	132,065.32	0.00	241,281.68	35
10-420-0500	FICA EXPENSE	1,950.67	28,121.00	2,242.01	10,061.47	0.00	18,059.53	36
10-420-0600	GROUP INSURANCE EXPENSE	1,171.72	36,073.00	2,145.28	8,581.12	0.00	27,491.88	24
10-420-0700	RETIREMENT EXPENSE	4,104.71	60,108.00	4,977.32	21,763.83	0.00	38,344.17	36
10-420-0800	WORKERS COMPENSATION	0.00	770.00	0.00	769.00	0.00	1.00	100
10-420-0900	UNEMPLOYMENT INSURANCE EXPENSE	0.00	7,500.00	0.00	0.00	0.00	7,500.00	0
10-420-1110	TELEPHONE	796.57	8,250.00	1,704.57	3,375.31	0.00	4,874.69	41
10-420-1120	INTERNET/CABLE	570.44	8,200.00	1,318.54	2,637.08	0.00	5,562.92	32
10-420-1130	POSTAGE	552.15	3,100.00	500.00	1,058.52	9.55	2,031.93	34
10-420-1210	OFFICE SUPPLIES	1,202.11	16,000.00	779.24	4,501.73	2,581.60	8,916.67	44
10-420-1220	OFFICE EQUIPMENT (NON-CAPITAL)	340.53	6,000.00	0.00	0.00	0.00	6,000.00	0
10-420-1221	OFFICE EQUIPMENT LEASES	452.73	8,100.00	521.76	2,608.80	0.00	5,491.20	32
10-420-1230	OFFICE CONTRACT SERVICES	522.37	6,700.00	450.41	1,303.79	0.00	5,396.21	19
10-420-1250	DUES AND SUBSCRIPTIONS	219.99	4,450.00	181.64	802.64	403.99	3,243.37	27
10-420-1310	ELECTRIC	1,066.04	18,000.00	1,124.33	5,321.34	0.00	12,678.66	30
10-420-1330	WATER/SEWER/SOLID WASTE	341.41	3,500.00	723.74	1,136.30	723.74	1,639.96	53
10-420-1430	TRAINING-REGISTRATION & CLASS MAT	0.00	14,100.00	175.00	4,260.38	0.00	9,839.62	30
10-420-1630	EQUIPMENT MAINT. & REPAIRS	0.00	100.00	0.00	0.00	0.00	100.00	0

TOWN OF BEAUFORT
Statement of Revenue and Expenditures - Operating

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
10-420-5400	INSURANCE	0.00	61,175.00	0.00	60,338.83	0.00	836.17	99
420-ADMINISTRATION:		39,740.43	663,594.00	46,270.91	260,585.46	3,718.88	399,289.66	40
10-430-0000	FINANCE:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-430-0200	SALARIES AND WAGES	20,115.38	305,343.00	19,716.69	102,490.86	0.00	202,852.14	34
10-430-0500	FICA EXPENSE	1,467.30	23,570.00	1,453.41	7,460.19	0.00	16,109.81	32
10-430-0600	GROUP INSURANCE EXPENSE	2,346.36	45,092.00	2,138.20	12,467.48	0.00	32,624.52	28
10-430-0700	RETIREMENT EXPENSE	3,291.10	50,381.00	3,342.72	16,967.65	0.00	33,413.35	34
10-430-0800	WORKERS COMPENSATION	0.00	2,529.00	0.00	711.00	0.00	1,818.00	28
10-430-1230	OFFICE CONTRACT SERVICES	8,995.62	29,000.00	1,149.08	17,285.03	0.00	11,714.97	60
10-430-1250	DUES & SUBSCRIPTIONS	31.38	400.00	0.00	0.00	0.00	400.00	0
10-430-1430	TRAINING-REGISTRATION & CLASS MATE	20.00	5,100.00	85.00	85.00	0.00	5,015.00	2
10-430-1630	EQUIPMENT MAINT & REPAIRS	0.00	500.00	0.00	0.00	0.00	500.00	0
10-430-4510	PROFESSIONAL SERVICES	0.00	20,400.00	3,430.00	9,435.00	0.00	10,965.00	46
10-450-4520	TAX COLLECTION ADMIN EXPENSE PROP.	6,045.82	103,947.00	0.00	139.32	0.00	103,807.68	0
10-450-4525	TAX COLLECTION ADMIN EXPENSE MVT	2,233.43	14,000.00	737.66	10,603.58	0.00	3,396.42	76
430-FINANCE:		44,546.39	600,262.00	32,052.76	177,645.11	0.00	422,616.89	30
10-450-0000	PARKING DEPARTMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-450-0200	SALARIES AND WAGES	3,042.57	46,729.00	3,392.73	26,190.10	0.00	20,538.90	56
10-450-0201	OVERTIME	15.11	0.00	0.00	41.09	0.00	41.09-	0
10-450-0205	OTHER SALARIES - PART TIME	0.00	14,175.00	0.00	0.00	0.00	14,175.00	0
10-450-0500	FICA EXPENSE	233.91	4,742.00	215.70	1,940.92	0.00	2,801.08	41
10-450-0600	GROUP INSURANCE	0.00	9,019.00	711.76	1,067.64	0.00	7,951.36	12
10-450-0700	RETIREMENT EXPENSE	0.00	7,684.00	580.16	2,444.47	0.00	5,239.53	32
10-450-0800	WORKERS COMPENSATION	0.00	1,273.00	0.00	0.00	0.00	1,273.00	0
10-450-1210	OFFICE SUPPLIES	0.00	2,000.00	350.99	537.75	0.00	1,462.25	27
10-450-1230	OFFICE CONTRACT SERVICES - SOFTWARE	912.00	12,387.00	0.00	1,984.00	0.00	10,403.00	16
10-450-1430	TRAINING -REGISTRATION AND CLASS MAT'L	0.00	3,130.00	0.00	0.00	0.00	3,130.00	0
10-450-1592	WBD PROJECTS	18.00	0.00	0.00	0.00	0.00	0.00	0
10-450-1620	EQUIPMENT RENTAL - HANDHELDS	100.00	2,100.00	100.00	1,080.00	0.00	1,020.00	51
10-450-1630	EQUIPMENT MAINTENANCE AND REPAIRS	0.00	3,100.00	0.00	80.59	0.00	3,019.41	3
10-450-3901	PARKING METER CREDIT CARD PROCESSING FEE	804.76	22,440.00	762.23	10,546.57	0.00	11,893.43	47
10-450-3902	COLLECTION FEES	60.45	2,040.00	300.28	589.01	0.00	1,450.99	29
10-450-5730	CONTINGENCY	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
10-450-8010	DEBT SERVICE - PRINCIPAL	0.00	8,492.52	0.00	0.00	0.00	8,492.52	0
10-450-8011	DEBT SERVICE - INTEREST	0.00	310.80	0.00	0.00	0.00	310.80	0

TOWN OF BEAUFORT
Statement of Revenue and Expenditures - Operating

Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
450- PARKING DEPARTMENT:		5,186.80	142,622.32	6,413.85	46,502.14	0.00	96,120.18	33
10-510-0000	POLICE DEPARTMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-510-0200	SALARIES AND WAGES	80,283.38	1,340,849.00	93,332.23	399,245.31	0.00	941,603.69	30
10-510-0201	OVERTIME	3,514.85	31,212.00	2,340.38	8,361.21	0.00	22,830.79	27
10-510-0203	SEPARATION PAY	3,567.22	46,374.00	3,567.22	16,052.49	0.00	30,321.51	35
10-510-0205	OTHER SALARIES-PARTTIME	375.79	16,830.00	1,084.68	1,973.48	0.00	14,856.52	12
10-510-0500	FICA EXPENSE	6,491.21	99,945.00	7,491.54	31,829.29	0.00	68,115.71	32
10-510-0600	GROUP INSURANCE EXPENSE	11,139.12	171,347.00	12,827.52	51,285.08	0.00	120,061.92	30
10-510-0700	RETIREMENT EXPENSE	14,217.99	213,994.00	17,216.02	70,650.60	0.00	143,343.40	33
10-510-0800	WORKERS COMPENSATION	0.00	34,765.00	0.00	28,000.00	0.00	6,765.00	81
10-510-1110	TELEPHONE	610.25	7,500.00	1,249.87	2,468.11	0.00	5,031.89	33
10-510-1111	TELEPHONE-CELLULAR	848.67	12,200.00	3,534.35	5,489.63	0.00	6,710.37	45
10-510-1120	INTERNET/CABLE	465.90	6,100.00	897.69	1,871.31	0.00	4,228.69	31
10-510-1130	POSTAGE	0.00	500.00	18.40	330.40	0.00	169.60	66
10-510-1210	OFFICE SUPPLIES	368.55	2,500.00	0.00	116.07	219.98	2,163.95	13
10-510-1220	OFFICE EQUIPMENT (NON-CAPITAL)	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
10-510-1221	OFFICE EQUIPMENT LEASES	349.25	4,200.00	374.25	1,871.25	0.00	2,328.75	45
10-510-1230	OFFICE CONTRACT SERVICES	350.56	61,000.00	420.34	11,000.60	2,774.40	47,225.00	23
10-510-1250	DUES AND SUBSCRIPTIONS	47.07	2,000.00	0.00	163.24	0.00	1,836.76	8
10-510-1260	MISC. ADMIN. EXPENSE	0.00	350.00	0.00	0.00	0.00	350.00	0
10-510-1310	ELECTRIC	555.60	7,000.00	459.61	2,336.78	0.00	4,663.22	33
10-510-1330	WATER/SEWER/SOLID WASTE	227.63	3,500.00	272.98	521.76	272.98	2,705.26	23
10-510-1420	OSHA/SAFETY COMPLIANCE	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
10-510-1430	TRAINING- REGISTRATION & CLASS MAT'	285.46	20,000.00	679.11	4,268.27	783.92	14,947.81	25
10-510-1432	MEALS	209.44	0.00	0.00	0.00	0.00	0.00	0
10-510-1440	UNIFORMS	340.47	23,400.00	138.77	4,879.45	1,653.95	16,866.60	28
10-510-1451	EMPLOYEE WELLNESS	473.00	11,800.00	441.00	2,383.00	0.00	9,417.00	20
10-510-1610	NON-CAPITAL EQUIPMENT PURCHASE	323.31	50,690.00	116.91	29,172.05	7,311.42	14,206.53	72
10-510-1630	EQUIPMENT MAINT. & REPAIRS	403.16	4,000.00	123.34	244.44	87.23	3,668.33	8
10-510-1710	AUTO FUEL	2,665.80	37,000.00	3,424.23	15,290.55	0.00	21,709.45	41
10-510-1730	VEHICLE MAINT. & REPAIRS	6,238.90	16,000.00	3,149.09	4,864.10	105.35	11,030.55	31
10-510-3310	DEPARTMENT SUPPLIES & MATERIALS	262.00	20,000.00	340.18	1,042.67	875.37	18,081.96	10
10-510-4510	PROFESSIONAL SERVICES	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
10-510-4560	ABANDONED AND DERELICT VESSEL REMOVAL	0.00	12,000.00	0.00	3,734.82	0.00	8,265.18	31
10-510-4570	MARINE OPERATIONS	194.19	17,000.00	1,005.35	1,504.32	0.00	15,495.68	9
10-510-5400	INSURANCE AND BONDS	0.00	26,500.00	0.00	28,140.59	0.00	1,640.59	106
10-510-5791	CRIMINAL INVESTIGATION	3.99	10,000.00	0.00	3,000.00	10.66	6,989.34	30
10-510-5793	CRIME PREVENTION	0.00	5,000.00	0.00	524.71	209.97	4,265.32	15
10-510-7430	CAPITAL OUTLAY - VEHICLES	0.00	271,226.00	0.00	41,276.60	243,894.80	13,945.40	105

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10-510-9020	GRANT EXPENDITURES	0.00	106,425.00	0.00	0.00	0.00	106,425.00	0
	510- POLICE DEPARTMENT:	134,812.76	2,698,207.00	154,505.06	773,912.18	258,200.03	1,666,094.79	38
10-531-0000	FIRE DEPARTMENT:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-531-0200	SALARIES & WAGES	75,694.08	1,328,977.00	97,531.84	428,608.42	0.00	900,368.58	32
10-531-0201	OVERTIME	2,976.59	42,272.00	2,081.70	9,943.17	0.00	32,328.83	24
10-531-0205	SALARIES-PARTIME/PRN	1,386.90	43,942.00	1,994.05	14,996.90	0.00	28,945.10	34
10-531-0500	FICA EXPENSE	5,912.26	110,329.00	7,552.63	33,836.68	0.00	76,492.32	31
10-531-0600	GROUP INSURANCE	10,011.40	184,382.70	14,998.74	55,983.03	0.00	128,399.67	30
10-531-0700	RETIREMENT EXPENSE	12,883.60	228,603.00	16,998.02	72,924.77	0.00	155,678.23	32
10-531-0701	FIREMAN'S PENSION FUND	0.00	2,203.00	0.00	0.00	0.00	2,203.00	0
10-531-0800	WORKERS COMPENSATION	754.00	57,763.00	0.00	39,193.88	0.00	18,569.12	68
10-531-1110	TELEPHONE	552.12	7,589.00	5,128.35	6,230.90	0.00	1,358.10	82
10-531-1111	TELEPHONE- CELLULAR	114.03	2,601.00	304.08	608.16	0.00	1,992.84	23
10-531-1120	INTERNET/CABLE	399.88	6,998.00	750.00	1,500.00	0.00	5,498.00	21
10-531-1130	POSTAGE	5.70	208.00	0.00	170.30	0.00	37.70	82
10-531-1210	OFFICE SUPPLIES	62.93	1,248.00	69.98	822.92	0.00	425.08	66
10-531-1220	OFFICE EQUIPMENT (NON-CAPITAL)	0.00	7,000.00	0.00	3,811.79	10.66	3,177.55	55
10-531-1221	OFFICE EQUIPMENT LEASES	239.94	3,152.00	239.94	1,199.70	0.00	1,952.30	38
10-531-1230	OFFICE CONTRACT SERVICES	0.00	2,737.00	0.00	2,128.00	0.00	609.00	78
10-531-1250	DUES & SUBSCRIPTIONS	15.00	2,132.00	0.00	134.00	0.00	1,998.00	6
10-531-1310	ELECTRIC	1,801.66	26,808.00	2,089.70	7,763.14	0.00	19,044.86	29
10-531-1320	LP GAS	18.57	520.00	0.00	78.30	222.46	219.24	58
10-531-1330	WATER/SEWER/SOLID WASTE	338.78	7,362.00	1,000.22	2,010.67	876.95	4,474.38	39
10-531-1420	OSHA/ SAFETY COMPLIANCE	0.00	14,090.00	150.00	406.08	0.00	13,683.92	3
10-531-1421	SAFETY EQUIPMENT	53.00	68,802.00	1,410.50	7,718.60	42,648.00	18,435.40	73
10-531-1422	SAFETY SUPPLIES & MATERIALS	61.77	3,121.00	0.00	673.81	83.29	2,363.90	24
10-531-1430	TRAINING- REGIST & CLASS MATERIAL	0.00	12,484.00	45.99	4,625.44	269.39	7,589.17	39
10-531-1431	MILEAGE	602.78	0.00	0.00	0.00	0.00	0.00	0
10-531-1432	MEALS	6.04	0.00	0.00	0.00	0.00	0.00	0
10-531-1440	UNIFORMS	364.19	17,076.00	2,388.92	5,412.86	0.00	11,663.14	32
10-531-1510	BUILDING MAINTENANCE	141.66	4,755.00	91.94	3,341.53	300.25	1,113.22	77
10-531-1511	GROUND MAINT	15.99	3,641.00	0.00	636.11	0.00	3,004.89	17
10-531-1512	JANITORIAL SUPPLIES	107.61	3,373.00	432.79	2,731.36	11.37	630.27	81
10-531-1513	CONTRACTED SERVICES	1,607.50	8,843.00	0.00	296.00	0.00	8,547.00	3
10-531-1610	NON-CAPITAL EQUIPMENT PURCHASE	449.00	33,700.00	7,099.99	8,751.26	2,416.13	22,532.61	33
10-531-1630	EQUIPMENT MAINT & REPAIRS	425.79	16,230.00	164.56	1,006.52	337.86	14,885.62	8
10-531-1710	AUTO FUEL	1,361.30	25,102.00	2,982.60	11,030.49	179.55	13,891.96	45
10-531-1730	VEHICLE MAINT & REPAIRS	3,100.67	30,090.00	854.18	10,164.73	119.56	19,805.71	34

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10-531-3310	DEPARTMENT SUPPLIES & MATERIALS	251.81	9,364.00	54.24	1,662.01	0.00	7,701.99	18
10-531-5400	INSURANCE & BONDS	0.00	40,666.00	157.00-	43,201.38	0.00	2,535.38-	106
10-531-7410	CAPITAL OUTLAY - BUILDINGS	0.00	29,975.00	0.00	26,399.00	3,576.00	0.00	100
10-531-7430	CAPITAL OUTLAY- VEHICLES	0.00	450,998.00	3,384.35	441,830.30	8,089.24	1,078.46	100
10-531-8010	DEBT SERVICE - PRINCIPAL	0.00	329,602.04	0.00	170,040.03	0.00	159,562.01	52
10-531-8011	DEBT SERVICE - INTEREST	0.00	86,832.94	0.00	35,118.00	0.00	51,714.94	40
10-531-9003	HURRICANE SUPPLIES & MATERIALS	2,904.26	0.00	0.00	0.00	0.00	0.00	0
10-531-9010	COVID-19 RESPONSE	439.36	0.00	0.00	419.87	0.00	419.87-	0
531 FIRE DEPARTMENT:		125,060.17	3,255,571.68	169,642.31	1,457,410.11	59,140.71	1,739,020.86	47
10-540-0000	PLANNING & INSPECTIONS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-540-0200	SALARIES AND WAGES	22,457.34	352,760.00	28,254.73	125,111.87	0.00	227,648.13	35
10-540-0201	OVERTIME	67.61	0.00	0.00	0.00	0.00	0.00	0
10-540-0500	FICA EXPENSE	1,684.62	27,315.00	2,118.56	9,434.00	0.00	17,881.00	35
10-540-0600	GROUP INSURANCE EXPENSE	2,344.42	45,092.00	3,559.78	14,237.16	0.00	30,854.84	32
10-540-0700	RETIREMENT EXPENSE	3,664.35	58,385.00	4,798.21	20,694.56	0.00	37,690.44	35
10-540-0800	WORKERS COMPENSATION	0.00	6,870.00	0.00	6,500.00	0.00	370.00	95
10-540-1230	OFFICE CONTRACT SERVICES	0.00	20,000.00	108.82	108.82	20,000.00	108.82-	101
10-540-1250	DUES & SUBSCRIPTIONS	723.59	2,500.00	0.00	797.82	150.50	1,551.68	38
10-540-1420	OSHA/SAFETY COMPLIANCE	0.00	300.00	0.00	0.00	0.00	300.00	0
10-540-1430	TRAINING-REGISTRATION & CLASS MAT ¹	150.00-	8,550.00	0.00	1,937.80	1,245.01	5,367.19	37
10-540-1610	NON-CAPITAL EQUIPMENT PURCHASE	0.00	2,000.00	0.00	21.82	0.00	1,978.18	1
10-540-1710	AUTO FUEL	29.06	1,800.00	51.06	472.99	0.00	1,327.01	26
10-540-1730	VEHICLE MAINT & REPAIRS	0.00	500.00	0.00	489.83	0.00	10.17	98
10-540-1810	PERMITS & FEES RECURRING	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
10-540-3510	HISTORIC COMM. EXPENSE	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
10-540-3512	HISTORIC COMM-TRAVEL	0.00	1,800.00	0.00	0.00	0.00	1,800.00	0
10-540-7470	CAPITAL OUTLAY-PROFESSIONAL SERVICES	2,153.00	0.00	0.00	0.00	0.00	0.00	0
10-540-7440	CAPITAL OUTLAY - CONTRACTED SERVICES	0.00	124,000.00	0.00	0.00	0.00	124,000.00	0
540 PLANNING & INSPECTIONS:		32,973.99	654,872.00	38,891.16	179,806.67	21,395.51	453,669.82	31
10-550-0000	PUBLIC SERVICE ADMINISTRATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-550-0200	SALARIES AND WAGES	16,521.88	225,819.00	17,791.06	79,162.81	0.00	146,656.19	35
10-550-0500	FICA EXPENSE	1,181.94	17,864.00	1,277.60	5,722.32	0.00	12,141.68	32
10-550-0600	GROUP INSURANCE EXPENSE	1,173.66	18,037.00	1,425.46	5,701.84	0.00	12,335.16	32
10-550-0700	RETIREMENT	2,693.20	38,184.00	3,023.46	13,101.39	0.00	25,082.61	34
10-550-0800	WORKERS COMPENSATION	0.00	6,002.00	0.00	6,000.00	0.00	2.00	100
10-550-1230	OFFICE CONTRACT SERVICES	0.00	7,500.00	0.00	0.00	0.99	7,499.01	0

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10-550-1250	DUES AND SUBSCRIPTIONS	31.38	1,000.00	72.54	147.06	0.00	852.94	15
10-550-1420	OSHA/SAFETY COMPLIANCE	0.00	300.00	0.00	0.00	0.00	300.00	0
10-550-1430	TRAINING - REGISTRATION & CLASS MATERIAL	0.00	2,725.00	0.00	132.00	0.00	2,593.00	5
10-550-1440	UNIFORMS	0.00	300.00	0.00	0.00	0.00	300.00	0
10-550-1610	NON-CAPITAL EQUIPMENT PURCHASE	0.00	150.00	0.00	0.00	0.00	150.00	0
10-550-1710	AUTO FUEL	0.00	500.00	40.55	202.35	0.00	297.65	40
10-550-1730	VEHICLE MAINT. & REPAIRS	0.00	500.00	0.00	0.00	0.00	500.00	0
10-550-3310	DEPARTMENTAL SUPPLIES & MATERIALS	0.00	250.00	0.00	0.00	0.00	250.00	0
10-550-4510	PROFESSIONAL SERVICES	0.00	7,500.00	0.00	0.00	0.00	7,500.00	0
10-550-5730	CONTINGENCY	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
550 PUBLIC SERVICE ADMINISTRATION:		21,602.06	327,631.00	23,630.67	110,169.77	0.99	217,460.24	34
10-560-0000	PUBLIC WORKS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-560-0200	SALARIES AND WAGES	37,352.56	597,480.00	44,630.18	194,733.29	0.00	402,746.71	33
10-560-0201	OVERTIME	565.52	5,307.00	1,091.07	3,618.39	0.00	1,688.61	68
10-560-0500	FICA EXPENSE	2,727.36	47,667.00	3,249.51	14,173.88	0.00	33,493.12	30
10-560-0600	GROUP INSURANCE EXPENSE	6,414.56	117,237.00	8,550.12	34,912.24	0.00	82,324.76	30
10-560-0700	RETIREMENT EXPENSE	6,174.80	99,766.00	7,720.88	32,655.72	0.00	67,110.28	33
10-560-0800	WORKERS COMPENSATION	0.00	34,360.00	0.00	26,555.46	0.00	7,804.54	77
10-560-1110	TELEPHONE	127.07	3,000.00	253.12	588.19	0.00	2,411.81	20
10-560-1111	TELEPHONE- CELLULAR	81.45	0.00	153.44	234.71	0.00	234.71-	0
10-560-1120	INTERNET\CABLE	450.16	4,900.00	888.56	1,777.12	0.00	3,122.88	36
10-560-1130	POSTAGE	940.72	4,500.00	0.00	1,550.35	0.00	2,949.65	34
10-560-1210	OFFICE SUPPLIES	59.73	2,125.00	0.00	194.01	124.07	1,806.92	15
10-560-1220	OFFICE EQUIPMENT (NON-CAPITAL)	0.00	2,000.00	0.00	0.00	0.00	2,000.00	0
10-560-1221	OFFICE EQUIPMENT LEASE	266.30	3,350.00	266.30	1,331.50	0.00	2,018.50	40
10-560-1230	OFFICE CONTRACT SERVICES	482.79	2,350.00	196.91	757.41	0.00	1,592.59	32
10-560-1250	DUES AND SUBSCRIPTIONS	35.68	825.00	36.28	240.04	59.98	524.98	36
10-560-1310	ELECTRIC	616.02	7,125.00	737.58	2,939.30	0.00	4,185.70	41
10-560-1320	LP GAS	7.75	3,500.00	495.94	511.19	0.00	2,988.81	15
10-560-1330	WATER/SEWER/SOLID WASTE	243.64	2,750.00	259.63	470.77	234.63	2,044.60	26
10-560-1420	OSHA/SAFETY COMPLIANCE	215.25	5,800.00	154.90	459.87	344.57	4,995.56	14
10-560-1430	TRAINING -REGISTRATION & CLASS	0.00	6,550.00	0.00	0.00	0.00	6,550.00	0
10-560-1440	UNIFORMS	374.99	7,350.00	399.56	1,507.39	0.00	5,842.61	21
10-560-1610	NON-CAPITAL EQUIPMENT PURCHASE	505.11	12,000.00	171.92	797.95	58.70	11,143.35	7
10-560-1630	EQUIPMENT MAINT. & REPAIRS	73.05	10,500.00	560.32	1,056.56	55.39	9,388.05	11
10-560-1710	AUTO FUEL	2,032.53	15,500.00	1,539.45	6,399.52	0.00	9,100.48	41
10-560-1730	VEHICLE MAINT. & REPAIRS	1,262.05	17,000.00	1,828.62	2,977.68	294.21	13,728.11	19
10-560-3310	DEPARTMENT SUPPLIES & MATERIAL	322.86	8,150.00	335.30	1,200.31	46.93	6,902.76	15

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10-560-3811	STREET CONT. SERVICES	0.00	8,000.00	0.00	0.00	0.00	8,000.00	0
10-560-3812	STREET SUPPLIES & MAT'L	513.24	10,000.00	1,816.06	5,171.49	347.78	4,480.73	55
10-560-3814	SIDEWALKS & MULTI-MODAL	0.00	19,100.00	557.39	618.72	0.00	18,481.28	3
10-560-4550	CONTRACT SERVICES	0.00	12,000.00	0.00	0.00	1,150.00	10,850.00	10
10-560-4552	MOSQUITO CONTROL	0.00	2,500.00	0.00	14.99	0.00	2,485.01	1
10-560-4590	DREDGING EXPENSE	0.00	85,000.00	0.00	0.00	0.00	85,000.00	0
10-560-5400	INSURANCE	0.00	19,890.00	0.00	15,348.72	0.00	4,541.28	77
10-560-5900	STREET LIGHTS	11,376.76	147,750.00	10,696.14	42,737.98	0.00	104,992.02	29
10-560-7430	CAPITAL OUTLAY - VEHICLES	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0
10-560-8010	DEBT SERVICES-PRINCIPAL	0.00	245,000.00	0.00	0.00	0.00	245,000.00	0
10-560-8011	DEBT SERVICES-INTEREST	0.00	77,714.00	0.00	38,857.00	0.00	38,857.00	50
560 PUBLIC WORKS:		73,221.95	1,698,046.00	86,589.18	434,411.75	2,716.26	1,260,917.99	26
10-570-0000	SANITATION:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-570-11310	ELECTRIC FOR COMPACTOR	45.28	1,020.00	45.31	182.88	0.00	837.12	18
10-570-11630	EQUIPMENT MAINT.	0.00	1,500.00	0.00	324.65	0.00	1,175.35	22
10-570-1710	AUTO FUEL	493.51	12,000.00	1,426.03	6,067.01	0.00	5,932.99	51
10-570-1730	VEHICLE MAINTENANCE	39.98	1,020.00	0.00	17.66	0.00	1,002.34	2
10-570-4520	COLLECTION CONTRACTED SV WBD ROLLOUT ONL	2,028.89	26,045.00	3,948.66	8,425.32	0.00	17,619.68	32
10-570-4521	COLLECTION CONTRACTSVC RESROLLOUT SW&RCY	39,600.16	476,766.00	77,041.18	155,535.85	0.00	321,230.15	33
10-570-4550	CONTRACTOR SERVICES	0.00	5,000.00	0.00	160.00	0.00	4,840.00	3
10-570-4560	RECYCLING DISPOSAL WBD CARDBOARD ONLY	636.72	7,500.00	1,372.80	2,745.60	0.00	4,754.40	37
10-570-4561	SOLID WASTE DISPOSAL RES BULK SERVICE	3,218.43	42,585.00	6,805.70	14,534.25	0.00	28,050.75	34
10-570-4562	YARD DEBRIS DISPOSAL FEE DEE GARNER	3,970.00	58,470.00	4,670.00	22,910.00	0.00	35,560.00	39
10-570-4563	SOLID WASTE DISPOSAL WBD COMPACTOR FEE	5,949.56	31,750.00	6,519.39	13,223.25	0.00	18,526.75	42
570 SANITATION:		55,982.53	663,656.00	101,829.07	224,126.47	0.00	439,529.53	34
10-580-0000	STORMWATER	0.00	0.00	0.00	0.00	0.00	0.00	0
10-580-1610	NON-CAPITAL EQUIPMENT PURCHASES	700.12	25,500.00	21.00	1,899.57	37.35	23,563.08	8
10-580-1630	EQUIPMENT MAINT & REPAIRS	0.00	7,500.00	99.99	1,064.33	0.00	6,435.67	14
10-580-1710	AUTO FUEL	736.58	10,800.00	0.00	0.00	0.00	10,800.00	0
10-580-3310	DEPARTMENT SUPPLIES & MATERIALS	0.00	7,500.00	270.95	3,317.92	754.21	3,427.87	54
10-580-4550	CONTRACT SERVICES	0.00	42,750.00	0.00	0.00	0.00	42,750.00	0
580 STORMWATER		1,436.70	94,050.00	391.94	6,281.82	791.56	86,976.62	8
10-620-0000	FACILITIES & GROUND MAIN:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-620-0200	SALARIES AND WAGES	0.00	9,000.00	0.00	0.00	0.00	9,000.00	0

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Expend Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
10-620-1510	TOWN HALL BLDG MAINT	15,610.15	87,600.00	375.27	1,800.41	0.00	85,799.59	2
10-620-1511	TOWN HALL GROUND MAINT	0.00	510.00	0.00	0.00	0.00	510.00	0
10-620-1512	TOWN HALL JANITORIAL SUPPLIES	37.36	0.00	0.00	0.00	0.00	0.00	0
10-620-1513	TOWN HALL CONTRACTED SERVICES	0.00	2,025.00	0.00	135.00	0.00	1,890.00	7
10-620-1520	TRAIN DEPOT BLDG MAINT	52.51	55,000.00	604.38	1,404.38	0.00	53,595.62	3
10-620-1522	TRAIN DEPOT JANITORIAL SUPPLIES	0.00	1,000.00	0.00	451.17	0.00	548.83	45
10-620-1530	POLICE DEPT BLDG MAINT	4,148.68	15,000.00	69.27	221.27	0.00	14,778.73	1
10-620-1532	POLICE DEPT JANITORIAL SUPPLIES	0.00	800.00	0.00	0.00	0.00	800.00	0
10-620-1540	PUBLIC WORKS BLDG MAINT	215.45	11,000.00	15.18	714.57	0.00	10,285.43	6
10-620-1541	PUBLIC WORKS GROUND MAINT	12.99	765.00	0.00	0.00	0.00	765.00	0
10-620-1542	PUBLIC WORKS JANITORIAL SUPPLIES	0.00	510.00	0.00	334.66	0.00	175.34	66
10-620-1550	CEMETERY MAINTENANCE	1,794.67	50,000.00	69.88	34,594.01	72.09	15,333.90	69
10-620-1560	PUBLIC RESTROOM BLDG MAINT	489.04	6,100.00	904.79	1,680.77	692.28	3,726.95	39
10-620-1562	PUBLIC RESTROOM JANITORIAL SUPPLY	1,585.69	10,000.00	1,192.75	5,048.16	0.00	4,951.84	50
10-620-1570	PARKS MAINTENANCE	1,888.45	20,000.00	1,353.25	4,502.66	358.88	15,138.46	24
10-620-1571	RJP PARK MAINTENANCE	294.23	17,000.00	884.31	4,634.53	380.15	11,985.32	30
10-620-1572	TOPSAIL PARK IMPROVEMENTS	0.00	2,500.00	0.00	0.00	0.00	2,500.00	0
10-620-1573	PARKS CONTRACTED SERVICE	85.87	35,000.00	115.37	763.85	0.00	34,236.15	2
10-620-1580	DOCKS AND BOARDWALK MAINT	0.00	5,600.00	969.14	1,237.60	0.00	4,362.40	22
10-620-1590	PUBLIC R.O.W. MAINT	1,000.00	15,750.00	0.00	4,643.92	0.00	11,106.08	29
10-620-1591	TREES	0.00	15,000.00	0.00	787.50	0.00	14,212.50	5
10-620-1610	NON CAPITAL EQUIPMENT PURCHASE	149.45	2,550.00	0.00	358.57	0.00	2,191.43	14
10-620-1630	EQUIPMENT MAINT & REPAIRS	258.40	2,550.00	0.00	412.73	0.00	2,137.27	16
10-620-3310	DEPARTMENTAL SUPPLIES & MATERIALS	0.00	4,200.00	0.00	0.00	0.00	4,200.00	0
620 FACILITIES & GROUND MAIN:		27,622.94	369,460.00	6,553.59	63,725.76	1,503.40	304,230.84	18
10-700-0000	NON-DEPARTMENTAL:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-700-0200	GENERAL ADJUSTMENTS-FOR BUDGET PURPOSES	0.00	101,317.00	0.00	0.00	0.00	101,317.00	0
10-700-0206	MERIT AWARDS	0.00	81,372.00	0.00	0.00	0.00	81,372.00	0
10-700-1000	PUBLIC INFORMATION	0.00	5,500.00	0.00	0.00	0.00	5,500.00	0
10-700-1120	INTERNET- FIBER HUB CONNECTION	606.23	8,400.00	1,260.76	2,521.52	0.00	5,878.48	30
10-700-1125	CONTRACTED IT SERVICES	0.00	0.00	0.00	4,954.11	0.00	4,954.11	0
10-700-1130	INFORMATION TECHNOLOGY SERVICES	10,113.46	64,200.00	0.00	21,636.16	0.00	42,563.84	34
10-700-1250	EURY'S LANDING CONDOMINIUM ANNUAL DUES	0.00	800.00	0.00	0.00	800.00	0.00	100
10-700-1410	HUMAN RESOURCES - EMPLOYMENT	10,029.36	23,000.00	580.25	18,282.40	0.00	4,717.60	79
10-700-1420	HUMAN RESOURCES - TRAINING	1,000.00	7,500.00	0.00	0.00	0.00	7,500.00	0
10-700-1430	HUMAN RESOURCES- EMPLOYEE ADVERTISING	0.00	2,500.00	44.40	748.60	0.00	1,751.40	30
10-700-1440	HUMAN RESOURCES- EMPLOYEE ASSISTANCE PROG	0.00	1,800.00	0.00	0.00	0.00	1,800.00	0
10-700-1450	EMPLOYEE ENGAGEMENT	53.38	30,000.00	0.00	1,656.98	903.42	27,439.60	9

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10-700-1592	WBD PROJECTS	1,190.97	72,550.00	157.07	21,459.98	1,037.20	50,052.82	31
10-700-4510	PROFESSIONAL SERVICES	8,648.00	210,550.00	4,647.50	67,216.36	60,437.64	82,896.00	61
10-700-4530	LEGAL SERVICES	13,275.00	181,000.00	14,621.23	65,749.56	0.00	115,250.44	36
10-700-8010	DEBT SERVICE - PRINCIPAL	0.00	100,000.00	0.00	100,000.00	0.00	0.00	100
10-700-8011	DEBT SERVICE - INTEREST	0.00	13,448.00	0.00	7,415.97	0.00	6,032.03	55
	700 NON-DEPARTMENTAL	44,916.40	903,937.00	21,311.21	311,641.64	63,178.26	529,117.10	41
10-800-0000	GENERAL FUND TRANSFERS:	0.00	0.00	0.00	0.00	0.00	0.00	0
10-800-8000	TRANSFER TO CAPITAL RESERVE	0.00	239,639.00	0.00	0.00	0.00	239,639.00	0
	10 General Fund Expend Total	612,222.39	12,414,804.00	697,978.90	4,087,892.71	411,543.69	7,915,367.60	36

	Prior	Current	YTD
Revenues:	770,668.71	603,245.94	1,570,098.69
Expended:	612,222.39	697,978.90	4,499,436.40
Net Income:	158,446.32	94,732.96	2,929,337.71

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Revenue Account	Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/Deficit	% Real
40-305-0001	REVENUE ACCOUNT REGULAR - WATER USAGE	119,469.41	1,303,046.00	125,075.27	513,936.37	789,109.63-	39
40-305-0002	REVENUE ACCOUNT REGULAR - SEWER USAGE	281,781.51	3,138,579.00	285,925.87	1,171,251.19	1,967,327.81-	37
40-305-0003	WATER TAP IN FEES	10,900.00	56,000.00	18,200.00	40,475.00	15,525.00-	72
40-305-0004	SEWER TAP IN FEE	10,500.00	60,000.00	18,750.00	33,000.00	27,000.00-	55
40-305-0005	ACCOUNT SERVICE CHARGES	415.00	10,000.00	2,205.00	7,650.00	2,350.00-	76
40-305-0008	LATE FEES - WATER	0.00	40,000.00	4,899.37	19,497.35	20,502.65-	49
40-305-0009	LATE FEES - SEWER/GREASE	0.00	0.00	6.33	25.32	25.32	0
40-305-0010	RETURNED CHECK FEES - WATER	0.00	0.00	325.00	550.00	550.00	0
40-305-0012	TEMPORARY UTILITY USE CHARGE	275.00	1,000.00	0.00	625.00	375.00-	62
40-305-0013	SPRINKLER FEES	0.00	4,000.00	0.00	0.00	4,000.00-	0
40-305-0014	SEWER ALLOCATION REQUEST FEE	0.00	0.00	0.00	100.00	100.00	0
40-307-0011	APP.UNRESTRICTED FUND BALANCE	0.00	60,930.00	0.00	0.00	60,930.00-	0
40-329-0065	TRANSFER FROM CRF	0.00	60,000.00	0.00	0.00	60,000.00-	0
	40 Utility Fund Revenue Total	423,340.92	4,733,555.00	455,386.84	1,787,110.23	2,946,444.77-	38
40-800-0032	TRANSFER TO FUND EQUITY	0.00	54,361.00	0.00	0.00	0.00	0
40-800-0206	MERIT AWARDS	0.00	20,250.00	0.00	0.00	0.00	0
40-800-1240	CONTRIBUTION TO GF FOR ADMIN SERVICES	0.00	400,000.00	0.00	0.00	0.00	0
40-800-8000	TRANSFER TO CAPITAL RESERVE	0.00	355,855.00	0.00	0.00	0.00	0
	800 Total	0.00	830,466.00	0.00	0.00	0.00	0
40-810-0000	SEWER DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0
40-810-0200	SALARIES AND WAGES	35,961.65	505,447.00	35,656.65	165,765.44	339,681.56	33
40-810-0201	OVERTIME	3,945.44	50,141.00	4,715.19	18,897.41	31,243.59	38
40-810-0500	FICA EXPENSE	2,946.01	42,559.00	2,945.53	13,539.86	29,019.14	32
40-810-0600	GROUP INSURANCE EXPENSE	4,686.88	72,146.00	4,982.32	20,641.04	51,504.96	29
40-810-0700	RETIREMENT EXPENSE	6,524.13	91,545.00	6,848.87	30,512.44	61,032.56	33
40-810-0800	WORKERS COMPENSATION	0.00	14,072.00	0.00	14,072.00	0.00	100
40-810-1110	TELEPHONE	316.96	9,300.00	861.34	2,816.32	6,483.68	30
40-810-1111	TELEPHONE-CELLULAR	59.56	741.00	194.28	389.58	351.42	53
40-810-1120	INTERNET/CABLE	374.87	5,200.00	748.56	1,497.12	3,702.88	29
40-810-1130	POSTAGE	940.72	4,800.00	12.63	2,098.59	2,701.41	44
40-810-1210	OFFICE SUPPLIES	46.96	1,500.00	0.00	37.35	1,462.65	2
40-810-1230	OFFICE CONTRACT SERVICES	341.88	2,000.00	0.00	616.48	1,383.52	31
40-810-1250	DUES & SUBSCRIPTIONS	41.83	1,300.00	45.98	221.47	1,060.39	18
40-810-1310	ELECTRIC	14,552.51	203,796.00	17,331.19	65,335.88	138,460.12	32
40-810-1330	WATER/SEWER/SOLID WASTE	80.75	1,000.00	111.33	634.45	254.22	75

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Expnd Account	Description	Prior Yr Expd	Budgeted	Current Expd	YTD Expended	Encumbered	Balance	% Used
40-810-1420	OSHA/SAFETY COMPLIANCE	234.07	3,100.00	151.99	604.94	0.00	2,495.06	20
40-810-1430	TRAINING - REGISTRATION & CLASS MA	300.00	3,700.00	0.00	85.00	0.00	3,615.00	2
40-810-1432	MEALS	0.00	0.00	11.35	11.35	0.00	11.35-	0
40-810-1440	UNIFORMS	386.58	5,100.00	542.47	2,131.67	33.41	2,934.92	42
40-810-1510	BUILDING MAINT	216.55	15,500.00	166.54	563.54	0.00	14,936.46	4
40-810-1512	JANITORIAL SUPPLIES	64.13	1,000.00	26.14	140.95	0.00	859.05	14
40-810-1610	NON-CAPITAL EQUIPMENT PURCHASE	0.00	52,300.00	0.00	394.65	0.00	51,905.35	1
40-810-1630	EQUIPMENT MAINT & REPAIRS	8,814.01	101,163.00	3,356.34	12,729.87	7,255.62	81,177.51	20
40-810-1710	AUTO FUEL	1,234.52	17,600.00	1,334.25	4,419.56	0.00	13,180.44	25
40-810-1730	VEHICLE MAINT & REPAIRS	766.14	6,000.00	1,591.69	2,874.06	0.00	3,125.94	48
40-810-1810	PERMITS & FEES - RECURRING	0.00	8,260.00	0.00	2,560.00	0.00	5,700.00	31
40-810-1830	COMPLIANCE TESTING	446.00	10,000.00	474.00	1,979.00	0.00	8,021.00	20
40-810-3310	DEPARTMENT SUPPLIES & MATERIALS - SEWER	1,205.15	34,000.00	210.25	5,395.88	0.00	28,604.12	16
40-810-3311	DEPARTMENT SUPPLIES & MATERIALS -HWTP	3,251.99	46,725.00	5,445.17	23,433.83	0.00	23,291.17	50
40-810-4510	PROFESSIONAL SERVICES	8,400.00	85,000.00	0.00	0.00	8,750.00	76,250.00	10
40-810-4550	CONTRACT SERVICES	9,128.15	143,290.00	489.11	68,655.07	390.00	74,244.93	48
40-810-4560	STREET PATCHING FOR UTILITY REPAIRS	0.00	10,000.00	0.00	0.00	0.00	10,000.00	0
40-810-5400	INSURANCE	0.00	64,000.00	0.00	58,731.43	0.00	5,268.57	92
40-810-7420	CAPITAL OUTLAY - EQUIPMENT	0.00	80,000.00	0.00	0.00	0.00	80,000.00	0
40-810-7430	CAPITAL OUTLAY - VEHICLES	79,533.10	49,200.00	0.00	0.00	0.00	49,200.00	0
40-810-7440	CAPITAL OUTLAY - CONTRACTED SERVICES	0.00	50,000.00	0.00	0.00	0.00	50,000.00	0
40-810-8010	DEBT SERVICE-PRINCIPAL	0.00	1,029,525.00	0.00	0.00	0.00	1,029,525.00	0
40-810-8011	DEBT SERVICE-INTEREST	84,138.08	146,158.00	73,078.67	73,078.67	0.00	73,079.33	50
810 SEWER DEPARTMENT		268,958.62	2,967,168.00	161,331.84	594,864.90	16,558.50	2,355,744.60	21
40-812-0000	WATER DEPARTMENT	0.00	0.00	0.00	0.00	0.00	0.00	0
40-812-0200	SALARIES AND WAGES	17,867.32	231,200.00	19,634.35	83,684.88	0.00	147,515.12	36
40-812-0201	OVERTIME	0.00	16,979.00	0.00	0.00	0.00	16,979.00	0
40-812-0500	FICA EXPENSE	1,360.46	19,050.00	1,484.48	6,339.17	0.00	12,710.83	33
40-812-0600	GROUP INSURANCE EXPENSE	2,343.44	36,073.00	2,847.04	10,676.40	0.00	25,396.60	30
40-812-0700	RETIREMENT EXPENSE	2,913.98	40,962.00	3,325.84	13,818.13	0.00	27,143.87	34
40-812-0800	WORKERS COMPENSATION	0.00	7,567.00	0.00	7,297.00	0.00	270.00	96
40-812-1110	TELEPHONE	124.51	2,040.00	248.08	496.78	0.00	1,543.22	24
40-812-1111	TELEPHONE-CELLULAR	65.98	800.00	65.96	198.02	65.62	536.36	33
40-812-1120	INTERNET/CABLE	324.88	3,700.00	648.58	1,297.16	0.00	2,402.84	35
40-812-1130	POSTAGE	940.72	4,600.00	0.00	1,553.28	0.00	3,046.72	34
40-812-1210	OFFICE SUPPLIES	0.00	1,000.00	0.00	10.99	0.00	989.01	1
40-812-1230	OFFICE CONTRACT SERVICES	474.23	3,000.00	524.78	1,193.92	0.00	1,806.08	40
40-812-1250	DUES AND SUBSCRIPTIONS	26.15	2,000.00	27.84	756.36	0.00	1,243.64	38

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40-812-1310	ELECTRIC	3,956.49	48,300.00	4,233.60	17,450.61	0.00	30,849.39	36
40-812-1320	LP GAS	0.00	1,000.00	0.00	0.00	0.00	1,000.00	0
40-812-1330	WATER/SEWER/SOLID WASTE	62.07	750.00	60.93	121.72	60.93	567.35	24
40-812-1420	OSHA/SAFETY COMPLIANCE	111.88	1,500.00	0.00	45.95	0.00	1,454.05	3
40-812-1430	TRAINING -REGISTRATION&CLASS MAT'L	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
40-812-1434	EMPLOYEE DEVELOPMENT	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
40-812-1440	UNIFORMS	178.08	2,600.00	181.84	555.30	0.00	2,044.70	21
40-812-1510	BUILDING MAINT	0.00	2,000.00	0.00	177.87	0.00	1,822.13	9
40-812-1512	JANITORIAL SUPPLIES	0.00	250.00	0.00	0.00	0.00	250.00	0
40-812-1610	NON-CAPITAL EQUIPMENT PURCHASES	0.00	3,000.00	0.00	0.00	0.00	3,000.00	0
40-812-1630	EQUIPMENT MAINT. & REPAIRS	0.00	20,000.00	461.75	7,035.25	10.47	12,954.28	35
40-812-1710	AUTO FUEL	574.76	7,500.00	939.49	7,438.06	0.00	61.94	99
40-812-1730	VEHICLE MAINT. & REPAIRS	74.90	4,000.00	0.00	1,323.79	16.62	2,659.59	34
40-812-1810	PERMITS & FEES - REOCCURRING	1,845.00	4,575.00	0.00	1,845.00	0.00	2,730.00	40
40-812-1830	COMPLIANCE TESTING	300.00	13,000.00	800.00	5,795.00	0.00	7,205.00	45
40-812-3310	DEPARTMENT SUPPLIES & MATERIALS - METERS	1,089.48	57,000.00	278.11	1,029.39	33,230.21	22,740.40	60
40-812-3311	DEPARTMENT SUPPLIES & MATERIALS -PLANTS	6,216.14	80,000.00	3,960.57	32,903.14	0.00	47,096.86	41
40-812-4550	CONTRACT SERVICES	38.55	61,442.00	29.62	27,321.49	0.00	34,120.51	44
40-812-4560	STREET PATCHING FOR UTILITY REPAIRS	0.00	23,000.00	0.00	17,500.00	0.00	5,500.00	76
40-812-4570	COUNTY WATER PURCHASE	4,674.84	43,120.00	4,087.02	18,135.78	0.00	24,984.22	42
40-812-5400	INSURANCE	0.00	23,184.00	0.00	22,993.12	0.00	190.88	99
40-812-7430	CAPITAL OUTLAY-VEHICLES	0.00	41,000.00	0.00	0.00	41,065.09	65.09-	100
40-812-8010	DEBT SERVICE - PRINCIPAL	0.00	97,311.00	0.00	0.00	0.00	97,311.00	0
40-812-8011	DEBT SERVICE - INTEREST	14,409.67	26,418.00	13,208.86	13,208.86	0.00	13,209.14	50
812 WATER DEPARTMENT		59,973.53	935,921.00	57,048.74	302,202.42	74,448.94	559,269.64	40
40 Utility Fund Expend Total		328,932.15	4,733,555.00	218,380.58	897,067.32	91,007.44	3,745,480.24	21

	Prior	Current	YTD
Revenues:	423,340.92	455,386.84	1,787,110.23
Expended:	328,932.15	218,380.58	988,074.76
Net Income:	94,408.77	237,006.26	799,035.47

40 Utility Fund

Revenue Account Description	Prior Yr Rev	Anticipated	Current Rev	YTD Revenue	Excess/deficit	% Real
60-305-0000 WATER CAPACITY FEES	952.00	0.00	952.00	5,393.00	5,393.00	0
60-305-0001 SEWER CAPACITY FEES	11,048.00	0.00	11,048.00	40,159.00	40,159.00	0
60 Impact Fee Fund Revenue Total	12,000.00	0.00	12,000.00	45,552.00	45,552.00	0

60 Impact Fee Fund

	Prior	Current	YTD
Revenues:	12,000.00	12,000.00	45,552.00
Expended:	0.00	0.00	0.00
Net Income:	12,000.00	12,000.00	45,552.00

Grand Totals

	Prior	Current	YTD
Revenues:	1,206,009.63	1,070,632.78	3,402,760.92
Expended:	941,154.54	916,359.48	5,487,511.16
Net Income:	264,855.09	154,273.30	2,084,750.24

Comparison of FY 19-23 Sales and Use Tax Distributions									
Sales Month	Collection Month	Distribution Month	Distribution FY 2019	Distribution FY 2020	Distribution FY 2021	Distribution FY 2022	Distribution FY 2023	% change from PY	
July	August	October	\$102,279	\$154,624	\$198,338	\$228,391	\$264,635	16%	
August	September	November	\$118,261	\$147,895	\$158,529	\$217,102	\$249,919	15%	
September	October	December	\$104,910	\$132,455	\$173,832	\$205,782		-100%	
October	November	January	\$113,279	\$130,905	\$162,919	\$194,343		-100%	
November	December	February	\$118,047	\$116,991	\$155,965	\$191,363		-100%	
December	January	March	\$112,470	\$133,544	\$177,189	\$215,076		-100%	
January	February	April	\$91,523	\$110,330	\$137,779	\$150,659		-100%	
February	March	May	\$96,640	\$96,305	\$136,463	\$172,209		-100%	
March	April	June	\$127,685	\$127,868	\$191,746	\$217,795		-100%	
April	May	July	\$123,099	\$110,588	\$190,518	\$221,813		-100%	
May	June	August	\$145,214	\$158,801	\$210,430	\$232,434		-100%	
June	July	September	\$150,652	\$202,009	\$250,816	\$267,403		-100%	
Total			<u>\$1,404,059</u>	<u>\$1,622,314</u>	<u>\$2,144,525</u>	<u>\$2,514,371</u>	<u>\$514,554</u>		