



## **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](http://www.beaufortnc.org)

### **Board of Commissioners Work Session Meeting 4:00 PM Monday, June 27, 2022 Train Depot, 614 Broad Street**

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#### **Call To Order**

#### **Roll Call**

#### **Agenda Approval**

#### **Public Comment**

#### **Presentations**

- [1.](#) NCDOT- Jeff Cabaniss

#### **Items of Consent**

- [1.](#) Minutes

#### **Public Hearing**

- [1.](#) Proposed FY 2023 Budget

#### **Items for Discussion and Consideration**

- [1.](#) Public Safety Resolution
- [2.](#) Mural Project
- [3.](#) Historic Beaufort Road Race
- [4.](#) Beaufort Development Association
- [5.](#) Sewer Allocation Request- Salt Wynd Preserve Subdivision
- [6.](#) Grant Funding Assistance Resolution- Cedar Street Pervious Pavement Parking Lane Construction
- [7.](#) Valuation of the Beaufort Docks and Boardwalk
- [8.](#) Case # 22-12 AA Storage Site Plan
- [9.](#) Case #22-16 Special Use Permit for a Mini-Storage facility at 1791 Live Oak Street

- [10.](#) Variance Request for Salt Wynd Preserve Cul-de-sac Length
- [11.](#) FY 2022 Budget Amendment #12
- [12.](#) Capital Reserve Fund Amendment #12
- [13.](#) FY 2022 Budget Amendment #13
- [14.](#) FY 2022 Budget Amendment #14 & Capital Reserve Fund Amendment #13
- [15.](#) Capital Project USSI Stormwater and Streets Improvements Budget Amendment #1
- [16.](#) Financial Notes

**Mayor/Commissioner Comments**

**Closed Session**

- [1.](#) Pursuant to NCGS 143-318.11 (a) (3)

**Adjourn**



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**Board of Commissioners**

**Work Session**

**4:00 PM Monday, June 27, 2022**

**Train Depot, 614 Broad Street**

**Beaufort, NC 28516**

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**AGENDA CATEGORY:** Presentations  
**SUBJECT:** NCDOT- Jeff Cabaniss

**SUMMARY:**

Jeff Cabaniss with North Carolina Department of Transportation will give a presentation on current and upcoming projects.



**Town of Beaufort, NC**

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**Board of Commissioners  
Work Session  
4:00 PM Monday, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

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**AGENDA CATEGORY:** Items of Consent

**SUBJECT:** Minutes

**REQUESTED ACTION:**

Approval of the attached draft minutes from the following meetings: May 9<sup>th</sup> BOC Work Session, May 16<sup>th</sup> Budget Work Session, May 23<sup>rd</sup> BOC Regular Meeting, June 6<sup>th</sup> Budget Work Session.

**SUBMITTED BY:**

Elizabeth Lewis, Town Clerk



**Town of Beaufort, NC**

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516  
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**Board of Commissioners  
Regular Meeting  
6:00 PM Monday, May 09, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516  
Minutes**

**Call to Order**

Mayor Harker called the meeting to order at 6:00 pm

**Pledge of Allegiance**

Mayor Harker invited all to join in reciting the Pledge of Allegiance.

**Roll Call**

Elizabeth Lewis, Town Clerk, called the roll.

**PRESENT:**

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Cooper
- Commissioner Hollinshed
- Commissioner Oliver
- Commissioner Terwilliger

**Agenda Approval**

Commissioner Hagle made a motion to approve the agenda as presented.

The motion carried unanimously.

**Public Comment**

**Janet Woodward**, 2217 Lennoxville Road in Beaufort, distributed documents to the Board of Commissioners and made the following statements:

It is apropos that I come before you the day after Mother's Day. A celebration of mothers America wide of women who have given so much to their families, without, sometimes given the recognition they deserve.

I am here to talk about a woman who is a mother, but more important to this community, she has given over 60 years of her life educating all children into adulthood as to the value of education, history, and kindness. I ask that the small Turner Street Bridge, an entryway into this wonderful caring town, honor her by naming it after her; for all to see who enter, that Beaufort has always been a caring town of its citizens and recognizes her value.

Beaufort, according to Southern Living Magazine, stated that our town is "South's Best Small Town in America" several years ago and a lot of people flocked here. Well, let us make an important statement of Beaufort that will last a lifetime. Let this new majority Board of Commissioners approve a resolution, per North Carolina's DOT Bridge Division for their consideration to name the Turner Street Bridge after Ms. Violet J. Bailey. She is currently 98 years old and a more than deserving native of Beaufort who is a black female, making her the first black female in the state of North Carolina honored for her 60 years of community service while she is still alive; now that is a historical precedence. Ms. Bailey was big on education and encouraged children, black and white, to meet their potential and respect all people they came in contact with.

The North Carolina DOT Bridge Division said on March 10, 2022 that "the naming for Ms. Bailey appears to have substantial local support and meets the criteria for consideration". They stated further in the email, "you can move forward with the next steps of the application process, which is getting resolutions passed by the appropriate local government". This Board of Commissioners is the appropriate local government, and our committee respectfully asks that you put us on next month's agenda to consider doing just that, naming the bridge after Ms. Bailey. We have many people who would like to see this happen, we have many letters and notes of support.

Please give Beaufort an opportunity to show our values by recognizing someone who has lived her faith for 60 years in giving to other's goals of success by placing a sign on that beautiful, small bridge into our town, which I think matches the beautiful spirit of her life. Thank you for your consideration.

**John Flowers**, 321 Orange Street in Beaufort, discussed Case #19-19 Compass Hotel 18 Month Extension/Re-approval request. He noted at the April 18<sup>th</sup> Planning Board Meeting, approval of the site plan was recommended, with the condition the buffer adjacent to the neighbors on the south side parking area, previously approved by the Historic Commission, be installed immediately. He explained he was there to ask that the buffering along the north and west side of his property be installed immediately, highlighting the importance of fencing/screening in the area.

**Dick DeButts**, 320 Orange Street in Beaufort, discussed the parking lot area Mr. Flowers mentioned. He asked that the parking lot be built out to conform with Historic District standards, with hopes the project could move forward in a timely manner.

**Kathleen Schurdevin**, 119 Sherwood Blvd in Beaufort, shared her concern about a protected wetlands area, associated with the Beaufort Village East development. She explained about a week ago, an excavator cleared the wetland area where flags and a silt fence were, disturbing vegetation. She noted the wetland impact plan provided by the developer did not note any effect in the protected area she was referencing. She requested they ask the developers for an explanation regarding the recent clearing.

**Hans Paerl**, 100 Holly Lane in Beaufort, explained he was an avid biker and expressed concerns regarding several streets in Town. He shared that he had a bike accident on Broad Street, after hitting a pothole. He also noted Ann Street was not in good condition and asked that street repairs start taking place to ensure safer streets for bicycles and vehicles.

**Manager Report**

Todd Clark, Town Manager, gave an update on events and projects throughout Town. He shared the notice to proceed for the Turner/Broad Street intersection improvements had been issued and work was expected to start within two weeks. He informed the board the Town will be the recipient of two electric vehicle charging spaces via Duke Energy’s “Park & Plug Program”, at no cost to the Town; the two spaces will be located along the east bound side of Broad Street at its intersection with Pollock Street. He shared the Fire Department Captain Cowley recently completed the Self-Contained Breathing Apparatus Service Technician Training, which will allow many services and repairs to be done in house for the Fire and Water Department. He noted the grace period for the Golf Cart Ordinance update had expired, and the Police Department will begin education/enforcement efforts as appropriate.

**Presentations**

1. Budget Presentation

Mr. Clark shared the proposed FY 2023 Town of Beaufort Budget with the Board of Commissioners. Mr. Clark explained this was an introduction to the budget and there were scheduled work sessions to follow; his budget message highlighted the following areas:

- The total proposed budget for Fiscal Year 2023 is \$16,280,959. This represents a decrease of \$510,083 or 3%, from the amended fiscal year budget for 2022.
- The total proposed budget for the General Fund is \$11,668,334. The Fund is balanced at the current tax rate of \$0.46 per \$100 of assessed property value and represents a decrease of \$331,140, or 3%, from the amended fiscal year budget for 2022.
- The proposed Water and Wastewater Enterprise Fund budget is \$4,612,625 and is balanced without a water or sewer rate increase. The proposed budget represents a decrease of \$211,443, or 4%, from the FY 2022 amended budget.

**Items of Consent**

1. Minutes
2. Case # 22-06 Special Use Permit - Mini Storage 2150 & 2176 Live Oak – Order

Commissioner Hagle made a motion to approve the items of consent.

The motion passed unanimously.

**Items for Discussion and Consideration**

1. Case # 22-09 Preliminary/Final Plat - 146 Gibbs Court

Kyle Garner, Planning Director, presented the case. He noted the requested action was to subdivide a 4.2-acre tract into two lots. He shared the following information about the property: currently undeveloped, R-20 zoning, located in the ETJ, served by existing streets, and has water and septic permits from the County. He reported there was no bonding of infrastructure required and \$1,259.20 in recreation fees would be required, in lieu of recreation amenities.

Commissioner Hagle made a motion to approve the request as presented.

The motion passed unanimously.

2. Final Plat – Beaufort East Village Phase I

Mr. Garner presented Case #22-10, noting it was a 40.62-acre tract with 108 lots, composed of 79 single-family homes and 29 townhomes. He reported there was 23.44 acres of open space, and the bond request was approximately \$1.4 million. He referenced the vicinity map included in the meeting packet and shared the developers engineer was present should there be any questions for him.

Commissioner Cooper asked for clarity regarding Class A and Class B members, as referenced on page 154 of the meeting packet.

Mr. Garner requested the developer answer that, as it was part of the covenants.

Karl Blackley addressed the question, explaining they were required to submit covenants to the Town for the development. He said he would review the covenants, specifically regarding Class A and Class B, and report back to the Commissioners, as he did not have that information with him. He explained that generally the developer maintains control of the community to a certain point, and typically had rights greater than those individuals who bought property in the area, as they are responsible for all the shortfalls associated with the development.

Commissioner Cooper asked about short-term rentals.

Mr. Blackley explained the covenants allowed for short-term rentals and noted they did not want the rental to be shorter than one week. He added that the owner made the decisions on rental of their property.

Commissioner Oliver asked if all the street accesses this portion of the development opens were paved.

Mr. Blackley responded they were not all paved yet, but they were in the process of doing so, noting the bond amount. He suggested they would start paving at Ricks Avenue and move to the west. He added they do not directly connect to Pineview, an existing Town street.

Commissioner Cooper asked if the 8-foot fence was going to be placed along George Street.

Mr. Blackley confirmed it was.

Joe Boyd, engineer on the job, explained where the fence would be located on George Street. He noted they would only be connecting to it; no street improvements were planned.

Commissioner Cooper asked how many homes were planning to be in the phase.

Mr. Boyd replied there would be 108 homes.

Commissioner Cooper noted concerns about additional traffic in the area.

Mr. Boyd noted there would be an increase and that a traffic impact analysis was approved years ago.

Commissioner Hagle asked about the maintenance of the open spaces, easements, and drainage ditches.

Mr. Boyd confirmed they would be managed through the covenants, noting the developer would be responsible and when the HOA came about, they would take over that responsibility. He said some of the open spaces would be landscaped while other areas would be left at their natural state.

Commissioner Hagle asked if the overflow of the BMPs would go into existing drainage easements.

Mr. Boyd confirmed they would.

Commissioner Oliver made a motion to approve the final plat as submitted.

The motion carried unanimously.

Commissioner Hagle made a motion to approve the bond amount of \$1,393,829.44, as presented.

The motion carried unanimously.

3. Case # 19-19 Site Plan - Compass Hotel - 18 Month extension request/Re-approval

Mr. Garner presented the request and explained the background. He shared that in September of 2019, the Planning Board recommended conditions the following conditions be placed on the project. He provided an update on those recommended conditions, as highlighted below.

- NCDOT ha conveyed the recommended right of way to the property owners.
- The site plans show the marina meeting current sanitary standards.
- The Historic Commission issued a COA for the southern parking lot closing off the Orange Street access.
- The lighting plan has been approved and is shoebox/dark sky compliant.
- A third-party stormwater consultant, WK Dickson, reviewed the potential impacts on downstream properties and stated that the shown improvements reduced stormwater in the neighborhood.
- The Board of Commissioners discussed the parking issue at their November 2019 meeting.
- At their April 18, 2022 meeting, the Planning Board unanimously recommended approval of the Site Plan with the recommended condition that the buffer adjacent to the neighbors on the south side parking area, previously approved by the Historic Commission be installed immediately.

Mr. Garner noted Mr. Joe Thomas, the developer agreed to install the buffer immediately and removed several palm trees as previously requested. He shared a photo referencing where the hotel would be built, explaining there would not be a rooftop bar and the building would not exceed 40-feet in height. He added it was staff’s understanding that the environmental permits associated with the project were still active and in good standing.

Commissioner Hollinshed asked if the marina had been completed.

Mr. Garner said it was his understanding all of the slips had been built.

Commissioner Terwilliger asked what the relative plans were for parking at the marina during the construction process.

Mr. Garner shared the original plan from 2019, which involved the parking lot on the south side; he explained that lot would be a lay down yard and parking area for the marina while the hotel was under construction. He added the developer was present, should they have additional questions.

Commissioner Terwilliger noted the sequence of construction was important, suggesting the parking lot should be completed first. He asked if there was any agreement or discussion in place about the buffering and fencing along Orange Street, in terms of completing that first.

Mr. Garner said it was discussed at the Planning Board meeting and there did not appear to be any objection, but it was an excellent question for the applicant.

Mike Baldwin, representing the applicant, addressed several questions raised by the board. He confirmed the parking plan is the same as it was in 2019 and there would be a crush and run type system to help prevent runoff. He also confirmed buffering questions came up at the Planning Board meeting, and shared the client was more than happy to complete the buffering upfront to protect the adjoining properties to the south. He noted traditionally buffering and fencing gets done at the latter portion of the project, but they were going to do it upfront.

Commissioner Oliver asked Mr. Garner if a marina was a permitted use in the BW zone.

Mr. Garner said yes.

Commissioner Oliver asked if a stormwater pond was permitted use in a R-8 Zone.

Mr. Garner said it was permitted in a R-Zone as well as in a local Historic District.

Commissioner Oliver asked how the inspections department managed the building height during the construction period.

Mr. Garner explained when construction was at the fourth floor, the Town would require an elevation shot from a surveyor, indicating the height of the top-level; if the height exceeded the building plans, a stop work order would be issued. He explained it would be measured to the top floor level.

Commissioner Oliver shared his concerns about the amount of parking in the area, suggesting there were not going to be enough spaces and it would be a hinderance to business owners as well the neighbors. He suggested the marina parking and hotel parking together would be a problem. He also questioned the primary use as a hotel. He asked Mr. Garner if the common environmental review was provided in the application.

Mr. Garner confirmed that it was, based on fact that the environmental permitting was active and viable; he noted an improvement to the stormwater plan on the south side.

Mr. Baldwin noted that the parking requirements were no different now than they were when submitted in 2019; he said they were there to request approval of the site plan along with the other permits secured since then. He confirmed all of the permits were still current.

Commissioner Hagle asked if the parking requirement ordinance had changed since 2019.

Mr. Garner confirmed it had not.

Commissioner Cooper made a motion to approve the Compass Hotel 18-month extension request.

Commissioner Hollinshed said the motion should be amended to include a requirement that buffering take place first, as part of the extension.

Commissioner Cooper amended his motion to include the buffering requirement.

The motion passed unanimously.

4. Sewer Allocation Request- Proposed Compass Hotel

Greg Meshaw, Town Engineer, presented the request. He explained Beaufort Partners, LLC was requesting 19,350 gallons per day (gpd) of sewer capacity be allocated for the 105-room Compass Hotel. He noted their proposed calculation below:

120 gpd/hotel room x 105 hotel rooms =	12,600 gpd
30 gpd/marina boat slip with bathhouse x 59 slips =	1,770 gpd
10 gpd/pool deck area occupant x 498 occupants =	4,980 gpd
	19,350 gpd total request

Mr. Meshaw explained he recently discovered the boat slip usage was already covered, suggesting a requested total of 17,580 gpd be more suitable. He also explained the breakdown of the pool calculations, noting the design engineer made recommendations based on the pool accommodating hotel guests as well as marina slip owners/renters.

Commissioner Hollinshed asked about the requirements for the fees involved with the request.

Mr. Meshaw explained they would have to pay system development fees for the wastewater capacity, noting it was an allocation request, not a reservation.

Commissioner Terwilliger questioned the 498-occupant total used in the calculation, suggesting it was a very conservative number. He added the number could probably be cut in half and it would not exceed the actual usage on a normal day.

Mr. Meshaw confirmed it was indeed a conservative calculation.

Commissioner Oliver asked who suggested the 498-occupants.

Mr. Meshaw said it was the applicant's suggestion.

Commissioner Oliver made a motion to approve a total allocation of 13,600 gpd, basing the pool calculation off 100-occupants.

The motion carried unanimously.

5. FY 2022 Budget Amendment 9

Mr. Meshaw explained one portion of the Budget Amendment requests appropriation of \$30,000 fund balance for the High-Rate Infiltration Basin (HRIB) project so that the force main transmitting groundwater from the HRIB underdrain system can be placed within the portion of the Beau Coast West subdivision currently under construction. He explained an additional appropriation of \$2,500 is requested for the project to extend water and sewer mains to the 1809 Live Oak Street property.

Commissioner Hagle made a motion to approve the budget amendment.

The motion carried unanimously.

**Public Hearing**

1. Annexation Request

Mayor Harker addressed the group by explaining only those who were residents or owned property in the area described in the petition, or residents owning property in the Town of Beaufort shall be given an opportunity to be heard during the Public Hearing.

Arey Grady, Town Attorney, confirmed it was not a typical Public Hearing in which anyone could speak on the matter. He echoed the Mayor and also explained who was able to address the board, noting the North Carolina General Statute was very clear on the subject.

Commissioner Hagle made a motion to open the floor for the Public Hearing.

The motion carried unanimously.

Mr. Clark invited the applicant to come forward to make their formal request.

Beth Clifford, Ann Street in Beaufort, explained the area she was requesting for annexation, as referenced in the application included in the meeting packet. She shared the area in question was currently going through preliminary plat approval at the Planning Board level. She noted a request for sewer allocation had also been made for consideration.

Mayor Harker noted they were only going to entertain the annexation request currently.

Commissioner Oliver asked why the entirety of the property was not being requested for annexation, only a portion.

Ms. Clifford said the Town advised her to match the annexation request with the subdivision request, noting what is included in the annexation application matches the plans submitted for preliminary plat approval. She added the next phase of the development would follow similar steps, an annexation request and preliminary plat approval submitted at the same time.

Commissioner Oliver confirmed it was to match the phase of the development the applicant was requesting approval for at the time.

Ms. Clifford said that is correct.

Commissioner Oliver asked Ms. Clifford why annexation was being requested; was it needed?

Ms. Clifford provided multiple reasons for the request; noting the desire to be a full-time citizen of Beaufort, pay taxes, and be able to use public utilities. She suggested public utilities were a better option than private septic tanks.

Commissioner Oliver asked what was in it for Beaufort.

Ms. Clifford noted the tax revenue would benefit Beaufort, suggesting a projection of over \$400,000 in property tax as a result of the development. She also shared her team would be bringing a great project to the area, giving 81 residences an opportunity to participate in all the Town of Beaufort has to offer.

Commissioner Oliver asked that she consider what services the Town would need to supply as a result of the annexation, that would not need to be supplied otherwise.

Ms. Clifford responded it was really only water and sewer, which could provide a possible benefit to the Town, as usage increases.

Commissioner Oliver noted they were going to need to think of items associated with growing in that direction, like Fire Stations. He suggested Ms. Clifford consider those ideas and suggested they could work together in the future.

Harriet Altman, 103 Leonda Drive in Beaufort, also proposed the question regarding how the annexation would benefit Beaufort. She discussed the current infrastructure issues throughout Town, noting several roads need repair. She suggested addressing current issues before branching out further and providing services to more people. She also reminded the group the proposed development previously mentioned had not been approved yet, suggesting it was a cart before the horse situation. She emphasized the importance of the Land Use Plan and expressed her concern environmental impacts in the area.

Daphne Littiken, 102 Stanton Road in Beaufort, discussed how Town Creek has been affected as a result of the Turner Street Bridge. She spoke on environmental factors, expressed concerns about flooding and noted development in the area.

Commissioner Hollinshed made a motion to close the Public Hearing.

The motion passed unanimously.

Mayor Harker asked what the pleasure of the board was regarding the annexation request.

Commissioner Hagle made a motion to approve the annexation request.

Commissioner Cooper discussed the flooding concerns in Beaufort.

Mr. Grady commented on the effective date of the annexation if the motion carries. He explained the draft ordinance included in the agenda packet mentions two conditional items: the applicant must acquire the property; and the preliminary plat is approved. He suggested adding an additional condition to the ordinance, regarding approval of the sewer allocation request.

Commissioner Hagle amended his motion to include the sewer allocation approval, noting the condition be added as number 3(c) on the draft ordinance.

Commissioner Oliver asked Mr. Grady if this addressed the question about the cart before the horse.

Mr. Grady explained there was not a defined script on when these items were approved; and often jurisdictions manage the process differently. He suggested the items were all implicitly connected, and one of the items had to be decided on first. He suggested this type of conditional approval would adequately address the concerns of the property owners, applicant and ensures potential projects meet the Town's requirements.

Mayor Harker asked Mr. Meshaw to speak on the sewer allocation portion.

Mr. Meshaw explained until there was an approved site plan for the development, the request would be a reservation for sewer, not an allocation.

Mr. Grady confirmed final action should be taken soon, suggesting the sewer request would automatically fall into the correct category following a decision on the proposed preliminary plat. He clarified the board was not approving the sewer reservation right now; it would be a separate agenda item at a later date. He also confirmed they were not approving the preliminary plat, as that was before the Planning Board. He explained the action to annexation was conditioned on those boxes being checked.

Mayor Harker reminded the board there was a motion on the table by Commissioner Hagle, to approve the annexation request, and to add a condition to the draft ordinance regarding the sewer request.

Voting Yay: Commissioner Hagle, Commissioner Hollinshed, Commissioner Oliver, Commissioner Terwilliger

Voting Nay: Commissioner Cooper

The motion passed with a (4-1) vote.

**Mayor/Commissioner Comments**

Commissioner Cooper shared Policeman Day was coming up soon. He praised Samantha Burdick on her recent presentation at the Spring NCBIWA Event. He announced his upcoming office hours at the Train Depot.

Commissioner Hollinshed mentioned it was budget season. She reminded the group many guests would be visiting Town in the upcoming weeks, and noted it needed to look nice as possible.

Commissioner Terwilliger thanked staff for their hard work on the budget. He suggested the Town was headed in a good direction and noted how citizens seemed to be opening up and voicing their opinions in positive ways. He also announced his upcoming office hours at the Train Depot.

Commissioner Oliver followed up on a few outstanding items/topics from past meetings: 104 Chestnut Drive, 400 Pollock Street, and utility collection efforts.

Commissioner Hagle thanked staff for their continued work throughout Town and budget preparation. He noted the Wooden Boat Show was a great success. He ended with a safety message regarding safe walking along roads and sidewalks.

Mayor Harker commended the Commissioners on their hard work. She shared she witnessed law enforcement staff playing with youth in the area and praised them for that. She mentioned the new Big Red Bus Mural on Middle Lane. She shared she was recently interviewed by Mitchell Whitley, who was on a journey to meet every mayor across the State of North Carolina. She ended by thanking staff for all of their work on the proposed budget.

**Adjourn**

Commissioner Hagle made a motion to adjourn the meeting at 8:20 pm.

The motion carried unanimously.

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Sharon Harker, Mayor

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Elizabeth Lewis, Town Clerk



**Town of Beaufort, NC**

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**Board of Commissioners  
Budget Work Session  
6:00 PM Monday, May 16, 2022  
Town Hall- Conference Room  
Minutes**

**Call to Order**

Mayor Harker called the meeting to order at 4:00 pm

**Present:**

Mayor Harker  
Mayor Pro Tem Hagle  
Commissioner Cooper  
Commissioner Hollinshed  
Commissioner Oliver  
Commissioner Terwilliger

**Staff:**

Todd Clark, Town Manager  
Paul Burdette, Police Chief  
Barbara Cooper, HR Manager  
Mark Eakes, Public Works Director  
Kyle Garner, Planning Director  
Rachel Johnson, Events Coordinator/PIO  
Greg Meshaw, Town Engineer  
Tony Ray, Fire Chief  
Donovan Willis, Public Utilities Director  
Christi Wood, Finance Director

The Board of Commissioners and staff members discussed the proposed FY 22-23 Budget, which was first introduced on May 9, 2022. Line items within each department were reviewed. A summary of highlighted discussion topics is listed below:

- Consider ways to approach inflationary cost for items such as fuel. Suggestion of partnering with the county to share fuel supplies and utilizing Wex Cards for fuel savings.
- Add budgeted funds for the Annual Board Retreat; suggestion of \$6,000
- Consider bringing tax collection back in-house in the future if it benefits the Town to do so.
- Request of additional details in the proposed full-time Parking Manager position.
- Budgeted funds of \$100,000 for re-write of the town's LDO and NCGS 160D update.
- Staff was asked to make sure the budgeted funds for professional services was sufficient.
- Discussion about future dredging expenses.
- Suggestion to remove line items that were not being used, for example, inmate services.

- Consider an increased yard debris fee in the future.
- Consider mooring ball options, per Harbor and Waterways suggestions.
- Discussion on grant writing and the need throughout multiple areas.
- Discussion on lowering the utility transfer amount; \$350,000 suggested by Commissioner Oliver.
- Question on how much administration time is spent on the Utility Fund.
- Discussion on adding a line item in the future to provide funding to the airport.

**Adjourn**

Commissioner Hagle made a motion to adjourn the meeting at 5:55 pm

The motion carried with unanimously.

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Sharon Harker, Mayor

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Elizabeth Lewis, Town Clerk



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**Board of Commissioners  
Work Session Meeting  
4:00 PM Monday, May 23, 2022  
Beaufort Fire Department, 506 Live Oak Street  
Minutes**

**Call To Order**

Mayor Harker called the meeting to order at 4:00 p.m.

**Roll Call**

Elizabeth Lewis, Town Clerk, called the roll.

Present:

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Cooper
- Commissioner Oliver
- Commissioner Terwilliger
- Commissioner Hollinshed

**Agenda Approval**

Commissioner Hagle made a motion to approve the agenda.

The motion carried unanimously.

Commissioner Hagle made a motion to go into closed session, pursuant to NCGS 1430318.11 (a) (3), to consult with Town Attorney's regarding the *O'Neal vs. Beaufort* case.

**Closed Session**

1. Pursuant to NCGS 143-318.11 (a) (3)

Commissioner Hollinshed made a motion to exit closed session.

The motion carried unanimously.

**Public Comment**

There was none.

**Items for Discussion and Consideration**

- 1. Rezone 801 Mulberry Street totaling 15.87 acres from TR to PUD With Master Plan & Special Use Permit

Mayor Harker deemed a consensus to set a Public Hearing to consider the Rezoning Request and set an evidentiary hearing for the Special Use Permit to be conducted at the June 13<sup>th</sup> Regular Board of Commissioners Meeting.

Commissioner Terwilliger requested staff have a discussion with developers regarding the “trestle walk” topic; to determine if and how it could be incorporated in the project.

- 2. Sewer Allocation Request- Proposed Salt Wynd Preserve Subdivision

Mayor Harker deemed a consensus the Salt Wynd Preserve Subdivision Sewer Allocation Request be placed on the agenda under items of discussion and consideration for the June 13<sup>th</sup> Regular Board of Commissioners Meeting.

- 3. Grant Funding Assistance Resolution- Cedar Street Pervious Pavement Parking Lane Construction

Todd Clark, Town Manager, explained staff needed direction from the board regarding the Cedar Street Resurfacing Project, specifically in the area of impervious concrete, pavers, or asphalt. He noted that Greg Meshaw, Town Engineer, had been in contact with NCDOT and also exploring possible grant funding assistance that would require a resolution be adopted.

Mr. Meshaw gave background on the project and explained the bioretention cell portion of the project should be bid in July and the construction process should start late fall, with paving to follow. Mr. Meshaw asked the board to consider pervious pavement in the parking spaces, which would help with stormwater runoff. He explained this grant opportunity would be a 50/50 match between the Town and State, with additional contributions from Coastal Federation.

After discussion amongst the Commissioners, the consensus was to place the Grant Funding Resolution on the June 13<sup>th</sup> agenda under items of discussion and consideration; Commissioner Oliver requested staff be in contact with NCDOT to request their participation on a cost difference of the project, assuming the grant was obtained.

- 4. Fourth of July Parade Event Request

Rachel Johnson, Parks & Events Coordinator/PIO, presented the application as submitted by the Beaufort Development Association regarding the Annual Fourth of July Parade. She explained the staff that would be required and the specific street closures and times the event would take place.

Commissioner Hollinshed suggested waving parking fees for the entire day of July 4th.

Commissioner Terwilliger made a motion to approve the event request with the additional of no paid parking on July 4th.

The motion carried unanimously.

5. Minutes

Mayor Harker deemed a consensus to place the May 9, 2022 Regular Meeting minutes on the agenda under items of consent for the upcoming meeting.

6. Personnel Policy

Barbara Cooper, Human Resources Manager, discussed the proposed Personnel Policy and ask that it be adopted.

Commissioner Hollinshed suggested adding a section that addressed working remotely but noted it could be done at a later date.

The other board members agreed it was a good idea and commended Ms. Cooper on her efforts preparing the policy.

Commissioner Terwilliger made a motion to approve the Personnel Policy.

The motion carried unanimously.

7. Residential Solid Waste Fee Increase

Christi Wood, Finance Director, explained there was an increase in residential solid waste fees per the agreement with Waste Industries (GFL) and requested board approval to change the fee from \$19.44 to \$20.88 (an increase of \$1.44 per month).

Commissioner Hagle made a motion to approve the change.

The motion carried unanimously.

8. FY 2022 Budget Amendment 10

Ms. Wood explained the amendment requests transfer of funds from the General Fund to the Capital Reserve Fund for a future debt service payment on the Fire Pumper for Station 2; the amendment will reserve the funds for the debt payment in the last year of the loan term.

Commissioner Terwilliger made a motion to approve FY 2022 Budget Amendment #10 and Capital Reserve Fund #11.

The motion carried unanimously.

9. FY 2022 Budget Amendment 11

Ms. Wood explained the amendment requests the appropriation of funds from Carteret County Reserve (Fire Tax) of \$19,800 to outfit the new Pumper Truck that will be housed at Station 2. She noted the County Commissioners approved the item Monday, May 16, 2022.

Commissioner Terwilliger made a motion to approve FY 2022 Budget Amendment #11.

The motion carried unanimously.

10. Financial Notes

Ms. Wood reported tax balances for March and April, as well as the sales and use tax distribution for May, noting the amount of \$172,209.

11. Budget Work Session

Mr. Clark initiated a continued discussion on the proposed FY 2023 Budget, noting here were certain areas that required a follow-up, such as the Parking Manager/Special Projects Assistant job description.

Ms. Cooper provided a copy of the job description to the board and explained it.

Mr. Clark reported additional funds had been added to the Governing Bodies line for the Annual Board Retreat, as requested by the Mayor in a prior budget meeting; this amount was noted to be \$6,000.

Ms. Wood gave an overview of the 5-year plan, explaining how expenditure and revenue numbers were generated.

Commissioner Terwilliger suggested at having a future discussion on the Town financial policy that requires the General Fund to keep unassigned funds equal to 20% of its anticipated expenses for the fiscal year, noting that target number may need to be raised.

Commissioner Oliver asked some questions regarding the 5-year plan, specifically if it was adjusted from year to year.

Ms. Wood explained there were some adjustments, but the Town tries to hold to the forecasted numbers as much as possible.

Commissioner Oliver discussed his desire to see fund balance reserved for use only, as needed.

Commissioner Terwilliger asked a few questions regarding the capital outlay fund.

Mayor Harker shifted the conversation to address the question regarding the sewer transfer amount.

Mr. Clark reiterated the method for calculating the transfer had been shared with the board. He explained the proposed transfer amount, \$454,361.00, was recommended by staff, specifically based off finance and engineering expenses.

Commissioner Oliver said he was comfortable with \$350,000 as the reimbursement amount from the utility fund to the general fund.

Commissioner Hagle indicated that he supported staff's recommendation but suggested there needed to be a process or policy put in place for calculating the number each year.

Commissioner Hollinshed noted staff had justifications for the recommended number and pointed out it could be changed through a budget amendment if numbers were not on track throughout the year

Commissioner Terwilliger shared he was comfortable with a number around \$350,000-375,000 and agreed it could always be corrected later.

Commissioner Cooper asked for clarification on the methodology.

Mayor Harker suggested revisiting the topic during the next budget work session, on June 6, 2022.

Commissioner Oliver asked Mr. Clark his opinion on the Town's fund balances, if he felt they were adequate at the present time.

Mr. Clark suggested it was an adequate amount for a normal year but not in the event of a natural disaster such as a hurricane.

Commissioner Oliver spoke on the topic of lowering sewer rates and asked the Town Manager to evaluate how funds could be allocated to do so.

Commissioner Terwilliger confirmed that there would be money budgeted for maintenance and repair of the water/sewer system in the upcoming years.

After more discussion between the Board of Commissioners and staff, Mayor Harker suggested continuing the conversation at the next scheduled budget work session on June 6, 2022.

**Mayor/Commissioner Comments**

Commissioner Terwilliger thanked Ms. Cooper for her work in preparing the personnel policy and commended the staff for their work on the budget preparation.

Mayor Harker echoed the Commissioner Terwilliger's praise and commended staff on being prepared for each meeting.

**Adjourn**

Commissioner Hagle made a motion to adjourn the meeting at 6:36 p.m.

The motion carried unanimously.

\_\_\_\_\_  
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  
Budget Work Session  
4:00 PM Monday, June 6, 2022  
Train Depot, 614 Broad Street  
Minutes**

**Call to Order**

Mayor Harker called the meeting to order at 4:00 pm

**Present:**

- Mayor Harker
- Mayor Pro Tem Hagle
- Commissioner Cooper
- Commissioner Hollinshed
- Commissioner Oliver
- Commissioner Terwilliger

**Staff:**

- Todd Clark, Town Manager
- Paul Burdette, Police Chief
- Barbara Cooper, HR Manager
- Mark Eakes, Public Works Director
- Kyle Garner, Planning Director
- Rachel Johnson, Events Coordinator/PIO
- Elizabeth Lewis, Town Clerk
- Greg Meshaw, Town Engineer
- Tony Ray, Fire Chief
- Tammy Turek, Fire Admin Coordinator
- Donovan Willis, Public Utilities Director
- Christi Wood, Finance Director

Commissioner Cooper initiated a discussion regarding sewer rates and the utility transfer amount.

Commissioner Oliver suggested instead of a utility transfer, it should be referred to as a reimbursement, noting he believed that amount should be \$350,000

Commissioner Hagle suggested the amount be agreed upon in order to make necessary adjustments at the same time, proposing \$400,000 as the transfer amount.

Commissioner Terwilliger referenced the 5-year plan and how the transfer amount increases, noting the importance of making sure the numbers are financially supported. He suggested it was time to reduce the target and see what kind of impacts it would have on the budget. He also suggested having a 90-day comprehensive study analyzing the numbers.

Commissioner Hollinshed indicated that she was comfortable with the numbers staff provided. She expressed concerns about debt and setting reserves aside for the future.

Mayor Harker deemed the consensus of the board was to change the transfer amount to \$400,000.

Commissioner Oliver suggested discussing the areas where the \$54,361 reduction would be reflected.

Mr. Clark gave several options as to where the change could be made.

Commissioner Oliver noted that 51% of the revenues in the utility fund were directed toward operating expenses, excluding debt and transfers, leaving 49% in the utility fund; he said that 49% was aimed at four items: debt service, reimbursement, transfers to the capital fund, and fund balance. He added if the change was not reflected in the utility fund, the general fund was an option. He also noted the importance of reducing debt.

Commissioner Cooper suggested using the \$400,000 transfer amount.

Commissioner Oliver made a motion to utilize the \$400,000 amount and label it as a reimbursement in the corresponding documents.

The motion carried unanimously.

Commissioner Hollinshed noted that moving the numbers around would not reduce current sewer rates.

The board agreed it would take time and effort to determine how that could come to fruition.

Mr. Clark explained following the Board's action to change the transfer amount to \$400,000, there was now a difference of \$54,361 going into the general fund and how that effects the overall budget.

Commissioner Terwilliger suggested cutting back on the reserves, noting he did not want to take away from the operational budget.

Mr. Clark referred to page 60 of the recommended budget, noting there was currently a \$294,000 transfer to capital reserve. He explained that number could be reduced by \$54,361, changing the total to \$239,639.

Mayor Harker confirmed it would be a transfer from the general fund to capital reserve.

Commissioner Oliver asked about employee longevity and if it was in the budget.

Mr. Clark confirmed longevity had not been restored and would remain the same as it has in previous fiscal years.

Commissioner Oliver asked if the capacity fees flowed into the utility budget.

Mr. Clark confirmed they did.

Commissioner Oliver brought up a question addressing appropriated balances and if they should be used as a source of revenue.

Mr. Clark explained they could explore that idea, but staff was not recommending any changes.

Commissioner Oliver also noted there could be a need for more Moffatt & Nichol money for the Harbor and Waterways Committee.

Ms. Wood explained there was \$18,000 budgeted for the company to do grant work on behalf of the Town, but there were not additional funds in the recommended budget.

Commissioner Oliver suggested doing a deep dive in the balance sheet, to determine if there was a way to pay down debt faster.

Commissioner Hagle made a motion to decrease the transfer from the General Fund to Capital Reserve by \$54,361 changing the transfer amount to \$239,639.

The motion carried unanimously.

Mr. Clark asked the board how they would like to credit that amount to the water and enterprise fund.

Commissioner Terwilliger suggested putting the funds somewhere they could be pulled out if needed.

Mr. Clark said the funds could be termed as contribution to fund equity, retained in the fund balance.

Ms. Wood explained there would be a new line item that reflect the change; it would be an expenditure category in the utility fund. She also explained the different categories that make up fund balance. She suggested the amount should roll into unassigned fund balance, as the Board expressed the desire to be able to use the funds without any restrictions.

Mr. Clark suggested calling it contribution to unassigned fund balance.

Commissioner Hagle made a motion to credit \$54,361 to the utility fund, as an unassigned fund balance.

The motion carried unanimously.

Mr. Clark noted the fee schedule had been sent out prior to the meeting and was included in the budget; he asked if there were any questions regarding the proposed changes.

Commissioner Hagle suggested labeling the pool permit fees a little different on the fee schedule, for clarity purposes, adding the word “per” into the explanation as well as “construction cost”.

Mr. Garner explained there was a flat rate permit fee and then additional cost associated with each project based off construction cost.

Commissioner Terwilliger asked for the wording to be changed regarding the Train Depot \$50 security deposit fee, noting it was repetitive to list the deposit fee beside each rental.

Mr. Clark noted the addition of \$6,000 as requested in prior budget work sessions, for the upcoming Annual Board Retreat.

Mayor Harker confirmed there were no other changes requested amongst the board.

Commissioner Cooper made a motion to approve the changes discussed regarding the proposed budget.

The motion carried unanimously.

**Adjourn**

Commissioner Hagle made a motion to adjourn the meeting at 5:00 pm

The motion carried with unanimously.

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Sharon Harker, Mayor

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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](http://www.beaufortnc.org)

**Board of Commissioners Work  
Session  
4:00 PM – Monday, June 27, 2022**

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**AGENDA CATEGORY:** Public Hearing  
**SUBJECT:** Proposed FY 2023 Budget

**REQUESTED ACTION:**  
Conduct Public Hearing on the FY 2023 Proposed Budget  
Adopt the FY 2023 Proposed Budget

**SUBMITTED BY:**  
Christi Wood – Finance Director

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TOWN OF BEAUFORT  
FY 2023 BUDGET ORDINANCE  
BE IT ORDAINED

by the Town Board of Commissioners of the Town of Beaufort, North Carolina:



**SECTION 1: GENERAL FUND**

**A. Revenues**

It is estimated that the following revenues will be available in the General Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

<b>GENERAL FUND REVENUES</b>	
Property Taxes	\$ 5,352,069
Intergovernmental	4,230,085
Permits and Fees	1,266,956
Sales and Service	306,163
Other Revenues	4,700
Loan Proceeds	-
Transfers In	400,000
Fund Balance Appropriation	60,000
<b>TOTAL</b>	<b>\$ 11,619,973</b>

**B. Expenditures Authorized by Department**

The following amounts are hereby appropriated to each department in the General Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

<b>GENERAL FUND EXPENDITURES</b>	
Governing Body	\$ 101,756
Administration	645,594
Finance	590,232
Fire	2,617,370
Planning & Inspections	601,872
Police	2,347,129
PSA & Engineering	326,431
Public Works	2,766,212
Non-Departmental	1,623,376
<b>TOTAL</b>	<b>\$ 11,619,973</b>

**SECTION 2: UTILITY FUND**

**A. Revenues**

It is estimated that the following revenues will be available in the Utility Fund for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

<b>UTILITY FUND REVENUES</b>	
Intergovernmental	\$ -
Permits and Fees	171,000
Sales and Service	4,441,625
Other Revenues	-
Loan Proceeds	-
Transfers In	-
Fund Balance Appropriation	-
<b>TOTAL</b>	<b>\$ 4,612,625</b>

**B. Expenditures Authorized by Department**

The following amounts are hereby appropriated to each department or division in the Utility Fund for the operation of the Town government and its activities for the fiscal year beginning July 1, 2022, and ending June 30, 2023:

<b>UTILITY FUND EXPENDITURES</b>	
Sewer	\$ 2,888,680
Water	865,479
Non-Departmental	858,466
<b>TOTAL</b>	<b>\$ 4,612,625</b>

**SECTION 3: AD VALOREM TAX**

There is hereby levied a tax as calculated below in the General Fund in Section I of this ordinance.

	<b>Real &amp; Personal</b>	<b>Motor Vehicles</b>	<b>Total Revenue</b>
Valuation of property as listed January 1, 2022	\$ 1,102,542,284	\$ 59,394,177	
Rate \$0.4600 per \$100 value	5,071,695	273,213	
Rate of collection	98.12%	100.00%	
	<u>\$ 4,976,347</u>	<u>\$ 273,213</u>	
			<u><u>\$ 5,249,560</u></u>

In accordance with NC General Statute 159-13, the estimated rate of collection for property and motor vehicle taxes for the 2023 fiscal year beginning July 1, 2022 is as shown in the calculation above.

The proceeds from two cents (\$0.02) of the aforementioned tax rate shall be used only for resurfacing streets.

**SECTION 4: AMENDMENTS AND CONTRACTS**

Pursuant to NC General Statute 159-15, this budget may be amended by submission of proposed changes to the Town Board of Commissioners.

Notwithstanding the above subsection (a) above, the Town Manager is authorized to transfer funds from one appropriation to another within the same fund without limitation.

Funds may not be transferred between funds without prior approval from the Town Board of Commissioners.

The Town Manager may enter into and execute change orders or amendments to construction contracts in amounts less than \$50,000 when the appropriate annual budget or capital project ordinance contains sufficient appropriated but unencumbered funds.

The Town Manager may execute contracts which are not required to be bid or which G.S. 143-131 allows to be let on informal bids so long as the annual budget or appropriate capital project ordinance contains sufficient appropriated but unencumbered funds for such purposes.

Upon notification of funding increases or decreases to existing grants or revenues, or the award of grants or revenues, the Town Manager may adjust budgets to match, including grants that require a match for which funds are available.

**SECTION 5: DISTRIBUTION**

Copies of this ordinance shall be furnished to the Town Manager and the Finance Officer to be kept on file by them for their direction in the disbursement of funds.

Adopted this 27th day of June, 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



**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, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

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**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** Public Safety Resolution

**REQUESTED ACTION:**

Adoption of the attached resolution supporting additional protections from gun violence in Public Schools.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Todd Clark, Town Manager

**RESOLUTION NO. 22-004**  
**A RESOLUTION SUPPORTING**  
**ADDITIONAL PROTECTIONS FROM GUN VIOLENCE IN**  
**PUBLIC SCHOOLS**

**WHEREAS**, the Town of Beaufort Board of Commissioners expresses sincere grief for the loss of life resulting from the mass shootings at Uvalde Elementary School, Texas on May 24, 2022, the Tops Friendly Market in Buffalo, NY on May 14, 2022, and continuing acts of gun violence, and

**WHEREAS**, communities across the United States are forever impacted by gun violence, and

**WHEREAS**, mass shootings in the United States have claimed an untold number of innocent lives and of ordinary people who are seeking to live in peace and harmony, and

**WHEREAS**, the Town of Beaufort desires to protect our community from gun violence, and

**WHEREAS**, the Town of Beaufort Board of Commissioners calls for swift action to strengthen laws to protect innocent citizens from these senseless acts of violence, and

**WHEREAS**, The Board of Commissioners asks State and Federal Lawmakers to enact legislation that specifically addresses the following:

- 1) Eliminates the availability of guns that have large magazines to people under 21,
- 2) Supports staffing for mental health professionals in each school across the U.S.,
- 3) Supports the employment of School Resource Officers in each school across the U.S.,
- 4) Supports regular safety audits within each school in the U.S.,
- 5) Supports physical changes to school buildings and associated security systems to increase school security, and
- 6) Strengthens background checks for individuals seeking gun permits.

**NOW THEREFORE, BE IT RESOLVED**, on this the 27th day of June, that the Town of Beaufort Board of Commissioners seeks the mutual support of the Carteret County Board of Commissioners, State House and Senate Members, as well as our U.S. Congressman and U.S. Senator.



**Town of Beaufort, NC**

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**Board of Commissioners  
Work Session  
4:00 PM Monday, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Mural on Public Property

**REQUESTED ACTION:**

Arts in Beaufort, a 501 (c) 3 organization is requesting the Town’s permission to use the shower house at the end of the boardwalk as a location for a public art mural. They are requesting permission from the Town to use this location prior to opening a call to artists for designs.

Arts in Beaufort is the organization who recently completed the Big Red Bus mural project on Middle Lane.

Staff spoke with Jeb at the Town Docks and they are supportive of a mural at this location. The mural can be painted directly onto the building or on a series of removable panels of PVC board. The PVC boards would not damage the brick and if in the future the shower house were to receive repairs, the art could be removed.

The Parks & Rec Board reviewed the request at their June 2 meeting and submits the following recommendation:

“The Parks & Recreation Advisory Board is enthusiastic about the idea of a mural on the shower house and supports modularity as an option.” The Parks Board recommends the BOC grant permission for a mural at the proposed location on public property. The board also recommends, once approval is granted, that the final design and artist selection return to the Parks Board for review and to make a recommendation to the BOC who will give ultimate approval.

If the location is approved, Arts in Beaufort will begin the process of selecting an artist and a theme. Current theme suggestions have included nature images such as flowers, sunsets etc.

The HPC does not currently have guidelines concerning public art and this item is not required to be presented to the board.

BJ Vincent of Arts in Beaufort is present for the meeting and can address additional concerns.

**EXPECTED LENGTH OF PRESENTATION:** 5 minutes

**SUBMITTED BY:** Rachel Johnson, Parks Coordinator/PIO

**BUDGET AMENDMENT REQUIRED:** No





**Town of Beaufort, NC**

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252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Board of Commissioners  
Work Session  
4:00 pm- Monday, June 27, 2022**

---

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Historic Beaufort Road Race

**BRIEF SUMMARY:**

Event organizers for the Historic Beaufort Road Race run by the Beaufort Ole Towne Rotary have submitted an event application to host the annual event on Saturday, June 10 2023.

The event requests the closure of roads and the use of John Newton park. The event hours are 6:00 AM to 10:30 am. the event organizers request the delay of part paid parking until 10:30 AM. The event will require 4 off-duty officers to work at the for hire rate.

The following is an outline of the requests for the event:

- \* June 10, 2023
- \* Set-up 6 a.m. – Finished by 10:30 a.m.
- \* Request traditional 10K route – map attached
- \* Request Turner Street be closed from Middle Lane to Front Street from 6 -10 a.m.
- \* Request Front Street be closed from Orange to Queen Streets during race
- \* Request paid parking be suspended until 10:30 a.m.
- \* Event will provide volunteers to help supplement public safety personnel at intersections along Front Street

**REQUESTED ACTION:**

Consider approval

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Rachel Johnson, PIO/Parks & Events Coordinator

**BUDGET AMENDMENT REQUIRED:**

No

Date Application Received:

3.

Permit Number:



## APPLICATION FOR SPECIAL EVENT PERMIT

Please return completed application form with permit fee and paperwork to:

Events Coordinator, Town of Beaufort  
 701 Front Street  
 P.O. Box 390  
 Beaufort, NC 28516  
 Phone: (252) 728-2141 Email: [r.johnson@beaufortnc.org](mailto:r.johnson@beaufortnc.org)

Applications submitted late or incomplete may not receive approval and may not be issued a permit.

## EVENT BASICS

Event Name: Rotary Historic Beaufort Road Race

Location of Event Site: Front Street

(If more than one site is being requested please be specific and list each one individually below)

Racers will start and end at the corner of Front and Turner Street

Run by: Beaufort Ole Towne Rotary

Applicant (Organizer) Name: Christine Lamb Contact # 303-907-2735

Day of Event Contact #: Christine Lamb Email: info@beaufortoletownerotary.com

Type of Event:

- Festival
- Parade
- 5K Race
- 10K Race
- 1 mile race/walk

- Music Event
- Other \_\_\_\_\_

Actual Event Date(s): June 10, 2023 Time of Event: 7:00 - 10:30 AM

Set-Up Date: June 10, 2023 Start Time: 6am

Tear Down Date: June 10, 2023 End Time: 10:30

Estimated Attendance: 200-500 Admission Fees: \$30-45

Event Description:  
Charity Road Race 10K, 5K,Race, 1 mile walk  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

## ORGANIZER/APPLICANT INFORMATION

Name of Organization: Beaufort Ole Towne Rotary

Primary Contact Person: Christine Lamb

Mailing Address: PO Box 737, Beaufort, NC 28516

Email: info@beaufortoletownerotary.com

Daytime Phone #: 303-907-2735 Cell Phone #: 303-907-2735

Alternate Contact Person: \_\_\_\_\_ Phone #: \_\_\_\_\_

Is your group a non-profit organization? yes If yes, please provide documentation with your application.

## SITE PLAN

Site Plan Attached

- Yes
  - No
- (If you need help, please set up a meeting with the Town of Beaufort’s Events Coordinator)

A detailed site plan must be included with your event application. The following, should they be relevant, must be included in your Site Plan.

- Location of all tents and temporary structures
- Location of requested barricades and road closures
- Emergency exits
- Fire extinguishers, propane storage
- Location of command post, medical & first aid station, emergency vehicle access points and all exits and entrances (both emergency and for the public)
- Fencing, staging, bleachers, stages, inflatables, etc.
- Food/refreshment tent vendors, refreshment tents
- Food Trucks
- Location of Restrooms
- 5K/10K race routes

**If the Site Plan is not submitted with the event application, the deadline is 45 days before the event, otherwise a permit will not be issued.**

## PARKS & PARKING LOTS REQUESTED

**Please mark all that apply:**

- East Parking Lot
- West Parking Lot
- Craven Street Parking
- Middle Lane
- John Newton Park
- Lynn Eury Park
- Grayden Paul Park
- Topsail Marine Park
- Other Please list: \_\_\_\_\_

**Specific Requirements:** (Extra trash cans/recycling/electrical etc.) Please be specific and include each item on the Site Plan for the desired location. Please note extra charges may apply in accordance to the fee schedule. (Trash/Recycling Carts: \$10 each, Electricity: \$50)

Trash cans X 2 (\$20) \_\_\_\_\_

Recycle cans X 2 (\$20) \_\_\_\_\_

Electricity (\$50) \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

## OTHER EVENT DETAILS

Please provide the name and contact information of all outside companies who are providing services during your event. IE: Tent Rentals, Inflatable Rentals, Port-A-Pottie Rentals, etc.

Run the East (race management) Jamie Orr 252-902-9717

Port A Pottie Rentals - Blu site solutions (800) 682-7023

Will there be canon/re-enactment fire during your event?  N/A  If yes, please coordinate with the Beaufort Fire Department for safety procedures.

## ALCOHOL

Alcohol at the event YES \_\_\_\_\_ NO  X  Attach all required paperwork. Applicant is responsible for obtaining applicable ABC License and Liquor Liability Insurance. Applicant must provide a clearly marked and contained area for alcohol consumption and hire two Town of Beaufort police officers at a rate of \$35 per hour for the duration. (The Police Chief will review the application for exceptions.) All local, state and Federal laws must be adhered to.

***I/we have read, understand and will comply with the rules outlined by the Town of Beaufort in the Town Code of Ordinances as well as in the Event Procedures.***

X  \_\_\_\_\_ ***(Applicant's Signature)***

## ROAD CLOSURES

Does your event require a road closure?  X  YES \_\_\_\_\_ NO

Please provide specifics below:

Road	Set-Up Time	Event Start Time	Finish Time	Tear Down Time
Turner Street	6 am	7:30 am	10:00 am	10:30 am
Front Street	6 am	7:30 am	10 AM	10:30 am
Turner Street Bridge	<b>(Week before the race</b>	<b>lighted sign warning</b>	<b>residents and visitors of</b>	Racers on Turner and
	<b>Broad due to high traffic</b>	<b>In this area during the</b>	<b>Farmers Market)</b>	

*If a road closure has any impact on area businesses and/or residents, the applicant will be required to inform all residents and/or businesses in the area of the road closure, by letter or hand-delivered flyer at least 14 days in advance of the event, of the particulars of the approved temporary road closure and any detour route available.*

**Emergency Vehicle Access Requirements:** A road may be closed to regular traffic during an event, but an unobstructed fire lane must be left open at all times for emergency vehicles.

## PARKING/PARKING LOTS

3.

Parking lots required for Event set-up: (Please mark on the site map if applicable) (Please note charges may apply. The rate is \$18 per day per space in the East & West parking lots and \$9 per on street parking space per day for special event closure during Pay-To-Park season).

Please list all parking lots and spaces you are requesting. Spaces are numbered so please be specific. Also please note that parking space closures MUST be approved by the Board of Commissioners. Event organizers are not permitted to acquire additional spaces without Town permission prior to an event.

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We are requesting town parking fees collection be delayed until 10:30 am the day of the race.

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Please list off-site Parking Location for Vendors & Event Staff: A letter of permission is required for the use of private property per the event procedures. Please include this with your event application.

---

N/A

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Bicycle Parking: Yes \_\_\_\_\_ No

Additional Handicap Parking: Yes \_\_\_\_\_ No  Location: \_\_\_\_\_

Event Parking: (Please outline your plan for day of parking for event attendees. Please include parking lot locations and the name/contact information for any shuttle/trolley service):

Event participants will park on Turner Street, Ann Street and side streets adjacent to Front Street

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## PARADE/WALK INFORMATION

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Parade Assembly Area: \_\_\_\_\_ Time: \_\_\_\_\_

Parade Dismissal Area: \_\_\_\_\_ Time: \_\_\_\_\_

Parade Start Time: \_\_\_\_\_

## EMERGENCY MANAGEMENT

Route Map Attached:  YES \_\_\_\_\_ NO (Please note a route map is required)

Designated Emergency personal/liaison (onsite): Christine Lamb

Cell #: 303-907-2735 Other Contact: \_\_\_\_\_

How will your event staff react to severe weather?

Event will be canceled or delayed in the event of severe weather

How will you alert visitors to the event to evacuate the site? (If multiple sites are being requested, a plan must be submitted for each location)

Local announcement via megaphone or by email prior to event date

**RISK ASSESSMENT**

It is important for Event Organizers to identify risks and hazards associated with their event and know how to prevent these risks. Please identify possible risks for your event and list below (weather, food, fire, etc.) Please provide details.

Primary risks: Extreme hazardous weather  
Participants Medical Emergencies

What training will you provide to your volunteers/staff/participants regarding emergencies?

Volunteers have years of experience new volunteers will receive training prior to event.

**TENTS**

Will you have tents at your event? \_\_\_\_\_ YES  \_\_\_\_\_ NO

Please list the tent sizes: \_\_\_\_\_

If your event includes tents, you must make arrangements with the Beaufort Fire Department for a tent permit. There is a \$50 fee. Please contact Tammy Turek at (252) 728-4325 to make arrangements. The Tent Permit Application and a list of requirements are available online at [www.beaufortnc.org](http://www.beaufortnc.org).

**FOOD**

Will there be food served at your event? \_\_\_\_\_ YES  \_\_\_\_\_ NO

If yes, please provide a detailed list of all food vendors.

If yes, have you contacted the Carteret County Health Department to set up inspections? \_\_\_\_\_ YES \_\_\_\_\_ NO

All food vendors must have proper licensing, inspections, etc.

# VENDORS

Will there be vendors selling items at your event? \_\_\_\_\_ Yes X \_\_\_\_\_ No

Please note vendors are only permitted to sell during the event hours listed on this application. Any vendor selling before or after the listed hours is in violation and subject to being shut-down.

All vendors must have proper certifications and licenses. They must display the required state sales and use tax information and the event organizer must keep all of this information on file pursuant to North Carolina State laws.

# CHECKLIST

Please submit the following documents with your event application. Once all forms (if applicable) are received and the event is approved an Event Permit will be issued.

- Tent Permit
- Detailed Site Plan
- Detailed Route Map (Parade/5K/10K)
- Map of Road Closures
- ABC Permit
- Health Inspection Documentation
- Insurance
- Non-profit documentation
- Private property parking permission letter
- List of food vendors
- List of vendors
- Application Fee
- Application Signature

I/We the event organizer Christine Lamb, on behalf of Beaufort Ole Towne Rotary, the party requesting the use of the Town of Beaufort facilities noted in the above application do hereby hold and save harmless and agree to indemnify the Town of Beaufort and its elected officials, directors, officers, employees, servants, agents, contractors and their respective heirs, executors, successors with respect to any and all liability, actions, debts, suits, demands, costs, damages and expenses whatsoever arising wither directly or indirectly as a result of the use of the Town of Beaufort's facilities, park, road or other and in accordance with the provisions contained in this policy. I/We have read and understand this application, the event procedures and the requirements placed upon this applicant and organization. I agree to abide by the Town of Beaufort rules, regulations and ordinances.

Applicant's Signature Christine Lamb Date 06/14/2022

### Internal Use Only

Permission is granted to the applicant and/or sponsoring organization to use the streets/facilities/parks as listed in the application for the special event described.

Permit Issue Date: \_\_\_\_\_  
 Authorized Signature: \_\_\_\_\_

Insurance Certificate: Yes \_\_\_\_\_ No \_\_\_\_\_  
 Permit Fee: Yes \_\_\_\_\_ No \_\_\_\_\_  
 BOC Approval Date: \_\_\_\_\_  
 Police Chief Approval: \_\_\_\_\_  
 Fire Chief Approval: \_\_\_\_\_

# Historic Beaufort Road Race 10k

**Brandon Wilson**

Measured By: Brandon Wilson  
USATF / RRTC Certifier  
IAAF / AIMS Grade A

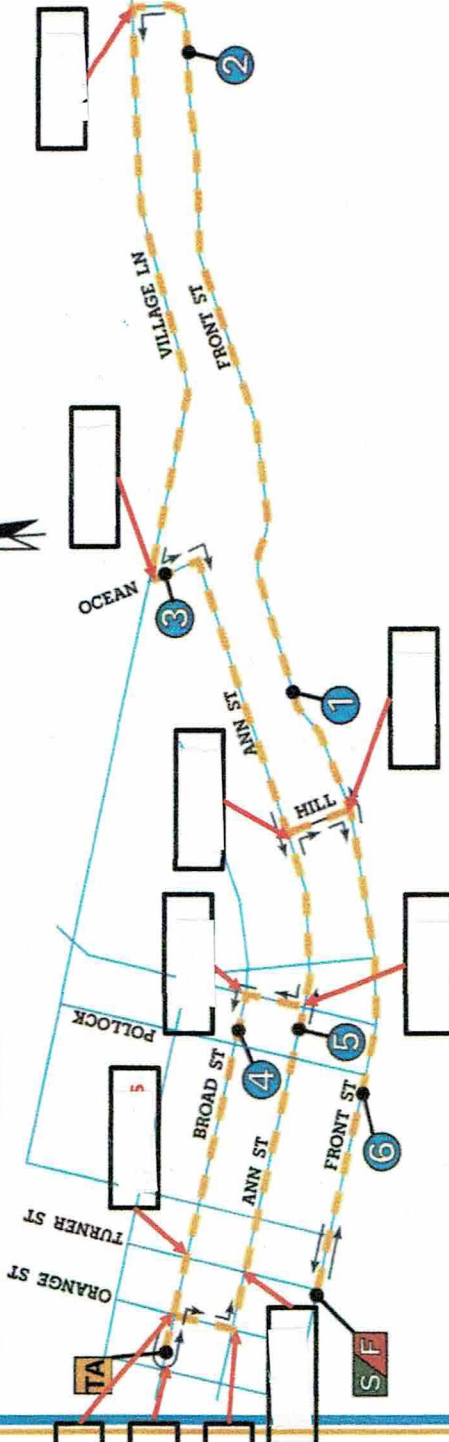
And Belinda King  
USATF / RRTC Measurer

Measured: Mar 24, 2019  
Course = 10km

Race Starts at 8:00 AM

Rett Cell (803) 468-6501

Last runner on course will have police escort



**ROUTE**

- Start on Front St
- Proceed East
- Left on Village Ln
- Left on Ocean
- Right on Ann
- Right on Live Oak
- Left on Broad
- Turn-Around on Broad
- Right on Orange
- Left on Ann
- Right on Hill
- Right on Front St
- Finish on Front St





**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, June 27, 2022**

**Train Depot, 614 Broad Street**

**Beaufort, NC 28516**

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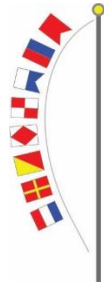
**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** Beaufort Development Association

**SUMMARY:**

Commissioner Hollinshed is proposing the Town of Beaufort contribute \$10,800 to the Beaufort Development Association (BDA) Website Design. The members of this group in the downtown business district contribute to many Town events and are a driving force of parking and sales tax revenue.

Attached is the website proposal from Beaufort Development Association. Members of the group will be in attendance to answer any questions related to annual events, projects and the proposed website design.



**Beaufort, NC**  
 Beautiful. Historic. Waterfront.  
**COME VISIT OUR TOWN**  
 Beaufort Development Association  
 PO Box 56, Beaufort, NC 28516

**Beaufort Development Association Website**  
**www.BeaufortNC.com**

**Seaport Webworks Website Design**

Price: \$10,800

- **Create work environment for new website** (set up existing domain; install WordPress; install theme; create initial page templates in theme builder (basic header & footer, will be modified later to fit with overall site aesthetic).
- Ensure Crystal Coast logo is on the Home Page with a link to the TDA website: [www.CrystalCoastNC.org](http://www.CrystalCoastNC.org).
- **Design page templates for different site areas** to provide a cohesive look for whole site, while also allowing areas to have unique features relevant to the topic:
  - About (similar template format will be used for Contact/Stay Connected, Getting Here pages, but with unique featured header images).
  - Events
  - Main Directory [these are templates that will actually hold directory listings; listing designs are set up separately in plugin, as detailed below]
    - Stay
    - Play
    - Dine
    - Shop
    - Arts
    - Services
  - Donate
  - Beaufort Shop
- **Create site pages** (these will use the individual templates described in the previous line item):
  - About BBA
  - About Beaufort
  - Accolades
  - Recent Press
  - Blog Articles (this will just be main blog page)
  - Events
  - Stay Connected / Contact
  - Getting Here
  - Beaufort Shop

- **Set up business directory plugin assets** (plugin + any add-on extensions necessary to achieve goals for site)
- **Set up business directory categories** with custom fields for each entry (for instance, a restaurant might have different fields than a shop or a hotel):
  - Stay
  - Play
  - Dine
  - Shop
  - Arts
  - Services
- **Set up event calendar + event ticketing plugin assets** and connect to payment processor(s)
- **Add business directory listings** (130 - 150 listings)
- **Create event listing templates**
  - Free Events
  - Signature (premium) Events
- **Add free events** (setup template)
- **Add premium events** (setup template)
- **Install Bloom plugin** to create attractive newsletter signup forms.
- **Install Monarch plugin** to facilitate social media sharing.
- **Set up Donations capability**
- **Set up the ecommerce plugin** necessary for Beaufort Shop.
- **Create custom graphics for site and ensure photos are in the correct format** (jpg) and at the correct sizes (not unnecessarily large file sizes and not low resolution) for display wherever they appear.
- **Ensure all images have alt-text and site is ADA compliant** (alt-text for all images, good contrast on any text, easily readable text size regardless of device, clear navigation, no unnecessary content shifts) as much as possible.
- **Install and set up WP Rocket caching plugin** to ensure site speed is as fast as it can be.
- **Install and set up SEO plugin** (either Yoast SEO or RankMath SEO) - basic configuration to make sure correct info is being found by Google and other search engines.
- **Install Google Analytics**



**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, June 27, 2022  
Train Depot, 614 Broad Street**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Sewer Allocation Request- Salt Wynd Preserve Subdivision

**BRIEF SUMMARY:**

Beaufort Agrihood Development, LLC is requesting that 17,760 gallons per day (gpd) of sewer capacity be allocated to the first phase of a residential subdivision that is to be known as Salt Wynd Preserve. The first phase of the subdivision is to extend northward from Pinners Point Road near Mashburn Drive. The capacity being requested is for 47 lots with 40 of those lots being for 3-bedroom houses and the remaining 7 lots being for 4-bedroom houses.

The allocation request will fall within the Priority Level 1 category described by the Town’s “Wastewater Allocation Policy” given that an Annexation Ordinance covering the properties that comprise the proposed subdivision was adopted by the Board of Commissioners on May 9<sup>th</sup>. This action was followed by approval of the preliminary plat for phase 1 by the Planning Board on May 16<sup>th</sup>. Priority Level 1 projects include the following classes of development provided all permitting and approval application requirements by the Town and other regulatory agencies having jurisdiction have been satisfied: 1) Infill development located within the Town’s corporate limits; 2) redevelopment located within the Town’s corporate limits; and 3) new development located within the Town’s corporate limits.

**REQUESTED ACTION:**

Consider approving the allocation of 17,760 gpd of sewer capacity to Beaufort Agrihood Development, LLC for the proposed Salt Wynd Preserve residential subdivision.

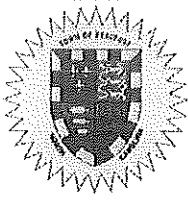
**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Greg Meshaw, PE, Town Engineer

**BUDGET AMENDMENT REQUIRED:** No



**TOWN OF Beaufort**  
Public Services Department  
701 Front Street, Beaufort, NC 2816  
P.O. Box 390, Beaufort, NC 28516  
Phone: 252-728-2141

## WASTEWATER ALLOCATION REQUEST

The Town of Beaufort, in an effort to manage and maintain the sewer and water capacity for the Town, requires that this application be completed and submitted to the Town for consideration of a utility allocation. Review fee is due upon submittal of request.

Wastewater Allocation Request Review Fee: \$50

### SITE INFORMATION

Name of Project: Salt Wynd Preserve      Acreage of Property: 37.07  
County Tag Number: N/A      NC PIN: \_\_\_\_\_  
Address/Location: Live Oak St, Bertram Rd  
Beaufort NC 28516  
Zoning District: R20  
Location Status:     Town Limits       Existing Out-of-Town Service Area  
                           Out-of-Town Service Approval/Agreement

### APPLICANT INFORMATION

Applicant: Beaufort Agrihood Development, LLC  
Mailing Address: 176 Mine Lake Ct Suite 100, Raleigh NC 27615  
Phone Number: 207-449-8801      Fax: \_\_\_\_\_  
Contact Person: Beth Clifford  
Email Address: beth@beltwayig.com

### PROPERTY OWNER INFORMATION

Name: Multiple, see Annexation submission  
Mailing Address: \_\_\_\_\_  
Phone Number: \_\_\_\_\_      Fax: \_\_\_\_\_  
Email Address: \_\_\_\_\_

### FOR OFFICE USE ONLY

Date Received: \_\_\_\_\_      File Number/Name: \_\_\_\_\_

**PROJECT INFORMATION**

Use:  New  Expanded  Change Use Type:  Residential  Commercial

Proposed Use(s): R20 Existing Use(s): R20

Developer Name: Beaufort Agrihood Development, LLC  
 Mailing Address: 176 Mine Lake Ct Suite 100, Raleigh NC 27615  
 Phone Number: 207-449-8801 Fax Number: \_\_\_\_\_  
 Email Address: beth@beltwayig.com

**ALLOCATION REQUEST (See instructions on page 3 regarding use of Professional Engineer)**

The following supplemental information is required:

- Complete development proposal for Priority Levels 1, 2 or 3 allocation request
- Preliminary plan or sketch plan for Priority Level 4 allocation request meeting requirements for site plans as established on the Town's Building Permit Application or as described for sketch plans by the Town's Subdivision Ordinance
- If a phasing schedule is proposed, include as an attachment

Residential:

Gross Acreage: 37.07

Single Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units	0		
3 Bedroom Units	40	360	14,400
>3 Bedroom Units	7	480	3,360
<b>Total</b>	<b>47</b>	<b>-----</b>	<b>17,760</b>

Multi-Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
<b>Total</b>	<b>0</b>	<b>-----</b>	

Non-Residential: (Design Flow Guideline provided as Appendix A)\*

\*If design flow deviates from the flow rates presented in Appendix A, provide supporting documentation/justification as an attachment in the form of 12 months of water bills demonstrating gallons per day utilized.

Gross Acreage: 0

Use	Measurement Unit	# of Units	GPD per Unit	Total Requested GPD
<b>Total</b>			<b>-----</b>	

TOTAL REQUESTED GALLONS PER DAY: 17,760

**APPLICANT AFFIDAVIT**

*I/We, the undersigned, do hereby make application and petition to the Town of Beaufort to approve the subject Wastewater Allocation. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Beaufort, North Carolina, and will not be returned.*

Beth Clifford  
Print Name

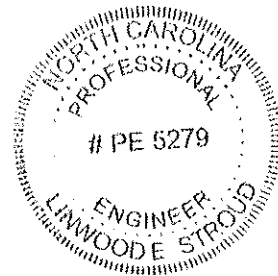
  
Signature of Applicant


01/26/22  
Date

**ENGINEER'S CERTIFICATION**

*The allocation request data provided on page 2 of this form shall be provided by a Professional Engineer for all requests except single lot residential infill requests and commercial requests equal to or less than 360 gallons per day. The certification statement below shall be completed by the Professional Engineer providing the data.*

I, Linwood Stroud hereby attest that the total requested allocation and the values used to derive the total are to the best of my knowledge, accurate and complete having been prepared in accordance with the instructions of this form while also adhering to applicable State laws, regulations, and rules, concerning the determination of design daily wastewater flows from facilities served by public wastewater collection and treatment systems.



 1/27/22  
Signed and Dated Professional Engineer Seal

Stroud Engineering P.A.  
Firm Name

10713 Commerce St. Greenville NC 27858  
Address

(252) 756-9352  
Telephone No.

lstroud@stroudengineer.com  
Email Address

**TOWN OF BEAUFORT OFFICE USE ONLY:**

Approved by:  Town Engineer  
 Board of Comissioners

Allocation approved: \_\_\_\_\_ gallons per day

Date of Approval: \_\_\_\_\_

Confirmation signature by:

\_\_\_\_\_  
Town Manager

## APPENDIX A: DESIGN FLOW RATES

The following table from the North Carolina Administrative Code 02T.0114 shall be used to determine the minimum allowable design daily flow of wastewater facilities. Alternatively, the Town in its sole and absolute discretion may calculate the customer's initial average daily wastewater flow based on data from the customer's operations (or from similarly situated customers) with a comparable sanitary sewer system, where such data are available and reasonably current.

Establishment Type	Daily Flow Rate
<b>Barber and Beauty Shops</b>	
Barber Shops	50 gal/chair
Beauty Shops	125 gal/booth or bowl
<b>Businesses, Offices and Factories</b>	
General business and office facilities	25 gal/employee/shift
Factories, excluding industrial waste	25 gal/employee/shift
Factories or businesses with showers or food preparation	35 gal/employee/shift
Warehouse	100 gal/loading bay
Warehouse -- self storage (not including caretaker residence)	1 gal/unit
<b>Churches</b>	
Churches without kitchens, day care or camps	3 gal/seat
Churches with kitchen	5 gal/seat
Churches providing day care or camps	25 gal/person (child & employee)
<b>Fire, Rescue and Emergency Response</b>	
Fire or rescue stations without on-site staff	25 gal/person
Fire or rescue stations with on-site staff	50 gal/person/shift
<b>Food and Drink Facilities</b>	
Banquet, dining hall	30 gal/seat
Bars, cocktail lounges	20 gal/seat
Caterers	50 gal/100 sq. ft. floor space
Restaurant, full Service	40 gal/seat
Restaurant, single service articles	20 gal/seat
Restaurant, drive-in	50 gal/car space
Restaurant, carry out only	50 gal/100 sq. ft. floor space
Institutions, dining halls	5 gal/meal
Deli	40 gal/100 sq. ft. floor space
Bakery	10 gal/100 sq. ft. floor space
Meat department, butcher shop or fish market	75 gal/100 sq. ft. floor space
Specialty food stand or kiosk	50 gal/100 sq. ft. floor space
<b>Hotels and Motels</b>	
Hotels, motels and bed & breakfast facilities, without in-room cooking facilities	120 gal/room
Hotels and motels, with in-room cooking facilities	175 gal/room
Resort hotels	200 gal/room
Cottages, cabins	200 gal/unit
Self-service laundry facilities	500 gal/machine
<b>Medical, Dental and Veterinary Facilities</b>	
Medical or dental offices	250 gal/practitioner/shift
Veterinary offices (not including boarding)	250 gal/practitioner/shift
Veterinary hospitals, kennels, animal boarding facilities	20 gal/pen, cage, kennel or stall
Hospitals, medical	300 gal/bed
Hospitals, mental	150 gal/bed
Convalescent, nursing, rest homes without laundry facilities	60 gal/bed
Convalescent, nursing, rest homes with laundry facilities	120 gal/bed
Residential care facilities	60 gal/person
<b>Parks, Recreation, Camp Grounds, R-V Parks and other Outdoor Activity Facilities</b>	
Campgrounds with comfort station, without water or sewer hookups	75 gal/campsite

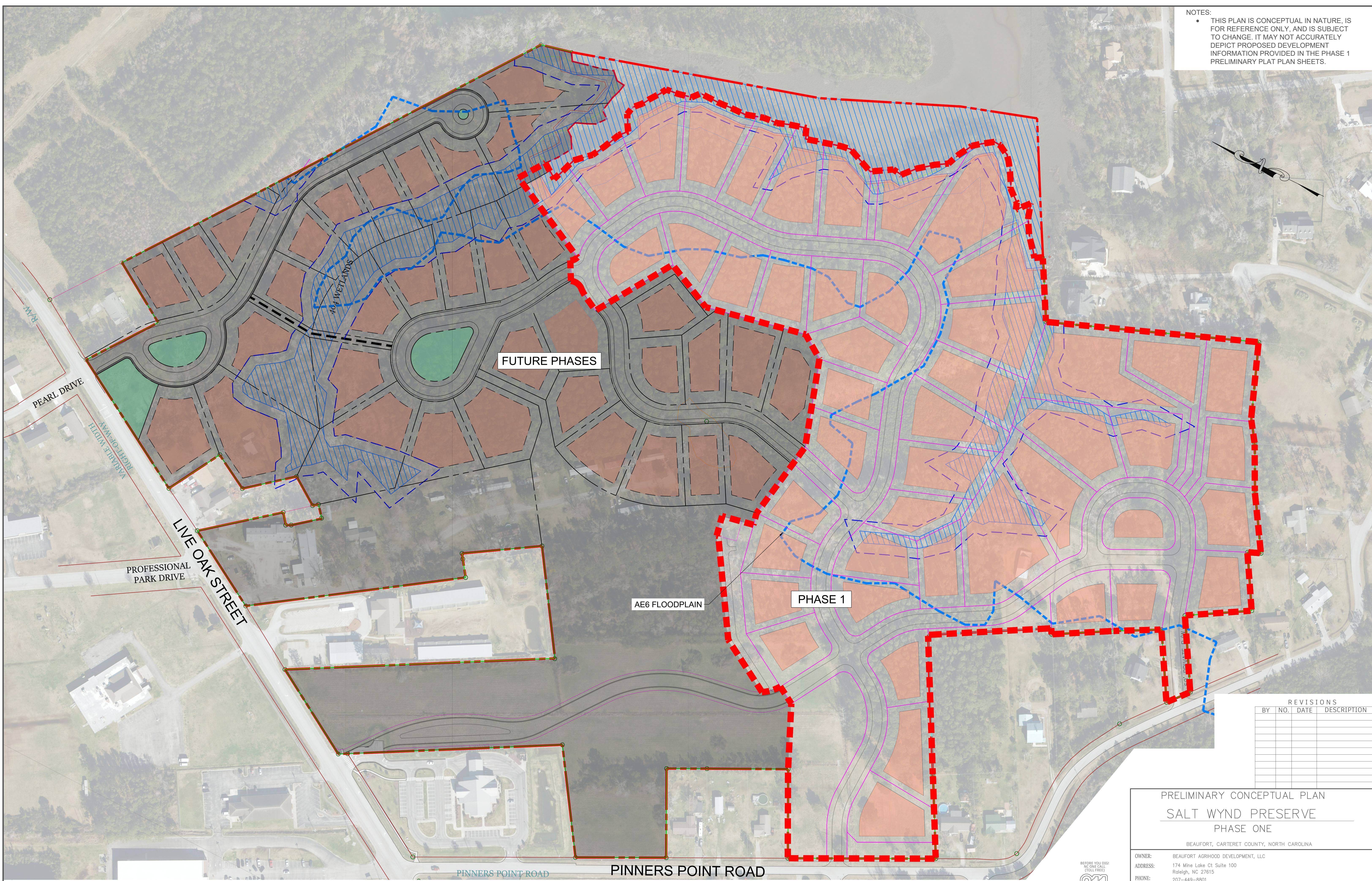
Establishment Type	Daily Flow Rate
Campgrounds with water and sewer hookups	100 gal/campsite
Campground dump station facility	50 gal/space
Construction, hunting or work camps with flush toilets	60 gal/person
Construction, hunting or work camps with chemical or portable toilets	40 gal/person
Parks with restroom facilities	250 gal/plumbing fixture
Summer camps without food preparation or laundry facilities	30 gal/person
Summer camps with food preparation and laundry facilities	60 gal/person
Swimming pools, bathhouses and spas	10 gal/person
Public access restrooms	325 gal/plumbing fixture
<b>Schools, Pre-school and Day Care</b>	
Day care and preschool facilities	25 gal/person (child & employee)
Schools with cafeteria, gym and showers	15 gal/student
Schools with cafeteria	12 gal/student
Schools without cafeteria, gym or showers	10 gal/student
Boarding schools	60 gal/person (student & employee)
<b>Service Stations and Car Wash Facilities</b>	
Service stations, gas stations	250 gal/plumbing fixture
Car wash facilities	1200 gal/bay
<b>Sports Centers</b>	
Bowling center	50 gal/lane
Fitness, exercise, karate or dance center	50 gal/100 sq. ft.
Tennis, racquet ball	50 gal/court
Gymnasium	50 gal/100 sq. ft.
Golf course with only minimal food service	250 gal/plumbing fixture
Country clubs	60 gal/member or patron
Mini golf, putt-putt	250 gal/plumbing fixture
Go-kart, motocross	250 gal/plumbing fixture
Batting cages, driving ranges	250 gal/plumbing fixture
Marinas without bathhouse	10 gal/slip
Marinas with bathhouse	30 gal/slip
Video game arcades, pool halls	250 gal/plumbing fixture
Stadiums, auditoriums, theaters, community centers	5 gal/seat
<b>Stores, Shopping Centers, Malls and Flea Markets</b>	
Auto, boat, recreational vehicle dealerships/showrooms with restrooms	125 gal/plumbing fixture
Convenience stores, with food preparation	60 gal/100 sq. ft.
Convenience stores, without food preparation	250 gal/plumbing fixture
Flea markets	30 gal/stall
Shopping centers and malls with food service	130 gal/1000 sq. ft.
Stores and shopping centers without food service	100 gal/1000 sq. ft.
<b>Transportation Terminals</b>	
Air, bus, train, ferry, port and dock	5 gal/passenger

Source: North Carolina Administrative Code 02T.0114, January 1, 2007

Per 15A NCAC 02t .0114 (b), in determining the volume of sewage from dwelling units, the flow rate shall be 120 gallons per day per bedroom. The minimum volume of sewage from each dwelling unit shall be 240 gallons per day and each additional bedroom above two bedrooms shall increase the volume by 120 gallons per day. Each bedroom or any other room or addition that can function as a bedroom shall be considered a bedroom for design purposes. When the occupancy of a dwelling unit exceeds two persons per bedroom, the volume of sewage shall be determined by the maximum occupancy at a rate of 60 gallons per person per day.

NOTES:

- THIS PLAN IS CONCEPTUAL IN NATURE, IS FOR REFERENCE ONLY, AND IS SUBJECT TO CHANGE. IT MAY NOT ACCURATELY DEPICT PROPOSED DEVELOPMENT INFORMATION PROVIDED IN THE PHASE 1 PRELIMINARY PLAT PLAN SHEETS.



REVISIONS			
BY	NO.	DATE	DESCRIPTION

PRELIMINARY CONCEPTUAL PLAN  
**SALT WYND PRESERVE**  
 PHASE ONE

BEAUFORT, CARTERET COUNTY, NORTH CAROLINA

OWNER: BEAUFORT AGRIHOOD DEVELOPMENT, LLC  
 ADDRESS: 174 Mine Lake Ct Suite 100  
 Raleigh, NC 27615  
 PHONE: 207-449-8801

DESIGNED: LES	DATE: 2/10/22
DRAWN: JJJ	SCALE: 1" = 100'
APPROVED: LES	SHEET C2 OF 13

STROUD ENGINEERING, P.A.  
 107-B COMMERCE STREET  
 GREENVILLE, NC 27858  
 (252) 756-9352 LICENSE NO. C-0647

PROJECT NO.: PM3067-001  
 DRAWING NO.: 003





**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, June 27, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Grant Funding Assistance Resolution  
Cedar Street Pervious Pavement Parking Lane Construction

**BRIEF SUMMARY:**

The rehabilitation of the Cedar Street pavement by NCDOT is planned for execution after the construction of fourteen stormwater bioretention cells along the street (see Exhibits 2 & 3). The pavement work is expected to follow immediately thereafter so long as the bioretention cells are completed such that the paving can be finished in December; otherwise, paving will likely be pushed to 2023.

Given that Cedar Street is to essentially be reconstructed, staff believes that this presents an opportunity to incorporate pervious pavement parking lanes between the proposed bioretention cells into the overall street plan. Incorporation of this type of pavement will help reduce stormwater runoff that would otherwise be direct to Town Creek and also lessen standing water at sags in the street. Additionally, the planned pavement will provide an aesthetic improvement to Cedar Street. This is a noteworthy benefit since the August 2012 "Entry Master Plan" recommended the street for "beautification" so that it will "serve as a major local street reflecting the character of Beaufort."

As of this writing, the cost of constructing pervious parking lanes between the bioretention areas from Orange Street to Marsh Street is estimated at \$391,000. Realizing that this represents a significant expenditure, staff recommends that the Town make application for a Water Resources Development Grant. This type of grant provides a 50 percent matching limit. When considering this limit, it is important to know that the Coastal Federation has committed to matching the Town's contribution up to \$75,000 of the needed grant matching funds thereby reducing the Town's estimated contribution from \$195,500 to \$120,500.

**REQUESTED ACTION:**

Consider adopting the resolution requesting that the State of North Carolina provide financial assistance in the amount of \$195,500 for the construction of pervious parking lanes along Cedar Street from Orange Street to Marsh Street.

**EXPECTED LENGTH OF PRESENTATION:**

10 minutes

**SUBMITTED BY:**

Greg Meshaw, PE, Town Engineer/Public Services Director

**BUDGET AMENDMENT REQUIRED:**

No

## **Water Resources Development Grant Funding Assistance Resolution Cedar Street Pervious Pavement Parking Lane Construction**

### **Introduction**

Staff recommends that the Board of Commissioners consider adoption of the resolution requesting the State of North Carolina provide financial assistance in the amount of \$195,500 for the construction of pervious parking lanes along Cedar Street from Orange Street to Marsh Street.

### **Background and Description of Anticipated Funding**

The North Carolina Department of Transportation (NCDOT) completed replacement of the stormwater main beneath Cedar Street in late 2021. This main conveys stormwater from multiple catch basins along the street to its Town Creek discharge at the north end of Orange Street. Additionally, the Town completed its project to replace water lines, line sanitary sewers, and replaced sewer manholes along the street during May 2021. Both the NCDOT and Town project were undertaken in advance of NCDOT's plan to rehabilitate/resurface the street from its west end to Live Oak Street.

Currently, NCDOT is planning for rehabilitation of the Cedar Street pavement to occur after they construct fourteen stormwater bioretention cells along the street (see Exhibits 2 & 3). The pavement work is expected to follow shortly thereafter. The street is expected to be turned over to the Town by NCDOT for ongoing maintenance soon after its work is complete.

As of this writing, the NCDOT Division Office is hopeful that the bioretention cells can be completed with sufficient time left for the pavement work to be undertaken and finished before the end of the 2022 annual paving effort. This effort is to end during December. The Division Office is, however, unsure as to whether this is a realistic expectation. Accordingly, the Division Engineer has advised Town staff that the paving of Cedar Street could be moved into the 2023 annual paving contract should the bioretention cell work extend into December. The 2023 paving project is supposed to begin in March.

Given that Cedar Street is to essentially be reconstructed, staff believes that there is an opportunity to incorporate a feature that will yield two benefits. More specifically, staff believes that construction of pervious pavement parking lanes between the proposed bioretention cells will help reduce the volume of stormwater runoff. This in turn, means that there should be a reduction in the volume of storm water discharged to Town Creek. Staff also believes that constructing the lanes with pervious pavers will allow for selection of a paver color that will provide an aesthetic contrast to the asphalt pavement travel lanes.

While an aesthetic contrast between parking and travel lanes was not specifically called for by the August 2012 "Entry Master Plan," Cedar Street was viewed by the report as a corridor deserving of "beautification." To that end, the report suggested that the street "should serve as a major local street reflecting the character of Beaufort while accommodating pedestrians, bicyclists, parking, and automobiles." More recently, discussions of adding a park at the western terminus only reinforce this inevitable vision and ultimate need.

As of this writing, the cost of constructing pervious parking lanes between the bioretention areas from Orange Street to Marsh Street is estimated at \$391,000. Realizing that this represents a significant expenditure, staff recommends that the Town make application for a Water Resources Development Grant. This type of grant is administered by the Division of Water Resources which is part of the North Carolina Department of Environmental Quality. The grant parameters include a 50 percent matching limit which means that the Town will be responsible for providing \$195,500 of the (estimated) funding needed to construct the pervious pavement parking lanes. To that end, it is important to know that the Coastal Federation has committed to matching the Town's contribution up to \$75,000 of the needed grant matching funds thereby reducing the Town's estimated contribution to \$120,500.

Should the Town be successful in obtaining grant funding, staff anticipates execution of the funding documents by November. Bidding and award of the work should then be complete by the end of 2022. Actual construction of the permeable pavement would likely be complete around March 2023. It is worth noting that the NCDOT Division Engineer has stated that he would prefer that their pavement work be postponed until such time as the pervious pavement is in-place. This means that the paving of Cedar Street would be pushed into NCDOT's 2023 paving cycle regardless of whether the bioretention cells are completed in time for the paving to be completed by December 2022. Completion of the pervious pavement around March should however, dovetail with NCDOT's start of the 2023 paving season in March.

Given the foregoing, staff recommends that the Board of Commissioners consider authorizing staff to make application for grant funding in the amount of \$195,500 from the Water Resources Development Grant program. Authorization is being sought in the form of the Board's adoption of the attached resolution.



**RESOLUTION OF THE TOWN OF BEAUFORT  
REQUESTING GRANT FUNDING ASSISTANCE FOR  
CEDAR STREET PERVIOUS PAVEMENT PARKING LANE  
RESOLUTION NO. 22-\_\_\_\_\_**

WHEREAS, the Town of Beaufort desires to sponsor, Cedar Street Pervious Pavement Parking Lanes, to include the construction of pervious parking lanes on both sides of Cedar Street from Orange Street to Marsh Street so as reduce the amount of storm water runoff from the street that is eventually discharged into Town Creek;

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The Board of Commissioners requests the State of North Carolina to provide financial assistance to the Town of Beaufort for Cedar Street Pervious Pavement Parking Lanes in the amount of \$ 195,500 or fifty (50) percent of the nonfederal project costs, whichever is the lesser amount;
- 2) The Board assumes full obligation for payment of the balance of project costs;
- 3) The Board will obtain all necessary State and Federal permits;
- 4) The Board will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
- 5) The Board will supervise construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) The Board will obtain suitable spoil disposal areas as needed and all other easements or rights-of-way that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) The Board will assure that the project is open for use by the public on an equal basis with no restrictions;
- 8) The Board will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;
- 9) The Board accepts responsibility for the operation and maintenance of the completed project.

Adopted by the Town of Beaufort Board of Commissioners this 27<sup>th</sup> day of June 2022.

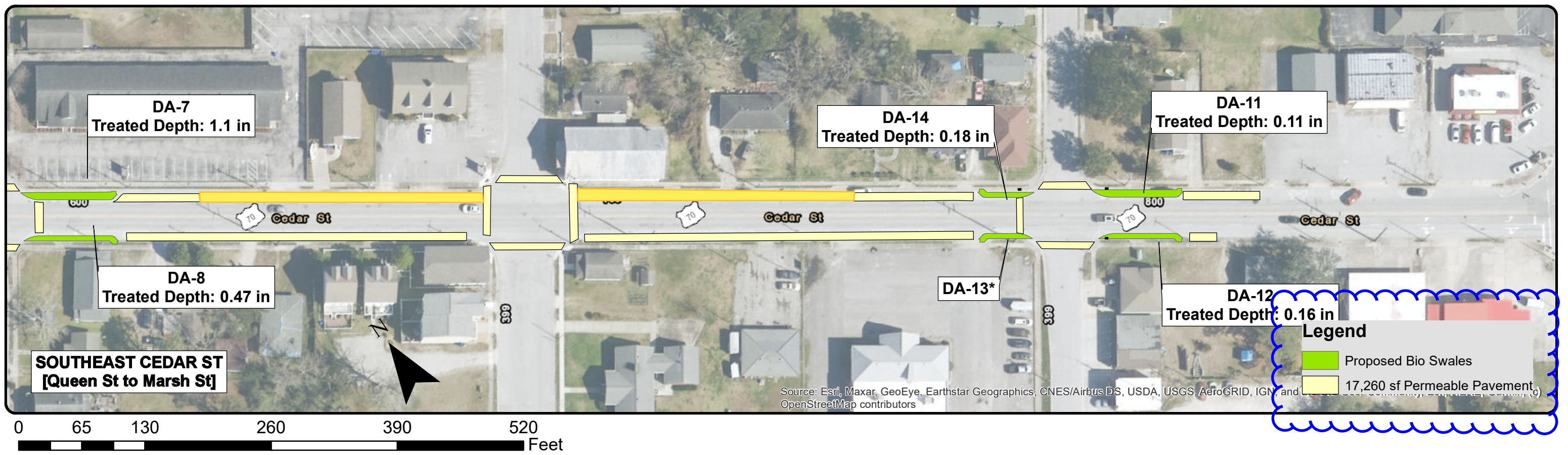
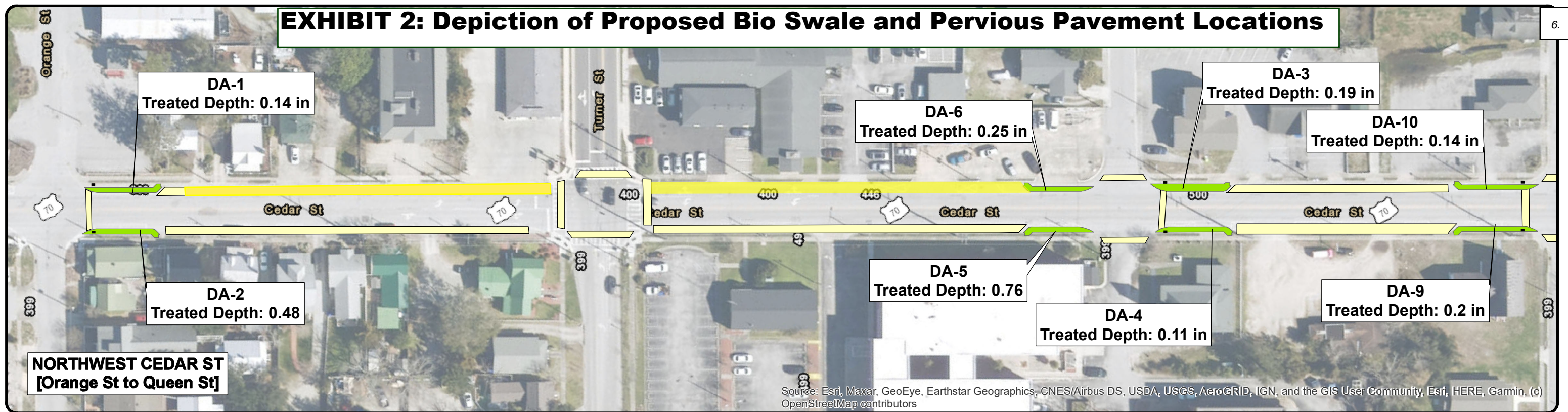
Elizabeth Lewis  
Clerk to the Council/Board

Sharon Harker  
Mayor/Chairperson of Council/Board

\_\_\_\_\_  
Clerk to the Council/Board (Signature)

\_\_\_\_\_  
Mayor/Chairperson of Council/Board (Signature)

# EXHIBIT 2: Depiction of Proposed Bio Swale and Pervious Pavement Locations



Prepared For:

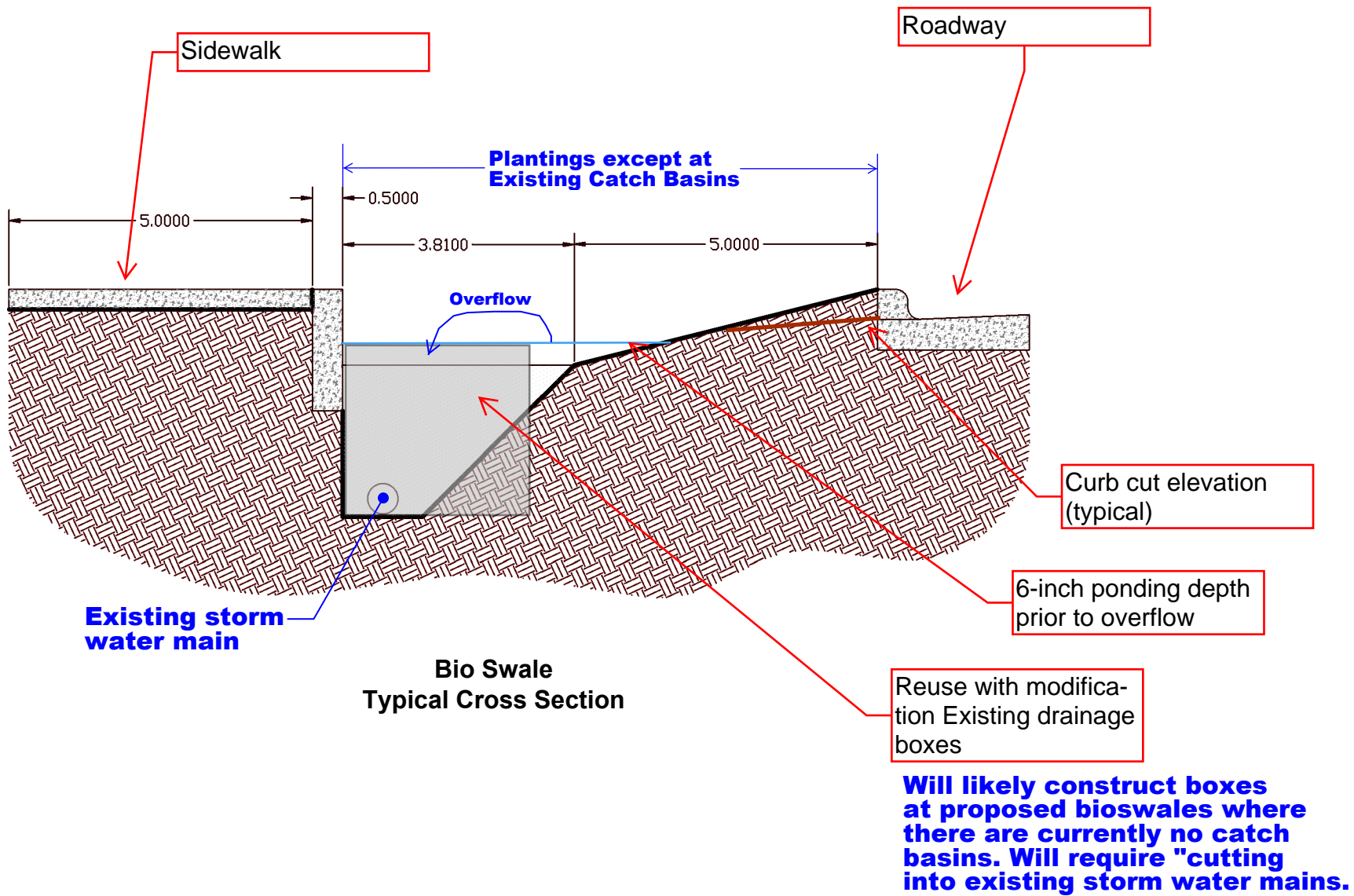
## CEDAR STREET

### PROPOSED WORK EXHIBIT

Cartere 62 unty, NC

Drawn By: NB  
 Date: 1/5/2022  
 Scale: As Noted  
 Project No.: 2021110334

**FIGURE**  
**1**



**EXHIBIT 3: Bio Swale Schematic Drawing  
Proposed NCDOT Cedar Street Improvements**



**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, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Valuation of the Beaufort Docks and Boardwalk

**REQUESTED ACTION:** The staff seeks the Board’s consideration of having a fair market appraisal of the Beaufort Docks, Boardwalk and associated properties completed. A completed fair market appraisal will enable the Town to accomplish the following:

- Utilize the appraised value when applying for grants and loans,
- Determine and thereafter realize the significant value of Beaufort’s dockside assets for the purpose of negotiating contracts with other interested parties for the construction, maintenance and/or management of the assets, and
- Enable the Town, to the greatest extent possible, the ability to leverage any other funding that may be available to reduce the amount of town funded capital for necessary improvements, and
- Accurately record the value of the asset as a part of the Town’s total net value

**EXPECTED LENGTH OF PRESENTATION:** 10 Minutes

**SUBMITTED BY:** Todd Clark, Town Manager

**BUDGET AMENDMENT REQUIRED:** This item is introduced for discussion by the Board. A Budget Amendment will be necessary if it is determined by the Board that an appraisal of assets is appropriate. The Board will need to direct the staff to draft a budget amendment for consideration at the next regularly scheduled Board of Commissioner’s meeting.



**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, June 27, 2022  
Train Depot, 614 Broad Street**

---

**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** Case # 22-12 AA Storage Site Plan

**BRIEF SUMMARY:**

The applicant wishes to construct a Mini Storage facility totaling 150,567 square feet and includes:  
4 – one-story climate controlled buildings, each totaling 24,000 square feet.  
1 – one-story covered open air storage area totaling 52,967 square feet.  
1 – two-story office totaling 1,600 square feet.

Additionally, as part of the Special Use Permit the applicant agreed to install a 30 foot wide landscape buffer between the facility and adjoining residential properties along Piver Road.

**REQUESTED ACTION:**

Discussion on Proposed Site Plan

Decision on the Site Plan

**EXPECTED LENGTH OF PRESENTATION:**

15 Minutes

**SUBMITTED BY:**

Kyle Garner, AICP

Planning & Inspections Director

**BUDGET AMENDMENT REQUIRED:**

N/A

# STAFF REPORT



**To:** Board of Commission Members  
**From:** Kyle Garner, AICP, Town Planner  
**Date:** June 21, 2022  
**Project** 2176 Live Oak - Site Plan – AA Storage

---

**THE QUESTION:** To approve or deny the proposed Site Plan for AA Storage.

**BACKGROUND:** This site currently is an undeveloped and has been annexed, rezoned and been given a Special Use Permit for the Mini-Storage Units. The site plan is the next step in the process.

Location: 2176 Live Oak  
 Owners: The Rosemyr Corporation  
 Requested Action: Discussion & Decision on request  
 Existing Zoning: B-1  
 Pin #: 731703102015000, 731605191929000, 731605192705000  
 Size: 12.74 acres  
 Building Square Footage: 150,567 Square Feet  
 Existing Land Use: Undeveloped

**PUBLIC UTILITIES & WORKS:**

Water: Town of Beaufort  
 Sanitary Sewer: Town of Beaufort

**OPTIONS:**

1. Approval of the Site Plan
2. Denial of the Site Plan based on specific failures to meet requirements of the LDO.

**ATTACHMENTS:**

- A. Vicinity Map
- B. Site Plan – AA Storage Site Plan
- C. NCDOT Driveway Permit Application

**Staff Comments:**

The applicant wishes to construct a Mini Storage facility totaling 150,567 square feet and includes:  
4 – one-story climate controlled buildings, each totaling 24,000 square feet.  
1 – one-story covered open air storage area totaling 52,967 square feet.  
1 – two-story office totaling 1,600 square feet.

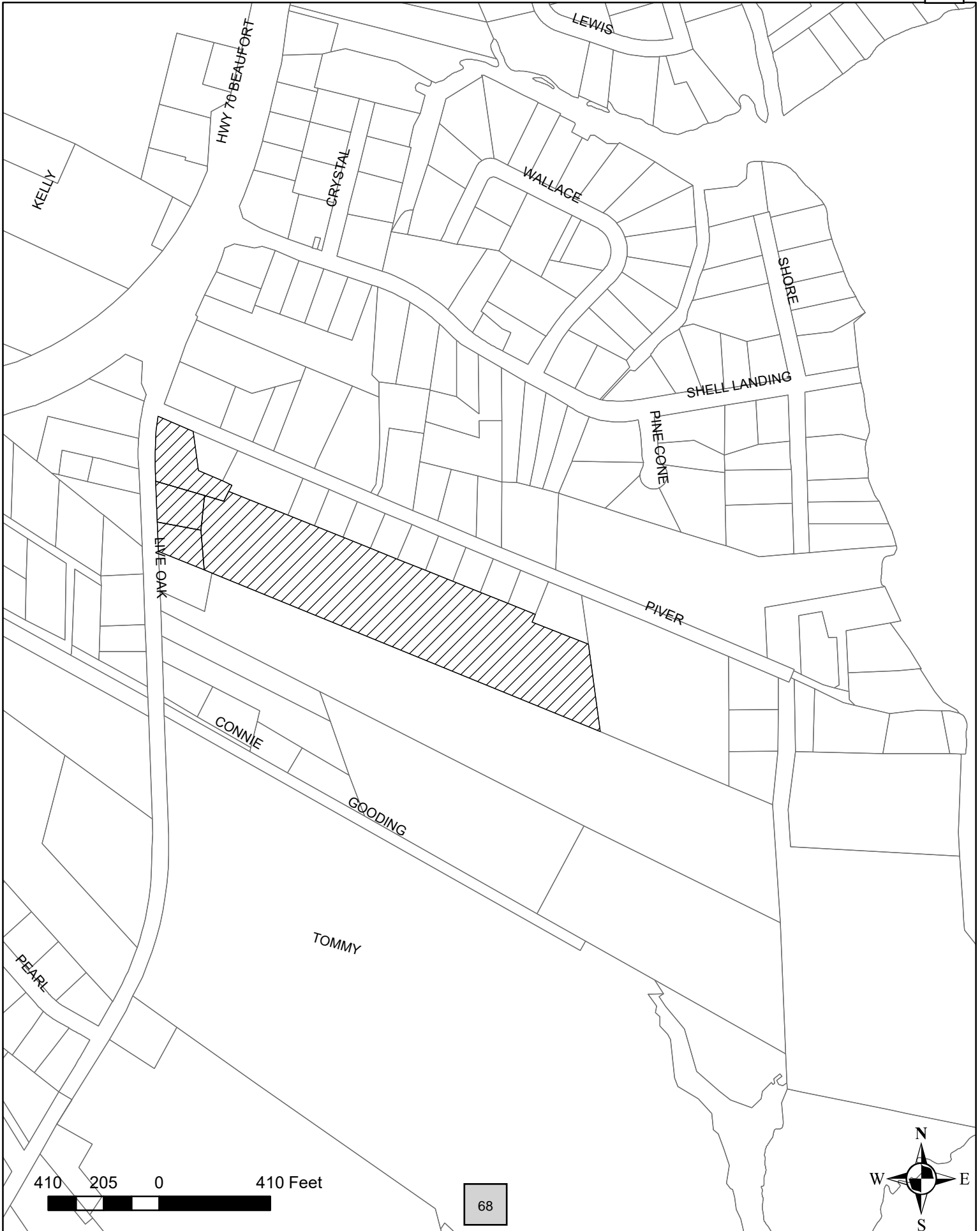
Additionally, as part of the Special Use Permit the applicant agreed to install a 30 foot wide landscape buffer between the facility and adjoining residential properties along Piver Road.

This site has already been annexed, rezoned and received a Special Use Permit for the Mini-Storage Facility.

**Conclusion**

This project meets the design criteria required in the LDO and at their June 20<sup>th</sup> meeting the Planning Board staff recommended approval.

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410 205 0 410 Feet

68



APPLICATION IDENTIFICATION		N.C. DEPARTMENT OF TRANSPORTATION STREET AND DRIVEWAY ACCESS PERMIT APPLICATION
Driveway Permit No.	Date of Application 4/4/2022	
County: Carteret		
Development Name: AA Storage Beaufort		

**LOCATION OF PROPERTY:**

Route/Road: Live Oak St

Exact Distance 0.1  Miles  Feet      N S E W

From the Intersection of Route No. US70 and Route No. SR1493 Toward Beaufort

Property Will Be Used For:  Residential /Subdivision  Commercial  Educational Facilities  TND  Emergency Services  Other

Property:  is  is not within Beaufort City Zoning Area.

**AGREEMENT**

- I, the undersigned property owner, request access and permission to construct driveway(s) or street(s) on public right-of-way at the above location.
- I agree to construct and maintain driveway(s) or street entrance(s) in absolute conformance with the current "Policy on Street and Driveway Access to North Carolina Highways" as adopted by the North Carolina Department of Transportation.
- I agree that no signs or objects will be placed on or over the public right-of-way other than those approved by NCDOT.
- I agree that the driveway(s) or street(s) will be constructed as shown on the attached plans.
- I agree that that driveway(s) or street(s) as used in this agreement include any approach tapers, storage lanes or speed change lanes as deemed necessary.
- I agree that if any future improvements to the roadway become necessary, the portion of driveway(s) or street(s) located on public right-of-way will be considered the property of the North Carolina Department of Transportation, and I will not be entitled to reimbursement or have any claim for present expenditures for driveway or street construction.
- I agree that this permit becomes void if construction of driveway(s) or street(s) is not completed within the time specified by the "Policy on Street and Driveway Access to North Carolina Highways".
- I agree to pay a \$50 construction inspection fee. Make checks payable to NCDOT. This fee will be reimbursed if application is denied.
- I agree to construct and maintain the driveway(s) or street(s) in a safe manner so as not to interfere with or endanger the public travel.
- I agree to provide during and following construction proper signs, signal lights, flaggers and other warning devices for the protection of traffic in conformance with the current "Manual on Uniform Traffic Control Devices for Streets and Highways" and Amendments or Supplements thereto. Information as to the above rules and regulations may be obtained from the District Engineer.
- I agree to indemnify and save harmless the North Carolina Department of Transportation from all damages and claims for damage that may arise by reason of this construction.
- I agree that the North Carolina Department of Transportation will assume no responsibility for any damages that may be caused to such facilities, within the highway right-of-way limits, in carrying out its construction.
- I agree to provide a Performance and Indemnity Bond in the amount specified by the Division of Highways for any construction proposed on the State Highway system.
- The granting of this permit is subject to the regulatory powers of the NC Department of Transportation as provided by law and as set forth in the N.C. Policy on Driveways and shall not be construed as a contract access point.
- I agree that the entire cost of constructing and maintaining an approved private street or driveway access connection and conditions of this permit will be borne by the property owner, the applicant, and their grantees, successors, and assignees.
- **I AGREE TO NOTIFY THE DISTRICT ENGINEER WHEN THE PROPOSED WORK BEGINS AND WHEN IT IS COMPLETED.**

2004-07      NOTE: Submit Four Copies of Application to Local District Engineer, N.C. Department of Transportation      TEB 65-04rev.  
61-03419

**SIGNATURES OF APPLICANT**

PROPERTY OWNER (APPLICANT)		WITNESS	
COMPANY	Rosemyr Corporation	NAME	Sarah M. Tucker
SIGNATURE	<i>Wm W Cuffey Jr</i>	SIGNATURE	<i>Sarah M. Tucker</i>
ADDRESS	231 Garnett St Henderson, NC Phone No. 252-430-6161	ADDRESS	231 S. Garnett St Henderson NC 27536

AUTHORIZED AGENT		WITNESS	
COMPANY	The Cullipher Group, PA	NAME	Lauren Cox
SIGNATURE	<i>Chad M Cullipher</i>	SIGNATURE	<i>Lauren Cox</i>
ADDRESS	151A NC HWY 24 Morehead City Phone No. 252-773-0090	ADDRESS	151A NC HWY 24 Morehead City, NC 28557

**APPROVALS**

APPLICATION RECEIVED BY DISTRICT ENGINEER

_____	_____
SIGNATURE	DATE

APPLICATION APPROVED BY LOCAL GOVERNMENTAL AUTHORITY (when required)

_____	_____	_____
SIGNATURE	TITLE	DATE

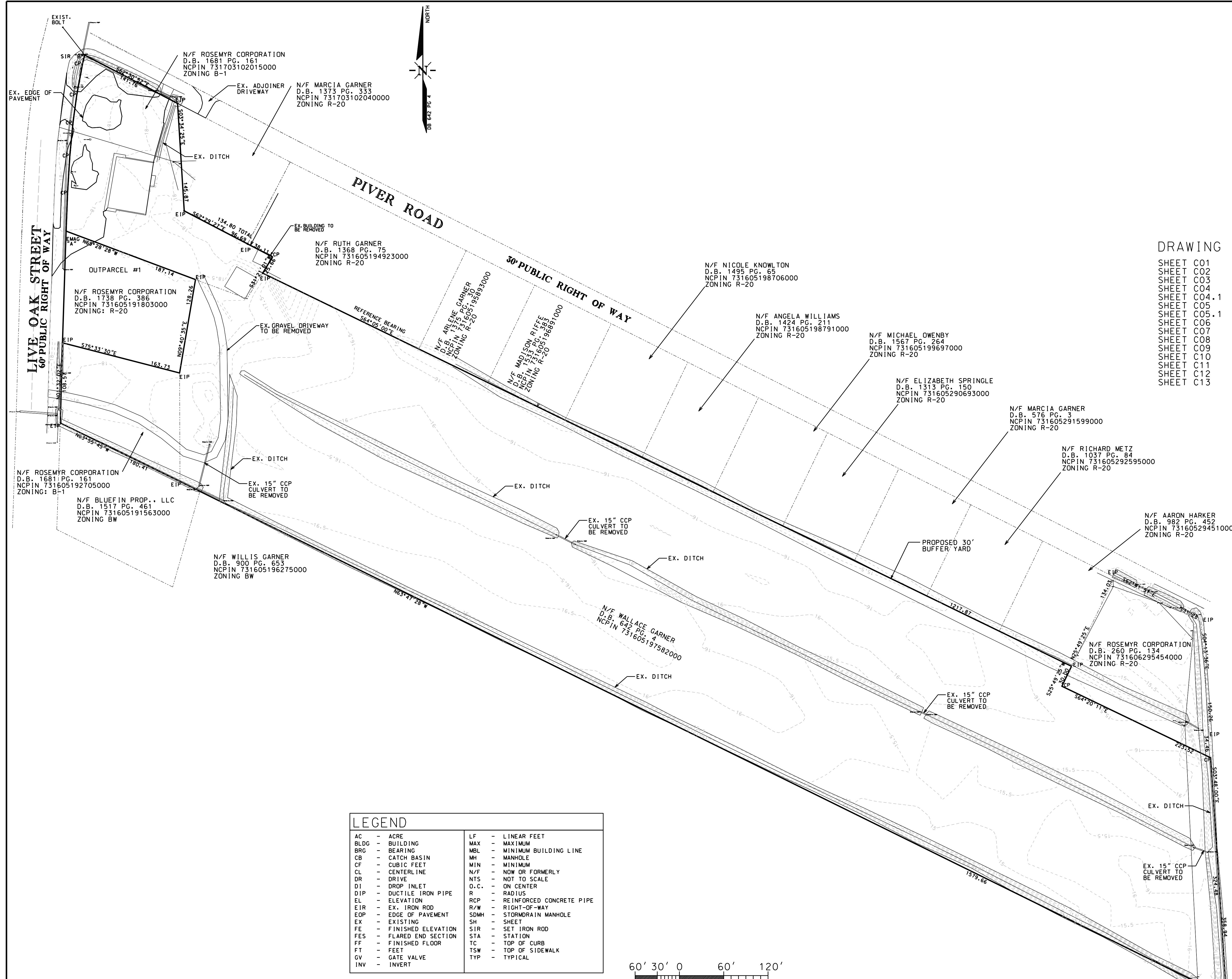
APPLICATION APPROVED BY NCDOT

_____	_____	_____
SIGNATURE	TITLE	DATE

INSPECTION BY NCDOT

_____	_____	_____
SIGNATURE	TITLE	DATE

COMMENTS:

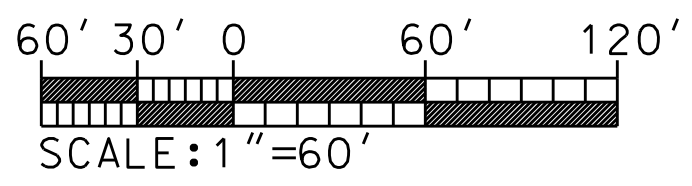


### DRAWING INDEX

SHEET C01	EXISTING CONDITIONS PLAN
SHEET C02	SITE PLAN
SHEET C03	EROSION CONTROL PLAN PHASE 1
SHEET C04	EROSION CONTROL PLAN PHASE 2
SHEET C04.1	EROSION CONTROL PLAN PHASE 2 - OFFICE LOT
SHEET C05	GRADING AND DRAINAGE PLAN
SHEET C05.1	GRADING AND DRAINAGE PLAN - OFFICE LOT
SHEET C06	SITE AND EROSION CONTROL DETAILS
SHEET C07	BMP DETAILS
SHEET C08	UTILITY & LIFT STATION PLAN
SHEET C09	GROUND STABILIZATION AND MATERIAL HANDLING
SHEET C10	SELF INSPECTION
SHEET C11	DRAINAGE AREA DELINEATION MAP
SHEET C12	OVERALL DRAINAGE AREA MAP
SHEET C13	UTILITY DETAILS

### LEGEND

AC	=	ACRE	LF	=	LINEAR FEET
BLDG	=	BUILDING	MAX	=	MAXIMUM
BRG	=	BEARING	MBL	=	MINIMUM BUILDING LINE
CB	=	CATCH BASIN	MH	=	MANHOLE
CF	=	CUBIC FEET	MIN	=	MINIMUM
CL	=	CENTERLINE	N/F	=	NOW OR FORMERLY
DR	=	DRIVE	NTS	=	NOT TO SCALE
DI	=	DROP INLET	O.C.	=	ON CENTER
DIP	=	DUCTILE IRON PIPE	R	=	RADIUS
EL	=	ELEVATION	RCP	=	REINFORCED CONCRETE PIPE
EIR	=	EX. IRON ROD	R/W	=	RIGHT-OF-WAY
EOP	=	EDGE OF PAVEMENT	SDMH	=	STORMDRAIN MANHOLE
EX	=	EXISTING	SH	=	SHEET
FE	=	FINISHED ELEVATION	SIR	=	SET IRON ROD
FES	=	FLARED END SECTION	STA	=	STATION
FF	=	FINISHED FLOOR	TC	=	TOP OF CURB
FT	=	FEET	TSW	=	TOP OF SIDEWALK
GV	=	GATE VALVE	TYP	=	TYPICAL
INV	=	INVERT			



N/F PENCO LAND CO., LLC  
D.B. 1228 PG. 301  
NCPIN 731606299105000  
ZONING R-20



REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCDEQ
2	CDI	4/26/22	PER NCDEQ
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

EXISTING CONDITIONS PLAN

## AA STORAGE BEAUFORT

2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

DATE: 12/15/21  
SCALE: 1"=60'

THE CULLIPHER GROUP, P.A.  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MOREHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

**CHARLES M. CULLIPHER P.E.**

LANDSCAPING AND BUFFER YARD NOTES

VEHICULAR SURFACE AREA (VSA) = 113,390 SF  
 BUILDING IMPERVIOUS AREAS = 150,567 SF  
 CONCRETE S/W IMPERVIOUS AREAS = 2,879 SF  
 FUTURE IMPERVIOUS AREA = 20,293 SF  
 TOTAL IMPERVIOUS AREA = 287,129 SF  
 TOTAL TRACT AREA = 530,561 SF  
 IMPERVIOUS SURFACE AREA RATIO = 0.541  
 IMPERVIOUS SURFACE INTENSITY CLASSIFICATION = MODERATE

GROUND COVER IN LANDSCAPE AREAS WILL CONSIST OF MULCH OR PINE STRAW.

REFER TO TABLE BELOW FOR REQUIRED NUMBER OF PLANTINGS AND APPROVED PLANTINGS LIST PER TOWN OF BEAUFORT RULES

TYPE "A" BUFFER YARD REQUIREMENTS:

NUMBER OF TREES REQUIRED FOR 1,440 LF OF 30' WIDE BUFFER  
 LARGE EVERGREEN TREES = 58  
 SMALL EVERGREEN TREES = 87  
 LARGE EVERGREEN SHRUBS = 360  
 NO FENCE REQUIRED

NUMBER OF TREES REQUIRED FOR 353 LF OF 15' WIDE BUFFER  
 LARGE EVERGREEN TREES = 15  
 SMALL EVERGREEN TREES = 22  
 6" TALL OPAQUE FENCE

REFER TO TABLE BELOW FOR REQUIRED NUMBER OF PLANTINGS APPROVED PLANTINGS LIST PER TOWN OF BEAUFORT RULES



SITE DATA

MAIN TRACT AREA = 12.18 AC  
 OUTPARCEL #1 AREA = 0.56 AC  
 TOTAL AREA = 12.74 AC  
 APPROXIMATE LAND DISTURBANCE AREA = 12.18 AC

PROPOSED SPECIAL USE: BOAT/RV STORAGE

FLOOD ZONE: SHADED X (APPROXIMATE LOCATION FROM CARTERET COUNTY GIS)

ZONE - B-1 GENERAL BUSINESS DISTRICT

PROPOSED BUILDINGS  
 (4) ONE-STORY 240' x 100' CLIMATE CONTROLLED MINI-STORAGE  
 PREFABRICATED METAL BUILDINGS (24,000 SF EACH W/ 132 UNITS PER BUILDING, 528 TOTAL)  
 (1) ONE-STORY 1,059' 4" x 50' 0" COVERED, OPEN AIR RV AND BOAT PARKING  
 PREFABRICATED METAL STRUCTURE (52,967 SF)  
 (1) 3-200 SF (40' x 40') TWO STORY OFFICE BUILDING, WOOD FRAME CONSTRUCTION, VINYL AND BRICK SIDING  
 TOTAL BUILDING AREA = 150,567 SF

TYPICAL PARKING SPACE = 9' x 18'  
 REQUIRED PARKING = 9 (1 SPACE PER 250 SF OF OFFICE SPACE)  
 PROVIDED PARKING = 9 TOTAL (8 REGULAR, 1 HANDICAP)

SETBACKS:  
 FRONT = 20'  
 REAR = 20'  
 SIDE = 15'

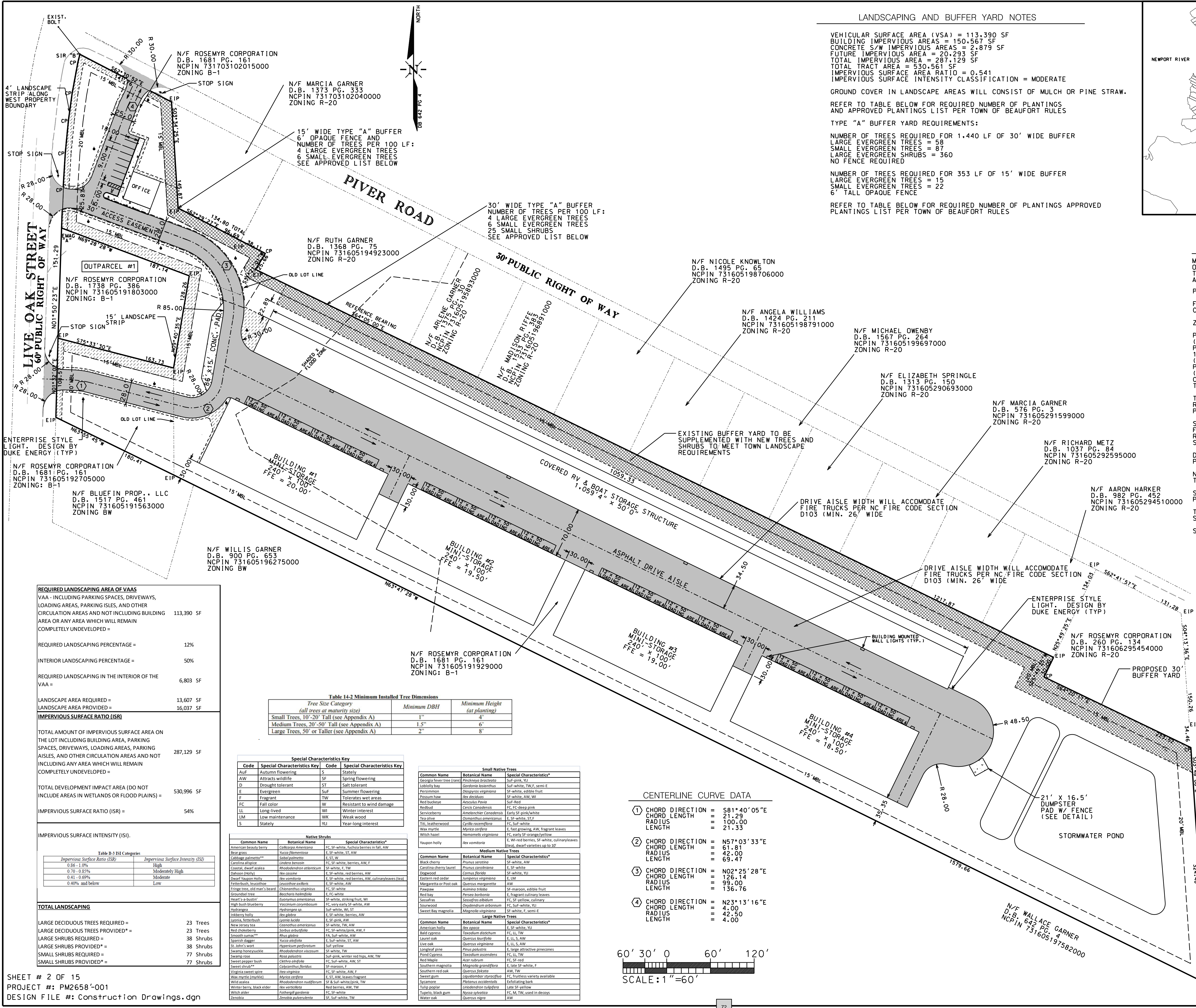
DEED BOOK/PAGE = 1681-161  
 PIN = 731703102015, 731605192705, 731605191929

NO PORTION OF THE PROPERTY IS INCLUDED IN ANY ADOPTED TOWN PLAN.

SITE DRAINS TO NORTH RIVER, WATER CLASSIFICATION SA: HOW PART OF THE WHITE OAK RIVER BASIN

THERE ARE NO WETLANDS, SURFACE WATERS, PROTECTED VEGETATED SETBACKS, OR PROTECTED RIPARIAN BUFFERS LOCATED ON THE PROPERTY.

STORAGE OF HAZARDOUS CHEMICALS SHALL BE PROHIBITED.



**REQUIRED LANDSCAPING AREA OF VAAS**  
 VAA - INCLUDING PARKING SPACES, DRIVEWAYS, LOADING AREAS, PARKING ISLES, AND OTHER CIRCULATION AREAS AND NOT INCLUDING BUILDING AREA OR ANY AREA WHICH WILL REMAIN COMPLETELY UNDEVELOPED = 113,390 SF

REQUIRED LANDSCAPING PERCENTAGE = 12%

INTERIOR LANDSCAPING PERCENTAGE = 50%

REQUIRED LANDSCAPING IN THE INTERIOR OF THE VAA = 6,803 SF

LANDSCAPE AREA REQUIRED = 13,607 SF  
 LANDSCAPE AREA PROVIDED = 16,037 SF

**IMPERVIOUS SURFACE RATIO (ISR)**

TOTAL AMOUNT OF IMPERVIOUS SURFACE AREA ON THE LOT INCLUDING BUILDING AREA, PARKING SPACES, DRIVEWAYS, LOADING AREAS, PARKING AISLES, AND OTHER CIRCULATION AREAS AND NOT INCLUDING ANY AREA WHICH WILL REMAIN COMPLETELY UNDEVELOPED = 287,129 SF

TOTAL DEVELOPMENT IMPACT AREA (DO NOT INCLUDE AREAS IN WETLANDS OR FLOOD PLAINS) = 530,996 SF

IMPERVIOUS SURFACE RATIO (ISR) = 54%

IMPERVIOUS SURFACE INTENSITY (ISI).

**Table 14-2 Minimum Installed Tree Dimensions**  
*(all trees at maturity size)*

Tree Size Category	Minimum DBH	Minimum Height (at planting)
Small Trees, 10'-20' Tall (see Appendix A)	1"	4'
Medium Trees, 20'-50' Tall (see Appendix A)	1.5"	6'
Large Trees, 50' or Taller (see Appendix A)	2"	8'

**Special Characteristics Key**

Code	Special Characteristics Key	Code	Special Characteristics Key
AW	Attracts wildlife	S	Stately
D	Drought tolerant	ST	Salt tolerant
E	Evergreen	Suf	Summer flowering
F	Fragrant	TW	Tolerates wet areas
FL	Fall color	W	Resistant to wind damage
LL	Long-lived	WI	Winter interest
LM	Low maintenance	WK	Weak wood
L	Stately	YU	Year-long interest

**Native Shrubs**

Common Name	Botanical Name	Special Characteristics*
American holly berry	<i>Calaheut americana</i>	FC, SF, white, berries on fall, AW
Bear grass	<i>Yucca filamentosa</i>	E, SF, white, ST, AW
Cabbage palmetto**	<i>Sabal palmetto</i>	FC, ST, W
Carolina allspice	<i>Lindera benzoin</i>	FC, SF, white, berries, AW, F
Coastal dwarf aralia	<i>Rhododendron arboreum</i>	FC, white, TW
Eastern holly	<i>Ilex opaca</i>	FC, SF, white, red berries, AW
Dwarf Yaupon Holly	<i>Ilex vomitoria</i>	FC, SF, white, red berries, AW, Cullinary/leaves (tea)
Fetterbush, smoothleaf	<i>Leucothoe axillaris</i>	FC, SF, white, AW
Fringe tree, red-man's beard	<i>Chionochloa virginiana</i>	FC, SF, white
Groundnut tree	<i>Bouffonia hirsutifolia</i>	E, FC, white
Heart's-a-Burnin'	<i>Euonymus americanus</i>	FC, white, striking fruit, WI
High bush blueberry	<i>Vaccinium corymbosum</i>	FC, var early SF, white, AW
Hydrangea	<i>Hydrangea sp.</i>	Suff, white, W, ST
Wild rose	<i>Rosa glaberrima</i>	E, SF, white, berries, AW
Yucca, yucca	<i>Yucca alopecuroides</i>	E, SF, white, TW, AW
Yucca, yucca	<i>Yucca alopecuroides</i>	E, SF, white, TW, AW

**Small Native Trees**

Common Name	Botanical Name	Special Characteristics*
Georgia fever tree (rare)	<i>Podocarpus brevifolia</i>	Suff, pink, YU
Loblolly bay	<i>Gordonia lasianthus</i>	Suff, white, TW, F, semi E
Pinelawn	<i>Quercus virginiana</i>	FC, white, AW
Possum haw	<i>Illicium floridanum</i>	Suff, white, AW, W
Red buckeye	<i>Aesculus pavia</i>	Suff, Red
Redbud	<i>Cercis canadensis</i>	FC, FC, deep pink
Servicberry	<i>Amelanchier canadensis</i>	Early SF, pink/white
Tea olive	<i>Oleander americanus</i>	E, SF, white, SF, F
Wax hollyhock	<i>Cyrilla racemiflora</i>	FC, Suff, white
Wax myrtle	<i>Myrica caroliniana</i>	E, fast growing, AW, fragrant leaves
Witch hazel	<i>Hamamelis virginiana</i>	FC, early SF, orange/yellow
Yaupon holly	<i>Ilex vomitoria</i>	E, W, red berries, SF, white, cullinary/leaves (tea), dwarf varieties up to 10'

**Medium Native Trees**

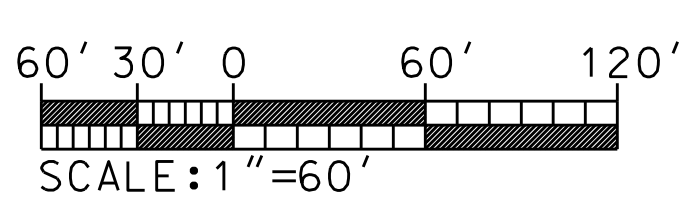
Common Name	Botanical Name	Special Characteristics*
Black cherry	<i>Prunus serotina</i>	Suff, white, AW
Carolina cherry laurel	<i>Prunus caroliniana</i>	FC, white, TW
Opalwood	<i>Cornus florida</i>	Suff, white, YU
Eastern red cedar	<i>Juniperus virginiana</i>	E, LM
Margaretta or Post oak	<i>Quercus margaretta</i>	AW
Pringle	<i>Asimina triloba</i>	Suff, medium, white fruit
Red bay	<i>Persea borbonia</i>	E, fragrant, cullinary leaves
Sassafras	<i>Sassafras albidum</i>	FC, SF, yellow, cullinary
Sourwood	<i>Ostrya virginiana</i>	FC, Suff, white, YU
Sweet bay magnolia	<i>Magnolia virginiana</i>	Suff, white, F, semi E

**Large Native Trees**

Common Name	Botanical Name	Special Characteristics*
American holly	<i>Ilex opaca</i>	E, SF, white, YU
Bald cypress	<i>Taxodium distichum</i>	FC, LL, TW
Live oak	<i>Quercus virginiana</i>	E, LL, S, AW
Live oak	<i>Quercus virginiana</i>	E, LL, S, AW
Longleaf pine	<i>Pinus palustris</i>	E, large attractive pinecones
Red maple	<i>Acer rubrum</i>	FC, SF, red
Southern magnolia	<i>Magnolia grandiflora</i>	E, late SF, white, F
Sweet gum	<i>Liquidambar styraciflua</i>	FC, SF, white, AW, F
Sycamore	<i>Platanus occidentalis</i>	E, fast growing, AW
Tupelo, black gum	<i>Nyssa sylvatica</i>	FC, M, TW, used in decoys
Water oak	<i>Quercus nigra</i>	AW

**CENTERLINE CURVE DATA**

①	CHORD DIRECTION = 81° 40' 05" E
	CHORD LENGTH = 21.25
	RADIUS = 100.00
	LENGTH = 21.33
②	CHORD DIRECTION = N57° 03' 33" E
	CHORD LENGTH = 61.81
	RADIUS = 42.00
	LENGTH = 69.47
③	CHORD DIRECTION = N02° 25' 28" E
	CHORD LENGTH = 126.14
	RADIUS = 99.00
	LENGTH = 136.76
④	CHORD DIRECTION = N23° 13' 16" E
	CHORD LENGTH = 4.00
	RADIUS = 42.50
	LENGTH = 4.00



**LEGEND**

- [Hatched Box] = PROPOSED LANDSCAPE BUFFER
- [Dotted Box] = PROPOSED INTERNAL LANDSCAPE AREA
- [Solid Grey Box] = PROPOSED ASPHALT

**Legend**

- EIR = EXISTING IRON ROD
- EIP = EXISTING IRON PIPE
- R/W = RIGHT OF WAY
- TEL = TELEPHONE
- OE = OVERHEAD ELECTRIC
- MB = MAP BOOK
- DB = DEED BOOK
- PG = PAGE
- CO = CLEAN OUT
- WM = WATER METER
- FH = FIRE HYDRANT
- CP = COMPUTED POINT
- LP = LIGHT POLE
- ELEC = ELECTRIC
- ST = SITE TRIANGLE



**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	CDV	2/22/22	PER NCEDE
2	CDV	4/26/22	PER NCEDE
3	CDV	5/12/22	GRADING
4	CDV	5/17/22	PER TOWN ENG.
5	CDV	6/7/22	PER TOWN ENG.

**SITE, LANDSCAPE, AND BUFFER YARD PLAN**

**AA STORAGE BEAUFORT**  
 2176 LIVE OAK ST.

BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION

DESIGNED: CMC

ADDRESS: PO BOX 108  
 HENDERSON, NC 27536

DRAWN: CMC

PHONE: 252-430-6161

CHECKED: CMC

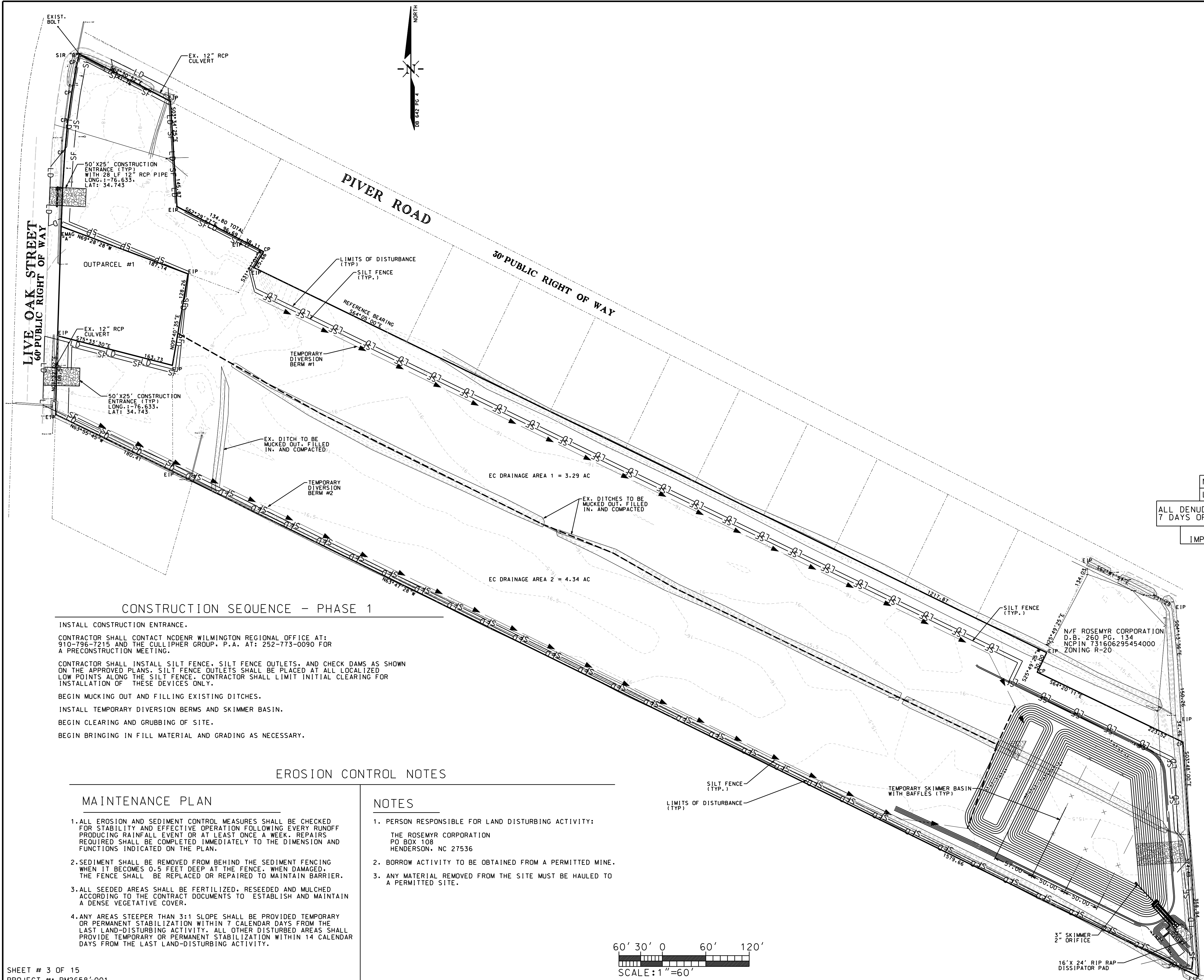
APPROVED: CMC

**THE CULLIPHER GROUP, P.A.**  
 ENGINEERING & SURVEYING SERVICES  
 1514 HIGHWAY 24  
 MORHEAD CITY, N.C. 28557  
 (252) 773-0090 LICENSE NO. C-4482

DATE: 12/15/21

SCALE: 1"=60'

**CHARLES M. CULLIPHER P.E.**



NO CONCRETE WASHDOWN ALLOWED  
 LAND DISTURBANCE = 12.18 AC  
 ALL DENUDED AREAS SHALL BE STABILIZED WITHIN  
 7 DAYS OF BEING BROUGHT TO ROUGH FINAL GRADE  
 THERE ARE NO WETLAND  
 IMPACTS PROPOSED WITH THIS PLAN

**CONSTRUCTION SEQUENCE - PHASE 1**

- INSTALL CONSTRUCTION ENTRANCE.
- CONTRACTOR SHALL CONTACT NCDENR WILMINGTON REGIONAL OFFICE AT: 910-796-7215 AND THE CULLIPHER GROUP, P.A. AT: 252-773-0090 FOR A PRECONSTRUCTION MEETING.
- CONTRACTOR SHALL INSTALL SILT FENCE, SILT FENCE OUTLETS, AND CHECK DAMS AS SHOWN ON THE APPROVED PLANS. SILT FENCE OUTLETS SHALL BE PLACED AT ALL LOCALIZED LOW POINTS ALONG THE SILT FENCE. CONTRACTOR SHALL LIMIT INITIAL CLEARING FOR INSTALLATION OF THESE DEVICES ONLY.
- BEGIN MUCKING OUT AND FILLING EXISTING DITCHES.
- INSTALL TEMPORARY DIVERSION BERMS AND SKIMMER BASIN.
- BEGIN CLEARING AND GRUBBING OF SITE.
- BEGIN BRINGING IN FILL MATERIAL AND GRADING AS NECESSARY.

**EROSION CONTROL NOTES**

**MAINTENANCE PLAN**

1. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CHECKED FOR STABILITY AND EFFECTIVE OPERATION FOLLOWING EVERY RUNOFF PRODUCING RAINFALL EVENT OR AT LEAST ONCE A WEEK. REPAIRS REQUIRED SHALL BE COMPLETED IMMEDIATELY TO THE DIMENSION AND FUNCTIONS INDICATED ON THE PLAN.
2. SEDIMENT SHALL BE REMOVED FROM BEHIND THE SEDIMENT FENCING WHEN IT BECOMES 0.5 FEET DEEP AT THE FENCE. WHEN DAMAGED, THE FENCE SHALL BE REPLACED OR REPAIRED TO MAINTAIN BARRIER.
3. ALL SEEDED AREAS SHALL BE FERTILIZED, RESEEDED AND MULCHED ACCORDING TO THE CONTRACT DOCUMENTS TO ESTABLISH AND MAINTAIN A DENSE VEGETATIVE COVER.
4. ANY AREAS STEEPER THAN 3:1 SLOPE SHALL BE PROVIDED TEMPORARY OR PERMANENT STABILIZATION WITHIN 7 CALENDAR DAYS FROM THE LAST LAND-DISTURBING ACTIVITY. ALL OTHER DISTURBED AREAS SHALL PROVIDE TEMPORARY OR PERMANENT STABILIZATION WITHIN 14 CALENDAR DAYS FROM THE LAST LAND-DISTURBING ACTIVITY.

**NOTES**

1. PERSON RESPONSIBLE FOR LAND DISTURBING ACTIVITY:  
 THE ROSEMYR CORPORATION  
 PO BOX 108  
 HENDERSON, NC 27536
2. BORROW ACTIVITY TO BE OBTAINED FROM A PERMITTED MINE.
3. ANY MATERIAL REMOVED FROM THE SITE MUST BE HAULED TO A PERMITTED SITE.

**LEGEND**

- 0.5 — EXISTING CONTOURS
- 9.0 — PROPOSED CONTOURS
- SF — TEMPORARY DIVERSION BERM
- SF — PROPOSED SILT FENCE
- EROSION CONTROL DRAINAGE AREA DELINEATION
- X — PROPOSED BAFFLES
- LD — LIMITS OF DISTURBANCE

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCDENR
2	CDI	4/26/22	PER NCDENR
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.



**EROSION CONTROL PHASE 1**

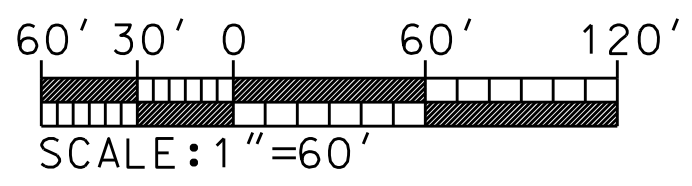
**AA STORAGE BEAUFORT**  
 2176 LIVE OAK ST.  
 BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

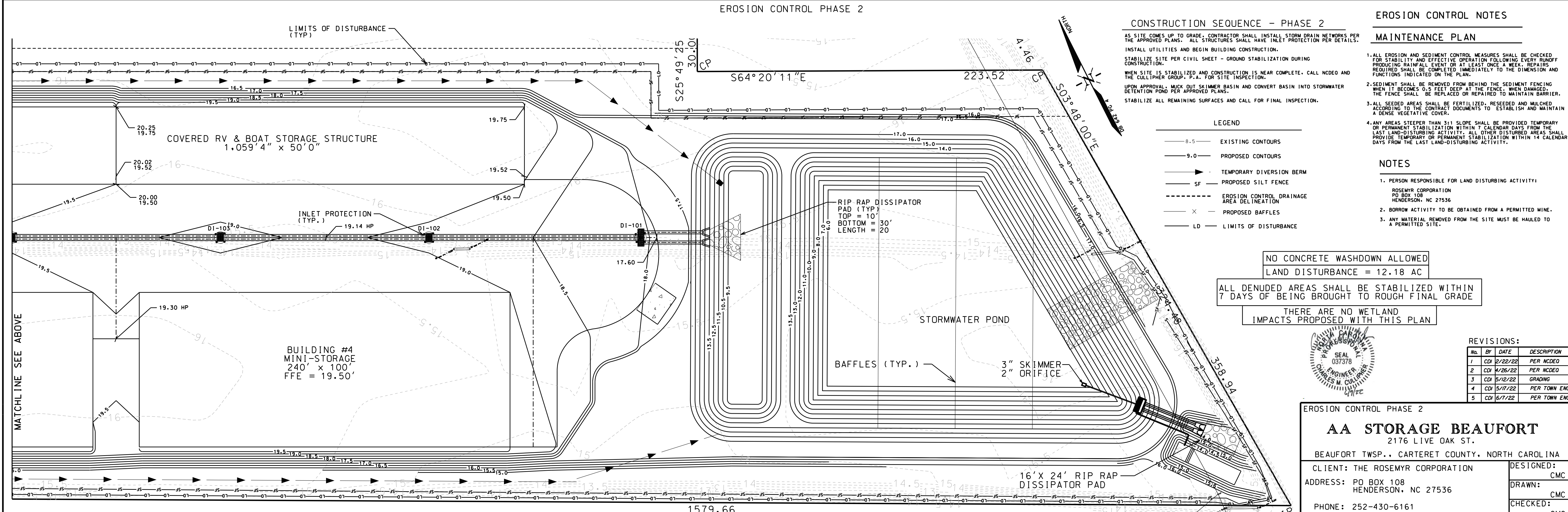
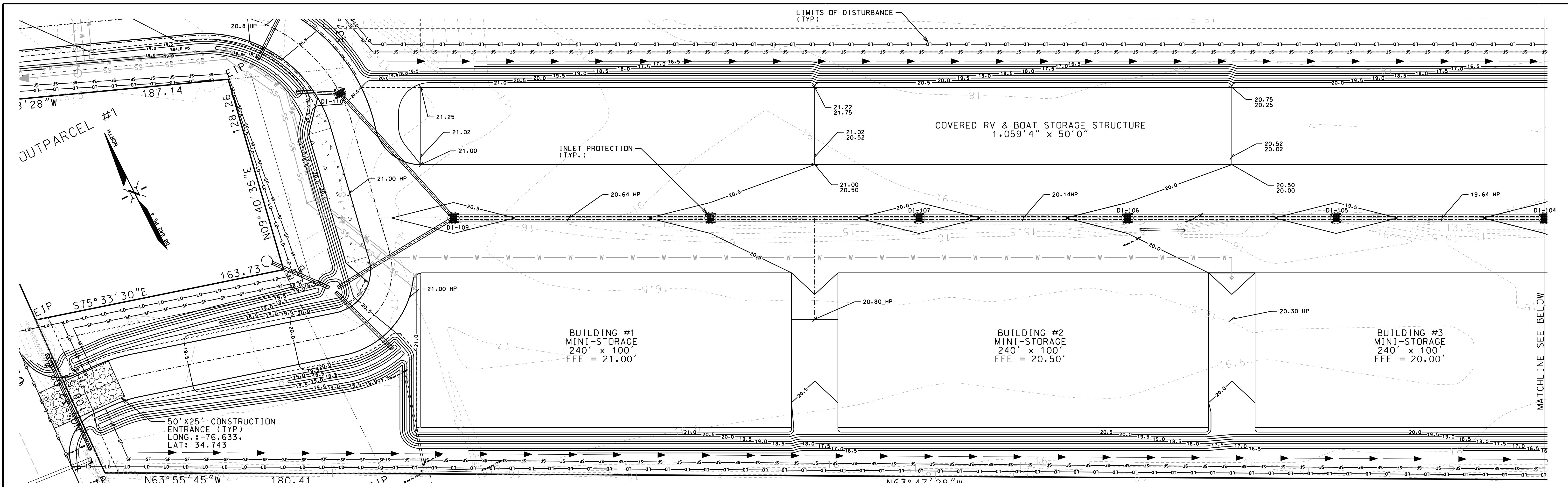
CLIENT: THE ROSEMYR CORPORATION  
 ADDRESS: PO BOX 108  
 HENDERSON, NC 27536  
 PHONE: 252-430-6161

DESIGNED: CMC  
 DRAWN: CMC  
 CHECKED: CMC  
 APPROVED: CMC

DATE: 12/15/21  
 SCALE: 1"=60'

**CHARLES M. CULLIPHER P.E.**





**CONSTRUCTION SEQUENCE - PHASE 2**

AS SITE COMES UP TO GRADE, CONTRACTOR SHALL INSTALL STORM DRAIN NETWORKS PER THE APPROVED PLANS. ALL STRUCTURES SHALL HAVE INLET PROTECTION PER DETAILS. INSTALL UTILITIES AND BEGIN BUILDING CONSTRUCTION. STABILIZE SITE PER CIVIL SHEET - GROUND STABILIZATION DURING CONSTRUCTION. WHEN SITE IS STABILIZED AND CONSTRUCTION IS NEAR COMPLETE, CALL NCDEQ AND THE CULLIPHER GROUP, P.A. FOR SITE INSPECTION. UPON APPROVAL, MUCK OUT SKIMMER BASIN AND CONVERT BASIN INTO STORMWATER DETENTION POND PER APPROVED PLANS. STABILIZE ALL REMAINING SURFACES AND CALL FOR FINAL INSPECTION.

**EROSION CONTROL NOTES**

**MAINTENANCE PLAN**

1. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CHECKED FOR STABILITY AND EFFECTIVE OPERATION FOLLOWING EVERY RUNOFF PRODUCING RAINFALL EVENT OR AT LEAST ONCE A WEEK. REPAIRS REQUIRED SHALL BE COMPLETED IMMEDIATELY TO THE DIMENSIONS AND FUNCTIONS INDICATED ON THE PLAN.
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**LEGEND**

- 8.5 EXISTING CONTOURS
- 9.0 PROPOSED CONTOURS
- TEMPORARY DIVERSION BERM
- SF PROPOSED SILT FENCE
- EROSION CONTROL DRAINAGE AREA DELINEATION
- X PROPOSED BAFFLES
- LD LIMITS OF DISTURBANCE

**NOTES**

1. PERSON RESPONSIBLE FOR LAND DISTURBING ACTIVITY:  
ROSEMYR CORPORATION  
PO BOX 108  
HENDERSON, NC 27536
2. BORROW MATERIAL TO BE OBTAINED FROM A PERMITTED MINE.
3. ANY MATERIAL REMOVED FROM THE SITE MUST BE HAULED TO A PERMITTED SITE.

**REVISIONS:**

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4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.



**EROSION CONTROL PHASE 2**

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

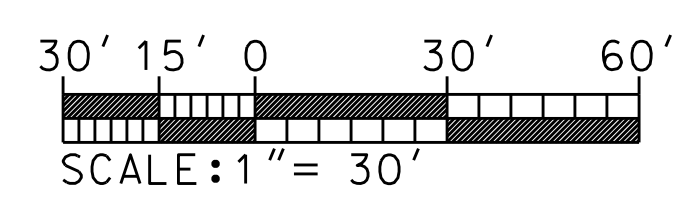
CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

**THE CULLIPHER GROUP, P.A.**  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MORRHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

**CHARLES M. CULLIPHER P.E.**

DATE: 12/15/21  
SCALE: 1" = 30'

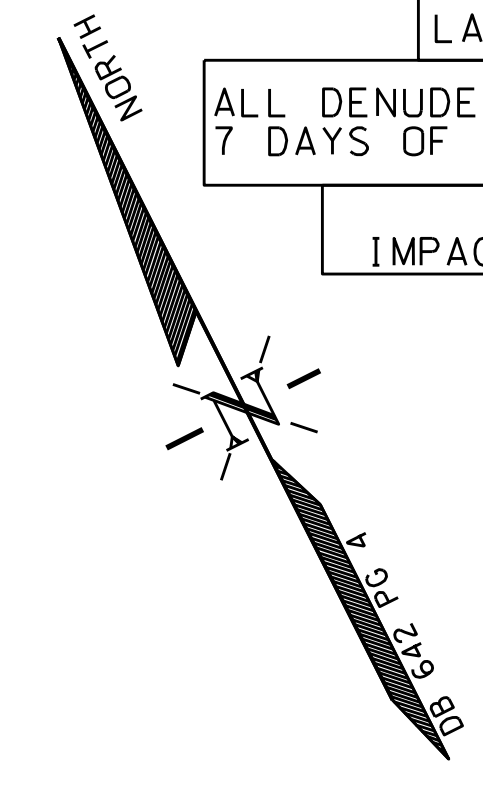


NO CONCRETE WASHDOWN ALLOWED

LAND DISTURBANCE = 12.18 AC

ALL DENUDED AREAS SHALL BE STABILIZED WITHIN 7 DAYS OF BEING BROUGHT TO ROUGH FINAL GRADE

THERE ARE NO WETLAND IMPACTS PROPOSED WITH THIS PLAN



PI

### CONSTRUCTION SEQUENCE - PHASE 2

- AS SITE COMES UP TO GRADE, CONTRACTOR SHALL INSTALL STORM DRAIN NETWORKS PER THE APPROVED PLANS. ALL STRUCTURES SHALL HAVE INLET PROTECTION PER DETAILS.
- INSTALL UTILITIES AND BEGIN BUILDING CONSTRUCTION.
- STABILIZE SITE PER CIVIL SHEET - GROUND STABILIZATION DURING CONSTRUCTION.
- WHEN SITE IS STABILIZED AND CONSTRUCTION IS NEAR COMPLETE, CALL NCDEQ AND THE CULLIPHER GROUP, P.A. FOR SITE INSPECTION.
- UPON APPROVAL, MUCK OUT SKIMMER BASIN AND CONVERT BASIN INTO STORMWATER DETENTION POND PER APPROVED PLANS.
- STABILIZE ALL REMAINING SURFACES AND CALL FOR FINAL INSPECTION.

### EROSION CONTROL NOTES

### MAINTENANCE PLAN

- ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CHECKED FOR STABILITY AND EFFECTIVE OPERATION FOLLOWING EVERY RUNOFF PRODUCING RAINFALL EVENT OR AT LEAST ONCE A WEEK. REPAIRS REQUIRED SHALL BE COMPLETED IMMEDIATELY TO THE DIMENSION AND FUNCTIONS INDICATED ON THE PLAN.
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### NOTES

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ROSEMYR CORPORATION  
PO BOX 108  
HENDERSON, NC 27536
- BORROW ACTIVITY TO BE OBTAINED FROM A PERMITTED MINE.
- ANY MATERIAL REMOVED FROM THE SITE MUST BE HAULED TO A PERMITTED SITE.

#### LEGEND

- 8.5 - EXISTING CONTOURS
- 9.0 - PROPOSED CONTOURS
- TEMPORARY DIVERSION BERM
- SF - PROPOSED SILT FENCE
- EROSION CONTROL DRAINAGE AREA DELINEATION
- X - PROPOSED BAFFLES
- LD - LIMITS OF DISTURBANCE

#### REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCDEQ
2	CDI	4/26/22	PER NCDEQ
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.



EROSION CONTROL PHASE 2 - OFFICE LOT

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

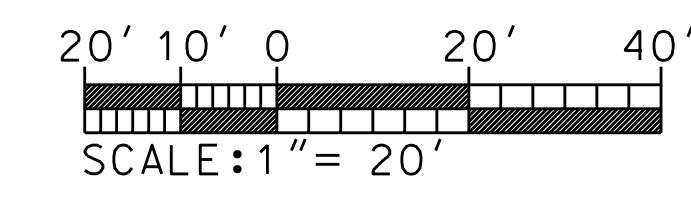
CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

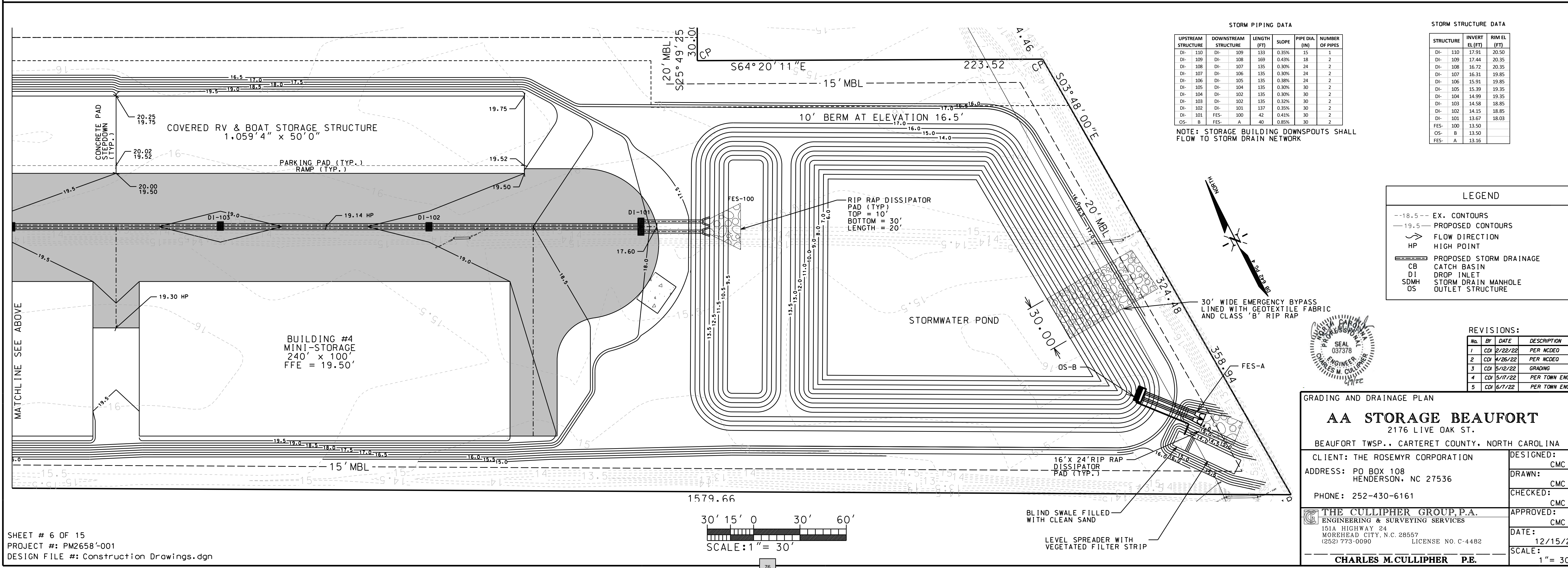
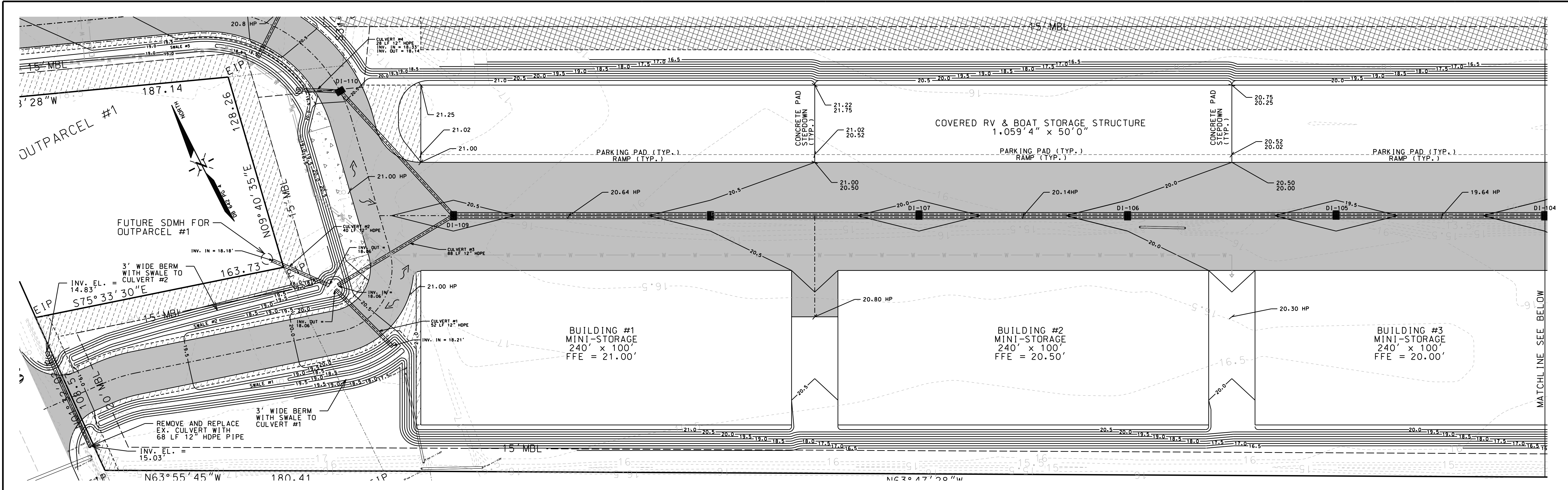
DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

THE CULLIPHER GROUP, P.A.  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MOREHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

DATE: 12/15/21  
SCALE:

**CHARLES M. CULLIPHER P.E.**





**STORM PIPING DATA**

UPSTREAM STRUCTURE	DOWNSTREAM STRUCTURE	LENGTH (FT)	SLOPE	PIPE DIA. (IN)	NUMBER OF PIPES
DI-110	DI-109	133	0.35%	15	1
DI-109	DI-108	169	0.43%	18	2
DI-108	DI-107	135	0.30%	24	2
DI-107	DI-106	135	0.30%	24	2
DI-106	DI-105	135	0.38%	24	2
DI-105	DI-104	135	0.30%	30	2
DI-104	DI-102	135	0.30%	30	2
DI-103	DI-102	135	0.32%	30	2
DI-102	DI-101	137	0.35%	30	2
DI-101	FES-100	42	0.41%	30	2
OS-B	FES-A	40	0.85%	30	2

**STORM STRUCTURE DATA**

STRUCTURE	INVERT EL (FT)	RIM EL (FT)
DI-110	17.91	20.50
DI-109	17.44	20.35
DI-108	16.72	20.35
DI-107	16.31	19.85
DI-106	15.91	19.85
DI-105	15.30	19.35
DI-104	14.99	19.35
DI-103	14.58	18.85
DI-102	14.15	18.85
DI-101	13.67	18.03
FES-100	13.50	
OS-B	13.50	
FES-A	13.16	

NOTE: STORAGE BUILDING DOWNSPOUTS SHALL FLOW TO STORM DRAIN NETWORK

**LEGEND**

- 18.5- EX. CONTOURS
- 19.5- PROPOSED CONTOURS
- FLOW DIRECTION
- HP HIGH POINT
- PROPOSED STORM DRAINAGE
- CB CATCH BASIN
- DI DROP INLET
- SDMH STORM DRAIN MANHOLE
- OS OUTLET STRUCTURE

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEO
2	CDI	4/26/22	PER NCEO
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

GRADING AND DRAINAGE PLAN

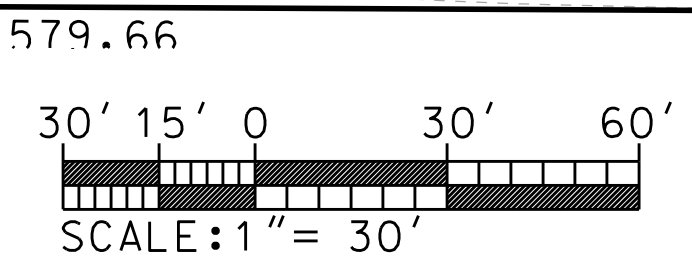
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2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

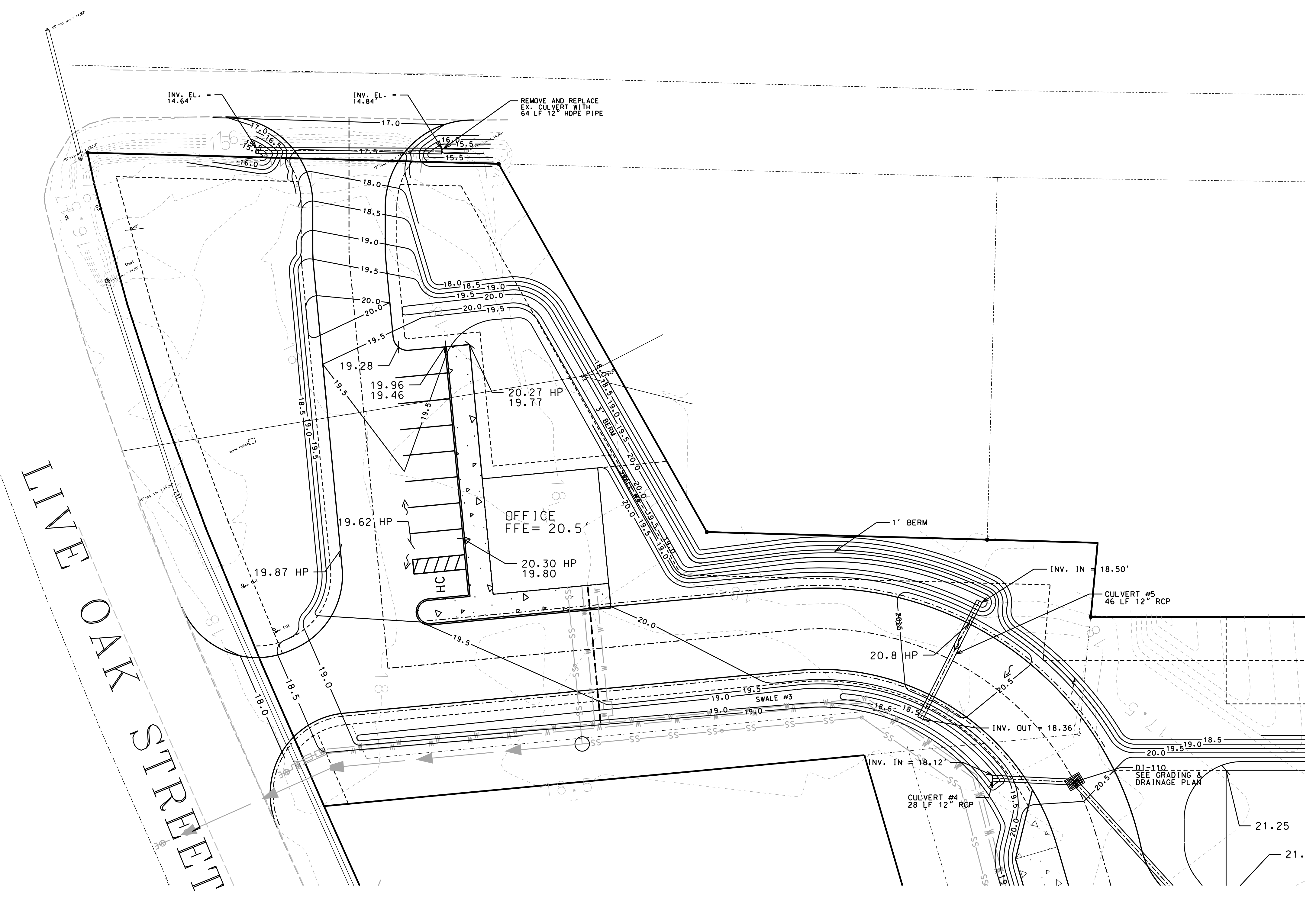
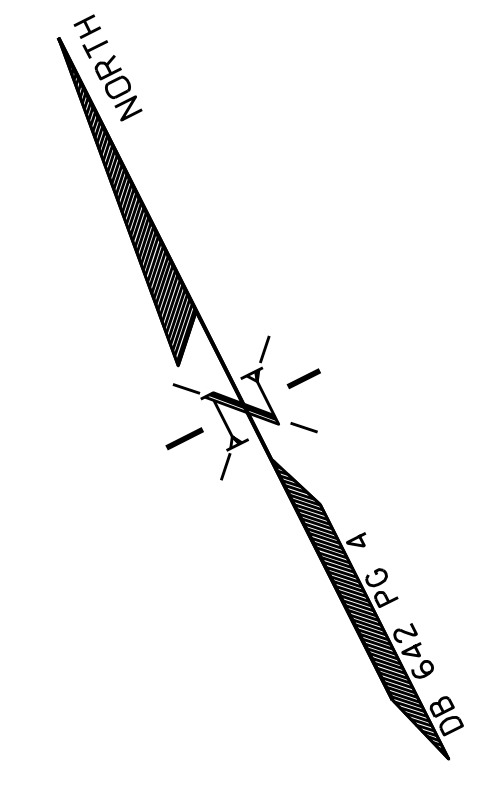
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ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

DATE: 12/15/21  
SCALE: 1" = 30'

**CHARLES M. CULLIPHER P.E.**



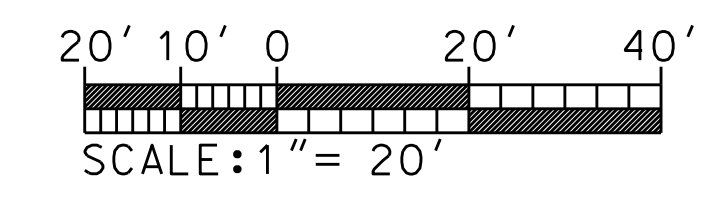


**LEGEND**

- - - - - EX. CONTOURS
- - - - - PROPOSED CONTOURS
- FLOW DIRECTION
- HP HIGH POINT
- PROPOSED STORM DRAINAGE
- CB CATCH BASIN
- DI DROP INLET
- SOMH STORM DRAIN MANHOLE
- OS OUTLET STRUCTURE

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
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5	CDI	6/7/22	PER TOWN ENG.



GRADING PLAN - OFFICE LOT

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

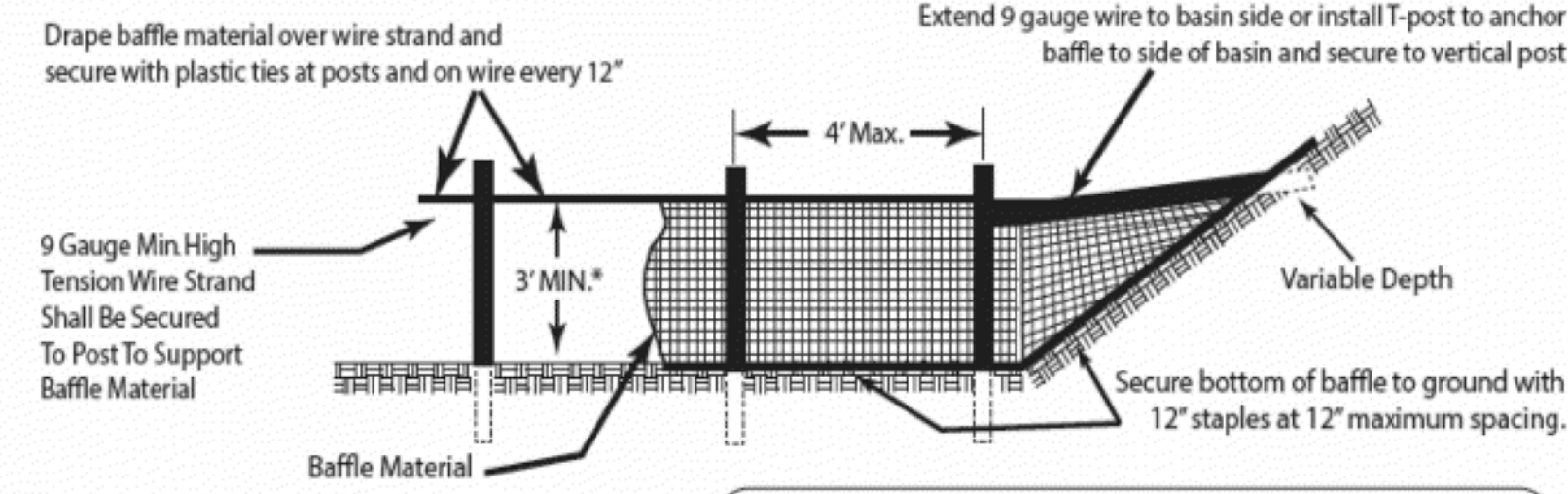
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**THE CULLIPHER GROUP, P.A.**  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MORRHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

DATE: 12/15/21  
SCALE: 1" = 20'

**CHARLES M. CULLIPHER P.E.**



\* If the temporary sediment basin will be converted to a permanent stormwater basin of greater depth, the baffle height should be based on the pool depth during use as a temporary sediment basin.

Note: Install three (3) coir fiber baffles in basins at drainage outlets with a spacing of 1/4 the basin length. Two (2) coir fiber baffles can be installed in the basins less than 20 ft. in length with a spacing of 1/3 the basin length.

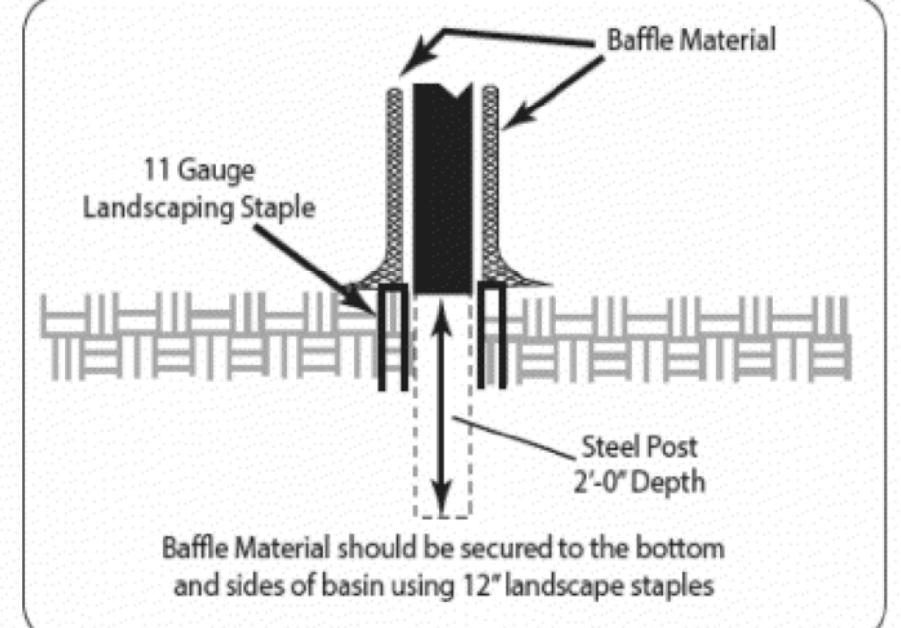


Figure 6.65b Coir Fiber Baffle Detail  
Cross section of a porous baffle in a sediment basin.

**SEED BED PREPARATION**

LIME-----1,000 LBS/AC  
10-10-10-----100 LBS/AC  
SURFACE ROUGHENING: IF RECENT TILLAGE OPERATIONS HAVE RESULTED IN A LOOSE SURFACE, ADDITIONAL ROUGHENING MAY NOT BE REQUIRED EXCEPT TO BREAK UP LARGE CLODS. IF RAINFALL CAUSES THE SURFACE TO BECOME SEALED OR CRUSTED, LOOSEN IT JUST PRIOR TO SEEDING BY DISKING, RAKING OR HARROWING. GROOVE OR FURROW SLOPES STEEPER THAN 3:1 ON THE CONTOUR BEFORE SEEDING.

**TEMPORARY SEEDING MIXTURE**

(DECEMBER 1 - APRIL 15)  
RYE (GRAIN)-----120 LBS/AC  
KOBÉ LESPEDEZA (SCARIFIED)-----50 LBS/AC  
10M1 ANNUAL LESPEDEZA WHEN DURATION OF TEMPORARY COVER IS NOT TO EXCEED BEYOND JUNE  
(APRIL 15 - AUGUST 15)  
GERMAN MILLET-----40 LBS/AC  
(AUGUST 15 - DECEMBER 30)  
RYE (GRAIN)-----25 LBS/AC  
(IF IT IS NECESSARY TO EXTEND TEMPORARY COVER BEYOND JUNE 15, OVERSEED WITH 50LBS/AC KOBÉ.)

**PERMANENT SEEDING MIXTURE**

TALL FESCUE-----60 LBS/AC  
PENSACOLA BAHIAGRASS-----50 LBS/AC  
SERICEA LESPEDEZA-----30 LBS/AC  
KOBÉ LESPEDEZA-----10 LBS/AC  
1. FROM SEPTEMBER 1 - MARCH 1, USE UNSCARIFIED SERICEA SEED ON POORLY DRAINED SITES OMIT SERICEA AND INCREASE KOBÉ TO 30 LBS/AC  
2. WHERE A NEAT APPEARANCE IS DESIRED, OMIT SERICEA AND INCREASE KOBÉ TO 40 LBS/AC.  
3. BETWEEN APRIL 15 AND AUGUST 15, ADD 10 LB/AC GERMAN MILLET OR 15 LB/AC SIDINGRASS. PRIOR TO MAY 1 OR AFTER AUG 15, ADD 25 LB/AC RYE (GRAIN).

**PERMANENT SEEDING MIXTURE (SWALES & DITCHES)**

COMMON BERMDAGRASS-----80 LBS/AC

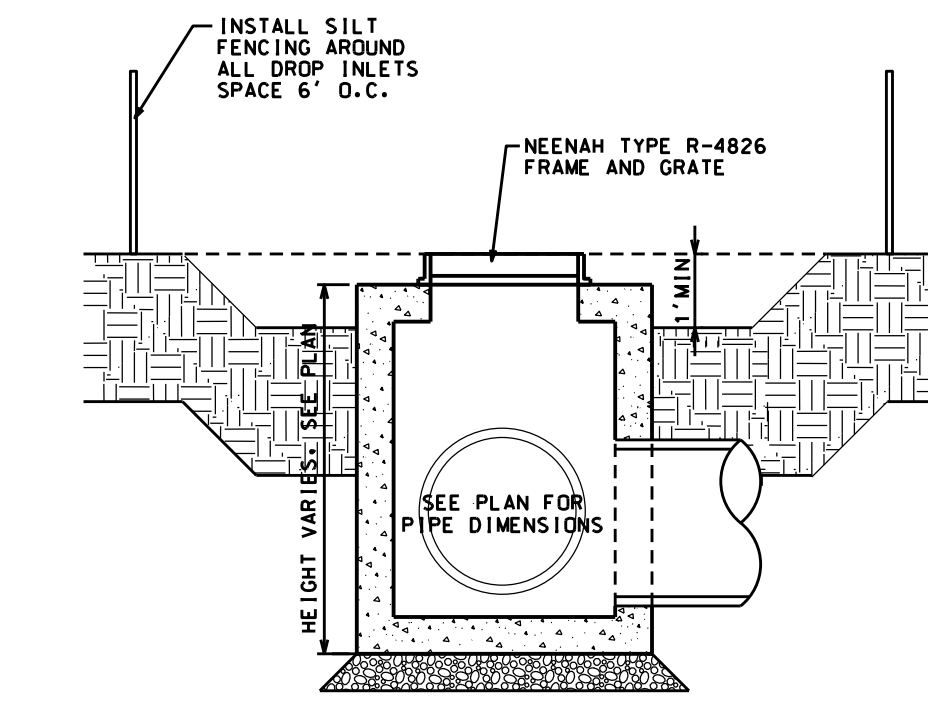
**MULCHING**

STRAW (WHEAT, OATS, BARLEY, RYE)-----1-2 TONS/AC (AFTER SEEDING)  
(STRAW QUALITY SHALL BE DRY, UNCHOPPED & UNWEATHERED)  
ASPHALT TACK-----200 GAL./TON OF MULCH  
1. APPLY 4000 LB/AC STRAW. ANCHOR STRAW BY TACKING WITH ASPHALT, NETTING OR A MULCH ANCHORING TOOL. A DISK WITH BLADES SET NEARLY STRAIGHT CAN BE USED AS A MULCH ANCHORING TOOL.  
2. A CHANNEL LINING MATERIAL (SEE DETAIL BELOW) SHALL COVER THE BOTTOM OF SWALES & DITCHES. THE LINING SHALL EXTEND ABOVE THE HIGHEST DEPTH OF FLOW WITHIN GIVEN CHANNEL. ON CHANNEL SIDE SLOPES ABOVE THIS HEIGHT APPLY STRAW AS PREVIOUSLY INSTRUCTED.

**MAINTENANCE**

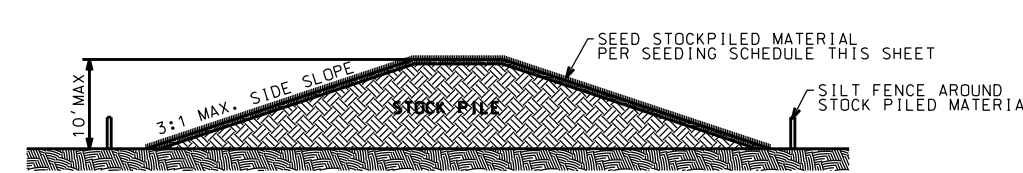
IF GROWTH IS LESS THAN FULLY ADEQUATE, RE-FERTILIZE IN THE SECOND YEAR WITH 500 LB/AC 10-10-10 FERTILIZER. NOW AS NEEDED WHEN SERICEA IS OMITTED FROM THE MIXTURE, RE-SEED, FERTILIZE AND MULCH DAMAGED AREAS IMMEDIATELY.

**SEEDING SCHEDULE**

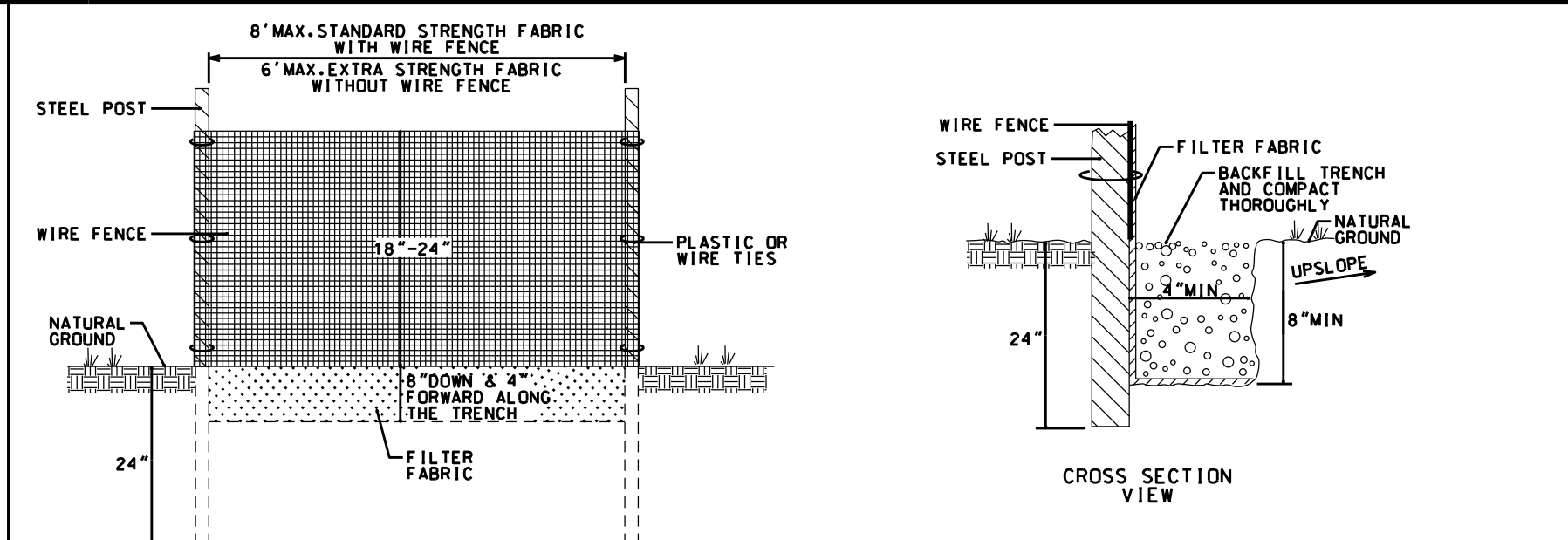


STORM STRUCTURE W/  
INLET PROTECTION  
SCALE: NOT TO SCALE

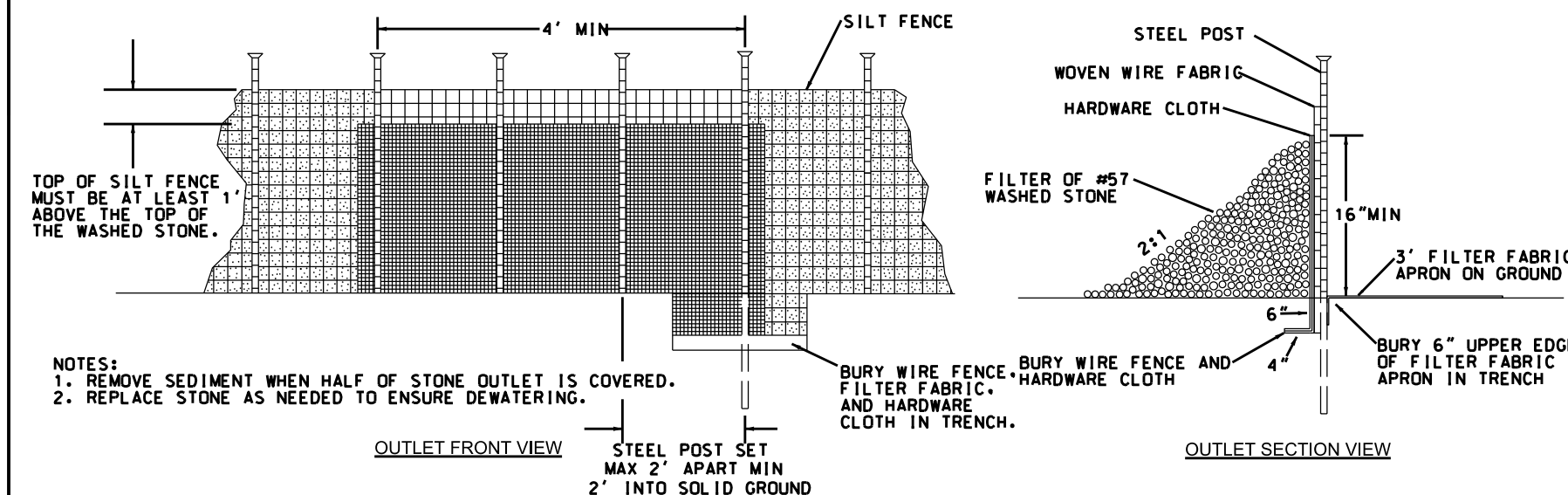
CONTRACTOR SHALL STOCK PILE SPOILS WITHIN THE LIMITS OF DISTURBANCE PER THIS DETAIL, IF REQUIRED.



STOCK PILE  
SCALE: NOT TO SCALE

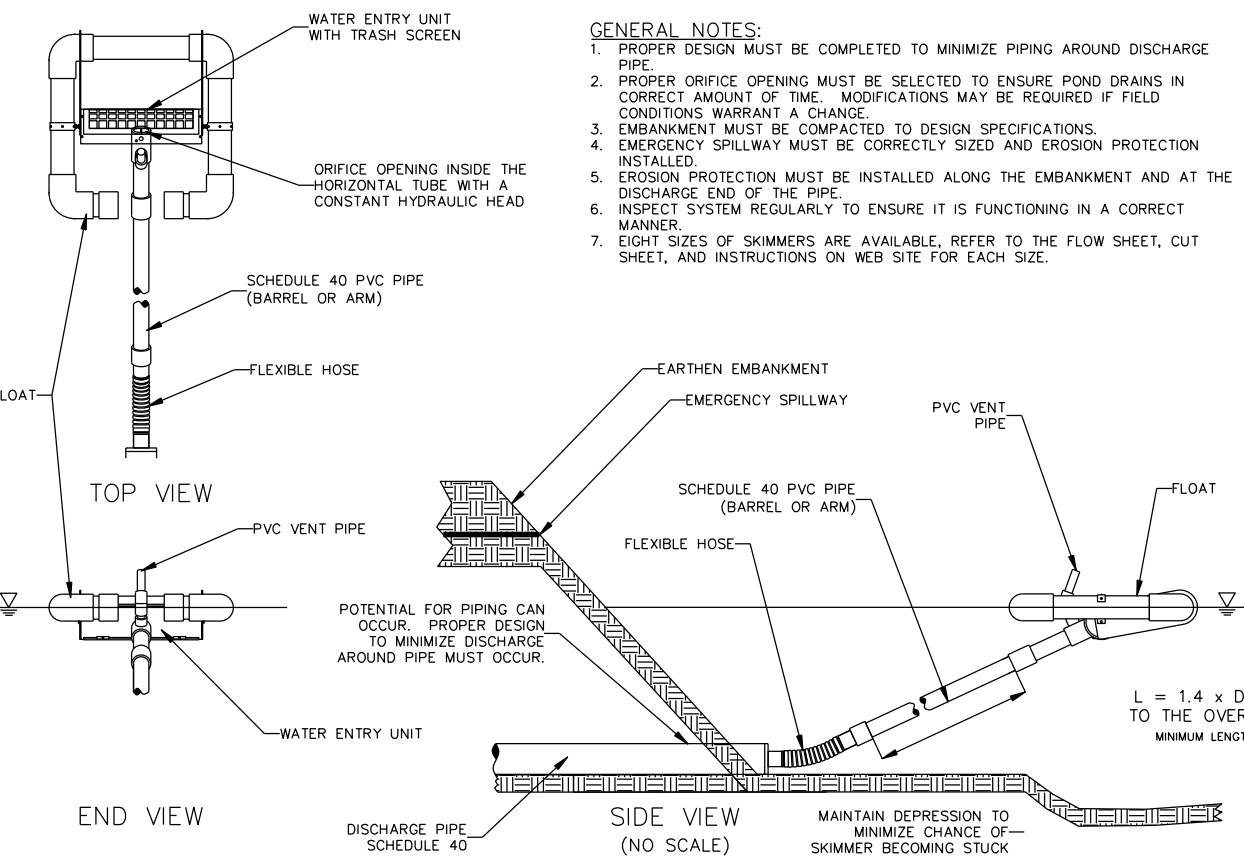


- INSTALLATION NOTES:**
1. THE BASE OF BOTH END POSTS SHOULD BE AT LEAST ONE FOOT HIGHER THAN THE MIDDLE OF THE FENCE.
  2. CHECK WITH A LEVEL IF NECESSARY.
  3. INSTALL POSTS 4 FEET APART IN CRITICAL AREAS AND 6 FEET APART ON STANDARD APPLICATIONS.
  4. INSTALL POSTS 2 FEET DEEP ON THE DOWNSTREAM SIDE OF THE SILT FENCE, AND AS CLOSE AS POSSIBLE TO THE FABRIC, ENABLING POSTS TO SUPPORT THE FABRIC FROM UPSTREAM WATER PRESSURE.
  5. INSTALL POSTS WITH THE NIPPLES FACING AWAY FROM THE SILT FENCE.
  6. ATTACH THE FABRIC TO EACH POST WITH THREE TIES, ALL SPACED WITHIN THE TOP 8 INCHES OF THE FABRIC. ATTACH EACH TIE DIAGONALLY 45 DEGREES THROUGH THE FABRIC, WITH EACH PUNCTURE AT LEAST 1 INCH VERTICALLY APART. ALSO, EACH TIE SHOULD BE POSITIONED TO HANG ON A POST NIPPLE WHEN TIGHTENED TO PREVENT SAGGING.
  7. WRAP APPROXIMATELY 6 INCHES OF FABRIC AROUND THE END POSTS AND SECURE WITH 3 TIES.
  8. NO MORE THAN 24 INCHES OF A 36 INCH FABRIC IS ALLOWED ABOVE GROUND LEVEL.
  9. THE INSTALLATION SHOULD BE CHECKED AND CORRECTED FOR ANY DEVIATIONS BEFORE COMPACTION.
  10. COMPACTION IS VITAL FOR EFFECTIVE RESULTS. COMPACT THE SOIL IMMEDIATELY NEXT TO THE SILT FENCE FABRIC WITH THE FRONT WHEEL OF THE TRACTOR, SKID STEER, OR ROLLER EXERTING AT LEAST 60 POUNDS PER SQUARE INCH. COMPACT THE UPSTREAM SIDE FIRST, AND THEN EACH SIDE TWICE FOR A TOTAL OF 4 TRIPS.

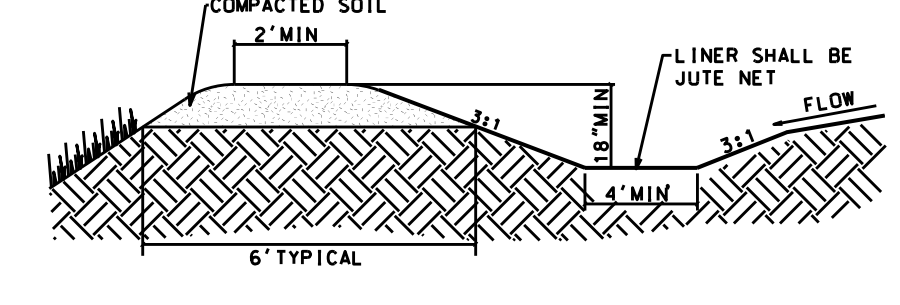


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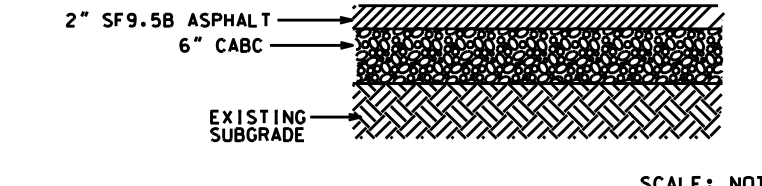
**SILT FENCE AND OUTLET**



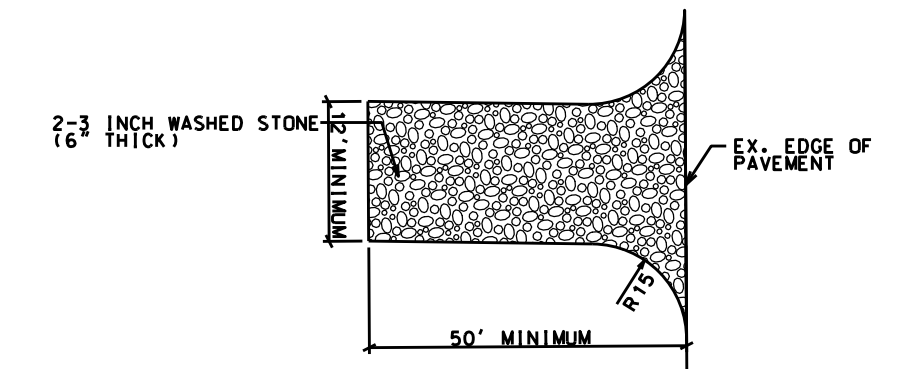
SKIMMER DETAIL  
SCALE: NOT TO SCALE



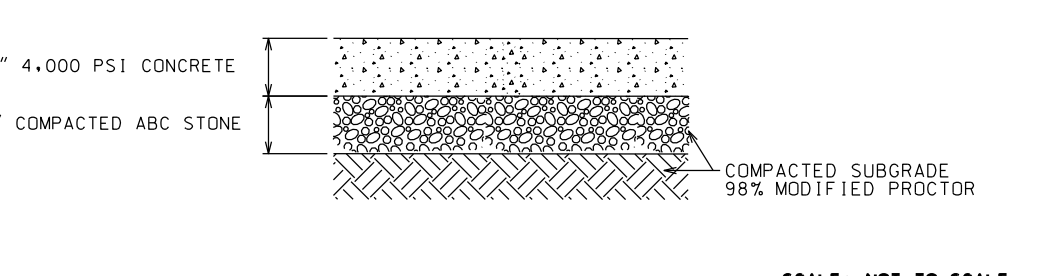
TEMPORARY DIVERSION  
SCALE: NOT TO SCALE



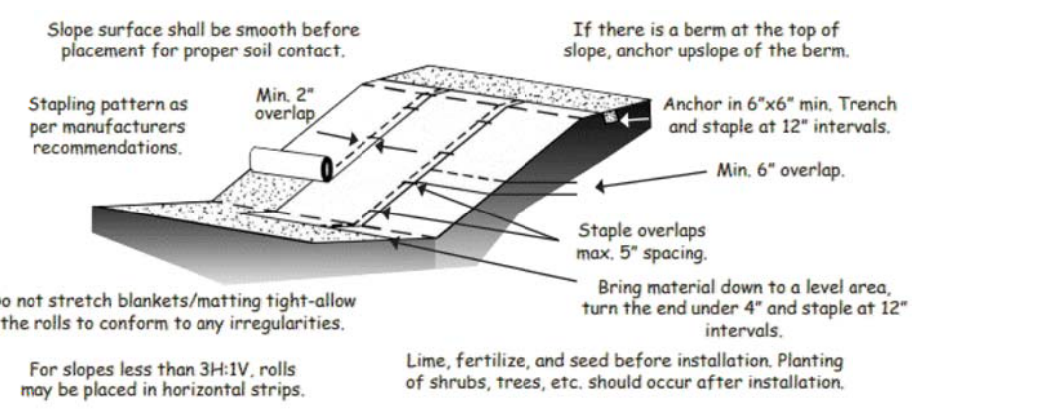
PARKING LOT PAVING  
SCALE: NOT TO SCALE



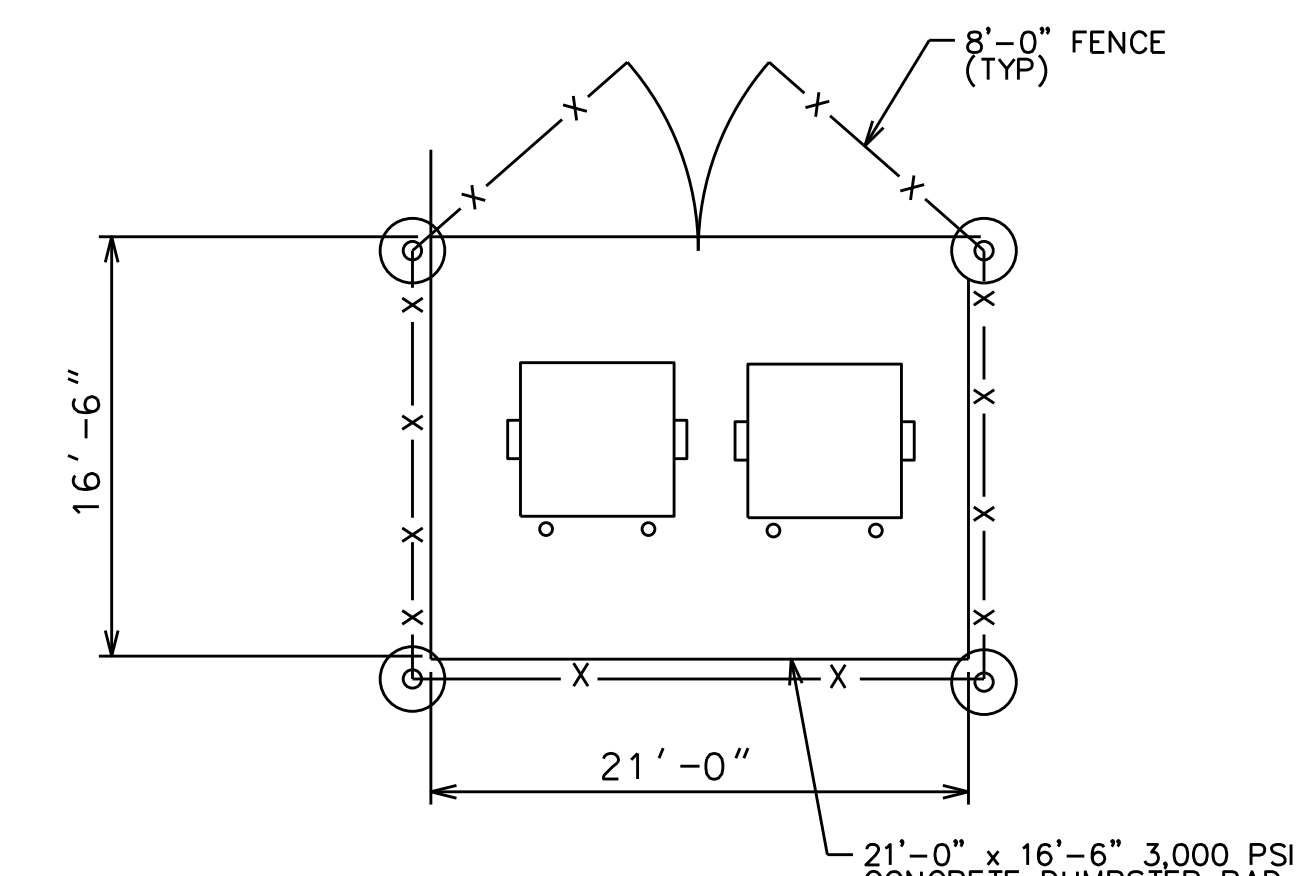
STONE CONSTRUCTION ENTRANCE  
SCALE: NOT TO SCALE



TYPICAL HEAVY DUTY CONCRETE SECTION  
SCALE: NOT TO SCALE



SLOPE REINFORCEMENT DETAIL  
SCALE: NOT TO SCALE

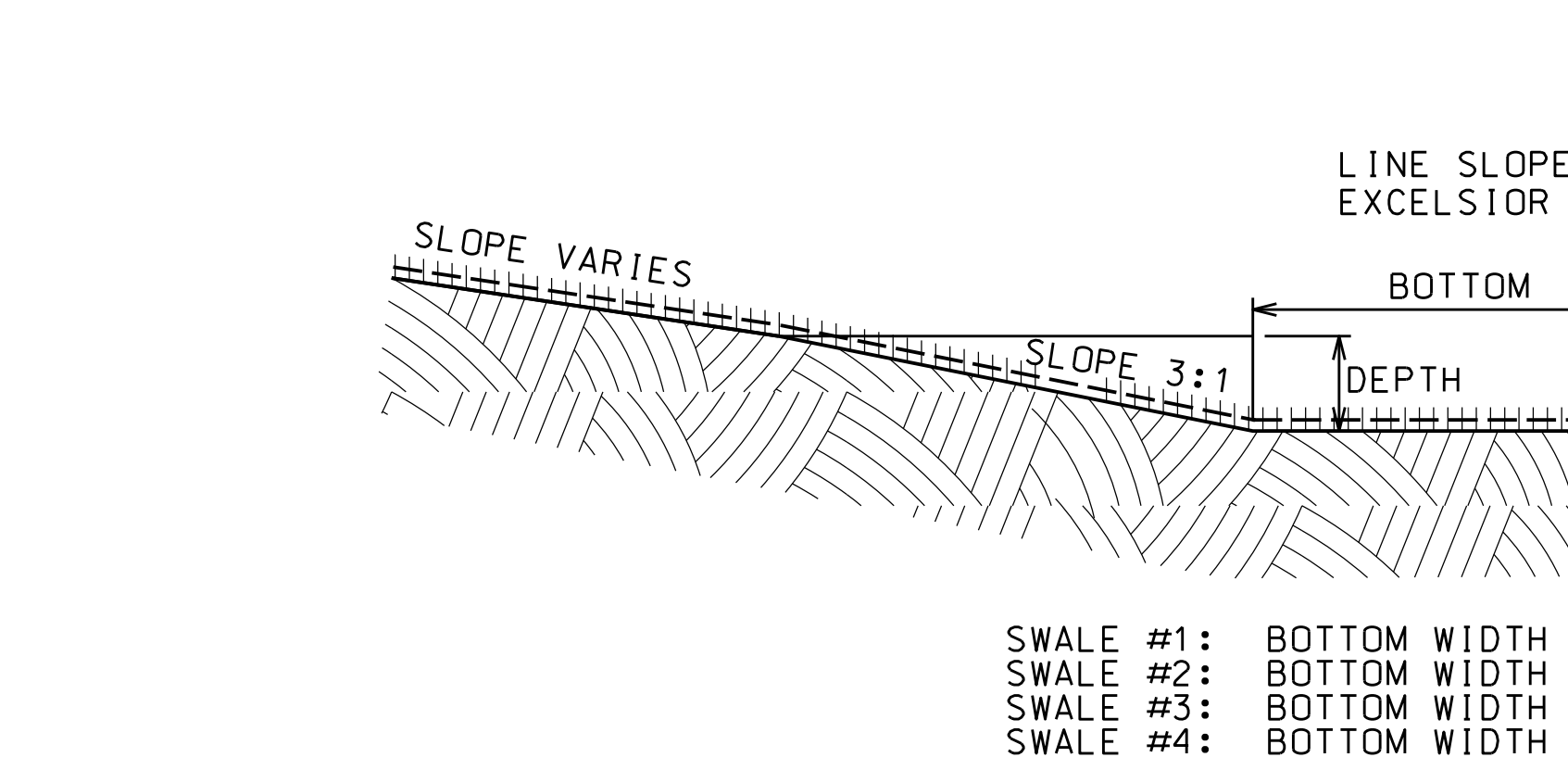


DUMPSTER PAD DETAIL  
SCALE: NOT TO SCALE

D	OUTLET W/DITCH				OUTLET W/O DITCH			
	CLASS B RIP RAP	CLASS I RIP RAP	CLASS I RIP RAP	CLASS I RIP RAP	CLASS B RIP RAP	CLASS I RIP RAP	CLASS I RIP RAP	CLASS I RIP RAP
12"	2	5	5	2	5	1	4	2
15"	2	7	7	3	7	1	5	3
18"	3	10	9	4	10	2	7	4
24"	5	14	15	7	15	3	11	7
30"	8	21	21	11	22	5	16	11
36"	11	28	29	15	30	7	22	15
42"	15	37	39	20	39	10	28	22
48"	-	-	49	26	50	-	-	28
54"	-	-	60	33	62	-	-	35
60"	-	-	73	40	75	-	-	44
66"	-	-	87	48	89	-	-	54
72"	-	-	102	57	104	-	-	64

NOTE:  
FOR CALCULATION PURPOSES  
CLASS B RIP RAP = 100 LBS./FT<sup>3</sup>  
CLASS I RIP RAP = 105 LBS./FT<sup>3</sup>

H= RIP RAP TO TOP OF PIPE (MAX. H = D + T)  
T= 15" CLASS I RIP RAP, UNLESS OTHERWISE SHOWN ON PLANS  
T= 12" CLASS B RIP RAP, UNLESS OTHERWISE SHOWN ON PLANS



VEGETATED SWALE



REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEO
2	CDI	4/26/22	PER NCEO
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

**SITE AND EROSION CONTROL DETAILS**

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

DATE: 12/15/21  
SCALE: NTS

**CHARLES M. CULLIPHER P.E.**

### WET DETENTION POND DESIGN DATA

DRAINAGE AREA =	555,020 SF
DESIGN IMPERVIOUS AREA =	309,982 SF

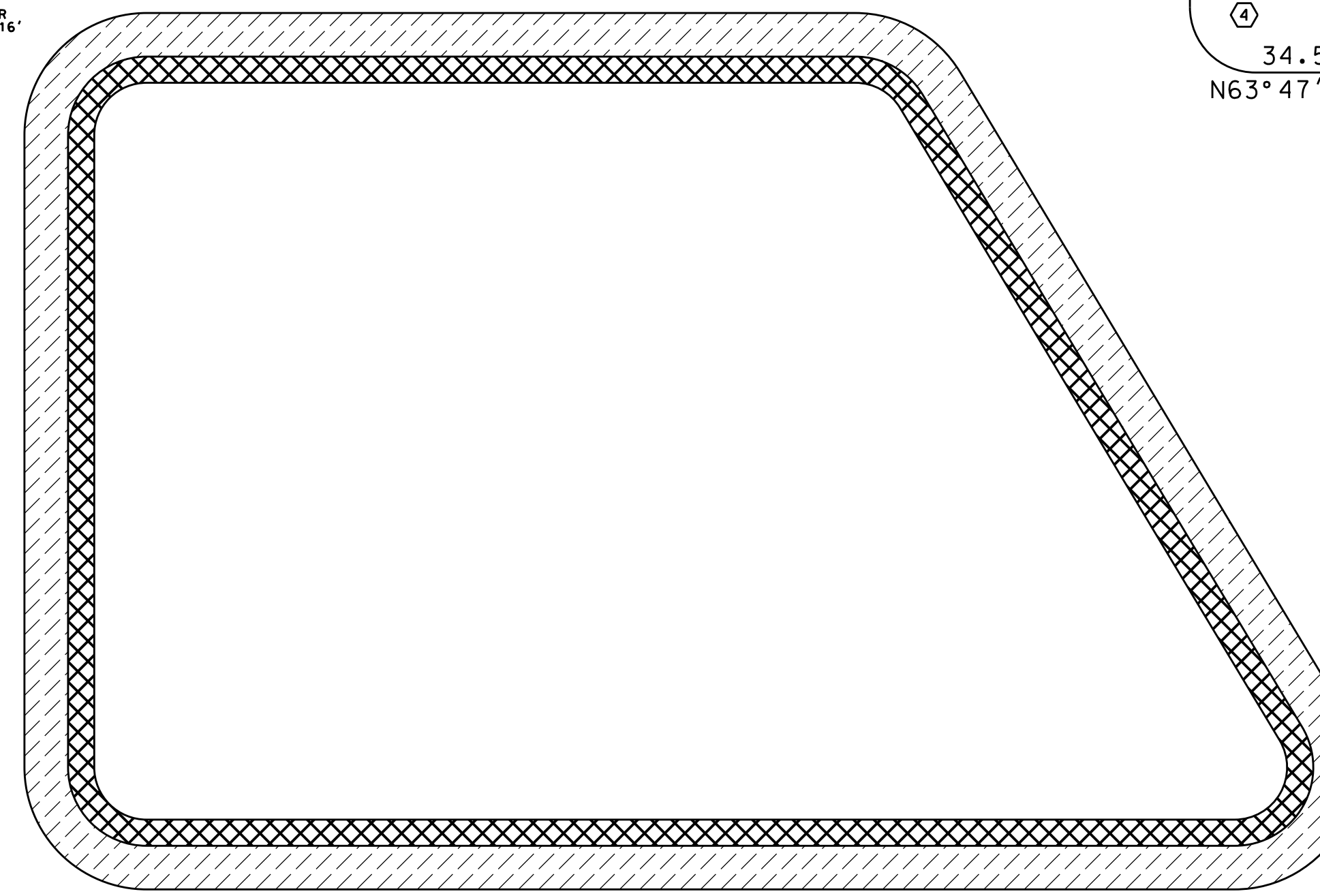
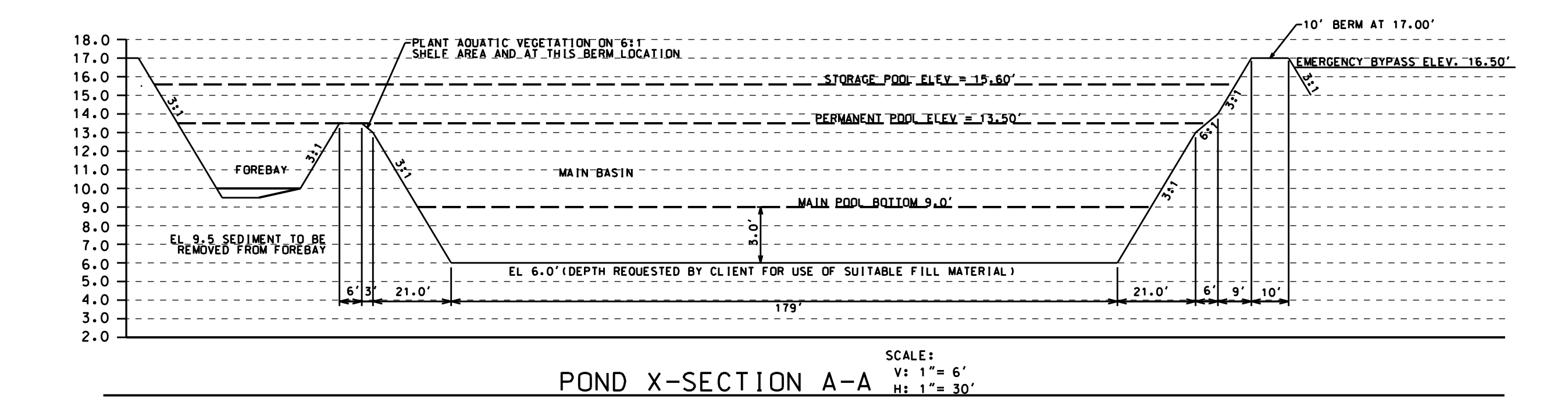
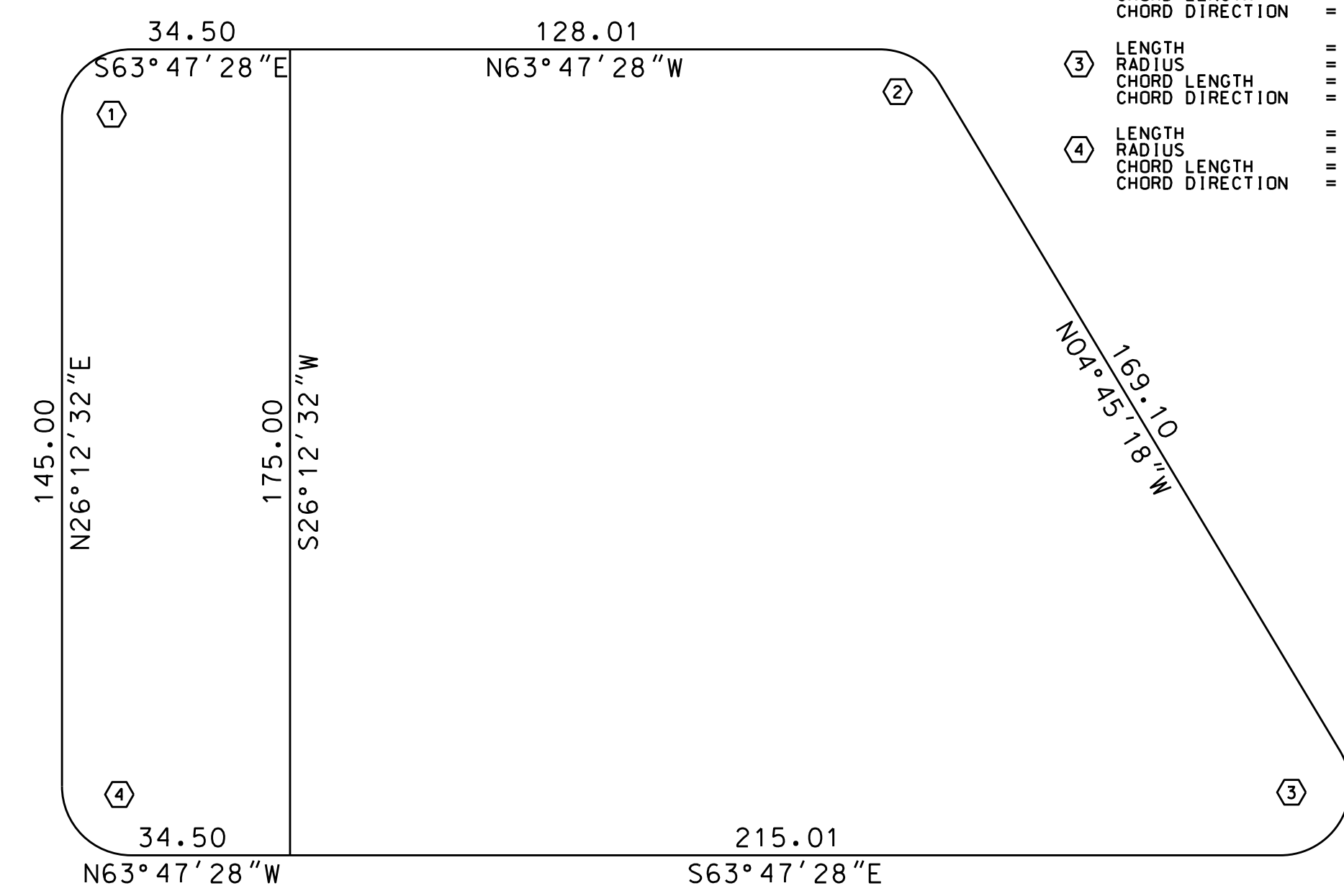
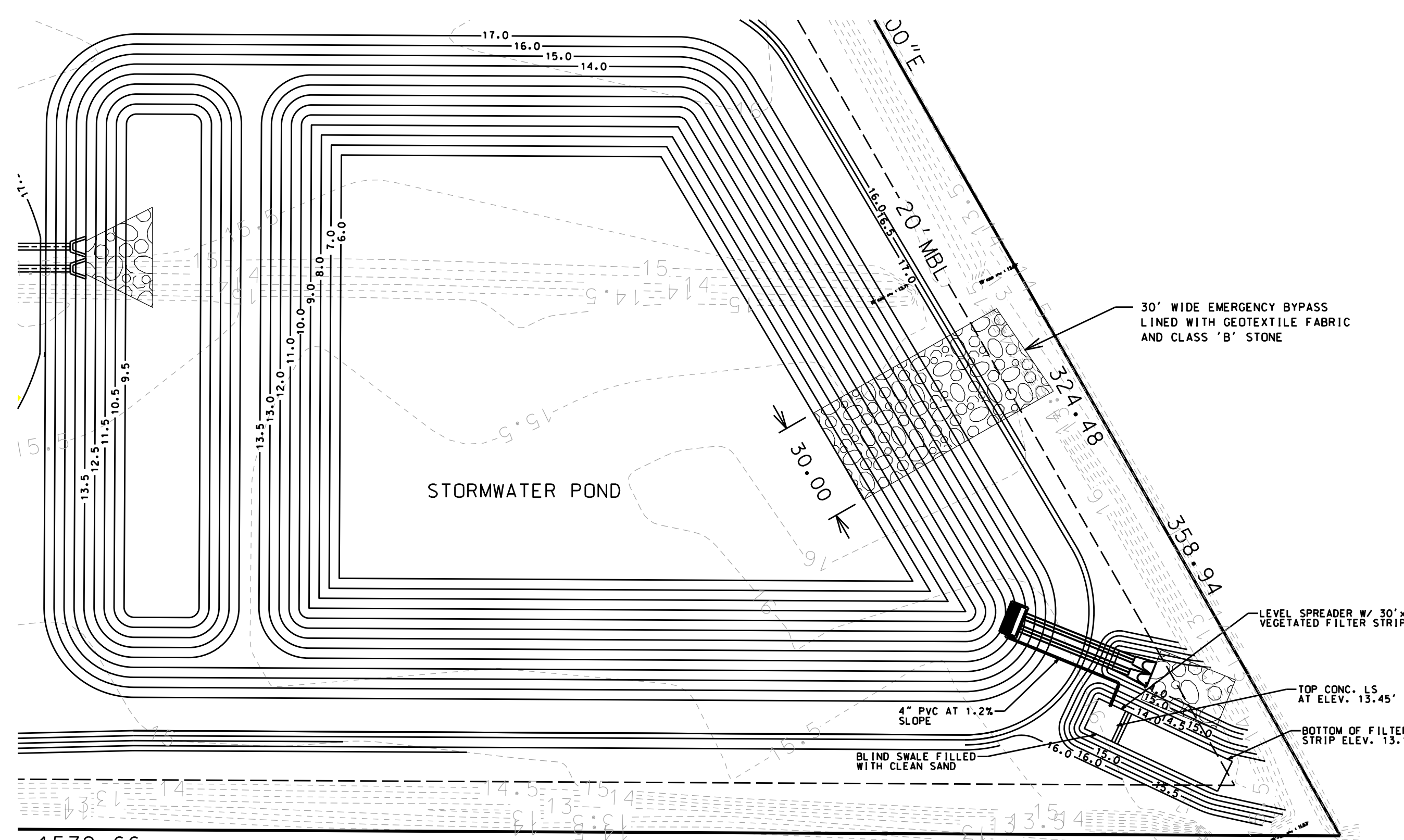
### POND DESIGN SUMMARY

PERMANENT POOL ELEVATION =	13.5 FT
PERMANENT POOL SURFACE AREA REQ'D =	17,150 SF
PERMANENT POOL SURFACE AREA =	32,282 SF
PERMANENT POOL VOLUME =	120,644 CF
STORAGE POOL ELEVATION =	15.60 FT
STORAGE POOL SURFACE AREA =	48,807 SF
REQUIRED STORAGE VOLUME =	92,258 CF
PROPOSED STORAGE VOLUME =	95,844 CF
FOREBAY DEPTH =	3.5 FT
FOREBAY VOLUME =	18,738 CF
MAIN BASIN DEPTH =	4.5 FT
MAIN BASIN VOLUME =	120,644 CF
AVERAGE MAIN BASIN DEPTH =	3.98 FT
(USED 3.5 FOR SA/DA CHART)	

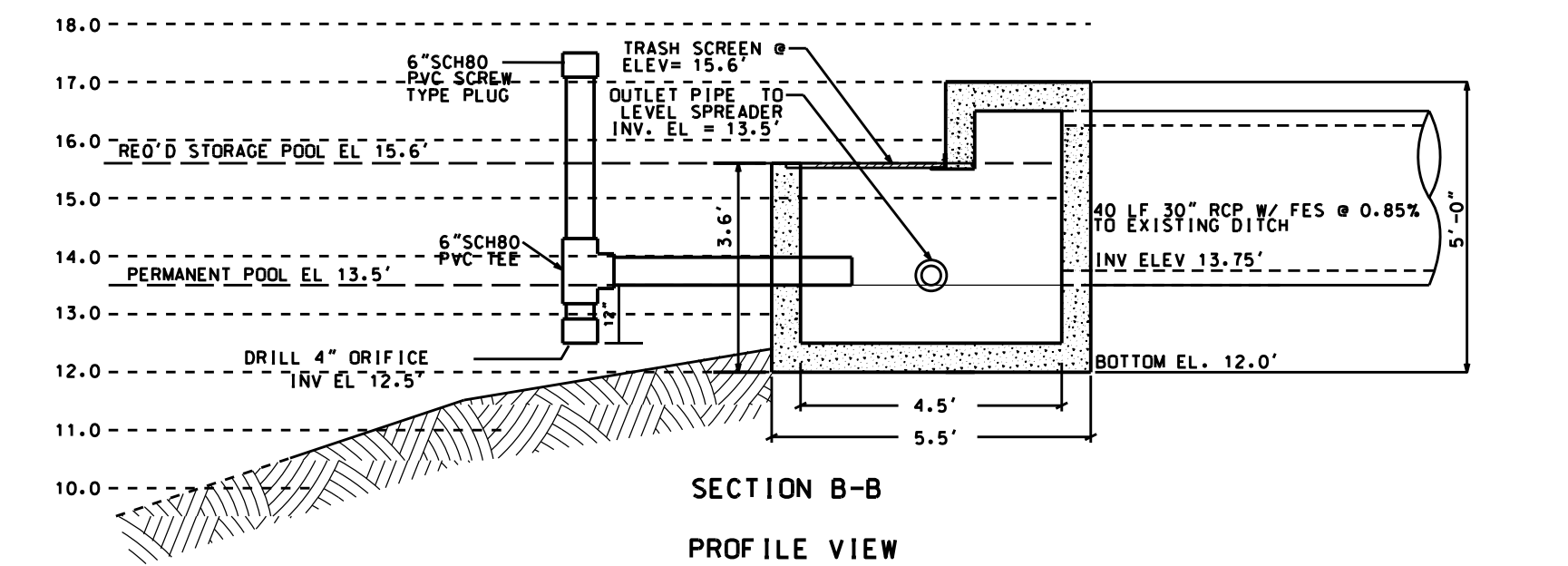
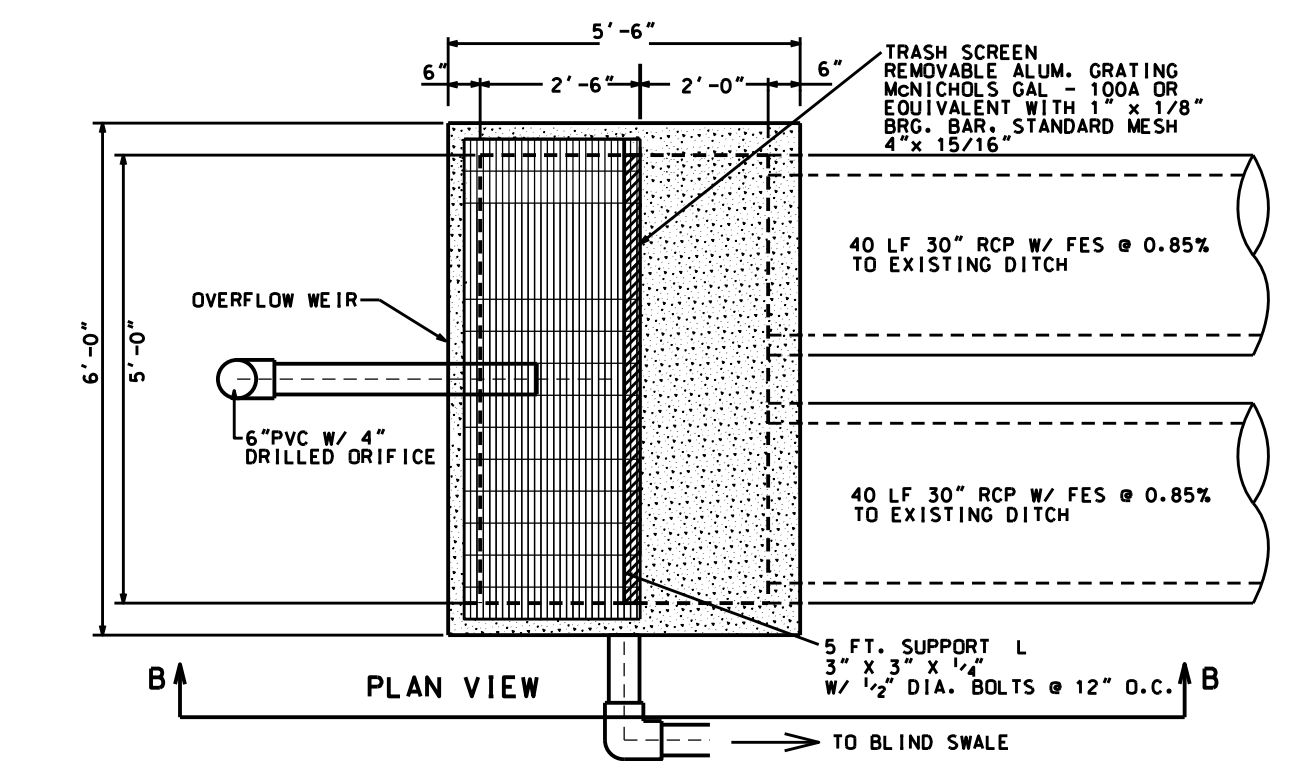
- NOTES:
- FOREBAY AND MAIN BASIN TO BE CLEANED OUT TO PERMANENT GRADE AT COMPLETION OF CONSTRUCTION.
  - PROVIDE PUMP MECHANISM ON SITE FOR MAINTENANCE AND/OR EMERGENCY POND DRAINING.

#### PERMANENT POOL

①	LENGTH = 23.56
	RADIUS = 15.00
	CHORD LENGTH = 21.21
	CHORD DIRECTION = S71°12'32"W
②	LENGTH = 15.46
	RADIUS = 15.00
	CHORD LENGTH = 14.78
	CHORD DIRECTION = S34°16'23"E
③	LENGTH = 31.67
	RADIUS = 15.00
	CHORD LENGTH = 26.11
	CHORD DIRECTION = N55°43'37"E
④	LENGTH = 23.56
	RADIUS = 15.00
	CHORD LENGTH = 21.21
	CHORD DIRECTION = S18°47'28"E



WETLAND VEGETATED SHELF	SQ.FT. AREA	PLANT CATEGORY	NUMBER OF PLANTS OF CATEGORY IN WETLAND AREA
	5,838	HERBACEOUS PLANTS	1,460



### GENERAL NOTES:

- TOPSOIL FROM THE SITE WILL BE SPREAD ACROSS THE SHALLOW WATER AND SHALLOW ZONES PRIOR TO PLACEMENT OF PLANTS.
  - SHRUBS SHOULD BE PLANTED IN CLUMPS TO FORM 'LANDSCAPE ISLANDS' RATHER THAN EVENLY SPACED. THE ISLANDS SHOULD BE A MINIMUM OF 6' APART.
  - NO SHRUBS SHOULD BE PLANTED WITHIN 10 FEET OF THE INLET OR OUTLET PIPES.
- ### SOIL SPECIFICATIONS
- SOILS USED WITHIN A STORMWATER BMP MUST ADHERE TO THE FOLLOWING REQUIREMENTS:
- THE SOIL MIX MUST BE UNIFORM AND FREE OF STONES, STUMPS, ROOTS, OR OTHER SIMILAR MATERIAL GREATER THAN 2 INCHES.
  - SOIL TEXTURE OF THE MIX USED FOR STORMWATER WETLANDS SHOULD BE LOAMY SAND, WITH NO MORE THAN 18% CLAY USDA SOIL TEXTURAL CLASSIFICATION.
  - A MINIMUM ORGANIC CONTENT OF 1% BY DRY WEIGHT FOR AREAS PLANTED WITH WOODY SPECIES AND 5% FOR TURF AREAS.
  - THE PH SHOULD BE BETWEEN 5.5 AND 7.0. IF THE PH FALLS OUTSIDE OF THIS RANGE, IT MAY BE MODIFIED WITH LIME TO INCREASE THE PH OR IRON SULFATE AND SULFUR TO LOWER THE PH. THE LIME OR IRON SULFATE MUST BE MIXED UNIFORMLY INTO THE SOIL PRIOR TO USE.
  - TOPSOIL STOCKPILE LOCATION (IF USING ON-SITE SOILS) OR SOURCE OF TOPSOIL IF IMPORTED TO THE SITE. SOIL ANALYSIS FOR ALL TOPSOIL TO BE USED WITHIN A BMP FULFILLING.

### PLANTING SEASONS:

- TREES/SHRUBS.....OCTOBER TO JUNE
- HERBACEOUS PLANTS (SHALLOW LAND).....OCTOBER TO JUNE
- HERBACEOUS PLANTS (SHALLOW WATER).....APRIL TO JUNE (RECOMMENDED) MID-SEPTEMBER TO MID-OCTOBER
- GRASSES.....YEAR ROUND
- PLANTING OUT OF SEASON IS NOT RECOMMENDED. IF CONSTRUCTION SCHEDULE AND PLANTING SCHEDULE DO NOT CORRESPOND, STABILIZE BANKS UPLAND AREA AND SHALLOW LAND WITH APPROPRIATE TEMPORARY COVER CROP AND EROSION CONTROL MATTING UNTIL APPROPRIATE PLANTING SEASON.
- PLANTS SHOULD BE INSTALLED AS LARGE DRIFTS (I.E. MASSES OF A SINGLE SPECIES WITHIN THEIR RESPECTIVE PLANTING AREA. OVERLAPPING OR NEARING OF THE PLANTING AREA EDGES IS RECOMMENDED.
- ALL PLANTS SHALL BE DIRECTLY DESCENDED FROM INDIVIDUALS GROWING WILD WITHIN 100 MILES OF THE PROJECT SITE. IF SUITABLE STOCK CANNOT BE OBTAINED, PLANTS OF OTHER GENETIC PROVENANCE MAY BE UTILIZED WITH THE APPROVAL OF THE LOCAL REGULATORY AGENCY.
- IRRIGATION MAY BE NECESSARY FOR SHALLOW LAND AND WATER ZONES IF PROLONGED DROUGHT DRAWS WATER LEVELS 6" OR MORE BELOW NORMAL POOL DURING THE FIRST SUMMER FOLLOWING PLANT INSTALLATION.
- DO NOT PLANT CATTAILS. CATTAILS, ALTHOUGH A WETLAND PLANT, PROVIDE A HAVEN FOR MOSQUITOES AND WILL TAKE OVER AND CROWD OUT OTHER VITAL VEGETATION.

### WET POND PLANT RECOMMENDATIONS

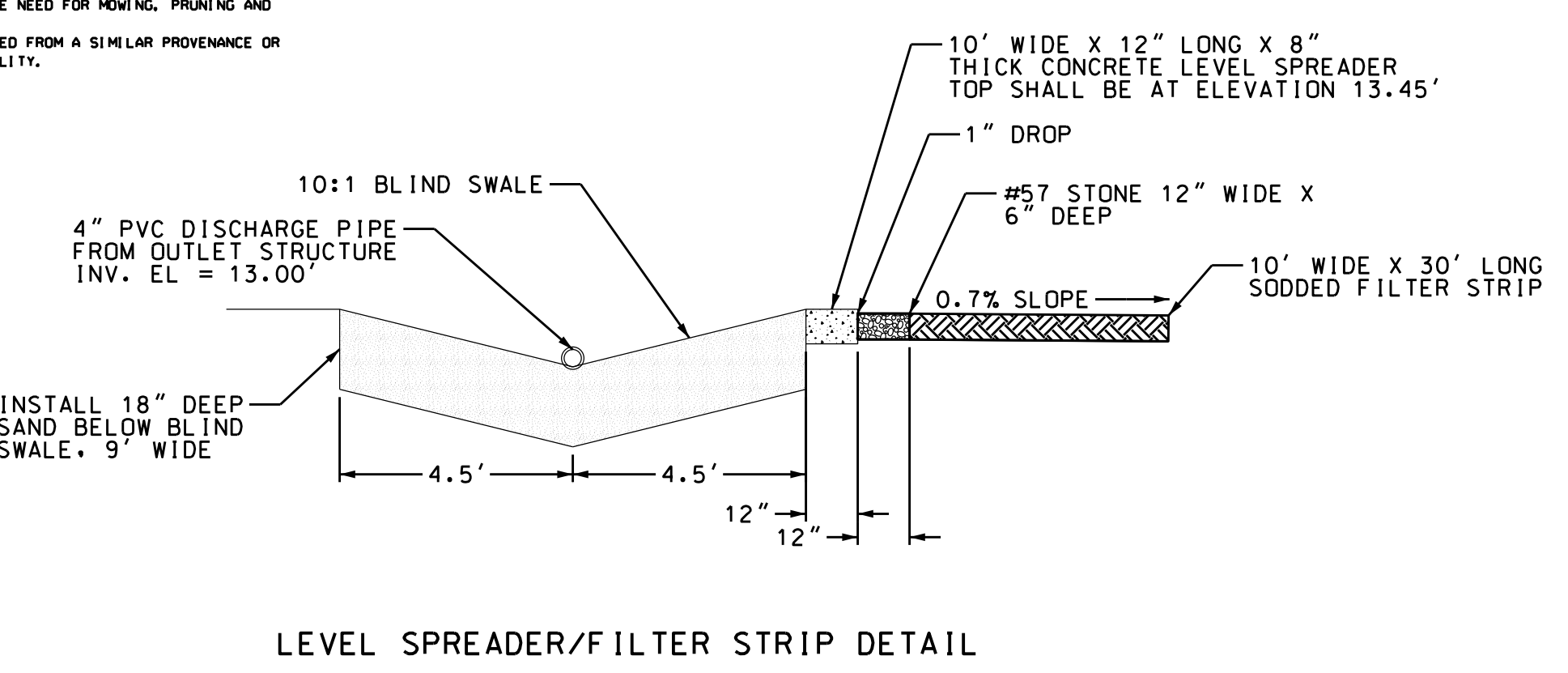
BOTANICAL NAME	COMMON NAME
<b>HERBACEOUS PLANTS</b>	
ASCLEPIAS INCARNATA	SWAMP MILKWEED
CAREX TENERA	QUILL SEDGE
CHELONE GLABRA	WHITE TURTLEHEAD
EUPATORIUM ADOPHIS OBIUS	DWARF JOE PYE WEE
EUPATORIUM ADOPHIS FISTULOSUS	JOE PYE WEE
EUPATORIUM ADOPHIS MACULATUS	SPOTTED TRUMPETWEED
HIBISCUS COCCINEUS	SCARLET ROSE MALLOW
HIBISCUS LAEVIS	HALBERDLAF ROSE MALLOW
KOSTELEZKIA VIRGINICA	SEAGORSE MALLOW
LOBELIA CARDINALIS	CARDINAL FLOWER
LOBELIA ELONGATA	LONGLEAF LOBELIA
LOBELIA SIPHILLITICA	GREAT BLUE LOBELIA
RHYNCHOSPORA COLORATA	STARRUSH WHI TETOP
SACCHARUM BALDWINII	NARROW PLUMEGRASS
<b>SHRUBS</b>	
ARONIA ARBUTIFOLIA	RED CHOKEBERRY
CEPHALANTHUS OCCIDENTALIS	COMMON BUTTONGUSH
CLETHRA ALNI FOLIA	SWEET PEPPERBUSH
CORNUS AMOMUM	SILKY DOGWOOD
CORALLIA RACEMIFLORA	TITI
GORDONIA LASIANTHUS	LOBLOLLY BAY
HYPERICUM BENSI FLORIBUNDUM	ST. JOHNSWORT
ILEX DECIDUA	POSSUMHAW
ILEX GLABRA	INGBERRY
ITEA VIRGINICA	YARROW SWEETSPIRE
ROSA PALUSTRIS	SWAMP ROSE
VACCINIUM CRASGOLIMUM	CREeping BLUEBERRY
VIBURNUM INDIAN VARE, INDIUM	POSSUMHAW

- PLANT REQUIREMENTS:
- SELECT PLANTS FROM THE PLANT LIST ABOVE.
  - A MINIMUM OF THREE (3) DIVERSE SPECIES OF SHALLOW LAND HERBACEOUS VEGETATION.
  - A MINIMUM TWO-YEAR WARRANTY PERIOD STIPULATING REQUIREMENTS FOR PLANT SURVIVAL/REPLACEMENT, AT THE END OF THE FIRST YEAR AND AGAIN AT THE END OF THE TWO-YEAR WARRANTY PERIOD, ALL PLANTS THAT DO NOT SURVIVE MUST BE REPLACED.
  - THE DESIGN FOR PLANTINGS SHALL MINIMIZE THE NEED FOR HERBICIDES, FERTILIZERS, PESTICIDES, OR SOIL AMENDMENTS AT ANY TIME BEFORE, DURING AND AFTER CONSTRUCTION AND ON A LONG TERM BASIS. PLANTINGS SHALL BE DESIGNED TO MINIMIZE THE NEED FOR MOWING, PRUNING AND IRRIGATION.
  - PLANT MATERIAL SHOULD BE PURCHASED FROM A SIMILAR PROVENANCE OR LOCAL SOURCE TO ENSURE SURVIVABILITY.

### PLANTING SPECIFICATIONS:

- FOR EROSION CONTROL PLANTING AND BANK STABILIZATION (UPLAND AREA) FOLLOW EROSION CONTROL SEEDING SCHEDULE.
- UTILIZE A 90-DAY SLOW RELEASE FERTILIZER TABLET FOR PLANTS.
- PLACE 3 OR 4 INCHES OF QUALITY TOPSOIL TO THE SHALLOW LAND AND SHALLOW WATER REGIONS. THE PROJECT CAN UTILIZE THE EXISTING TOPSOIL BY STOCK PILING ON SITE AND AMENDING SOIL AS NECESSARY BASED ON SOIL ANALYSIS RESULTS.
- THE DETENTION POND MUST BE STABILIZED WITHIN 14 DAYS OF CONSTRUCTION. CONSIDER CONSTRUCTION SEQUENCING SO THAT PLANTS CAN BE PLANTED AND THE POND CAN BE BROUGHT ONLINE WITHIN 14 DAYS.

### PLANTING PLAN



### REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCDCEQ
2	CDI	4/26/22	PER NCDCEQ
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

### BMP DETAILS

## AA STORAGE BEAUFORT

2176 LIVE OAK ST.

BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION

ADDRESS: PO BOX 108  
HENDERSON, NC 27536

PHONE: 252-430-6161

DESIGNED: CMC

DRAWN: CMC

CHECKED: CMC

APPROVED: CMC

DATE: 12/15/21

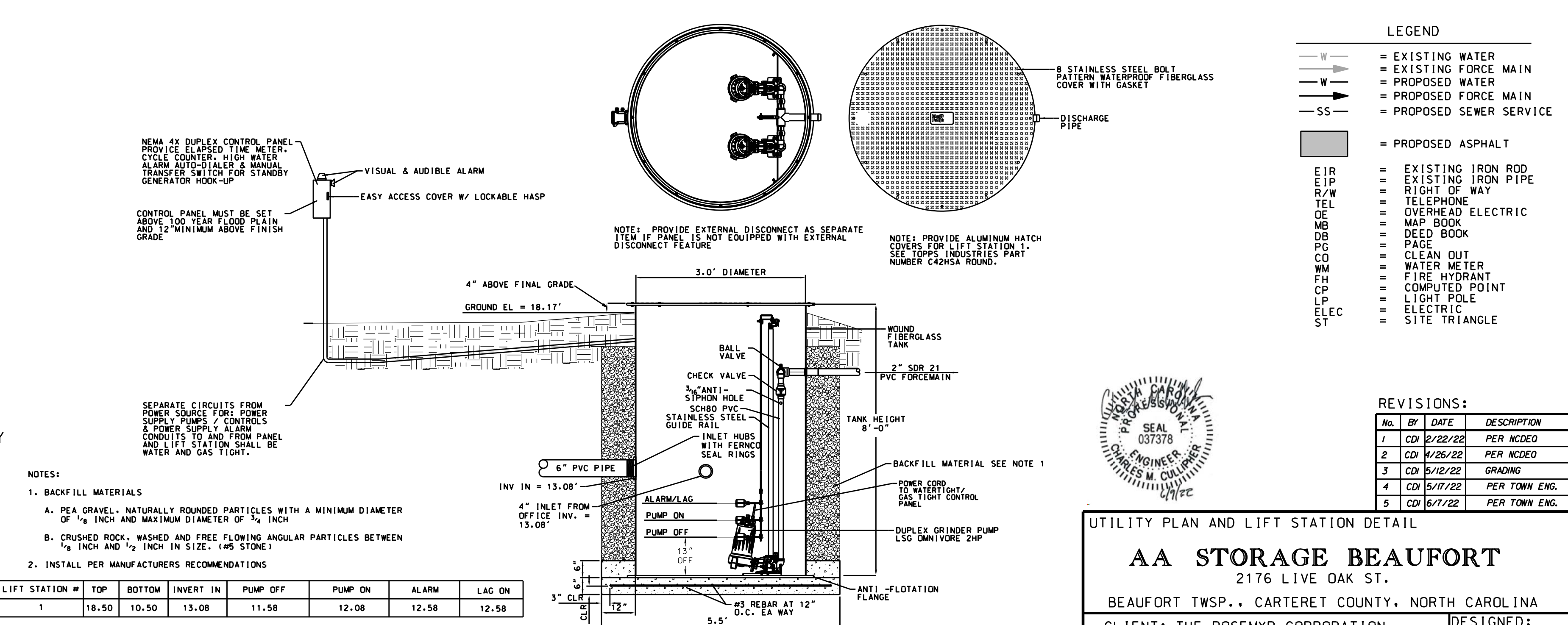
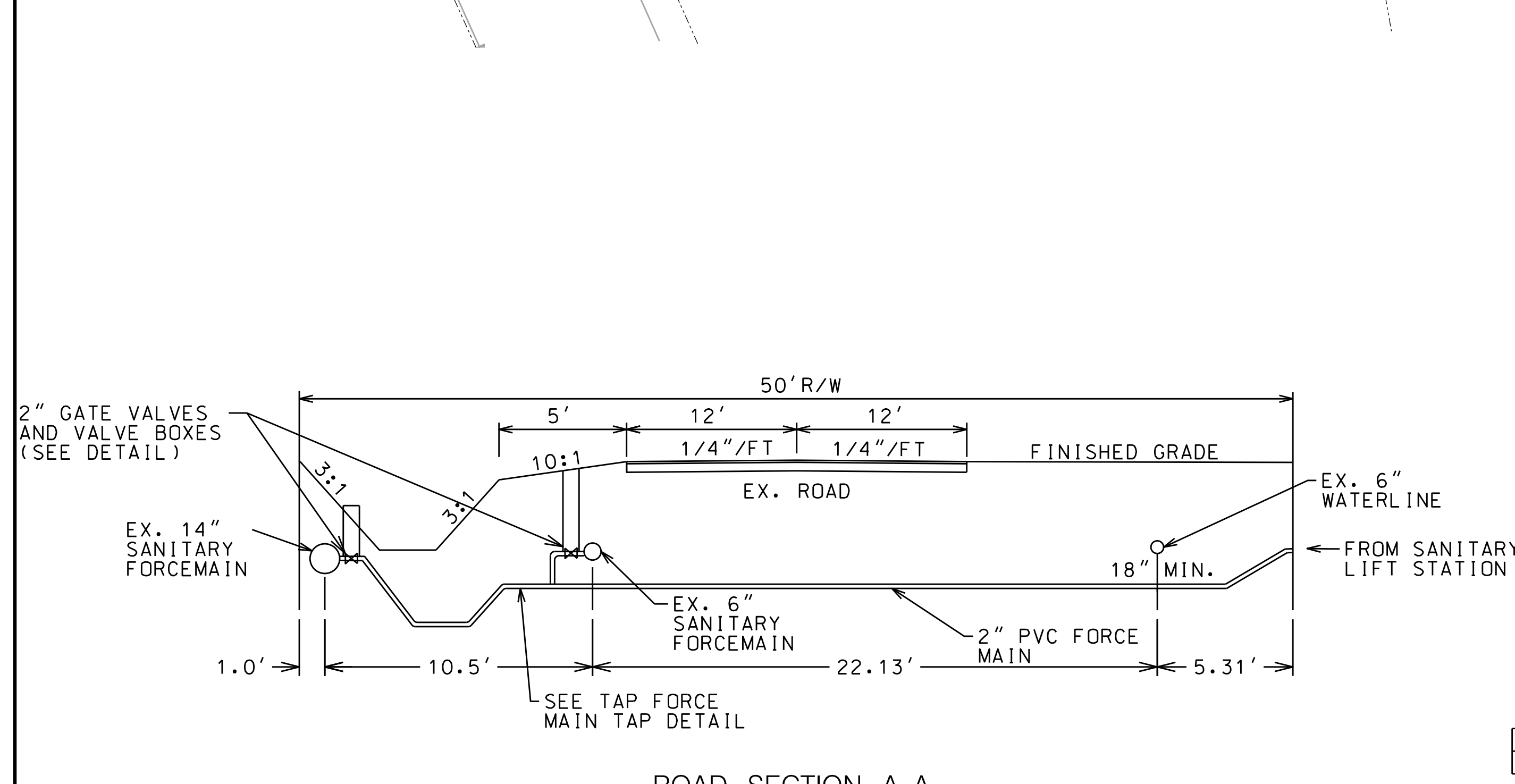
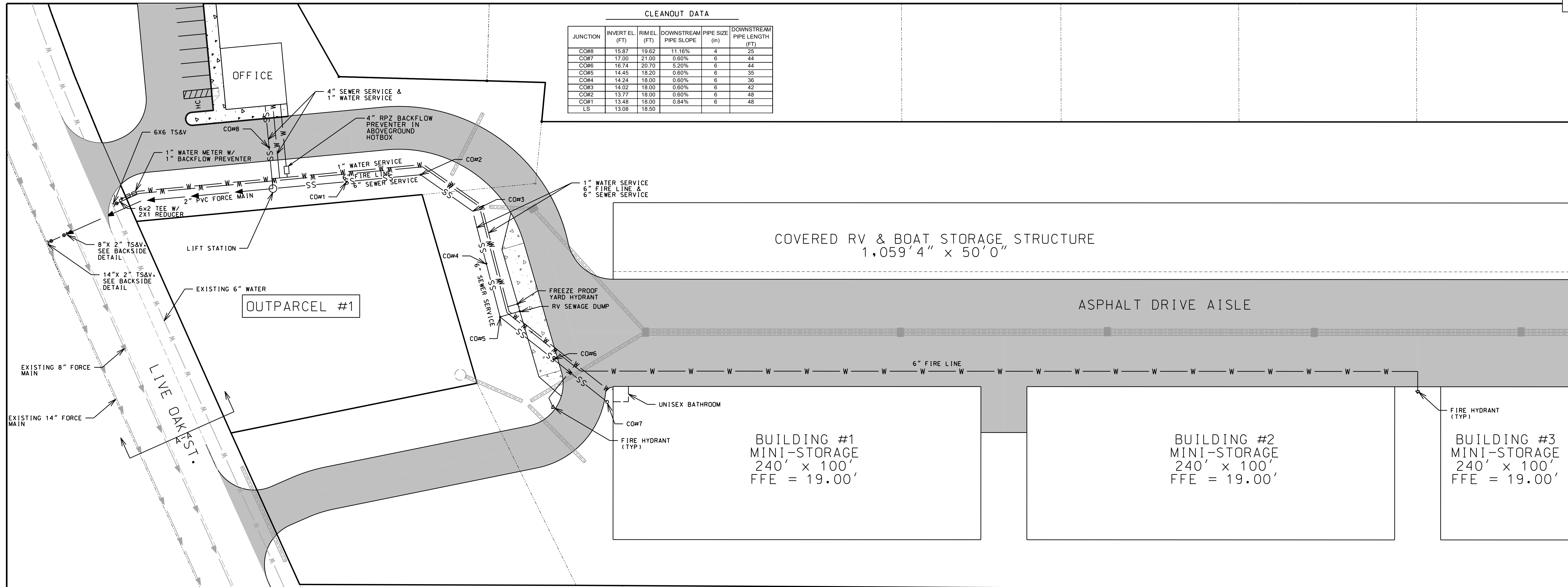
SCALE: NTS

THE CULLIPHER GROUP, P.A.  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MORHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

**CHARLES M. CULLIPHER P.E.**

**CLEANOUT DATA**

JUNCTION	INVERT EL (FT)	RIM EL (FT)	DOWNSTREAM PIPE SLOPE	PIPE SIZE (IN)	DOWNSTREAM PIPE LENGTH (FT)
CO#8	15.87	19.62	11.16%	4	25
CO#7	17.00	21.00	0.80%	6	44
CO#6	16.74	20.70	5.20%	6	44
CO#5	14.45	18.20	0.60%	6	35
CO#4	14.24	18.00	0.60%	6	36
CO#3	14.02	18.00	0.60%	6	42
CO#2	13.77	18.00	0.60%	6	48
CO#1	13.48	18.00	0.84%	6	48
LS	13.08	18.50			



NOTES:

- BACKFILL MATERIALS
  - PEA GRAVEL, NATURALLY ROUNDED PARTICLES WITH A MINIMUM DIAMETER OF 1/4 INCH AND MAXIMUM DIAMETER OF 3/4 INCH
  - CRUSHED ROCK, WASHED AND FREE FLOWING ANGULAR PARTICLES BETWEEN 1/8 INCH AND 1/2 INCH IN SIZE. (#5 STONE)
- INSTALL PER MANUFACTURER'S RECOMMENDATIONS

LIFT STATION #	TOP	BOTTOM	INVERT IN	PUMP OFF	PUMP ON	ALARM	LAG ON
1	18.50	10.50	13.08	11.58	12.08	12.58	12.58

**LEGEND**

- W — = EXISTING WATER
- W — = EXISTING FORCE MAIN
- W — = PROPOSED WATER
- W — = PROPOSED FORCE MAIN
- SS — = PROPOSED SEWER SERVICE
- = PROPOSED ASPHALT
- EIR = EXISTING IRON ROD
- EIP = EXISTING IRON PIPE
- R/W = EXISTING RIGHT OF WAY
- TEL = TELEPHONE
- OE = OVERHEAD ELECTRIC
- MB = MAP BOOK
- DB = DEED BOOK
- PC = PAGE
- CO = CLEAN OUT
- WM = WATER METER
- FH = FIRE HYDRANT
- CP = COMPUTED POINT
- LP = LIGHT POLE
- LEC = ELECTRIC
- ST = SITE TRIANGLE

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEOE
2	CDI	4/26/22	PER NCEOE
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.



**UTILITY PLAN AND LIFT STATION DETAIL**

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.

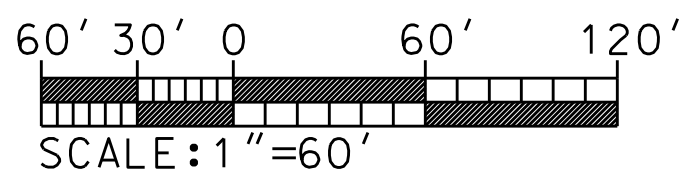
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION  
 ADDRESS: PO BOX 108  
 HENDERSON, NC 27536  
 PHONE: 252-430-6161

DESIGNED: CMC  
 DRAWN: CMC  
 CHECKED: CMC  
 APPROVED: CMC

DATE: 12/15/21  
 SCALE: 1"=60'

**CHARLES M. CULLIPHER P.E.**



**GROUND STABILIZATION AND MATERIALS HANDLING PRACTICES FOR COMPLIANCE WITH THE NCG01 CONSTRUCTION GENERAL PERMIT**

Implementing the details and specifications on this plan sheet will result in the construction activity being considered compliant with the Ground Stabilization and Materials Handling sections of the NCG01 Construction General Permit (Sections E and F, respectively). The permittee shall comply with the Erosion and Sediment Control plan approved by the delegated authority having jurisdiction. All details and specifications shown on this sheet may not apply depending on site conditions and the delegated authority having jurisdiction.

**SECTION E: GROUND STABILIZATION**

Required Ground Stabilization Timeframes		
Site Area Description	Stabilize within this many calendar days after ceasing land disturbance	Timeframe variations
(a) Perimeter dikes, swales, ditches, and perimeter slopes	7	None
(b) High Quality Water (HQW) Zones	7	None
(c) Slopes steeper than 3:1	7	If slopes are 10' or less in length and are not steeper than 2:1, 14 days are allowed
(d) Slopes 3:1 to 4:1	14	-7 days for slopes greater than 50' in length and with slopes steeper than 4:1 -7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones -10 days for Falls Lake Watershed
(e) Areas with slopes flatter than 4:1	14	-7 days for perimeter dikes, swales, ditches, perimeter slopes and HQW Zones -10 days for Falls Lake Watershed unless there is zero slope

**Note:** After the permanent cessation of construction activities, any areas with temporary ground stabilization shall be converted to permanent ground stabilization as soon as practicable but in no case longer than 90 calendar days after the last land disturbing activity. Temporary ground stabilization shall be maintained in a manner to render the surface stable against accelerated erosion until permanent ground stabilization is achieved.

**GROUND STABILIZATION SPECIFICATION**

Stabilize the ground sufficiently so that rain will not dislodge the soil. Use one of the techniques in the table below:

Temporary Stabilization	Permanent Stabilization
<ul style="list-style-type: none"> <li>Temporary grass seed covered with straw or other mulches and tackifiers</li> <li>Hydroseeding</li> <li>Rolled erosion control products with or without temporary grass seed</li> <li>Appropriately applied straw or other mulch</li> <li>Plastic sheeting</li> </ul>	<ul style="list-style-type: none"> <li>Permanent grass seed covered with straw or other mulches and tackifiers</li> <li>Geotextile fabrics such as permanent soil reinforcement matting</li> <li>Hydroseeding</li> <li>Shrubs or other permanent plantings covered with mulch</li> <li>Uniform and evenly distributed ground cover sufficient to restrain erosion</li> <li>Structural methods such as concrete, asphalt or retaining walls</li> <li>Rolled erosion control products with grass seed</li> </ul>

**POLYACRYLAMIDES (PAMS) AND FLOCCULANTS**

- Select flocculants that are appropriate for the soils being exposed during construction, selecting from the *NC DWR List of Approved PAMS/Flocculants*.
- Apply flocculants at or before the inlets to Erosion and Sediment Control Measures.
- Apply flocculants at the concentrations specified in the *NC DWR List of Approved PAMS/Flocculants* and in accordance with the manufacturer's instructions.
- Provide ponding area for containment of treated Stormwater before discharging offsite.
- Store flocculants in leak-proof containers that are kept under storm-resistant cover or surrounded by secondary containment structures.

**EQUIPMENT AND VEHICLE MAINTENANCE**

- Maintain vehicles and equipment to prevent discharge of fluids.
- Provide drip pans under any stored equipment.
- Identify leaks and repair as soon as feasible, or remove leaking equipment from the project.
- Collect all spent fluids, store in separate containers and properly dispose as hazardous waste (recycle when possible).
- Remove leaking vehicles and construction equipment from service until the problem has been corrected.
- Bring used fuels, lubricants, coolants, hydraulic fluids and other petroleum products to a recycling or disposal center that handles these materials.

**LITTER, BUILDING MATERIAL AND LAND CLEARING WASTE**

- Never bury or burn waste. Place litter and debris in approved waste containers.
- Provide a sufficient number and size of waste containers (e.g dumpster, trash receptacle) on site to contain construction and domestic wastes.
- Locate waste containers at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
- Locate waste containers on areas that do not receive substantial amounts of runoff from upland areas and does not drain directly to a storm drain, stream or wetland.
- Cover waste containers at the end of each workday and before storm events or provide secondary containment. Repair or replace damaged waste containers.
- Anchor all lightweight items in waste containers during times of high winds.
- Empty waste containers as needed to prevent overflow. Clean up immediately if containers overflow.
- Dispose waste off-site at an approved disposal facility.
- On business days, clean up and dispose of waste in designated waste containers.

**PAINT AND OTHER LIQUID WASTE**

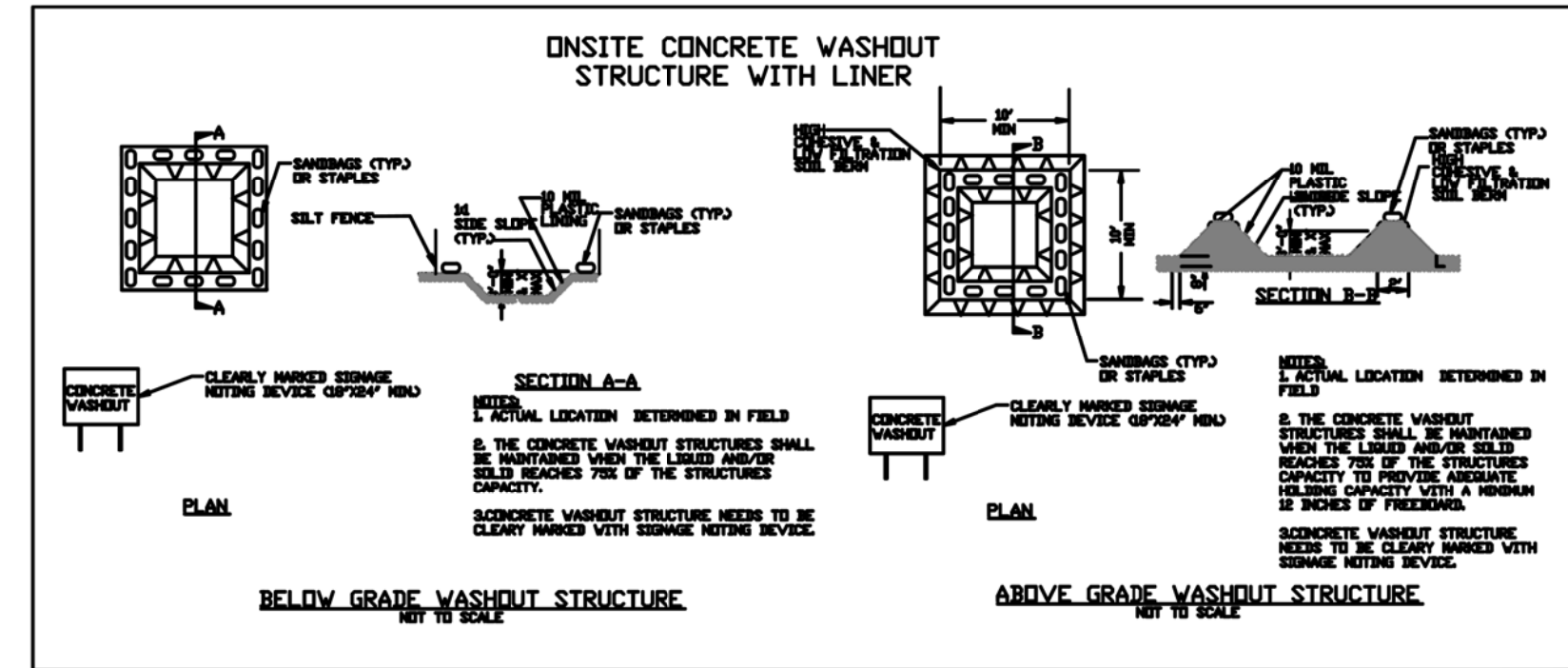
- Do not dump paint and other liquid waste into storm drains, streams or wetlands.
- Locate paint washouts at least 50 feet away from storm drain inlets and surface waters unless no other alternatives are reasonably available.
- Contain liquid wastes in a controlled area.
- Containment must be labeled, sized and placed appropriately for the needs of site.
- Prevent the discharge of soaps, solvents, detergents and other liquid wastes from construction sites.

**PORTABLE TOILETS**

- Install portable toilets on level ground, at least 50 feet away from storm drains, streams or wetlands unless there is no alternative reasonably available. If 50 foot offset is not attainable, provide relocation of portable toilet behind silt fence or place on a gravel pad and surround with sand bags.
- Provide staking or anchoring of portable toilets during periods of high winds or in high foot traffic areas.
- Monitor portable toilets for leaking and properly dispose of any leaked material. Utilize a licensed sanitary waste hauler to remove leaking portable toilets and replace with properly operating unit.

**EARTHEN STOCKPILE MANAGEMENT**

- Show stockpile locations on plans. Locate earthen-material stockpile areas at least 50 feet away from storm drain inlets, sediment basins, perimeter sediment controls and surface waters unless it can be shown no other alternatives are reasonably available.
- Protect stockpile with silt fence installed along toe of slope with a minimum offset of five feet from the toe of stockpile.
- Provide stable stone access point when feasible.
- Stabilize stockpile within the timeframes provided on this sheet and in accordance with the approved plan and any additional requirements. Soil stabilization is defined as vegetative, physical or chemical coverage techniques that will restrain accelerated erosion on disturbed soils for temporary or permanent control needs.



**CONCRETE WASHOUTS**

- Do not discharge concrete or cement slurry from the site.
- Dispose of, or recycle settled, hardened concrete residue in accordance with local and state solid waste regulations and at an approved facility.
- Manage washout from mortar mixers in accordance with the above item and in addition place the mixer and associated materials on impervious barrier and within lot perimeter silt fence.
- Install temporary concrete washouts per local requirements, where applicable. If an alternate method or product is to be used, contact your approval authority for review and approval. If local standard details are not available, use one of the two types of temporary concrete washouts provided on this detail.
- Do not use concrete washouts for dewatering or storing defective curb or sidewalk sections. Stormwater accumulated within the washout may not be pumped into or discharged to the storm drain system or receiving surface waters. Liquid waste must be pumped out and removed from project.
- Locate washouts at least 50 feet from storm drain inlets and surface waters unless it can be shown that no other alternatives are reasonably available. At a minimum, install protection of storm drain inlet(s) closest to the washout which could receive spills or overflow.
- Locate washouts in an easily accessible area, on level ground and install a stone entrance pad in front of the washout. Additional controls may be required by the approving authority.
- Install at least one sign directing concrete trucks to the washout within the project limits. Post signage on the washout itself to identify this location.
- Remove leavings from the washout when at approximately 75% capacity to limit overflow events. Replace the tarp, sand bags or other temporary structural components when no longer functional. When utilizing alternative or proprietary products, follow manufacturer's instructions.
- At the completion of the concrete work, remove remaining leavings and dispose of in an approved disposal facility. Fill pit, if applicable, and stabilize any disturbance caused by removal of washout.

**HERBICIDES, PESTICIDES AND RODENTICIDES**

- Store and apply herbicides, pesticides and rodenticides in accordance with label restrictions.
- Store herbicides, pesticides and rodenticides in their original containers with the label, which lists directions for use, ingredients and first aid steps in case of accidental poisoning.
- Do not store herbicides, pesticides and rodenticides in areas where flooding is possible or where they may spill or leak into wells, stormwater drains, ground water or surface water. If a spill occurs, clean area immediately.
- Do not stockpile these materials onsite.

**HAZARDOUS AND TOXIC WASTE**

- Create designated hazardous waste collection areas on-site.
- Place hazardous waste containers under cover or in secondary containment.
- Do not store hazardous chemicals, drums or bagged materials directly on the ground.

REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEQ
2	CDI	4/26/22	PER NCEQ
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

**NCG01 GROUND STABILIZATION AND MATERIALS HANDLING**

**EFFECTIVE: 04/01/19**

GROUND STABILIZATION AND MATERIALS HANDLING

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

**THE CULLIPHER GROUP, P.A.**  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MOREHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

DATE: 12/15/21  
SCALE: NTS

**CHARLES M. CULLIPHER P.E.**



**PART III  
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

**SECTION A: SELF-INSPECTION**

Self-inspections are required during normal business hours in accordance with the table below. When adverse weather or site conditions would cause the safety of the inspection personnel to be in jeopardy, the inspection may be delayed until the next business day on which it is safe to perform the inspection. In addition, when a storm event of equal to or greater than 1.0 inch occurs outside of normal business hours, the self-inspection shall be performed upon the commencement of the next business day. Any time when inspections were delayed shall be noted in the Inspection Record.

Inspect	Frequency (during normal business hours)	Inspection records must include:
(1) Rain gauge maintained in good working order	Daily	Daily rainfall amounts. If no daily rain gauge observations are made during weekend or holiday periods, and no individual-day rainfall information is available, record the cumulative rain measurement for those unattended days (and this will determine if a site inspection is needed). Days on which no rainfall occurred shall be recorded as "zero." The permittee may use another rain-monitoring device approved by the Division.
(2) E&SC Measures	At least once per 7 calendar days and within 24 hours of a rain event $\geq$ 1.0 inch in 24 hours	1. Identification of the measures inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Indication of whether the measures were operating properly, 5. Description of maintenance needs for the measure, 6. Description, evidence, and date of corrective actions taken.
(3) Stormwater discharge outfalls (SDOs)	At least once per 7 calendar days and within 24 hours of a rain event $\geq$ 1.0 inch in 24 hours	1. Identification of the discharge outfalls inspected, 2. Date and time of the inspection, 3. Name of the person performing the inspection, 4. Evidence of indicators of stormwater pollution such as oil sheen, floating or suspended solids or discoloration, 5. Indication of visible sediment leaving the site, 6. Description, evidence, and date of corrective actions taken.
(4) Perimeter of site	At least once per 7 calendar days and within 24 hours of a rain event $\geq$ 1.0 inch in 24 hours	If visible sedimentation is found outside site limits, then a record of the following shall be made: 1. Actions taken to clean up or stabilize the sediment that has left the site limits, 2. Description, evidence, and date of corrective actions taken, and 3. An explanation as to the actions taken to control future releases.
(5) Streams or wetlands onsite or offsite (where accessible)	At least once per 7 calendar days and within 24 hours of a rain event $\geq$ 1.0 inch in 24 hours	If the stream or wetland has increased visible sedimentation or a stream has visible increased turbidity from the construction activity, then a record of the following shall be made: 1. Description, evidence and date of corrective actions taken, and 2. Records of the required reports to the appropriate Division Regional Office per Part III, Section C, Item (2)(a) of this permit of this permit.
(6) Ground stabilization measures	After each phase of grading	1. The phase of grading (installation of perimeter E&SC measures, clearing and grubbing, installation of storm drainage facilities, completion of all land-disturbing activity, construction or redevelopment, permanent ground cover). 2. Documentation that the required ground stabilization measures have been provided within the required timeframe or an assurance that they will be provided as soon as possible.

NOTE: The rain inspection resets the required 7 calendar day inspection requirement.

**PART III  
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

**SECTION B: RECORDKEEPING**

**1. E&SC Plan Documentation**

The approved E&SC plan as well as any approved deviation shall be kept on the site. The approved E&SC plan must be kept up-to-date throughout the coverage under this permit. The following items pertaining to the E&SC plan shall be documented in the manner described:

Item to Document	Documentation Requirements
(a) Each E&SC Measure has been installed and does not significantly deviate from the locations, dimensions and relative elevations shown on the approved E&SC Plan.	Initial and date each E&SC Measure on a copy of the approved E&SC Plan or complete, date and sign an inspection report that lists each E&SC Measure shown on the approved E&SC Plan. This documentation is required upon the initial installation of the E&SC Measures or if the E&SC Measures are modified after initial installation.
(b) A phase of grading has been completed.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate completion of the construction phase.
(c) Ground cover is located and installed in accordance with the approved E&SC Plan.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate compliance with approved ground cover specifications.
(d) The maintenance and repair requirements for all E&SC Measures have been performed.	Complete, date and sign an inspection report.
(e) Corrective actions have been taken to E&SC Measures.	Initial and date a copy of the approved E&SC Plan or complete, date and sign an inspection report to indicate the completion of the corrective action.

**2. Additional Documentation**

In addition to the E&SC Plan documents above, the following items shall be kept on the site and available for agency inspectors at all times during normal business hours, unless the Division provides a site-specific exemption based on unique site conditions that make this requirement not practical:

- This general permit as well as the certificate of coverage, after it is received.
- Records of inspections made during the previous 30 days. The permittee shall record the required observations on the Inspection Record Form provided by the Division or a similar inspection form that includes all the required elements. Use of electronically-available records in lieu of the required paper copies will be allowed if shown to provide equal access and utility as the hard-copy records.
- All data used to complete the Notice of Intent and older inspection records shall be maintained for a period of three years after project completion and made available upon request. [40 CFR 122.41]

**PART III  
SELF-INSPECTION, RECORDKEEPING AND REPORTING**

**SECTION C: REPORTING**

**1. Occurrences that must be reported**

- Permittees shall report the following occurrences:
- Visible sediment deposition in a stream or wetland.
  - Oil spills if:
    - They are 25 gallons or more,
    - They are less than 25 gallons but cannot be cleaned up within 24 hours,
    - They cause sheen on surface waters (regardless of volume), or
    - They are within 100 feet of surface waters (regardless of volume).

(a) Releases of hazardous substances in excess of reportable quantities under Section 311 of the Clean Water Act (Ref: 40 CFR 110.3 and 40 CFR 117.3) or Section 102 of CERCLA (Ref: 40 CFR 302.4) or G.S. 143-215.85.

(b) Anticipated bypasses and unanticipated bypasses.

(c) Noncompliance with the conditions of this permit that may endanger health or the environment.

**2. Reporting Timeframes and Other Requirements**

After a permittee becomes aware of an occurrence that must be reported, he shall contact the appropriate Division regional office within the timeframes and in accordance with the other requirements listed below. Occurrences outside normal business hours may also be reported to the Division's Emergency Response personnel at (800) 662-7956, (800) 858-0368 or (919) 733-3300.

Occurrence	Reporting Timeframes (After Discovery) and Other Requirements
(a) Visible sediment deposition in a stream or wetland	<ul style="list-style-type: none"> <li><b>Within 24 hours</b>, an oral or electronic notification.</li> <li><b>Within 7 calendar days</b>, a report that contains a description of the sediment and actions taken to address the cause of the deposition. Division staff may waive the requirement for a written report on a case-by-case basis.</li> <li>If the stream is named on the <a href="#">NC 303(d) list</a> as impaired for sediment-related causes, the permittee may be required to perform additional monitoring, inspections or apply more stringent practices if staff determine that additional requirements are needed to assure compliance with the federal or state impaired-waters conditions.</li> </ul>
(b) Oil spills and release of hazardous substances per Item 1(b)-(c) above	<ul style="list-style-type: none"> <li><b>Within 24 hours</b>, an oral or electronic notification. The notification shall include information about the date, time, nature, volume and location of the spill or release.</li> </ul>
(c) Anticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> <li><b>A report at least ten days before the date of the bypass, if possible.</b> The report shall include an evaluation of the anticipated quality and effect of the bypass.</li> </ul>
(d) Unanticipated bypasses [40 CFR 122.41(m)(3)]	<ul style="list-style-type: none"> <li><b>Within 24 hours</b>, an oral or electronic notification.</li> <li><b>Within 7 calendar days</b>, a report that includes an evaluation of the quality and effect of the bypass.</li> </ul>
(e) Noncompliance with the conditions of this permit that may endanger health or the environment [40 CFR 122.41(l)(7)]	<ul style="list-style-type: none"> <li><b>Within 24 hours</b>, an oral or electronic notification.</li> <li><b>Within 7 calendar days</b>, a report that contains a description of the noncompliance, and its causes; the period of noncompliance, including exact dates and times, and if the noncompliance has not been corrected, the anticipated time noncompliance is expected to continue; and steps taken or planned to reduce, eliminate, and prevent reoccurrence of the noncompliance. [40 CFR 122.41(l)(6)].</li> <li>Division staff may waive the requirement for a written report on a case-by-case basis.</li> </ul>



**NCG01 SELF-INSPECTION, RECORDKEEPING AND REPORTING**

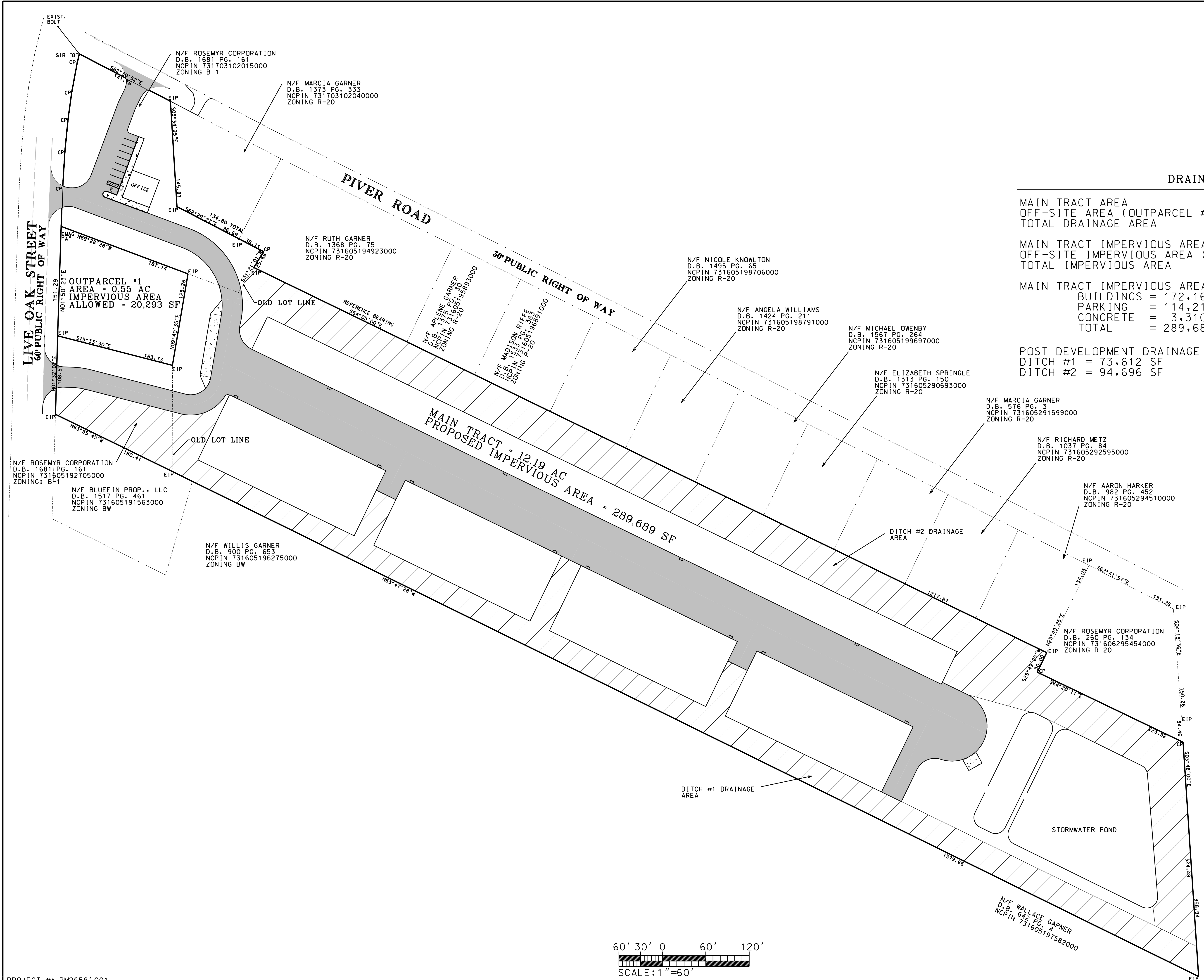
**EFFECTIVE: 04/01/19**

**REVISIONS:**

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEQ
2	CDI	4/26/22	PER NCEQ
3	CDI	5/12/22	GRADING
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

SELF-INSPECTION, RECORDKEEPING, AND REPORTING	
<b>AA STORAGE BEAUFORT</b> 2176 LIVE OAK ST. BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA	
CLIENT: THE ROSEMYR CORPORATION	DESIGNED: CMC
ADDRESS: PO BOX 108 HENDERSON, NC 27536	DRAWN: CMC
PHONE: 252-430-6161	CHECKED: CMC
THE CULLIPHER GROUP, P.A. ENGINEERING & SURVEYING SERVICES 151A HIGHWAY 24 MORRISVILLE, N.C. 28557 (252) 773-0090 LICENSE NO. C-4482	APPROVED: CMC
<b>CHARLES M. CULLIPHER P.E.</b>	DATE: 12/15/21 SCALE: NTS





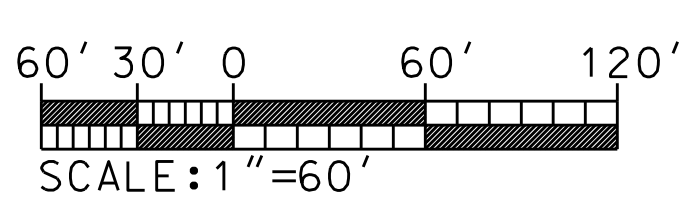
**DRAINAGE AREA TABLE**

MAIN TRACT AREA	= 531,146 SF (12.18 AC)
OFF-SITE AREA (OUTPARCEL #1)	= 23,874 SF (0.56 AC)
TOTAL DRAINAGE AREA	= 555,020 SF (12.74 AC)
MAIN TRACT IMPERVIOUS AREA	= 289,689 SF (6.65 AC)
OFF-SITE IMPERVIOUS AREA (OUTPARCEL #1)	= 20,293 SF (0.47 AC)
TOTAL IMPERVIOUS AREA	= 309,982 SF (7.12 AC)
<b>MAIN TRACT IMPERVIOUS AREA BREAKDOWN</b>	
BUILDINGS	= 172,167 SF
PARKING	= 114,212 SF
CONCRETE	= 3,310 SF
TOTAL	= 289,689 SF
<b>POST DEVELOPMENT DRAINAGE AREAS FOR EX. DITCHES</b>	
DITCH #1	= 73,612 SF
DITCH #2	= 94,696 SF

N/F ROSEMYR CORPORATION  
D.B. 1681 PG. 161  
NCPIN 731605192705000  
ZONING: B-1

N/F BLUEFIN PROP., LLC  
D.B. 1517 PG. 461  
NCPIN 731605191563000  
ZONING BW

N/F WILLIS GARNER  
D.B. 900 PG. 653  
NCPIN 731605196275000  
ZONING BW



**REVISIONS:**

No.	BY	DATE	DESCRIPTION
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5	CDI	6/7/22	PER TOWN ENG.

OVERALL DRAINAGE AREA MAP

**AA STORAGE BEAUFORT**  
2176 LIVE OAK ST.  
BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

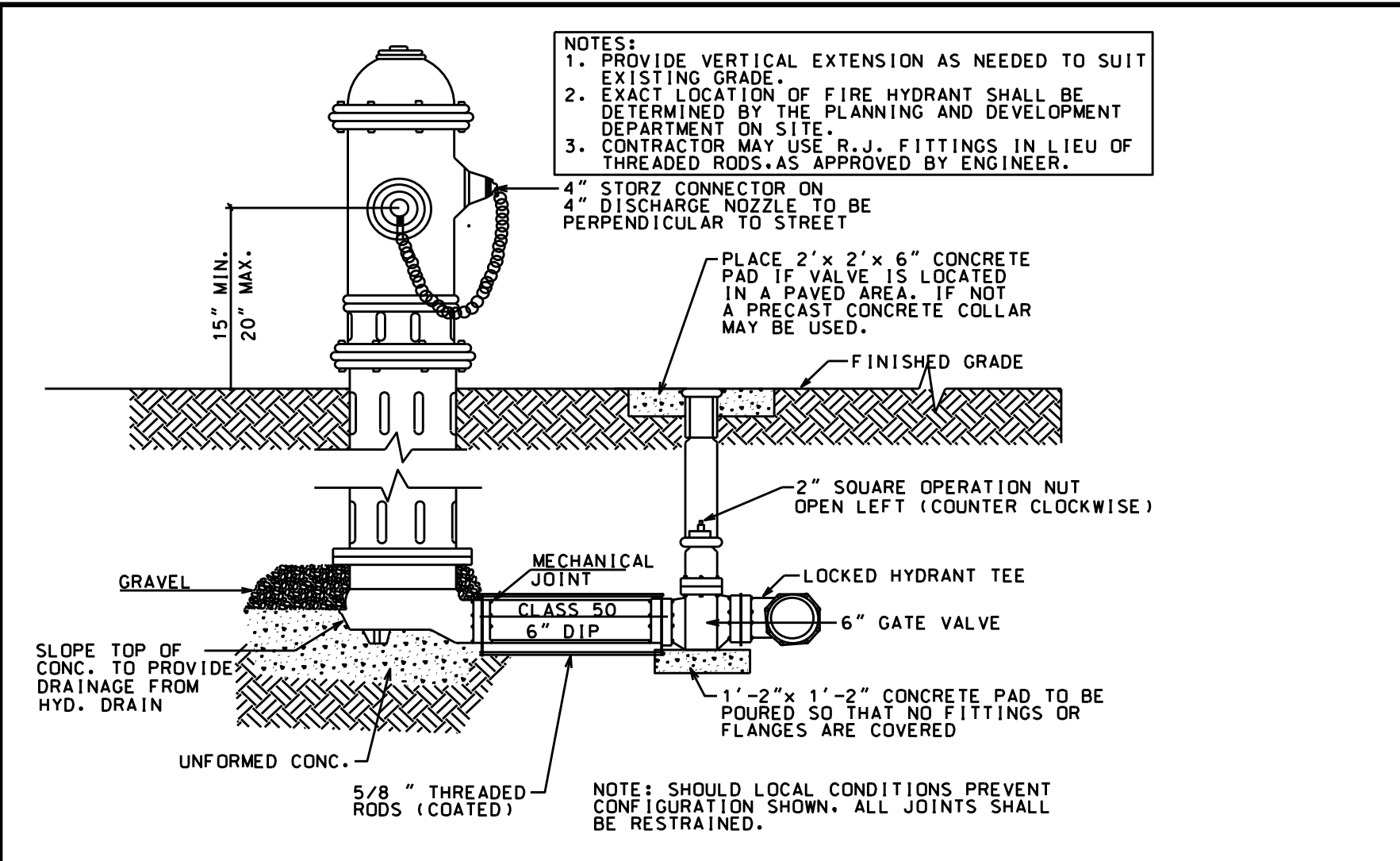
CLIENT: THE ROSEMYR CORPORATION  
ADDRESS: PO BOX 108  
HENDERSON, NC 27536  
PHONE: 252-430-6161

DESIGNED: CMC  
DRAWN: CMC  
CHECKED: CMC  
APPROVED: CMC

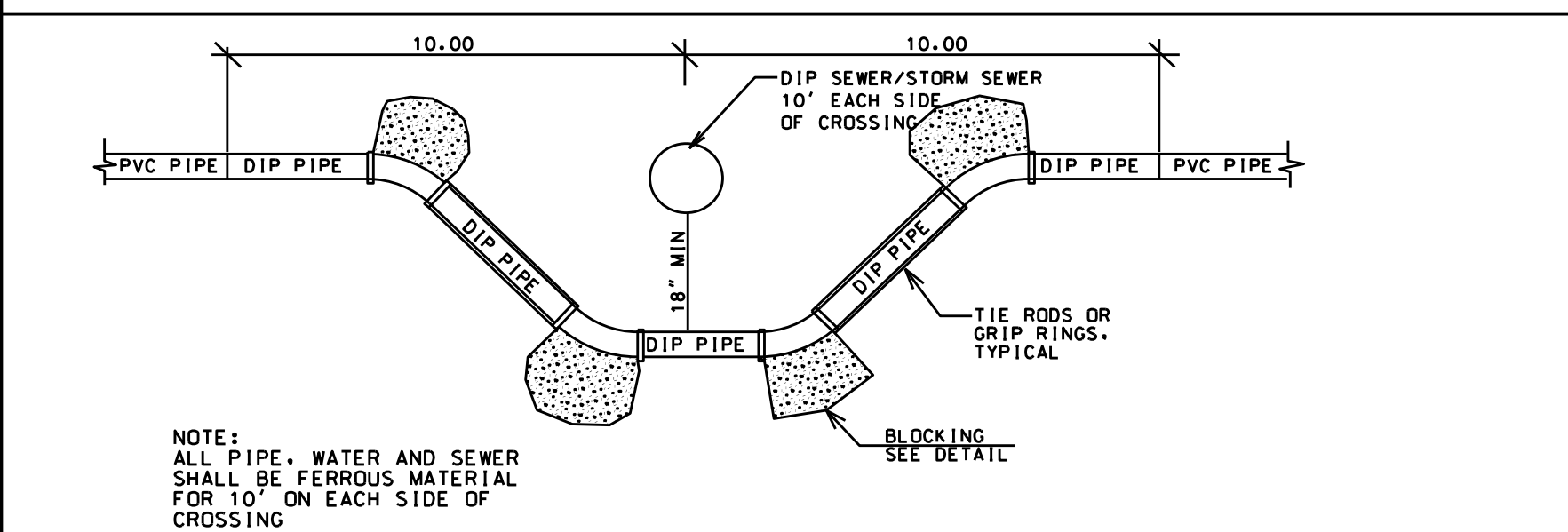
DATE: 12/15/21  
SCALE: 1"=60'

**THE CULLIPHER GROUP, P.A.**  
ENGINEERING & SURVEYING SERVICES  
151A HIGHWAY 24  
MOREHEAD CITY, N.C. 28557  
(252) 773-0090 LICENSE NO. C-4482

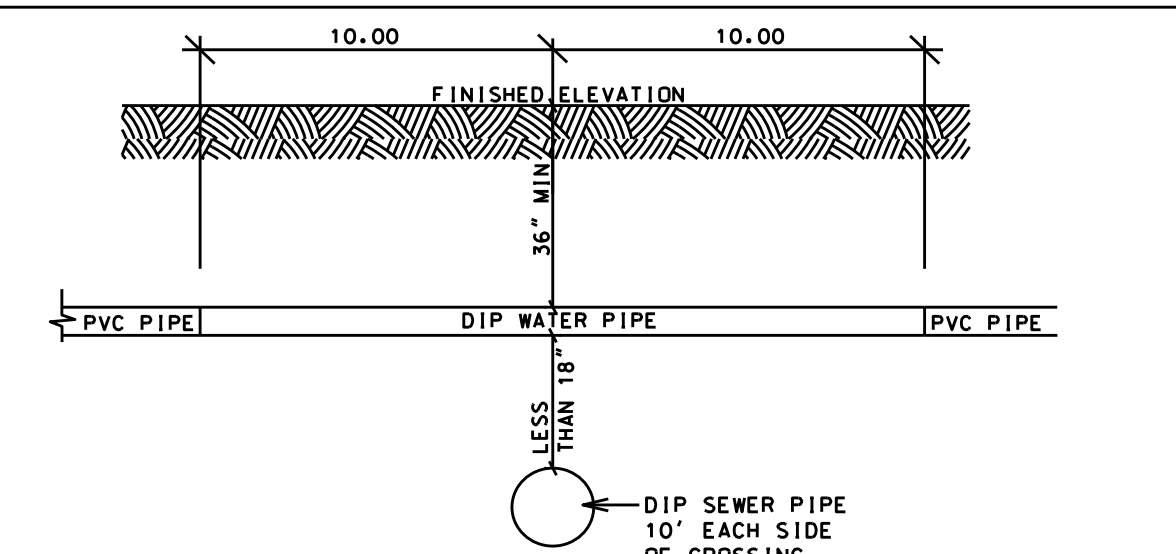
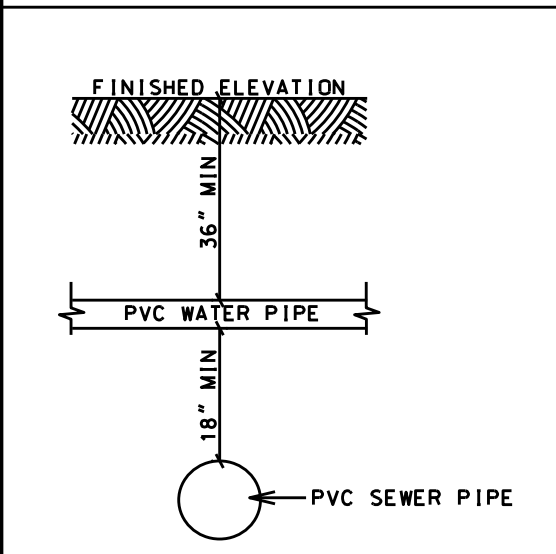
**CHARLES M. CULLIPHER P.E.**



1/8 TYPICAL FIRE HYDRANT ASSEMBLY



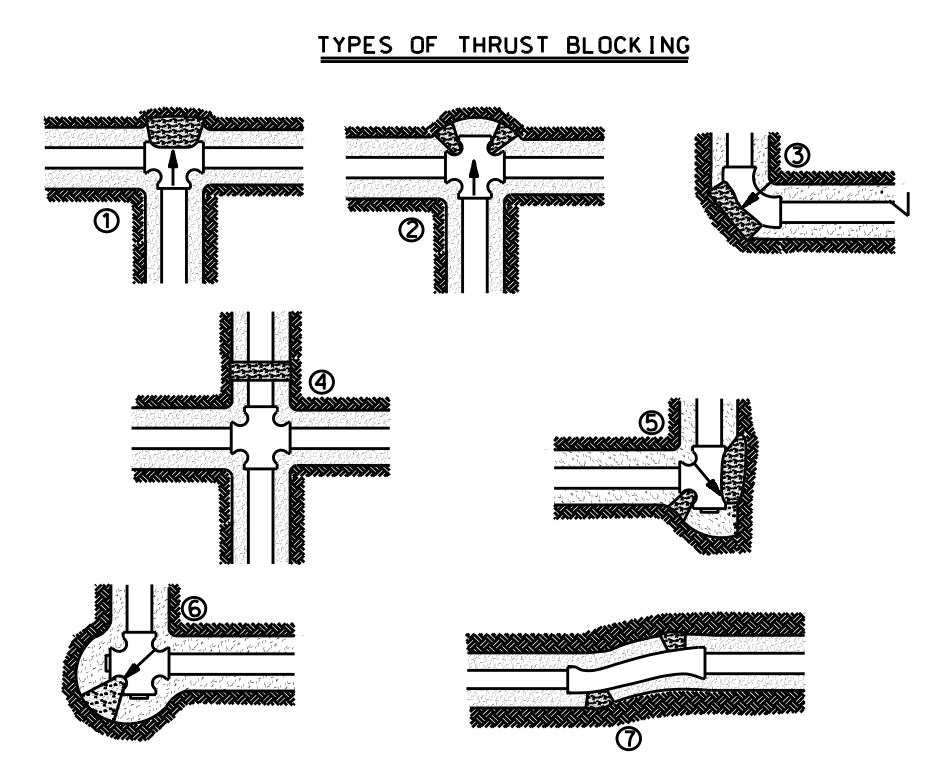
WATER UNDER SEWER



2/8 CROSSING DETAILS

RESULTANT THRUST AT FITTING AT 150 P.S.I. WATER PRESSURE

NORMAL PIPE DIA.	TOTAL POUNDS				
	90° BEND	45° BEND	22 1/2° BEND	11 1/4° BEND	
4"	2,700	3,800	2,100	1,100	530
6"	5,600	8,000	4,300	2,200	1,100
8"	9,700	13,600	7,400	3,600	1,900
10"	14,500	20,500	11,100	5,700	2,800
12"	20,500	29,000	15,700	8,000	4,000
14"	27,600	39,000	21,100	11,000	5,400
16"	35,700	50,400	27,300	14,000	7,000
18"	44,800	63,400	34,400	17,500	8,800
20"	55,000	77,800	42,100	21,500	10,800
24"	78,500	111,000	60,000	31,600	15,400
30"	120,800	170,600	98,300	47,100	23,600
36"	172,800	274,400	132,300	67,500	33,800
42"	233,300	330,000	178,600	91,000	45,700
48"	304,000	430,000	232,700	118,600	59,800
54"	384,100	543,200	294,000	149,000	75,300



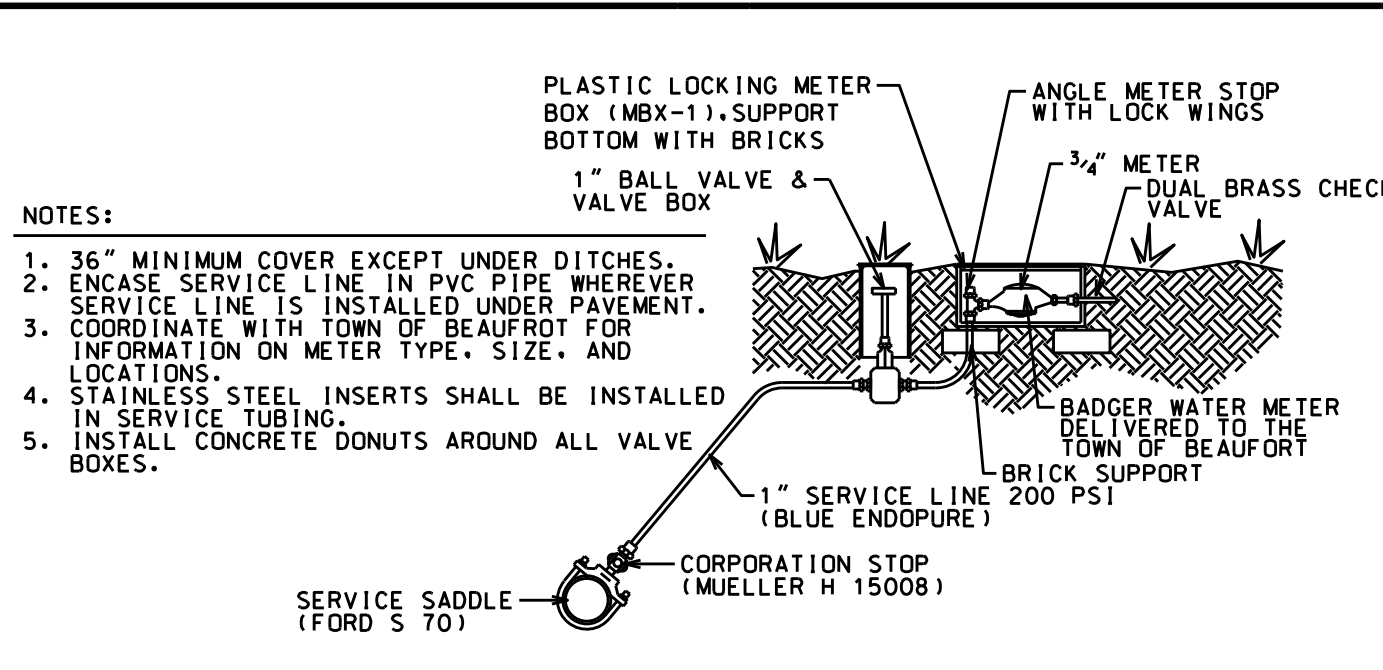
BEARING LOAD (LB./SQ. FT.)

SOIL	BEARING LOAD (LB./SQ. FT.)
MUCK	0
SOFT CLAY	1,000
SILT	1,500
SANDY SILT	3,000
SANDY CLAY	4,000
HARD CLAY	6,000
HARD CLAY	9,000

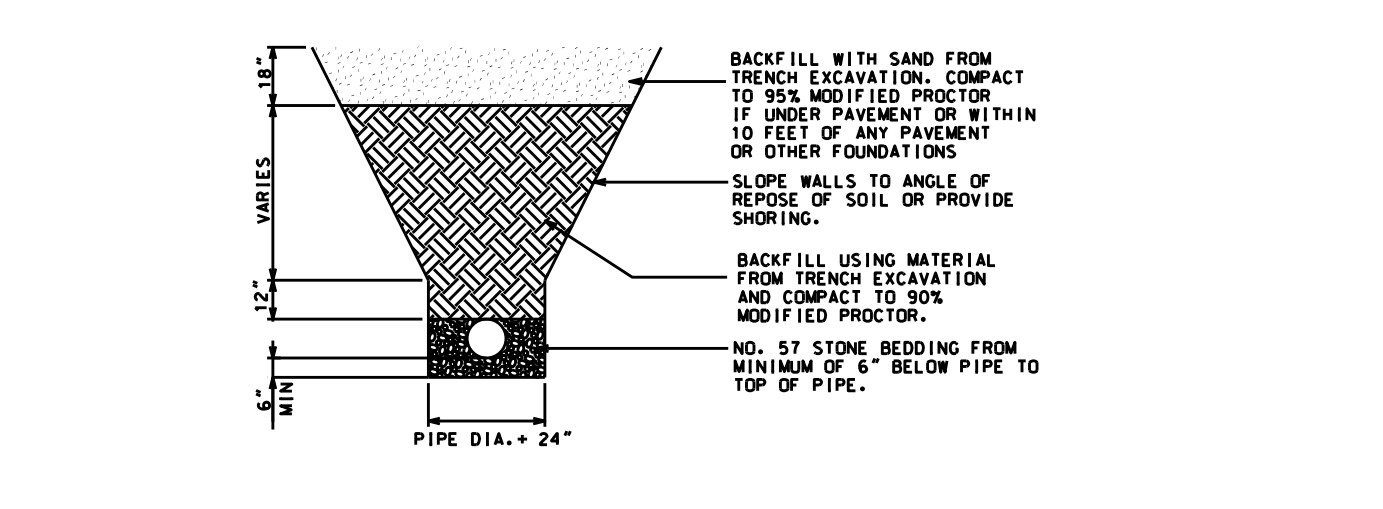
TO DETERMINE THE SIZE OF A CONCRETE THRUST BLOCK, DIVIDE THE TOTAL FORCE BY THE BEARING VALUES OF THE SOIL. THE QUOTIENT WILL BE THE SIZE OF THE BEARING AREA OF THE THRUST BLOCK IN SQUARE FEET. APPROXIMATE VALUES FOR VARIOUS TYPES OF SOILS ARE LISTED IN THE TABLE. NO RESPONSIBILITY CAN BE ASSUMED FOR THE ACCURACY OF THE DATA IN THIS TABLE DUE TO THE WIDE VARIATION OF BEARING LOAD CAPACITIES FOR EACH SOIL TYPE.

SEE BEAUFORT MANUAL FOR ADDITIONAL DETAILS ON THRUST BLOCKING

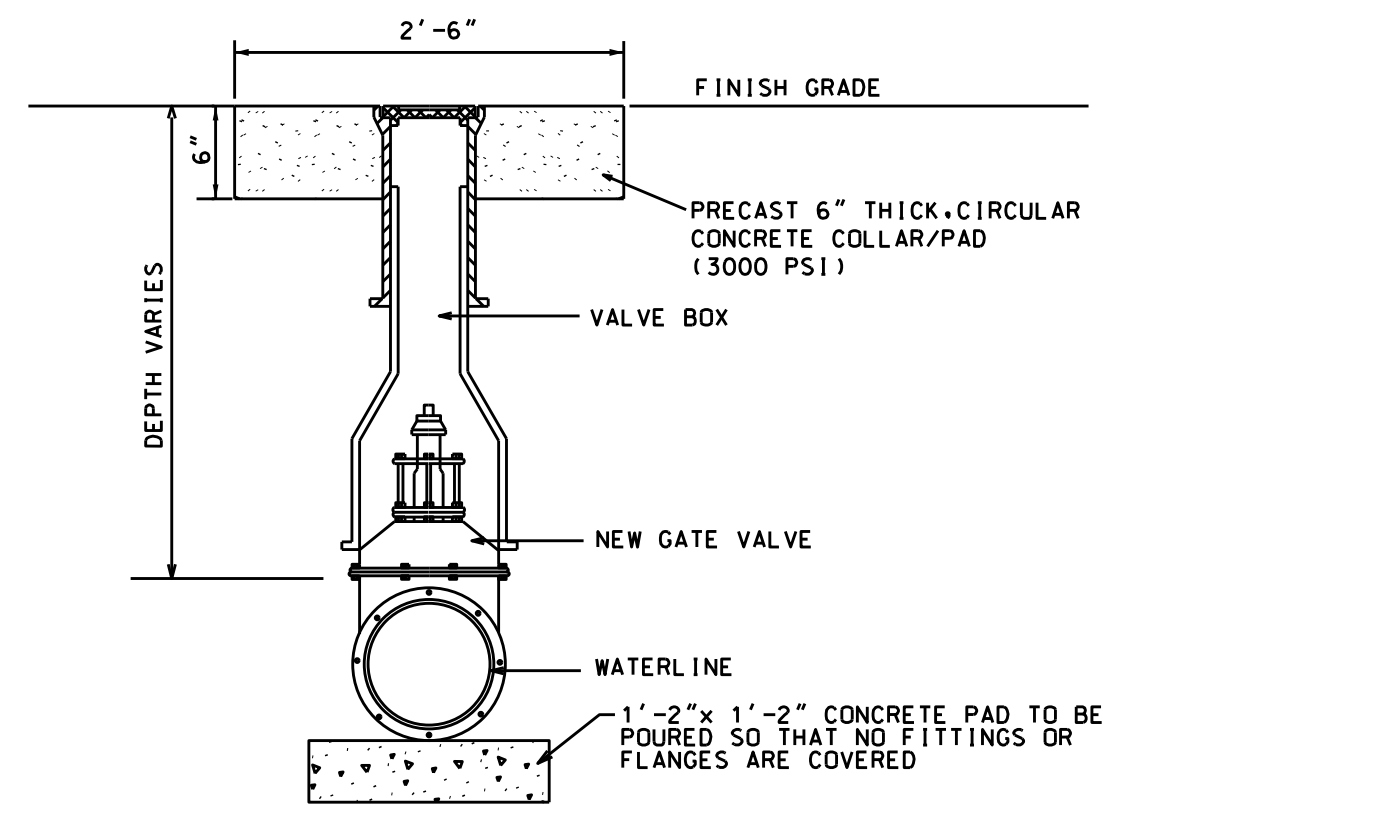
3/8 THRUST BLOCKING DETAIL



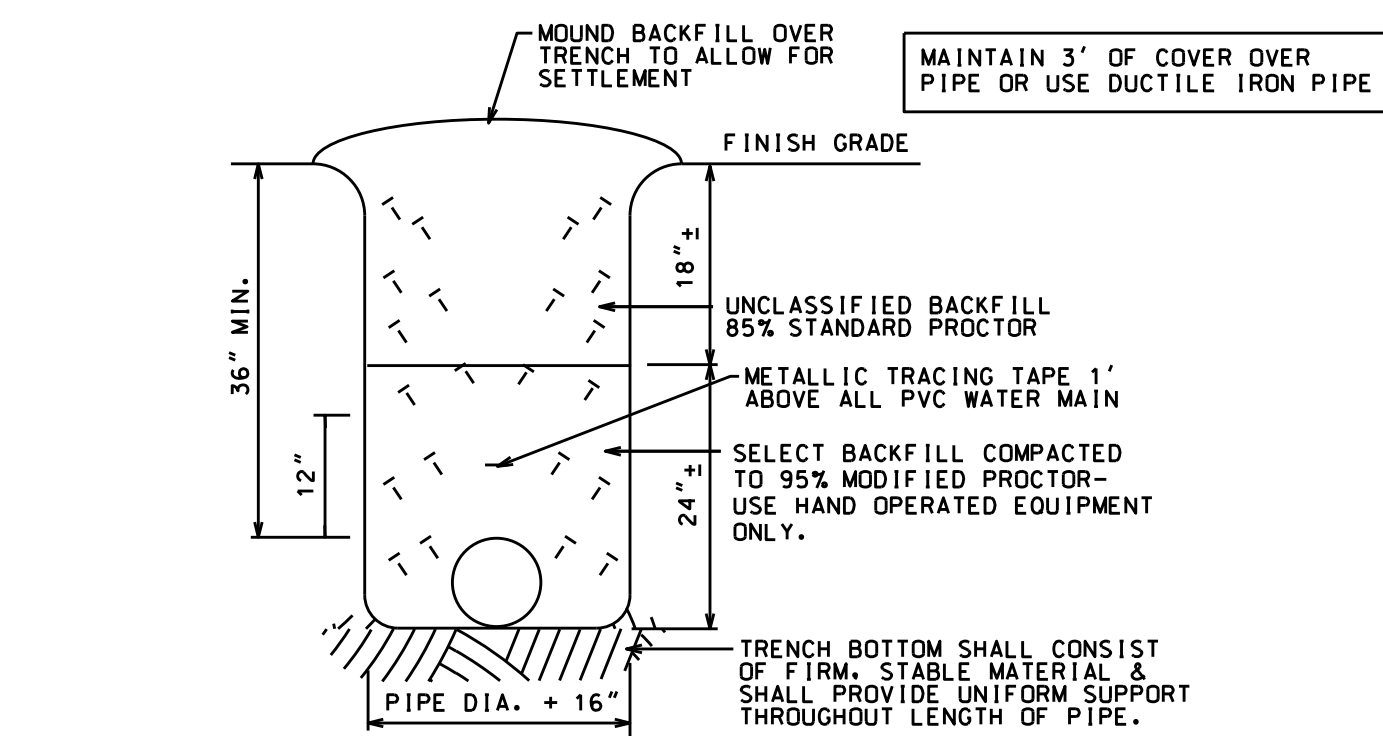
4/8 WATER METER SET



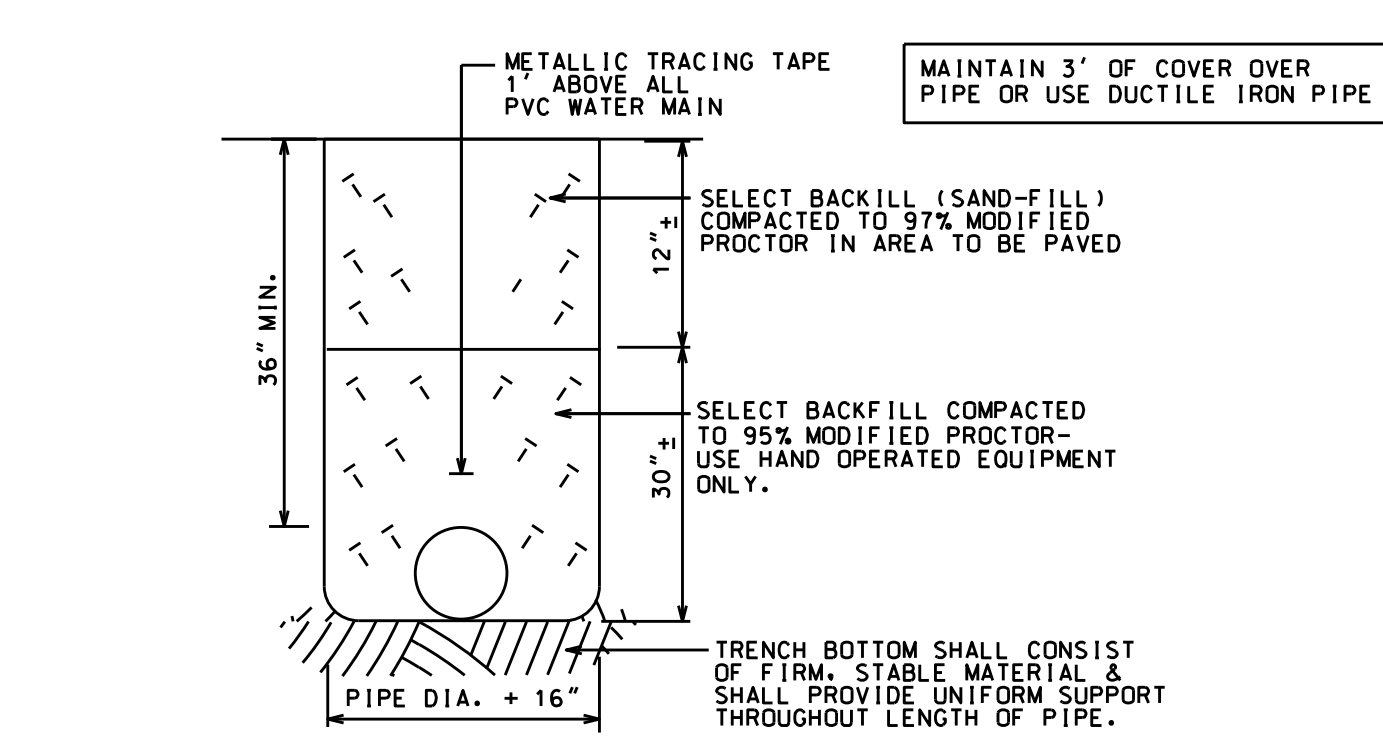
5/8 SEWER PIPE TRENCH



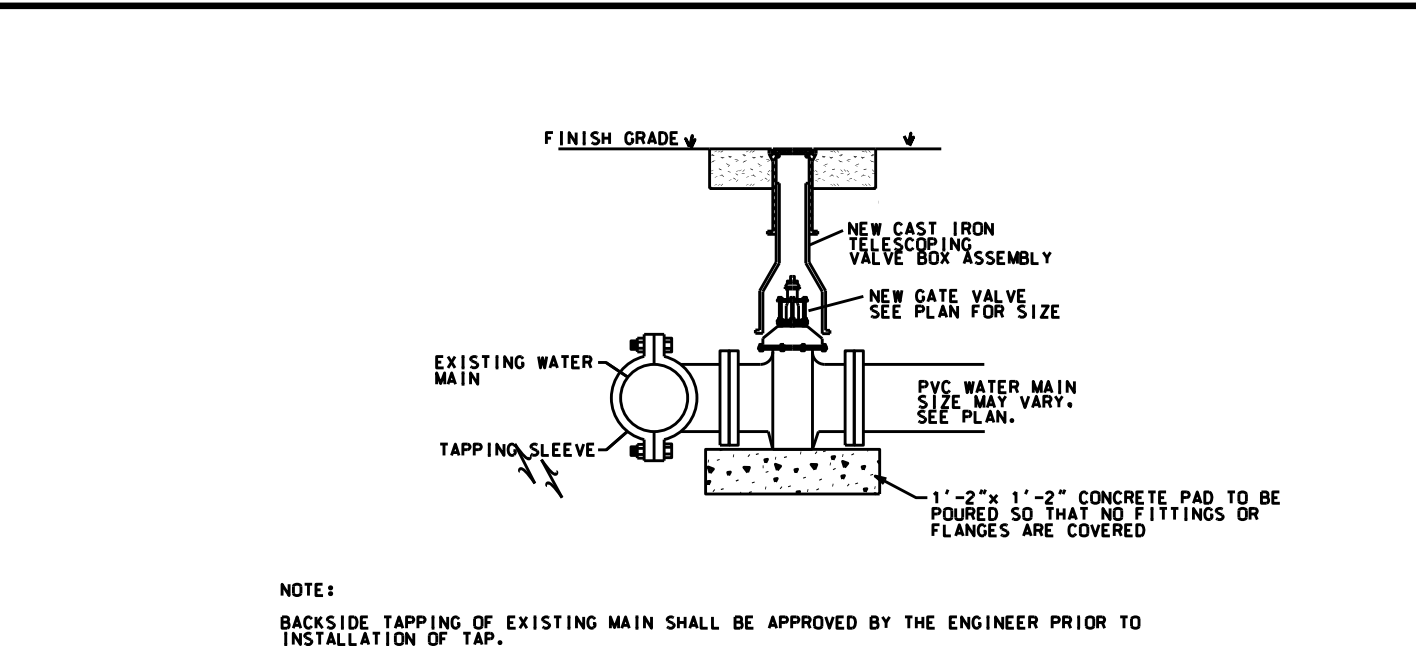
6/8 NEW GATE VALVE & VALVE BOX DETAIL



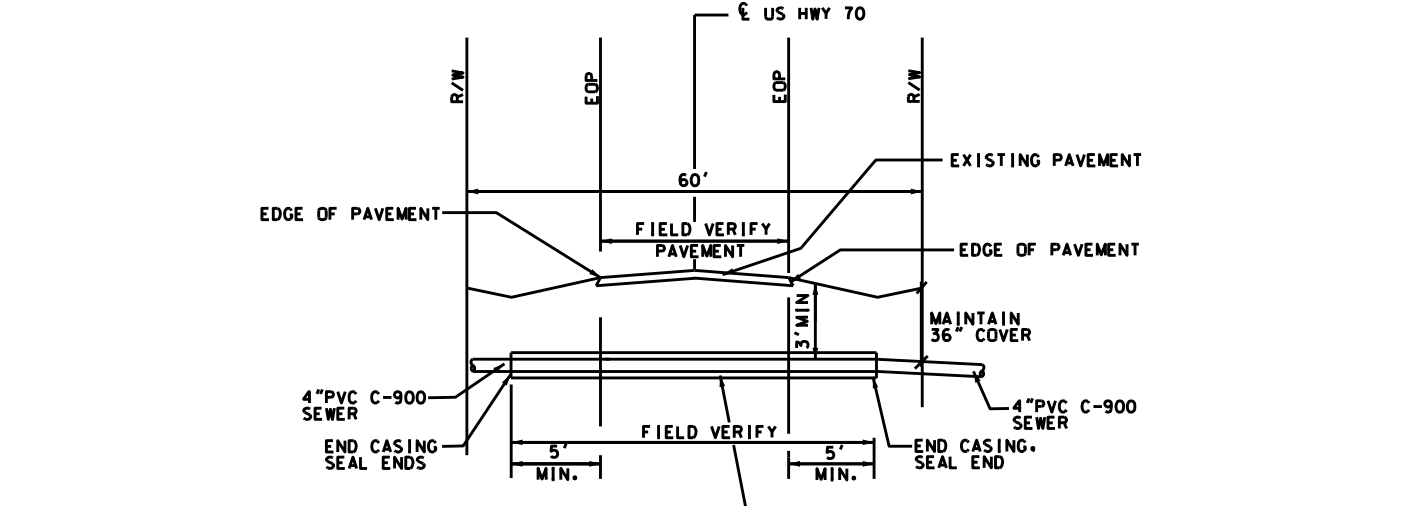
7/8 WATER PIPE TRENCH DETAIL OUTSIDE PAVED AREA



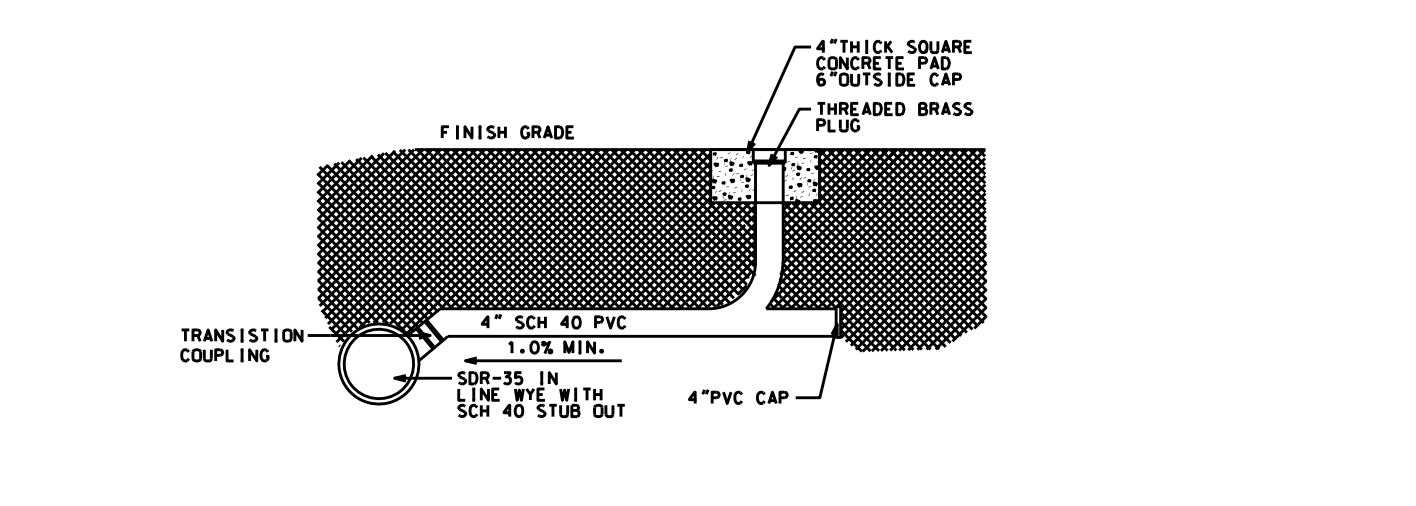
8/8 WATER PIPE TRENCH DETAIL AREA TO BE PAVED



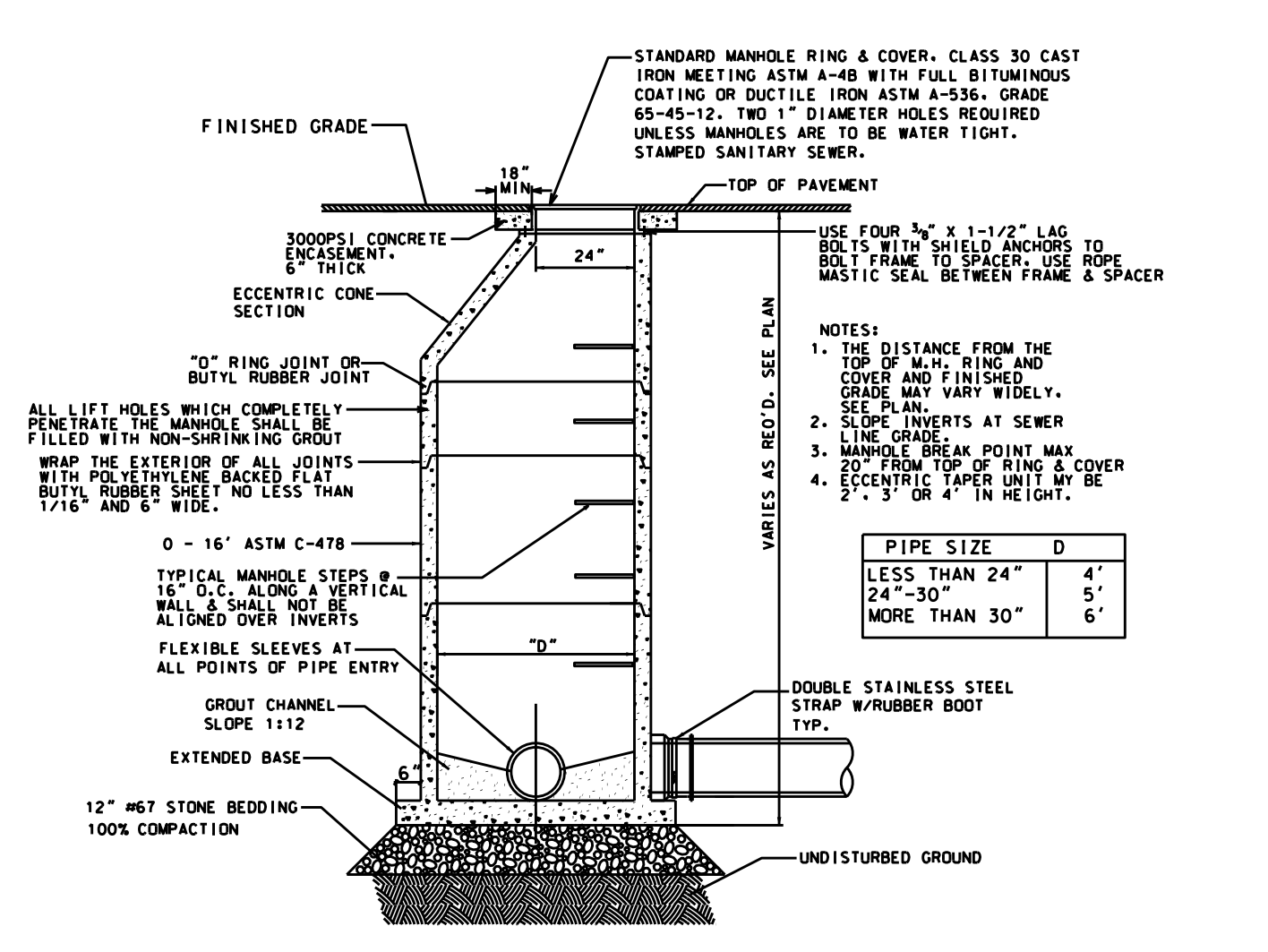
24/7 TAPPING DETAIL



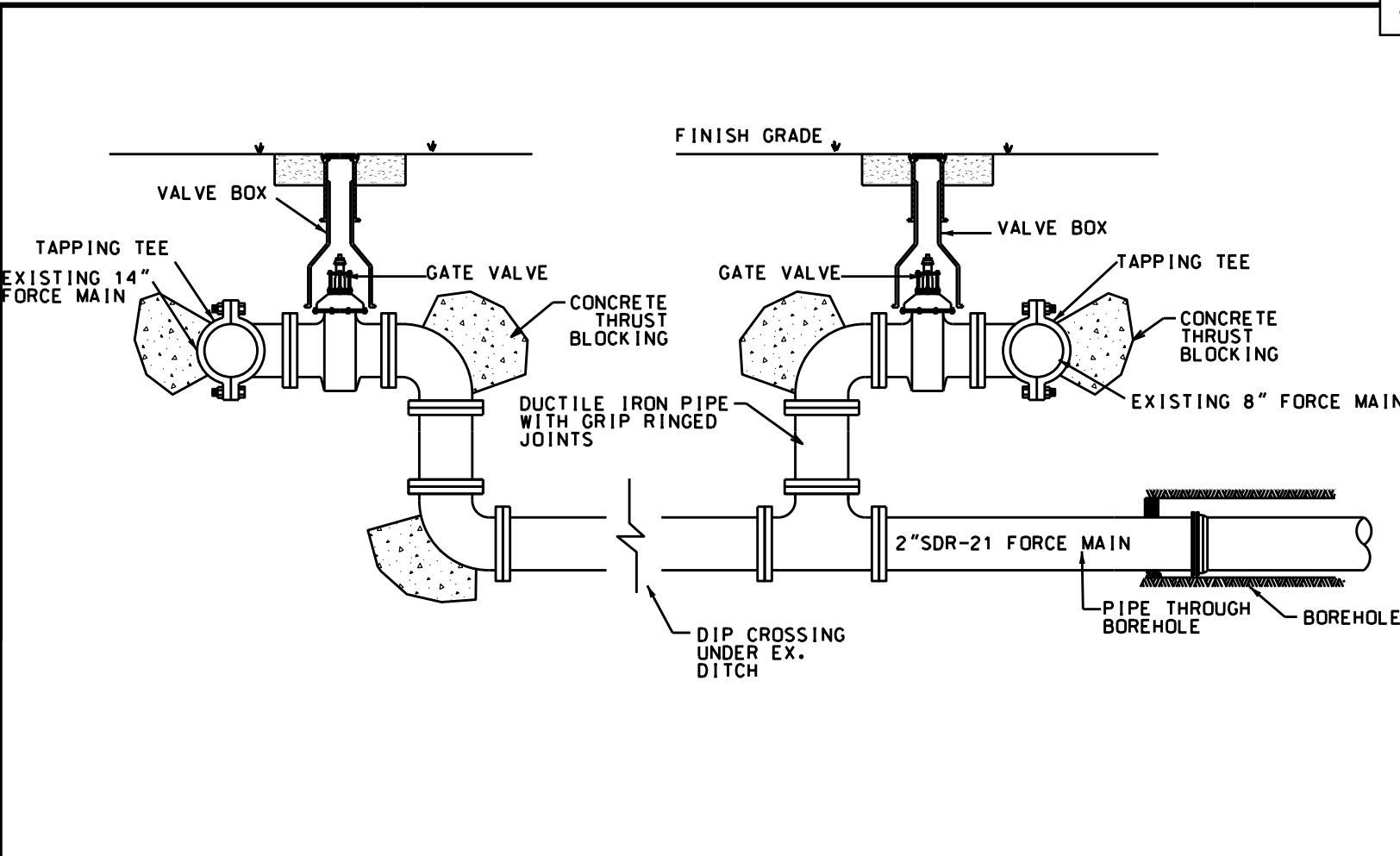
13/8 FORCE MAIN BORE



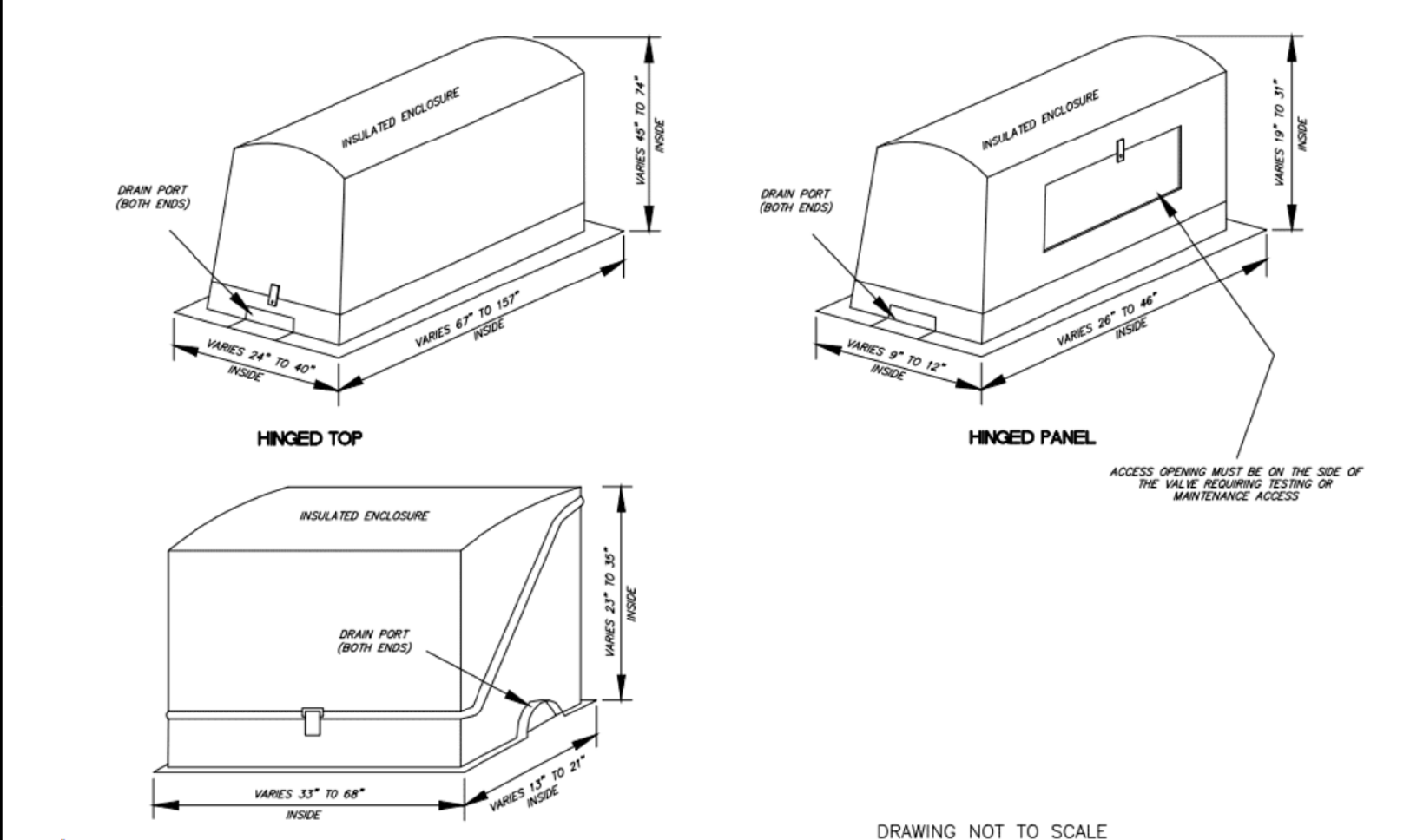
13/7 SANITARY SEWER SERVICE



14/7 TYPICAL PRECAST MANHOLE



SANITARY FORCE MAIN TAP DETAILS



OUTDOOR HOT BOX



REVISIONS:

No.	BY	DATE	DESCRIPTION
1	CDI	2/22/22	PER NCEO
2	CDI	1/26/22	PER NCEO
3	CMC	5/18/22	REWORK
4	CDI	5/17/22	PER TOWN ENG.
5	CDI	6/7/22	PER TOWN ENG.

UTILITY DETAILS

**AA STORAGE BEAUFORT**  
 2176 LIVE OAK ST.  
 BEAUFORT TWP., CARTERET COUNTY, NORTH CAROLINA

CLIENT: THE ROSEMYR CORPORATION  
 ADDRESS: PD BOX 108  
 HENDERSON, NC 27536  
 PHONE: 252-430-6161

DESIGNED: CMC  
 DRAWN: CMC  
 CHECKED: CMC  
 APPROVED: CMC

DATE: 12/15/21  
 SCALE: NTS

THE CULLIPHER GROUP, P.A.  
 ENGINEERING & SURVEYING SERVICES  
 151A HIGHWAY 24  
 MORRISVILLE, N.C. 28557  
 (252) 773-0090 LICENSE NO. C-4482

**CHARLES M. CULLIPHER P.E.**



**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, June 27, 2022  
Train Depot, 614 Broad Street**

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**AGENDA CATEGORY:**

Discussion & Consideration

**SUBJECT:**

Case #22-16 Special Use Permit for a Mini-Storage facility at 1791 Live Oak Street

**BRIEF SUMMARY:**

This property is zoned to B-1 and is part of the County ABC property. A full Site Plan, to include a stormwater management plan will be submitted after the decision of the Special Use Permit. The site plan will go through the Planning Board and Board of Commissioners for approval as part of that process. At their June 20, 2022 meeting the Planning Board recommended approval with recommend conditions which are included in the Staff Report.

**REQUESTED ACTION:**

Set a Quasi-judicial Hearing for July 11<sup>th</sup>

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Kyle Garner, AICP  
Planning & Inspections Director

**BUDGET AMENDMENT REQUIRED:**

N/A

# STAFF REPORT

**To:** Board of Commission Members  
**From:** Kyle Garner, AICP, Planning Director  
**Date:** June 21, 2022  
**Case No.:** 22-16

**THE REQUEST:** Special Use Permit for Mini-Storage

**BACKGROUND:**

Location: 1791 Live Oak  
Owner: Carteret County ABC  
Applicant: Same  
Requested Action: Provide Recommendation to Board of Commissioners  
CAMA Land Use: General Commercial (Compliant)  
PIN: 730612856893000  
Size: 8.51 Acres  
Existing Land Use: ABC Store in front –Rear Vacant Lot  
Adjoining Land Use & Zoning: North – East Port Apartments; Zoned TCA  
South – Beaufort Square & Wells Fargo; Zoned B-1  
West – Undeveloped Property; Zoned R-20  
East – Assisted Living; Zoned TCA & Mini Storage; Zoned B-1

**SPECIAL INFORMATION:** This property is part of a subdivision plat of the existing ABC Store property and is for the rear portion. If approved by the Board of Commissioners a full Site Plan, to include a stormwater management plan will be submitted after the decision of the Special Use Permit. The site plan will go through the Planning and Board of Commissioners for approval as part of that process.

**Public Utilities:** Water Existing Service  
Sanitary Sewer Existing Service

- ACTION:**
1. Conduct Evidentiary Hearing For Special Uses
  2. Decision on Findings of Fact
  3. Decision on Special Use Permit



**STAFF COMMENTS:**

This application is for a Special Use Permit for Mini Storage in a B-1 Zoning District.

There are other Storage Facilities in the vicinity of the site.

At their June 20<sup>th</sup> meeting the Planning Board Recommended Approval of the proposed Special Use with the following conditions:

- That the applicant include light abatement and noise control as part of the site plan when submitted.
- Provide the size and number of units for boat storage and the total number of climate controlled units.
- That the Boat & RV Storage be Enclosed
- And that the Board of Commissioners consider a Sunset Clause on the use if a Site Pan is not applied for within a Specific Time.

**SECTION 20 Special Use Permit (*Town of Beaufort Land Development Ordinance*)**

**E) Required Findings**

1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:

- a) The proposed use is an allowable special use in the zoning district it is being located within;
- b) The application is complete;
- c) The location and character of the use will be in conformity with the Town’s land use plan and other comprehensive planning elements;
- d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;
- e) The proposed special use will not substantially injure the value of adjoining or abutting properties;
- f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,
- g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.

**Exhibits:**

- B- Vicinity Map & Zoning Map
- C - List of Property Owners within 200 feet
- D - Section 20 Special Use Permit Information
- E – ABC Application

# Case # 22-16 - Special Use Permit - Zoning & Vicinity Map

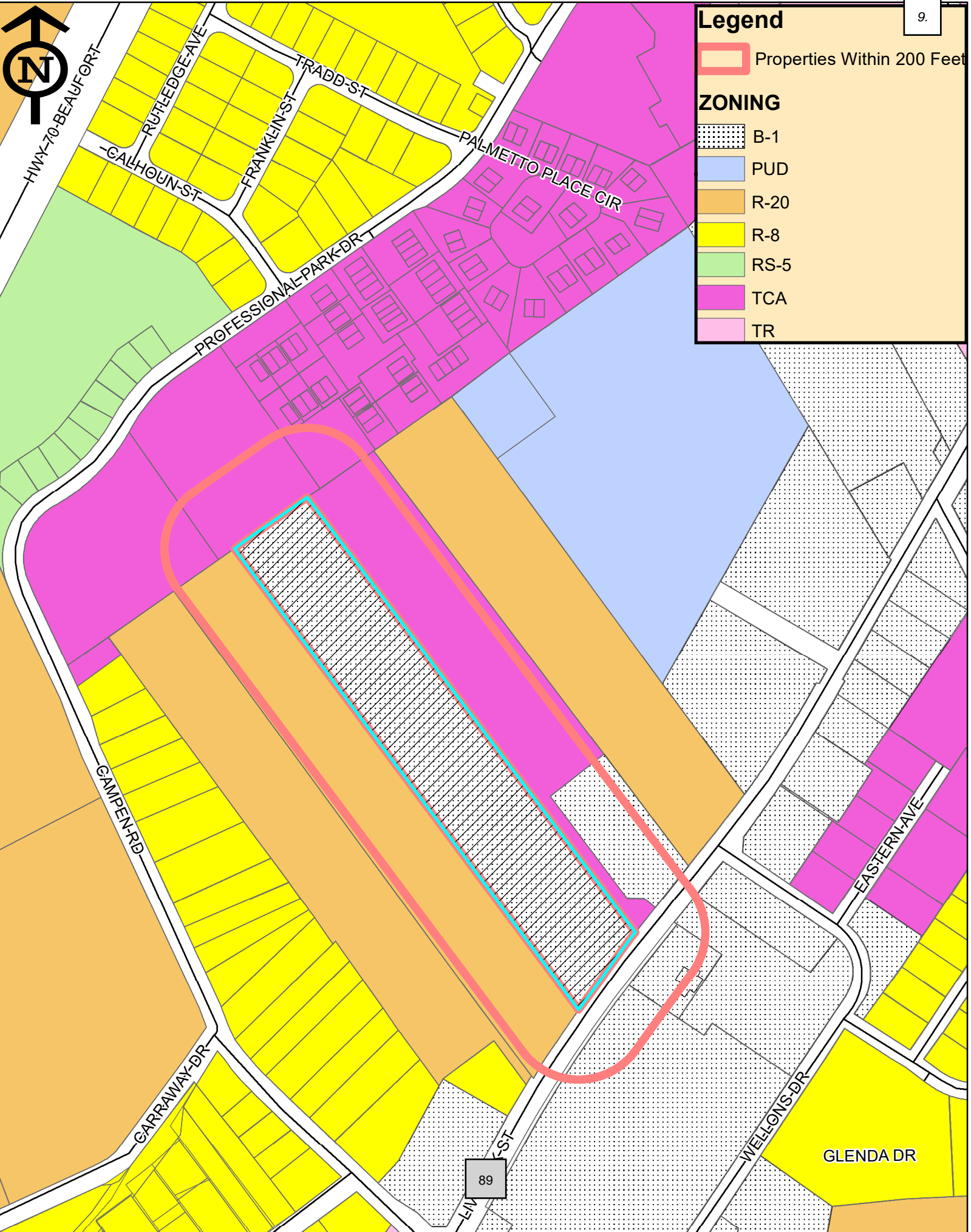


**Legend**

Properties Within 200 Feet

**ZONING**

- B-1
- PUD
- R-20
- R-8
- RS-5
- TCA
- TR



<u>OWNER</u>	<u>MAIL_HOUSE</u>	<u>MAIL_ST</u>	<u>MAIL_CITY</u>	<u>IL_ST</u>	<u>MAIL_ZIP</u>	<u>MAIL_ADD2</u>
BEAUFORT SPRING HOUSNG ASS LLC	7706	SIX FORKS ROAD #202	RALEIGH	NC	27615	
BEAUFORT SQUARE SHOPNG CTR LLC	2001	BALMORAL PLACE	WILMINGTON	NC	28405	
BEAUFORT STORAGE LLC	123	CORE DRIVE WEST	MOREHEAD CITY	NC	28557	
CARTERET CO BD OF ALCOHOLIC CO	410	LIVE OAK ST	BEAUFORT	NC	28516	
EAST CAROLINA COMMUNITY DEVELO	108	PROFESSIONAL PARK DR	BEAUFORT	NC	28516	
EASTPORT AT THE PARK LLC			BEAUFORT	NC	28516	PO BOX 2400
GIBBS,SAMUEL C III ETUX CYN TR	307	YELLOWOOD LANE	ASHEVILLE	NC	7401 28803	
MERCER BUILDING & DESIGN INC	106D	PROFESSIONAL PARK DR	BEAUFORT	NC	28516	
WELLONS GRANDCHILDREN LLC	3025I	BRIDGES STREET	MOREHEAD CITY	NC	28557	

## SECTION 20 Special Use Permits

### A) *General.*

Special uses are practices which are not permitted by right in any zoning district in the Town of Beaufort, but may only be granted after due consideration by the Board of Commissioners (BOC). The consideration of a special use application is a quasi-judicial function requiring evidentiary hearings and specific findings of fact. Special use permits may only be granted by the BOC following a recommendation by the planning board and the quasi-judicial review process as stipulated in this section.

### B) *Special Use Permit Application Procedures.*

- 1) A written application for a special use permit in all zones shall be submitted to the Town's Planning and Inspections Department in accordance with the requirements of section 1-M of this Ordinance and all applicable administrative regulations. The application shall include:
  - a) A proposed use site plan which contains information documented in section 18-C of this Ordinance and the specific information features below:
    - i) A vicinity map and survey of the parcel which shall include the zoning and use of all adjacent properties;
    - ii) A legend identifying all symbols on the map;
    - iii) A North arrow and a scale;
    - iv) A preliminary design of the proposed use which shows all existing and proposed structures, parking layouts, driveways, buffering, landscaping, points of ingress and egress, easements, minimum building lines, and street rights-of-way;
    - v) A site data block of features which includes the proposed use(s), square footage of the proposed and existing structure(s), site zoning, total acreage, number of lots, minimum lot size, and average lot size;
    - vi) The map book, page number, and deed book information;
    - vii) A note stating whether any portion of the property is included in any adopted Town plan; and,
    - viii) Any other related information requested by Town staff, the planning board, or the BOC.
    - ix) All required environmental permit improvements needed for the property.
  - b) The special use permit sought; and,
  - c) Information supporting the existence of the required findings, and providing such plans or other relevant data as may be required by the Town.
- 2) Whenever an application is submitted for a special use permit in a residential zone, the applicant shall also include:
  - a) A narrative which illustrates the appropriateness of the proposed use in a residential zone. This narrative shall also describe all the architectural design features which make the proposed use and associated building compatible with the urban character of the residential neighborhood;
  - b) The submitted site plan shall also include all street front architectural elevation drawings to insure the building(s) compatibility with the surrounding residential structures; and,

*Land Development Ordinance for the Town of Beaufort*

- c) Additionally, the BOC and town staff may require a professional rendering or any other graphic illustration of the proposed structure.
- 3) The application shall be reviewed by town staff and submitted with comments and recommendation to the planning board for review. After the planning board makes its recommendation, the application shall be forwarded to the BOC for consideration.

**C) *Quasi-Judicial Proceeding Notification Requirements.***

The Town shall schedule a quasi-judicial proceeding for the application and BOC consideration after reasonable opportunity for staff and planning board review by providing public notice no more than thirty days after receipt of the completed application. The notice of a quasi-judicial proceeding shall be given using the standards set forth in section 3-E of this Ordinance with the exception of the following:

- 1) The notice shall be given once a week for two successive calendar weeks and published in a newspaper having general circulation within Town. The first publishing shall not be less than ten days or not more than twenty-five days before the date affixed for the hearing. In computing such period, the day of publication is not to be included but the day of the hearing shall be included as documented.
- 2) All property owners within two hundred feet (200') of the lot boundaries on all sides of the subject lot as listed in the county tax records shall be mailed by the Town a notice of the quasi-judicial proceeding on the proposed special use application by first class mail at the address listed for such owners on the county tax abstracts. The notice shall identify the location and briefly describe the proposed special use. Section 3-E (2) of this Ordinance gives direction on when the notices shall be mailed.
- 3) The Town shall prominently post a sign giving notice of the quasi-judicial proceeding on or immediately adjacent to the subject area reasonably calculated to give public notice of the proposed special use public hearing not more than ten days prior to the hearing date. The wording of such sign should be similar to what is in section 3-E (4) of this Ordinance.

**D) *Procedures on Special Use Applications.***

In considering whether to approve an application for a special use permit, the BOC shall proceed as follows:

- 1) The BOC shall hold the quasi-judicial proceeding and consider relevant information regarding whether the required findings under subsection E of this section exist and whether the special use is appropriate in the proposed location. The BOC shall hear relevant information from the applicant, adjoining property owners, the Town Manager, the planning board, planning officials, and any interested or affected members of the public. Parties may appear in person, by designee, or by attorney to present information relevant to the requirements of the Ordinance.
- 2) The BOC shall consider whether the application complies with each individual required finding specified in subsection E of this section. The BOC need not make the required findings at the time of the hearing and may call for additional information if needed. If the special use permit application is approved, the BOC motion shall contain language showing all the required findings under subsection E of this section have been met, and in the absence of specific findings, it shall be conclusively presumed the application complies with all the findings in subsection E of this section.
- 3) The BOC shall render a decision within a reasonable period of time not to exceed ninety days after holding the quasi-judicial proceeding for the proposed special use application.

*Land Development Ordinance for the Town of Beaufort*

The BOC need not issue a decision at the time of the hearing if additional information is needed and may continue said hearing until a later date.

- 4) If the application is found not to be in compliance with one or more of the required findings of subsection E of this section or any other applicable section of this Ordinance, the application shall be denied. Such motion shall specify the particular findings the application fails to meet. It shall be conclusively presumed the application complies with all requirements not noted by the BOC in their motion to deny the application.
- 5) Notwithstanding the specific requirements of this Ordinance, the BOC may impose additional conditions and reasonable requirements upon the requested special use permit in order to ensure the use is consistent with the required findings as specified under subsection E of this section. The BOC may place an expiration date on the special use permit if a building permit is not secured within a certain period of time. If the special use permit is not renewed periodically by the recipient of the permit, it will expire on the date given to the permit by the BOC.
- 6) After the BOC renders its decision on the special use permit application, the reasons for granting or denying the application shall be made in writing. A written copy of the conclusion(s) of the BOC about the facts of the case and the board's corresponding decision shall be forwarded to the applicant within ten days.

**E) Required Findings.**

- 1) In addition to any other findings or requirements as specified by any other section of this Ordinance, before any application for a special use may be granted or denied, the BOC shall make each of the following findings:
  - a) The proposed use is an allowable special use in the zoning district it is being located within;
  - b) The application is complete;
  - c) The location and character of the use will be in conformity with the Town's land use plan and other comprehensive planning elements;
  - d) Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;
  - e) The proposed special use will not substantially injure the value of adjoining or abutting properties;
  - f) The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area; and,
  - g) The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.
- 2) The BOC shall make its findings based on "competent evidence" as described in N.C.G.S. 160A-393 (k) and will be cognizant the statute provides in part "competent evidence" shall not be deemed to include the opinion testimony of lay witnesses as to any of the following:
  - a) The use of property in a particular way would affect the value of other property.
  - b) The increase in vehicular traffic resulting from a proposed development would pose a danger to the public safety.

- c) Matters about which only expert testimony would generally be admissible under the rules of evidence.
- 3) Compatibility Standards for Special Uses in Residential Zones:  
In deciding whether the architectural elements of the proposed special use in a residential zone will be compatible with the adjoining buildings, the BOC shall review said proposal in reference to the following architectural elements:
  - a) Size (footprint);
  - b) Height;
  - c) Proportion and scale;
  - d) Roof shape(s);
  - e) Setbacks;
  - f) Location, size, and number of openings (doors and windows);
  - g) Materials;
  - h) Color; and,
  - i) Texture.

F) **Special Use Guidelines.**

1) Adult Establishments.

- a) No building, structure, or any portion thereof nor any portion of a lot or parcel or property shall be used for an adult establishment at a location closer than one thousand feet (1000') from any other adult establishment; or closer than one thousand feet (1000') from any residentially zoned property, pre-school, child care, nursery school, day care, K-12 school, public playground, or church situated within the Town limits or the ETJ.
- b) Plans are required and must show:
  - i) Locations of buildings and signs and the size of the plan;
  - ii) Proposed points of access and egress and patterns of circulation;
  - iii) Layout of parking spaces;
  - iv) Lighting plan inclusive of wattage and illumination; and,
  - v) Landscape plan.

2) Day Care Centers (Including Kindergarten).

- a) One parking space shall be provided for each adult attendant and one parking space provided for every six children or fraction thereof.
- b) Section 19 of this Ordinance gives the screening/buffering and fencing guidelines required for this application.
- c) Plans are required and must show:
  - i) Location and approximate size of all existing and proposed structures and buildings within the site and on the lots adjacent thereto;
  - ii) Proposed points of access and egress and pattern of circulation;
  - iii) Layout of parking spaces;
  - iv) Location and extent of open play area(s);
  - v) Day care center shall provide one hundred square feet (100 ft<sup>2</sup>) of play area space per pupil.

*Land Development Ordinance for the Town of Beaufort*

- vi) Outdoor play area shall be enclosed by a solid or open fence or wall at least four feet (4') in height. Where the outdoor play area is directly adjacent to a residentially used or zoned lot, a solid fence or wall at least six feet (6') high or the maximum applicable fence or wall height limitation for the district or an open fence at least four feet high (4') and a screen planting designed to grow three feet (3') thick and six feet (6') high shall be created. The BOC may at its discretion, require additional screening/buffering and/or fencing elements to be located adjacent to abutting nonresidential land uses.
- vii) In residential districts, a day care center shall not be operated between the hours of 7:00 p.m. and 7:00 a.m. unless with written approval by the BOC.
- viii) Landscape plan.

3) Radio or Television Transmitter.

- a) Minimum lot area – at least three acres in area.
- b) One parking space is required at the site.
- c) Plans are required and must show:
  - i) Location and approximate size of all existing and proposed structures within the site and within one thousand linear feet in all directions;
  - ii) Proposed points of access and egress;
  - iii) Proposed off-street parking spaces; and,
  - iv) Protective fencing at least six feet (6') high with three stands of barbed wire turned out and ten feet (10') from the perimeter of the antenna base shall be established.

4) Telecommunication Tower.

- a) Guy-wire towers shall not be permitted.
- b) Co-location towers shall be permitted.
- c) Height of communication towers shall be regulated by the Federal Aviation Administration (FAA).
- d) Communication towers are prohibited in front yards and shall be in compliance with the Telecommunication Act of 1996.
- e) Local governments have no ability to prohibit towers on the basis of environmental or health issues according to the Federal Radio Frequency Emission Standards.
- f) The BOC may deny a permit based upon a tower's influence on property value or aesthetics.
- g) A minimum lot size of one-half acre per tower shall be met; however, the Telecommunication Tower shall be placed on a lot of sufficient size, and in a position on the lot, if the tower falls, no part of it will fall onto adjacent property. Variances shall not be allowed.
- h) Landscaping and screening/buffering are required as approved by the planning board and according to section 15 and section 19 of this Ordinance.
- i) A six-foot (6') high protective barrier shall be required around the base of the tower. The barrier shall be a masonry wall, chain link fence, solid wood fence, or opaque barrier as described in section 19 of this Ordinance.
- j) Setback requirements shall be according to the district in which the tower is located.
- k) Towers shall be lighted to satisfy the FAA requirements.

*Land Development Ordinance for the Town of Beaufort*

- l) Towers shall be removed within ninety days following abandonment of such towers.
- m) Towers shall be removed by the property owner within one hundred eighty days following damage or termination of operation resulting in inoperable towers or towers where the owner of the tower shows no intent to repair said tower. Blown over towers shall also be removed by the owner of such tower under this guideline.
- n) Any advertising signage is strictly prohibited on towers.
- o) Towers shall be painted blue or gray if not otherwise required by the FAA.
- p) The owner must provide adequate insurance coverage for any potential damage caused by or caused to the tower.
- q) For permitting purposes, site plans are required as defined in section 18 of this Ordinance and shall show all of the following additional features:
  - i) Identification of intended user of tower.
  - ii) Documentation by registered engineer shows tower has sufficient structural integrity to accommodate more than one user.
  - iii) Statement from owner indicating his intent to allow shared use of the tower and how others will be accommodated.
  - iv) Evidence the property owners of residentially zoned/used property within three hundred feet of the base of the proposed tower, would be notified prior to the special use application being heard by the BOC.
  - v) Documentation which shows towers over a certain height are absolutely necessary for the provision of service (i.e., a tower up to one hundred ninety-six feet (196') cannot provide a reasonable level of service).
- r) The BOC shall determine if a tower is in harmony with the area and compatible with adjacent properties and may consider the aesthetic effects of the tower as well as mitigating factors concerning aesthetics. The BOC may disapprove a tower based on the grounds the aesthetic effects are unacceptable and a new site should be proposed. The following factors shall be considered:
  - i) Protection of the view in scenic areas, unique natural features, scenic roadways, historic sites, etc.
  - ii) Prevention of a concentration of towers in one certain area; and,
  - iii) Height, design, placement, and other characteristics could be modified to have a less intrusive visual impact.

5) Marinas.

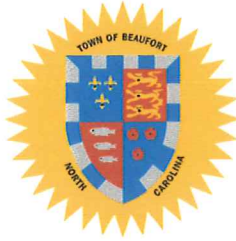
The requirements below are for marinas and for proper disposal of sewage from boats:

- a) All slips over thirty feet (30') shall provide a permanent pump-out connection so a hose of not more than thirty feet (30') can reach the mid-point of the slip.
- b) Any vessel with a permanently installed marine sanitation devise shall be located so the holding tank can be pumped-out using a hose not to exceed thirty feet (30').
- c) Mobile pump-out equipment may not be used to meet the requirements of subsections 5a) and 5b) of this section.
- d) A marina may not charge marina tenants an additional fee to pump-out their holding tanks.
- e) When a T-head of a dock is unoccupied during regular business hours, the marina shall provide public access to the pump-out facility for a nominal fee.

6) Office: Small Business.

Property owners may be granted a special use permit for an Office: Small Business in a Residential Zoning District if identified as a *Small Business* as defined in section 4 of this Ordinance.

- a) In addition to application requirements outlined in subsection B of this section, special use permit applications must include the following:
  - i) Detailed narrative describing the activities associated with the requested use;
  - ii) Number of employees requested to work on site;
  - iii) Requested business hours of operation;
  - iv) Estimated number of clients served on site per day; and,
  - v) Detailed drawing or photographs, including measurements, of signage if requested.
  
- b) Signage will be reviewed by the BOC at the time of the special use permit and will meet the following standards:
  - i) Not more than one sign is permitted;
  - ii) Sign will not exceed an area of two square feet (2 ft<sup>2</sup>);
  - iii) Colors will be compatible with those of the structure and will not detract from the residential characteristics of the structure;
  - iv) Sign will be affixed flatly against the building; and,
  - v) Directly lighted and/or neon signage is not permitted.
  
- c) Conditions: The BOC may impose reasonable conditions as it deems necessary for the protection of the public health, general welfare, and public interest regarding:
  - i) Compatibility. The compatibility of the proposal, regarding both use and appearance, with the surrounding neighborhood;
  - ii) Hours of Operation. The frequency and duration of indoor/outdoor activities and the impact of the surrounding area;
  - iii) Noise. The added noise level created by activities associated with the request;
  - iv) Parking. The request will not generate a need for additional parking; and,
  - v) Appearance. The general appearance will not be adversely affected by the location of the proposed use on the property.



## APPLICATION FOR A SPECIAL USE PERMIT

### Instructions:

Please complete the form below including all required attachments, a **\$400.00 application fee**, and return to the Beaufort Town Hall; 701 Front Street; P.O. Box 390; Beaufort, N.C.; 28516. Incomplete applications will not be processed but will be returned to the applicant. Please call Planning and Inspections at (252) 728-2142 if there are any questions.

### APPLICANT INFORMATION

Applicant Name: Carteret County ABC

Applicant Address: 318 Greenfield Dr, Morehead City, NC

Phone Number: (252) 773. 6092 Email: \_\_\_\_\_

Property Owner Name: Carteret County ABC

Address of Property Owner: Same as above

Phone Number: Same as above Email: \_\_\_\_\_

### PROPERTY INFORMATION

Property Address: 1791 Live Oak St, Beaufort, NC 28516

15-Digit PIN: 730612856893000 Lot/Block #: 8

Size of Property (in square feet or acres): 8.51 Current Zoning: B1

Current Use of Property: Retail Requested Use: Storage

An application fee of **\$400.00**, either in cash, money order, or check made payable to the "Town of Beaufort" must accompany this application (a credit card payment can be made in person at Town Hall). The complete application, payment, and supporting materials must be received by Town Staff at least 15 working days prior to a regularly scheduled Planning Board meeting date.

Please refer to the Town's **Land Development Ordinance**, Sections 20 & 27, and all other pertinent sections of the Ordinance for information required to accompany this application. Any plans or documents submitted should be submitted in an electronic or digital format and one printed color copy of such documents submitted with the application.

The town's website address is [www.beaufortnc.org](http://www.beaufortnc.org).

Melissa E. Wooten  
Applicant Signature

05/31/2022  
Date of Applicant's Signature

\_\_\_\_\_  
Property Owner Signature (if different than above)

\_\_\_\_\_  
Date of Owner's Signature

OFFICE USE ONLY

Revised 8/2020

Date: \_\_\_\_\_

Reviewed for Completeness By: \_\_\_\_\_

Received by: \_\_\_\_\_

Date Deemed Complete and Accepted: \_\_\_\_\_



**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, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

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**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Variance Request for Salt Wynd Preserve Cul-de-sac Length

**BRIEF SUMMARY:**  
Beth Clifford is requesting a variance to allow for the extension of one of the streets in Salt Wynd Preserve Phase 2 from 500 to 750 feet with a cul-de-sac.

**REQUESTED ACTION:**  
Schedule Quasi-Judicial Hearing for July 11, 2022

**EXPECTED LENGTH OF PRESENTATION:**  
5 Minutes

**SUBMITTED BY:**  
Kyle Garner, AICP Planning Director

**BUDGET AMENDMENT REQUIRED:**  
N/A

# Memo

**To:** Beaufort Board of Commissioners  
**From:** Kyle Garner, AICP, Planning Director  
**Date:** June 21, 2022  
**Re:** Variance request for Salt Wynd Preserve to Extend a Cul-de-sac from 500 feet in length to 750 feet in length

## Variance Request

**Applicant:** Beth Clifford, Salt Wynd Preserve

**Property Owner:** Bertie Eubanks

**PIN:** 731609167703000

**Property Zoning District:** R-20

**Existing use:** Vacant

**Request:**

- ◆ Allow for design and construction of a proposed street with a cul-de-sac of 750 feet when the Subdivision Ordinance in Section 9.16 states that Cul-de-sacs shall not exceed 500 feet in length unless necessitated by topography.

**Description of Project:**

- After reviewing Phase 2 Salt Wynd Preserve Preliminary Plat, staff determined that the cul-de-sac length of the street labeled Salt Wynd Point extended beyond the 500 foot length (750 feet) for a street with a cul-de-sac. The applicant has decided that they wish to submit for a variance from the Subdivision Ordinance of this standard for the extension to 750 feet for their proposed street.
- In Staff's opinion the variance is not unique to the applicant's property in that there are wetlands throughout Beaufort that have impacted other streets.

- Article IV Section 6 (See Exhibit) of the Subdivision Ordinance allows the Board of Commissioners to make these decisions based on the following criteria:

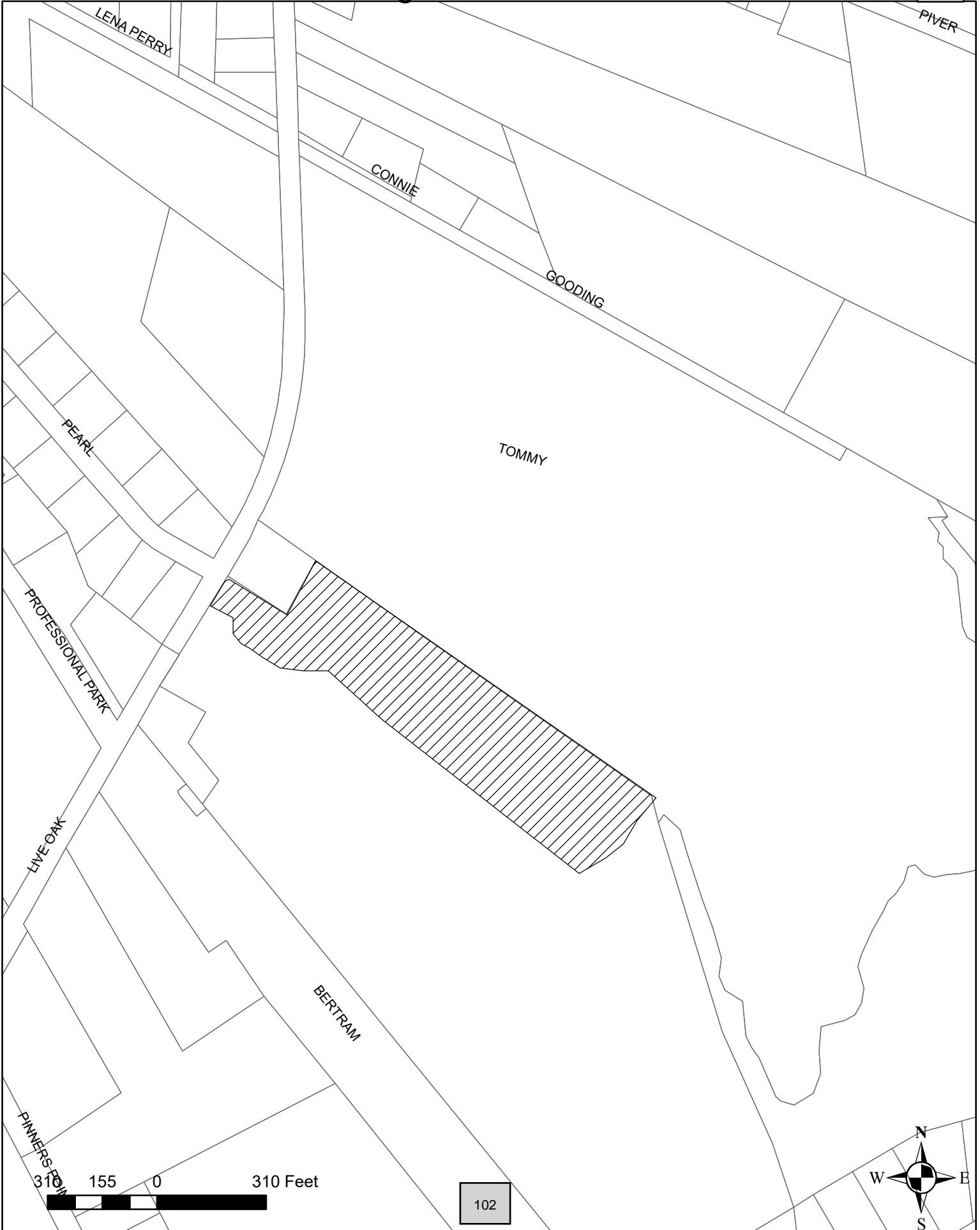
Sec. 6. Variances.

The board of commissioners may authorize a variance from these regulations when, in its opinion, undue hardship may result from strict compliance. In granting any variance, the board of commissioners shall make the findings required below, taking into account the nature of the proposed subdivision, the existing use of land in the vicinity, the number of persons to reside or work in the proposed subdivision, and the probable effect of the proposed subdivision upon traffic conditions in the vicinity. No variance shall be granted unless the board of commissioners finds:

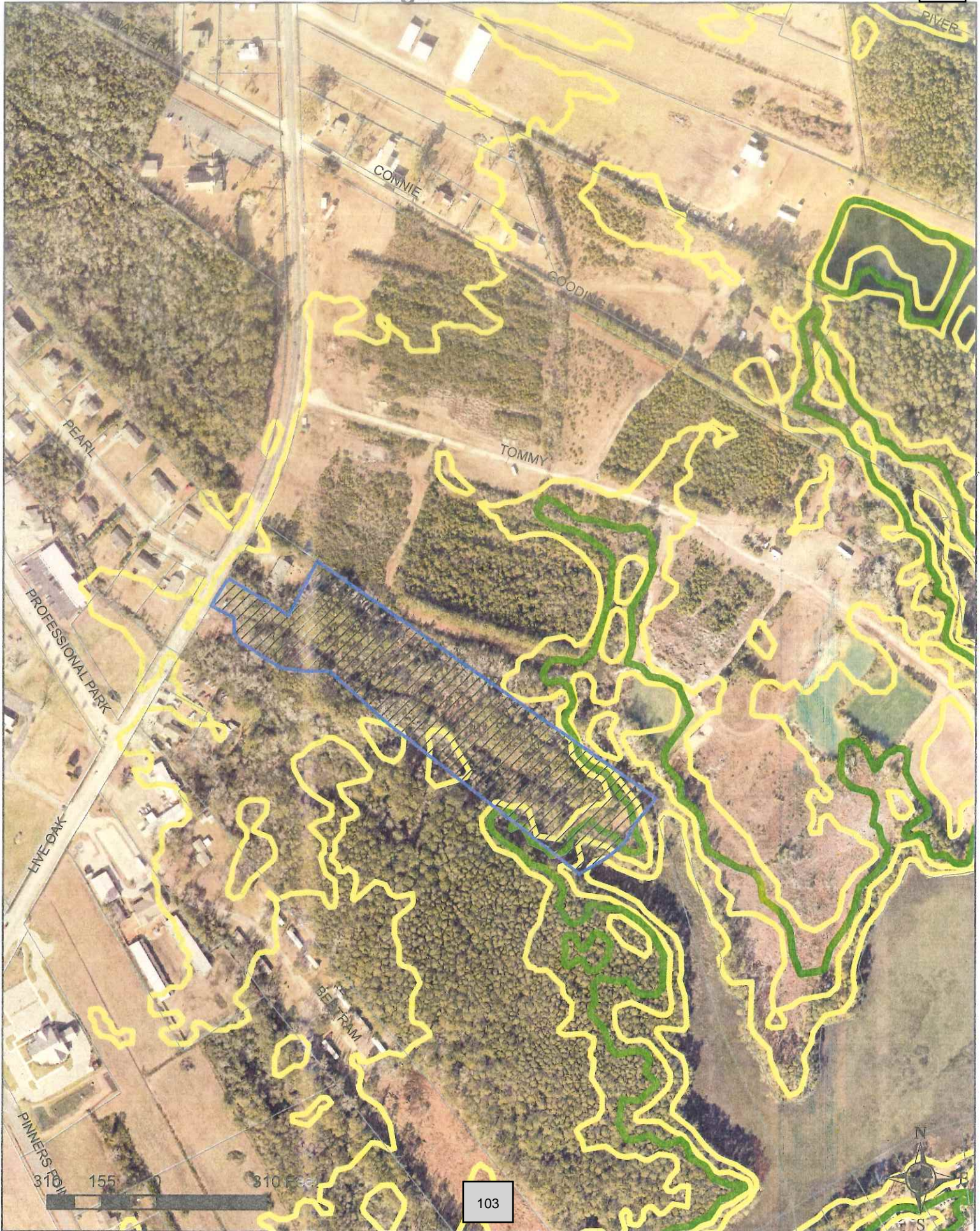
- (1) That there are special circumstances or conditions affecting said property such that the strict application of the provisions of this ordinance would deprive the applicant of the reasonable use of land.
- (2) That the variance is necessary for the preservation and enjoyment of a substantial property right of the petitioner.
- (3) That the circumstances giving rise to the need for the variance are peculiar to the parcel and are not generally characteristic of other parcels in the jurisdiction of this ordinance.
- (4) That the granting of the variance will not be detrimental to the public health, safety, and welfare or injurious to other property in the territory in which said property is situated.

# Case # 22-05 Variance Request Salt Wynd Preserve Phase 2 Cul-de-sac Length from 500 feet to 750 feet

10.



Case # 22-05 Variance Request Salt Wynd Preserve Phase 2  
Cul-de-sac Length from 500 feet to 750 feet





Application for a Variance of Land Development Standards  
Statement for the Applicant-Beaufort Agrihood Development, LLC  
June 6, 2022

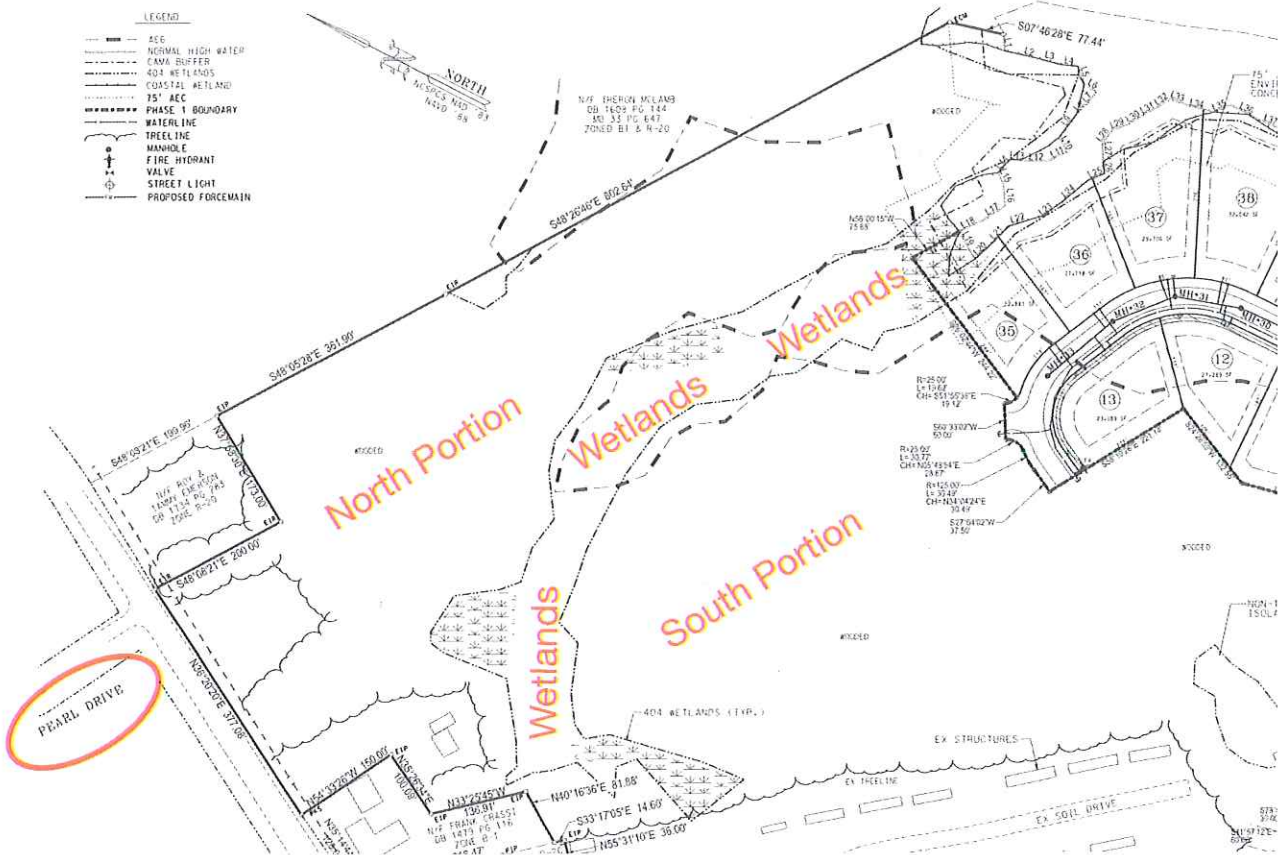
The Applicant hereby requests a variance for the following Town of Beaufort Subdivision Ordinance:

9.16. Cul-de-sacs. Permanent dead end streets shall not exceed 500 feet in length unless necessitated by topography and shall be provided with a turnaround having the dimensions stated hereinbefore.

**The Applicant requests: to allow a Cul-de-sac length of 765 feet in length, an increase in 265 feet in length**

The existing topography of the property includes extensive 404 Wetlands that separate the northern portion of the property from the larger section of the property to the south. The Applicant, with input from the NCDEQ, has developed the most environmentally sensitive option to access this R20 zoned property via a single single right of way, that adheres to all other roadway ordinances and that is situated directly opposite to Pearl Drive, thereby avoiding all interference with the 404 Wetlands. Applicant has met with Mr. Tony Ray, Fire Chief of the Town of Beaufort who has approved the proposed design and stated that it also passes North Carolina fire ordinances.

The variance would relieve the Applicant from a hardship caused by the unique topography of the land to access the property which is compatible in use and zoning to all surrounding properties. By virtue of the proposed design being within the guidelines of North Carolina fire ordinances, the public health, safety and welfare would not be affected.





Application for a Variance of Land Development Standards  
Property Owners within 100 feet of the boundary lines of all properties requesting the variance-Beaufort Agrihood  
Development, LLC  
June 6, 2022

731605079876000 Emerson, Roy A Etux Tammy P, 2016 Live Oak St, Beaufort NC 28516

731605270779000 McLamb, Theron Levon, 111 Mariah Dr, Four Oaks NC 27524

731609077308000 Grassi, Frank, 2004 Farmstead Ct, Morehead City NC 28557

731609167556000 Bertram Rental Properties LLC, 416 Victoria Hills Dr, Fuquay Varina NC 27526

731609153648000 West, Pearl G Trustee, 231 Pinner's Point Rd, Beaufort NC 28516

731609251730000 Smith, Terrence, 235 Ash Ln, Beaufort NC 28516

731609252749000 Lanham, Gerald, 230 Ash Ln, Beaufort NC 28516

731609254803000 Barnes, H Frank III Etux Sharon, PO Box 484 Beaufort NC 28516

731610255950000 Paerl, Barbara H, 100 Holly Ln, Beaufort NC 28516

731610266040000 Kenworthy, W Judson Etux Martha, 109 Holly Ln, Beaufort NC 28516

731605075636000 Schmitt & Austin Propertie LLC, 1550 Lennoxville Rd, Beaufort NC 28516

731605076779000 Taylor, George A Etux Maria L/T, 238 Janaquins Dr, Beaufort NC 28516

731605087060000 Taylor, George A Etux Maria L/T, 238 Janaquins Dr, Beaufort NC 28516







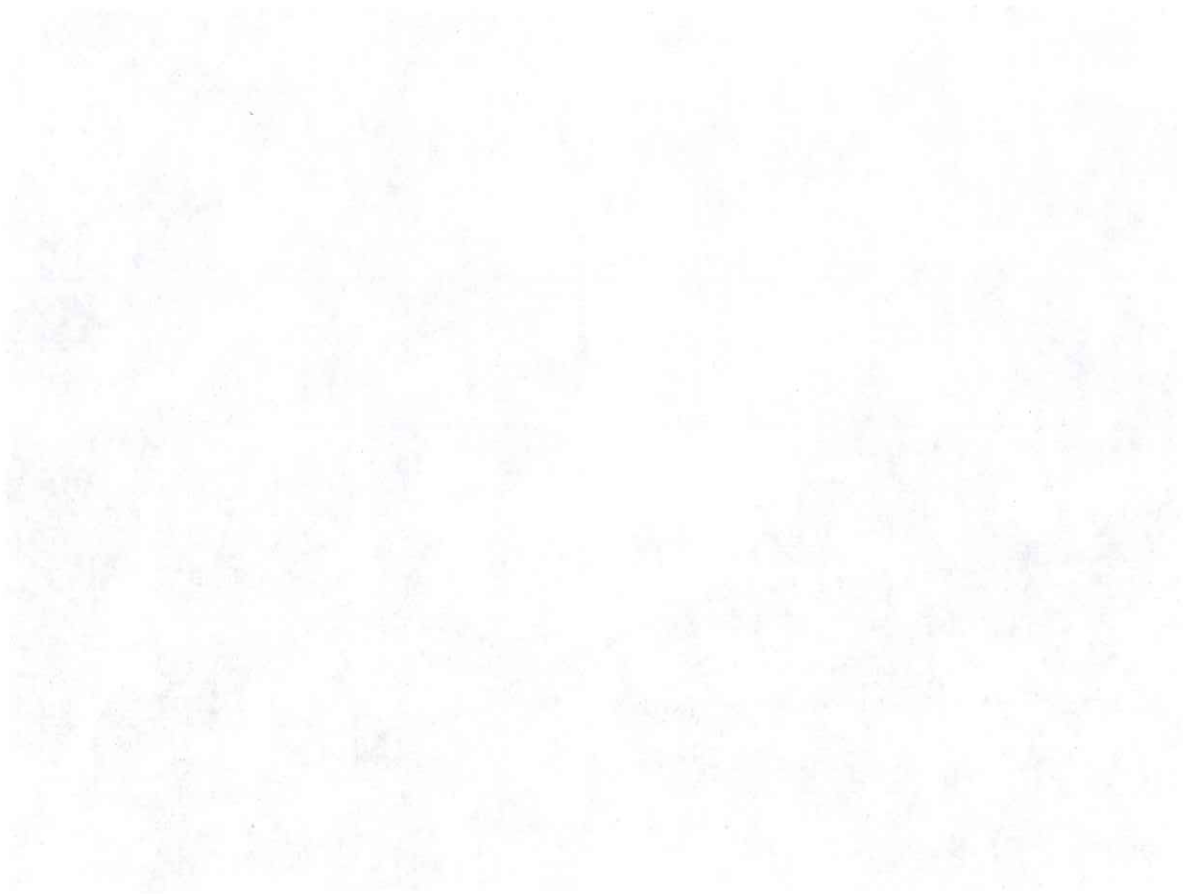
P2



P1



P3





SAW-2022-00844

determination may not be used in the permit evaluation process. Without a verified wetland delineation, this preliminary determination is merely an effective presumption of CWA/RHA jurisdiction over all of the waters, including wetlands, at the project area, which is not sufficiently accurate and reliable to support an enforceable permit decision. We recommend that you have the waters of the U.S., including wetlands, on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

**B. Approved Determination**

– There are Navigable Waters of the United States within the above described property subject to the permit requirements of Section 10 of the Rivers and Harbors Act (RHA) (33 USC § 403) and Section 404 of the Clean Water Act (CWA)(33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

– There are waters of the U.S., including wetlands, on the above described property subject to the permit requirements of Section 404 of the Clean Water Act (CWA) (33 USC § 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

– We recommend you have the waters of the U.S., including wetlands, on your property delineated. As the Corps may not be able to accomplish this wetland delineation in a timely manner, you may wish to obtain a consultant to conduct a delineation that can be verified by the Corps.

– The waters of the U.S., including wetlands, on your property have been delineated and the delineation has been verified by the Corps. We strongly suggest you have this delineation surveyed. Upon completion, this survey should be reviewed and verified by the Corps. Once verified, this survey will provide an accurate depiction of all areas subject to CWA jurisdiction on your property which, unless there is a change in law or our published regulations, may be relied upon for a period not to exceed five years from the date of this notification.

The waters of the U.S., including wetlands, have been delineated and surveyed and are accurately depicted on the plat signed by the Corps Regulatory Official identified below on \_\_\_\_\_. Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

– There are no waters of the U.S., to include wetlands, present on the above described property which are subject to the permit requirements of Section 404 of the Clean Water Act (33 USC 1344). Unless there is a change in law or our published regulations, this determination may be relied upon for a period not to exceed five years from the date of this notification.

– The property is located in one of the 20 Coastal Counties subject to regulation under the Coastal Area Management Act (CAMA). You should contact the Division of Coastal Management in Morehead City, NC, at (252) 808-2808 to determine their requirements.

Placement of dredged or fill material within waters of the US, including wetlands, without a Department of the Army permit may constitute a violation of Section 301 of the Clean Water Act (33 USC § 1311). Placement of dredged or fill material, construction or placement of structures, or work within navigable waters of the United States without a Department of the Army permit may constitute a violation of Sections 9 and/or 10 of the Rivers and Harbors Act (33 USC § 401 and/or 403). If you have any questions regarding this determination and/or the Corps regulatory program, please contact **Thomas Charles at (910) 251-4101 or thomas.p.charles@usace.army.mil.**

**Basis For Determination: This determination is only for the project area depicted Section 404/401 Delineation Preliminary Sketch, Beltway-Stroud Tract, DRG, PID#’s 9066438000, 731609153648000, 731609161556000, & 731609167703000, Beaufort, Carteret County, NC (85. Acres), dated 3/29/2022.**

**D. Remarks: The project area exhibits wetland criteria as described in the 1987 Corps Wetland Delineation Manual and appropriate Regional Supplement. This determination is based on information submitted by DRG and a desktop review by Thomas Charles (5/27/2022).**

**E. Attention USDA Program Participants**

SAW-2022-00844

The delineation included herein has been conducted to identify the location and extent of the aquatic resource boundaries and/or the jurisdictional status of aquatic resources for purposes of the Clean Water Act for the particular site identified in this request. This delineation and/or jurisdictional determination may not be valid for the Wetland Conservation Provisions of the Food Security Act of 1985, as amended. If you or your tenant are USDA program participants, or anticipate participation in USDA programs, you should discuss the applicability of a certified wetland determination with the local USDA service center, prior to starting work.

**F. Appeals Information for Approved Jurisdiction Determinations (as indicated in Section B. above)**

If you object to this determination, you may request an administrative appeal under Corps regulations at 33 CFR Part 331. Enclosed you will find a Notification of Appeal Process (NAP) fact sheet and Request for Appeal (RFA) form. If you request to appeal this determination you must submit a completed RFA form to the following address:

US Army Corps of Engineers  
South Atlantic Division  
Attn: Mr. Philip A. Shannin  
Administrative Appeal Review Officer  
60 Forsyth Street SW, Floor M9  
Atlanta, Georgia 30303-8803  
AND  
[PHILIP.A.SHANNIN@USACE.ARMY.MIL](mailto:PHILIP.A.SHANNIN@USACE.ARMY.MIL)

In order for an RFA to be accepted by the Corps, the Corps must determine that it is complete, that it meets the criteria for appeal under 33 CFR part 331.5, and that it has been received by the Division Office within 60 days of the date of the NAP. Should you decide to submit an RFA form, it must be received at the above address by NA

**It is not necessary to submit an RFA form to the Division Office if you do not object to the determination in this correspondence.**

Corps Regulatory Official: Thomas Charles Digitally signed by Thomas Charles  
Date: 2022.06.01 09:17:41 -04'00'

Date of JD: 6/1/2022 Expiration Date: N/A

The Wilmington District is committed to providing the highest level of support to the public. To help us ensure we continue to do so, please complete our Customer Satisfaction Survey, located online at <https://regulatory.ops.usace.army.mil/customer-service-survey/>.

Copy Furnished:

**Kim Williams** /Section Manager  
Davey Resource Group, Inc.  
3805 Wrightsville Avenue, Suite 15, Wilmington, NC 28403

NOTIFICATION OF ADMINISTRATIVE APPEAL OPTIONS AND PROCESS AND REQUEST FOR APPEAL		
Applicant: Bertram Rental Properties LLC Bertie Eubanks Neely Pearl G West Trustee/Stroud Engineering	File Number: <u>SAW-2022-00844</u>	Date: <u>6/1/2022</u>

SAW-2022-00844

Attached is:	See Section below
<input type="checkbox"/> INITIAL PROFFERED PERMIT (Standard Permit or Letter of permission)	A
<input type="checkbox"/> PROFFERED PERMIT (Standard Permit or Letter of permission)	B
<input type="checkbox"/> PERMIT DENIAL	C
<input type="checkbox"/> APPROVED JURISDICTIONAL DETERMINATION	D
<input checked="" type="checkbox"/> PRELIMINARY JURISDICTIONAL DETERMINATION	E

SECTION I - The following identifies your rights and options regarding an administrative appeal of the above decision. Additional information may be found at <http://www.usace.army.mil/Missions/CivilWorks/RegulatoryProgramandPermits.aspx> or Corps regulations at 33 CFR Part 331.

**A: INITIAL PROFFERED PERMIT: You may accept or object to the permit.**

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **OBJECT:** If you object to the permit (Standard or LOP) because of certain terms and conditions therein, you may request that the permit be modified accordingly. You must complete Section II of this form and return the form to the district engineer. Your objections must be received by the district engineer within 60 days of the date of this notice, or you will forfeit your right to appeal the permit in the future. Upon receipt of your letter, the district engineer will evaluate your objections and may: (a) modify the permit to address all of your concerns, (b) modify the permit to address some of your objections, or (c) not modify the permit having determined that the permit should be issued as previously written. After evaluating your objections, the district engineer will send you a proffered permit for your reconsideration, as indicated in Section B below.

**B: PROFFERED PERMIT: You may accept or appeal the permit**

- **ACCEPT:** If you received a Standard Permit, you may sign the permit document and return it to the district engineer for final authorization. If you received a Letter of Permission (LOP), you may accept the LOP and your work is authorized. Your signature on the Standard Permit or acceptance of the LOP means that you accept the permit in its entirety, and waive all rights to appeal the permit, including its terms and conditions, and approved jurisdictional determinations associated with the permit.
- **APPEAL:** If you choose to decline the proffered permit (Standard or LOP) because of certain terms and conditions therein, you may appeal the declined permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

**C: PERMIT DENIAL: You may appeal the denial of a permit under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.**

**D: APPROVED JURISDICTIONAL DETERMINATION: You may accept or appeal the approved JD or provide new information.**

- **ACCEPT:** You do not need to notify the Corps to accept an approved JD. Failure to notify the Corps within 60 days of the date of this notice means that you accept the approved JD in its entirety, and waive all rights to appeal the approved JD.
- **APPEAL:** If you disagree with the approved JD, you may appeal the approved JD under the Corps of Engineers Administrative Appeal Process by completing Section II of this form and sending the form to the division engineer. This form must be received by the division engineer within 60 days of the date of this notice.

**E: PRELIMINARY JURISDICTIONAL DETERMINATION: You do not need to respond to the Corps regarding the preliminary JD. The Preliminary JD is not appealable. If you wish, you may request an approved JD (which may be appealed), by contacting the Corps district for further instruction. Also you may provide new information for further consideration by the Corps to reevaluate the JD.**

**SECTION II - REQUEST FOR APPEAL or OBJECTIONS TO AN INITIAL PROFFERED PERMIT**

SAW-2022-00844

REASONS FOR APPEAL OR OBJECTIONS: (Describe your reasons for appealing the decision or your objections to an initial proffered permit in clear concise statements. You may attach additional information to this form to clarify where your reasons or objections are addressed in the administrative record.)

ADDITIONAL INFORMATION: The appeal is limited to a review of the administrative record, the Corps memorandum for the record of the appeal conference or meeting, and any supplemental information that the review officer has determined is needed to clarify the administrative record. Neither the appellant nor the Corps may add new information or analyses to the record. However, you may provide additional information to clarify the location of information that is already in the administrative record.

**POINT OF CONTACT FOR QUESTIONS OR INFORMATION:**

If you have questions regarding this decision and/or the appeal process you may contact:

**District Engineer, Wilmington Regulatory Division,  
Attn:  
69 Darlington Ave  
Wilmington, NC 28403**

If you only have questions regarding the appeal process you may also contact:

MR. PHILIP A. SHANNIN  
ADMINISTRATIVE APPEAL REVIEW OFFICER  
CESAD-PDS-O  
60 FORSYTH STREET SOUTHWEST, FLOOR M9  
ATLANTA, GEORGIA 30303-8803

PHONE: (404) 562-5136; FAX (404) 562-5138  
EMAIL: [PHILIP.A.SHANNIN@USACE.ARMY.MIL](mailto:PHILIP.A.SHANNIN@USACE.ARMY.MIL)

RIGHT OF ENTRY: Your signature below grants the right of entry to Corps of Engineers personnel, and any government consultants, to conduct investigations of the project site during the course of the appeal process. You will be provided a 15 day notice of any site investigation, and will have the opportunity to participate in all site investigations.

\_\_\_\_\_  
Signature of appellant or agent.

Date:

Telephone number:

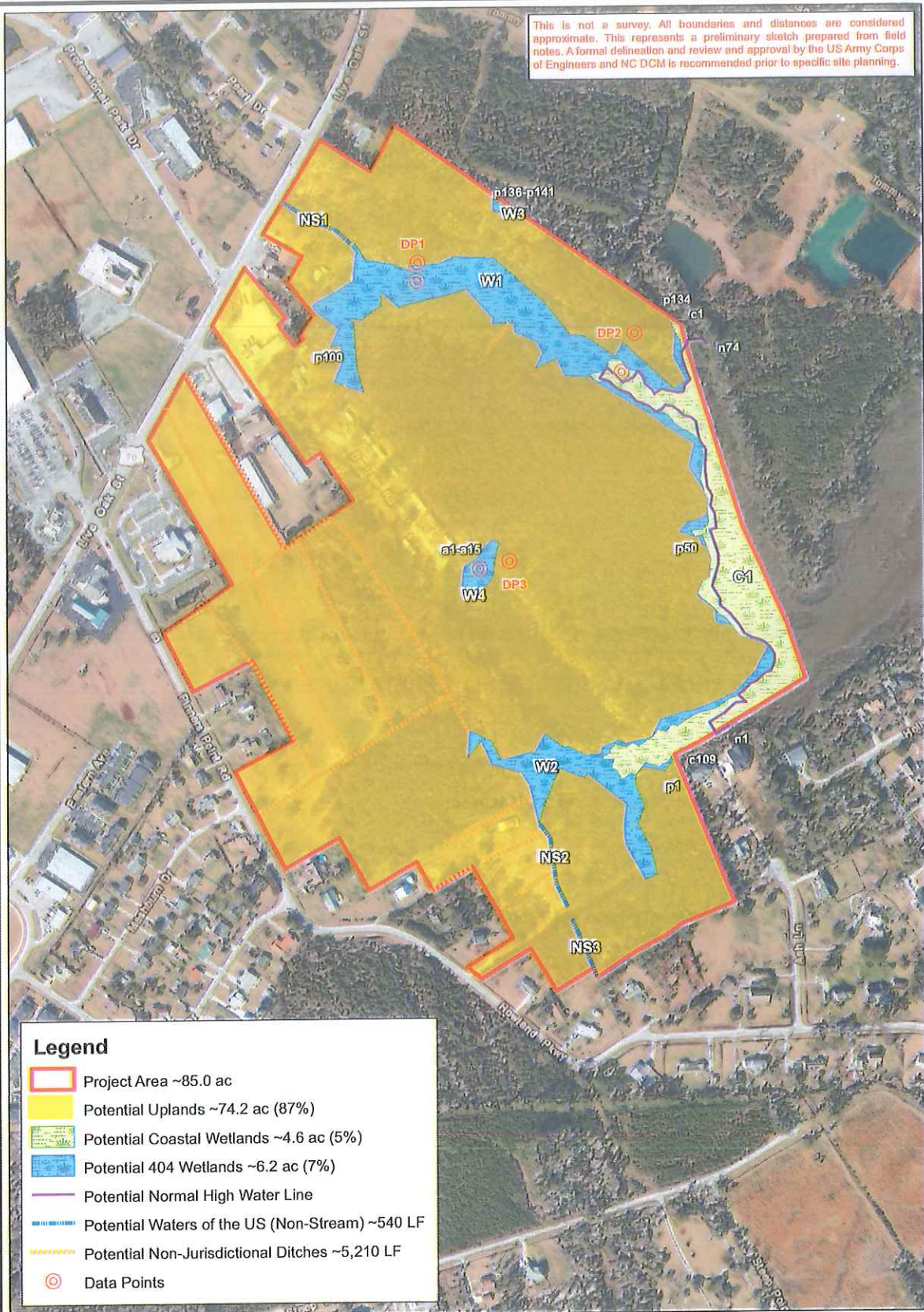
**For appeals on Initial Proffered Permits send this form to:**

**District Engineer, Wilmington Regulatory Division, Attn: Thomas Charles, 69 Darlington Avenue, Wilmington, North Carolina 28403**

**For Permit denials, Proffered Permits and approved Jurisdictional Determinations send this form to:**

**Division Engineer, Commander, U.S. Army Engineer Division, South Atlantic, Attn: Mr. Phillip Shannin, Administrative Appeal Officer, CESAD-PDO, 60 Forsyth Street, Floor M9, Atlanta, GA 30303-8803  
Phone: (404) 562-5136; EMAIL: [PHILIP.A.SHANNIN@USACE.ARMY.MIL](mailto:PHILIP.A.SHANNIN@USACE.ARMY.MIL)**

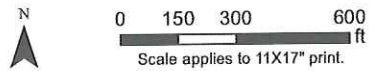
This is not a survey. All boundaries and distances are considered approximate. This represents a preliminary sketch prepared from field notes. A formal delineation and review and approval by the US Army Corps of Engineers and NC DCM is recommended prior to specific site planning.



**Legend**

- Project Area ~85.0 ac
- Potential Uplands ~74.2 ac (87%)
- Potential Coastal Wetlands ~4.6 ac (5%)
- Potential 404 Wetlands ~6.2 ac (7%)
- Potential Normal High Water Line
- Potential Waters of the US (Non-Stream) ~540 LF
- Potential Non-Jurisdictional Ditches ~5,210 LF
- Data Points

L:\Wetlands\2021 Wetlands Files\DRGNCW21.274\Maps  
 Boundaries are approximate and not meant to be absolute.  
 Map Source: 2020 NC One Map Aerial Photography



Beltway-Stroud Tract  
 Carteret County, NC

03/29/2022  
 DRGNCW21.274

**DAVEY**   
**Resource Group**  
 3805 Wrightsville Avenue  
 Wilmington, NC 28403  
 (910) 452-0001

**Section 404/401 Delineation  
 Preliminary Sketch  
 (PJD Reference)**

**From:** Tony Ray t.ray@beaufortnc.org  
**Subject:** RE: Salt Wynd Preserve Cul-de-Sac  
**Date:** June 1, 2022 at 8:17 AM  
**To:** George Stanziale GStanziale@stewartinc.com  
**Cc:** Kyle Garner k.garner@beaufortnc.org, Beth Clifford beth@mahoganybayvillage.com, Josh Johnson jjohnson@stroudengineer.com, Todd Clark t.clark@beaufortnc.org

TR

Good morning Mr. Stanziale,

The meeting we had in my office was in reference to the roadway and turn-around as it would pertain to the NC Fire Code and appendices adopted by the Town of Beaufort. Our discussion was centered around NC Fire Code and the length of roadway and the required turn around. At 750' or less the roadway proposed would be allowed by the NC Fire Code and as I said I could only speak for my Office and not for Planning or other Ordinances applicable to the Town of Beaufort.

As you have pointed out in the Subdivision Ordinance addresses roadway lengths greater than 500' and in no way does my Office have authority to make assumptions.

Thank you for your inquiry,

Chief Tony Ray  
Beaufort Fire Department

**From:** George Stanziale <GStanziale@stewartinc.com>  
**Sent:** Tuesday, May 31, 2022 3:16 PM  
**To:** Tony Ray <t.ray@beaufortnc.org>  
**Cc:** Kyle Garner <k.garner@beaufortnc.org>; Beth Clifford <beth@mahoganybayvillage.com>; Josh Johnson <jjohnson@stroudengineer.com>  
**Subject:** Salt Wynd Preserve Cul-de-Sac

Good afternoon Tony,

I hope you are well and had a wonderful holiday weekend.

I wanted to circle back with you on the attached Cul-de-Sac at Salt Wynd Preserve that we discussed a couple of weeks ago at length.

I have heard from Kyle Garner that you and he had a conversation about length and that you all will not approve a length of more than 500 feet.

I was understanding when we met that you had no issue with our

proposed 750 foot length as long as we had a 100 foot turn around.

If you recall, this tract is bound to the north by our property line and to the south by wetlands. We do not want to cross wetlands to access the property as that would not be environmentally responsible. Section 9.16 of the Subdivision Ordinance says that lengths greater than 500 feet are acceptable if necessitated by topography. I would assume this would include topography that results in wetlands.

Can you please clarify for me your conversation with Kyle and your decision that we not exceed 500 feet in length? We are providing at least a 100 foot turnaround.  
I would greatly appreciate it.

Warm regards,  
George

George Stanziale Jr., FASLA  
Chairman

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**STRONGER BY DESIGN**

Direct 919.866.4797  
Office 919.380.8750  
Mobile 919.949.7482

223 S. West Street, Suite 1100, Raleigh, NC 27603

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**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, June 27, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** FY 2022 Budget Amendment 12

**BRIEF SUMMARY:**

**General Fund**

This amendment requests the appropriation of Fund Balance in the General Fund for legal fees. Due to an increased number of legal matters additional funding is required.

**REQUESTED ACTION:**

Approve FY 2022 Budget Amendment #12

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Christi Wood – Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes



**TOWN OF BEAUFORT  
FY 2022 BUDGET AMENDMENT #12**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2022 Budget through Ordinance on June 14, 2021, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2022 Budget as follows:

**SECTION I: GENERAL FUND**

This amendment requests the appropriation of Fund Balance for Legal Fees.

**A: REVENUE**

<b>INCREASE</b>	
APPRPRIATED FUND BALANCE .....	\$ 70,000
<b>TOTAL INCREASE</b> .....	<b>\$ 70,000</b>

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

<b>INCREASE</b>	
NON_DEPARTMENTAL .....	\$ 70,000
<b>TOTAL INCREASE</b> .....	<b>\$ 70,000</b>

**SECTION VI: DISTRIBUTION**

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.

Adopted this 27th day of June 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



**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, June 27, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** Capital Reserve Fund Amendment #12

**BRIEF SUMMARY:**

- This amendment receives funds in the Capital Reserve Fund that are budgeted in FY 22 General Fund annual budget ( \$185,000- Future Capital Outlay for Street Project). It also, receives funds in the Capital Reserve Fund that are budgeted in the FY 22 Utility Fund annual budget (\$350,000 Future Capital Outlay for Utility Line Project). The Utility Fund FY 2022 Annual Budget receives a transfer in from the Capital Reserve Fund for the Campen Road Extension, \$90,000.

**REQUESTED ACTION:**

Approve Budget Amendment #12

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Christi Wood – Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes



## TOWN OF BEAUFORT CAPITAL RESERVE FUND AMENDMENT #12

WHEREAS, the Town of Beaufort adopted a Capital Reserve Fund Ordinance for Bulkhead/Board Walk Project, Utility Line Improvement Project, and Street Resurfacing Project on May 13, 2019, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the revenues and expenditures for capital projects may be necessary for fiscal management purposes and to implement the decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners of the Town of Beaufort amend the Capital Reserve Fund for the Bulkhead/Board Walk Project, Utility Line Improvement Project, and Street Resurfacing Project as follows:

- Receive funds budgeted in FY 22 General Fund Budget Transfer to Capital Reserve \$185,000
- Receive funds budgeted in the FY 22 Utility Fund Budget Transfer to Capital Reserve \$350,000
- Transfer funds budgeted in the FY 22 Utility Fund Budget from the Capital Reserve Fund \$ 90,000

### SECTION I: REVENUE

**INCREASE**

TRANSFER IN FROM UTILITY FUND.....	\$ 350,000
TRANSFER IN FROM GENERAL FUND.....	\$ 185,000
<b>TOTAL INCREASE.....</b>	<b>\$ 535,000</b>

**DECREASE**

TRANSFER TO UTILITY FUND.....	\$ 90,000
<b>TOTAL DECREASE.....</b>	<b>\$ 90,000</b>

### SECTION II: EXPENDITURES

**INCREASE**

FUTURE CAPITAL OUTLAY FOR UTILITY LINE PROJECT.....	\$ 350,000
FUTURE CAPITAL OUTLAY FOR STREET PROJECT.....	\$ 185,000
<b>TOTAL INCREASE.....</b>	<b>\$ 535,000</b>

**DECREASE**

FUTURE CAPITAL OUTLAY FOR UTILITY LINE PROJECT.....	\$90,000
<b>TOTAL DECREASE.....</b>	<b>\$90,000</b>

### SECTION III: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer, to be kept on file by them for their direction in the disbursement of funds for carrying out this project:

Adopted this 27th day of June 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



**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, June 27, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** FY 2022 Budget Amendment 13

**BRIEF SUMMARY:**

**General Fund**

This amendment requests the appropriation of Fund Balance in the General Fund and the Utility Fund for any unforeseen expenditures that may occur prior to the end of the current fiscal year.

**REQUESTED ACTION:**

Approve FY 2022 Budget Amendment #13

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Christi Wood – Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes



**TOWN OF BEAUFORT  
FY 2022 BUDGET AMENDMENT #13**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2022 Budget through Ordinance on June 14, 2021, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2022 Budget as follows:

**SECTION I: GENERAL FUND**

This amendment requests appropriation of Fund Balance for any unforeseen expenditures that may occur prior to the end of the current fiscal year (June 30, 2022).

**A. REVENUE**

<b><u>INCREASE</u></b>	
APPROPRIATED FUND BALANCE .....	\$ 85,000
<b>TOTAL INCREASE</b> .....	<b>\$ 85,000</b>

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

<b><u>INCREASE</u></b>	
GOVERNING BODY .....	5,000
ADMINISTRATION .....	10,000
FINANCE .....	10,000
FIRE .....	10,000
PLANNING & INSPECTIONS .....	5,000
POLICE .....	20,000
PSA & ENGINEERING .....	5,000
PUBLIC WORKS .....	20,000
<b>TOTAL INCREASE</b> .....	<b>\$ 85,000</b>

**SECTION III: UTILITY FUND**

**A. REVENUE**

**INCREASE**  
UNAPPROPRIATED FUND BALANCE.....35,000

**TOTAL INCREASE.....\$ 35,000**

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

**INCREASE**  
WATER DIVISION.....10,000  
SEWER DIVISION.....25,000

**TOTAL INCREASE.....\$35,000**

**SECTION VI: DISTRIBUTION**

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.  
Adopted this 27<sup>th</sup> day of June, 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



**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, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Budget Amendment #14 and Capital Reserve Fund Amendment #13 to Fund Construction of Water & Sewer at 2415 Highway 70

**REQUESTED ACTION:** The staff is seeking the Board’s approval of a budget amendment to fund the construction of water and sewer line improvements to serve the Pruitt Healthcare Facility currently under construction at 2415 Highway 70. The town’s participation in this project was part of an economic incentive agreement offered in 2018.

Town staff solicited bids for construction of water and sewer lines to the property with the bulk of the sewer line work requiring a road bore under Highway 70. The bidding period ended at 4:00 p.m. on June 7<sup>th</sup> and only one bid was submitted for this project. The bid was submitted by Atlantic On-Site Development, LLC in the amount of \$59,337.

The staff recommends awarding the bid to Atlantic On-Site Development, LLC in the amount of \$59,337.

Attached is Budget Amendment #14 and Capital Reserve Fund Amendment #13 to support this request. Please note, the amendment amount of \$60,000 reflects rounding up to the nearest thousand.

**EXPECTED LENGTH OF PRESENTATION:** 10 Minutes

**SUBMITTED BY:** Todd Clark, Town Manager

**BUDGET AMENDMENT REQUIRED:** Yes



**TOWN OF BEAUFORT  
FY 2022 BUDGET AMENDMENT #14**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2022 Budget through Ordinance on June 14, 2021, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2022 Budget as follows:

**SECTION II: UTILITY FUND**

This amendment requests receiving funds from the Capital Reserve Fund Utility Line Project to the annual Utility Fund for the 2415 Hwy-70 Sewer Service Bore and Utility Connections, \$60,000.

**A. REVENUE**

<b><u>INCREASE</u></b>	
TRANSFERS IN .....	60,000
<b>TOTAL INCREASE .....</b>	<b>\$ 60,000</b>

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

<b><u>INCREASE</u></b>	
SEWER DIVISION .....	60,000
<b>TOTAL INCREASE .....</b>	<b>\$ 60,000</b>

**SECTION V: DISTRIBUTION**

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.

Adopted this 27<sup>th</sup> day of June, 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



## TOWN OF BEAUFORT CAPITAL RESERVE FUND AMENDMENT #13

WHEREAS, the Town of Beaufort adopted a Capital Reserve Fund Ordinance for Bulkhead/Board Walk Project, Utility Line Improvement Project, and Street Resurfacing Project on May 13, 2019, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the revenues and expenditures for capital projects may be necessary for fiscal management purposes and to implement the decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners of the Town of Beaufort amend the Capital Reserve Fund for the Bulkhead/Board Walk Project, Utility Line Improvement Project, and Street Resurfacing Project as follows:

- Transfer funds from the Capital Reserve Fund Utility Line Project to the Utility Fund for the 2415 HWY -70 Sewer Service Bore and Utility Connections, \$60,000.

### SECTION I: REVENUE

**DECREASE**

TRANSFER TO UTILITY FUND.....	\$ 60,000
<b>TOTAL DECREASE.....</b>	<b>\$ 60,000</b>

### SECTION II: EXPENDITURES

**DECREASE**

FUTURE CAPITAL OUTLAY FOR UTILITY LINE PROJECT.....	\$60,000
<b>TOTAL DECREASE.....</b>	<b>\$60,000</b>

### SECTION III: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer, to be kept on file by them for their direction in the disbursement of funds for carrying out this project:

Adopted this 27th day of June 2022

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



**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, June 27, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Capital Project USSI Stormwater and Streets  
Improvements Budget Amendment #1

**BRIEF SUMMARY:**

This Budget Amendment request approval to receive funds budgeted in the FY 2022 General Fund Annual Budget in the Capital Project USSI Stormwater and Streets Improvements of \$100,000 for the Front Street Culvert Repair.

**REQUESTED ACTION:**

Approve Budget Amendment #1

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Christi Wood – Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes



**TOWN OF BEAUFORT  
CAPITAL PROJECT BUDGET AMENDMENT #1  
USSI – STORMWATER AND STREETS IMPROVEMENTS**

WHEREAS, the Town of Beaufort adopted a Capital Project Budget Ordinance for the USSI- Stormwater and Street Improvements on April 12, 2021, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the revenues and expenditures for capital projects may be necessary for the fiscal management purposes and to implement the decisions of the Board of Commissioners;

BE IT THEREFOR ORDAINED that the Board of Commissioners of the Town of Beaufort amend the Capital Project USSI- Stormwater and Streets as follows:

- Receive funds budgeted in the FY 2022 General Fund Budget (Transfer to Capital Projects) for the Front Street Culvert Repair

**SECTION I: REVENUE**

**INCREASE**

TRANSFER IN FROM GENERAL FUND.....	\$ 100,000
<b>TOTAL INCREASE.....</b>	<b>\$ 100,000</b>

**SECTION II: EXPENDITURES**

**STORMWATER**

DESIGN, PERMIT & BID.....	\$ 100,000
<b>TOTAL INCREASE.....</b>	<b>\$ 100,000</b>

**SECTION III: DISTRIBUTION**

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds for carrying out this project.

Adopted this 27<sup>th</sup> day of June 2022.

ATTEST:

\_\_\_\_\_  
Elizabeth Lewis  
Town Clerk

\_\_\_\_\_  
Sharon Harker  
Mayor



### 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, June 27, 2022

**AGENDA CATEGORY:** Items for Discussion and Consideration

**SUBJECT:** Financial Notes

**BRIEF SUMMARY:**

- Tax balances remaining are listed for April and May.

April		
Tax Year	Balance Remaining	Collection Rate to Date
2014	\$935	99.96%
2015	\$3,638	99.86%
2016	\$11,001	99.58%
2017	\$14,758	99.50%
2018	\$15,434	99.53%
2019	\$24,864	99.35%
2020	\$47,798	99.00%
2021	\$94,488	98.08%
May		
Tax Year	Balance Remaining	Collection Rate to Date
2014	\$856	99.97%
2015	\$3,470	99.87%
2016	\$10,714	99.59%
2017	\$14,486	99.51%
2018	\$15,292	99.53%
2019	\$24,001	99.38%
2020	\$46,265	99.03%
2021	\$85,053	98.27%

- Sales and Use tax distribution for June is \$217,794 (March sales)
- Local Option Sales Tax currently reports collections for 8 months.

**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

Revenue Account Range: 10-301-0000 to 60-305-0001

Include Non-Anticipated: Yes

Year To Date As Of: 05/31/22

Expend Account Range: First to Last

Include Non-Budget: No

Current Period: 05/01/22 to 05/31/22

Print Zero YTD Activity: No

Prior Year: 05/01/21 to 05/31/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
10-301-0000	AD VALOREM TAX - CURRENT YEAR	\$4,708,340.17	\$4,835,580.00	\$0.00	\$4,820,834.84	-\$14,745.16	100%
10-301-0001	AD VALOREM TAX PRIOR YEAR	\$76,907.28	\$70,000.00	\$547.48	\$96,553.13	\$26,553.13	138%
10-301-0002	PENALTIES AND INTEREST	\$21,993.56	\$10,000.00	\$0.00	\$22,179.20	\$12,179.20	222%
10-301-0003	AD VALOREM TAX - CORP. TAX	\$0.00	\$0.00	-\$547.48	\$0.00	\$0.00	0%
10-301-0004	MOTOR VEHICLE TAX	\$215,678.89	\$200,000.00	\$0.00	\$209,905.89	\$9,905.89	105%
10-301-0006	PAYMENT IN LIEU OF TAXES	\$5,903.86	\$6,000.00	\$0.00	\$22,332.73	\$16,332.73	372%
10-303-0001	LOCAL OPTION SALES TAX	\$2,144,525.10	\$1,742,200.00	\$172,209.49	\$1,574,925.54	-\$167,274.46	90%
10-303-0002	UTILITIES FRANCHISE TAX	\$380,180.52	\$380,000.00	\$0.00	\$297,971.81	-\$82,028.19	78%
10-303-0003	BEER AND WINE TAX	\$17,879.79	\$18,200.00	\$17,688.93	\$17,688.93	-\$511.07	97%
10-303-0004	POWELL BILL	\$113,553.99	\$120,000.00	\$0.00	\$137,385.56	\$17,385.56	114%
10-303-0012	GRANT FROM NC NATURAL & CULTURAL RES.	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-303-0014	FEMA MITIGATION GRANT	\$0.00	\$84,650.00	\$0.00	\$0.00	-\$84,650.00	0%
10-303-0015	FEMA HURRICANE REIMBURSEMENT	\$88,591.02	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-303-0016	GRANTS - SRO, CAD, School Safety	\$66,494.93	\$168,000.00	\$0.00	\$54,982.98	-\$113,017.02	33%
10-303-0019	CARES RELIEF FUNDS	\$94,768.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-304-0001	COUNTY ABC PROFIT DISTRIBUTION	\$227,930.00	\$171,700.00	\$53,061.00	\$204,434.00	\$32,734.00	119%
10-304-0002	FIRE DISTRICT AD VALOREM TAX	\$334,081.08	\$819,905.00	\$69,815.83	\$769,974.13	-\$49,930.87	94%
10-304-0003	FIRE DISTRICT SALES TAX	\$105,000.00	\$130,000.00	\$10,833.33	\$119,166.63	-\$10,833.37	92%
10-304-0004	HARLOWE DIST AD VALOREM TAX	\$68,093.40	\$67,954.00	\$5,674.58	\$62,420.38	-\$5,533.62	92%
10-304-0005	HARLOWE FIRE DISTRCIT SALES TAX	\$20,032.44	\$20,033.00	\$1,669.33	\$18,362.63	-\$1,670.37	92%
10-304-0020	MISC REVENUE-FIRE DEPARTMENT	\$2,001.00	\$0.00	\$835.00	\$1,585.00	\$1,585.00	0%
10-305-0001	SOLID WASTE USER FEE ( RES )	\$556,677.80	\$576,100.00	\$54,855.34	\$550,807.35	-\$25,292.65	96%
10-305-0002	SOLID WASTE USER FEES ( COMM )	\$13,200.21	\$13,770.00	\$1,165.15	\$12,740.44	-\$1,029.56	93%
10-305-0003	STORMWATER	\$141,739.95	\$136,000.00	\$0.00	\$142,546.86	\$6,546.86	105%
10-305-0004	SOLID WASTE USER FEE -WBD	\$33,562.33	\$35,700.00	\$3,844.32	\$37,452.56	\$1,752.56	105%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Revenue Account</i>	<i>Description</i>	<i>Prior Yr Rev</i>	<i>Anticipated</i>	<i>Curr Rev</i>	<i>YTD Rev</i>	<i>Excess/Deficit</i>	<i>% Real</i>
10-305-0005	BUILDING PERMITS	\$316,037.22	\$180,000.00	\$29,223.42	\$347,060.11	\$167,060.11	193%
10-305-0006	PARKING METER	\$90,710.39	\$180,000.00	\$40,572.14	\$159,203.51	-\$20,796.49	88%
10-305-0007	PARKING VIOLATIONS/PENALTIES	\$4,135.95	\$20,000.00	\$845.00	\$8,759.00	-\$11,241.00	44%
10-305-0008	COURT COSTS, FEES, CHARGES	\$843.00	\$750.00	\$45.00	\$1,657.00	\$907.00	221%
10-305-0009	ROAD RACE REGISTRATION	\$0.00	\$2,500.00	\$0.00	\$0.00	-\$2,500.00	0%
10-305-0010	LATE FEES - SOLID WASTE	\$0.00	\$0.00	\$3.88	\$12.75	\$12.75	0%
10-305-0011	SPECIAL EVENT FEES	\$4,450.00	\$0.00	\$71.00	\$5,686.00	\$5,686.00	0%
10-305-0012	SPECIAL EVENT PARKING FEES	\$1,350.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-305-0013	TRAIN DEPOT RENTAL	\$10.00	\$0.00	\$80.00	\$615.00	\$615.00	0%
10-306-0001	PROPERTY LEASES	\$225,536.98	\$228,490.00	\$14,333.00	\$208,684.45	-\$19,805.55	91%
10-306-0002	ANTENNA CONTRACT REVENUE	\$68,876.90	\$69,900.00	\$24,771.53	\$68,876.90	-\$1,023.10	99%
10-306-0003	CEMETERY LOT SALES	\$6,057.12	\$3,500.00	\$2,100.00	\$8,036.34	\$4,536.34	230%
10-306-0005	SALE OF PROPERTY	\$13,600.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-306-0006	SALE OF SURPLUS PROPERTY	\$2,915.00	\$10,000.00	\$0.00	\$47,026.55	\$37,026.55	470%
10-306-0010	SURETY BOND	-\$7,840.00	\$0.00	\$0.00	\$3,000.00	\$3,000.00	0%
10-307-0001	INVESTMENT EARNINGS	\$3,606.52	\$10,000.00	\$4,525.39	\$8,391.14	-\$1,608.86	84%
10-307-0002	MISCELLANEOUS REVENUE	\$27,133.94	\$2,700.00	\$6,072.55	\$27,692.55	\$24,992.55	1,026%
10-307-0003	MISCELLANEOUS REVENUE - PD	\$4,395.00	\$0.00	\$4,140.00	\$11,419.00	\$11,419.00	0%
10-307-0007	PROCEEDS FROM LOAN	\$0.00	\$360,000.00	\$0.00	\$360,000.00	\$0.00	100%
10-307-0008	REIMBURSEMENT FROM INSURANCE	\$2,817.34	\$0.00	\$0.00	\$250.00	\$250.00	0%
10-307-0009	APPROPRIATED FUND BALANCE	\$0.00	\$514,642.00	\$0.00	\$0.00	-\$514,642.00	0%
10-307-0010	UTILITY FUND ADMIN EXPENSE ALLOCATION	\$600,000.00	\$624,000.00	\$624,000.00	\$624,000.00	\$0.00	100%
10-329-0065	TRANSFER FROM CRF	\$0.00	\$207,000.00	\$207,000.00	\$207,000.00	\$0.00	100%
10-900-9000	cancel revenue	\$174.08	\$0.00	\$0.00	\$106.41	\$106.41	0%
<b>General Fund Revenue Total</b>		<b>\$10,801,944.76</b>	<b>\$12,019,274.00</b>	<b>\$1,349,435.21</b>	<b>\$11,271,727.30</b>	<b>-\$747,546.70</b>	<b>94%</b>

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-410-0000	GOVERNING BODY:	\$0.00	137	\$0.00	\$0.00	\$0.00	\$0.00	0%

## TOWN OF BEAUFORT

6/15/2022

16. PM

## Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-410-0200	SALARIES AND WAGES	\$47,226.00	\$48,223.52	\$8,028.42	\$44,208.33	\$0.00	\$4,015.19	92%
10-410-0500	FICA	\$3,612.48	\$3,853.64	\$614.14	\$3,381.75	\$0.00	\$471.89	88%
10-410-0800	WORKERS COMPENSATION	\$142.00	\$152.08	\$0.00	\$142.00	\$0.00	\$10.08	93%
10-410-1130	POSTAGE	\$32.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-1140	PUBLIC NOTICES/ADVERTISING	\$4,069.93	\$4,590.00	\$0.00	\$2,719.39	\$0.00	\$1,870.61	59%
10-410-1141	NEWSLETTER	\$4,061.99	\$4,080.00	\$0.00	\$3,579.54	\$0.00	\$500.46	88%
10-410-1210	OFFICE SUPPLIES	\$105.06	\$4,020.00	\$0.00	\$3,929.44	\$0.00	\$90.56	98%
10-410-1250	DUES & SUBSCRIPTIONS	\$9,978.71	\$11,026.00	\$0.00	\$9,397.11	\$514.99	\$1,113.90	90%
10-410-1430	TRAINING- REGISTRATION & CLASS MAT	\$8,291.25	\$2,925.00	\$0.00	\$2,503.79	\$0.00	\$421.21	86%
10-410-1431	TRAVEL MILEAGE	\$0.00	\$765.00	\$0.00	\$245.70	\$0.00	\$519.30	32%
10-410-1432	MEALS	\$0.00	\$3,530.00	\$27.80	\$3,557.18	\$70.00	-\$97.18	103%
10-410-1433	LODGING	\$0.00	\$3,640.00	\$825.73	\$3,650.45	\$0.00	-\$10.45	100%
10-410-4510	PROFESSIONAL SERVICES	\$0.00	\$4,522.00	\$0.00	\$4,520.94	\$0.00	\$1.06	100%
10-410-4520	CODIFICATION	\$2,773.92	\$3,050.00	\$0.00	\$2,846.63	\$0.00	\$203.37	93%
10-410-5400	INSURANCE	\$3,500.00	\$62.00	\$0.00	\$0.00	\$0.00	\$62.00	0%
10-410-5720	ELECTIONS	\$0.00	\$8,287.00	\$0.00	\$8,282.74	\$0.00	\$4.26	100%
	<b>410 Total</b>	<b>\$83,794.04</b>	<b>\$102,726.24</b>	<b>\$9,496.09</b>	<b>\$92,964.99</b>	<b>\$584.99</b>	<b>\$9,176.26</b>	<b>91%</b>
10-420-0000	ADMINISTRATION:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-420-0200	SALARIES AND WAGES	\$262,517.14	\$360,351.00	\$28,937.13	\$321,866.95	\$0.00	\$38,484.05	89%
10-420-0500	FICA EXPENSE	\$19,784.56	\$28,659.00	\$2,053.26	\$23,361.43	\$0.00	\$5,297.57	82%
10-420-0600	GROUP INSURANCE EXPENSE	\$19,919.46	\$32,607.00	\$2,145.28	\$19,878.04	\$0.00	\$12,728.96	61%
10-420-0700	RETIREMENT EXPENSE	\$40,384.81	\$58,786.00	\$4,350.04	\$48,539.41	\$0.00	\$10,246.59	83%
10-420-0800	WORKERS COMPENSATION	\$1,804.30	\$2,301.00	\$0.00	-\$391.46	\$0.00	\$2,692.46	-17%
10-420-0900	UNEMPLOYMENT INSURANCE EXPENSE	\$7,137.71	\$7,140.00	\$0.00	\$2,316.07	\$0.00	\$4,823.93	32%
10-420-1110	TELEPHONE	\$4,618.66	\$10,524.00	\$0.00	\$7,936.66	\$1,626.96	\$960.38	91%
10-420-1120	INTERNET/CABLE	\$6,883.46	\$7,038.00	\$0.00	\$5,999.40	\$659.27	\$379.33	95%
10-420-1130	POSTAGE	\$2,810.49	\$3,060.00	\$0.00	\$2,585.61	\$0.00	\$474.39	84%
10-420-1210	OFFICE SUPPLIES	\$12,545.86	\$19,935.00	\$1,000.52	\$16,586.92	\$2,095.51	\$1,252.57	94%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-420-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$0.00	\$5,561.00	\$0.00	\$4,204.84	\$0.00	\$1,356.16	76%
10-420-1221	OFFICE EQUIPMENT LEASES	\$5,827.00	\$9,056.00	\$521.76	\$9,045.87	\$0.00	\$10.13	100%
10-420-1230	OFFICE CONTRACT SERVICES	\$4,909.45	\$6,120.00	\$59.40	\$5,816.97	\$379.66	-\$76.63	101%
10-420-1250	DUES AND SUBSCRIPTIONS	\$2,611.44	\$3,300.00	\$100.00	\$1,921.37	\$150.00	\$1,228.63	63%
10-420-1310	ELECTRIC	\$12,252.38	\$17,136.00	\$804.80	\$12,322.22	\$0.00	\$4,813.78	72%
10-420-1330	WATER/SEWER/SOLID WASTE	\$1,921.43	\$3,264.00	\$0.00	\$2,972.14	\$0.00	\$291.86	91%
10-420-1430	TRAINING-REGISTRATION & CLASS MAT'	\$3,089.62	\$5,210.00	\$0.00	\$5,018.60	\$0.00	\$191.40	96%
10-420-1431	TRAVEL MILEAGE	\$0.00	\$470.00	\$0.00	\$122.85	\$0.00	\$347.15	26%
10-420-1432	MEALS	\$0.00	\$1,465.00	\$119.88	\$1,531.81	\$0.00	-\$66.81	105%
10-420-1433	LODGING	\$0.00	\$250.00	-\$731.65	-\$731.65	\$0.00	\$981.65	-293%
10-420-1630	EQUIPMENT MAINT. & REPAIRS	\$0.00	\$102.00	\$0.00	\$0.00	\$0.00	\$102.00	0%
10-420-5400	INSURANCE	\$51,302.60	\$61,988.00	\$2,175.00	\$62,162.60	\$0.00	-\$174.60	100%
	<b>420 Total</b>	<b>\$460,320.37</b>	<b>\$644,323.00</b>	<b>\$41,535.42</b>	<b>\$553,066.65</b>	<b>\$4,911.40</b>	<b>\$86,344.95</b>	<b>87%</b>
10-430-0000	FINANCE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-0200	SALARIES AND WAGES	\$259,623.71	\$280,749.00	\$22,189.15	\$252,988.56	\$0.00	\$27,760.44	90%
10-430-0201	OVERTIME	\$7.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-0500	FICA EXPENSE	\$18,549.11	\$22,023.00	\$1,584.54	\$18,146.67	\$0.00	\$3,876.33	82%
10-430-0600	GROUP INSURANCE EXPENSE	\$32,055.81	\$40,760.00	\$3,561.72	\$33,019.80	\$0.00	\$7,740.20	81%
10-430-0700	RETIREMENT EXPENSE	\$39,292.98	\$45,176.00	\$3,604.67	\$41,400.17	\$0.00	\$3,775.83	92%
10-430-0800	WORKERS COMPENSATION	\$1,210.00	\$1,213.00	\$0.00	\$1,110.00	\$0.00	\$103.00	92%
10-430-1230	OFFICE CONTRACT SERVICES	\$29,028.50	\$29,580.00	\$591.00	\$22,841.90	\$36.27	\$6,701.83	77%
10-430-1250	DUES & SUBSCRIPTIONS	\$226.84	\$408.00	\$0.00	\$302.93	\$0.00	\$105.07	74%
10-430-1430	TRAINING-REGISTRATION & CLASS MATE	\$3,625.00	\$2,400.00	\$0.00	\$288.13	\$0.00	\$2,111.87	12%
10-430-1431	TRAVEL MILEAGE	\$0.00	\$1,020.00	\$0.00	\$291.33	\$0.00	\$728.67	29%
10-430-1432	MEALS	\$0.00	\$612.00	\$0.00	\$0.00	\$0.00	\$612.00	0%
10-430-1433	LODGING	\$0.00	\$1,538.00	\$0.00	\$299.64	\$0.00	\$1,238.36	19%
10-430-1630	EQUIPMENT MAINT & REPAIRS	\$0.00	\$510.00	\$0.00	\$0.00	\$0.00	\$510.00	0%
10-430-4510	PROFESSIONAL SERVICES	\$18,954.20	\$20,400.00	\$0.00	\$16,640.00	\$0.00	\$3,760.00	82%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-430-4520	TAX COLLECTION ADMIN EXPENSE PROP.	\$98,659.86	\$103,625.00	\$0.00	\$101,638.45	\$0.00	\$1,986.55	98%
10-430-4525	TAX COLLECTION ADMIN EXPENSE MVT	\$11,445.01	\$10,800.00	\$0.00	\$10,900.36	\$0.00	-\$100.36	101%
	<b>430 Total</b>	<b>\$512,678.85</b>	<b>\$560,814.00</b>	<b>\$31,531.08</b>	<b>\$499,867.94</b>	<b>\$36.27</b>	<b>\$60,909.79</b>	<b>89%</b>
10-450-0000	PARKING DEPARTMENT:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-450-0200	SALARIES AND WAGES	\$17,313.89	\$47,467.00	\$1,786.36	\$37,990.00	\$0.00	\$9,477.00	80%
10-450-0201	OVERTIME	\$498.75	\$2,080.00	\$0.00	\$850.45	\$0.00	\$1,229.55	41%
10-450-0205	OTHER SALARIES - PART TIME	\$0.00	\$4,085.00	\$0.00	\$0.00	\$0.00	\$4,085.00	0%
10-450-0500	FICA EXPENSE	\$1,095.49	\$4,314.00	\$136.65	\$2,971.38	\$0.00	\$1,342.62	69%
10-450-0600	GROUP INSURANCE	\$1,171.44	\$7,397.00	\$0.00	\$0.00	\$0.00	\$7,397.00	0%
10-450-0700	RETIREMENT EXPENSE	\$1,109.73	\$6,503.00	\$201.26	\$1,335.71	\$0.00	\$5,167.29	21%
10-450-0800	WORKERS COMPENSATION	\$1,343.00	\$1,439.00	\$0.00	\$1,343.00	\$0.00	\$96.00	93%
10-450-1210	OFFICE SUPPLIES	\$1,115.47	\$2,040.00	\$292.30	\$1,345.79	\$0.00	\$694.21	66%
10-450-1230	OFFICE CONTRACT SERVICES - SOFTWARE	\$10,944.00	\$16,387.00	\$0.00	\$13,938.70	\$0.00	\$2,448.30	85%
10-450-1430	TRAINING -REGISTRATION AND CLASS MAT'L	\$0.00	\$1,071.00	\$0.00	\$0.00	\$695.00	\$376.00	65%
10-450-1431	TRAVEL MILEAGE	\$0.00	\$408.00	\$0.00	\$0.00	\$0.00	\$408.00	0%
10-450-1432	MEALS	\$0.00	\$306.00	\$0.00	\$0.00	\$0.00	\$306.00	0%
10-450-1433	LODGING	\$0.00	\$816.00	\$0.00	\$0.00	\$0.00	\$816.00	0%
10-450-1620	EQUIPMENT RENTAL - HANDHELDS	\$440.00	\$1,734.00	\$100.00	\$1,827.50	\$0.00	-\$93.50	105%
10-450-1630	EQUIPMENT MAINTENANCE AND REPAIRS	\$2,111.15	\$8,760.00	\$263.20	\$1,723.55	\$221.70	\$6,814.75	22%
10-450-3901	PARKING METER CREDIT CARD PROCESSING	\$2,132.77	\$22,440.00	\$86.25	\$19,074.75	\$25.00	\$3,340.25	85%
10-450-3902	COLLECTION FEES	\$0.00	\$2,040.00	\$0.00	\$314.80	\$0.00	\$1,725.20	15%
10-450-4550	CONTRACT SERVICES	\$0.00	\$3,060.00	\$0.00	\$0.00	\$0.00	\$3,060.00	0%
10-450-5730	CONTINGENCY	\$0.00	\$3,560.00	\$0.00	\$0.00	\$0.00	\$3,560.00	0%
10-450-8010	DEBT SERVICE - PRINCIPAL	\$7,640.04	\$8,192.64	\$8,195.70	\$8,195.70	\$0.00	-\$3.06	100%
10-450-8011	DEBT SERVICE - INTEREST	\$1,163.32	\$610.68	\$607.66	\$607.66	\$0.00	\$3.02	100%
	<b>450 Total</b>	<b>\$48,079.05</b>	<b>\$144,710.32</b>	<b>\$11,669.38</b>	<b>\$91,518.99</b>	<b>\$941.70</b>	<b>\$52,249.63</b>	<b>64%</b>
10-510-0000	POLICE DEPARTMENT:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-0200	SALARIES AND WAGES	\$1,031,915.43	\$95,689.00	\$81,976.84	\$982,782.48	\$0.00	\$112,906.52	90%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-510-0201	OVERTIME	\$26,948.12	\$30,600.00	\$665.33	\$25,520.09	\$0.00	\$5,079.91	83%
10-510-0203	SEPARATION PAY	\$42,342.40	\$44,900.00	\$3,567.22	\$41,780.53	\$0.00	\$3,119.47	93%
10-510-0205	OTHER SALARIES-PARTTIME	\$2,926.23	\$12,330.00	\$688.65	\$2,506.29	\$0.00	\$9,823.71	20%
10-510-0500	FICA EXPENSE	\$81,293.46	\$92,944.00	\$6,468.36	\$78,244.11	\$0.00	\$14,699.89	84%
10-510-0600	GROUP INSURANCE EXPENSE	\$130,043.91	\$150,801.00	\$12,817.52	\$129,020.19	\$0.00	\$21,780.81	86%
10-510-0700	RETIREMENT EXPENSE	\$165,591.85	\$187,609.00	\$14,019.23	\$170,819.22	\$0.00	\$16,789.78	91%
10-510-0800	WORKERS COMPENSATION	\$41,466.72	\$43,376.00	\$167.72	\$43,160.13	\$0.00	\$215.87	100%
10-510-1110	TELEPHONE	\$3,901.26	\$6,500.00	\$0.00	\$5,456.95	\$1,198.84	-\$155.79	102%
10-510-1111	TELEPHONE-CELLULAR	\$9,846.76	\$11,300.00	\$0.00	\$8,899.06	\$946.15	\$1,454.79	87%
10-510-1120	INTERNET/CABLE	\$5,305.66	\$6,200.00	\$0.00	\$4,582.54	\$486.81	\$1,130.65	82%
10-510-1130	POSTAGE	\$603.15	\$750.00	\$17.71	\$206.40	\$58.00	\$485.60	35%
10-510-1210	OFFICE SUPPLIES	\$2,232.59	\$2,500.00	\$164.43	\$2,362.89	\$0.00	\$137.11	95%
10-510-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$1,424.99	\$1,500.00	\$0.00	\$718.52	\$0.00	\$781.48	48%
10-510-1221	OFFICE EQUIPMENT LEASES	\$5,706.55	\$4,700.00	\$374.25	\$4,295.78	\$0.00	\$404.22	91%
10-510-1230	OFFICE CONTRACT SERVICES	\$31,734.72	\$31,870.00	\$3,407.00	\$23,326.46	\$5,071.96	\$3,471.58	89%
10-510-1250	DUES AND SUBSCRIPTIONS	\$801.31	\$2,500.00	\$106.74	\$1,400.67	\$54.41	\$1,044.92	58%
10-510-1260	MISC. ADMIN. EXPENSE	\$20.50	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-510-1310	ELECTRIC	\$6,730.00	\$6,300.00	\$344.92	\$5,528.15	\$0.00	\$771.85	88%
10-510-1330	WATER/SEWER/SOLID WASTE	\$3,353.36	\$3,500.00	\$0.00	\$2,086.19	\$0.00	\$1,413.81	60%
10-510-1420	OSHA/SAFETY COMPLIANCE	\$625.02	\$1,336.00	\$0.00	\$119.99	\$0.00	\$1,216.01	9%
10-510-1430	TRAINING- REGISTRATION &CLASS MAT'	\$5,451.75	\$6,500.00	-\$419.60	\$3,791.74	\$0.00	\$2,708.26	58%
10-510-1431	TRAVEL MILEAGE	\$0.00	\$500.00	\$0.00	\$142.74	\$0.00	\$357.26	29%
10-510-1432	MEALS	\$2,091.37	\$3,500.00	\$442.38	\$2,983.92	\$240.39	\$275.69	92%
10-510-1433	LODGING	\$2,026.07	\$4,000.00	\$0.00	\$1,884.17	\$279.87	\$1,835.96	54%
10-510-1440	UNIFORMS	\$7,624.90	\$17,500.00	\$355.03	\$14,099.65	\$1,740.39	\$1,659.96	91%
10-510-1451	EMPLOYEE WELLNESS	\$9,499.00	\$11,800.00	\$500.00	\$6,243.00	\$0.00	\$5,557.00	53%
10-510-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$70,366.46	\$69,000.00	\$25.00	\$33,994.38	\$0.00	\$35,005.62	49%
10-510-1630	EQUIPMENT MAINT. & REPAIRS	\$4,054.69	\$4,000.00	\$0.00	\$3,046.06	\$10.25	\$943.69	76%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-510-1710	AUTO FUEL	\$24,497.75	\$40,000.00	\$8,568.21	\$38,770.81	\$0.00	\$1,229.19	97%
10-510-1730	VEHICLE MAINT. & REPAIRS	\$8,737.26	\$15,000.00	\$778.45	\$13,610.47	\$209.43	\$1,180.10	92%
10-510-3310	DEPARTMENT SUPPLIES & MATERIALS	\$8,169.99	\$25,600.00	\$2,089.74	\$14,318.57	\$10,548.51	\$732.92	97%
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 REMOVA	\$4,380.15	\$7,600.00	\$0.00	\$2,350.00	\$0.00	\$5,250.00	31%
10-510-4570	MARINE OPERATIONS	\$2,016.96	\$8,400.00	\$487.39	\$3,565.62	\$3,616.63	\$1,217.75	86%
10-510-5400	INSURANCE AND BONDS	\$25,136.27	\$26,438.00	\$0.00	\$26,447.06	\$0.00	-\$9.06	100%
10-510-5791	CRIMINAL INVESTIGATION	\$3,516.70	\$1,500.00	\$0.00	\$368.00	\$0.00	\$1,132.00	25%
10-510-5793	CRIME PREVENTION	\$2,012.39	\$5,000.00	\$922.83	\$2,766.05	\$0.00	\$2,233.95	55%
10-510-7430	CAPITAL OUTLAY - VEHICLES	\$127,728.78	\$107,231.00	\$0.00	\$52,003.46	\$54,875.03	\$352.51	100%
10-510-8010	DEBT SERVICE - PRINCIPAL	\$16,594.00	\$16,594.37	\$0.00	\$16,594.00	\$0.00	\$0.37	100%
10-510-8011	DEBT SERVICE - INTEREST	\$662.25	\$626.11	\$0.00	\$662.25	\$0.00	-\$36.14	106%
10-510-9020	GRANT EXPENDITURES	\$43,350.44	\$180,000.00	\$0.00	\$27,662.00	\$0.00	\$152,338.00	15%
	<b>510 Total</b>	<b>\$1,962,731.17</b>	<b>\$2,290,494.48</b>	<b>\$138,535.35</b>	<b>\$1,798,120.59</b>	<b>\$79,336.67</b>	<b>\$413,037.22</b>	<b>82%</b>
10-531-0000	FIRE DEPARTMENT:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-0200	SALARIES & WAGES	\$924,032.70	\$1,007,997.91	\$76,050.58	\$914,066.61	\$0.00	\$93,931.30	91%
10-531-0201	OVERTIME	\$18,995.77	\$36,553.13	\$1,856.35	\$23,526.97	\$0.00	\$13,026.16	64%
10-531-0205	SALARIES-PARTIME/PRN	\$40,501.83	\$43,942.00	\$8,166.35	\$42,573.95	\$0.00	\$1,368.05	97%
10-531-0500	FICA EXPENSE	\$72,701.06	\$83,664.41	\$6,390.51	\$72,682.81	\$0.00	\$10,981.60	87%
10-531-0600	GROUP INSURANCE	\$117,239.19	\$146,278.00	\$11,439.94	\$120,069.43	\$0.00	\$26,208.57	82%
10-531-0700	RETIREMENT EXPENSE	\$141,917.89	\$164,505.54	\$12,687.13	\$153,433.64	\$0.00	\$11,071.90	93%
10-531-0701	FIREMAN'S PENSION FUND	\$1,920.00	\$2,160.00	\$0.00	\$1,810.00	\$0.00	\$350.00	84%
10-531-0800	WORKERS COMPENSATION	\$50,946.00	\$54,650.00	\$0.00	\$54,526.40	\$0.00	\$123.60	100%
10-531-1110	TELEPHONE	\$4,741.50	\$7,440.00	\$0.00	\$5,973.04	\$1,087.76	\$379.20	95%
10-531-1111	TELEPHONE- CELLULAR	\$1,480.39	\$2,550.00	\$0.00	\$1,279.69	\$152.04	\$1,118.27	56%
10-531-1120	INTERNET/CABLE	\$4,214.49	\$4,508.00	\$0.00	\$3,998.30	\$375.00	\$134.70	97%
10-531-1130	POSTAGE	\$101.60	\$204.00	\$0.00	\$25.01	\$0.00	\$178.99	12%
10-531-1210	OFFICE SUPPLIES	\$667.91	\$1,224.00	\$0.00	\$738.89	\$0.00	\$485.11	60%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-531-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$1,076.98	\$6,030.00	\$0.00	\$5,680.72	\$357.58	-\$8.30	100%
10-531-1221	OFFICE EQUIPMENT LEASES	\$2,996.57	\$3,090.00	\$239.94	\$2,883.09	\$0.00	\$206.91	93%
10-531-1230	OFFICE CONTRACT SERVICES	\$1,420.00	\$2,153.00	\$0.00	\$2,128.00	\$0.00	\$25.00	99%
10-531-1250	DUES & SUBSCRIPTIONS	\$1,688.82	\$2,090.00	\$454.00	\$1,740.48	\$0.00	\$349.52	83%
10-531-1310	ELECTRIC	\$19,456.86	\$23,929.00	\$1,193.61	\$18,434.19	\$95.75	\$5,399.06	77%
10-531-1320	LP GAS	\$237.04	\$510.00	\$0.00	\$286.09	\$0.00	\$223.91	56%
10-531-1330	WATER/SEWER/SOLID WASTE	\$4,200.53	\$4,865.00	\$55.60	\$3,612.88	\$0.00	\$1,252.12	74%
10-531-1420	OSHA/ SAFETY COMPLIANCE	\$4,550.24	\$13,558.00	\$0.00	\$11,107.17	\$293.00	\$2,157.83	84%
10-531-1421	SAFETY EQUIPMENT	\$26,656.23	\$31,140.00	\$2,979.65	\$9,442.68	\$12,508.00	\$9,189.32	70%
10-531-1422	SAFETY SUPPLIES & MATERIALS	\$13,497.41	\$3,060.00	\$219.57	\$975.36	\$282.94	\$1,801.70	41%
10-531-1430	TRAINING- REGIST & CLASS MATERIAL	\$2,992.54	\$5,610.00	\$465.38	\$3,059.48	\$0.00	\$2,550.52	55%
10-531-1431	MILEAGE	\$952.86	\$816.00	\$0.00	\$705.59	\$0.00	\$110.41	86%
10-531-1432	MEALS	\$1,676.62	\$2,754.00	\$258.25	\$1,878.85	\$296.06	\$579.09	79%
10-531-1433	LODGING	\$2,391.13	\$3,060.00	\$413.76	\$2,849.25	\$107.28	\$103.47	97%
10-531-1440	UNIFORMS	\$15,171.42	\$14,780.00	\$926.83	\$8,650.65	\$209.83	\$5,919.52	60%
10-531-1510	BUILDING MAINTENANCE	\$4,094.44	\$4,662.00	\$256.29	\$2,781.66	\$0.00	\$1,880.34	60%
10-531-1511	GROUND MAINT	\$133.91	\$3,570.00	\$0.00	\$688.00	\$0.00	\$2,882.00	19%
10-531-1512	JANITORIAL SUPPLIES	\$2,083.97	\$2,836.00	\$121.64	\$2,273.98	\$0.00	\$562.02	80%
10-531-1513	CONTRACTED SERVICES	\$6,455.78	\$8,670.00	\$0.00	\$3,925.50	\$56.00	\$4,688.50	46%
10-531-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$8,158.49	\$45,370.00	\$11,643.98	\$23,388.28	\$0.00	\$21,981.72	52%
10-531-1630	EQUIPMENT MAINT & REPAIRS	\$2,584.00	\$11,712.00	\$2,139.85	\$4,910.38	\$684.24	\$6,117.38	48%
10-531-1710	AUTO FUEL	\$11,328.18	\$23,460.00	\$4,305.98	\$19,188.33	\$86.82	\$4,184.85	82%
10-531-1730	VEHICLE MAINT & REPAIRS	\$31,558.20	\$29,500.00	\$3,258.26	\$23,146.06	\$1,200.00	\$5,153.94	83%
10-531-3310	DEPARTMENT SUPPLIES & MATERIALS	\$3,601.21	\$9,180.00	\$287.32	\$4,433.22	\$183.79	\$4,562.99	50%
10-531-5400	INSURANCE & BONDS	\$36,681.00	\$38,750.00	-\$149.00	\$38,329.00	\$0.00	\$421.00	99%
10-531-7410	CAPITAL OUTLAY - BUILDINGS	\$0.00	\$180,000.00	\$6,800.70	\$130,193.42	\$37,751.05	\$12,055.53	93%
10-531-7420	CAPITAL OUTLAY - EQUIPMENT	\$0.00	\$50,435.00	\$44,472.97	\$44,472.97	\$5,957.76	\$4.27	100%
10-531-7430	CAPITAL OUTLAY- VEHICLES	\$0.00	\$60,000.00	\$0.00	\$200,000.00	\$359,998.00	\$2.00	100%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-531-8010	DEBT SERVICE - PRINCIPAL	\$255,437.00	\$258,479.11	\$58,479.46	\$258,479.46	\$0.00	-\$0.35	100%
10-531-8011	DEBT SERVICE - INTEREST	\$95,790.32	\$86,047.87	\$20,722.87	\$86,047.88	\$0.00	-\$0.01	100%
10-531-9003	HURRICANE SUPPLIES & MATERIALS	\$0.00	\$0.00	\$0.00	-\$73.26	\$0.00	\$73.26	0%
10-531-9010	COVID-19 RESPONSE	\$5,276.12	\$0.00	\$0.00	\$4,509.42	\$0.00	-\$4,509.42	0%
	<b>531 Total</b>	<b>\$1,941,608.20</b>	<b>\$2,985,793.97</b>	<b>\$276,137.77</b>	<b>\$2,314,833.52</b>	<b>\$421,682.90</b>	<b>\$249,277.55</b>	<b>92%</b>
10-540-0000	PLANNING & INSPECTIONS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-0200	SALARIES AND WAGES	\$324,814.43	\$328,030.00	\$26,516.95	\$305,474.42	\$0.00	\$22,555.58	93%
10-540-0201	OVERTIME	\$1,243.47	\$2,000.00	\$0.00	\$1,137.63	\$0.00	\$862.37	57%
10-540-0500	FICA EXPENSE	\$24,334.19	\$26,323.00	\$2,012.17	\$23,262.50	\$0.00	\$3,060.50	88%
10-540-0600	GROUP INSURANCE EXPENSE	\$35,316.45	\$38,763.00	\$3,558.80	\$33,580.62	\$0.00	\$5,182.38	87%
10-540-0700	RETIREMENT EXPENSE	\$48,883.21	\$53,995.00	\$4,319.45	\$49,980.32	\$0.00	\$4,014.68	93%
10-540-0800	WORKERS COMPENSATION	\$5,682.79	\$6,182.00	\$0.00	\$5,733.00	\$0.00	\$449.00	93%
10-540-1230	OFFICE CONTRACT SERVICES	\$0.00	\$1,000.00	\$0.00	\$1,018.14	\$54.42	-\$72.56	107%
10-540-1250	DUES & SUBSCRIPTIONS	\$2,642.42	\$2,500.00	\$314.90	\$2,612.65	\$0.00	-\$112.65	105%
10-540-1420	OSHA/SAFETY COMPLIANCE	\$0.00	\$300.00	\$0.00	\$114.88	\$0.00	\$185.12	38%
10-540-1430	TRAINING-REGISTRATION & CLASS MAT'	\$2,675.00	\$3,400.00	\$150.00	\$1,591.70	\$0.00	\$1,808.30	47%
10-540-1431	TRAVEL MILEAGE	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-540-1432	MEALS	\$0.00	\$800.00	\$0.00	\$35.55	\$0.00	\$764.45	4%
10-540-1433	LODGING	\$0.00	\$2,400.00	\$0.00	\$348.83	\$0.00	\$2,051.17	15%
10-540-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$744.41	\$2,000.00	\$1,804.00	\$1,804.00	\$0.00	\$196.00	90%
10-540-1710	AUTO FUEL	\$495.84	\$1,000.00	\$268.76	\$994.68	\$0.00	\$5.32	99%
10-540-1730	VEHICLE MAINT & REPAIRS	\$1,164.05	\$500.00	\$8.67	\$263.74	\$0.00	\$236.26	53%
10-540-1810	PERMITS & FEES RECURRING	\$1,390.00	\$2,000.00	\$0.00	\$1,220.00	\$0.00	\$780.00	61%
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%
10-540-4510	PROFESSIONAL SERVICES	\$99,900.25	\$7,500.00	\$0.00	-\$7,500.00	\$0.00	\$15,000.00	-100%
10-540-7420	CAPITAL OUTLAY-PROFESSIONAL SERVICES	\$0.00	\$95,100.00	\$0.00	\$28,170.00	\$66,929.75	\$0.25	100%
10-540-8010	DEBT SERVICE - PRINCIPAL	\$4,840.00	\$4,840.44	\$0.00	\$4,840.00	\$0.00	\$0.44	100%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-540-8011	DEBT SERVICE - INTEREST	\$183.00	\$183.20	\$0.00	\$183.00	\$0.00	\$0.20	100%
	<b>540 Total</b>	<b>\$554,309.51</b>	<b>\$582,116.64</b>	<b>\$38,953.70</b>	<b>\$454,865.66</b>	<b>\$66,984.17</b>	<b>\$60,266.81</b>	<b>90%</b>
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	\$211,860.14	\$222,535.00	\$16,949.10	\$200,471.67	\$0.00	\$22,063.33	90%
10-550-0500	FICA EXPENSE	\$14,367.64	\$16,603.00	\$1,214.62	\$14,418.07	\$0.00	\$2,184.93	87%
10-550-0600	GROUP INSURANCE EXPENSE	\$13,540.86	\$16,305.00	\$1,425.46	\$14,170.84	\$0.00	\$2,134.16	87%
10-550-0700	RETIREMENT	\$30,078.22	\$34,056.00	\$2,763.28	\$32,698.79	\$0.00	\$1,357.21	96%
10-550-1230	OFFICE CONTRACT SERVICES	\$5,126.45	\$8,200.00	\$0.00	\$4,656.14	\$0.00	\$3,543.86	57%
10-550-1250	DUES AND SUBSCRIPTIONS	\$181.37	\$800.00	\$0.00	\$1,104.99	\$36.27	-\$341.26	143%
10-550-1420	OSHA/SAFETY COMPLIANCE	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
10-550-1430	TRAINING - REGISTRATION & CLASS MATERIAL	\$255.00	\$1,000.00	\$975.00	\$1,225.00	\$0.00	-\$225.00	123%
10-550-1431	TRAVEL MILEAGE	\$0.00	\$230.00	\$0.00	\$0.00	\$0.00	\$230.00	0%
10-550-1432	MEALS	\$0.00	\$225.00	\$0.00	\$0.00	\$0.00	\$225.00	0%
10-550-1433	LODGING	\$0.00	\$900.00	\$0.00	\$0.00	\$0.00	\$900.00	0%
10-550-1440	UNIFORMS	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0%
10-550-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$1,568.89	\$2,000.00	\$0.00	\$56.29	\$0.00	\$1,943.71	3%
10-550-1710	AUTO FUEL	\$210.67	\$500.00	\$48.23	\$324.48	\$0.00	\$175.52	65%
10-550-1730	VEHICLE MAINT. & REPAIRS	\$146.40	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-550-4510	PROFESSIONAL SERVICES	\$7,780.37	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-550-5730	CONTINGENCY	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
	<b>550 Total</b>	<b>\$285,116.01</b>	<b>\$304,654.00</b>	<b>\$23,375.69</b>	<b>\$269,126.27</b>	<b>\$36.27</b>	<b>\$35,491.46</b>	<b>88%</b>
10-560-0000	PUBLIC WORKS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-0200	SALARIES AND WAGES	\$513,572.68	\$624,551.00	\$44,193.44	\$484,793.98	\$0.00	\$139,757.02	78%
10-560-0201	OVERTIME	\$9,386.63	\$9,702.00	\$605.83	\$8,315.22	\$0.00	\$1,386.78	86%
10-560-0500	FICA EXPENSE	\$38,204.34	\$49,131.00	\$3,194.72	\$35,417.51	\$0.00	\$13,713.49	72%
10-560-0600	GROUP INSURANCE EXPENSE	\$83,578.14	\$108,604.00	\$9,261.88	\$85,194.84	\$0.00	\$23,409.16	78%
10-560-0700	RETIREMENT EXPENSE	\$77,723.07	\$98,701.00	\$7,232.82	\$80,182.31	\$0.00	\$18,518.69	81%
10-560-0800	WORKERS COMPENSATION	\$20,545.29	\$31,080.00	\$0.00	\$26,864.73	\$0.00	\$4,215.27	86%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
10-560-1110	TELEPHONE	\$2,629.44	\$2,500.00	\$0.00	\$2,107.80	\$250.82	\$141.38	94%
10-560-1111	TELEPHONE- CELLULAR	\$979.79	\$1,000.00	\$0.00	\$809.29	\$80.60	\$110.11	89%
10-560-1120	INTERNET\CABLE	\$5,396.84	\$4,900.00	\$0.00	\$4,501.01	\$444.28	-\$45.29	101%
10-560-1130	POSTAGE	\$5,269.71	\$4,500.00	\$0.00	\$4,696.26	\$0.00	-\$196.26	104%
10-560-1210	OFFICE SUPPLIES	\$2,140.49	\$2,100.00	\$0.00	\$1,396.13	\$77.50	\$626.37	70%
10-560-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$53.73	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-560-1221	OFFICE EQUIPMENT LEASE	\$3,338.47	\$3,350.00	\$266.30	\$3,200.38	\$0.00	\$149.62	96%
10-560-1230	OFFICE CONTRACT SERVICES	\$2,671.47	\$2,421.69	\$0.00	\$2,168.35	\$177.69	\$75.65	97%
10-560-1250	DUES AND SUBSCRIPTIONS	\$663.39	\$800.00	\$0.00	\$416.65	\$58.12	\$325.23	59%
10-560-1310	ELECTRIC	\$6,032.75	\$7,000.00	\$499.56	\$7,219.09	\$0.00	-\$219.09	103%
10-560-1320	LP GAS	\$3,446.06	\$8,000.00	\$7.50	\$6,978.34	\$0.00	\$1,021.66	87%
10-560-1330	WATER/SEWER/SOLID WASTE	\$1,875.39	\$2,727.61	\$0.00	\$2,288.38	\$0.00	\$439.23	84%
10-560-1420	OSHA/SAFETY COMPLIANCE	\$3,170.84	\$5,750.00	\$35.09	\$3,301.79	\$46.98	\$2,401.23	58%
10-560-1430	TRAINING -REGISTRATION & CLASS	\$1,168.54	\$3,250.00	\$0.00	\$2,424.00	\$0.00	\$826.00	75%
10-560-1431	TRAVEL MILEAGE	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-560-1432	MEALS	\$417.39	\$750.00	\$0.00	\$399.07	\$298.77	\$52.16	93%
10-560-1433	LODGING	\$0.00	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0%
10-560-1440	UNIFORMS	\$5,970.87	\$7,250.00	\$415.37	\$6,611.24	\$0.00	\$638.76	91%
10-560-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$18,167.92	\$8,500.00	\$96.93	\$6,312.78	\$0.00	\$2,187.22	74%
10-560-1630	EQUIPMENT MAINT. & REPAIRS	\$5,296.99	\$3,300.00	\$0.00	\$2,977.45	\$0.00	\$322.55	90%
10-560-1710	AUTO FUEL	\$11,623.96	\$15,500.00	\$3,434.97	\$17,739.43	\$0.00	-\$2,239.43	114%
10-560-1730	VEHICLE MAINT. & REPAIRS	\$9,365.95	\$17,000.00	\$1,193.04	\$12,586.93	\$365.17	\$4,047.90	76%
10-560-1820	PERMITS & FEES - ONE TIME	\$202.65	\$500.00	\$100.00	\$100.00	\$0.00	\$400.00	20%
10-560-3310	DEPARTMENT SUPPLIES & MATERIAL	\$3,306.31	\$8,000.00	\$1,045.30	\$4,114.72	\$0.00	\$3,885.28	51%
10-560-3320	STREETSCAPING MATERIALS	\$0.00	\$74.58	\$0.00	\$0.00	\$74.58	\$0.00	100%
10-560-3811	STREET CONT. SERVICES	\$0.00	\$3,000.00	\$0.00	\$2,902.50	\$0.00	\$97.50	97%
10-560-3812	STREET SUPPLIES & MAT'L	\$4,180.20	\$10,500.00	\$1,638.56	\$10,067.09	\$0.00	\$432.91	96%
10-560-3814	SIDEWALKS & MULTI-MODAL	\$8,927.53	\$19,080.00	\$0.00	\$17,549.75	\$0.00	\$1,530.25	92%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-560-4550	CONTRACT SERVICES	\$5,743.52	\$12,000.00	\$2,300.00	\$9,313.50	\$0.00	\$2,686.50	78%
10-560-4590	DREDGING EXPENSE	\$0.00	\$171,700.00	\$0.00	\$85,400.95	\$0.00	\$86,299.05	50%
10-560-5400	INSURANCE	\$14,342.56	\$18,935.00	\$0.00	\$19,340.92	\$0.00	-\$405.92	102%
10-560-5900	STREET LIGHTS	\$140,819.19	\$146,880.00	\$27,010.77	\$117,192.94	\$0.00	\$29,687.06	80%
10-560-7420	CAPITAL OUTLAY - EQUIPMENT	\$91,635.10	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-7430	CAPITAL OUTLAY - VEHICLES	\$103,580.39	\$255,000.00	\$0.00	\$192,050.38	\$55,294.67	\$7,654.95	97%
10-560-7440	CAPITAL OUTLAY - OTHER STRUCTURES	\$0.00	\$76,000.00	\$37,869.00	\$75,738.00	\$0.00	\$262.00	100%
10-560-8010	DEBT SERVICES-PRINCIPAL	\$245,000.00	\$253,452.18	\$0.00	\$245,000.00	\$0.00	\$8,452.18	97%
10-560-8011	DEBT SERVICES-INTEREST	\$85,933.74	\$83,850.06	\$0.00	\$83,692.00	\$0.00	\$158.06	100%
	<b>560 Total</b>	<b>\$1,536,361.33</b>	<b>\$2,084,590.12</b>	<b>\$140,401.08</b>	<b>\$1,671,365.71</b>	<b>\$57,169.18</b>	<b>\$356,055.23</b>	<b>83%</b>
10-570-0000	SANITATION:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-570-1310	ELECTRIC FOR COMPACTOR	\$632.52	\$1,000.00	\$45.62	\$488.80	\$0.00	\$511.20	49%
10-570-1630	EQUIPMENT MAINT.	\$1,736.10	\$1,500.00	\$9.59	\$73.59	\$0.00	\$1,426.41	5%
10-570-1710	AUTO FUEL	\$7,712.17	\$15,000.00	\$2,934.46	\$12,691.28	\$0.00	\$2,308.72	85%
10-570-1730	VEHICLE MAINTENANCE	\$1,230.05	\$4,000.00	\$0.00	\$3,379.40	\$0.00	\$620.60	84%
10-570-4520	COLLECTION CONTRACTED SV WBD ROLLOUT	\$23,836.36	\$24,000.00	\$0.00	\$20,731.08	\$2,083.95	\$1,184.97	95%
10-570-4521	COLLECTION CONTRACTSVCS RESROLLOUT SV	\$448,835.45	\$464,400.00	\$0.00	\$388,896.07	\$39,945.59	\$35,558.34	92%
10-570-4560	RECYCLING DISPOSAL WBD CARDBOARD ONL	\$7,507.14	\$7,500.00	\$0.00	\$6,357.15	\$636.72	\$506.13	93%
10-570-4561	SOLID WASTE DISPOSAL RES BULK SERVICE	\$33,969.13	\$36,000.00	\$0.00	\$34,227.11	\$2,721.04	-\$948.15	103%
10-570-4562	YARD DEBRIS DISPOSAL FEE DEE GARNER	\$38,060.00	\$56,000.00	\$4,790.00	\$54,431.99	\$0.00	\$1,568.01	97%
10-570-4563	SOLID WASTE DISPOSAL WBD COMPACTOR FE	\$29,589.66	\$31,200.00	\$0.00	\$30,111.45	\$2,324.51	-\$1,235.96	104%
10-570-8010	DEBT SERVICES- PRINCIPAL (GRAPPLE TRUCK	\$38,028.00	\$38,086.99	\$0.00	\$38,028.00	\$0.00	\$58.99	100%
10-570-8011	DEBT SERVICES - INTEREST (GRAPPLE TRUCK	\$1,436.00	\$1,386.37	\$0.00	\$1,385.90	\$0.00	\$0.47	100%
	<b>570 Total</b>	<b>\$632,572.58</b>	<b>\$680,073.36</b>	<b>\$7,779.67</b>	<b>\$590,801.82</b>	<b>\$47,711.81</b>	<b>\$41,559.73</b>	<b>94%</b>
10-580-0000	STORMWATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-580-1610	NON-CAPITAL EQUIPMENT PURCHASES	\$5,293.77	\$25,200.00	\$3,125.61	\$11,644.56	\$14,563.23	-\$1,007.79	104%
10-580-1710	AUTO FUEL	\$14,950.32	\$10,800.00	\$0.00	\$5,823.22	\$0.00	\$4,976.78	54%
10-580-4550	CONTRACT SERVICES	\$55,036.48	\$42,200.00	\$0.00	\$3,312.04	\$0.00	\$38,887.96	8%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
	<b>580 Total</b>	<b>\$75,280.57</b>	<b>\$78,200.00</b>	<b>\$3,125.61</b>	<b>\$20,779.82</b>	<b>\$14,563.23</b>	<b>\$42,856.95</b>	<b>45%</b>
10-620-0000	FACILITIES & GROUND MAINT:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-620-1210	OFFICE SUPPLIES	\$0.00	\$0.00	-\$27.29	\$0.00	\$0.00	\$0.00	0%
10-620-1330	WATER\SEWER\SOLID WASTE	\$637.07	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-620-1510	TOWN HALL BLDG MAINT	\$86,693.85	\$87,600.00	\$3,472.61	\$33,918.75	\$7,120.73	\$46,560.52	47%
10-620-1511	TOWN HALL GROUND MAINT	\$488.77	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-620-1512	TOWN HALL JANITORIAL SUPPLIES	\$1,132.95	\$1,500.00	\$481.96	\$1,229.39	\$0.00	\$270.61	82%
10-620-1513	TOWN HALL CONTRACTED SERVICES	\$0.00	\$2,000.00	\$0.00	\$135.00	\$0.00	\$1,865.00	7%
10-620-1520	TRAIN DEPOT BLDG MAINT	\$951.87	\$28,060.00	\$13.79	\$1,258.10	\$0.00	\$26,801.90	4%
10-620-1522	TRAIN DEPOT JANITORIAL SUPPLIES	\$722.43	\$1,000.00	\$0.00	\$186.79	\$0.00	\$813.21	19%
10-620-1530	POLICE DEPT BLDG MAINT	\$23,286.96	\$18,000.00	\$103.68	\$13,495.87	\$0.00	\$4,504.13	75%
10-620-1532	POLICE DEPT JANITORIAL SUPPLIES	\$89.68	\$1,500.00	\$0.00	\$434.65	\$0.00	\$1,065.35	29%
10-620-1533	POLICE DEPT CONTRACTED SERVICES	\$0.00	\$2,000.00	\$0.00	\$750.05	\$0.00	\$1,249.95	38%
10-620-1540	PUBLIC WORKS BLDG MAINT	\$15,536.96	\$11,000.00	\$222.69	\$4,395.34	\$4,245.24	\$2,359.42	79%
10-620-1541	PUBLIC WORKS GROUND MAINT	\$0.00	\$750.00	\$0.00	\$510.64	\$0.00	\$239.36	68%
10-620-1542	PUBLIC WORKS JANITORIAL SUPPLIES	\$232.64	\$500.00	\$0.00	\$33.45	\$0.00	\$466.55	7%
10-620-1550	CEMETERY MAINTENANCE	\$9,910.99	\$19,646.18	\$2,080.84	\$13,275.71	\$0.00	\$6,370.47	68%
10-620-1560	PUBLIC RESTROOM BLDG MAINT	\$6,017.43	\$6,000.00	\$0.00	\$3,919.19	\$0.00	\$2,080.81	65%
10-620-1562	PUBLIC RESTROOM JANITORIAL SUPPLY	\$8,786.07	\$8,000.00	\$0.00	\$7,987.96	\$0.00	\$12.04	100%
10-620-1570	PARKS MAINTENANCE	\$12,503.84	\$14,000.00	\$592.76	\$13,916.25	\$0.00	\$83.75	99%
10-620-1571	RJP PARK MAINTENANCE	\$12,275.49	\$14,000.00	\$526.84	\$8,755.63	\$120.54	\$5,123.83	63%
10-620-1572	TOPSAIL PARK IMPROVEMENTS	\$45,354.01	\$9,040.00	\$0.00	\$7,955.14	\$0.00	\$1,084.86	88%
10-620-1573	PARKS CONTRACTED SERVICE	\$1,244.49	\$22,000.00	\$549.37	\$5,609.32	\$0.00	\$16,390.68	25%
10-620-1580	DOCKS AND BOARDWALK MAINT	\$2,633.99	\$5,500.00	\$631.23	\$2,722.39	\$654.09	\$2,123.52	61%
10-620-1590	PUBLIC R.O.W. MAINT	\$20,351.45	\$15,500.00	\$213.88	\$14,228.35	\$0.00	\$1,271.65	92%
10-620-1591	TREES	\$5,535.00	\$15,000.00	\$0.00	\$11,657.16	\$0.00	\$3,342.84	78%
10-620-1610	NON CAPITAL EQUIPMENT PURCHASE	\$1,461.05	\$2,500.00	\$0.00	\$1,777.27	\$0.00	\$722.73	71%
10-620-1630	EQUIPMENT MAINT & REPAIRS	\$3,209.03	\$2,500.00	\$9.64	\$1,816.01	\$0.00	\$683.99	73%

## TOWN OF BEAUFORT

## Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
10-620-3310	DEPARTMENTAL SUPPLIES & MATERIALS	\$1,607.66	\$4,200.00	\$0.00	\$235.10	\$0.00	\$3,964.90	6%
10-620-4550	CONTRACT SERVICES	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
10-620-7420	CAPITAL OUTLAY/EQUIPMENT	\$0.00	\$112,950.00	\$0.00	\$0.00	\$0.00	\$112,950.00	0%
	<b>620 Total</b>	<b>\$260,663.68</b>	<b>\$406,246.18</b>	<b>\$8,872.00</b>	<b>\$150,203.51</b>	<b>\$12,140.60</b>	<b>\$243,902.07</b>	<b>40%</b>
10-700-0000	NON-DEPARTMENTAL:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-700-0206	MERIT AWARDS	\$0.00	\$60,337.00	\$0.00	\$0.00	\$0.00	\$60,337.00	0%
10-700-1120	INTERNET- FIBER HUB CONNECTION	\$11,715.13	\$8,000.00	\$0.00	\$6,086.50	\$630.38	\$1,283.12	84%
10-700-1130	INFORMATION TECHNOLOGY SERVICES	\$53,709.17	\$87,220.00	\$0.00	\$57,455.16	\$0.00	\$29,764.84	66%
10-700-1250	EURY'S LANDING CONDOMINIUM ANNUAL DUE	\$800.00	\$820.00	\$0.00	\$800.00	\$0.00	\$20.00	98%
10-700-1410	HUMAN RESOURCES - EMPLOYMENT	\$8,014.45	\$38,760.00	\$1,275.00	\$40,441.53	\$0.00	-\$1,681.53	104%
10-700-1420	HUMAN RESOURCES - TRAINING	\$2,000.00	\$20,400.00	\$0.00	\$6,677.45	\$0.00	\$13,722.55	33%
10-700-1450	EMPLOYEE ENGAGEMENT	\$3,180.48	\$22,240.00	\$461.48	\$22,141.38	\$343.07	-\$244.45	101%
10-700-1592	WBD PROJECTS	\$17,542.32	\$55,289.00	\$0.00	\$16,888.61	\$17,829.54	\$20,570.85	63%
10-700-4510	PROFESSIONAL SERVICES	\$46,161.44	\$208,930.00	\$6,758.00	\$78,008.21	\$34,058.74	\$96,863.05	54%
10-700-4530	LEGAL SERVICES	\$153,967.28	\$135,000.00	\$24,176.55	\$184,855.90	\$17,000.00	-\$66,855.90	150%
10-700-5600	CONTRIBUTIONS TO OTHER AGENCIES	\$2,100.00	\$4,600.00	\$0.00	\$2,100.00	\$0.00	\$2,500.00	46%
10-700-5730	CONTINGENCY	\$0.00	\$31,371.89	\$0.00	\$0.00	\$0.00	\$31,371.89	0%
10-700-7430	CAPITAL OUTLAY - VEHICLES	\$0.00	\$1,714.00	\$0.00	\$0.00	\$0.00	\$1,714.00	0%
10-700-8010	DEBT SERVICE - PRINCIPAL	\$100,000.00	\$100,000.00	\$0.00	\$100,000.00	\$0.00	\$0.00	100%
10-700-8011	DEBT SERVICE - INTEREST	\$19,485.38	\$16,438.06	\$0.00	\$16,419.37	\$0.00	\$18.69	100%
10-700-9010	COVID-19 RESPONSE	\$8,675.00	\$0.00	\$0.00	\$1,493.23	\$0.00	-\$1,493.23	0%
10-700-9020	CARES RELIEF FUNDS	\$93,117.13	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>700 Total</b>	<b>\$520,467.78</b>	<b>\$791,119.95</b>	<b>\$32,671.03</b>	<b>\$533,367.34</b>	<b>\$69,861.73</b>	<b>\$187,890.88</b>	<b>76%</b>
10-800-0000	GENERAL FUND TRANSFERS:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-800-0064	TRANSFER TO CAPITAL PROJECTS	\$0.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	\$0.00	100%
10-800-8000	TRANSFER TO CAPITAL RESERVE	\$185,000.00	\$263,608.00	\$263,608.00	\$263,608.00	\$0.00	\$0.00	100%
	<b>800 Total</b>	<b>\$185,000.00</b>	<b>\$63,608.00</b>	<b>\$363,608.00</b>	<b>\$363,608.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100%</b>
	<b>General Fund Expend Total</b>	<b>\$9,058,983.14</b>	<b>\$12,019,470.26</b>	<b>\$1,127,691.87</b>	<b>\$9,404,490.81</b>	<b>\$775,960.92</b>	<b>\$1,839,018.53</b>	<b>85%</b>

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
<b>10</b>	<b>General Fund</b>							
			<u>Prior</u>	<u>Current</u>	<u>YTD</u>			
	<b>Revenue:</b>	<b>\$10,801,944.76</b>	<b>\$1,349,435.21</b>	<b>\$11,271,727.30</b>				
	<b>Expended:</b>	<b>\$9,058,983.14</b>	<b>\$1,127,691.87</b>	<b>\$9,404,490.81</b>				
	<b>Net Income:</b>	<b>\$1,742,961.62</b>	<b>\$221,743.34</b>	<b>\$1,867,236.49</b>				

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
40-303-0009	GRANTS NC	\$127,750.00	\$0.00	\$0.00	\$22,250.00	\$22,250.00	0%
40-305-0001	REVENUE ACCOUNT REGULAR - WATER USAG	\$1,269,581.09	\$1,240,000.00	\$106,316.06	\$1,192,099.69	-\$47,900.31	96%
40-305-0002	REVENUE ACCOUNT REGULAR - SEWER USAG	\$3,042,081.46	\$3,150,000.00	\$267,996.12	\$2,875,271.01	-\$274,728.99	91%
40-305-0003	WATER TAP IN FEES	\$98,500.00	\$44,750.00	\$12,600.00	\$125,250.00	\$80,500.00	280%
40-305-0004	SEWER TAP IN FEE	\$68,250.00	\$41,250.00	\$12,000.00	\$92,250.00	\$51,000.00	224%
40-305-0005	ACCOUNT SERVICE CHARGES	\$6,050.00	\$10,000.00	\$1,970.00	\$9,625.00	-\$375.00	96%
40-305-0006	WATER SERVICE CHARGES	\$77.64	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-305-0007	SEWER SERVICE CHARGES	-\$9,399.89	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-305-0008	LATE FEES - WATER	-\$95.08	\$40,000.00	\$4,069.68	\$11,148.90	-\$28,851.10	28%
40-305-0009	LATE FEES - SEWER/GREASE	-\$3.80	\$0.00	\$15.45	\$40.55	\$40.55	0%
40-305-0010	RETURNED CHECK FEES - WATER	\$300.00	\$0.00	\$25.00	\$250.00	\$250.00	0%
40-305-0012	TEMPORARY UTILITY USE CHARGE	\$1,950.00	\$1,000.00	\$0.00	\$1,250.00	\$250.00	125%
40-305-0013	SPRINKLER FEES	\$4,375.00	\$3,000.00	\$0.00	\$4,458.75	\$1,458.75	149%
40-305-0014	SEWER ALLOCATION REQUEST FEE	\$250.00	\$0.00	\$50.00	\$1,250.00	\$1,250.00	0%
40-307-0001	INVESTMENT EARNINGS-WATER	\$1,176.34	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-307-0011	APP.UNRESTRICTED FUND BALANCE	\$0.00	\$204,068.00	\$0.00	\$0.00	-\$204,068.00	0%
40-329-0065	TRANSFER FROM CRF	\$33,000.00	\$90,000.00	\$90,000.00	\$90,000.00	\$0.00	100%
40-900-9000	cancel revenue	\$300.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>Utility Fund Revenue Total</b>	<b>\$4,644,142.76</b>	<b>\$4,824,068.00</b>	<b>\$495,042.31</b>	<b>\$4,425,143.90</b>	<b>-\$398,924.10</b>	<b>92%</b>

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
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## TOWN OF BEAUFORT

## Statement of Revenue and Expenditures - Operating

40-800-1240	CONTRIBUTION TO GF FOR ADMIN SERVICES	\$600,000.00	\$624,000.00	\$624,000.00	\$624,000.00	\$0.00	\$0.00	100%
40-800-8000	TRANSFER TO CAPITAL RESERVE	\$350,000.00	\$350,000.00	\$350,000.00	\$350,000.00	\$0.00	\$0.00	100%
	<b>800 Total</b>	<b>\$950,000.00</b>	<b>\$974,000.00</b>	<b>\$974,000.00</b>	<b>\$974,000.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>100%</b>
40-810-0000	SEWER DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-0200	SALARIES AND WAGES	\$446,907.05	\$493,737.00	\$37,380.15	\$439,959.26	\$0.00	\$53,777.74	89%
40-810-0201	OVERTIME	\$46,248.29	\$49,159.00	\$5,491.42	\$43,321.90	\$0.00	\$5,837.10	88%
40-810-0500	FICA EXPENSE	\$36,493.28	\$38,391.00	\$3,119.66	\$35,461.94	\$0.00	\$2,929.06	92%
40-810-0600	GROUP INSURANCE EXPENSE	\$55,580.73	\$63,221.00	\$5,694.08	\$54,840.42	\$0.00	\$8,380.58	87%
40-810-0700	RETIREMENT EXPENSE	\$74,227.88	\$89,105.00	\$6,929.41	\$78,892.22	\$0.00	\$10,212.78	89%
40-810-0800	WORKERS COMPENSATION	\$7,216.79	\$10,681.00	\$0.00	\$10,634.66	\$0.00	\$46.34	100%
40-810-1110	TELEPHONE	\$10,502.45	\$9,300.00	\$536.08	\$8,491.44	\$455.72	\$352.84	96%
40-810-1111	TELEPHONE-CELLULAR	\$775.63	\$741.00	\$0.00	\$627.11	\$96.15	\$17.74	98%
40-810-1120	INTERNET/CABLE	\$4,495.74	\$5,200.00	\$0.00	\$3,748.11	\$374.28	\$1,077.61	79%
40-810-1130	POSTAGE	\$6,304.97	\$4,800.00	\$0.00	\$5,736.72	\$183.03	-\$1,119.75	123%
40-810-1210	OFFICE SUPPLIES	\$1,074.34	\$1,951.88	\$0.00	\$841.40	\$333.36	\$777.12	60%
40-810-1230	OFFICE CONTRACT SERVICES	\$2,068.96	\$2,000.00	\$0.00	\$1,801.63	\$0.00	\$198.37	90%
40-810-1250	DUES & SUBSCRIPTIONS	\$1,430.66	\$1,300.00	\$0.00	\$912.54	-\$31.86	\$419.32	68%
40-810-1310	ELECTRIC	\$180,428.74	\$199,800.00	\$15,209.74	\$173,405.23	\$594.70	\$25,800.07	87%
40-810-1330	WATER/SEWER/SOLID WASTE	\$839.79	\$1,000.00	\$0.00	\$680.32	\$0.00	\$319.68	68%
40-810-1420	OSHA/SAFETY COMPLIANCE	\$2,036.98	\$3,100.00	\$142.26	\$3,583.24	\$0.00	-\$483.24	116%
40-810-1422	SAFETY SUPPLIES & MATERIALS	\$91.38	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-1430	TRAINING - REGISTRATION & CLASS MA	\$1,342.09	\$2,000.00	\$0.00	\$2,948.18	\$42.00	-\$990.18	150%
40-810-1431	TRAVEL MILEAGE	\$117.16	\$200.00	\$0.00	\$0.00	\$0.00	\$200.00	0%
40-810-1432	MEALS	\$0.00	\$500.00	\$0.00	\$136.25	\$6.69	\$357.06	29%
40-810-1433	LODGING	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
40-810-1434	EMPLOYEE DEVELOPMENT	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
40-810-1440	UNIFORMS	\$5,341.15	\$5,100.00	\$370.43	\$4,685.41	\$72.03	\$342.56	93%
40-810-1510	BUILDING MAINT	\$3,438.91	10,500.00	\$836.04	\$11,058.48	\$0.00	-\$558.48	105%
40-810-1512	JANITORIAL SUPPLIES	\$666.82	\$1,000.00	\$658.07	\$1,670.17	\$0.00	-\$670.17	167%

## TOWN OF BEAUFORT

## Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
40-810-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$0.00	\$34,300.00	\$0.00	\$33,190.69	\$0.00	\$1,109.31	97%
40-810-1620	EQUIPMENT LEASE	-\$38.14	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-1630	EQUIPMENT MAINT & REPAIRS	\$71,645.34	\$87,500.00	\$13,653.13	\$65,312.71	\$21,260.67	\$926.62	99%
40-810-1710	AUTO FUEL	\$13,260.05	\$16,000.00	\$3,317.41	\$15,240.64	\$0.00	\$759.36	95%
40-810-1730	VEHICLE MAINT & REPAIRS	\$2,998.39	\$6,000.00	\$128.47	\$5,189.10	\$0.00	\$810.90	86%
40-810-1810	PERMITS & FEES - RECCURING	\$7,907.75	\$8,620.00	\$100.00	\$7,410.00	\$0.00	\$1,210.00	86%
40-810-1830	COMPLIANCE TESTING	\$8,069.92	\$15,000.00	\$1,381.91	\$8,350.43	\$0.00	\$6,649.57	56%
40-810-3310	DEPARTMENT SUPPLIES & MATERIALS - SEWE	\$10,801.19	\$34,000.00	-\$40.26	\$33,042.25	\$21.30	\$936.45	97%
40-810-3311	DEPARTMENT SUPPLIES & MATERIALS -WWTP	\$42,742.11	\$44,500.00	\$2,170.68	\$45,137.61	\$19.19	-\$656.80	101%
40-810-4510	PROFESSIONAL SERVICES	\$65,168.82	\$135,000.00	\$0.00	\$38,072.29	\$93,828.75	\$3,098.96	98%
40-810-4550	CONTRACT SERVICES	\$240,276.11	\$71,465.00	\$0.00	\$24,028.15	\$12,506.60	\$34,930.25	51%
40-810-4560	STREET PATCHING FOR UTILITY REPAIRS	\$5,967.50	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0%
40-810-5400	INSURANCE	\$43,933.70	\$52,700.00	\$0.00	\$52,234.36	\$0.00	\$465.64	99%
40-810-5730	CONTINGENCIES	\$0.00	\$55.27	\$0.00	\$0.00	\$0.00	\$55.27	0%
40-810-7420	CAPITAL OUTLAY - EQUIPMENT	\$142,075.57	\$9,564.00	\$0.00	\$887.00	\$0.00	\$8,677.00	9%
40-810-7430	CAPITAL OUTLAY - VEHICLES	\$0.00	\$113,889.00	\$6.00	\$81,925.09	\$31,963.84	\$0.07	100%
40-810-8010	DEBT SERVICE-PRINCIPAL	\$1,034,364.67	\$1,034,365.11	\$0.00	\$1,034,364.67	\$0.00	\$0.44	100%
40-810-8011	DEBT SERVICE-INTEREST	\$186,403.06	\$168,499.36	\$0.00	\$168,499.16	\$0.00	\$0.20	100%
	<b>810 Total</b>	<b>\$2,763,205.83</b>	<b>\$2,836,744.62</b>	<b>\$97,084.68</b>	<b>\$2,496,320.78</b>	<b>\$161,726.45</b>	<b>\$178,697.39</b>	<b>94%</b>
40-812-0000	WATER DEPARTMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-0200	SALARIES AND WAGES	\$215,175.53	\$266,398.00	\$20,630.75	\$232,914.22	\$0.00	\$33,483.78	87%
40-812-0201	OVERTIME	\$7,403.09	\$647.00	\$0.00	\$0.00	\$0.00	\$647.00	0%
40-812-0500	FICA EXPENSE	\$16,726.89	\$17,670.00	\$1,571.86	\$17,747.70	\$0.00	-\$77.70	100%
40-812-0600	GROUP INSURANCE EXPENSE	\$28,253.16	\$32,604.00	\$2,491.16	\$27,946.28	\$0.00	\$4,657.72	86%
40-812-0700	RETIREMENT EXPENSE	\$33,196.11	\$41,997.00	\$3,358.83	\$37,989.41	\$0.00	\$4,007.59	90%
40-812-0800	WORKERS COMPENSATION	\$7,892.00	\$8,627.00	\$0.00	\$8,400.00	\$0.00	\$227.00	97%
40-812-1110	TELEPHONE	\$1,187.83	\$2,040.00	\$0.00	\$1,224.15	\$245.90	\$569.95	72%
40-812-1111	TELEPHONE-CELLULAR	\$723.66	\$800.00	\$0.00	\$656.85	\$65.31	\$77.84	90%

## TOWN OF BEAUFORT

## Statement of Revenue and Expenditures - Operating

<i>Expend Account</i>	<i>Description</i>	<i>Prior Yr Expd</i>	<i>Budgeted</i>	<i>Curr Expd</i>	<i>YTD Expd</i>	<i>Encumbered</i>	<i>Balance</i>	<i>% Expd</i>
40-812-1120	INTERNET/CABLE	\$3,895.86	\$3,700.00	\$0.00	\$3,248.21	\$324.29	\$127.50	97%
40-812-1130	POSTAGE	\$5,258.72	\$4,600.00	\$0.00	\$4,952.42	\$0.00	-\$352.42	108%
40-812-1210	OFFICE SUPPLIES	\$246.24	\$1,000.00	\$0.00	\$442.32	\$0.00	\$557.68	44%
40-812-1230	OFFICE CONTRACT SERVICES	\$3,829.85	\$3,000.00	\$667.62	\$3,013.39	\$0.00	-\$13.39	100%
40-812-1250	DUES AND SUBSCRIPTIONS	\$738.59	\$2,500.00	\$0.00	\$955.62	\$0.00	\$1,544.38	38%
40-812-1310	ELECTRIC	\$42,830.97	\$46,000.00	\$5,714.58	\$43,761.36	\$0.00	\$2,238.64	95%
40-812-1320	LP GAS	\$656.51	\$1,500.00	\$0.00	\$465.94	\$0.00	\$1,034.06	31%
40-812-1330	WATER/SEWER/SOLID WASTE	\$771.40	\$750.00	\$0.00	\$551.02	\$0.00	\$198.98	73%
40-812-1420	OSHA/SAFETY COMPLIANCE	\$660.40	\$1,519.99	\$6.20	\$705.82	\$19.99	\$794.18	48%
40-812-1430	TRAINING -REGISTRATION&CLASS MAT'L	\$255.00	\$1,500.00	\$0.00	\$631.92	\$0.00	\$868.08	42%
40-812-1431	TRAVEL MILEAGE	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0%
40-812-1432	MEALS	\$0.00	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0%
40-812-1434	EMPLOYEE DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-1440	UNIFORMS	\$1,723.29	\$2,600.00	\$385.10	\$1,941.51	\$72.03	\$586.46	77%
40-812-1510	BUILDING MAINT	\$1,171.70	\$2,000.00	\$0.00	\$2,150.00	\$0.00	-\$150.00	108%
40-812-1512	JANITORIAL SUPPLIES	\$0.00	\$500.00	\$0.00	\$59.63	\$0.00	\$440.37	12%
40-812-1610	NON-CAPITAL EQUIPMENT PURCHASES	\$4,091.25	\$2,000.00	\$0.00	\$2,125.70	\$0.00	-\$125.70	106%
40-812-1630	EQUIPMENT MAINT. & REPAIRS	\$18,363.09	\$8,000.00	\$0.00	\$3,157.80	\$3,736.24	\$1,105.96	86%
40-812-1710	AUTO FUEL	\$4,260.56	\$10,000.00	\$2,169.59	\$8,380.91	\$0.00	\$1,619.09	84%
40-812-1730	VEHICLE MAINT. & REPAIRS	\$3,510.13	\$2,500.00	\$581.85	\$1,399.34	\$0.00	\$1,100.66	56%
40-812-1810	PERMITS & FEES - REOCCURING	\$4,575.00	\$4,575.00	\$0.00	\$3,565.00	\$0.00	\$1,010.00	78%
40-812-1830	COMPLIANCE TESTING	\$6,300.54	\$5,000.00	\$300.00	\$4,823.00	\$0.00	\$177.00	96%
40-812-3310	DEPARTMENT SUPPLIES & MATERIALS - METEI	\$52,465.37	\$57,020.97	\$11,602.84	\$53,883.04	\$20.97	\$3,116.96	95%
40-812-3311	DEPARTMENT SUPPLIES & MATERIALS -PLANT	\$84,247.35	\$83,000.00	\$8,391.39	\$85,651.66	\$209.73	-\$2,861.39	103%
40-812-4550	CONTRACT SERVICES	\$60,781.74	\$34,000.00	\$0.00	\$29,315.41	\$101.83	\$4,582.76	87%
40-812-4560	STREET PATCHING FOR UTILITY REPAIRS	\$12,256.24	\$29,500.00	\$0.00	\$29,250.00	\$0.00	\$250.00	99%
40-812-4570	COUNTY WATER PURCHASE	\$37,167.13	153 53,500.00	\$4,315.28	\$49,997.39	\$0.00	\$3,502.61	93%
40-812-5400	INSURANCE	\$17,200.00	\$18,700.00	\$0.00	\$18,217.47	\$0.00	\$482.53	97%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<u>Expend Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Curr Expd</u>	<u>YTD Expd</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Expd</u>
40-812-5730	CONTINGENCIES	\$0.00	\$363.00	\$0.00	\$0.00	\$0.00	\$363.00	0%
40-812-7420	CAPITAL OUTLAY - EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-7430	CAPITAL OUTLAY-VEHICLES	\$0.00	\$41,599.00	\$0.00	\$0.00	\$41,059.09	\$539.91	99%
40-812-7440	CAPITAL OUTLAY - CONT. SERVICES	\$0.00	\$90,000.00	\$4,434.00	\$87,263.42	\$0.00	\$2,736.58	97%
40-812-8010	DEBT SERVICE - PRINCIPAL	\$102,150.40	\$102,150.84	\$0.00	\$102,150.40	\$0.00	\$0.44	100%
40-812-8011	DEBT SERVICE - INTEREST	\$26,962.08	\$29,002.54	\$0.00	\$29,002.34	\$0.00	\$0.20	100%
	<b>812 Total</b>	<b>\$806,927.68</b>	<b>\$1,013,364.34</b>	<b>\$66,621.05</b>	<b>\$897,940.65</b>	<b>\$45,855.38</b>	<b>\$69,568.31</b>	<b>93%</b>
	<b>Utility Fund Expend Total</b>	<b>\$4,520,133.51</b>	<b>\$4,824,108.96</b>	<b>\$1,137,705.73</b>	<b>\$4,368,261.43</b>	<b>\$207,581.83</b>	<b>\$248,265.70</b>	<b>95%</b>

40

Utility Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$4,644,142.76	\$495,042.31	\$4,425,143.90
Expended:	\$4,520,133.51	\$1,137,705.73	\$4,368,261.43
Net Income:	\$124,009.25	-\$642,663.42	\$56,882.47

<u>Revenue Account</u>	<u>Description</u>	<u>Prior Yr Rev</u>	<u>Anticipated</u>	<u>Curr Rev</u>	<u>YTD Rev</u>	<u>Excess/Deficit</u>	<u>% Real</u>
60-305-0000	WATER CAPACITY FEES	\$10,948.00	\$0.00	\$952.00	\$18,400.00	\$18,400.00	0%
60-305-0001	SEWER CAPACITY FEES	\$249,261.60	\$0.00	\$11,048.00	\$159,593.00	\$159,593.00	0%
	<b>Impact Fee Fund Revenue Total</b>	<b>\$260,209.60</b>	<b>\$0.00</b>	<b>\$12,000.00</b>	<b>\$177,993.00</b>	<b>\$177,993.00</b>	<b>0%</b>

60

Impact Fee Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$260,209.60	\$12,000.00	\$177,993.00
Expended:	\$0.00	\$0.00	\$0.00
Net Income:	\$260,209.60	\$12,000.00	\$177,993.00

Grand Totals

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$15,706,297.12	\$1,856,477.52	\$15,874,864.20
Expended:	\$13,579,116.65	\$2,265,397.60	\$14,756,294.99
Net Income:	\$2,127,180.47	-\$408,920.08	\$1,118,569.21



Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
	<b>GENERAL FUND REVENUE:</b>			
10-301-0000	AD VALOREM TAX - CURRENT YEAR	Calculated from the Property Valuation determined by Carteret County multiplied by the tax rate set by the Beaufort Board of Commissioners multiplied by the percentage the Town anticipates collecting. Town receives a monthly check from the county for the previous months collections. Revenue is booked when received.		
10-301-0001	AD VALOREM TAX PRIOR YEAR	Amount of outstanding Ad Valorem taxes anticipated to be collected from previous years. Town receives a monthly check from the county for the previous months collections. Revenue is booked when received.		
10-301-0002	PENALTIES AND INTEREST	Late Listing and Interest collected on Ad Valorem and Motor Vehicle taxes for current and prior years. Town receives a monthly check from the county for the previous months collections. Revenue is booked when received.		
10-301-0004	MOTOR VEHICLE TAX	Town portion of Motor Vehicle Taxes collected by the NCDMV through the Tax and Tag program. Town receives a monthly check from the county for the previous months collections. Revenue is booked when received.		
10-301-0006	PAYMENT IN LIEU OF TAXES	Payments made by Beaufort Housing Authority and Inlet Inn "PILOT". An annual check is received.		
10-303-0001	LOCAL OPTION SALES TAX	Sales Tax (2%) collected by the state and distributed based on ad valorem tax base "LOST". Town receives a monthly electronic distribution from NCDOR. The month of distribution is 3 months in arrears of the month the sales took place. Ex. Distribution in December is for September sales. Revenue is booked when received.		
10-303-0002	UTILITIES FRANCHISE TAX	Utilities Tax collected by the state. Town receives a quarterly electronic credit from NCDOR.		
10-303-0003	BEER AND WINE TAX	Beer and Wine Tax collected by the state. Town received an annual electronic credit from NCDOR.		
10-303-0004	POWELL BILL	Funds received from the state restricted for street maintenance. Town received a semi-annual distribution from the State.		
10-303-0014	FEMA MITIGATION GRANT	Grant received from FEMA for generator at Town Hall		
10-303-0015	FEMA HURRICANE FLORENCE	Reimbursement for hurricane expenses		
10-303-0016	GRANTS- SRO,CAD, SCHOOL SAFETY	Governor's Crime Commission Grant		
10-303-0019	CARES RELIEF FUNDS	Cares Relief Funds Received		
10-304-0001	COUNTY ABC PROFIT DISTRIBUTION	Town's portion of county ABC profit. Town receives a check quarterly from the ABC Board.		
10-304-0002	FIRE DISTRICT AD VALOREM TAX	Ad Valorem tax received from Carteret County for the fire district. Town received a monthly electronic payment from the county.		
10-304-0003	FIRE DISTRICT SALES TAX	Sales tax received from Carteret County for the fire district		
10-304-0004	HARLOWE DIST. AD VALOREM TAX	Ad Valorem tax received from Carteret County for the Harlowe district		
10-304-0005	HARLOWE FIRE DISTRICT SALES TAX	Sales tax received from Carteret County for the Harlowe district		
10-304-0020	MISC REVENUE- FIRE DEPARTMENT	Revenue received from tent inspections, etc.		
10-305-0001	SOLID WASTE USER FEE - RESIDENTIAL	Fees received for residential solid waste service collection		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-305-0002	SOLID WASTE USER FEE - COMMERCIAL	Fees received for commercial solid waste service collection		
10-305-0003	STORMWATER	Fees collected from property owners via the tax bill		
10-305-0004	SOLID WASTE USER FEE -WBD	"WBD" Waterfront Business District - solid Waste User Fee billed monthly on the water bill		
10-305-0005	BUILDING PERMITS	Revenue from building permits		
10-305-0006	PARKING METER	Revenue collected from the Pay-To-Park Season. Credit Card and cash collections/weekly during the season.		
10-305-0007	PARKING VIOLATIONS/PENALTIES	Paid Parking Violations		
10-305-0008	COURT COSTS, FEES, CHARGES	Officer Fees. Town receives a monthly check from the county.		
10-305-0009	ROAD RACE REGISTRATIONS			
10-305-0010	LATE FEES - SOLID WASTE	Late Fees of 10% are added after the 20th of the month		
10-305-0011	SPECIAL EVENT FEES	Fees associated with Special Events		
10-305-0012	SPECIAL EVENT PARKING FEES	Fees generated from passes sold for special event parking or parking lot closures.		
10-305-0013	TRAIN DEPOT RENTAL	Fees collected from rental of the Train Depot		
10-306-0001	PROPERTY LEASES	Revenue received from annual leases approved by the BOC		
10-306-0002	ANTENNA CONTRACT REVENUE	Revenue received from tower space leased to Sprint, AT&T and T-Mobile		
10-306-0003	CEMETERY LOT SALES	Receipts from the sale of lots at Oceanview Cemetery		
10-306-0006	SALE OF SURPLUS PROPERTY	Revenue from auctioned surplus property		
10-307-0001	INVESTMENT EARNINGS	Interest		
10-307-0002	MISCELLANEOUS REVENUE	Revenue received from Golf Cart Registrations		
10-307-0003	MISCELLANEOUS REVENUE - PD	Revenue received from Police-For-Hire and various fundraisers		
10-307-0007	PROCEEDS FROM LOAN	Revenue received from a loan closing, usually offset by an expenditure of Capital Outlay.		
10-307-0008	REIMBURSEMENT FROM INSURANCE	Receipts from insurance reimbursement		
10-307-0009	APPROPRIATED FUND BALANCE	Appropriated fund balance		
10-307-0010	UTILITY FUND ADMIN EXPENSE ALLOCATION	Allocation for administrative services provided to the Utility Fund		
10-32-0065	TRANSFER FROM CRF			
10-410-0000	<b>GOVERNING BODY:</b>			
10-410-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-410-0500	FICA	Federal Taxes for Social Security and Medicare withheld each pay period		
10-410-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-410-1140	PUBLIC NOTICES/ADVERTISING	Public Notices, Job Vacancies, Board Vacancies		
10-410-1141	NEWSLETTER	Mailed monthly with the water bill		
10-410-1210	OFFICE SUPPLIES	Business cards, supplies for retreat		
10-410-1250	DUES & SUBSCRIPTIONS	Board member dues to professional organizations		
10-410-1430	TRAINING- REGISTRATION & CLASS MAT	Board member conference and class registration and materials		
10-410-1431	TRAVEL MILEAGE	Board member mileage for conferences and training		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-410-1432	MEALS	Board member meals for conferences and training		
10-410-1433	LODGING	Board member lodging for conferences and training		
10-410-4520	CODIFICATION	Codification of Town ordinances		
10-410-5400	INSURANCE	Public Officials liability insurance		
10-410-5720	ELECTIONS	Payment to the county for Municipal Elections		
10-420-0000	<b>ADMINISTRATION:</b>			
10-420-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-420-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-420-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-420-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-420-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-420-0900	UNEMPLOYMENT INSURANCE EXPENSE	Amount paid to reimburse the Town's Unemployment Insurance account - required by the state to maintain the balance determined by the state		
10-420-1110	TELEPHONE	Telephone service for Town Hall		
10-420-1120	INTERNET/CABLE	Internet service for Town Hall and Train Dept		
10-420-1130	POSTAGE	Postage for Town business		
10-420-1210	OFFICE SUPPLIES	Town Hall office supplies		
10-420-1220	OFFICE EQUIPMENT (NON-CAPITAL)	Office furniture, computers, computer equipment, camera		
10-420-1221	OFFICE EQUIPMENT LEASES	Copier lease		
10-420-1230	OFFICE CONTRACT SERVICES	Shredding service, website support (agenda and website), water cooler		
10-420-1250	DUES AND SUBSCRIPTIONS	Staff dues to professional organizations		
10-420-1310	ELECTRIC	Electricity for Town Hall and Train Depot		
10-420-1330	WATER/SEWER/SOLID WASTE	Water and Trash Service for Town Hall		
10-420-1430	TRAINING-REGISTRATION & CLASS MAT'	Staff conference and class registration and materials		
10-420-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-420-1432	MEALS	Staff meals for conferences and training		
10-420-1433	LODGING	Staff lodging for conferences and training		
10-420-1630	EQUIPMENT MAINT. & REPAIRS	Repairs to office equipment		
10-420-5400	INSURANCE	Administrative property and liability insurance		
10-430-0000	<b>FINANCE:</b>			
10-430-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-430-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-430-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-430-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-430-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-430-1230	OFFICE CONTRACT SERVICES	Support agreement for financial software, monthly bank fees, fees for payroll service		
10-430-1250	DUES & SUBSCRIPTIONS	Staff dues to professional organizations		
10-430-1430	TRAINING-REGISTRATION & CLASS MATE	Staff conference and class registration and materials		
10-430-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-430-1432	MEALS	Staff meals for conferences and training		
10-430-1433	LODGING	Staff lodging for conferences and training		
10-430-1630	EQUIPMENT MAINT & REPAIRS	Repairs to office equipment		
10-430-4510	PROFESSIONAL SERVICES	Consulting services for year end audit prep		
10-430-4520	TAX COLLECTION ADMIN EXPENSE PROP.	2% Collection fee charged by the county for property tax collection		
10-430-4525	TAX COLLECTION ADMIN EXPENSE MVT	Credit card and billing fees for the Tax and Tag MVT program		
10-450-0000	<b>PARKING DEPARTMENT</b>			
10-450-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-450-0201	OVERTIME	Overtime wages paid		
10-450-0205	OTHER SALARIES-PART TIME	Part-Time salaries paid		
10-450-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-450-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of FT employee medical insurance		
10-450-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-450-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-450-1210	OFFICE SUPPLIES	Office Supplies for Parking Department		
10-450-1230	OFFICE CONTRACT SERVICES	Software for parking meters		
10-450-1430	TRAINING-REGISTRATION & CLASS MATE	Staff conference and class registration and materials		
10-450-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-450-1432	MEALS	Staff meals for conferences and training		
10-450-1433	LODGING	Staff lodging for conferences and training		
10-450-1620	EQUIPMENT RENTAL- HANDHELDS	Repairs to office equipment		
10-450-1630	EQUIPMENT MAINTENANCE AND REPAIRS	Parking meter repairs		
10-450-3901	PARKING METER CREDIT CARD PROCESSING	Credit card processing fees for meter charges paid by credit card		
10-450-3902	COLLECTION FEES	Cost associated with collecting unpaid parking tickets		
10-450-4550	CONTRACT SERVICES			
10-450-5730	CONTINGENCY			
10-450-8010	DEBT SERVICE- PRINCIPAL	Debt service on parking meters- principal		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-450-8011	DEBT SERVICE - INTEREST	Debt service on parking meters- interest		
10-510-0000	<b>POLICE DEPARTMENT:</b>			
10-510-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-510-0201	OVERTIME	Overtime wages paid		
10-510-0203	SEPARATION PAY	Paid to retired Officers , who meet the state requirements		
10-510-0205	OTHER SALARIES-PARTTIME	Salaries paid to part-time employees- Reserve Officers		
10-510-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-510-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-510-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-510-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-510-1110	TELEPHONE	Telephone service for Police Department		
10-510-1111	TELEPHONE-CELLULAR	Cell phones for on duty officers		
10-510-1120	INTERNET/CABLE	Internet and cable service for the Police Department		
10-510-1130	POSTAGE	Postage for Police mail		
10-510-1210	OFFICE SUPPLIES	Police Department office supplies		
10-510-1220	OFFICE EQUIPMENT (NON-CAPITAL)	Office furniture, computers		
10-510-1221	OFFICE EQUIPMENT LEASES	Copier lease		
10-510-1230	OFFICE CONTRACT SERVICES	Police software contracts, equipment program/warranty items, LEO database system access, IT support, water service, security system		
10-510-1250	DUES AND SUBSCRIPTIONS	Staff dues to professional organizations		
10-510-1260	MISC. ADMIN. EXPENSE	Notary fee, Register if Deeds fee		
10-510-1310	ELECTRIC	Electricity for Police Department and Evidence/Storage Building		
10-510-1330	WATER/SEWER/SOLID WASTE	Water and Trash Service for Police Department ( Water for Train Depot is on this meter)		
10-510-1420	OSHA/SAFETY COMPLIANCE	Required items for OSHA compliance		
10-510-1430	TRAINING- REGISTRATION & CLASS MAT'	Staff conference and class registration and materials		
10-510-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-510-1432	MEALS	Staff meals for conferences and training		
10-510-1433	LODGING	Staff lodging for conferences and training		
10-510-1440	UNIFORMS	Police Officer uniforms, vests, shoes		
10-510-1451	EMPLOYEE WELLNESS	Employee fitness program		
10-510-1610	NON-CAPITAL EQUIPMENT PURCHASE	Holsters, shields, service weapons		
10-510-1630	EQUIPMENT MAINT. & REPAIRS	Vehicle -mounted equipment repairs, maintenance on operational equipment excluding vehicles		
10-510-1710	AUTO FUEL	Fuel for fleet vehicles		
10-510-1730	VEHICLE MAINT. & REPAIRS	Maintenance and Repair for Fleet Vehicles		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-510-3310	DEPARTMENT SUPPLIES & MATERIALS	Narcan Kits, ammunition, batteries, replacement AED pads, misc. items for continuity of service		
10-510-4510	PROFESSIONAL SERVICES	Assessment centers, etc.		
10-510-4560	ABANDONED AND DERELICT VESSEL REMOVAL	Fees associated with removal of abandoned vessels		
10-510-4570	MARINE OPERATIONS	Costs associated with operating the police boat to include fuel, misc. equipment for daily operations		
10-510-5400	INSURANCE AND BONDS	Property and Liability Insurance		
10-510-5791	CRIMINAL INVESTIGATIONS	Equipment specific to the investigations Division, drug "buy money," money to pay informants, provide meals during interrogations if necessary		
10-510-5793	CRIME PREVENTION	Community awareness programs/supplies. Employee recognition items funded through donations		
10-510-7420	CAPITAL OUTLAY - EQUIPMENT	New capital equipment purchases		
10-510-7430	CAPITAL OUTLAY - VEHICLES	New capital vehicle purchases		
10-510-8010	DEBT SERVICE - PRINCIPAL	Debt service on vehicles- principal		
10-510-8011	DEBT SERVICE - INTEREST	Debt service on vehicles- interest		
10-510-9020	GRANT EXPENDITURES	Expenditures associated with awarded grants		
10-531-0000	<b>FIRE DEPARTMENT:</b>			
10-531-0200	SALARIES & WAGES	Salaries paid bi-weekly ( 26 periods per year)		
100-531-0201	OVERTIME	Overtime wages paid		
10-531-0205	SALARIES-PARTIME/PRN	Salaries paid to Part-time employees		
10-531-0206	MERIT AWARDS	2.5% of Fire Fund salaries to be distributed based on employee evaluations		
10-531-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-531-0600	GROUP INSURANCE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-531-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-531-0701	FIREMAN'S PENSION FUND	Contribution to the Fireman's Pension Fund		
10-531-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-531-1110	TELEPHONE	Landline service at Fire Station and Station 2		
10-531-1111	TELEPHONE - CELLULAR	Cellular service for department		
10-531-1120	INTERNET / CABLE	Internet and Cable service for Fire Station and Station 2		
10-531-1130	POSTAGE	Postage to mail outgoing mail		
10-531-1210	OFFICE SUPPLIES	Fire Department office supplies		
10-531-1220	OFFICE EQUIPMENT (NON-CAPITAL)	Computers, printers, WIFI extenders, ipads for trucks, office furniture		
10-531-1221	OFFICE EQUIPMENT LEASES	Copier Lease		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-531-1230	OFFICE CONTRACT SERVICES	IT support, Emergency Reporting software & EMS/ESO Software Upgrade		
10-531-1250	DUES & SUBSCRIPTIONS	NCSFA dues fro employees, Staff dues to professional organizations, subscription to active 911		
10-531-1260	MISC ADMIN EXPENSE	Parking and toll fees		
10-531-1310	ELECTRIC	Electricity for Fire Station and Station 2		
10-531-1320	LP GAS	Propane to heat Station 2 and fuel for generator		
10-531-1330	WATER / SEWER / SOLID WASTE	Water and Trash Service for Fire Station and Station 2		
10-531-1420	OSHA / SAFETY COMPLIANCE	Firefighter Physicals NFPA/OSHA Ground & Aerial Ladder Testing, NFPA Annual Service Pump Tests, SCBA Fit Testing SCBA Annual Flow Test, Fire Extinguisher Service, Air Compressor samples and service Boiler inspection		
10-531-1421	SAFETY EQUIPMENT	PPE -SCBAs, turnout gear, structural firefighter boats, fire extinguishers		
10-531-1422	SAFETY SUPPLIES & MATERIALS	Firefighting foam, water, SCBA batteries, and other supplies		
10-531-1430	TRAINING - REGIST & CLASS MATERIAL	Staff and employee conference and class registration and materials		
10-531-1432	MEALS	Staff and employee meals for conferences and training		
10-531-1433	LODGING	Staff and employee lodging for conference and training		
10-531-1440	UNIFORMS	Uniforms for Fire Department employees		
10-531-1510	BUILDING MAINTENANCE	Paint, Generator repairs, salt for water softener		
10-531-1511	GROUND MAINT	Insecticides, ice melt		
10-531-1512	JANITORIAL SUPPLIES	Toilet paper, paper towels, cleaning supplies		
10-531-1513	FIRE DEPT CONTRACTED SERVICES	Pest control St. 1 & St. 2 Fire alarm monitoring service St. 1 & St. 2 Fire Sprinkler Annual Testing HVAC Semi-annual service Station 1 & St. 2 Generator Service St. 1 & St. 2		
10-531-1610	NON-CAPITAL EQUIPMENT PURCHASE	Radios, fire equipment, extrication equipment , thermal imaging cameras, hose test equipment, EMS equipment		
10-531-1630	EQUIPMENT MAINT & REPAIRS	Pumps, ball valves, primer motors, generator repairs, chainsaw repairs, hydraulic tool repairs		
10-531-1710	AUTO FUEL	Fuel for fleet vehicles		
10-531-1730	VEHICLE MAINT & REPAIRS	Maintenance and Repair for Fleet Vehicles, tires, transmission repairs, brakes, alternator		
10-531-3310	DEPARTMENT SUPPLIES & MATERIALS	EMS supplies, garage supplies, boat supplies		
10-531-5400	INSURANCE & BONDS	Fire Department Property and Liability insurance		
10-531-8010	DEBT SERVICE - PRINCIPAL	Fire Station debt payment, Ladder Truck debt payment, upcoming new engine debt payment		
10-531-8011	DEBT SERVICE - INTEREST	Fire Station interest payment, Ladder Truck interest payment, upcoming new engine interest payment		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-540-0000	<b>PLANNING &amp; INSPECTIONS:</b>			
10-540-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-540-0201	OVERTIME	Overtime wages paid		
10-540-0205	OTHER SALARIES-PART TIME	Salaries paid to part-time employees		
10-540-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-540-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-540-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-540-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-540-1230	OFFICE CONTRACT SERVICES	Stipend for intern (FY 2022)		
10-540-1250	DUES & SUBSCRIPTIONS	Staff dues to professional organizations. This expense covers the credentials of the Building Inspectors and Planning Staff.		
10-540-1420	OSHA/SAFETY COMPLIANCE	Required items for OSHA compliance- work boots and other items as recommended by the safety program.		
10-540-1430	TRAINING-REGISTRATION & CLASS MAT'	Staff conference and class registration and materials. Each year there is mandatory training for the Building Inspectors to keep their certifications as well as the planners keeping historic preservation, planning and flood plain management credentials.		
10-540-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-540-1432	MEALS	Staff meals for conferences and training		
10-540-1433	LODGING	Staff lodging for conferences and training		
10-540-1610	NON-CAPITAL EQUIPMENT PURCHASE	Computers-to include laptops for the inspectors as well as drone components for the departmental drone operation.		
10-540-1710	AUTO FUEL	Fuel for fleet vehicles		
10-540-1730	VEHICLE MAINT & REPAIRS	Maintenance and Repair for Fleet Vehicles		
10-540-1810	PERMITS & FEES RECURRING	Quartile Homeowner's Recover Fund dues. This is required by the State and we collect \$10 for every new home and send the amount collected quarterly to the State as part of their Homeowner fund for homeowners who have issues with contractors.		
10-540-3510	HISTORIC COMM.EXPENSE	Miscellaneous expenses including periodic training and materials		
10-540-3512	HISTORIC COMM-TRAVEL	Travel expense for Historic Commission-As a historic Certified Local Government in NC at least 2 members of the Historic Commission with a staff member have mandatory training each year to keep certification.		
10-540-4510	PROFESSIONAL SERVICES	FY 2022 Grant for Guidelines		
10-540-7420	CAPITAL OUTLAY - PROFESIONAL SERVICES	FY 2022 Comp Plan and UDO		
10-540-8010	DEBT SERVICE - PRINCIPAL	Debt service on vehicles- principal		
10-540-8011	DEBT SERVICE - INTEREST	Debt service on vehicles- interest		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-550-0000	<b>PUBLIC SERVICE ADMINISTRATION:</b>			
10-550-0200	SALARIES & WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-550-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-550-0600	GROUP INSURANCE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-550-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-550-1230	OFFICE CONTRACT SERVICES/SOFTWARE & SUPPORT	software purchases and renewals plus technical support contracts		
10-550-1250	DUES AND SUBSCRIPTIONS	Staff dues to professional organizations		
10-550-1420	OSHA/SAFETY COMPLIANCE	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-550-1430	TRAINING -REGISTRATION & CLASS	Staff Training and Registration for classes and conferences		
10-550-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-550-1432	MEALS	Staff meals for conferences and training		
10-550-1433	LODGING	Staff lodging for conferences and training		
10-550-1440	UNIFORMS	town apparel		
10-550-1610	NON-CAPITAL EQUIPMENT PURCHASE	computers, scanner, etc.		
10-550-1710	AUTO FUEL	Fuel for fleet vehicles		
10-550-1730	VEHICLE MAINT. & REPAIRS	Maintenance and Repair for Fleet Vehicles, Tires		
10-550-3310	DEPARTMENT SUPPLIES & MATERIALS	Field tools, Safety shoes, etc.		
10-550-4510	PROFESSIONAL SERVICES	Misc. consulting services for General Fund non-capital improvement projects		
10-550-5730	CONTINGENCY	Unanticipated expenditures		
	<b>PUBLIC WORKS:</b>			
10-560-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)		
10-560-0201	OVERTIME	Overtime wages paid		
10-560-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-560-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-560-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-560-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
10-560-1110	TELEPHONE	Telephone service for Public Works		
10-560-1111	TELEPHONE- CELLULAR	*		
10-560-1120	INTERNET\CABLE	Internet and cable service for the Public Works		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-560-1130	POSTAGE	Postage to mail trash bills included with the monthly water bill, violations and notices		
10-560-1210	OFFICE SUPPLIES	Public Works office supplies		
10-560-1221	OFFICE EQUIPMENT LEASE	Copier Lease		
10-560-1230	OFFICE CONTRACT SERVICES	3rd party services for printing the Solid Waste/Utility Bill, pesticide service		
10-560-1250	DUES AND SUBSCRIPTIONS	Staff dues to professional organizations apwa, drawing software, etc.		
10-560-1310	ELECTRIC	Electricity for Public Works facility		
10-560-1320	LP GAS	Propane to heat shop garage		
10-560-1330	WATER\SEWER\ SOLID WASTE	Water and Trash Service for Public Works		
10-560-1420	OSHA/SAFETY COMPLIANCE	Required items for OSHA compliance		
10-560-1430	TRAINING -REGISTRATION & CLASS	Staff conference and class registration and materials		
10-560-1431	TRAVEL MILEAGE	Staff mileage for conferences and training		
10-560-1432	MEALS	Staff meals for conferences and training		
10-560-1433	LODGING	Staff lodging for out of town conferences		
10-560-1440	UNIFORMS	Uniforms for Public Works and Sanitation employees		
10-560-1610	NON-CAPITAL EQUIPMENT PURCHASE	Chainsaws, Hand Tools, Ladders, power tools, shop tools, power cords		
10-560-1630	EQUIPMENT MAINT. & REPAIRS	Blades, Batteries and parts needed for equipment repair		
10-560-1710	AUTO FUEL	Fuel for fleet vehicles		
10-560-1730	VEHICLE MAINT. & REPAIRS	Maintenance and Repair for Fleet Vehicles, Tires		
10-560-1820	PERMITS & FEES - ONE TIME	Permits and Fees		
10-560-3310	DEPARTMENT SUPPLIES & MATERIAL	Shop supplies, barricades, brooms, mops, janitorial supplies		
10-560-3811	STREET CONT. SERVICES	Street Paving Repairs, asphalt, concrete		
10-560-3812	STREET SUPPLIES & MAT'L	street repairs and road painting supplies		
10-560-3814	SIDEWALKS & MULTI-MODAL	Sidewalk Repairs		
10-560-4550	CONTRACT SERVICES			
10-560-4590	DREDGING EXPENSE	Funds wired to Army Corp for dredging		
10-560-5400	INSURANCE	Public Works Property and Liability insurance		
10-560-5900	STREET LIGHTS	Electricity for Streetlights		
10-560-7430	CAPITAL OUTLAY - VEHICLES	Capital Vehicle purchases		
10-560-8010	DEBT SERVICES-PRINCIPAL	Debt service on vehicles- principal		
10-560-8011	DEBT SERVICES-INTEREST	Debt service on vehicles- interest		
10-570-0000	<b>SANITATION:</b>			
10-570-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)- Public Works employees		
10-570-0201	OVERTIME	Overtime wages paid		
10-570-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
10-570-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
10-570-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		
10-570-1310	ELECTRIC	Electric for the compactor on Queen Street		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-570-1630	EQUIPMENT MAINT.	Items for compactor area, signage		
10-570-1710	AUTO FUEL	Fuel for fleet vehicles		
10-570-1730	VEHICLE MAINTENANCE	Maintenance and Repair for Fleet Vehicles, Tires		
10-570-4520	COLLECTION CONTRACTED SV WBD ROLLOUT ONL	Waste Industries Collection for WBD SW and Recycle		
10-570-4521	COLLECTION CONTRACTSVC RES ROLLOUT SW & RCY	Waste Industries Collection for Residential SW and Recycle		
10-570-4560	RECYCLING DISPOSAL WBD CARDBOARD ONLY	Waste Industries Collection for WBD Cardboard Only		
10-570-4561	SOLID WASTE DISPOSAL RES BULK SERVICE	Disposal of Bulk Items collected by the Town		
10-570-4562	YARD DEBRIS DISPOSAL FEE DEE GARNER	Disposal of Yard Debris collected by the Town		
10-570-4563	SOLID WASTE DISPOSAL WBD COMPACTOR FEE	Waste Industries Collection of Compactor		
10-570-7420	CAPITAL OUTLAY - EQUIPMENT	Capital Equipment purchases - Compactor and site prep		
10-570-7430	CAPITAL OUTLAY - VEHICLES	Capital Vehicle purchases		
10-570-8010	DEBT SERVICES- PRINCIPAL (GRAPPLE TRUCK)	Debt service on vehicles- principal		
10-570-8011	DEBT SERVICES - INTEREST (GRAPPLE TRUCK)	Debt service on vehicles- interest		
10-580-0000	<b>STORMWATER</b>			
10-580-1610	NON-CAPITAL EQUIPMENT PURCHASES	Small Tools and Equipment for Storm water Maintenance		
10-580-1630	EQUIPMENT MAINT.	Repairs for storm water equipment		
10-580-1710	AUTO FUEL	Fuel for stormwater equipment		
10-580-3310	DEPARTMENT SUPPLIES AND MATERIAL	Marking Paint, pipe, etc.		
10-580-4550	CONTRACT SERVICES	Storm water Plan		
10-620-0000	<b>FACILITIES &amp; GROUND MAIN:</b>			
10-620-1111	TELEPHONE- CELLULAR	*		
10-620-1310	ELECTRIC	Electricity at John Newton Park and "Special Event" receptacles - Events are charged for electrical usage- holiday lighting, east and west parling lot lighting, tennis and basketball court lighting.		
10-620-1510	TOWN HALL BLDG MAINT	Windows, blinds, mold removal, bathroom repairs, carpet, paint		
10-620-1511	TOWN HALL GROUND MAINT	Tree trimming, ground clean-up, fence paint, sign repair		
10-620-1512	TOWN HALL JANITORIAL SUPPLIES	Toilet paper, paper towels, door mat service, cleaning supplies		
10-620-1513	TOWN HALL CONTRACTED SERVICES	Pest Control, cleaning service, fire extinguisher inspection, hvac, electrical, card entry system, water cooler		
10-620-1520	TRAIN DEPOT BLDG MAINT	Paint, wood, bulbs, keys, locks, hvac, plumber		
10-620-1522	TRAIN DEPOT JANITORIAL SUPPLIES	Toilet paper, paper towels, cleaning supplies		
10-620-1523	TRAIN DEPOT CONTRACTED SERVICES	Paint crew, building repair, fire extinguisher inspection, hvac, electrical repair		
10-620-1530	POLICE DEPT BLDG MAINT	Paint, bulbs, heating and air repair, new door for visitor entrance		
10-620-1532	POLICE DEPT JANITORIAL SUPPLIES	Toilet paper, paper towels, door mat service, cleaning supplies		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
10-620-1533	POLICE DEPT CONTRACTED SERVICES	Pest Control, cleaning service, fire extinguisher inspection, security service		
10-620-1540	PUBLIC WORKS BLDG MAINT	Bulbs, building materials, heat and air service, pest control service		
10-620-1541	PUBLIC WORKS GROUND MAINT	Tree trimming, ground clean-up, etc.		
10-620-1542	PUBLIC WORKS JANITORIAL SUPPLIES	Toilet paper, paper towels, door mat service, cleaning supplies		
10-620-1543	PUBLIC WORKS CONTRACTED SERVICES	HVAC repair, electrical repair, used oil, pest control, water machine		
10-620-1550	CEMETERY MAINTENANCE	Lawn service for Oceanview and OBG, water service at Oceanview, electricity		
10-620-1560	PUBLIC RESTROOM BLDG MAINT	Water service for public bathrooms and water fountains, supplies needed to repair and maintain bathrooms		
10-620-1562	PUBLIC RESTROOM JANITORIAL SUPPLY	Toilet paper, paper towels, door mat service, cleaning supplies		
10-620-1570	PARKS MAINTENANCE	Water service at public parks, items needed to repair or maintain public parks (basketball goals, parts for Town clock, hoses)		
10-620-1573	PARKS CONTRACTED SERVICE	Park Maint., fencing and resurfacing at the basketball and tennis courts (FY 2022)		
10-620-1580	DOCKS AND BOARDWALK MAINT	Boardwalk materials		
10-620-1590	PUBLIC R.O.W. MAINT	Concrete, supplies for signs		
10-620-1591	TREES	Trees to be planted		
10-620-1592	WBD PROJECTS	Paint supplies for parking lots/spaces, signs, parking bollards		
10-620-1610	NON CAPITAL EQUIPMENT PURCHASE	Pressure washer, paint sprayer, etc.		
10-620-1630	EQUIPMENT MAINT & REPAIRS	lawn mower repair. oil, filters, blades		
10-620-3310	DEPARTMENTAL SUPPLIES & MATERIALS	mutt mitts, keys, flagging tape, flags, etc.		
10-620-4550	CONTRACT SERVICES	Contracted work at OBG, Engineer services for Boardwalk		
10-620-7440	CAPITAL OUTLAY - OTHER STRUCTURES	Boardwalk repairs		
10-700-0000	<b>NON-DEPARTMENTAL:</b>			
10-700-0206	MERIT AWARDS	2.5% of General Fund salaries to be distributed among departments based on employee evaluations		
10-700-1410	HUMAN RESOURCES -EMPLOYMENT	Background checks, pre-employment physicals, drug screens, NeoGov		
10-700-1420	HUMAN RESOURCES -TRAINING	Tuition Reimbursement, employee training		
10-700-1430	HUMAN RESOURCES - EMPLOYMENT ADVERTISING	Employment Ads		
10-700-1440	EMPLOYEE ASSISTANCE PROGRAM	Employee Assistance Program		
10-700-1450	EMPLOYEE ENGAGEMENT	Employee recognition, service awards		
10-700-4510	PROFESSIONAL SERVICES	Surveys, engineer services, transportation plan, audit, LEO actuarial study		
10-700-4530	LEGAL SERVICES	Attorney fees		
10-700-5730	CONTINGENCY	for unforeseen expenditures		
10-700-8010	DEBT SERVICE - PRINCIPAL	Town Hall debt payment		
10-700-8011	DEBT SERVICE - INTEREST	Town Hall interest payment		
10-800-0000	<b>GENERAL FUND TRANSFERS:</b>			
10-800-0001	CONTRIBUTION TO FIRE DEPT FUND	General Fund transfer to Fire Department		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
	<b>UTILITY FUND REVENUE</b>			
40-303-0009	GRANTS NC	AIA Grant		
40-305-0001	REVENUE ACCOUNT REGULAR - WATER USAGE	Water usage		
40-305-0002	REVENUE ACCOUNT REGULAR - SEWER USAGE	Sewer usage		
40-305-0003	WATER TAP IN FEES	Water Taps		
40-305-0004	SEWER TAP IN FEE	Sewer Taps		
40-305-0005	ACCOUNT SERVICE CHARGES	Administrative service charge to open a new account (\$25.00 each)		
40-305-0006	WATER SERVICE CHARGES	Service fee for temporary usage		
40-305-0007	SEWER SERVICE CHARGES	Payments received through credit collection for old delinquent write-off accounts		
40-305-0008	LATE FEES - WATER	Late fee of 10% added to utility bill, when balance isn't paid by the due date		
40-305-0009	LATE FEES - SEWER/GREASE	Late fee of 10% added to utility bill, when balance isn't paid by the due date (these accounts are sewer only)		
40-305-0010	RETURNED CHECK FEES - WATER	Fee of \$25.00 charged on returned checks		
40-305-0012	TEMPORARY UTILITY USE CHARGE	Temporary Services- service charges		
40-305-0013	SPRINKLER FEES	Annual fee charged to businesses with sprinkler systems		
40-305-0014	SEWER ALLOCATION REQUEST FEE			
40-307-0001	INVESTMENT EARNINGS-WATER			
40-307-0011	APP. UNRESTRICTED FUND BALANCE			
40-329-0065	TRANSFER FROM CRF			
40-800-0000	<b>UTILITY FUND TRANSFERS</b>			
40-800-0206	MERIT AWARDS	2.5% of Utility Fund salaries to be distributed based on employee evaluations		
40-800-1240	CONTRIBUTION TO GF FOR ADMIN SERVICES	Transfer to the General Fund for administrative services provided by the General Fund		
40-800-8000	CONTRIBUTION TO CAPITAL RESERVE	Contribution to Capital Reserve		
40-810-0000	<b>SEWER DEPARTMENT :</b>			
40-810-0200	SALARIES AND WAGES	Salaries paid bi-weekly ( 26 periods per year)- Public Works employees		
40-810-0201	OVERTIME	Overtime wages paid		
40-810-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
40-810-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
40-810-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement ( ~7.5%)		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
40-810-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
40-810-1110	TELEPHONE	Landline service		
40-810-1111	TELEPHONE-CELLULAR	*		
40-810-1120	INTERNET/CABLE			
40-810-1130	POSTAGE	Portion of the postage to mail utility bills		
40-810-1210	OFFICE SUPPLIES	Office Supplies		
40-810-1230	OFFICE CONTRACT SERVICES	3rd party services for printing the Utility Bill, NC 811 Locate Service		
40-810-1250	DUES & SUBSCRIPTIONS	Staff dues to professional organizations		
40-810-1310	ELECTRIC	Electricity for Lift Stations and sewer building		
40-810-1330	WATER/SEWER/SOLID WASTE	Water and Trash Service		
40-810-1420	OSHA/SAFETY COMPLIANCE	Gloves, safety vest		
40-810-1422	SAFETY SUPPLIES & MATERIALS	First aid and other safety materials		
40-810-1430	TRAINING - REGISTRATION & CLASS MA	Staff and employee conference and class registration and materials		
40-810-1432	MEALS	Staff and employee meals for conferences and training		
40-810-1433	LODGING	Staff and employee lodging for conference and training		
40-810-1434	EMPLOYEE DEVELOPMENT /HUMAN RESOURCE	Background checks, pre-employment physicals, drug screens, tuition reimbursements, employee assistance programs, employment ads		
40-810-1440	UNIFORMS	Uniforms for Sewer Department employees		
40-810-1510	BUILDING MAINT	Building maintenance materials and repairs		
40-810-1512	JANITORIAL SUPPLIES	Toilet paper, paper towels, cleaning supplies		
40-810-1610	NON-CAPITAL EQUIPMENT PURCHASE			
40-810-1630	EQUIPMENT MAINT & REPAIRS	Parts needed for equipment repair		
40-810-1710	AUTO FUEL	Fuel for fleet vehicles		
40-810-1730	VEHICLE MAINT & REPAIRS	Maintenance and Repair for Fleet Vehicles, tires, transmission repairs, brakes, alternator		
40-810-1810	PERMITS & FEES - RECCURING	Permits and Fees		
40-810-1830	COMPLIANCE TESTING			
40-810-3310	DEPARTMENT SUPPLIES & MATERIALS-SEWER	Stone, marking tape, lines, flags, concrete		
40-810-3311	DEPARTMENT SUPPLIES & MATERIALS-WWTP			
40-810-4510	PROFESSIONAL SERVICES			
40-810-4550	CONTRACT SERVICES	Fire Extinguisher inspection, credit checks for utility deposits, concrete repair, electrical services to trouble shoot lift stations as needed		
40-810-4560	STREET PATCHING FOR UTILITY REPAIRS			
40-810-5400	INSURANCE	Property and Liability insurance for Sewer Department and Equipment		
40-810-5730	CONTINGENCY			
40-810-7420	CAPITAL OUTLAY - EQUIPMENT	Generators for Lift Stations		
40-810-7430	CAPITAL OUTLAY - VEHICLES			
40-810-8010	DEBT SERVICE-PRINCIPAL	Sewer loans debt payment		
40-810-8011	DEBT SERVICE-INTEREST	Sewer loans interest payment		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
40-812-0000	<b>WATER DEPARTMENT :</b>			
40-812-0200	SALARIES AND WAGES	Salaries paid bi-weekly (26 periods per year) - Public Works employees		
40-812-0201	OVERTIME	Overtime wages paid		
40-812-0500	FICA EXPENSE	Federal Taxes for Social Security and Medicare withheld each pay period		
40-812-0600	GROUP INSURANCE EXPENSE	Allocation by department for employee medical insurance - Town pays 100% of employee medical insurance		
40-812-0700	RETIREMENT EXPENSE	Contribution by the Town to employees 401k (5%) and Town portion of NC Retirement (~7.5%)		
40-812-0800	WORKERS COMPENSATION	Allocation by department for Workers Comp premiums for the year, additional premiums may be paid during the year if a department has a claim		
40-812-1110	TELEPHONE	Landline service		
40-812-1111	TELEPHONE-CELLULAR	*		
40-812-1120	INTERNET\CABLE			
40-812-1130	POSTAGE	Portion of the postage to mail utility bills		
40-812-1210	OFFICE SUPPLIES	Office Supplies		
40-812-1230	OFFICE CONTRACT SERVICES	IT support, 3rd party services to print the utility bill,, collection services for delinquent accounts		
40-812-1250	DUES AND SUBSCRIPTIONS	Staff dues to professional organizations		
40-812-1310	ELECTRIC	Electricity for Water Department		
40-812-1320	LP GAS	Lp gas for Water Department		
40-812-1330	WATER/SEWER/SOLID WASTE	Water and Trash Service		
40-812-1420	OSHA/SAFETY COMPLIANCE	Gloves, safety vest, safety glasses, work boots, first aid supplies		
40-812-1430	TRAINING -REGISTRATION&CLASS MAT'L	Staff and employee conference and class registration and materials		
40-812-1431	TRAVEL MILEAGE	Staff and employee mileage for conferences and training		
40-812-1432	MEALS	Staff and employee meals for conferences and training		
40-812-1433	LODGING			
40-812-1434	EMPLOYEE DEVELOPMENT	Staff and employee lodging for conference and training		
40-812-1440	UNIFORMS	Uniforms for Water Department employees		
40-812-1510	BUILDING MAINT	Building maintenance materials and repairs		
40-812-1512	JANITORIAL SUPPLIES	Toilet paper, paper towels, cleaning supplies		
40-812-1610	NON-CAPITAL EQUIPMENT PURCHASES	Printers, scales, and other small equipment		
40-812-1630	EQUIPMENT MAINT. & REPAIRS	Parts needed for equipment repair		
40-812-1710	AUTO FUEL	Fuel for fleet vehicles		
40-812-1730	VEHICLE MAINT. & REPAIRS	Maintenance and Repair for Fleet Vehicles, tires, transmission repairs, brakes, alternator		
40-812-1810	PERMITS & FEES - REOCCURING	Permits and Fees		
40-812-1830	COMPLIANCE TESTING	Lab analysis and sample testing		
40-812-3310	DEPARTMENT SUPPLIES & MATERIALS -METERS	supplies and material associated with meter installation		
40-812-3311	DEPARTMENT SUPPLIES & MATERIALS -PLANT	supplies and materials associated with water plant		

Town of Beaufort - Chart of Accounts

Account #	Account Name	Account Description	Notes	Department He
40-812-4550	CONTRACT SERVICES	Southern Corrosion maintenance contract, Rivers and Assoc (AIA grant), fire extinguisher inspection, credit checks for utility deposits, heat and air service		
40-812-4560	STREET PATCHING FOR UTILITY REPAIRS			
40-812-4570	COUNTY WATER PURCHASE	Water purchased from the County to service Eastman's Creek and other areas		
40-812-5400	INSURANCE	Property and Liability insurance for WWTP Department and Equipment		
40-812-5730	CONTINGENCIES			
40-812-7420	CAPITAL OUTLAY - EQUIPMENT	Repairs to water treatment building		
40-812-7430	CAPITAL OUTLAY - VEHICLES			
40-812-7440	CAPITAL OUTLAY - CONT. SERVICES	Water line repairs		
40-812-8010	DEBT SERVICE - PRINCIPAL	Water loans debt payment		
40-812-8011	DEBT SERVICE - INTEREST	Water loans interest payment		
		*-The Town changed over to a cell stipend program in August. Therefore, many departments no longer have a cell phone charge. Police and Fire maintain the necessary phones needed for their departments, The Town has realized a \$3500 savings during the first 6 months of FY18.		

Comparison of FY 19,20,21,22 Sales and Use Tax Distributions									
Sales Month	Collection Month	Distribution Month	Distribution Amount FY 2019	Distribution Amount FY 2020	Distribution Amount FY 2021	Distribution Amount FY 2022	% change from PY		
July	August	October	\$102,279	\$154,624	\$198,338	\$228,391	15%		
August	September	November	\$118,261	\$147,895	\$158,529	\$217,102	37%		
September	October	December	\$104,910	\$132,455	\$173,832	\$205,782	18%		
October	November	January	\$113,279	\$130,905	\$162,919	\$194,343	19%		
November	December	February	\$118,047	\$116,991	\$155,965	\$191,363	23%		
December	January	March	\$112,470	\$133,544	\$177,189	\$215,076	21%		
January	February	April	\$91,523	\$110,330	\$137,779	\$150,659	9%		
February	March	May	\$96,640	\$96,305	\$136,463	\$172,209	26%		
March	April	June	\$127,685	\$127,868	\$191,746	\$217,795	14%		
April	May	July	\$123,099	\$110,588	\$190,518		-100%		
May	June	August	\$145,214	\$158,801	\$210,430		-100%		
June	July	September	\$150,652	\$202,009	\$250,816		-100%		
Total			<u>\$1,404,059</u>	<u>\$1,622,314</u>	<u>\$2,144,525</u>	<u>\$1,792,720</u>			

**Town of Beaufort**  
**Statement of Revenue and Expenditures**

**Key for Column Headings**

Revenues and Expenditures are presented by Fund. Revenues for each Fund are presented first, expenditures by department follow. The funds are as follows:

**10- General Fund, 11-Fire Fund, 40- Utility Fund**

Below is a description of the headings for each column.

- Revenue Account**- revenue account number used in the accounting software system
- Description** – account title and description in the software system. Additional details for each account are found in the Chart of Account handout/file.
- Prior Yr. Rev** - total revenue collected for the prior fiscal year
- Anticipated** – amount of revenues anticipated to be collected this year (budgeted amount)
- Current Rev** – amount of revenue collected for the current period (current period refer to date range on report header)
- YTD Rev** – total revenue collected to date
- Excess/Deficit** – Anticipated (budgeted amount) less YTD Rev (collected revenue)
- % Real** – YTD Revenue (collected revenue) divided by Anticipated (budgeted amount) expressed as a percentage
- Expend Account** – expenditure account number used in the accounting software system
- Description** - account title and description in the software system. Additional details for each account are found in the Chart of Account handout/file.
- Prior Yr. Expd** – total expenditure for the prior fiscal year
- Budgeted** – amount of expenditures to be incurred this fiscal year (budgeted amount)
- Current Expd** – current amount of expenditures incurred for the current period (current period – refer to date range on report header)
- YTD Expended** – total expenditures incurred to date
- Encumbered** – Purchase orders for goods or services that have not been received to date
- Balance** – Budgeted less YTD Expended, balance remaining in the account
- % Used** – YTD Expended divided by Budgeted expressed as a percentage



**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, June 27, 2022  
Train Depot, 614 Broad Street  
Beaufort, NC 28516**

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**AGENDA CATEGORY:** Closed Session  
**SUBJECT:** Pursuant to NCGS 143-318.11 (a) (3)

**REQUESTED ACTION:**  
Motion to enter closed session pursuant to NCGS 143-318.11 (a) (3) to allow the Board of Commissioners to consult with Town Attorney.

**SUBMITTED BY:**  
Todd Clark, Town Manager

**BUDGET AMENDMENT REQUIRED:**  
No