



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, July 24, 2023
Train Depot, 614 Broad Street, Beaufort, NC 28516

Call To Order

Roll Call

Agenda Approval

Presentations

1. Board of Elections- Municipal Election Information
2. Introduction of Beaufort Elementary School Principal, Charity Clemmons

Items for Discussion and Consideration

1. Case # 23-03 (308 Moore Street) SUP Order
2. ABC Revenues
3. ARP Budget Amendments (Replacements)
4. June Financial Notes

Adjourn



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Board of Commissioners
Work Session
4:00 PM Monday, July 24, 2023

AGENDA CATEGORY: Items for Discussion & Consideration
SUBJECT: Case # 23-03 (308 Moore Street) SUP Order

BRIEF SUMMARY:

At the Board’s June 12, 2023, meeting an evidentiary hearing was conducted and a Special Use Permit was granted for an Accessory Dwelling Unit for 308 Moore Street. As per the N.C. General Statutes the Board will need to review the order and agree to it before it is signed.

The order has been reviewed by the Town Attorney.

REQUESTED ACTION:

Decision on proposed SUP Order.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Kyle Garner, AICP
Planning & Inspections Director

BUDGET AMENDMENT REQUIRED:

N/A



TOWN OF BEAUFORT ORDER APPROVING A SPECIAL USE PERMIT

The Board of Commissioners for the Town of Beaufort, having held an evidentiary hearing on June 12, 2023, to consider Case # 23-03, submitted by Ben and Tamara Hapsley, a request to have an accessory dwelling unit for the property located at 308 Moore Street, Beaufort, NC, and having heard all of the evidence and arguments presented at the hearing, makes the following **FINDINGS OF FACT** and draws the following **CONCLUSIONS**:

In accordance with Section 20 of the Town's Land Development Ordinance, the Board **FINDS** as follows: 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 are 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.

Therefore, on the basis of all the foregoing, **IT IS ORDERED** that the application for a **SPECIAL USE PERMIT** be **APPROVED TO ALLOW AN ACCESSORY DWELLING FOR THE PROPERTY LOCATED AT 308 MOORE STREET**.

Ordered this 12th day of June, 2023.

Sharon Harker, Mayor

Elizabeth Lewis,
Clerk to the Board



Town of Beaufort, NC

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**Board of Commissioners
Work Session
4:00 PM – Monday, July 24, 2023
Train Depot, 614 Broad Street
Beaufort, NC 28516**

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: ABC Revenues

The Town of Beaufort has been informed that a recommendation has been made to the County Board of Commissioners to reduce ABC profit distributions remitted to local municipalities and Carteret County this fiscal year. The rationale for the recommendation as submitted by the County ABC Board is to increase “working capital” to gain compliance with standards established by the State of North Carolina.

The local ABC Board has stated that working capital falls well below the minimum state threshold as calculated based upon their annual operating budget. The requested change reportedly will also enable the ABC Board to increase inventory to ensure the availability of preferred products when working capital would normally create a cash fall problem during the operating year. The proper working capital, estimated at **\$4,377,778**, reportedly will require the ABC Board to withhold an additional 9% of the annual distributions made to the County and to local municipalities.

The impact to the Town of Beaufort is estimated to be \$24,977 this fiscal year (NOTE: The anticipated revenue in this year’s budget is \$277,520). While the loss of 9% of our projected revenue is significant, I understand that ABC sales and growth projections this fiscal year are expected to exceed the 9% calculated loss. Once the minimum working capital threshold is achieved, the ABC Commission may recommend to the County Board of Commissioners to move back to the current model.

Attached for your review/awareness are documents associated with the recommendation, provided by the County.

This matter is being provided to the Board as information and no action is necessary unless the Board desires to submit comments to the County Board of Commissioners.

EXPECTED LENGTH OF PRESENTATION:

10 minutes

SUBMITTED BY:

Todd Clark, Town Manager

Carteret County ABC

MR. ED WHEATLY
Chairman

MR. RALPH MORGAN
Vice Chairman

MR. JACK ASKEW
General Manager

BOARD OF ALCOHOLIC CONTROL

318 GREENFIELD DR.
NEWPORT, NC 28570

OFFICE: (252)773-0092 & FAX: (252)773-0125

MR. CHRIS CHADWICK
Board Member

MS. KAREN HARDESTY
Board Member

MR. BRANDON SEWELL
Board Member

May 24, 2023

To the Carteret County Board of Commissioners,

The Carteret County ABC Board hereby requests that the County of Carteret Board of Commissioners allow the Board to increase the capital improvement fund to twenty percent of the remaining gross receipts as per NCGS 18B-805. These funds will be utilized to fund acquisition of needed capital outlay expenditures and infrastructure upgrades.

Sincerely,



Jack Askew, General Manager

**CARTERET COUNTY ABC BOARD
BOARD ANALYSIS**

Reasons for Increase

Needed funds for capital additions

Reduction in cost of financing

To increase cash reserves to meet monthly liquor costs in order to meet peak demands

Upgrades to existing facilities and modernization

Increase in cash to utilize towards inventory savings on SPA's and purchase of inventory for seasonal business

Lack of dependency on LB&B to provide needed inventory during peak times

Discounts earned on Liquor (2023)	\$	139 622
Price adjustments		<u>799 750</u>
	\$	<u>939 372</u>

Based on Previous Year

Profit available to be distributed	\$	3 109 761
20% retained for capital reserve		621 953
Previous year 11% retained		<u>342 073</u>
Change	\$	<u>279 880</u>
County	\$	139 940
Municipality		<u>139 940</u>
	\$	<u>279 880</u>

Working Capital

The Carteret County Board of Alcoholic Control is required by the Alcoholic Beverage Control Commission rule [.0902] to set its working capital requirements at not less than two weeks average gross sales of the last fiscal year. (Gross sales are gross receipts from the sale of alcoholic beverages less distributions as defined in G.S. 18B-805(b)(2), (3), and (4)).

The board's position on this requirement is as follows:

	<u>2022</u>		<u>2021</u>
Minimum Amount	\$ 673 504	\$	646 263
Maximum Amount	4 377 778		4 200 706
Actual Amount	1 296 499		1 351 324
 Available Working Capital	 \$ 3 081 279		

Distributions of Income

The ABC Board has made distributions since July 1, 1979 as follows:

	<u>Current Year</u>		<u>Total to Date</u>
Municipalities	\$ 1 383 844	\$	14 675 848
Carteret County	1 383 844		14 768 831
	<u>\$ 2 767 688</u>	<u>\$</u>	<u>29 444 679</u>

Analytical Data

Condensed Statements of Revenues, Expenses, and Changes in Net Position

	<u>6/30/2022</u>	<u>6/30/2021</u>	<u>6/30/2020</u>	<u>6/30/2019</u>	<u>6/30/2018</u>
Operating revenues	\$ 22 937 504	\$ 21 973 508	\$ 17 611 924	\$ 15 917 730	\$ 14 911 891
Less: Taxes on gross sales	<u>5 426 391</u>	<u>5 170 683</u>	<u>4 113 658</u>	<u>3 759 609</u>	<u>3 518 056</u>
Net sales	17 511 113	16 802 825	13 498 266	12 158 121	11 393 835
Cost of sales	<u>11 590 562</u>	<u>11 192 677</u>	<u>9 013 510</u>	<u>8 064 424</u>	<u>7 571 134</u>
Gross profit	5 920 551	5 610 148	4 484 756	4 093 697	3 822 701
Less: Operating expenses	<u>2 479 023</u>	<u>2 486 094</u>	<u>2 232 817</u>	<u>2 061 848</u>	<u>1 993 578</u>
Income from operations	3 441 528	3 124 054	2 251 939	2 031 849	1 829 123
Nonoperating revenues and expenses	<u>6 551</u>	<u>(4 716)</u>	<u>(8 302)</u>	<u>19 062</u>	<u>207 756</u>
Changes in net position before distributions	3 448 079	3 119 338	2 243 637	2 050 911	2 036 879
Distributions	<u>3 001 330</u>	<u>2 718 897</u>	<u>1 973 011</u>	<u>1 802 899</u>	<u>1 596 939</u>
Change in net position	446 749	400 441	270 626	248 012	439 940
Net position, beginning	5 299 653	4 899 212	4 628 586	4 380 574	3 940 634
Restatement	-	-	-	-	-
Net position, beginning, restated	<u>5 299 653</u>	<u>4 899 212</u>	<u>4 628 586</u>	<u>4 380 574</u>	<u>3 940 634</u>
Net position, ending	\$ <u>5 746 402</u>	\$ <u>5 299 653</u>	\$ <u>4 899 212</u>	\$ <u>4 628 586</u>	\$ <u>4 380 574</u>

Following is the breakdown of sales by source:

	<u>6/30/2022</u>	<u>6/30/2021</u>	<u>6/30/2020</u>	<u>6/30/2019</u>	<u>6/30/2018</u>
Retail liquor sales	\$ 17 600 106	\$ 17 563 013	\$ 14 581 952	\$ 12 459 638	\$ 11 778 353
Mixed beverage sales	5 305 672	4 376 572	2 987 540	3 418 565	3 092 887
Wine and mixer sales	<u>31 726</u>	<u>33 923</u>	<u>42 432</u>	<u>39 527</u>	<u>40 651</u>
Total sales	\$ <u>22 937 504</u>	\$ <u>21 973 508</u>	\$ <u>17 611 924</u>	\$ <u>15 917 730</u>	\$ <u>14 911 891</u>

Projected Sales 2024

	<u>6/30/2023</u>	<u>6/30/2022</u>	<u>Change</u>	<u>%</u>
Retail liquor sales	\$ 18 355 497	\$ 17 600 106	\$ 755 391	4.29%
Mixed beverage sales	6 091 624	5 305 672	785 952	14.81%
Wine and mixer sales	21 739	31 726	(9 987)	(31.48%)
Totals	\$ <u>24 468 860</u>	\$ <u>22 937 504</u>	\$ <u>1 531 356</u>	<u>6.68%</u>
Sales increased from pre-covid years (2022 compared with 2019)			\$ 7 019 774	56.34%
Distributions			\$ 1 198 431	66.47%

ABC Board Comparisons

<u>ABC Board Name</u>	<u>Sales</u>	<u>Profit Before Distributions</u>	<u>Profit Retained</u>	<u>% Retained</u>
City of Sanford	\$ 9 688 883	\$ 717 469	\$ 577 469	80.49%
Nash County	\$ 18 391 537	\$ 2 189 815	\$ 810 232	37.00%
Wilson County	\$ 14 245 731	\$ 1 141 315	\$ 716 315	62.76%
Catawba County	\$ 29 486 004	\$ 3 101 015	\$ 1 475 925	47.59%
Johnston County	\$ 26 251 531	\$ 2 590 395	\$ 1 593 300	61.50%
Dare County	\$ 23 857 591	\$ 3 318 919	\$ 593 407	17.88%
Chatham County	\$ 9 136 187	\$ 574 360	\$ 319 388	55.61%
Onslow County	\$ 27 542 282	\$ 2 469 924	\$ 1 084 384	43.90%

Scott May

From: Scott May
Sent: Wednesday, April 26, 2023 8:55 AM
To: jack.askew@carteretcountyabc.org
Subject: Fwd: audits

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From: Scott May
Sent: Wednesday, February 8, 2023 12:17:25 PM
To: Becky Gilliam <becky@mayandplace.com>
Subject: FW: audits

From: Woolard, Quinn <quinn.woolard@abc.nc.gov>
Sent: Wednesday, February 8, 2023 10:45 AM
To: Scott May <scott@mayandplace.com>
Subject: RE: audits

Hi Scott-

Thanks for your guidance and feedback and enjoyed talking on Tuesday. I talked with Greg Stallings after I finished at Whiteville and the Commission posture is essentially the same with ABC on board operations.

The Commission routinely wants to see boards operating modern stores with appealing aesthetics to maximize sales opportunities with plenty of liquor inventory on shelves, and work to make "Minimum" distributions keeping working capital at healthy levels after visiting about 30+ ABC boards, the "modern factor" can vary tremendously from board to board. Some boards/stores have very modern stores and other stores/boards could benefit from modernizing efforts / remodels.

- Whiteville ABC where I visited is a very good example. They have a newly built store that opened in June 2021 with heavy inventory and full shelves. Their working capital has remained close to maximum for the past five years, and they have been making very generous distributions to the city which far exceed CPA calculations Making me think they maximize working capital and then ultimately pay out all the rest to avoid being over maximum. They had second highest profit percent to revenue over this last fiscal year and overall they are doing some things well across different categories.

Another key takeaway is for ABC boards with older or outdated store appearances to **reinvest** in the boards/stores with remodels, updates and improving store appearance whenever possible as it will absolutely help boost sales and provide an appealing atmosphere. So, distributing above minimum distribution calculation is a good thing however boards should focus on improving stores, modernizing, updating along with distributing net profits, etc instead of just solely being focused on paying out distributions to appointing authority. When necessary and applicable, boards should be working with their appointing authorities to approve setting aside dollars for capital improvements.

Sincerely,
Quinn

Quinn Woolard
Program Analyst, Local ABC Board Audit

DISTRIBUTIONS FROM
JULY 2018 THRU MARCH 2023

CARTERET COUNTY--	\$5,439,330.00
BEAUFORT ABC-----	\$1,012,749.00
MOREHEAD ABC-----	\$1,506,670.00
NEWPORT ABC-----	\$ 374,246.00
ATLANTIC BCH ABC	\$1,024,197.00
CAPE CARTERET ABC	\$ 623,860.00
EMERALD ISLE ABC-	\$ 897,608.00
ALCOHOL ED.-----	\$ 763,297.00
TOTAL-----	\$11,641,957.00



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Board of Commissioners

Work Session

6:00 PM – Monday, July 24, 2023

Train Depot, 614 Broad Street

Beaufort, NC 28516

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: ARP Budget Amendments (Replacements)

BRIEF SUMMARY:

In April 2022, the Board of Commissioners approved a Grant Project Budget Ordinance with language suggested by the US Treasury.

In November 2022, staff made the Board aware of categories eligible for ARP funds and ask the Board to consider the Lost Revenue/Revenue Replacement. Keep in mind these categories are used for reporting and to determine the requirements and restrictions placed on expenditures using these funds. With guidance from UNC SOG and NCLM ARP team it is recommended that Tier 5 units with less than \$10 million in SLFRF funding select the Revenue Replacement Category. By selecting this category requirements and restrictions are lifted from the SLFRF funding and the Town can use funds as the Board directs.

In March 2023 at the Board of Commissioners retreat the Board discussed the projects to be funded with the unallocated funds. A decision was made to fund generators for two (2) well sites and three (3) lift stations with any remaining funds being applied to overages of the USDA utility projects. Other projects already approved by the Board include equipment for virtual meetings, site evaluation for future water plant, and replacement of sewer pump station #7.

In May 2023, staff requested approval of Budget Amendments 1,9, and 10. BOC approved.

After additional discussion with ARP team and Auditor, staff is requesting the approval of the attached replacement budget amendments to account for prior year expenditures, Special Revenue Fund (SRF), and more accurately represent department budgets with Revenue Replacement.

REQUESTED ACTION:

Approve Amendments

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

Yes



**TOWN OF BEAUFORT
CAPITAL PROJECT BUDGET AMENDMENT #1B
STORMWATER AND EQUIPMENT**

BE IT ORDAINED by the Board of Commissioners by the Town of Beaufort that the following Capital Project Budget Ordinance is amended in accordance with Section 13.2 of Chapter 159 of the General Statutes of North Carolina.

SECTION I: REVNUUE

This budget amendment replaces Amendment #1 and requests the appropriation of funds received from the General Fund to fund the stormwater and equipment projects (Fund 66) discussed by the Board of Commissioners during the discussion of the American Rescue Plan Act funding.

GRANT PROCEEDS	\$(120,688.02)
TRANSFER IN FROM GENERAL FUND	\$ 60,000.00
TOTAL DECREASE IN REVENUE	\$ (60,688.02)

SECTION II: EXPENDITURES

TRANSFER TO ARP UTILITIES	\$ 40,289.00
EQUIPMENT	(\$2,136.00)
FUTURE PROJECTS AS ALLOWED BY GRANT	(\$98,841.02)
TOTAL DECREASE IN EXPENDITURES	(\$60,688.02)

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 24th day of July 2023.

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



**TOWN OF BEAUFORT
CAPITAL PROJECT BUDGET AMENDMENT #1B
UTILITIES**

BE IT ORDAINED by the Board of Commissioners by the Town of Beaufort that the following Capital Project Budget Ordinance is amended in accordance with Section 13.2 of Chapter 159 of the General Statutes of North Carolina.

SECTION I: REVNUUE

This budget amendment replaces Amendment 1 and requests the appropriation of funds received from the General Fund to fund the utilities projects (Fund 67) discussed by the Board of Commissioners during the discussion of the American Rescue Plan Act funding. These projects include Site Evaluation for future water plant (\$40,289), Pump Station #7 (\$840,000), Generators for 2 wells and 3 lift stations (\$244,270), estimated overages on USDA utility projects (\$214,282.02).

GRANT PROCEEDS	(\$ 1,240,000.00)
TRANSFER IN FROM SRF	\$ 40,289.02
TRANSFER IN FROM GENERAL FUND	\$ 1,260,399.02
TOTAL INCREASE IN REVENUE	\$ 60,688.02

SECTION II: EXPENDITURES

WATER	(\$ 283,581.98)
SEWER	\$ 344,270.00
TOTAL INCREASE IN EXPENDITURES	\$ 60,688.02

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 24th day of July 2023.

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



**TOWN OF BEAUFORT
GRANT PROJECT BUDGET ORDINANCE
AMENDMENT #1B
FEDERAL AMERICAN RESCUE PLAN ACT 2021**

BE IT ORDAINED by the Board of Commissioners by the Town of Beaufort that the following Grant Project Budget Ordinance is adopted in accordance with Section 13.2 of Chapter 159 of the General Statutes of North Carolina for the American Rescue Plan Act funds.

SECTION I:

This amendment 1B, replaces amendment 1, and requests eliminating the funding for stormwater, equipment and utilities water and sewer projects and funding public safety salaries and benefits for July 1, 2022 to March 21, 2023. This amendment is to change the budget for the project to be funded by the Coronavirus State and Local Fiscal Recover Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The Town of Beaufort has received the total allocation is \$1,418,841.02. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and,
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

SECTION II:

The Town has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expend all its ARP/CSLFRF funds for the provision of government services.

SECTION III:

The following amounts are amended for the project and authorized for expenditure for public safety salaries and benefits:

Project Description	Expenditure Category (EC)	Appropriation of ARP/CSLFRF Funds
Stormwater	66-815-0001	-\$60,000
Equipment	66-815-0002	-\$2,136
Unassigned	66-815-0003	-\$98,841.02
Water Projects	67-815-0001	-\$470,000
Sewer Projects	67-815-0002	-\$729,711
TOTAL		-\$1,360,688.02

Project Description	Expenditure Category (EC)	Cost Object	Appropriation of ARP/CSLFRF Funds
Law enforcement services for period of July 1, 2022 through March 31, 2023	10-510-0200:	Salaries & Benefits	\$866,290.00
	10-510-0600		
Fire services for period of July 1, 2022 through November 11, 2022	10-531-0200:	Salaries & Benefits	\$494,398.02
	10-531-0500		
TOTAL			\$1,360,688.02

SECTION IV:

The following revenues are available to complete the project:

ARP/CSLFRF Funds: \$1,418,841.02

Total: \$1,418,841.02

SECTION V:

The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the Town’s Uniform Guidance Allowable Costs and Cost Principles Policy.

SECTION VI:

The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

SECTION VII:

Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to Town Council.

SECTION VIII:

This grant project ordinance expires on December 31, 2026, or when all the ARP/CSLFRF funds have been obligated and expended by the Town, whichever occurs sooner.

Adopted this 24th day of July 2023.

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



**TOWN OF BEAUFORT
FY 2023 BUDGET AMENDMENT #9B**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2023 Budget through Ordinance on June 27, 2022, 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 2023 Budget as follows:

SECTION I: GENERAL FUND

This amendment replaces Amendment #9 and requests the appropriation of funds received from the Grant Project Budget for the Federal American Rescue Plan (ARP) in the General Fund for Public Safety salaries and benefits for the period of July 1, 2022 to March 31, 2023. A decrease in Fund Balance Appropriation is requested. Departmental budgets will not be inflated.

- Fire- salaries and benefits \$494,398.02
- Police – salaries and benefits \$ 866,290.00

A. REVENUE

<u>INCREASE</u>	
TRANSFER IN FROM SPECIAL REVENUE FUND.....	\$1,360,688.02
APPROPRIATED FUND BALANCE.....	(\$1,360,688.02)
TOTAL INCREASE/DECREASE.....	\$ 0

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 24th day of July, 2023

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



**TOWN OF BEAUFORT
FY 2023 BUDGET AMENDMENT #10B**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2023 Budget through Ordinance on June 27, 2022, 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 2023 Budget as follows:

SECTION I: GENERAL FUND

This amendment replaces Amendment #10 and requests the transfer of funds from General Fund - Fund Balance to Capital Projects Stormwater and Equipment (Fund 66) and Utilities (Fund 67) for projects decided by the Board of Commissioners to be funded during the discussions of the American Rescue Plan Act (ARP).

- Fund 66 – Stormwater \$60,000
- Fund 67 – Utilities \$ 1,300,688.02

A. REVENUE

<u>INCREASE</u>	
APPROPRIATED FUND BALANCE.....	\$ 1,360,688.02
TOTAL INCREASE.....	\$ 1,360,688.02

B. EXPENDITURES AUTHORIZED BY DEPARTMENT

<u>INCREASE</u>	
TRANSFER TO CAPITAL PROJECT FUNDS.....	\$ 1,360,688.02
TOTAL INCREASE.....	\$ 1,360,688.02

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 24th day of July, 2023

ATTEST:

Elizabeth Lewis
Town Clerk

Sharon Harker
Mayor



Town of Beaufort, NC

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Board of Commissioners Work Session 4:00 PM – Monday, July 24, 2023 Train Depot, 614 Broad Street Beaufort, NC 28516

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: June Financial Notes

BRIEF SUMMARY:

- No financial report for the month of June currently due to year-end close.
- The Town has received distributions for Ad Valorem tax from Carteret County in July, \$23,301. A preliminary report from the county reports ~ \$112,000 of taxes for FY 2022 have not been collected. The same report shows ~\$43,500 of collected taxes are owed to the Town for FY 2022 taxes. Prior years taxes collected and owed to the Town are ~\$75,000.
- MVT received in June totaled \$23,652. This distribution was for MVT collected by the county in May.
- Sales and Use tax distribution for July is \$217,699 (April sales). This is a 2% decrease from the distribution in July 2022.
- General Fund – Unrestricted Fund Balance

General Fund- Unrestricted Fund Balance	
Beginning Balance from FY 22 Audit	7,307,744.00
BA #2 SRO positions	(152,000.00)
BA #3 Projects budgeted in FY 22 complete in FY 23	(509,831.00)
BA #4 Projects budgeted in FY 22 complete in FY 23- PD Vehicle	(35,000.00)
BA #5 Oceanview Cemetery maintenance work	(39,740.00)
BA #6 CAMA plan additional work	(12,845.00)
BA #7 First Tryon Financial Advisors	(6,250.00)
BA #9 B ARP Revenue Replacement Amt (decrease FB appropriated)	1,360,688.02
BA #10 B Transfer to Capital Projects 66 & 67	(1,360,688.02)
Balance	<u>6,552,078.00</u>

- Utility Fund Unrestricted Net Position

Utility Fund Unrestricted Net Position	
Beginning Balance from FY 22 Audit	3,420,023
BA #3 Projects budgeted in FY 22 complete in FY 23	(19,930)
BA #4 Projects budgeted in FY 22 complete in FY 23- Water Vehicle	(41,000)
BA #8 Chemicals, Meters, Concrete/Asphalt Repair	(120,500)
Balance as of 05/15/2023	<u>3,238,593</u>

- Capital Reserve Balances

Capital Reserve Balances 06/13/2023	Current Balance
Debt Service Payment for Fire Pumper @ Station 2	78,608
FCO- Bulkhead/Boardwalk	600,000
FCO - Street Project	620,046
FCO-Utility Line Project	440,989

REQUESTED ACTION:

No action requested/ review

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Christi Wood, Finance Director

BUDGET AMENDMENT REQUIRED:

No