



## **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, August 22, 2022 Train Depot, 614 Broad Street**

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#### **Call To Order**

#### **Roll Call**

#### **Agenda Approval**

#### **Public Comment**

#### **Update from Town Attorney**

1. Meeting Street

#### **Presentations**

1. Regroup Beaufort Emergency Alerts
2. Wayfinding Signage

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

- [1.](#) Evidentiary Hearing Orders for Case #22-05; Case #22-11; and Case #22-16
- [2.](#) Conflict of Interest Policies
- [3.](#) Volunteer Board Appointments
- [4.](#) Walking Permit- Hungry Town Tours
- [5.](#) BBA Music in the Park Events
- [6.](#) Budget Amendment- 1809 Live Oak Street Water and Sewer Main Extensions
- [7.](#) FY 2023 Budget Amendment #4
- [8.](#) July Financial Notes

#### **Mayor/Commissioner Comments**

#### **Adjourn**



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**Board of Commissioners  
Work Session  
4:00 PM Monday, August 22, 2022  
Train Depot, 614 Broad Street**

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**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Evidentiary Hearing Orders for Case #22-05; Case #22-11; and Case #22-16

**BRIEF SUMMARY:**

At the Board’s July 11, 2022 Regular Meeting, three evidentiary hearings were conducted. Those hearings resulted in the following: Special Use Permit granted for a Mini Storage facility for 1791 Live Oak, with conditions; Special Use Permit issued for the uses of 801 Mulberry Street PUD; and a Variance Request for the length of a cul-de-sac street was denied for Salt Wynd Subdivision.

As per the N.C. General Statutes, the Board will need to review the orders and agree to them before they are signed. The orders have been reviewed by the Town Attorney. Attached are the evidentiary hearing orders for the following cases:

- Case # 22-16 Special Use Permit - Mini Storage 1791 Live Oak
- Case # 22-11 Special Use Permit – 801 Mulberry Street Uses
- Case # 22-05 Subdivision Variance Request – Salt Wynd Subdivision Phase II

**REQUESTED ACTION:**

Decision on proposed orders; or place on September 12<sup>th</sup> Regular BOC Meeting as an Item for Consent, if more time is needed to review the orders.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Kyle Garner, AICP  
Planning & Inspections Director



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 27, 2022, to consider Case 22-16, an application for a special use permit submitted by the Carteret County ABC Board, to allow a Mini-Storage facility on the property located at 1791 Live Oak Street owned by the Carteret County ABC Board and identified by **PIN # 730612856893000**, Beaufort, NC, considering the standards outlined in the Town’s *Land Development Ordinance* (hereby known as “the *Ordinance*”), and having heard all of the evidence and arguments presented at the hearing, makes the following **FINDINGS OF FACT** and draws the following **CONCLUSIONS**:

1. It is the Board’s **CONCLUSION/FINDINGS OF FACT** after hearing testimony and reviewing the staff report and exhibits that:
  - a. The proposed use is an allowable special use in the B-1 Zoning District in which it is located;
  - 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 have been 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 is compatible and in harmony with the 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. It is the Board’s **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that the following conditions are reasonable and necessary to ensure that the use is consistent with the required findings in Paragraph 1 herein, as required by Section 20 (D)(5) of the Land Development Ordinance:
  - a. This Order Approving a Special Use Permit will expire 5 years from the date of the Town’s final review and approval of the project Site Plan; and
  - b. This Order Approving a Special Use Permit will not become effective until the existing property boundary line dispute between Carteret County ABC and Beaufort Spring Housing Association is resolved.

Therefore, on the basis of all the foregoing, **IT IS ORDERED** that the application for a **SPECIAL USE PERMIT BE APPROVED TO ALLOW THE CONSTRUCTION AND OPERATION OF A MINI-STORAGE FACILITY AT 1791 LIVE OAK STREET SUBJECT TO THE CONDITIONS STATED HEREIN.**

Ordered this 8<sup>th</sup> day of August, 2022.

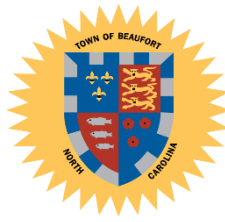
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Mayor Sharon Harker  
Chair

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Elizabeth Clark  
Town Clerk

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Superior Court of Carteret County within thirty (30) days after the date this order is served on you pursuant to N.C.Gen. Stat. Sec. 160D -1405(d).



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 27, 2022, to consider Case 22-11, an application submitted by Ballou-Lewis Properties, LLC for a special use permit to allow uses in the Planned Unit Development (“PUD”) including duplexes, condominiums, mixed use, event center, and catering kitchen/restaurant on the property located at 801 Mulberry Street, owned by Ballou-Lewis Properties, LLC, and identified by PIN # **730618414806000**, Beaufort, NC, considering the standards outlined in the Town’s *Land Development Ordinance* (hereby known as “the *Ordinance*”), and having heard all of the evidence and arguments presented at the hearing, makes the following **FINDINGS OF FACT** and draws the following **CONCLUSIONS**:

1. It is the Board’s **CONCLUSIONS/FINDINGS OF FACT** after hearing testimony and reviewing the staff report and exhibits that:
  - a. The proposed uses are allowable special uses in the TR zoning district;
  - b. The application is complete;
  - c. The location and character of the uses 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 have been designed and provided in accordance with current traffic engineering standards and Town regulations and found to be adequate for the proposed special uses;
  - e. The proposed special uses will not substantially injure the value of adjoining or abutting properties;
  - f. The proposed special uses are compatible and in harmony with the adjoining land uses and the development patterns of the immediate area; and
  - g. The proposed uses 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. It is the Board’s **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that the following conditions are reasonable and necessary to ensure that the uses are consistent with the required findings in Paragraph 1 herein, as required by Section 20 (D)(5) of the Land Development Ordinance:
  - a. That the applicant will negotiate in good faith with the Town for an agreement on the Trestle Walk property; and
  - b. That upon construction of the Trestle Walk trail, the Town will install a fence at the rear of the proposed residential lots.

Therefore, on the basis of all the foregoing, **IT IS ORDERED** that the application for a **SPECIAL USE PERMIT TO ALLOW USES INCLUDING DUPLEXES, CONDOMINIUMS, MIXED USE, EVENT CENTER, AND CATERING KITCHEN/RESTAURANT IN THE PROPOSED PUD AT 801 MULBERRY STREET BE APPROVED SUBJECT TO THE CONDITIONS STATED HEREIN.**

Ordered this 25<sup>th</sup> day of July, 2022.

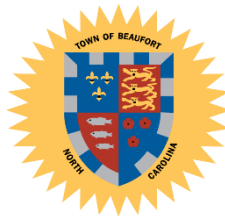
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Mayor Sharon Harker  
Chair

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Elizabeth Clark  
Town Clerk

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Superior Court of Carteret County within thirty (30) days after the date this order is served on you pursuant to N.C.Gen. Stat. Sec. 160D -1405(d).



## TOWN OF BEAUFORT ORDER DENYING A VARIANCE

The Board of Commissioners for the Town of Beaufort, having held an evidentiary hearing on June 27, 2022, to consider Case 22-05, submitted by Beth Clifford/Salt Wynd Preserve, for a variance to extend Salt Wynd Point, a cul-de-sac in Salt Wynd Preserve Phase 2, from 500 to 765 feet, on the property identified as PIN # 731609167703000, Beaufort, NC, in a manner not permissible under the literal terms of the Town's *Subdivision Ordinance* (hereby known as "the *Ordinance*"), and having heard all of the evidence and arguments presented at the hearing, makes the following **FINDINGS OF FACT** and draws the following **CONCLUSIONS**:

1. It is the Board's **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that strict application of the *Ordinance*, which would result in the denial of the requested variance, **would not** result in an unnecessary hardship, as alternate design plans are available and a denial would not result in a loss of use of the property.
2. It is the Board's **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that the hardship of which the applicant complains **does not** result from conditions peculiar to the applicant's property, as wetlands exist throughout the area.
3. It is the Board's **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that the hardship of which the applicant complains **did not** result from the applicant's own actions.
4. It is the Board's **CONCLUSION/FINDING OF FACT** after hearing testimony and reviewing the staff report and exhibits that if granted, the variance **would not** be consistent with the general spirit, purpose and intent of the *Ordinance*, such that public safety is secured, and substantial justice achieved.

Therefore, on the basis of all the foregoing, **IT IS ORDERED** that the application for a **VARIANCE TO ALLOW THE EXTENSION OF SALT WYND POINT FROM 500 TO 765 FEET BE DENIED**.

Ordered this 8<sup>th</sup> day of August, 2022.

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Mayor Sharon Harker  
Chair

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Elizabeth Lewis  
Town Clerk

NOTE: If you are dissatisfied with the decision of this Board, an appeal may be taken to the Clerk of Superior Court of Carteret County within thirty (30) days after the date this order is served on you pursuant to N.C. Gen. Stat. Sec. 160D-1405(d).



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

**SUBJECT:** Conflict of Interest Policies

**REQUESTED ACTION:**

Review and consider placing as an Item of Discussion and Consideration at the September 12, 2022 BOC Regular Meeting.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Barbara Cooper, Human Resources Manager

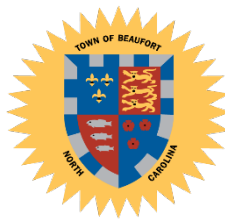
Part 3A. Ethics Codes and Education Programs.

**§ 160A-86. Local governing boards' code of ethics.**

(a) Governing boards of cities, counties, local boards of education, unified governments, sanitary districts, and consolidated city-counties shall adopt a resolution or policy containing a code of ethics to guide actions by the governing board members in the performance of the member's official duties as a member of that governing board.

(b) The resolution or policy required by subsection (a) of this section shall address at least all of the following:

- (1) The need to obey all applicable laws regarding official actions taken as a board member.
- (2) The need to uphold the integrity and independence of the board member's office.
- (3) The need to avoid impropriety in the exercise of the board member's official duties.
- (4) The need to faithfully perform the duties of the office.
- (5) The need to conduct the affairs of the governing board in an open and public manner, including complying with all applicable laws governing open meetings and public records. (2009-403, s. 1.)



TOWN OF BEAUFORT  
BOARD OF COMMISSIONERS  
CODE OF ETHICS AND  
CONFLICTS OF INTEREST POLICY

**Purpose**

Implicit in the operations and conduct of the Board of Commissioners for the Town of Beaufort (“BOC” or “Board”) is the constant expectation that the BOC recognizes that in all their transactions and at all times they are subject to the duty of undivided loyalty to the Town. Accordingly, the Board adopts this Code of Ethics and Conflicts of Interest Policy to ensure that the Board will obey the law and uphold the trust of the citizens of the Town.

**Code of Ethics**

The purpose of this Code of Ethics is to establish guidelines for ethical standards of conduct for the Board of Commissioners and to help to determine what conduct is appropriate. It should not be considered a substitute for the law or for a Board member’s best judgment.

1. Board members should obey all laws applicable to their official actions as members of the Board. Board members should be guided by the spirit as well as the letter of the law in whatever they do. Board members should endeavor to keep up to date about new or ongoing legal or ethical issues they may face in their position.
2. Board members should act with integrity and independence from improper influence as they exercise the duties of their offices. Characteristics and behaviors consistent with this standard include behaving respectfully to all, exhibiting trustworthiness, and using their best independent judgment to promote the common good.
3. Board members should avoid impropriety in the exercise of their official duties. Their official actions should be above reproach. If a Board member believes that his or her actions, while legal and ethical, may be misunderstood, he or she should seek the advice of the Board’s attorney and should consider publicly disclosing the facts of the situation and the steps taken to resolve it.
4. Board members should faithfully perform the duties of their offices. They should act as especially responsible citizens whom others can trust and respect. They should set a good example for others in the community, keeping in mind that trust and respect must continually be earned. Board members should faithfully attend and prepare for meetings, and be willing to bear their fair share of the BOC’s workload.
5. Board members should conduct the affairs of the Board in an open and public manner. They should comply with all applicable laws governing open meetings and public records, recognizing that doing so is an important way to be worthy of the public’s trust and provide an environment of transparency.

**Conflict of Interest**

The nature of the obligations of the Board of Commissioners is such that it demands positive action on the part of the Commissioners to affirmatively protect and promote the interest of the Town committed to their care, and at all times to avoid situations where their self-interests, actual, perceived, or apparent, may be of such nature or extent as to conflict with performance of that primary responsibility. A conflict of interest is defined as an actual or perceived interest by a Board member in an action that results in, or has the appearance of resulting in, individual personal or professional gain. The scope of human activity is so broad that it is not possible to enumerate here all possible areas in which a conflict of interest might arise. Consequently, the following is an illustrative list only, and is not intended to proscribe all aspects of the conduct of the Commissioners:

1. No Commissioner should use his or her position or the knowledge gained therein in such manner that creates a conflict between the Town’s interests and his or her personal interests. Both actual and perceived conflicting interests are to be avoided.
2. Commissioners should refrain from transmitting any knowledge of Town matters or decisions or any other information which might be prejudicial to the interest of the Town to any person other than in connection with the discharge of their duties as Town Commissioners.
3. Strict compliance with the provisions of applicable statutes, laws, and regulations is expected, whether local, state or federal.
4. Whenever a Commissioner has a personal, professional, or financial interest in a matter under review by the Board, whether individually or through a relationship with another party that has or may have business dealings with the Town, he or she shall disclose that interest to the Mayor (or in the case of the Mayor, to the Town Manager) for proper consideration and action.
5. Whenever a Commissioner has an opportunity to engage in a transaction in which the Town would otherwise wish to engage, he or she shall disclose that interest to the Mayor (or in the case of the Mayor, to the Town Manager) for proper consideration and action.
6. If a Commissioner is in a position where access to the Town's confidential information may materially influence his or her decisions regarding another party engaged in business with the Town, he or she shall refrain from accessing or using that information.
7. If a Commissioner is in a position where access to the Town's confidential information may materially influence his or her personal financial or investment decisions, he or she shall refrain from accessing that information and not use any confidential information already received to benefit himself or herself or anyone else.
8. If a Commissioner has a contractual relationship with or a supervising role over an existing or potential client or contractor who provides services to the Town, he or she shall disclose that interest to the Mayor (or in the case of the Mayor, to the Town Manager).

Commissioners shall comply with all laws and requirements governing conflicts of interest, self-benefiting, gifts and favors, and misuse of confidential information, as required by N.C.G.S. §§14-234, 14-234.1, and 133-32.

If at any time an elected official finds that they are in doubt as to the proper application of the Town's policy on conflicts of interest with respect to any particular situation, or they find that they might have a financial interest or outside relationship which might involve a conflict of interest, they should immediately make all the facts known to the Mayor (or in the event of the Mayor, to the Town Manager) for proper consideration and action.

## ARTICLE V. CONDITIONS OF EMPLOYMENT

### Section 8. Conflicts of Interest/Solicitation and Acceptance of Gifts and Favors

It is in the interest of the Town and its staff and elected officials to strengthen trust and confidence in one other, to expedite resolution of problems, and to mitigate the negative effects of any conflict of interest. Accordingly, employees are required to avoid any actual, apparent or perceived conflict of interest with any person or organization performing or seeking to perform services under contract with the Town, or with persons who are otherwise in a position to directly benefit from the actions of the Town employee. The Town serves the community as a whole, not any individual or special interest group. The appearance of a conflict of interest can cause embarrassment to the Town and jeopardize the credibility of the employees and representatives of the Town. Employees are called upon to maintain a sense of fairness, civility, ethics, and personal integrity at all times.

No employee of the Town will solicit or accept gifts, favors, gratuities, discounts or price breaks, entertainment, meals, or anything greater than de-minimums value from any person, organization or group with which he or she has official, enforcement or regulatory relationships that may tend to influence such employee in the discharge of the employee's duties. No employee of the Town shall grant in the discharge of duty an improper favor, service, or thing of value. Employees engaged in the making or administering of contracts are prohibited from receiving a direct benefit from any such contract. Employees shall not use confidential information acquired in the course of their employment to obtain a financial benefit for themselves or others.

With the prior written consent of their supervisor, employees may receive honoraria for lectures, or other such activities performed on days on which approved leave is taken. Any honoraria received by an employee while acting in his or her official capacity as a Town employee shall be remitted to the Town. Employees may also accept customary gifts from friends or relatives when the personal relationship, not the business relationship, is the motivating factor for the gift. Employees are required to report any conflict of interest, potential conflict of interest, or apparent or perceived conflict of interest to their supervisor immediately. Employees are required to maintain independence and objectivity with other Town employees, Town citizens, Town officials, and any individuals involved in carrying out Town business.

## ARTICLE IX. UNSATISFACTORY JOB PERFORMANCE AND DETRIMENTAL PERSONAL CONDUCT

### Section 5. Detrimental Personal Conduct Defined

Detrimental personal conduct includes behavior of such a serious detrimental nature that the functioning of the Town may be or has been impaired; the safety of persons or property may be or have been threatened; or the laws of any government may be or have been violated.

*Examples of detrimental personal conduct include, but are not limited to, the following:*

- a) demonstrated dishonesty, fraud or theft;
- b) conviction of a felony or the entry of a plea of nolo contendere thereto;
- c) falsification of records for personal profit, to grant special privileges, or to obtain employment;
- d) willful misuse or gross negligence in the handling of Town funds or personal use of equipment or supplies;
- e) willful or wanton damage or destruction to property;
- f) willful or wanton acts that endanger the lives and property of others;
- g) possession of unauthorized firearms or other lethal weapons on the job;
- h) brutality in the performance of duties;
- i) reporting to work under the influence of alcohol or drugs or partaking in such while on duty. Prescribed medication may be taken within the limits set by a physician as long as medically necessary;
- j) engaging in incompatible employment or serving a conflicting interest;

- k) request or acceptance of gifts in exchange for favors or influence or otherwise violating the Town's Conflicts of Interest/Solicitation and Acceptance of Gifts and Favors Policy;
- l) engaging in political activity prohibited by this Policy;
- m) harassment of or discrimination or retaliation against an employee and/or the public on the basis of sex or any other protected class status;
- n) harassment of an employee or the public with threatening or obscene language and/or gestures or any incidence of workplace violence; or
- o) stated refusal to perform assigned duties, flagrant violation of work rules and regulations, or serious malfeasance of work.



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**Board of Commissioners  
Work Session  
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Train Depot, 614 Broad Street**

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

**SUBJECT:** Volunteer Board Appointments

**REQUESTED ACTION:**

Review attached applications and make appointments to the following boards:

Carteret County Beaufort Airport Authority: (1) 2-year term position

Parks & Recreation Advisory Board: (2) 4-year term position

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Elizabeth Lewis, Town Clerk

<b>Applicant</b>	<b>Volunteer Board/Commission/Committee</b>	<b>Re-Appointment or New</b>
Richard LeSesne	Carteret County- Beaufort Airport Authority	New
Charles Oliver	Carteret County- Beaufort Airport Authority	New
Peter Crumley	Parks & Recreation Advisory Board	Re-Appointment
Rebecca Drohan	Parks & Recreation Advisory Board	New
Meg Risser	Parks & Recreation Advisory Board	New
Allison Whitlow	Parks & Recreation Advisory Board	New
Doug Williams	Parks & Recreation Advisory Board	New

\*Applications are attached for review

# Volunteer Boards, Commissions, and/or Committees' Application

On behalf of the Beaufort Commissioners, Town Manager, and Town staff, we are pleased you are interested in becoming a member of one of the Town's vital Boards, Committees, or Commissions.

One major way residents can have a positive impact on the future of the Town of Beaufort is volunteering to serve on the Town's various advisory boards and commissions. Residents who volunteer for these positions are an important link that connects the public to its governing body and are the advisers who make recommendations that ultimately shape the future of our Town. To learn more about the role of each advisory board visit the Volunteer Boards and Commissions page: (<https://www.beaufortnc.org/bc>).

If you wish to be considered for appointment to an advisory board, please complete this application. Once you click submit, your application will be routed to the TOWN CLERK. For more information about this application or it's process, you may contact the Town Clerk, Elizabeth Lewis at [e.lewis@beaufortnc.org](mailto:e.lewis@beaufortnc.org) or 252-728-2141 ext. 233

Untitled Section

Advisory Board/ Commission Interested in: \*

Carteret County- Beaufort Airport Authority

First Name \*

Richard

Last Name \*

LeSesne

Email Address \*

rlesesne@nc.rr.com

Phone Number

9196021845

Home Address \*

323 Sea Hawk Street

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

N/A

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

- Yes
- No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

Retired

What is your current job title? \*

Retired

Years in your current position: \*

12

Please provide a brief description of your duties \*

Retired

Please briefly describe your community activities and/or volunteer experience: \*

Volunteered for Durham CATV when it was negotiating a new CATV contract. Beginning to attend some community meetings

How long have you lived in the Town of Beaufort? \*

17 Months

Are you currently serving on a Town Advisory Board/Commission? \*

- Yes
- No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

- Yes
- No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

Durham County CATV Board

Why are you interested in serving on this board/commission? \*

Enjoyed turning around businesses when I was a consultant.

Please describe any background or abilities that qualify you to serve on this board/commission: \*

Engineer and Business Consultant with IBM 35 years

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: \_\_\_\_\_

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY

08 / 12 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

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Google Forms

# Volunteer Boards, Commissions, and/or Committees' Application

On behalf of the Beaufort Commissioners, Town Manager, and Town staff, we are pleased you are interested in becoming a member of one of the Town's vital Boards, Committees, or Commissions.

One major way residents can have a positive impact on the future of the Town of Beaufort is volunteering to serve on the Town's various advisory boards and commissions. Residents who volunteer for these positions are an important link that connects the public to its governing body and are the advisers who make recommendations that ultimately shape the future of our Town. To learn more about the role of each advisory board visit the Volunteer Boards and Commissions page: (<https://www.beaufortnc.org/bc>).

If you wish to be considered for appointment to an advisory board, please complete this application. Once you click submit, your application will be routed to the TOWN CLERK. For more information about this application or it's process, you may contact the Town Clerk, Elizabeth Lewis at [e.lewis@beaufortnc.org](mailto:e.lewis@beaufortnc.org) or 252-728-2141 ext. 233

Untitled Section

Advisory Board/ Commission Interested in: \*

Carteret County- Beaufort Airport Authority

First Name \*

charles

Last Name \*

oliver

Email Address \*

bucky@jetcraft.com

Phone Number

19193495588

Home Address \*

2401 Front St, Beaufort

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

n/a

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

Yes

No

Please select your highest level of COMPLETED education: \*

Less than a High School Diploma or Equivalent (GED)

High School Diploma or Equivalent (GED)

Associates Degree

Bachelor's Degree

Master's Degree

Who is your current Employer? \*

self

What is your current job title? \*

owner

Years in your current position: \*

61 years

Please provide a brief description of your duties \*

owner

Please briefly describe your community activities and/or volunteer experience: \*

see attached

How long have you lived in the Town of Beaufort? \*

21 years

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

see attached

Why are you interested in serving on this board/commission? \*

knowledge and interest

Please describe any background or abilities that qualify you to serve on this board/commission: \*

61 years corporate aviation owner and operator. frequent construction and development projects

Gendér \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: \_\_\_\_\_

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY

06 / 29 / 2022

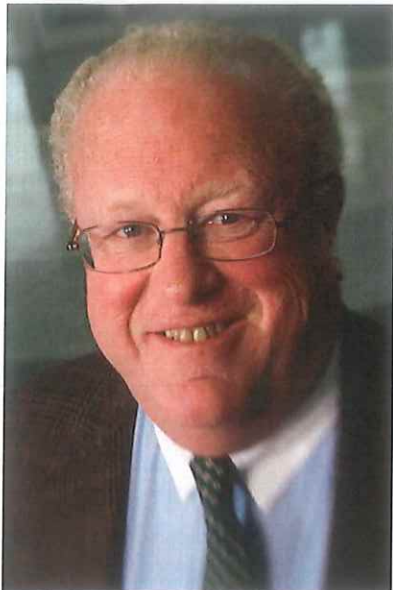
I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

This content is neither created nor endorsed by Google.

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Bucky is the Founder of Jetcraft Corporation, an international leader in new and pre-owned business aircraft acquisitions, sales, trades, and leases. Headquartered in Raleigh, NC, Jetcraft has sales offices/representation in seven US cities as well as Basel and Zurich, Switzerland; Hong Kong and Beijing, China; Dubai, UAE and Moscow, Russia. The company's 60-year track record in aircraft transactions has earned it a world class customer base and is one of the strongest global networks in the industry. (See [www.jetcraft.com](http://www.jetcraft.com))

Bucky's experience in the business aviation industry includes over 23,000 flight hours as an Airline Type Rated (ATP) pilot in many business airplanes flown commercially and privately.

He also founded, owned and managed a business aviation maintenance and service organization employing over 100 technicians for over 25 years

He has 1<sup>st</sup> hand experience as an owner/developer of over 2,000 acres in Teton County, Wyoming including 296 apartment units on 30 acres (See [www.3creekranch-jh.com](http://www.3creekranch-jh.com) and [www.blairplace.com](http://www.blairplace.com)), now managed by his Son.

Generationally and including Bucky, the Oliver's have supported conservation of public and private lands. Bucky has firsthand experience with the Jackson Hole Land Trust (<https://jhlandtrust.org>) and the Jackson Hole Community Housing Trust.

He and his wife are developing the last 11 acres of a 31½ acre parcel north of Taylor's Creek in Beaufort, North Carolina. The Planned Unit Development project, called Front Street Village, incorporated far-sighted storm water, gray-water and other environmental elements and recycling and commenced operations in 2010. The most recent phase includes the construction of a full-service boutique hotel (See [www.beauforthotelinc.com](http://www.beauforthotelinc.com)).

Bucky sat and was Chairman of The Governor's Aviation Committee for which he was awarded *The Order of the Long Leaf Pine* in 1978. He sat on the National Board of Advisors at Duke Children's Hospital and served as a Board Member and co-chair of the Development Campaign and now is a Lifetime Board Member of The Hill Center in Durham (See [www.hillcenter.org](http://www.hillcenter.org)). He was a prior Board Member of the Beaufort Historic Association ([www.historicbeaufort.com](http://www.historicbeaufort.com)), prior Board Member and Chairman of the Carteret Chamber of Commerce, prior Board Member of the Crystal Coast Tourism Development Authority ([www.crystalcoastnc.org](http://www.crystalcoastnc.org)), is a Board Member of the Carteret County Public Schools Foundation and the Beaufort Business Association and a Trustee of the Maritime Heritage

Foundation and Chairman of its Site Plan Committee (See [www.maritimeheritage-beaufortnc.org](http://www.maritimeheritage-beaufortnc.org)). He is extremely active in other Beaufort civic activities.

Bucky was elected as a Beaufort Commissioner in 2021.

Bucky and his wife Wendi are residents of Beaufort, NC.

Bucky has two children-Emily and Todd and four grandchildren-Caroline, Jackson, Henry, and Bruce.

Maritime Experience

The Oliver's designed, permitted and built a 450-boat dry stack, docks and marina in Beaufort in 2009 and actively operated it until its sale in 2018.



Bucky holds a USCG Captain's License.

Bucky oversaw the selection, survey, maintenance, and modification of Rebel, a 1928 vintage Commuter Class vessel. He has an excellent technical knowledge of the boat, its upkeep, and its maintenance. He created a computer tracking system for Rebel's maintenance and components. M/V Rebel operates routinely in Beaufort's waterways.



# Volunteer Boards, Commissions, and/or Committees' Application

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Untitled Section

Advisory Board/ Commission Interested in: \*

Parks & Recreation Advisory Board

First Name \*

Peter

Last Name \*

Crumley

Email Address \*

peter.crumley@yahoo.com

Phone Number

2522692352

Home Address \*

108 Ricks Ave Beaufort NC

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

n/a

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

- Yes
- No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

retired

What is your current job title? \*

n/a

Years in your current position: \*

n/a

Please provide a brief description of your duties \*

retired

Please briefly describe your community activities and/or volunteer experience: \*

I have been on the Parks and Rec Board for 9 years. Involved with Beaufort Lions Club and the Maritime Museum

How long have you lived in the Town of Beaufort? \*

9

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

Park and Rec Board

Why are you interested in serving on this board/commission? \*

to continue to consult as a blind resident of Beaufort to provide knowledge of actual accessibility within our parks and to promote connectivity throughout Beaufort for the disabled

Please describe any background or abilities that qualify you to serve on this board/commission: \*

past 9 years of serving and being involved in the Beaufort Community

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: \_\_\_\_\_

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY

07 / 24 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

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Google Forms

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Advisory Board/ Commission Interested in: \*

Parks & Recreation Advisory Board ▼

First Name \*

Rebecca

Last Name \*

Drohan

Email Address \*

rrdrohan@gmail.com

Home Address \*

311 Jones Avenue Apartment 2

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

N/A

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

Yes

No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

Coastal Carolina Riverwatch

What is your current job title? \*

White Oak Waterkeeper

Years in your current position: \*

6 months as Waterkeeper, 3 years with Coastal Carolina Riverwatch

Please provide a brief description of your duties \*

Performing fieldwork, advocacy, outreach, and education related to water quality in the White Oak River basin.

Please briefly describe your community activities and/or volunteer experience: \*

I have been active in the Beaufort community through engaging with citizens and officials on local issues. I coordinate the Ocean Friendly Establishments program, of which many local Beaufort businesses are part of. I have regularly tabled at the Farmers Market as a nonprofit representative. I have participated in planting projects such as at Grayden Paul Park.

How long have you lived in the Town of Beaufort? \*

3 years

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

N/A

Why are you interested in serving on this board/commission? \*

Parks and recreation serve a vital role in environmental protection, wildlife habitat, and community building, all of which I am passionate about. I think Beaufort has some great projects and services in place, and look forward to the future of parks in our town.

Please describe any background or abilities that qualify you to serve on this board/commission: \*

My educational background is in Sustainable Development and I was employed at Hemlock Bluffs State Nature Preserve in Cary, NC. My current employment at Coastal Carolina Riverwatch is centered around environmental issues.

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: .....

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY  
01 / 20 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

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Advisory Board/ Commission Interested in: \*

Parks & Recreation Advisory Board ▼

First Name \*

Meg

Last Name \*

Risser

Email Address \*

mriss51@gmail.com

Home Address \*

118 Moore Street, Beaufort NC 28516

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

N/A

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

Yes

No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

Retired

What is your current job title? \*

Not employed

Years in your current position: \*

4

Please provide a brief description of your duties \*

Retired RN

Please briefly describe your community activities and/or volunteer experience: \*

'Baking for Good' Interfaith Community Food Assistance Initiative / Broad Street Vaccine Clinic / Secretary of Saint Paul's Board of Episcopal Church Women

How long have you lived in the Town of Beaufort? \*

4 years

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

N/A

Why are you interested in serving on this board/commission? \*

Would like to be of service in Beaufort's Parks and Recreational planning and improvement.

Please describe any background or abilities that qualify you to serve on this board/commission: \*

Retired with last 10 years in an RN supervisory position at a major Hospital system and served on numerous committees that involved planning and improving the workplace.

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: \_\_\_\_\_

Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: \_\_\_\_\_

Date of Submission \*

MM DD YYYY

01 / 11 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

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If you wish to be considered for appointment to an advisory board, please complete this application. Once you click submit, your application will be routed to the TOWN CLERK. For more information about this application or it's process, you may contact the Town Clerk, Elizabeth Lewis at [e.lewis@beaufortnc.org](mailto:e.lewis@beaufortnc.org) or 252-728-2141 ext. 233

Untitled Section

Advisory Board/ Commission Interested in: \*

Parks & Recreation Advisory Board

First Name \*

Allison

Last Name \*

Whitlow

Email Address \*

allisonpwhitlow@gmail.com

Phone Number

2672534976

Home Address \*

1105 Live Oak St Beaufort NC 28516

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

N/A

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

- Yes
- No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

Fagus GreCon Inc.

What is your current job title? \*

Service Coordinator

Years in your current position: \*

3

Please provide a brief description of your duties \*

Coordinate team of 12 electrical/ engineering technicians

Please briefly describe your community activities and/or volunteer experience: \*

Clark Park Music & Arts Festival  
Girls Rock Philly  
Gaston County Animal Care & Enforcement Advisory Board

How long have you lived in the Town of Beaufort? \*

1 year

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

First time in Carteret County

Why are you interested in serving on this board/commission? \*

Enjoy being a part of community advocacy

Please describe any background or abilities that qualify you to serve on this board/commission: \*

See above

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: \_\_\_\_\_

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY

08 / 09 / 2022

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Yes

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Advisory Board/ Commission Interested in: \*

Parks & Recreation Advisory Board ▼

First Name \*

Doug

Last Name \*

Williams

Email Address \*

freesailr@gmail.com

Home Address \*

1501 Ann Street

Is your mailing address the same as your home address? \*

Yes

No

Please provide your preferred mailing address below. If your mailing address is the same as your home address please enter: N/A \*

N/A

Are you a full-time resident of the Town of Beaufort? \*

Yes

No

Are you a part-time resident of the Town of Beaufort? \*

Yes

No

Please select your highest level of COMPLETED education: \*

- Less than a High School Diploma or Equivalent (GED)
- High School Diploma or Equivalent (GED)
- Associates Degree
- Bachelor's Degree
- Master's Degree

Who is your current Employer? \*

Retired

What is your current job title? \*

Retired

Years in your current position: \*

10

Please provide a brief description of your duties \*

Former President, HOOKER Furniture Corp. Martinsville VA.

Please briefly describe your community activities and/or volunteer experience: \*

Friends of NC Maritime Museum Board. BHA project volunteer work on Bus barn.

How long have you lived in the Town of Beaufort? \*

Part time since 2006. Full time since 2020.

Are you currently serving on a Town Advisory Board/Commission? \*

Yes

No

Do you have any personal or business interest that could create a conflict (either real or perceived) if appointed? \*

Yes

No

List any Boards you have served on in the past. If this is your first time, please enter: N/A \*

Friends of NC Maritime Museum 6 years.

Why are you interested in serving on this board/commission? \*

I am an avid kayaker, sailor, and power boater. I would like to see Beaufort improve upon facilities available for residents and visitors in the areas of water access, parks and green areas. Biking and walking trails are also very important as we are seeing the continued growth of new housing in our area. I am also very aware of Beaufort's history and want to help preserve and retain that for our citizens.

Please describe any background or abilities that qualify you to serve on this board/commission: \*

I have served on numerous boards and committees in professional, municipal and private organizations. President , Chatmoss Country Club Martinsville Va. Patrick Henry Comm College Foundation. Henry County Va Economic Development Commission.

Gender \*

- Male
- Female
- Prefer not to say
- Prefer to self describe
- Nonbinary or third party

## Ethnicity \*

- Asian or Pacific Islander
- African American
- American Indian/Alaskan Native American
- Hispanic
- Caucasian/Non-Hispanic
- Prefer not to say
- Other: .....

## Which age group describes you? \*

- 18-21
- 22-30
- 31-40
- 41-50
- 51-60
- 61+

How did you find out about the Beaufort Boards and Commission vacancies? \*

- Town of Beaufort Website
- Email
- Newspaper
- Social Media
- Word of Mouth
- Other

Are you able to attend regularly boards or commission meetings (virtually or in-person)? \*

- Yes
- No
- Maybe
- Other: .....

Date of Submission \*

MM DD YYYY  
01 / 17 / 2022

I understand this application is a public record and I certify that the facts contained in this application are true and correct to the best of my knowledge. This application will remain on file in the Office of the Town Clerk for 1 year. \*

Yes

No

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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, August 22, 2022  
Train Depot, 614 Broad Street**

---

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

**SUBJECT:** Walking Permit- Hungry Town Tours

**BRIEF SUMMARY:**

David Cartier with Hungry Town Tours submitted a Walking Tour Application; this is a renewal request. Attached is the application, which includes details regarding the tour and a map of the routes. According to the Town of Beaufort Code of Ordinances, Section 90.30, the Board of Commissioners must conduct a public hearing on the application.

**REQUESTED ACTION:**

Set a Public Hearing for the September 12, 2022 BOC Regular Meeting.

**EXPECTED LENGTH OF PRESENTATION:**

5 Minutes

**SUBMITTED BY:**

Elizabeth Lewis, Town Clerk



Town of Beaufort  
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)

**Walking Tour Application for a Permit**

In compliance with the Town of Beaufort's Code of Ordinances:  
Minimum Requirements for permit – Sec. 90.28

The minimum requirements for a walking tour permit are the following:

- A) An office of other place of business within a fixed structure in the town that is zoned for commercial use and in compliance with all land use ordinances, including sign ordinances;
- B) General liability insurance in a minimum amount of \$100,000 which specifically provides that the same may not be cancelled without notice to the town; and
- C) Proposed tour routes that follow handicapped accessible public rights-of-way.

Name: Hungry Town Tours David + Betsy Cartier

Address: 406 Live Oak Street Beaufort NC 28516

Phone Number: 252-648-1011

Emergency Phone Number: 252-503 7449

Email: info@hungrytowntours.com

Address of the office/fixed structure from which the applicant will operate: \_\_\_\_\_

513 Front Street Beaufort, NC 28516

Description of the tour route: See attached

Description of the time of operation for each proposed tour: See attached



Town of Beaufort

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)

Please include the following documentation: (Applications are considered incomplete without these documents):

- Detailed description of the information to be given to participants of the tour relating to those sights to be viewed within the town, including copy of any published literature proposed to be provided by the tour guide to participants of the tour.
- Schedule of rates & charges
- Certificate of general liability insurance in the minimum of \$100,000 which specifically provides that the same may not be canceled without notice to the town.
- \$50 application fee
- Criminal background check covering the previous 3 years on the owner or owners & managing officials of the business entity.

Staff Use Only Below this line

---

Date Application Received: \_\_\_\_\_

Date Payment Received: \_\_\_\_\_

Date of Public Hearing: \_\_\_\_\_

Date of Board of Commissioner's Decision: (Circle) Approved Denied

Date Permit Issued: \_\_\_\_\_

Date Permit Expires: \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
11/19/2021

4.

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> Creative Insurance Solutions 1321 N. Main Street  Fuquay Varina NC 27526		<b>CONTACT NAME:</b> Rhonda Ward <b>PHONE (A/C, No, Ext):</b> (919) 557-9085 <b>E-MAIL ADDRESS:</b> clcsr@creativeinsurancesolutions.com <b>FAX (A/C, No):</b> (919) 557-5670																						
<b>INSURED</b> Hungry Town Tours 406 Live Oak St  Beaufort NC 28516		<table border="1"> <tr> <th colspan="2">INSURER(S) AFFORDING COVERAGE</th> <th>NAIC #</th> </tr> <tr> <td>INSURER A :</td> <td>Nautilus</td> <td>17370</td> </tr> <tr> <td>INSURER B :</td> <td></td> <td></td> </tr> <tr> <td>INSURER C :</td> <td></td> <td></td> </tr> <tr> <td>INSURER D :</td> <td></td> <td></td> </tr> <tr> <td>INSURER E :</td> <td></td> <td></td> </tr> <tr> <td>INSURER F :</td> <td></td> <td></td> </tr> </table>		INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A :	Nautilus	17370	INSURER B :			INSURER C :			INSURER D :			INSURER E :			INSURER F :		
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**COVERAGES** CERTIFICATE NUMBER: CL21111914268 REVISION NUMBER:

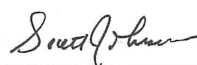
THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR		POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
		INSD	WVD						
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY			NN1331042	11/04/2021	11/04/2022	EACH OCCURRENCE	\$ 1,000,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 100,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:							MED EXP (Any one person)	\$ 5,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PERSONAL & ADV INJURY	\$ 1,000,000	
	OTHER:						GENERAL AGGREGATE	\$ 2,000,000	
	<input type="checkbox"/> UMBRELLA LIAB						PRODUCTS - COMP/OP AGG	\$ included	
	<input type="checkbox"/> EXCESS LIAB						Employee Benefits	\$	
	DED						COMBINED SINGLE LIMIT (Ea accident)	\$	
	RETENTION \$						BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per accident)	\$	
	<input type="checkbox"/> OWNED AUTOS ONLY						PROPERTY DAMAGE (Per accident)	\$	
	<input type="checkbox"/> HIRED AUTOS ONLY							\$	
	<input type="checkbox"/> SCHEDULED AUTOS							\$	
	<input type="checkbox"/> NON-OWNED AUTOS ONLY							\$	
	<input type="checkbox"/> UMBRELLA LIAB							\$	
	<input type="checkbox"/> EXCESS LIAB							\$	
	DED							\$	
	RETENTION \$							\$	
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE	OTH-ER	
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT	\$	
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE	\$	
							E.L. DISEASE - POLICY LIMIT	\$	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

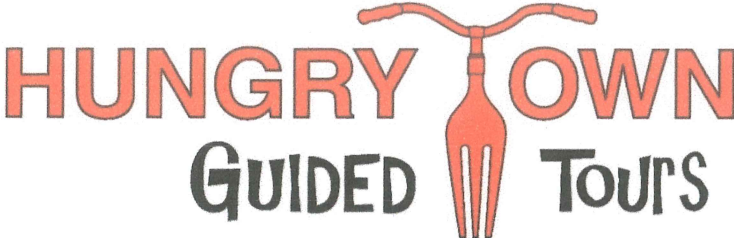
### CERTIFICATE HOLDER

### CANCELLATION

Concord Hospitality Enterprises Beaufort Hotel 2440 Lennoxville Rd  Beaufort NC 28516	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE 
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# Application Renewal for Walking Tour Permit in Beaufort, North Carolina



**Presented to:**

**Board of Commissioners  
Town of Beaufort, North Carolina**

**August 15, 2022**

**Hungry Town Tours  
406 Live Oak Street • Beaufort, North Carolina 28516  
hungrytowntours.com • 252-648-1011  
info@hungrytowntours.com**

## About the Applicant – Hungry Town Tours

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Hungry Town Tours offers several unique award-winning tours by bicycle and foot in Beaufort, North Carolina. While each tour is different, the underlying goal remains the same. They provide environmentally friendly options to those who love the outdoors and are keenly aware that preserving nature is essential to their travel experience today and for years to come.

### **Founded:**

Hungry Town Bike Tours was founded in 2011 by a local personal chef who wanted to create a tour for people to hear some unusual stories about Beaufort that they might not hear on a typical tour.

In May 2013, the company was sold to David & Betsy Cartier with an extensive background in the hospitality and restaurant business. Their experience includes tourism destination marketing. In 2014, the name was changed to Hungry Town Tours to reflect both walking and bicycle tours.

### **About our Name – Hungry Town Tours:**

“Hungry Town” and “Fish Towne” were some of the early names for Beaufort, North Carolina.

The name “Hungry Town” was noted on the only surviving 1713 plat of Beaufort. This draft is the only documentation that the newly laid-out town may have been casually called “Hungry Town.”

Architectural historian Tony P. Wrenn, who did the 1970 study for Beaufort’s nomination to the National Register of Historic Places, had his theory concerning “Hungry Town.” Wrenn believes that surveyor Richard Graves spilled ink but continued to use the sheet as he practiced with his ink and quill. Graves’ “Hungry Town” scribbles may have referred to the new town full of lots “hungry” for buyers, or to a few struggling settlers in the area.

Today, the name “Hungry Town” is a natural tie-in with Beaufort’s history and bountiful culinary offerings.

### **Customer Reviews:**

Since 2020, Hungry Town Tours has received the Tripadvisor® Travelers Choice Award. This is the ninth year in a row that the Beaufort-based tour company has received Tripadvisor® Certificate of Excellence award.

Currently, Hungry Town Tours is rated on *TripAdvisor* as:

- #1 Activity on the Crystal Coast.
- #5 Activity on the North Carolina Coast.

*Tripadvisor.com* is the world's largest travel site with more than 60 million reviews and opinions by travelers around the world.

### **Green Travel Recognition:**

Hungry Town Tours is the first business in Carteret County to be accepted into the NC Green Travel Initiative. We promote green from “spoke to fork” by combining nature-based travel with culinary tourism through bicycle and walking tours.

### **Giving Back:**

Hungry Town Tours believes in giving back to the community and participates as a member of the following organizations:

- Beaufort Development Association
- Beaufort Historical Association
- Friends of the North Carolina Maritime Museum
- Friends of Beaufort Wine & Food
- Carteret Catch
- Core Sound Heritage Museum
- Carteret County Chamber of Commerce

Hungry Town Tours has donated in-kind donations to several local organizations including:

- Beaufort Historical Association
- Friends of the North Carolina Maritime Museum
- Beaufort Wine & Food
- Beaufort Women’s Club
- Beaufort Garden Club
- Beaufort Lion’s Club
- Loaves and Fishes of Beaufort
- Carteret County Chamber of Commerce

### **Press & Media:**

In the last nine years, Hungry Town Tours has been featured or mentioned in more than seventy-five (75) regional and national publications, magazines, newspapers, and online articles.

*Forbes* magazine featured Hungry Town Tours in August 2019 with an article “They Ditched Their Jobs to Live in their Dream Destination.”

Hungry Town Tours was featured in the May 2019 issue of *Southern Living* magazine.

In July 2018, *Our State* magazine launched a new video series, 'Around Town!' where they visit small towns across North Carolina and let locals show you “around town”. First in the series was Beaufort guided by Betsy Cartier of Hungry Town Tours.

*Our State* magazine featured 22-pages of stunning photography of Historic Beaufort, NC and Hungry Town Tours. The photo essay ‘Beaufort by Bike’ was one of the highlights of their annual Coastal Issue (June 2017).

By offering walking tours, the permit has allowed Hungry Town Tours to:

### **Offer year-round tours**

Walking tours have allowed Hungry Town Tours to operate year-round. It has provided Beaufort and The Crystal Coast with another activity for people to do in the off-season - especially November thru March - when many of the activities are not available such as boat tours.

### **Allow more families**

Families with children are be able to participate. Several families with infants have taken walking tours. There are no age requirements for walking tours. Private tours, at no additional fee, can be arranged for groups or families.

In doing so, the walking tour permit has allowed Hungry Town Tours to:

### **Increase the number of participants**

Hungry Town Tours can increase the number of participants to 15 on the walking tours. This is currently allowed under the code for walking tour permits.

Hungry Town Tours meets the minimum requirements for a walking tour permit:

**A. Office within a fixed structure in the town**

Hungry Town Tour's office is located at 406 Live Oak Street in Beaufort. As of October 2, 2022, Hungry Town Tours will have an office at 513 Front Street in Beaufort. It will not be used as a public office for walk-in traffic. There will be no commercial signage.

All reservations are taken in advance so walking tours depart 513 Front Street. Tours may also leave from in front of Clawson's 1905 Restaurant & Pub or in front of the North Carolina Maritime Museum.

**B. General Liability Insurance minimum amount of \$100,000**

Hungry Town Tours has a liability policy on file with the Town of Beaufort for \$1,000,000 and exceeds the requirement of \$100,000. The policy specifically provides the clause that the coverage may not be cancelled without notice to the town. The current policy expires on November 4 and is in the process of being renewed.

**C. Proposed Tour follows handicapped accessible right away.**

All proposed walking tours follow handicapped accessible right away.

Hungry Town Tours has done several walking tours with multiple wheelchairs

Hungry Town Tours is submitting our request, in writing, as part of the application process presented to the Board of Commissioners, Town of Beaufort, to receive a renewal of our walking tour permit.

**A. Owner and Operator of the Business**

The name, address & telephone (and emergency number) for the owners are listed below:

David R. Cartier and Elizabeth H. Cartier  
416 Pine Street  
Beaufort, North Carolina 28516  
Telephone: 252-503-7449 (mobile)  
Emergency Telephone Number: 252-503-7449 (mobile)

**B. Address of the Office**

Hungry Town Tours is currently at 406 Live Oak Street until October 2. At that time, the address will be:

513 Front Street  
Beaufort, North Carolina 28516  
Telephone: 252-648-1011

- C. Description of Tour Route(s)** (Page 6)
- D. Description of the Time of Operation for Each Tour** (Page 6)
- E. Detailed Description of Tour Information** (Page 6 - 8)
- F. Schedule of Rates & Charges** (Page 9)
- G. Hearing / Approval** (Page 9)
- H. General Requirements for Walking Tours** (Pages 10 & 11)
- I. Certificate of General Liability Insurance** On File
- J. Application Fee, \$50** Paid
- K. Criminal Background Check** Approved

**ADDENDUM**

- **Map of Route Boundaries - Walking Route (Yellow)**

## 90.29, C., Description of Tour Route

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All walking tours are bound by the following streets. The streets used and stops will vary within the designated boundaries:

### Current Walking Tour Boundaries:

The point of origin and point of return for Hungry Town Tours at Clawson’s 1905 Restaurant & Pub (425 Front Street) or the North Carolina Maritime Museum (315 Front Street). Walking tours will conclude on Front Street. The boundaries for the walking tours will include:

- West on Front Street to the Duncan House.
- East on Front Street to Gordon Street
- South from Marsh Street to Broad Street
- North from Broad Street to Front Street

(Within the above boundaries, Hungry Town Tours has been approved to take groups down every street, if needed, within the historic district).

### Map of Tour Boundaries

See Addendum. The map outlines the boundaries of the approved walking tour.

## 90.29, D., Description of the Time of Operation for Each Tour

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Daily walking tours will take place at 9 am, 11 am, 1 pm, and 3 pm. The times may be added in season at 11 am and 12 Noon.

## 90.29, E., Detailed Description of Tour Information

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Hungry Town Tours offers several walking tours:

### Historic Beaufort Walking Tour

It’s the perfect tour to see a unique side of historic Beaufort. Participants will travel along the waterfront and make their way through historic streets – all while their local guide reveals a side of history, they won’t get anywhere else. They will get an insider’s perspective on where the locals go to eat and play.

### Bridal Groups & Bachelorette Parties

Hungry Town Tours offers a unique outing for bridal parties. Brides-to-Be can Customized tours are available. Maximum of 15 people or eight people with a food option.

**A Walk to Remember inspired by Nicholas Sparks**

This tour features places in Beaufort that were inspired by Nicholas Sparks and referenced in his books, *A Walk to Remember* and *The Choice*. The tour serves as a memorable way for people to get to know Beaufort, as visitors take in the unique setting for the story of each novel, and the movie adaptation of *A Walk to Remember* and *The Choice*.

Hungry Town Tours signed a partnership agreement with the Nicholas Sparks Foundation in 2014.

To support the organization, Hungry Town Tours gives back 100% of the proceeds from autographed books and tee shirts directly to the Foundation. These are considered a donation to the organization.

Beaufort gained from international exposure in February 2016 with the premiere of the feature film, *The Choice*. Although the movie was produced in Wilmington, the inspiration for the book is Beaufort.

**Beaufort Lifestyle & Living Tour**

This is the ideal tour for first time visitors, long time tourists, people relocating to the Crystal Coast, and couples looking to retire here. People who have recently moved to Beaufort have found this tour to be a wonderful orientation. Think of it as “Beaufort 101.”

See why *Coastal Living* magazine named Beaufort one of the “20 Best Places to Live on the Coast in 2018.”

From the new residential community at Beau Coast to the golf course community at The Beaufort Club, we’ll talk about the advantages of living in Beaufort and The Crystal Coast.

**Culinary Walking Tours**

***Please note: All culinary tours were suspended in March 2020 due to COVID-19 since our restaurant partners were operating at 50% capacity. We have been unsuccessful in restarting these tours in the Spring of 2022 due to restaurant staffing issues and inconsistent hours of operation.***

Hungry Town Tours promotes restaurants with locally sourced food that allow for an enhanced experience with their walking culinary tours. These tours include:

**Food by Foot Culinary Walking Tour**

Participants travel along the waterfront and through beautiful historic streets, stopping at several of Beaufort’s best culinary treasures. Inside, they’ll nosh and sip on some of the most delicious flavors on the Crystal Coast. Participants will enjoy delicious seafood appetizers, wine tastings, and more. We make five culinary stops on this tour - all are within close proximity to each other. It’s a three-course progressive dining experience.

**Participating Restaurants:**

The three restaurant stops vary based on the season and their operating days of the week. These include any of the following:

- Finz Grill
- Front Street Grill at Stillwater
- Clawson’s 1905 Restaurant & Pub
- Moonrakers
- Black Sheep
- Marmalade Cafe & Bakery
- Beaufort Grocery Company
- Cru Wine & Coffee Shop

**Participating Merchants:**

- Beaufort Olive Oil (Olive Oil Tastings & Pairings)
- Beaudaga

**Sunday Brunch Walkabout**

Participants enjoy Sunday Brunch at Beaufort Grocery Company, one of the region's most renowned dining establishments. Each person will select an entrée from several culinary features and enjoy a mimosa or Bloody Mary, or other non-alcoholic beverages. After brunch, participants will go on a walking tour through Beaufort's historic district and along the waterfront.

**Participating Restaurants:**

- Beaufort Grocery Company

The walking tour durations vary by tour. The following tours run approximately 90 minutes”

- Historic Beaufort Walking Tour
- A Walk to Remember inspired by Nicholas Sparks
- Bridal Groups & Bachelorette Parties
- Beaufort Lifestyle & Living Tour

The following food tours typically run 3 to 3 ¼ hours. Those noted with an asterisk run approximately 2 hours.

- Food by Foot Culinary Walking Tour
- Sunday Brunch Walkabout \*

Hungry Town Tours accepts the general requirements for Walking Tours as outlined in Sections D through I.

## 90.29, F., Schedule of Rates and Charges

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The following walking tours currently cost \$30 per person.

- Historic Beaufort Walking Tour
- Walking Tour inspired by Nicolas Sparks
- Bridal and Bachelorette Parties
- Beaufort Lifestyle & Living Tour

The following food tours cost \$75 per person.

- Food by Foot Culinary Walking Tour
- Sunday Brunch Walkabout \*

## 90.30, Hearing / Approval

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In accordance with 90.30, Hearing Approval, the owners of Hungry Town Tours have met the code requirements.

### Section A, 1.

The applicants are fit, willing, able, and sufficiently knowledgeable about the history of the town to perform the proposed service.

### Professional Training

The owners of Hungry Town Tours continue on-going learning about the history of Beaufort. They have participated in the following:

- **Beaufort Historic Site Volunteer Orientation**  
Completed Volunteer Orientation provided by the Beaufort Historical Association for volunteers at the Beaufort Historic Site.
- **Beaufort Old Homes & Garden Tour**  
Visited and toured the inside over 70 different historic homes, historic churches and gardens in Beaufort over the last five years by participating in the annual Beaufort Old Homes and Garden Tour hosted by the Beaufort Historical Association.
- **Open Houses**  
Participated at several open houses for both Duke Martine Lab and NOAA.
- **Research**  
In addition, the owners of Hungry Town Tours have worked with local researchers to ensure that all tours offered are based on facts rather than filled with folklore and hearsay.
- **Social Media**  
Hungry Town Tours uses Historic Beaufort, NC Facebook Page, and Instagram.

**90.31, General Requirements for Walking Tours**

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Under 90.31, General; Requirements for Walking Tours, Hungry Town Tours agrees to the following:

**Section A**

Walking tours shall be operated only during the following hours:

- 1.) Between 9 a.m. and 9 p.m. from May 1 to October 31; and
- 2.) Between 9 a.m. and 8 p.m. from November 1 to April 30

**Section B**

Walking tours are limited to not more than 15 persons per tour group, excluding the tour guide.

**Section C**

No more than one (1) walking tour will be conducted within a city block each 30 minutes.

**Section D**

Walking tours will be conducted from sidewalks except when the group is crossing a street

**Section E**

Participants in a tour will not move on sidewalks more than a column of 2 persons abreast.

**Section F**

No amplifying device will be used during a tour

**Section G**

Flash photography will not be permitted during a walking tour.

**Section H**

No participant in a walking tour will enter private property without the express consent of the owner.

**90.31, General Requirements for Walking Tours**

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**Section I**

Tour groups will not move on congregate in a manner that blocks entrances to store homes, or driveways, or interferes with street traffic.

**Please Note:**

Hungry Town Tours will communicate the general requirements for walking tours to our participants in two (2) ways:

- 1.) At the start of each walking tour, the tour guide reviews the town requirements. Hungry Town Tours has incorporated Sections D through I into our presentation.
- 2.) Hungry Town Tours has added a section to their website ([www.hungrytowntours.com](http://www.hungrytowntours.com)) that incorporates Sections D through I into the Conditions & Terms for people participating in the walking tours.

Participants will know when they sign a liability release form, they agree to the Terms & Conditions of the walking tours.

**Additional Information**

- All tours are by advanced reservations only. As always, we take telephone reservations daily from 8 am – 7 pm.
- Walk-ins for tours are not available. All tours are pre-booked in advance.
- Waiver forms for each participant are completed in advance of the tour.
- All payments are done by credit card. For the guest’s convenience, we will send a link for payment after we take your reservation over the telephone. Telephone reservations give us the opportunity to help guests plan the right tour.
- Tour confirmations will be sent via email once payment has been processed.
- All culinary tours have been suspended at this time so that our restaurant partners have time to get back into operation due to staffing issues.





**TOWN OF BEAUFORT**  
 701 FRONT ST.  
 PO BOX 390  
 BEAUFORT, NC 28516-0390

4.

<b>INVOICE #</b>
23-00165

INVOICE DATE: 08/15/22  
 DUE DATE: 08/15/22

ACCOUNT ID: HUNGR005 PIN: 0352  
 HUNGRY TOWN BIKE TOURS  
 DAVID CARTIER  
 406 LIVE OAK ST  
 BEAUFORT, NC 28516

QUANTITY/UNIT	SERVICE ID	DESCRIPTION	UNIT PRICE	AMOUNT
		Walking Tour Permit Fee		
1.0000	APPFEE	Other Application Fees Walking Tour Permit Fee Permit Fee for Sept 2022-Sept 2023	50.000000	50.00
			TOTAL DUE:	\$ 50.00
		Prn Payment: 08/16/22 CK 1141		-50.00
			BALANCE:	\$ 0.00

**PAYMENT COUPON - PLEASE DETACH AND RETURN THIS PORTION ALONG WITH YOUR PAYMENT**

TOWN OF BEAUFORT  
 701 FRONT ST.  
 PO BOX 390  
 BEAUFORT, NC 28516-0390

INVOICE #: 23-00165  
 DESCRIPTION: Walking Tour Permit Fee  
 ACCOUNT ID: HUNGR005 PIN: 0352  
 DUE DATE: 08/15/22  
 TOTAL DUE: \$ 0.00

HUNGRY TOWN BIKE TOURS  
 DAVID CARTIER  
 406 LIVE OAK ST  
 BEAUFORT, NC 28516





**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, Aug. 22, 2022**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** BBA’s Live on Thursdays - Music in the Park

**REQUESTED ACTION:** Consider Approval or Denial during the Work Session due to the short turn around time until the event.

The Beaufort Business Association has submitted an event application request to host a series of 8 Music in the Park events at John Newton Park on Thursday evenings from 6-8 p.m.

- Dates: Sept. 8, 15, 22, 29, Oct. 6, 13, 20 & 27 (8 total)
- Set-up: 5 p.m.
- Event Time: 6-8 p.m.
- Request lighting in the park –Staff recommends only guaranteeing the existing lighting as the Town does not provide additional lighting for events.
- Request to use electricity at each of the 8 events - \*\*\*\*Electrical Note: The BBA would like the BOC to consider waiving the \$50 per event electrical charge as this would total \$400 for the proposed dates.
- Request alcohol waiver to sell beer and wine in the park during the event
- Request Police Department waive requirement to hire security officers at a minimum of 2 officers/2 hours/\$50 an hour while alcohol is being served on Town property as outlined in the Event ordinance..
- The BBA is requesting the BOC make a decision at this meeting due to the deadlines to obtain ABC permitting from the State by Sept. 8.
- The event application was submitted to Town Staff on Aug. 16 with a request to expedite the process.
- Chief Burdette reviewed the application and has indicated he is comfortable not requiring 2 officers be required at this time. However, it would be an event that would be monitored and the requirement could be reactivated.

**EXPECTED LENGTH OF PRESENTATION:** 10 Minutes

**SUBMITTED BY:** Rachel Johnson, Parks & Events Coordinator

**BUDGET AMENDMENT REQUIRED:** No



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

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

EVENT BASICS

Event Name: MUSIC IN THE PARK "LIVE ON THURSDAYS"

Location of Event Site: JOHN NEWTON PARK

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

Three horizontal lines for listing multiple event sites.

Run by: BEAUFORT BUSINESS ASSOCIATION (BEAUFORT DEVELOPMENT Assoc)

Applicant (Organizer) Name: SUSAN SANDERS Contact # 252-241-4485

Day of Event Contact #: 9/8, 9/15, 9/22, 9/29, 10/6 Email: info@beaufortnc.com

(252) 241-4485 10/13, 10/20, 10/27

Type of Event:

- Festival
Parade
5K Race
10K Race

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

Actual Event Date(s): 9/8, 9/15, 9/22, 9/29, 10/6, 10/13 Time of Event: 6-8 pm

Set-Up Date: DAY OF EVENT <sup>10/20 & 10/27</sup> Start Time: 5 pm

Tear Down Date: DAY OF EVENT End Time: 9 pm

Estimated Attendance: 50-75 Admission Fees: FREE

Event Description:  
LIVE MUSIC IN JOHN NEWTON PARK. BBA WILL SELL BEVERAGES (BEER + WINE).  
VISITORS BRING LAWN CHAIRS OR USE PARK BENCHES. FAMILY FRIENDLY EVENT.  
GOAL: GET PEOPLE IN BEAUFORT TO SHOP + DINE

## ORGANIZER/APPLICANT INFORMATION

Name of Organization: BEAUFORT BUSINESS ASSOC. (BEAUFORT DEVELOPMENT ASSOC)

Primary Contact Person: SUSAN SANDERS

Mailing Address: PO BOX 56 BEAUFORT NC 28516

Email: susanrsanders@gmail.com

Daytime Phone #: 252 241 4485 Cell Phone #: same

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

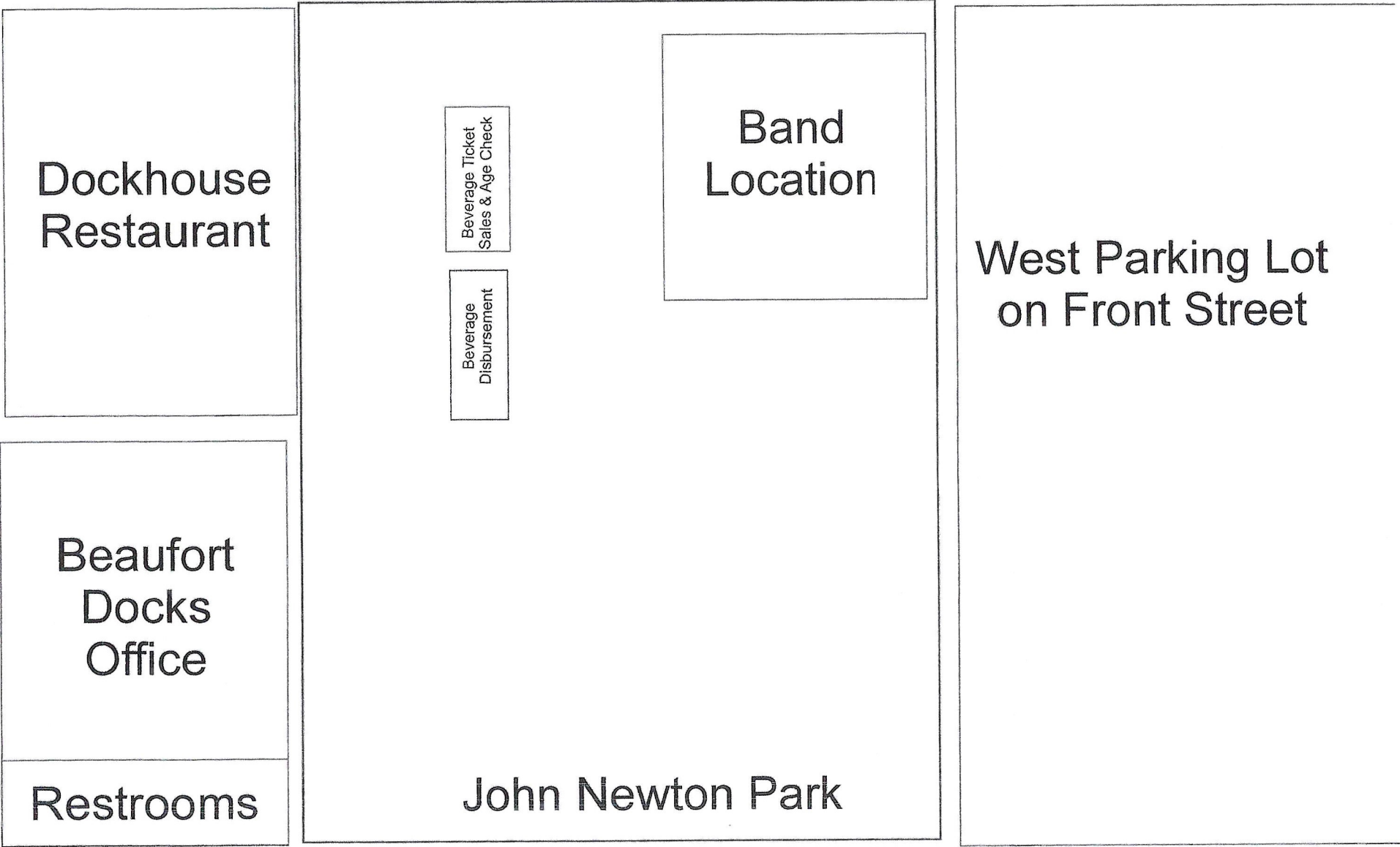
Is your group a non-profit organization? YES If yes, please provide documentation with your application.

## SITE PLAN

Site Plan Attached

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

# Boardwalk and Docks



Front Street

Live on Thursdays/Music in the Park

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)

NEED ELECTRICITY FOR BAND HOOK-UP. NEED LIGHTING IN THE PARK

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**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.

\_\_\_\_\_

Will there be canon/re-enactment fire during your event?   No   If yes, please coordinate with the Beaufort Fire Department for safety procedures.

**ALCOHOL**

Alcohol at the event YES  NO  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   Susan R. Sanders   (Applicant's Signature)

**ROAD CLOSURES**

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

Please provide specifics below:

Road	Set-Up Time	Event Start Time	Finish Time	Tear Down Time

*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

5.

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.

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.

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):

## PARADE/WALK INFORMATION

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): SUSAN SANDERS

Cell #: 252 241 4485 Other Contact: \_\_\_\_\_

How will your event staff react to severe weather?

CANCEL EVENT

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)

USE PA SYSTEM TO DISBURSE THE CROWD

**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.

THUNDER STORMS, LIGHTENING

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

WILL MONITOR WEATHER VISUALLY & DIGITALLY AND ANNOUNCE EVACUATION VIA PA SYSTEM

**TENTS**

Will you have tents at your event?  YES  NO

Please list the tent sizes: 10x10 POP UP TENT(S)

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  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.

*BUSINESS ASSOC WILL BE SELLING BEER + WINE WILL HAVE ABC LICENSE*

# 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 SUSAN SANDERS, on behalf of BEAUFORT BUSINESS ASSOC, 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 Susan Sanders Date 8-13-22

### 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: \_\_\_\_\_



**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, August 22, 2022  
Train Depot, 614 Broad Street**

**AGENDA CATEGORY:** Items for Discussion and Consideration  
**SUBJECT:** Budget Amendment- 1809 Live Oak Street Water and Sewer Main Extensions

**BRIEF SUMMARY:**  
The Town of Beaufort executed an “Offer to Purchase and Sale Contract” on October 2, 2018 whereby the Town agreed to sale its 15-acre tract located at 1809 Live Oak Street. The agreement also committed the Town to extend water and sewer lines to the property at the Town’s expense. To that end, Town staff is in the process of completing plans for the work so that regulatory permits can be obtained, and bids sought thereafter.

The cost of the planned water and sewer construction is estimated by staff to be \$198,000. The project is, however, unfunded. As such, staff is requesting that the Board of Commissioners consider setting aside funds for the work so that the project can be advertised for bids once regulatory permits are obtained.

**REQUESTED ACTION:**  
Consider approving a budget amendment transferring \$198,000 from the capital reserve fund based upon staff’s estimate of the cost to extend water and sewer lines to 1809 Live Oak Street. The funds will be transferred upon approval to a capital project fund created for the 1809 Live Oak Street Water and Sewer Main Extensions project.

**EXPECTED LENGTH OF PRESENTATION:** 5 Minutes

**SUBMITTED BY:** Greg Meshaw, PE, Town Engineer/Public Services Director

**BUDGET AMENDMENT REQUIRED:** Yes.



**TOWN OF BEAUFORT  
CAPITAL PROJECT BUDGET ORDINANCE  
1809 LIVE OAK STREET WATER AND SEWER LINE EXTENSION**

BE IT ORDAINED by the Board of Commissioners by the Town of Beaufort that the following Capital Project Budget Ordinance is adopted in accordance with Section 13.2 of Chapter 159 of the General Statutes of North Carolina for 1809 Live Oak Street Water and Sewer Line Extension.

**SECTION I: REVNUUE**

To establish the 1809 Live Oak Street Water and Sewer Line Extension Capital Project, revenue will come from the following sources:

TRANSFER IN FROM CAPITAL RESERVE FUND .....	\$198,000
<b>TOTAL REVENUE</b> .....	<b>\$ 198,000</b>

**SECTION II: EXPENDITURES**

The following amounts are appropriated for the project, administered on a departmental basis. This amendment requests the appropriation of:

WATER EXTENSION .....	\$ 34,850
WATER CONTINGENCY .....	\$ 5,750
SEWER EXTENSION .....	\$ 135,150
SEWER CONTINGENCY .....	\$ 22,250
<b>TOTAL EXPENDITURES</b> .....	<b>\$ 198,000</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 22<sup>th</sup> day of August 2022.

ATTEST:

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

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



## TOWN OF BEAUFORT CAPITAL RESERVE FUND AMENDMENT #15

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 1809 Live Oak Street Water and Sewer Line Extension, \$198,000.

### SECTION I: REVENUE

**DECREASE**

TRANSFER TO CPF- 1809 LIVE OAK ST. WATER & SEWER LINE EXT.....	\$ 198,000
<b>TOTAL DECREASE.....</b>	<b>\$ 198,000</b>

### SECTION II: EXPENDITURES

**DECREASE**

FUTURE CAPITAL OUTLAY FOR UTILITY LINE PROJECT.....	\$198,000
<b>TOTAL DECREASE.....</b>	<b>\$198,000</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 22th day of August, 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, August 22, 2022  
Train Depot, 614 Broad Street**

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

**SUBJECT:** FY 2023 Budget Amendment 4

**BRIEF SUMMARY:**

**General Fund**

This amendment requests the appropriation of fund balance for a vehicle budgeted and ordered in FY22 but not received prior to June 30, 2022.

- Police Vehicle – \$35,000

**Utility Fund**

This amendment requests the appropriation of fund balance for a vehicle budgeted and ordered in FY22 but not received prior to June 30, 2022.

- Water Department Truck - \$41,000

**REQUESTED ACTION:**

Consider approving FY 2023 Budget Amendment #4

**EXPECTED LENGTH OF PRESENTATION:**

5 minutes

**SUBMITTED BY:**

Christi Wood – Finance Director

**BUDGET AMENDMENT REQUIRED:**

Yes



**TOWN OF BEAUFORT  
FY 2023 BUDGET AMENDMENT #4**

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 requests the appropriation of fund balance for projects and professional services budgeted in FY22 but not completed prior to June 30, 2022.

- Police Vehicle – \$35,000

**A. REVENUE**

<b><u>INCREASE</u></b>	
APPROPRIATED FUND BALANCE .....	\$ 35,000
<b>TOTAL INCREASE</b> .....	<b>\$ 35,000</b>

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

<b><u>INCREASE</u></b>	
POLICE.....	\$ 35,000
<b>TOTAL INCREASE</b> .....	<b>\$ 35,000</b>

**SECTION II: UTILITY FUND**

This amendment requests the appropriation of fund balance for a vehicle budgeted and ordered in FY22 but not received prior to June 30, 2022.

- Water Department Truck - \$41,000

**A. REVENUE**

<b><u>INCREASE</u></b>	
FUND BALANCE APPROPRIATION .....	41,000
<b>TOTAL INCREASE</b> .....	<b>\$ 41,000</b>

**B. EXPENDITURES AUTHORIZED BY DEPARTMENT**

**INCREASE**

POLICE..... 41,000  
**TOTAL INCREASE..... \$ 41,000**

**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 22<sup>th</sup> day of August, 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, August 22, 2022 Train Depot, 614 Broad Street

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

**SUBJECT:** Financial Notes

**BRIEF SUMMARY:**

- Tax balances remaining are listed for June and July.

June		
Tax Year	Balance Remaining	Collection Rate to Date
2014	\$856	99.97%
2015	\$3,470	99.87%
2016	\$10,242	99.61%
2017	\$14,171	99.52%
2018	\$15,292	99.53%
2019	\$22,688	99.41%
2020	\$44,595	99.07%
2021	\$81,012	98.35%
July		
Tax Year	Balance Remaining	Collection Rate to Date
2014	\$856	99.97%
2015	\$3,443	99.87%
2016	\$10,242	99.61%
2017	\$14,171	99.52%
2018	\$15,292	99.53%
2019	\$22,521	99.41%
2020	\$44,010	99.08%
2021	\$79,255	98.39%

- Sales and Use tax distribution for August is \$232,434 (May sales)
- Ad Valorem Taxes collected during July have not been received from the county as of August 15, 2022.

**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: 07/31/22

Expend Account Range: First to Last

Include Non-Budget: No

Current Period: 07/01/22 to 07/31/22

Print Zero YTD Activity: No

Prior Year: 07/01/21 to 07/31/21

Revenue Account	Description	Prior Yr Rev	Anticipated	Curr Rev	YTD Rev	Excess/Deficit	% Real
10-301-0000	AD VALOREM TAX - CURRENT YEAR	\$4,825,886.66	\$4,976,349.00	\$0.00	\$0.00	-\$4,976,349.00	0%
10-301-0001	AD VALOREM TAX PRIOR YEAR	\$97,285.48	\$70,000.00	\$0.00	\$0.00	-\$70,000.00	0%
10-301-0002	PENALTIES AND INTEREST	\$22,967.68	\$10,000.00	\$156.96	\$156.96	-\$9,843.04	2%
10-301-0004	MOTOR VEHICLE TAX	\$231,915.23	\$273,213.00	\$19,886.40	\$19,886.40	-\$253,326.60	7%
10-301-0006	PAYMENT IN LIEU OF TAXES	\$43,019.54	\$22,507.00	\$0.00	\$0.00	-\$22,507.00	0%
10-303-0001	LOCAL OPTION SALES TAX	\$2,544,966.21	\$2,406,000.00	\$0.00	\$0.00	-\$2,406,000.00	0%
10-303-0002	UTILITIES FRANCHISE TAX	\$419,723.00	\$380,000.00	\$0.00	\$0.00	-\$380,000.00	0%
10-303-0003	BEER AND WINE TAX	\$17,688.93	\$18,382.00	\$0.00	\$0.00	-\$18,382.00	0%
10-303-0004	POWELL BILL	\$137,385.56	\$137,385.00	\$0.00	\$0.00	-\$137,385.00	0%
10-303-0009	NC DOT	\$0.00	\$8,338.00	\$0.00	\$0.00	-\$8,338.00	0%
10-303-0012	GRANT FROM NC NATURAL & CULTURAL RES.	\$13,998.00	\$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%
10-303-0016	GRANTS - SRO, CAD, School Safety	\$72,069.98	\$216,425.00	\$0.00	\$0.00	-\$216,425.00	0%
10-304-0001	COUNTY ABC PROFIT DISTRIBUTION	\$269,434.00	\$225,000.00	\$0.00	\$0.00	-\$225,000.00	0%
10-304-0002	FIRE DISTRICT AD VALOREM TAX	\$819,989.96	\$610,295.00	\$50,833.33	\$50,833.33	-\$559,461.67	8%
10-304-0003	FIRE DISTRICT SALES TAX	\$129,999.96	\$150,000.00	\$12,500.00	\$12,500.00	-\$137,500.00	8%
10-304-0004	HARLOWE DIST AD VALOREM TAX	\$68,094.96	\$69,175.00	\$5,742.65	\$5,742.65	-\$63,432.35	8%
10-304-0005	HARLOWE FIRE DISTRCIT SALES TAX	\$20,031.96	\$22,435.00	\$1,869.70	\$1,869.70	-\$20,565.30	8%
10-304-0020	MISC REVENUE-FIRE DEPARTMENT	\$3,185.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-305-0001	SOLID WASTE USER FEE ( RES )	\$604,608.63	\$662,616.00	\$54,408.48	\$54,408.48	-\$608,207.52	8%
10-305-0002	SOLID WASTE USER FEES ( COMM )	\$13,918.75	\$14,902.00	\$1,252.80	\$1,252.80	-\$13,649.20	8%
10-305-0003	STORMWATER	\$143,010.58	\$141,000.00	\$0.00	\$0.00	-\$141,000.00	0%
10-305-0004	SOLID WASTE USER FEE -WBD	\$41,259.26	\$42,688.00	\$4,743.77	\$4,743.77	-\$37,944.23	11%
10-305-0005	BUILDING PERMITS	\$369,781.29	\$200,000.00	\$38,087.58	\$38,087.58	-\$161,912.42	19%
10-305-0006	PARKING METER	\$211,306.58	\$195,000.00	\$47,891.72	\$47,891.72	-\$147,108.28	25%

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>
10-305-0007	PARKING VIOLATIONS/PENALTIES	\$10,144.22	\$10,000.00	\$1,930.00	\$1,930.00	-\$8,070.00	19%
10-305-0008	COURT COSTS, FEES, CHARGES	\$1,720.00	\$750.00	\$58.50	\$58.50	-\$691.50	8%
10-305-0009	ROAD RACE REGISTRATION	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-305-0010	LATE FEES - SOLID WASTE	\$14.84	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-305-0011	SPECIAL EVENT FEES	\$5,706.00	\$0.00	\$75.00	\$75.00	\$75.00	0%
10-305-0013	TRAIN DEPOT RENTAL	\$610.00	\$0.00	\$195.00	\$195.00	\$195.00	0%
10-306-0000	DREDGE FUNDS	\$0.00	\$60,000.00	\$10,000.00	\$10,000.00	-\$50,000.00	17%
10-306-0001	PROPERTY LEASES	\$227,436.19	\$172,763.00	\$19,722.68	\$19,722.68	-\$153,040.32	11%
10-306-0002	ANTENNA CONTRACT REVENUE	\$68,876.90	\$69,900.00	\$0.00	\$0.00	-\$69,900.00	0%
10-306-0003	CEMETERY LOT SALES	\$8,613.12	\$3,500.00	\$575.00	\$575.00	-\$2,925.00	16%
10-306-0006	SALE OF SURPLUS PROPERTY	\$47,026.55	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-306-0010	SURETY BOND	\$3,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-307-0001	INVESTMENT EARNINGS	\$15,945.39	\$2,000.00	\$12,336.94	\$12,336.94	\$10,336.94	617%
10-307-0002	MISCELLANEOUS REVENUE	\$32,775.05	\$2,700.00	\$19,226.86	\$19,226.86	\$16,526.86	712%
10-307-0003	MISCELLANEOUS REVENUE - PD	\$11,979.00	\$0.00	\$1,790.00	\$1,790.00	\$1,790.00	0%
10-307-0007	PROCEEDS FROM LOAN	\$360,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-307-0008	REIMBURSEMENT FROM INSURANCE	\$250.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-307-0009	APPROPRIATED FUND BALANCE	\$0.00	\$721,831.00	\$0.00	\$0.00	-\$721,831.00	0%
10-307-0010	UTILITY FUND ADMIN EXPENSE ALLOCATION	\$624,000.00	\$400,000.00	\$0.00	\$0.00	-\$400,000.00	0%
10-329-0065	TRANSFER FROM CRF	\$207,000.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-900-9000	cancel revenue	\$106.41	\$0.00	\$0.00	\$0.00	\$0.00	0%
<b>General Fund Revenue Total</b>		<b>\$12,746,730.87</b>	<b>\$12,379,804.00</b>	<b>\$303,283.37</b>	<b>\$303,283.37</b>	<b>\$12,076,520.63</b>	<b>2%</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	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-0200	SALARIES AND WAGES	\$48,222.54	\$50,786.00	\$4,014.21	\$4,014.21	\$0.00	\$46,771.79	8%
10-410-0500	FICA	\$3,688.82	\$3,931.00	\$307.07	\$307.07	\$0.00	\$3,623.93	8%
10-410-0800	WORKERS COMPENSATION	\$142.00	111	\$139.00	\$139.00	\$0.00	\$0.00	100%

## TOWN OF BEAUFORT

8/16/2022

## Statement of Revenue and Expenditures - Operating

8.  
PM

<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>
10-410-1140	PUBLIC NOTICES/ADVERTISING	\$3,426.55	\$4,700.00	\$0.00	\$0.00	\$0.00	\$4,700.00	0%
10-410-1141	NEWSLETTER	\$4,452.41	\$5,500.00	\$425.54	\$425.54	\$0.00	\$5,074.46	8%
10-410-1210	OFFICE SUPPLIES	\$3,929.44	\$3,500.00	\$0.00	\$0.00	\$255.63	\$3,244.37	7%
10-410-1250	DUES & SUBSCRIPTIONS	\$9,972.82	\$12,000.00	\$2,611.00	\$2,611.00	\$63.99	\$9,325.01	22%
10-410-1430	TRAINING- REGISTRATION & CLASS MAT	\$2,543.79	\$9,800.00	\$0.00	\$0.00	\$6,347.33	\$3,452.67	65%
10-410-1431	TRAVEL MILEAGE	\$245.70	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-1432	MEALS	\$3,627.18	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-1433	LODGING	\$3,650.45	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-4510	PROFESSIONAL SERVICES	\$4,520.94	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%
10-410-4520	CODIFICATION	\$2,846.63	\$2,800.00	\$1,295.00	\$1,295.00	\$0.00	\$1,505.00	46%
10-410-5400	INSURANCE	\$0.00	\$4,100.00	\$5,014.20	\$5,014.20	\$0.00	-\$914.20	122%
10-410-5720	ELECTIONS	\$8,282.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-410-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>410 Total</b>	<b>\$99,552.01</b>	<b>\$103,256.00</b>	<b>\$13,806.02</b>	<b>\$13,806.02</b>	<b>\$6,666.95</b>	<b>\$82,783.03</b>	<b>20%</b>
10-420-0000	ADMINISTRATION:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-420-0200	SALARIES AND WAGES	\$357,612.87	\$373,347.00	\$43,359.78	\$43,359.78	\$0.00	\$329,987.22	12%
10-420-0500	FICA EXPENSE	\$25,406.37	\$28,121.00	\$3,307.88	\$3,307.88	\$0.00	\$24,813.12	12%
10-420-0600	GROUP INSURANCE EXPENSE	\$22,023.32	\$36,073.00	\$2,145.28	\$2,145.28	\$0.00	\$33,927.72	6%
10-420-0700	RETIREMENT EXPENSE	\$52,889.45	\$60,108.00	\$7,062.84	\$7,062.84	\$0.00	\$53,045.16	12%
10-420-0800	WORKERS COMPENSATION	-\$391.46	\$770.00	\$769.00	\$769.00	\$0.00	\$1.00	100%
10-420-0900	UNEMPLOYMENT INSURANCE EXPENSE	\$2,316.07	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-420-1110	TELEPHONE	\$10,386.09	\$8,250.00	\$0.00	\$0.00	\$0.00	\$8,250.00	0%
10-420-1120	INTERNET/CABLE	\$7,317.94	\$8,200.00	\$0.00	\$0.00	\$0.00	\$8,200.00	0%
10-420-1130	POSTAGE	\$2,760.37	\$3,100.00	\$500.00	\$500.00	\$24.92	\$2,575.08	17%
10-420-1210	OFFICE SUPPLIES	\$19,196.14	\$16,000.00	\$0.00	\$0.00	\$1,440.48	\$14,559.52	9%
10-420-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$4,204.84	\$6,000.00	\$0.00	\$0.00	\$0.00	\$6,000.00	0%
10-420-1221	OFFICE EQUIPMENT LEASES	\$9,265.88	\$8,100.00	\$1,043.52	\$1,043.52	\$0.00	\$7,056.48	13%
10-420-1230	OFFICE CONTRACT SERVICES	\$6,551.14	\$6,700.00	\$15.15	\$15.15	\$0.00	\$6,684.85	0%

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>
10-420-1250	DUES AND SUBSCRIPTIONS	\$2,797.87	\$4,450.00	\$6,083.00	\$6,083.00	\$0.00	-\$1,633.00	137%
10-420-1310	ELECTRIC	\$13,361.86	\$18,000.00	\$1,316.29	\$1,316.29	\$0.00	\$16,683.71	7%
10-420-1330	WATER/SEWER/SOLID WASTE	\$4,217.91	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
10-420-1430	TRAINING-REGISTRATION & CLASS MAT'	\$5,658.60	\$14,100.00	\$0.00	\$0.00	\$670.31	\$13,429.69	5%
10-420-1431	TRAVEL MILEAGE	\$122.85	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-420-1432	MEALS	\$1,531.81	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-420-1433	LODGING	-\$731.65	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-420-1630	EQUIPMENT MAINT. & REPAIRS	\$0.00	\$100.00	\$0.00	\$0.00	\$0.00	\$100.00	0%
10-420-5400	INSURANCE	\$63,819.70	\$61,175.00	\$49,697.83	\$49,697.83	\$0.00	\$11,477.17	81%
10-420-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>420 Total</b>	<b>\$610,317.97</b>	<b>\$663,594.00</b>	<b>\$115,300.57</b>	<b>\$115,300.57</b>	<b>\$2,135.71</b>	<b>\$546,157.72</b>	<b>18%</b>
10-430-0000	FINANCE:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-0200	SALARIES AND WAGES	\$283,752.96	\$305,343.00	\$37,180.59	\$37,180.59	\$0.00	\$268,162.41	12%
10-430-0500	FICA EXPENSE	\$19,723.43	\$23,570.00	\$2,728.51	\$2,728.51	\$0.00	\$20,841.49	12%
10-430-0600	GROUP INSURANCE EXPENSE	\$36,581.52	\$45,092.00	\$3,561.72	\$3,561.72	\$0.00	\$41,530.28	8%
10-430-0700	RETIREMENT EXPENSE	\$45,014.88	\$50,381.00	\$6,091.47	\$6,091.47	\$0.00	\$44,289.53	12%
10-430-0800	WORKERS COMPENSATION	\$1,110.00	\$2,529.00	\$711.00	\$711.00	\$0.00	\$1,818.00	28%
10-430-1230	OFFICE CONTRACT SERVICES	\$23,783.27	\$29,000.00	\$5,784.87	\$5,784.87	\$0.00	\$23,215.13	20%
10-430-1250	DUES & SUBSCRIPTIONS	\$302.93	\$400.00	\$0.00	\$0.00	\$0.00	\$400.00	0%
10-430-1430	TRAINING-REGISTRATION & CLASS MATE	\$288.13	\$5,100.00	\$0.00	\$0.00	\$0.00	\$5,100.00	0%
10-430-1431	TRAVEL MILEAGE	\$291.33	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-1432	MEALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-1433	LODGING	\$299.64	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-430-1630	EQUIPMENT MAINT & REPAIRS	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-430-4510	PROFESSIONAL SERVICES	\$20,590.00	\$20,400.00	\$0.00	\$0.00	\$1,225.00	\$19,175.00	6%
10-430-4520	TAX COLLECTION ADMIN EXPENSE PROP.	\$101,770.52	\$103,947.00	\$0.00	\$0.00	\$0.00	\$103,947.00	0%
10-430-4525	TAX COLLECTION ADMIN EXPENSE MVT	\$12,474.94	\$14,000.00	\$1,089.17	\$1,089.17	\$0.00	\$12,910.83	8%
10-430-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%

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>430 Total</b>		<b>\$545,983.55</b>	<b>\$600,262.00</b>	<b>\$57,147.33</b>	<b>\$57,147.33</b>	<b>\$1,225.00</b>	<b>\$541,889.67</b>	<b>10%</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	\$44,051.40	\$46,729.00	\$10,319.41	\$10,319.41	\$0.00	\$36,409.59	22%
10-450-0201	OVERTIME	\$1,041.38	\$0.00	\$41.09	\$41.09	\$0.00	-\$41.09	0%
10-450-0205	OTHER SALARIES - PART TIME	\$0.00	\$14,175.00	\$0.00	\$0.00	\$0.00	\$14,175.00	0%
10-450-0500	FICA EXPENSE	\$3,460.29	\$4,742.00	\$792.60	\$792.60	\$0.00	\$3,949.40	17%
10-450-0600	GROUP INSURANCE	\$0.00	\$9,019.00	\$0.00	\$0.00	\$0.00	\$9,019.00	0%
10-450-0700	RETIREMENT EXPENSE	\$1,716.21	\$7,684.00	\$663.29	\$663.29	\$0.00	\$7,020.71	9%
10-450-0800	WORKERS COMPENSATION	\$1,343.00	\$1,273.00	\$0.00	\$0.00	\$0.00	\$1,273.00	0%
10-450-1210	OFFICE SUPPLIES	\$1,345.79	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-450-1230	OFFICE CONTRACT SERVICES - SOFTWARE	\$15,762.70	\$12,387.00	\$992.00	\$992.00	\$0.00	\$11,395.00	8%
10-450-1430	TRAINING -REGISTRATION AND CLASS MAT'L	\$695.00	\$3,130.00	\$0.00	\$0.00	\$0.00	\$3,130.00	0%
10-450-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-450-1432	MEALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-450-1433	LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-450-1620	EQUIPMENT RENTAL - HANDHELDS	\$2,267.50	\$2,100.00	\$440.00	\$440.00	\$0.00	\$1,660.00	21%
10-450-1630	EQUIPMENT MAINTENANCE AND REPAIRS	\$2,472.81	\$3,100.00	\$0.00	\$0.00	\$13.15	\$3,086.85	0%
10-450-3901	PARKING METER CREDIT CARD PROCESSING	\$20,044.15	\$22,440.00	\$3,371.44	\$3,371.44	\$3.00	\$19,065.56	15%
10-450-3902	COLLECTION FEES	\$317.30	\$2,040.00	\$82.47	\$82.47	\$0.00	\$1,957.53	4%
10-450-4550	CONTRACT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-450-5730	CONTINGENCY	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
10-450-8010	DEBT SERVICE - PRINCIPAL	\$8,195.70	\$8,492.52	\$0.00	\$0.00	\$0.00	\$8,492.52	0%
10-450-8011	DEBT SERVICE - INTEREST	\$607.66	\$310.80	\$0.00	\$0.00	\$0.00	\$310.80	0%
<b>450 Total</b>		<b>\$103,320.89</b>	<b>\$142,622.32</b>	<b>\$16,702.30</b>	<b>\$16,702.30</b>	<b>\$16.15</b>	<b>\$125,903.87</b>	<b>12%</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	\$1,077,244.38	\$1,340,849.00	\$129,938.89	\$129,938.89	\$0.00	\$1,210,910.11	10%
10-510-0201	OVERTIME	\$29,109.63	\$31,212.00	\$2,427.04	\$2,427.04	\$0.00	\$28,784.96	8%
10-510-0203	SEPARATION PAY	\$45,347.75	\$46,374.00	\$5,350.83	\$5,350.83	\$0.00	\$41,023.17	12%

## TOWN OF BEAUFORT

8/16/2022

8. 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>
10-510-0205	OTHER SALARIES-PARTTIME	\$3,726.81	\$16,830.00	\$792.14	\$792.14	\$0.00	\$16,037.86	5%
10-510-0500	FICA EXPENSE	\$85,200.38	\$99,945.00	\$10,412.67	\$10,412.67	\$0.00	\$89,532.33	10%
10-510-0600	GROUP INSURANCE EXPENSE	\$141,837.71	\$171,347.00	\$12,817.52	\$12,817.52	\$0.00	\$158,529.48	7%
10-510-0700	RETIREMENT EXPENSE	\$185,596.19	\$213,994.00	\$22,463.31	\$22,463.31	\$0.00	\$191,530.69	10%
10-510-0800	WORKERS COMPENSATION	\$43,160.13	\$34,765.00	\$28,000.00	\$28,000.00	\$0.00	\$6,765.00	81%
10-510-1110	TELEPHONE	\$7,255.21	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-510-1111	TELEPHONE-CELLULAR	\$10,795.16	\$12,200.00	\$0.00	\$0.00	\$0.00	\$12,200.00	0%
10-510-1120	INTERNET/CABLE	\$5,556.16	\$6,100.00	\$0.00	\$0.00	\$0.00	\$6,100.00	0%
10-510-1130	POSTAGE	\$264.40	\$500.00	\$0.00	\$0.00	\$299.65	\$200.35	60%
10-510-1210	OFFICE SUPPLIES	\$2,383.75	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
10-510-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$718.52	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-510-1221	OFFICE EQUIPMENT LEASES	\$4,295.78	\$4,200.00	\$748.50	\$748.50	\$0.00	\$3,451.50	18%
10-510-1230	OFFICE CONTRACT SERVICES	\$23,714.69	\$61,000.00	\$6,687.10	\$6,687.10	\$2,188.00	\$52,124.90	15%
10-510-1250	DUES AND SUBSCRIPTIONS	\$1,509.49	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-510-1260	MISC. ADMIN. EXPENSE	\$0.00	\$350.00	\$0.00	\$0.00	\$0.00	\$350.00	0%
10-510-1310	ELECTRIC	\$5,989.86	\$7,000.00	\$607.06	\$607.06	\$0.00	\$6,392.94	9%
10-510-1330	WATER/SEWER/SOLID WASTE	\$2,915.15	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
10-510-1420	OSHA/SAFETY COMPLIANCE	\$119.99	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
10-510-1430	TRAINING- REGISTRATION & CLASS MAT'	\$3,791.74	\$20,000.00	\$958.00	\$958.00	\$1,081.32	\$17,960.68	10%
10-510-1431	TRAVEL MILEAGE	\$142.74	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-1432	MEALS	\$3,501.35	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-1433	LODGING	\$2,164.04	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-1440	UNIFORMS	\$15,807.78	\$23,400.00	\$0.00	\$0.00	\$329.81	\$23,070.19	1%
10-510-1451	EMPLOYEE WELLNESS	\$6,243.00	\$11,800.00	\$471.00	\$471.00	\$0.00	\$11,329.00	4%
10-510-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$70,304.91	\$50,690.00	\$17,010.00	\$17,010.00	\$1,419.90	\$32,260.10	36%
10-510-1630	EQUIPMENT MAINT. & REPAIRS	\$3,538.12	\$4,000.00	\$0.00	\$0.00	\$0.00	\$4,000.00	0%
10-510-1710	AUTO FUEL	\$38,770.81	\$37,000.00	\$5,092.53	\$5,092.53	\$0.00	\$31,907.47	14%
10-510-1730	VEHICLE MAINT. & REPAIRS	\$15,738.33	\$16,000.00	\$249.77	\$249.77	\$32.87	\$15,717.36	2%

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>
10-510-3310	DEPARTMENT SUPPLIES & MATERIALS	\$24,275.64	\$20,000.00	\$390.00	\$390.00	\$111.01	\$19,498.99	3%
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	\$2,350.00	\$12,000.00	\$3,100.00	\$3,100.00	\$0.00	\$8,900.00	26%
10-510-4570	MARINE OPERATIONS	\$8,222.35	\$17,000.00	\$0.00	\$0.00	\$47.07	\$16,952.93	0%
10-510-5400	INSURANCE AND BONDS	\$26,447.06	\$26,500.00	\$27,511.84	\$27,511.84	\$0.00	-\$1,011.84	104%
10-510-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-5791	CRIMINAL INVESTIGATION	\$368.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%
10-510-5793	CRIME PREVENTION	\$2,766.05	\$5,000.00	\$0.00	\$0.00	\$71.78	\$4,928.22	1%
10-510-7430	CAPITAL OUTLAY - VEHICLES	\$67,484.78	\$236,226.00	\$0.00	\$0.00	\$247,073.81	-\$10,847.81	105%
10-510-8010	DEBT SERVICE - PRINCIPAL	\$16,705.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-8011	DEBT SERVICE - INTEREST	\$551.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-510-9020	GRANT EXPENDITURES	\$27,662.00	\$106,425.00	\$0.00	\$0.00	\$0.00	\$106,425.00	0%
	<b>510 Total</b>	<b>\$2,013,576.09</b>	<b>\$2,663,207.00</b>	<b>\$275,028.20</b>	<b>\$275,028.20</b>	<b>\$252,655.22</b>	<b>\$2,135,523.58</b>	<b>20%</b>
10-531-0000	FIRE DEPARTMENT:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-0200	SALARIES & WAGES	\$1,004,175.51	\$1,328,977.00	\$133,022.27	\$133,022.27	\$0.00	\$1,195,954.73	10%
10-531-0201	OVERTIME	\$25,865.60	\$42,272.00	\$3,036.04	\$3,036.04	\$0.00	\$39,235.96	7%
10-531-0205	SALARIES-PARTIME/PRN	\$51,622.85	\$43,942.00	\$5,289.01	\$5,289.01	\$0.00	\$38,652.99	12%
10-531-0500	FICA EXPENSE	\$79,408.59	\$110,329.00	\$10,602.91	\$10,602.91	\$0.00	\$99,726.09	10%
10-531-0600	GROUP INSURANCE	\$131,509.37	\$184,382.70	\$11,776.37	\$11,776.37	\$0.00	\$172,606.33	6%
10-531-0700	RETIREMENT EXPENSE	\$166,766.33	\$228,603.00	\$22,300.97	\$22,300.97	\$0.00	\$206,302.03	10%
10-531-0701	FIREMAN'S PENSION FUND	\$1,810.00	\$2,203.00	\$0.00	\$0.00	\$0.00	\$2,203.00	0%
10-531-0800	WORKERS COMPENSATION	\$54,526.40	\$57,763.00	\$39,000.00	\$39,000.00	\$193.88	\$18,569.12	68%
10-531-1110	TELEPHONE	\$7,604.68	\$7,589.00	\$0.00	\$0.00	\$0.00	\$7,589.00	0%
10-531-1111	TELEPHONE- CELLULAR	\$1,583.77	\$2,601.00	\$0.00	\$0.00	\$0.00	\$2,601.00	0%
10-531-1120	INTERNET/CABLE	\$4,748.30	\$6,998.00	\$0.00	\$0.00	\$0.00	\$6,998.00	0%
10-531-1130	POSTAGE	\$25.01	\$208.00	\$0.00	\$0.00	\$0.00	\$208.00	0%
10-531-1210	OFFICE SUPPLIES	\$738.89	\$1,248.00	\$240.80	\$240.80	\$81.11	\$926.09	26%
10-531-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$6,038.30	\$7,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	0%

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>
10-531-1221	OFFICE EQUIPMENT LEASES	\$2,883.09	\$3,152.00	\$479.88	\$479.88	\$0.00	\$2,672.12	15%
10-531-1230	OFFICE CONTRACT SERVICES	\$2,128.00	\$2,737.00	\$2,128.00	\$2,128.00	\$0.00	\$609.00	78%
10-531-1250	DUES & SUBSCRIPTIONS	\$1,750.48	\$2,132.00	\$0.00	\$0.00	\$0.00	\$2,132.00	0%
10-531-1310	ELECTRIC	\$20,156.98	\$26,808.00	\$1,595.52	\$1,595.52	\$0.00	\$25,212.48	6%
10-531-1320	LP GAS	\$286.09	\$520.00	\$22.99	\$22.99	\$0.00	\$497.01	4%
10-531-1330	WATER/SEWER/SOLID WASTE	\$5,033.93	\$7,362.00	\$59.64	\$59.64	\$0.00	\$7,302.36	1%
10-531-1420	OSHA/ SAFETY COMPLIANCE	\$11,281.17	\$14,090.00	\$170.70	\$170.70	\$0.00	\$13,919.30	1%
10-531-1421	SAFETY EQUIPMENT	\$9,442.68	\$68,802.00	\$4,520.00	\$4,520.00	\$12,508.00	\$51,774.00	25%
10-531-1422	SAFETY SUPPLIES & MATERIALS	\$1,258.30	\$3,121.00	\$0.00	\$0.00	\$0.00	\$3,121.00	0%
10-531-1430	TRAINING- REGIST & CLASS MATERIAL	\$3,059.48	\$12,484.00	\$0.00	\$0.00	\$39.37	\$12,444.63	0%
10-531-1431	MILEAGE	\$705.59	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-1432	MEALS	\$2,297.86	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-1433	LODGING	\$2,956.53	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-1440	UNIFORMS	\$11,384.33	\$17,076.00	\$71.82	\$71.82	\$0.00	\$17,004.18	0%
10-531-1510	BUILDING MAINTENANCE	\$2,781.66	\$4,755.00	\$320.95	\$320.95	\$0.00	\$4,434.05	7%
10-531-1511	GROUND MAINT	\$688.00	\$3,641.00	\$400.00	\$400.00	\$0.00	\$3,241.00	11%
10-531-1512	JANITORIAL SUPPLIES	\$2,504.00	\$3,373.00	\$997.02	\$997.02	\$0.00	\$2,375.98	30%
10-531-1513	CONTRACTED SERVICES	\$5,508.93	\$8,843.00	\$90.00	\$90.00	\$0.00	\$8,753.00	1%
10-531-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$35,159.00	\$39,700.00	\$57.98	\$57.98	\$2,180.00	\$37,462.02	6%
10-531-1630	EQUIPMENT MAINT & REPAIRS	\$5,687.50	\$16,230.00	\$27.96	\$27.96	\$0.00	\$16,202.04	0%
10-531-1710	AUTO FUEL	\$19,438.78	\$25,102.00	\$2,466.73	\$2,466.73	\$0.00	\$22,635.27	10%
10-531-1730	VEHICLE MAINT & REPAIRS	\$27,539.09	\$30,090.00	\$2,713.85	\$2,713.85	\$0.00	\$27,376.15	9%
10-531-3310	DEPARTMENT SUPPLIES & MATERIALS	\$6,041.13	\$9,364.00	\$727.51	\$727.51	\$0.00	\$8,636.49	8%
10-531-5400	INSURANCE & BONDS	\$38,329.00	\$40,666.00	\$39,558.26	\$39,558.26	\$0.00	\$1,107.74	97%
10-531-7410	CAPITAL OUTLAY - BUILDINGS	\$156,004.47	\$29,975.00	\$0.00	\$0.00	\$29,975.00	\$0.00	100%
10-531-7420	CAPITAL OUTLAY - EQUIPMENT	\$44,472.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-7430	CAPITAL OUTLAY- VEHICLES	\$200,000.00	\$44,998.00	\$0.00	\$0.00	\$401,967.58	\$43,030.42	90%
10-531-8010	DEBT SERVICE - PRINCIPAL	\$258,479.46	\$29,602.04	\$100,000.00	\$100,000.00	\$75,008.03	\$154,594.01	53%

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>
10-531-8011	DEBT SERVICE - INTEREST	\$86,047.88	\$86,832.94	\$30,150.00	\$30,150.00	\$0.00	\$56,682.94	35%
10-531-9003	HURRICANE SUPPLIES & MATERIALS	-\$73.26	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-531-9010	COVID-19 RESPONSE	\$4,509.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>531 Total</b>	<b>\$2,504,166.14</b>	<b>\$3,255,571.68</b>	<b>\$411,827.18</b>	<b>\$411,827.18</b>	<b>\$521,952.97</b>	<b>\$2,321,791.53</b>	<b>29%</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	\$334,862.88	\$352,760.00	\$40,372.56	\$40,372.56	\$0.00	\$312,387.44	11%
10-540-0201	OVERTIME	\$1,137.63	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-0500	FICA EXPENSE	\$25,278.15	\$27,315.00	\$3,068.70	\$3,068.70	\$0.00	\$24,246.30	11%
10-540-0600	GROUP INSURANCE EXPENSE	\$37,139.42	\$45,092.00	\$3,558.80	\$3,558.80	\$0.00	\$41,533.20	8%
10-540-0700	RETIREMENT EXPENSE	\$54,310.25	\$58,385.00	\$6,593.15	\$6,593.15	\$0.00	\$51,791.85	11%
10-540-0800	WORKERS COMPENSATION	\$5,733.00	\$6,870.00	\$6,500.00	\$6,500.00	\$0.00	\$370.00	95%
10-540-1230	OFFICE CONTRACT SERVICES	\$1,126.97	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-1250	DUES & SUBSCRIPTIONS	\$2,667.65	\$2,500.00	\$50.00	\$50.00	\$639.00	\$1,811.00	28%
10-540-1420	OSHA/SAFETY COMPLIANCE	\$114.88	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0%
10-540-1430	TRAINING-REGISTRATION & CLASS MAT'	\$2,347.55	\$8,550.00	\$0.00	\$0.00	\$70.00	\$8,480.00	1%
10-540-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-1432	MEALS	\$35.55	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-1433	LODGING	\$348.83	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$2,091.49	\$2,000.00	\$0.00	\$0.00	-\$41.98	\$2,041.98	-2%
10-540-1710	AUTO FUEL	\$994.68	\$1,800.00	\$158.70	\$158.70	\$0.00	\$1,641.30	9%
10-540-1730	VEHICLE MAINT & REPAIRS	\$263.74	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-540-1810	PERMITS & FEES RECURRING	\$1,660.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-540-3510	HISTORIC COMM.EXPENSE	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
10-540-3512	HISTORIC COMM-TRAVEL	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	0%
10-540-4510	PROFESSIONAL SERVICES	-\$7,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-7420	CAPITAL OUTLAY-PROFESSIONAL SERVICES	\$29,169.75	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-7440	CAPITAL OUTLAY - CONTRACTED SERVICES	\$0.00	\$24,000.00	\$0.00	\$0.00	\$0.00	\$124,000.00	0%

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>
10-540-8010	DEBT SERVICE - PRINCIPAL	\$4,951.20	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-540-8011	DEBT SERVICE - INTEREST	\$71.80	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>540 Total</b>	<b>\$496,805.42</b>	<b>\$634,872.00</b>	<b>\$60,301.91</b>	<b>\$60,301.91</b>	<b>\$667.02</b>	<b>\$573,903.07</b>	<b>10%</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	\$219,016.24	\$225,819.00	\$25,789.63	\$25,789.63	\$0.00	\$200,029.37	11%
10-550-0500	FICA EXPENSE	\$15,632.69	\$17,864.00	\$1,889.52	\$1,889.52	\$0.00	\$15,974.48	11%
10-550-0600	GROUP INSURANCE EXPENSE	\$15,596.30	\$18,037.00	\$1,425.46	\$1,425.46	\$0.00	\$16,611.54	8%
10-550-0700	RETIREMENT	\$35,462.07	\$38,184.00	\$4,214.01	\$4,214.01	\$0.00	\$33,969.99	11%
10-550-0800	WORKERS COMPENSATION	\$0.00	\$6,002.00	\$6,000.00	\$6,000.00	\$0.00	\$2.00	100%
10-550-1230	OFFICE CONTRACT SERVICES	\$4,656.14	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-550-1250	DUES AND SUBSCRIPTIONS	\$1,177.53	\$1,000.00	\$0.00	\$0.00	\$0.99	\$999.01	0%
10-550-1420	OSHA/SAFETY COMPLIANCE	\$0.00	\$300.00	\$0.00	\$0.00	\$0.00	\$300.00	0%
10-550-1430	TRAINING - REGISTRATION & CLASS MATERIAL	\$1,225.00	\$2,725.00	\$0.00	\$0.00	\$0.00	\$2,725.00	0%
10-550-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-550-1432	MEALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-550-1433	LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	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	\$56.29	\$150.00	\$0.00	\$0.00	\$0.00	\$150.00	0%
10-550-1710	AUTO FUEL	\$324.48	\$500.00	\$113.45	\$113.45	\$0.00	\$386.55	23%
10-550-1730	VEHICLE MAINT. & REPAIRS	\$0.00	\$500.00	\$0.00	\$0.00	\$0.00	\$500.00	0%
10-550-3310	DEPARTMENTAL SUPPLIES & MATERIALS	\$0.00	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
10-550-4510	PROFESSIONAL SERVICES	\$0.00	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-550-5730	CONTINGENCY	\$0.00	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
	<b>550 Total</b>	<b>\$293,146.74</b>	<b>\$327,631.00</b>	<b>\$39,432.07</b>	<b>\$39,432.07</b>	<b>\$0.99</b>	<b>\$288,197.94</b>	<b>12%</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	\$540,391.41	\$597,480.00	\$66,225.56	\$66,225.56	\$0.00	\$531,254.44	11%
10-560-0201	OVERTIME	\$8,698.41	\$5,307.00	\$1,005.95	\$1,005.95	\$0.00	\$4,301.05	19%
10-560-0500	FICA EXPENSE	\$38,614.12	\$47,667.00	\$4,885.30	\$4,885.30	\$0.00	\$42,781.70	10%

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>
10-560-0600	GROUP INSURANCE EXPENSE	\$94,456.72	\$117,237.00	\$9,261.88	\$9,261.88	\$0.00	\$107,975.12	8%
10-560-0700	RETIREMENT EXPENSE	\$87,437.11	\$99,766.00	\$10,931.81	\$10,931.81	\$0.00	\$88,834.19	11%
10-560-0800	WORKERS COMPENSATION	\$26,864.73	\$34,360.00	\$26,342.95	\$26,342.95	\$0.00	\$8,017.05	77%
10-560-1110	TELEPHONE	\$2,484.03	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
10-560-1111	TELEPHONE- CELLULAR	\$970.19	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-1120	INTERNET\CABLE	\$5,389.57	\$4,900.00	\$0.00	\$0.00	\$0.00	\$4,900.00	0%
10-560-1130	POSTAGE	\$5,660.09	\$4,500.00	\$516.12	\$516.12	\$0.00	\$3,983.88	11%
10-560-1210	OFFICE SUPPLIES	\$1,440.93	\$2,125.00	\$0.00	\$0.00	\$71.18	\$2,053.82	3%
10-560-1220	OFFICE EQUIPMENT (NON-CAPITAL)	\$0.00	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
10-560-1221	OFFICE EQUIPMENT LEASE	\$3,200.38	\$3,350.00	\$532.60	\$532.60	\$0.00	\$2,817.40	16%
10-560-1230	OFFICE CONTRACT SERVICES	\$2,724.69	\$2,350.00	\$0.00	\$0.00	\$184.39	\$2,165.61	8%
10-560-1250	DUES AND SUBSCRIPTIONS	\$512.90	\$825.00	\$0.00	\$0.00	\$29.99	\$795.01	4%
10-560-1310	ELECTRIC	\$7,772.89	\$7,125.00	\$719.99	\$719.99	\$0.00	\$6,405.01	10%
10-560-1320	LP GAS	\$6,978.34	\$3,500.00	\$0.00	\$0.00	\$0.00	\$3,500.00	0%
10-560-1330	WATER/SEWER/SOLID WASTE	\$3,189.90	\$2,750.00	\$0.00	\$0.00	\$0.00	\$2,750.00	0%
10-560-1420	OSHA/SAFETY COMPLIANCE	\$3,613.06	\$5,800.00	\$195.88	\$195.88	\$0.00	\$5,604.12	3%
10-560-1430	TRAINING -REGISTRATION & CLASS	\$2,424.00	\$6,550.00	\$0.00	\$0.00	\$0.00	\$6,550.00	0%
10-560-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-1432	MEALS	\$507.79	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-1433	LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-1440	UNIFORMS	\$7,135.43	\$7,350.00	\$311.57	\$311.57	\$0.00	\$7,038.43	4%
10-560-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$6,714.22	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%
10-560-1630	EQUIPMENT MAINT. & REPAIRS	\$2,977.45	\$10,500.00	\$0.00	\$0.00	\$0.00	\$10,500.00	0%
10-560-1710	AUTO FUEL	\$17,739.43	\$15,500.00	\$2,284.92	\$2,284.92	\$0.00	\$13,215.08	15%
10-560-1730	VEHICLE MAINT. & REPAIRS	\$14,989.40	\$17,000.00	\$107.58	\$107.58	\$0.00	\$16,892.42	1%
10-560-1820	PERMITS & FEES - ONE TIME	\$100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-3310	DEPARTMENT SUPPLIES & MATERIAL	\$9,990.66	\$8,150.00	\$147.63	\$147.63	\$0.00	\$8,002.37	2%
10-560-3811	STREET CONT. SERVICES	\$2,902.50	\$8,000.00	\$0.00	\$0.00	\$0.00	\$8,000.00	0%

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>
10-560-3812	STREET SUPPLIES & MAT'L	\$10,067.09	\$10,000.00	\$722.58	\$722.58	\$1,579.75	\$7,697.67	23%
10-560-3814	SIDEWALKS & MULTI-MODAL	\$18,422.69	\$19,100.00	\$0.00	\$0.00	\$0.00	\$19,100.00	0%
10-560-4550	CONTRACT SERVICES	\$9,313.50	\$12,000.00	\$0.00	\$0.00	\$0.00	\$12,000.00	0%
10-560-4552	MOSQUITO CONTROL	\$0.00	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
10-560-4590	DREDGING EXPENSE	\$85,400.95	\$85,000.00	\$0.00	\$0.00	\$0.00	\$85,000.00	0%
10-560-5400	INSURANCE	\$19,340.92	\$19,890.00	\$14,979.40	\$14,979.40	\$0.00	\$4,910.60	75%
10-560-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-5900	STREET LIGHTS	\$127,854.29	\$147,750.00	\$10,683.12	\$10,683.12	\$0.00	\$137,066.88	7%
10-560-7430	CAPITAL OUTLAY - VEHICLES	\$247,368.99	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%
10-560-7440	CAPITAL OUTLAY - OTHER STRUCTURES	\$75,738.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-560-8010	DEBT SERVICES-PRINCIPAL	\$245,000.00	\$245,000.00	\$0.00	\$0.00	\$0.00	\$245,000.00	0%
10-560-8011	DEBT SERVICES-INTEREST	\$83,692.00	\$77,714.00	\$0.00	\$0.00	\$0.00	\$77,714.00	0%
	<b>560 Total</b>	<b>\$1,828,078.78</b>	<b>\$1,698,046.00</b>	<b>\$149,854.84</b>	<b>\$149,854.84</b>	<b>\$1,865.31</b>	<b>\$1,546,325.85</b>	<b>9%</b>
10-570-0000	SANITATION:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-570-1310	ELECTRIC FOR COMPACTOR	\$579.53	\$1,020.00	\$46.93	\$46.93	\$0.00	\$973.07	5%
10-570-1630	EQUIPMENT MAINT.	\$73.59	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
10-570-1710	AUTO FUEL	\$12,691.28	\$12,000.00	\$2,360.07	\$2,360.07	\$0.00	\$9,639.93	20%
10-570-1730	VEHICLE MAINTENANCE	\$3,379.40	\$1,020.00	\$0.00	\$0.00	\$0.00	\$1,020.00	0%
10-570-4520	COLLECTION CONTRACTED SV WBD ROLLOUT	\$25,053.36	\$26,045.00	\$0.00	\$0.00	\$0.00	\$26,045.00	0%
10-570-4521	COLLECTION CONTRACTSVC RESROLLOUT SV	\$467,431.56	\$476,766.00	\$0.00	\$0.00	\$0.00	\$476,766.00	0%
10-570-4550	CONTRACTOR SERVICES	\$0.00	\$5,000.00	\$0.00	\$0.00	\$0.00	\$5,000.00	0%
10-570-4560	RECYCLING DISPOSAL WBD CARDBOARD ONL	\$7,630.59	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-570-4561	SOLID WASTE DISPOSAL RES BULK SERVICE	\$39,958.28	\$42,585.00	\$0.00	\$0.00	\$0.00	\$42,585.00	0%
10-570-4562	YARD DEBRIS DISPOSAL FEE DEE GARNER	\$54,431.99	\$58,470.00	\$6,350.00	\$6,350.00	\$0.00	\$52,120.00	11%
10-570-4563	SOLID WASTE DISPOSAL WBD COMPACTOR FE	\$34,862.32	\$31,750.00	\$18.99	\$18.99	\$0.00	\$31,731.01	0%
10-570-8010	DEBT SERVICES- PRINCIPAL (GRAPPLE TRUCK	\$38,917.60	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-570-8011	DEBT SERVICES - INTEREST (GRAPPLE TRUCK	\$496.30	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>570 Total</b>	<b>\$685,505.80</b>	<b>\$63,656.00</b>	<b>\$8,775.99</b>	<b>\$8,775.99</b>	<b>\$0.00</b>	<b>\$654,880.01</b>	<b>1%</b>

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>
10-580-0000	STORMWATER	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-580-1610	NON-CAPITAL EQUIPMENT PURCHASES	\$20,256.13	\$25,500.00	\$208.72	\$208.72	\$21.56	\$25,269.72	1%
10-580-1630	EQUIPMENT MAINT & REPAIRS	\$0.00	\$7,500.00	\$359.60	\$359.60	\$0.00	\$7,140.40	5%
10-580-1710	AUTO FUEL	\$5,823.22	\$10,800.00	\$0.00	\$0.00	\$0.00	\$10,800.00	0%
10-580-3310	DEPARTMENT SUPPLIES & MATERIALS	\$0.00	\$7,500.00	\$840.00	\$840.00	\$0.00	\$6,660.00	11%
10-580-4550	CONTRACT SERVICES	\$45,512.04	\$42,750.00	\$0.00	\$0.00	\$0.00	\$42,750.00	0%
	<b>580 Total</b>	<b>\$71,591.39</b>	<b>\$94,050.00</b>	<b>\$1,408.32</b>	<b>\$1,408.32</b>	<b>\$21.56</b>	<b>\$92,620.12</b>	<b>2%</b>
10-620-0000	FACILITIES & GROUND MAIN:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-620-0200	SALARIES AND WAGES	\$0.00	\$9,000.00	\$0.00	\$0.00	\$0.00	\$9,000.00	0%
10-620-1510	TOWN HALL BLDG MAINT	\$53,434.36	\$87,600.00	\$93.54	\$93.54	\$0.00	\$87,506.46	0%
10-620-1511	TOWN HALL GROUND MAINT	\$0.00	\$510.00	\$0.00	\$0.00	\$0.00	\$510.00	0%
10-620-1512	TOWN HALL JANITORIAL SUPPLIES	\$1,229.39	\$0.00	\$0.00	\$0.00	\$54.27	-\$54.27	0%
10-620-1513	TOWN HALL CONTRACTED SERVICES	\$577.99	\$2,025.00	\$135.00	\$135.00	\$0.00	\$1,890.00	7%
10-620-1520	TRAIN DEPOT BLDG MAINT	\$1,501.64	\$55,000.00	\$0.00	\$0.00	\$0.00	\$55,000.00	0%
10-620-1522	TRAIN DEPOT JANITORIAL SUPPLIES	\$186.79	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
10-620-1530	POLICE DEPT BLDG MAINT	\$13,614.86	\$15,000.00	\$27.98	\$27.98	\$0.00	\$14,972.02	0%
10-620-1532	POLICE DEPT JANITORIAL SUPPLIES	\$434.65	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0%
10-620-1533	POLICE DEPT CONTRACTED SERVICES	\$750.05	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-620-1540	PUBLIC WORKS BLDG MAINT	\$5,751.32	\$11,000.00	\$53.35	\$53.35	\$0.00	\$10,946.65	0%
10-620-1541	PUBLIC WORKS GROUND MAINT	\$510.64	\$765.00	\$0.00	\$0.00	\$0.00	\$765.00	0%
10-620-1542	PUBLIC WORKS JANITORIAL SUPPLIES	\$33.45	\$510.00	\$0.00	\$0.00	\$0.00	\$510.00	0%
10-620-1550	CEMETERY MAINTENANCE	\$18,521.15	\$50,000.00	\$30.86	\$30.86	\$0.00	\$49,969.14	0%
10-620-1560	PUBLIC RESTROOM BLDG MAINT	\$5,518.06	\$6,100.00	\$9.58	\$9.58	\$0.00	\$6,090.42	0%
10-620-1562	PUBLIC RESTROOM JANITORIAL SUPPLY	\$7,987.96	\$10,000.00	\$1,452.90	\$1,452.90	\$221.80	\$8,325.30	17%
10-620-1570	PARKS MAINTENANCE	\$15,869.28	\$20,000.00	\$923.71	\$923.71	\$0.00	\$19,076.29	5%
10-620-1571	RJP PARK MAINTENANCE	\$11,329.36	\$17,000.00	\$1,853.56	\$1,853.56	\$42.60	\$15,103.84	11%
10-620-1572	TOPSAIL PARK IMPROVEMENTS	\$7,955.14	\$2,500.00	\$0.00	\$0.00	\$0.00	\$2,500.00	0%
10-620-1573	PARKS CONTRACTED SERVICE	\$5,800.69	\$35,000.00	\$264.37	\$264.37	\$0.00	\$34,735.63	1%

## 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>
10-620-1580	DOCKS AND BOARDWALK MAINT	\$3,865.56	\$5,600.00	\$99.13	\$99.13	\$0.00	\$5,500.87	2%
10-620-1590	PUBLIC R.O.W. MAINT	\$15,378.35	\$15,750.00	\$2,343.92	\$2,343.92	\$0.00	\$13,406.08	15%
10-620-1591	TREES	\$11,671.15	\$15,000.00	\$0.00	\$0.00	\$0.00	\$15,000.00	0%
10-620-1610	NON CAPITAL EQUIPMENT PURCHASE	\$1,832.25	\$2,550.00	\$0.00	\$0.00	\$0.00	\$2,550.00	0%
10-620-1630	EQUIPMENT MAINT & REPAIRS	\$1,816.01	\$2,550.00	\$0.00	\$0.00	\$412.73	\$2,137.27	16%
10-620-3310	DEPARTMENTAL SUPPLIES & MATERIALS	\$235.10	\$4,200.00	\$0.00	\$0.00	\$0.00	\$4,200.00	0%
10-620-4550	CONTRACT SERVICES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-620-7420	CAPITAL OUTLAY/EQUIPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>620 Total</b>	<b>\$185,805.20</b>	<b>\$369,460.00</b>	<b>\$7,287.90</b>	<b>\$7,287.90</b>	<b>\$731.40</b>	<b>\$361,440.70</b>	<b>2%</b>
10-700-0000	NON-DEPARTMENTAL:	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-700-0200	GENERAL ADJUSTMENTS-FOR BUDGET PURP	\$0.00	\$121,317.00	\$0.00	\$0.00	\$0.00	\$121,317.00	0%
10-700-0206	MERIT AWARDS	\$0.00	\$81,372.00	\$0.00	\$0.00	\$0.00	\$81,372.00	0%
10-700-1000	PUBLIC INFORMATION	\$0.00	\$5,500.00	\$0.00	\$0.00	\$0.00	\$5,500.00	0%
10-700-1120	INTERNET- FIBER HUB CONNECTION	\$7,347.26	\$8,400.00	\$0.00	\$0.00	\$0.00	\$8,400.00	0%
10-700-1130	INFORMATION TECHNOLOGY SERVICES	\$63,724.89	\$64,200.00	\$11,996.57	\$11,996.57	\$0.00	\$52,203.43	19%
10-700-1250	EURY'S LANDING CONDOMINIUM ANNUAL DUE	\$800.00	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0%
10-700-1410	HUMAN RESOURCES - EMPLOYMENT	\$42,096.68	\$23,000.00	\$700.65	\$700.65	\$0.00	\$22,299.35	3%
10-700-1420	HUMAN RESOURCES - TRAINING	\$6,677.45	\$7,500.00	\$0.00	\$0.00	\$0.00	\$7,500.00	0%
10-700-1430	HUMAN RESOURCES- EMPLOYEE ADVERTISIN	\$0.00	\$2,500.00	\$0.00	\$0.00	\$300.00	\$2,200.00	12%
10-700-1440	HUMAN RESOURCES- EMPLOYEE ASSITANCE I	\$0.00	\$1,800.00	\$0.00	\$0.00	\$0.00	\$1,800.00	0%
10-700-1450	EMPLOYEE ENGAGEMENT	\$22,758.93	\$30,000.00	\$0.00	\$0.00	\$0.00	\$30,000.00	0%
10-700-1592	WBD PROJECTS	\$18,896.13	\$72,550.00	\$427.77	\$427.77	\$1,217.57	\$70,904.66	2%
10-700-4510	PROFESSIONAL SERVICES	\$87,148.95	\$210,550.00	\$0.00	\$0.00	\$6,758.00	\$203,792.00	3%
10-700-4530	LEGAL SERVICES	\$203,424.57	\$181,000.00	\$16,664.25	\$16,664.25	\$0.00	\$164,335.75	9%
10-700-5600	CONTRIBUTIONS TO OTHER AGENCIES	\$2,100.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-700-5730	CONTINGENCY	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-700-7430	CAPITAL OUTLAY - VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-700-8010	DEBT SERVICE - PRINCIPAL	\$100,000.00	\$100,000.00	\$100,000.00	\$100,000.00	\$0.00	\$0.00	100%

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>
10-700-8011	DEBT SERVICE - INTEREST	\$16,419.37	\$13,448.00	\$7,415.97	\$7,415.97	\$0.00	\$6,032.03	55%
10-700-9010	COVID-19 RESPONSE	\$1,493.23	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
	<b>700 Total</b>	<b>\$572,887.46</b>	<b>\$923,937.00</b>	<b>\$137,205.21</b>	<b>\$137,205.21</b>	<b>\$8,275.57</b>	<b>\$778,456.22</b>	<b>16%</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	\$100,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
10-800-8000	TRANSFER TO CAPITAL RESERVE	\$263,608.00	\$239,639.00	\$0.00	\$0.00	\$0.00	\$239,639.00	0%
	<b>800 Total</b>	<b>\$363,608.00</b>	<b>\$239,639.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$239,639.00</b>	<b>0%</b>
	<b>General Fund Expend Total</b>	<b>\$10,374,345.44</b>	<b>\$12,379,804.00</b>	<b>\$1,294,077.84</b>	<b>\$1,294,077.84</b>	<b>\$796,213.85</b>	<b>\$10,289,512.31</b>	<b>17%</b>

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General Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenue:</b>	<b>\$12,746,730.87</b>	<b>\$303,283.37</b>	<b>\$303,283.37</b>
<b>Expended:</b>	<b>\$10,374,345.44</b>	<b>\$1,294,077.84</b>	<b>\$1,294,077.84</b>
<b>Net Income:</b>	<b>\$2,372,385.43</b>	<b>-\$990,794.47</b>	<b>-\$990,794.47</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	\$22,250.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-305-0001	REVENUE ACCOUNT REGULAR - WATER USAG	\$1,325,907.94	\$1,303,046.00	\$130,011.98	\$130,011.98	-\$1,173,034.02	10%
40-305-0002	REVENUE ACCOUNT REGULAR - SEWER USAC	\$3,175,300.81	\$3,138,579.00	\$302,480.55	\$302,480.55	-\$2,836,098.45	10%
40-305-0003	WATER TAP IN FEES	\$131,250.00	\$56,000.00	\$6,875.00	\$6,875.00	-\$49,125.00	12%
40-305-0004	SEWER TAP IN FEE	\$95,250.00	\$60,000.00	\$5,250.00	\$5,250.00	-\$54,750.00	9%
40-305-0005	ACCOUNT SERVICE CHARGES	\$10,530.00	\$10,000.00	\$1,940.00	\$1,940.00	-\$8,060.00	19%
40-305-0008	LATE FEES - WATER	\$14,166.46	\$40,000.00	\$5,019.32	\$5,019.32	-\$34,980.68	13%
40-305-0009	LATE FEES - SEWER/GREASE	\$46.88	\$0.00	\$6.33	\$6.33	\$6.33	0%
40-305-0010	RETURNED CHECK FEES - WATER	\$250.00	\$0.00	\$75.00	\$75.00	\$75.00	0%
40-305-0012	TEMPORARY UTILITY USE CHARGE	\$2,100.00	\$1,000.00	\$600.00	\$600.00	-\$400.00	60%
40-305-0013	SPRINKLER FEES	\$4,458.75	\$4,000.00	\$0.00	\$0.00	-\$4,000.00	0%
40-305-0014	SEWER ALLOCATION REQUEST FEE	\$1,250.00	\$0.00	\$50.00	\$50.00	\$50.00	0%
40-307-0011	APP.UNRESTRICTED FUND BALANCE	\$0.00	\$19,930.00	\$0.00	\$0.00	-\$19,930.00	0%

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<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>
40-329-0065	TRANSFER FROM CRF	\$90,000.00	\$60,000.00	\$0.00	\$0.00	-\$60,000.00	0%
<b>Utility Fund Revenue Total</b>		<b>\$4,872,760.84</b>	<b>\$4,692,555.00</b>	<b>\$452,308.18</b>	<b>\$452,308.18</b>	<b>-\$4,240,246.82</b>	<b>10%</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>
40-800-0032	TRANSFER TO FUND EQUITY	\$0.00	\$54,361.00	\$0.00	\$0.00	\$0.00	\$54,361.00	0%
40-800-0206	MERIT AWARDS	\$0.00	\$20,250.00	\$0.00	\$0.00	\$0.00	\$20,250.00	0%
40-800-1240	CONTRIBUTION TO GF FOR ADMIN SERVICES	\$624,000.00	\$400,000.00	\$0.00	\$0.00	\$0.00	\$400,000.00	0%
40-800-8000	TRANSFER TO CAPITAL RESERVE	\$350,000.00	\$355,855.00	\$0.00	\$0.00	\$0.00	\$355,855.00	0%
<b>800 Total</b>		<b>\$974,000.00</b>	<b>\$830,466.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$830,466.00</b>	<b>0%</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	\$488,453.16	\$505,447.00	\$57,675.63	\$57,675.63	\$0.00	\$447,771.37	11%
40-810-0201	OVERTIME	\$46,935.24	\$50,141.00	\$5,632.15	\$5,632.15	\$0.00	\$44,508.85	11%
40-810-0500	FICA EXPENSE	\$38,451.38	\$42,559.00	\$4,684.97	\$4,684.97	\$0.00	\$37,874.03	11%
40-810-0600	GROUP INSURANCE EXPENSE	\$60,534.50	\$72,146.00	\$5,694.08	\$5,694.08	\$0.00	\$66,451.92	8%
40-810-0700	RETIREMENT EXPENSE	\$85,595.67	\$91,545.00	\$10,336.34	\$10,336.34	\$0.00	\$81,208.66	11%
40-810-0800	WORKERS COMPENSATION	\$10,634.66	\$14,072.00	\$14,072.00	\$14,072.00	\$0.00	\$0.00	100%
40-810-1110	TELEPHONE	\$9,673.10	\$9,300.00	\$498.08	\$498.08	\$0.00	\$8,801.92	5%
40-810-1111	TELEPHONE-CELLULAR	\$819.41	\$741.00	\$0.00	\$0.00	\$0.00	\$741.00	0%
40-810-1120	INTERNET/CABLE	\$4,496.67	\$5,200.00	\$0.00	\$0.00	\$0.00	\$5,200.00	0%
40-810-1130	POSTAGE	\$6,883.58	\$4,800.00	\$516.12	\$516.12	\$0.00	\$4,283.88	11%
40-810-1210	OFFICE SUPPLIES	\$1,174.76	\$1,500.00	\$0.00	\$0.00	\$0.00	\$1,500.00	0%
40-810-1230	OFFICE CONTRACT SERVICES	\$2,161.04	\$2,000.00	\$184.40	\$184.40	\$0.00	\$1,815.60	9%
40-810-1250	DUES & SUBSCRIPTIONS	\$976.67	\$1,300.00	\$55.68	\$55.68	\$0.00	\$1,244.32	4%
40-810-1310	ELECTRIC	\$189,650.17	\$203,796.00	\$14,431.95	\$14,431.95	\$0.00	\$189,364.05	7%
40-810-1330	WATER/SEWER/SOLID WASTE	\$791.90	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
40-810-1420	OSHA/SAFETY COMPLIANCE	\$3,974.20	\$3,100.00	\$177.14	\$177.14	\$0.00	\$2,922.86	6%
40-810-1430	TRAINING - REGISTRATION & CLASS MA	\$2,990.18	\$3,700.00	\$0.00	\$0.00	\$85.00	\$3,615.00	2%
40-810-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%

## 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>
40-810-1432	MEALS	\$142.94	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-1433	LODGING	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-1434	EMPLOYEE DEVELOPMENT	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-1440	UNIFORMS	\$5,333.66	\$5,100.00	\$424.92	\$424.92	\$0.00	\$4,675.08	8%
40-810-1510	BUILDING MAINT	\$11,969.60	\$15,500.00	\$35.97	\$35.97	\$0.00	\$15,464.03	0%
40-810-1512	JANITORIAL SUPPLIES	\$1,755.83	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
40-810-1610	NON-CAPITAL EQUIPMENT PURCHASE	\$33,703.69	\$52,300.00	\$0.00	\$0.00	\$0.00	\$52,300.00	0%
40-810-1630	EQUIPMENT MAINT & REPAIRS	\$82,412.27	\$101,163.00	\$1,880.16	\$1,880.16	\$0.00	\$99,282.84	2%
40-810-1710	AUTO FUEL	\$15,240.64	\$17,600.00	\$1,242.25	\$1,242.25	\$0.00	\$16,357.75	7%
40-810-1730	VEHICLE MAINT & REPAIRS	\$7,389.26	\$6,000.00	\$146.63	\$146.63	\$0.00	\$5,853.37	2%
40-810-1810	PERMITS & FEES - RECCURING	\$7,410.00	\$8,260.00	\$2,560.00	\$2,560.00	\$0.00	\$5,700.00	31%
40-810-1830	COMPLIANCE TESTING	\$8,903.43	\$10,000.00	\$474.00	\$474.00	\$0.00	\$9,526.00	5%
40-810-3310	DEPARTMENT SUPPLIES & MATERIALS - SEWE	\$36,556.03	\$34,000.00	\$814.74	\$814.74	\$974.95	\$32,210.31	5%
40-810-3311	DEPARTMENT SUPPLIES & MATERIALS -WWTP	\$50,357.58	\$46,725.00	\$5,919.13	\$5,919.13	\$0.00	\$40,805.87	13%
40-810-4510	PROFESSIONAL SERVICES	\$123,900.82	\$85,000.00	\$0.00	\$0.00	\$0.00	\$85,000.00	0%
40-810-4550	CONTRACT SERVICES	\$62,019.55	\$143,290.00	\$0.00	\$0.00	\$0.00	\$143,290.00	0%
40-810-4560	STREET PATCHING FOR UTILITY REPAIRS	\$0.00	\$10,000.00	\$0.00	\$0.00	\$0.00	\$10,000.00	0%
40-810-5400	INSURANCE	\$52,234.36	\$64,000.00	\$58,731.43	\$58,731.43	\$0.00	\$5,268.57	92%
40-810-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-810-7420	CAPITAL OUTLAY - EQUIPMENT	\$887.00	\$80,000.00	\$0.00	\$0.00	\$0.00	\$80,000.00	0%
40-810-7430	CAPITAL OUTLAY - VEHICLES	\$113,894.93	\$49,200.00	\$0.00	\$0.00	\$0.00	\$49,200.00	0%
40-810-7440	CAPITAL OUTLAY - CONTRACTED SERVICES	\$0.00	\$50,000.00	\$0.00	\$0.00	\$0.00	\$50,000.00	0%
40-810-8010	DEBT SERVICE-PRINCIPAL	\$1,034,456.37	\$1,029,525.00	\$0.00	\$0.00	\$0.00	\$1,029,525.00	0%
40-810-8011	DEBT SERVICE-INTEREST	\$168,407.46	\$146,158.00	\$0.00	\$0.00	\$0.00	\$146,158.00	0%
	<b>810 Total</b>	<b>\$2,771,171.71</b>	<b>\$2,967,168.00</b>	<b>\$186,187.77</b>	<b>\$186,187.77</b>	<b>\$1,059.95</b>	<b>\$2,779,920.28</b>	<b>6%</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	\$248,395.18	\$31,200.00	\$24,608.15	\$24,608.15	\$0.00	\$206,591.85	11%
40-812-0201	OVERTIME	\$0.00	\$16,979.00	\$0.00	\$0.00	\$0.00	\$16,979.00	0%

## 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>
40-812-0500	FICA EXPENSE	\$18,956.68	\$19,050.00	\$1,872.39	\$1,872.39	\$0.00	\$17,177.61	10%
40-812-0600	GROUP INSURANCE EXPENSE	\$30,081.56	\$36,073.00	\$2,135.28	\$2,135.28	\$0.00	\$33,937.72	6%
40-812-0700	RETIREMENT EXPENSE	\$40,573.50	\$40,962.00	\$4,015.21	\$4,015.21	\$0.00	\$36,946.79	10%
40-812-0800	WORKERS COMPENSATION	\$8,400.00	\$7,567.00	\$7,297.00	\$7,297.00	\$0.00	\$270.00	96%
40-812-1110	TELEPHONE	\$1,593.00	\$2,040.00	\$0.00	\$0.00	\$0.00	\$2,040.00	0%
40-812-1111	TELEPHONE-CELLULAR	\$787.47	\$800.00	\$0.00	\$0.00	\$0.00	\$800.00	0%
40-812-1120	INTERNET/CABLE	\$3,896.79	\$3,700.00	\$0.00	\$0.00	\$0.00	\$3,700.00	0%
40-812-1130	POSTAGE	\$5,916.25	\$4,600.00	\$516.12	\$516.12	\$0.00	\$4,083.88	11%
40-812-1210	OFFICE SUPPLIES	\$451.31	\$1,000.00	\$10.99	\$10.99	\$0.00	\$989.01	1%
40-812-1230	OFFICE CONTRACT SERVICES	\$3,402.81	\$3,000.00	\$213.13	\$213.13	\$0.00	\$2,786.87	7%
40-812-1250	DUES AND SUBSCRIPTIONS	\$983.46	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
40-812-1310	ELECTRIC	\$47,816.50	\$48,300.00	\$4,476.37	\$4,476.37	\$0.00	\$43,823.63	9%
40-812-1320	LP GAS	\$465.94	\$1,000.00	\$0.00	\$0.00	\$0.00	\$1,000.00	0%
40-812-1330	WATER/SEWER/SOLID WASTE	\$829.97	\$750.00	\$0.00	\$0.00	\$0.00	\$750.00	0%
40-812-1420	OSHA/SAFETY COMPLIANCE	\$814.55	\$1,500.00	\$9.85	\$9.85	\$0.00	\$1,490.15	1%
40-812-1430	TRAINING -REGISTRATION&CLASS MAT'L	\$631.92	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
40-812-1431	TRAVEL MILEAGE	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-1432	MEALS	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-1434	EMPLOYEE DEVELOPMENT	\$0.00	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
40-812-1440	UNIFORMS	\$2,056.95	\$2,600.00	\$78.00	\$78.00	\$26.00	\$2,496.00	4%
40-812-1510	BUILDING MAINT	\$3,696.08	\$2,000.00	\$0.00	\$0.00	\$0.00	\$2,000.00	0%
40-812-1512	JANITORIAL SUPPLIES	\$59.63	\$250.00	\$0.00	\$0.00	\$0.00	\$250.00	0%
40-812-1610	NON-CAPITAL EQUIPMENT PURCHASES	\$1,612.70	\$3,000.00	\$0.00	\$0.00	\$0.00	\$3,000.00	0%
40-812-1630	EQUIPMENT MAINT. & REPAIRS	\$3,452.80	\$20,000.00	\$0.00	\$0.00	\$3,441.24	\$16,558.76	17%
40-812-1710	AUTO FUEL	\$8,380.91	\$7,500.00	\$1,444.88	\$1,444.88	\$0.00	\$6,055.12	19%
40-812-1730	VEHICLE MAINT. & REPAIRS	\$2,232.60	\$4,000.00	\$715.08	\$715.08	\$0.00	\$3,284.92	18%
40-812-1810	PERMITS & FEES - REOCCURRING	\$3,565.00	\$4,575.00	\$0.00	\$0.00	\$0.00	\$4,575.00	0%
40-812-1830	COMPLIANCE TESTING	\$5,423.00	\$13,000.00	\$0.00	\$0.00	\$0.00	\$13,000.00	0%

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>
40-812-3310	DEPARTMENT SUPPLIES & MATERIALS - METEI	\$54,078.64	\$57,000.00	\$196.95	\$196.95	\$0.00	\$56,803.05	0%
40-812-3311	DEPARTMENT SUPPLIES & MATERIALS -PLANT	\$96,239.83	\$80,000.00	\$2,053.53	\$2,053.53	\$955.40	\$76,991.07	4%
40-812-4550	CONTRACT SERVICES	\$29,461.61	\$61,442.00	\$0.00	\$0.00	\$0.00	\$61,442.00	0%
40-812-4560	STREET PATCHING FOR UTILITY REPAIRS	\$29,250.00	\$23,000.00	\$0.00	\$0.00	\$14,875.00	\$8,125.00	65%
40-812-4570	COUNTY WATER PURCHASE	\$54,975.23	\$43,120.00	\$4,784.93	\$4,784.93	\$0.00	\$38,335.07	11%
40-812-5400	INSURANCE	\$18,217.47	\$23,184.00	\$22,993.12	\$22,993.12	\$0.00	\$190.88	99%
40-812-5730	CONTINGENCIES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-7430	CAPITAL OUTLAY-VEHICLES	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-7440	CAPITAL OUTLAY - CONT. SERVICES	\$87,263.42	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	0%
40-812-8010	DEBT SERVICE - PRINCIPAL	\$102,241.10	\$97,311.00	\$0.00	\$0.00	\$0.00	\$97,311.00	0%
40-812-8011	DEBT SERVICE - INTEREST	\$28,911.64	\$26,418.00	\$0.00	\$0.00	\$0.00	\$26,418.00	0%
	<b>812 Total</b>	<b>\$945,115.50</b>	<b>\$894,921.00</b>	<b>\$77,420.98</b>	<b>\$77,420.98</b>	<b>\$19,297.64</b>	<b>\$798,202.38</b>	<b>11%</b>
	<b>Utility Fund Expend Total</b>	<b>\$4,690,287.21</b>	<b>\$4,692,555.00</b>	<b>\$263,608.75</b>	<b>\$263,608.75</b>	<b>\$20,357.59</b>	<b>\$4,408,588.66</b>	<b>6%</b>

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Utility Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenue:</b>	<b>\$4,872,760.84</b>	<b>\$452,308.18</b>	<b>\$452,308.18</b>
<b>Expended:</b>	<b>\$4,690,287.21</b>	<b>\$263,608.75</b>	<b>\$263,608.75</b>
<b>Net Income:</b>	<b>\$182,473.63</b>	<b>\$188,699.43</b>	<b>\$188,699.43</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>
60-305-0000	WATER CAPACITY FEES	\$19,352.00	\$0.00	\$2,537.00	\$2,537.00	\$2,537.00	0%
60-305-0001	SEWER CAPACITY FEES	\$170,641.00	\$0.00	\$7,015.00	\$7,015.00	\$7,015.00	0%
	<b>Impact Fee Fund Revenue Total</b>	<b>\$189,993.00</b>	<b>\$0.00</b>	<b>\$9,552.00</b>	<b>\$9,552.00</b>	<b>\$9,552.00</b>	<b>0%</b>

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Impact Fee Fund

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
<b>Revenue:</b>	<b>\$189,993.00</b>	<b>\$9,552.00</b>	<b>\$9,552.00</b>
<b>Expended:</b>	<b>\$189,993.00</b>	<b>\$0.00</b>	<b>\$0.00</b>
<b>Net Income:</b>	<b>\$0.00</b>	<b>\$9,552.00</b>	<b>\$9,552.00</b>

TOWN OF BEAUFORT

Statement of Revenue and Expenditures - Operating

<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>
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**Grand Totals**

	<u>Prior</u>	<u>Current</u>	<u>YTD</u>
Revenue:	\$17,809,484.71	\$765,143.55	\$765,143.55
Expended:	\$15,064,632.65	\$1,557,686.59	\$2,374,258.03
Net Income:	\$2,744,852.06	-\$792,543.04	-\$1,609,114.48



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	\$221,813	16%		
May	June	August	\$145,214	\$158,801	\$210,430	\$232,434	10%		
June	July	September	\$150,652	\$202,009	\$250,816		-100%		
<b>Total</b>			<u>\$1,404,059</u>	<u>\$1,622,314</u>	<u>\$2,144,525</u>	<u>\$2,246,967</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 - Chart of Accounts

8.

Account #	Account Name	Account Description	Notes	Department Head
	<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 Head
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 Head
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

8.

Account #	Account Name	Account Description	Notes	Department Head
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

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Account #	Account Name	Account Description	Notes	Department Head
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 Head	8.
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

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Account #	Account Name	Account Description	Notes	Department Head
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

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Account #	Account Name	Account Description	Notes	Department Head
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 Head
				8.
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 Head	8.
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**

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Account #	Account Name	Account Description	Notes	Department Head
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 parking 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 Head	8.
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

8.

Account #	Account Name	Account Description	Notes	Department Head
	<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 Head	8.
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 Head
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 Head	8.
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.			