

CAROLINA BEACH

Town Council Workshop

Tuesday, February 27, 2024 – 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



AGENDA

CALL TO ORDER

DISCUSSION ITEMS

- [1.](#) Employee Recognition
- [2.](#) Resolution from the North Carolina League of Municipalities Recognizing Kenny Lewis for his Years of Service in Municipal Government
- [3.](#) Presentation by Post 129 Commander Tiffany Bryan Regarding a Sign for Veterans Island
- [4.](#) Presentation by the Mural Committee on the Boardwalk/Centennial Mural
- [5.](#) Beautification Committee Update
- [6.](#) Recognition for Becoming a Tree City USA
- [7.](#) Discussion of the Events for Little Pink Houses of Hope
- [8.](#) Mid-Year Financial Update

COUNCIL COMMENTS

ADJOURNMENT



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Workshop – 2/27/2024

SUBJECT: Employee Recognition

BACKGROUND:

Chief Ward will recognize the following employee:

Colby Edens 10 years Police Department

Eric Jelinski will recognize the following employee:

Erin Whitman 15 years Parks and Rec Department

Brian Stanberry will recognize the following employee:

Rick Icenhower 20 years Public Works Department

Brian Stanberry will recognize the newly promoted public works manager:

Tony Millage



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/13/2024

SUBJECT: Resolution from the North Carolina League of Municipalities Recognizing Kenny Lewis for His Years of Service in Municipal Government

BACKGROUND:

The North Carolina League of Municipalities approved a Resolution recognizing Kenny Lewis for his time dedicated to the Town of Carolina Beach.

ACTION:

Council will present the Resolution to Kenny.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/27/2024

SUBJECT: Presentation by Post 129 Commander Tiffany Bryan Regarding a Sign for Veterans Island

BACKGROUND:

Commander Tiffany Bryan will present a request to place a sign at Veteran's Island made by a local Veteran.

ACTION:

Motion to approve the placement of the sign on Veteran's Island



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/27/2024

SUBJECT: Presentation by the Mural Committee on the Boardwalk/Centennial Mural

BACKGROUND:

The Mural Committee will give a presentation on the Boardwalk/Centennial Mural

ACTION:

Discussion



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council 2/27/2024

SUBJECT: Beautification Committee Update

BACKGROUND:

Cindy Dunn, Chair of the Beautification Committee will be giving an update on their committee projects.

ACTION REQUESTED:

None



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/27/2024

SUBJECT: Recognition for Becoming a Tree City USA

BACKGROUND:

The Town of Carolina Beach was named a 2023 Tree City USA by the Arbor Day Foundation.

ACTION:

Staff and Council will display the plaque and signs that were received.



We inspire people to plant, nurture, and celebrate trees.

Mayor Lynn Barbee
1121 Lake Park Blvd
Carolina beach, NC 28428

Dear Tree City USA Community Member,

On behalf of the Arbor Day Foundation, I'm thrilled to congratulate Carolina Beach on earning recognition as a 2023 Tree City USA. Residents of Carolina Beach should be proud to live in a community that makes the planting and care of trees a priority.

Founded in 1976, Tree City USA is a partnership between the Arbor Day Foundation, the U.S. Forest Service, and the National Association of State Foresters. Carolina Beach is part of an incredible network of more than 3,600 Tree City USA communities nationwide, with a combined population of 155 million.

Over the last few years, the value and importance of trees has become increasingly clear. Cities and towns across the globe are facing issues with air quality, water resources, personal health and well-being, and energy use. Carolina Beach has taken steps to create to a brighter, greener future.

We hope you are as excited as we are to share this accomplishment with your local media and your residents. Enclosed in this packet is a press release for you to distribute at your convenience.

We're excited to celebrate your commitment to the people and trees of Carolina Beach. Thank you, again, for your efforts.

Best Regards,

A handwritten signature in black ink, appearing to read "Dan Lambe".

Dan Lambe
Arbor Day Foundation Chief Executive





FOR IMMEDIATE RELEASE

Contact:

Jasmine Putney

Arbor Day Foundation

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Arbor Day Foundation Names Carolina Beach a 2023 Tree City USA®

LINCOLN, Nebraska (2/5/2024) – Carolina Beach was named a 2023 Tree City USA by the Arbor Day Foundation to honor its commitment to effective urban forest management.

Carolina Beach achieved Tree City USA recognition by meeting the program's four requirements: maintaining a tree board or department, having a tree care ordinance, dedicating an annual community forestry budget of at least \$2 per capita, and hosting an Arbor Day observance and proclamation.

The Tree City USA program is sponsored by the Arbor Day Foundation, in partnership with the U.S. Forest Service and the National Association of State Foresters.

“Tree City USA communities see the positive effects of an urban forest firsthand,” said Dan Lambe, chief executive of the Arbor Day Foundation. “The trees being planted and cared for by Carolina Beach are ensuring that generations to come will enjoy to a better quality of life. Additionally, participation in this program brings residents together and creates a sense of civic pride, whether it’s through volunteer engagement or public education.”

If ever there was a time for trees, now is that time. Communities worldwide are facing issues with air quality, water resources, personal health and well-being, energy use, and extreme heat and flooding. Carolina Beach is doing its part to address these challenges for residents both now and in the future.

More information on the program is available at arborday.org/TreeCityUSA.

About the Arbor Day Foundation

Founded in 1972, the Arbor Day Foundation has grown to become the largest nonprofit membership organization dedicated to planting trees, with more than one million members, supporters and valued partners. Since 1972, almost 500 million Arbor Day Foundation trees have been planted in neighborhoods, communities, cities and forests throughout the world. Our vision is to lead toward a world where trees are used to solve issues critical to survival.

As one of the world's largest operating conservation foundations, the Arbor Day Foundation, through its members, partners and programs, educates and engages stakeholders and communities across the globe to involve themselves in its mission of planting, nurturing and celebrating trees. More information is available at arborday.org.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/27/2024

SUBJECT: Discussion of the Events for Little Pink Houses of Hope

BACKGROUND:

Council Member Benson attended the volunteers meeting for the Little Pink Houses of Hope. He will give an update on their schedule of activities and requests from the Town.

ACTION:

Discussion



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 2/27/2024

SUBJECT: Mid-Year Financial Update

BACKGROUND:

Present a brief update to Council on the Town’s Budget v Actuals for July 1, 2023 -December 31, 2024.



Financial Update

July 1 , 2023 through January 31, 2024

JANUARY 31, 2024

PROPERTY TAX COLLECTIONS

Disp Acct	Budget	YTD	Variance	Prcnt
10-301-000 Ad Valorem-Current Year	\$6,581,684.00	\$6,335,411.69	(\$246,272.31)	79.87%
10-301-001 Ad Valorem-1st Prior Year	\$25,000.00	\$16,797.54	(\$8,202.46)	56.76%
10-301-002 Ad Valorem-Prior Years	\$4,000.00	\$3,844.73	(\$155.27)	80.05%
10-317-000 Tax Penalties	\$15,000.00	\$9,444.56	(\$5,555.44)	29.55%
Totals	\$6,625,684.00	\$6,365,498.52	(\$260,185.48)	
Collections for Period July 1, 2023 - January 31, 2024				

Ad Valorem – Collection rate for FY23 was 99.45%.

SALES AND USE TAX

Dips Acct	FY24	FY23	Variance	Print
10-345-000 Sales Tax County	\$784,752.80	\$750,780.09	\$33,972.71	4.52%
10-348-000 Sales Tax Statewide	\$663,449.98	\$631,294.99	\$32,154.99	5.09%
10-348-002 Sales Tax New .25%	\$198,671.99	\$186,737.89	\$11,934.10	6.39%
Totals	<u>\$1,646,874.77</u>	<u>\$1,568,812.97</u>	<u>\$78,061.80</u>	4.98%
Collections for July - December FY24 v July - December FY23				

Collections for July and November are up 4.79% over same time-period in FY22/23.

ROOM OCCUPANCY TAX

	2023-2024 FY	2022-2023 FY	
	<u>Hotels, Motels, Inns</u>	<u>Hotels, Motels, Inns</u>	Variance
July	\$4,767,907	4,297,595	470,312
August	\$3,535,449	3,354,251	181,198
September	\$3,471,737	2,381,275	1,090,462
October	\$1,482,811	1,497,936	(15,125)
November	\$949,120	858,983	90,137
December	\$691,348	579,169	112,179
Total Hotels	\$14,898,372	12,969,209	1,929,163
	<u>Other Property</u>	<u>Other Property</u>	Variance
July	\$15,944,517	14,545,245	1,399,273
August	\$9,717,590	9,708,902	8,687
September	\$5,072,130	5,146,467	(74,337)
October	\$2,762,353	3,002,764	(240,412)
November	\$1,602,558	1,816,358	(213,800)
December	\$1,766,458	1,484,864	281,594
Total Rents	\$36,865,606	35,704,600	1,161,006
	2023-2024 FY	2022-2023 FY	Variance
Total	\$51,763,978	48,673,810	3,090,169

Overall collections are up 6.35% for the same time-period last fiscal year

Percentage Increase/Decrease Between FY23 and FY24

Revenue	FY 23/24 Jul 1 - Jan 31	FY 22/23 Jul 1- Jan 31	Variance	Prcnt
ABC Tax	337,340	332,319	5,021	1.51%
Freeman Park Annual	343,620	281,294	62,327	22.16%
Freeman Park Daily	306,693	269,729	36,964	13.70%
Parking Lots	1,078,359	827,736	250,623	30.28%
Parking On-street	244,020	419,607	(175,587)	-41.85%
Parking Permits	79,788	17,380	62,408	359.08%

General Fund Debt Service

Loan	Years Financed	Payoff Date	Project	Loan Balance as of June 30, 2023	Interest Payments FY23/24	Principal Payments FY23/24	Total Payment FY23/24
Truist Loan 2.53%	15	5/3/2025	Wilmington Beach Paving	313,178.00	7,923.40	240,000.00	247,923.40
SunTrust Loan 2.03%	15	6/30/2028	Fire Station Renovation	428,571.39	8,700.00	85,714.29	94,414.29
Truist Loan 2.37%	15	6/1/2030	Operation Center/ Bridge Barrier	614,079.31	14,553.68	87,725.61	102,279.29
Truist Loan 2.28%	10	6/1/2025	2016 Pompe Fire Engine	95,000.00	2,166.00	47,500.00	49,666.00
Truist Loan 2.97%	15	4/26/2032	Marina Bulkhead	311,999.98	9,266.40	34,666.67	43,933.07
Truist Loan 2.49%	15	12/5/2034	Hamlet Ave Facility & 3CBAS	960,000.00	23,904.00	80,000.00	103,904.00
Truist Loan 1.56%	5	1/18/2025	Knuckle Boom & Can Machine	122,275.49	1,907.50	68,000.00	69,907.50
Truist Loan 2.14%	10	5/7/2031	HVAC Municipal Complex	509,605.17	10,329.98	68,795.30	79,125.28
Truist Loan 3.41%	5	6/1/2027	F-550 Brush Truck	151,200.00	5,155.92	37,800.00	42,955.92
Truist Loan 3.59%	10	6/1/2032	Spartan Fire Rescue Apparatus	574,929.00	20,639.95	63,881.00	84,520.95
Truist Loan 3.98%	10	4/27/2033	1101 N Lake Park Blvd	2,000,000.00	79,600.00	200,000.00	279,600.00
Totals				6,080,838.34	184,146.83	1,014,082.87	1,198,229.70
General Fund Debt coming off after FY24/25							
CBP3 Debt Service							
Loan	Years Financed	Payoff Date	Project	Loan Balance as of June 30, 2023	Interest Payments FY23/24	Principal Payments FY23/24	Total Payment FY23/24
Truist Loan 2.67%	20	12/21/2028	CBP3	887,431.20	23,694.41	147,905.20	171,599.61

Utility Fund Revenue Comparison

Utility Revenues	FY 23/24 Jul 1 - Jan	FY 22/23 Jul 1- Jan	Variance	Prcnt
Stormwater Monthly Fees	974,326	933,286	41,041	4.40%
Water Monthly Service	1,571,009	1,495,948	75,060	5.02%
Sewer Monthly Service	2,591,117	2,478,666	112,451	4.54%
Water Connection	99,100	123,685	(24,585)	-19.88%
Sewer Connection	56,400	103,100	(46,700)	-45.30%
Water System Devel. Fees	222,560	122,265	100,295	82.03%
Sewer System Devel. Fees	251,673	134,452	117,221	87.18%

- Monthly collections are up an average of 4.66% over prior fiscal year.
- Connection fees are reduced if water and sewer taps already exist.
- System Development fees are charged when new customers are added to the water/sewer system or an increase in meter size. Proximity is responsible for most of the increase for the first half of the fiscal year.

Utility Fund Debt Service

Loan	Years Financed	Payoff Date	Project	Loan Balance as of June 30, 2023	Interest Payments FY23/24	Principal Payments FY23/24	Total Payment FY23/24	
Revolving Loan 0%	20	5/1/2030	Wilmington Beach Stormwater	327,471.24	0.00	40,933.91	40,933.91	
Revolving Loan 0%	20	5/1/2030	Lake Park Sewer Rehab	143,940.30		20,562.90	20,562.90	
Revolving Loan 0%	20	5/1/2034	AMI Project	856,916.50		77,901.50	77,901.50	
US Bank 2.749%	25	6/1/2041	Revenue Bonds	21,060,000.00	889,300.00	1,200,000.00	2,089,300.00	
Truist 3.28%	10	2/26/2028	801 Dow Road	200,000.00	6,560.00	40,000.00	46,560.00	
SunTrust 1.995%	5	6/15/2024	Vac Con Vactor Truck	81,965.40	1,635.21	81,965.40	83,600.61	
			Totals	22,670,293.44	897,495.21	1,461,363.71	2,358,858.92	
			Utility Debt coming off after FY23/24					

Budget v Actual Summary



General Fund Budget v Actual					
	Budget	Encumbrance	YTD	Variance	Percent
Revenue	23,373,867		13,170,736	(10,203,131)	56%
Expense	23,373,867	863,781	12,356,932	10,153,154	57%
Revenue over Expense			813,805		
Utility Fund Budget v Actual					
	Budget	Encumbrance	YTD	Variance	Percent
Revenue	10,341,088		6,204,715	(4,136,373)	60%
Expense	10,341,088	725,937	3,396,837	6,218,315	41%
Revenue over Expense					
Through January 31, 2024 Estimated Fund Balance = 50%					

Any Questions 

Thank you for your time.