



Swansboro Tourism Development Authority Special Meeting Agenda

Town of Swansboro

Tuesday, October 01, 2024

I. Call to Order

II. Business

a. Funding Request for Swansboro Bicentennial Park Boardwalk Ext. Project.

Presenter: Jonathan Barlow – Town Manager

On August 13, 2024, bid results were presented to the Town of Swansboro Board of Commissioners for the Bicentennial Park Dockwalk Extension Project. Carteret Marine submitted a bid of \$233,200. This bid was significantly over the total grant project award of 158,350. The BOC directed the Town Manager to work with the Project Engineer and Carteret Marine to look for ways to lower the cost of the project.

Recommended Action: Approve funding request for Town of Swansboro- Bicentennial Park Boardwalk Ext. Project

III. Board Comments

IV. Adjournment



Tourism Development Authority Special Meeting Agenda Item Submittal

Item To Be Considered: **Funding Request for Swansboro Bicentennial Park Boardwalk Ext. Project.**

Board Meeting Date: **October 1, 2024**

Prepared By: **Jonathan Barlow – Town Manager**

Overview: On August 13, 2024, bid results were presented to the Town of Swansboro Board of Commissioners for the Bicentennial Park Dockwalk Extension Project. Carteret Marine submitted a bid of \$233,200. This bid was significantly over the total grant project award of 158,350. The BOC directed the Town Manager to work with the Project Engineer and Carteret Marine to look for ways to lower the cost of the project.

On September 9, John Wade, Project Engineer, submitted a list of design changes resulting in a reduction of \$22,000. In addition, the Town incurred higher than expected planning and structural engineering costs.

Total amount of award funds paid by the NC Department of Environmental Quality		\$142,350
Revised Carteret Marine Proposal	\$211,200	
Engineering and Construction Management Fees	\$15,000	<u>(\$226,200)</u>
Funds needed for project completion		(\$83,850)
Town of Swansboro-Additional Funding Request approved-9/10/24		<u>\$67,900</u>
Funds needed for project completion		(\$15,950)

Funding Request for Additional construction costs/contingency costs- \$20,000

Background Attachment(s): Budget Ordinance Amendment #2025-1

Recommended Action: Approve funding request for Town of Swansboro Bicentennial Park Boardwalk Ext. Project

Action: _____

**BUDGET ORDINANCE AMENDMENT #2025-1
AMENDMENT TO THE FY 2024/2025 BUDGET ORDINANCE**

BE IT ORDAINED by the Swansboro Tourism Development Authority of Swansboro, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2025:

Section 1. To amend the annual budget with the following changes:

Revenues	Current Budget	Change	Revised Budget
Net Proceeds, Occupancy Tax	\$110,00	-	\$110,000
Donations	\$4,000	-	\$4,000
Appropriated Fund Balance	\$14,417	\$20,000	\$34,417
Total	\$128,417	\$20,000	\$148,417

Appropriations

Tourism Related Expenses	\$128,417	\$20,000	\$148,417
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This change is to appropriate funds from fund balance for additional tourism related expenditures.

Section 2. Copies of this budget amendment shall be delivered to the Finance Officer of the Authority and, for information, to the Board of Commissioners and Town Manager of the Town of Swansboro.

Section 3. This ordinance shall be effective upon its adoption.

Adopted by the Swansboro Tourism Development Authority in special meeting session, October 1, 2024.

**SWANSBORO TOURISM
DEVELOPMENT AUTHORITY**

Randy Swanson, Chairperson

ATTEST:

Sonia Johnson-Finance Director