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## CAROLINA BEACH POLICE DEPARTMENT

1121 N. Lake Park Blvd.  
Carolina Beach, NC 28428  
Tel: (910) 458-2540  
Fax: (910) 458-2988



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To: Debbie Hall, Finance Director  
Bruce Oakley, Town Manager

From: Chief Vic Ward

A handwritten signature in black ink that reads "V. Ward".

Date: 2/24/2023

Re: Budget Transfer Request

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The Police Department is requesting the transfer of \$15,099.75 from line item 10-330-000 NC Remit to line item 10-510-074 Capital Projects for the purchase of a replacement vehicle for the Special Investigations Unit.

\$15,099.75

From 10-330-000 NC Remit  
To 10-510-074 Capital Projects



## CAROLINA BEACH POLICE DEPARTMENT

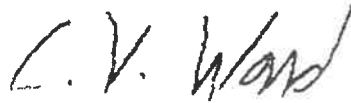
1121 N. Lake Park Blvd.  
Carolina Beach, NC 28428  
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To: Debbie Hall, Finance Director  
Bruce Oakley, Town Manager

From: Chief Vic Ward



Date: 2/23/2023

Re: Budget Transfer Request

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The Police Department sold the following vehicles at auction:

- 2016 Ford Explorer on September 13, 2022, for \$6,561.25
- 2014 Dodge Charger on February 14, 2023, for \$5,129.00

Checks totaling \$11,690.25 were deposited into the surplus account. I would like to request that this amount be transferred from line item 10-383-000 (surplus) into 10-510-074 to offset the purchase of a replacement fleet vehicle for the Special Investigations Unit.

Thank you for your consideration.



# CAROLINA BEACH POLICE DEPARTMENT

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Carolina Beach, NC 28428  
Tel: (910) 458-2540  
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To: Debbie Hall, Finance Director  
Bruce Oakley, Town Manager

From: Chief Vic Ward *LVW*

Date: 2/21/2023

Re: Budget Transfers

I am requesting the below budget transfers for the FY 22/23 Police Department budget. We received several donations designated for the purchase of equipment/supplies for the Police Department. If you have any questions regarding the below transfers, please let me know.

Account	Amount	Transfer to Account	Reason
10-335-000	\$2,500.00	10-510-016	Donation of \$2,500.00 to offset cost of Flock camera system.
10-335-000	\$4,028.95	10-510-024	Donation of \$4,028.95 for the purchase of a ballistic shield.
10-335-000	\$1,000.00	10-510-033	Donation of \$1,000.00 for police supplies.

# Payment Transaction Query Detail

Town of Carolina Beach

Date: 2/21/2023

Operator: DEX

Transaction Date: 2/7/2023

Customer Name: SILVERADO ENTERPRISES INC ISLAND  
TRUE VALUE TACKLE & HARDWARE

Tendered: Cash & Check

Account Number: N/A

Payment Source: Miscellaneous Payments

Transaction Amount: \$2,500.00

Receipt Number: 409275

Change: \$0.00

Entry Operator: 72

Description DONATION CBPD CAMERAS #7437

Revenues	Quantity	Total
MISCELLANEOUS	1	\$2,500.00

10-335-000  
10-510-016

**ISLAND TRAVEL VALUE TRAVEL AND HOLIDAYS**  
**SILVERADO ENTERPRISES INC**

801 N Lake Park Blvd  
Carolina Beach, NC 28428

7437

DATE 12/31/22

 66-456/531

PAY TO THE ORDER OF Town of Carolee Beach

Two Thousand Five Hundred Dollars and 00/100

\$ 2500.00

**FIRST BANK**

localfirstbank.com

DOLLARS

FOR CBPD CAMERAS

Wally D. Baker



Security Features  Details on back

⑆00007437⑆ ⑆053104568⑆ 1011598523⑆

# Payment Transaction Query Detail

Town of Carolina Beach

Date: 2/21/2023

Operator: DEX

Transaction Date: 10/7/2022

Customer Name: ALLEN & LYNN MASTERSON

Tendered: Cash & Check

Account Number: N/A

Payment Source: Miscellaneous Payments

Transaction Amount: \$4,028.95

Receipt Number: 402210

Change: \$0.00

Entry Operator: 72

Description POLICE DEPT DONATION

Revenues	Quantity	Total
MISCELLANEOUS	1	\$4,028.95

# Payment Transaction Query Detail

Town of Carolina Beach

Date: 2/21/2023

Operator: DEX

Transaction Date: 8/23/2022

Customer Name: ANNA AND MARK COREY

Tendered: Cash & Check

Account Number: N/A

Payment Source: Miscellaneous Payments

Transaction Amount: \$1,000.00

Receipt Number: 400043

Change: \$0.00

Entry Operator: 72

Description DONATION #516

Revenues	Quantity	Total
MISCELLANEOUS	1	\$1,000.00

Lynn Barbee  
Mayor

Joe Benson  
Council Member

Deb LeCompte  
Council Member



Jay Healy  
Mayor Pro Tem

Mike Hoffer  
Council Member

Bruce Oakley  
Town Manager

**Town of Carolina Beach**  
1121 N. Lake Park Blvd.  
Carolina Beach, NC 28428  
Tel: (910) 458-2999  
Fax: (910) 458-2997

To: Debbie Hall, Finance Director  
Bruce Oakley, Town Manager

From: Eric Jelinski, Parks and Recreation Director

Date: 2/10/23

Re: Budget Transfer

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I am requesting the below budget transfer for the FY 22/23 Parks and Recreation Department budget. If you have any questions regarding the below transfers, please let me know.

Account	Amount	Transfer to Account	Reason
10-620-066	\$3,536	10-620-016	Cover overage for security cameras at Mike Chappell Park. Additional cameras were added to cover the entire park.
10-620-014	\$756	10-620-023	Overage for RecDesk subscription software. The price increased.
10-620-014	\$1,200	10-620-024	Overage for staff uniforms and volunteer shirts.
10-620-014	\$380	10-620-042	Cover overage of entertainment and marketing of the CB Market
10-620-081	\$17,500	10-620-041	Cover additional expenses for July 4 <sup>th</sup> holiday fireworks and entertainment (Friday, June 30 <sup>th</sup> )



# Memo



## Town of Carolina Beach

**To:** Bruce Oakley  
**From:** Debbie Hall  
**CC:**  
**Date:** 2/21/2023  
**Re:** Budget Transfer

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**Comments:** We need to transfer \$200.00 from account 10-440-033 Supplies Finance to account 10-440-012 Printing and Publishing Finance to cover cost accounts payable checks.

## Debbie Hall

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**From:** Ed Parvin  
**Sent:** Wednesday, March 1, 2023 4:49 PM  
**To:** Debbie Hall  
**Cc:** Paula Kempton  
**Subject:** FW: CB Boat Basin - West Side Existing Dock  
**Attachments:** 20230301152100.pdf

Debbie,

There are \$11,200 of unanticipated expenses that are required to be completed per fire code (attached quoted standpipe). In 10-550-074 there is \$6,536.36. I would like to transfer \$4,663.64 from 10-550-46 to 10-550-074 to cover the cost of the quoted standpipe. This will leave \$1,716.36 left in the 10-550-046 line to pay Larry's assistant. Based on current invoicing this should be adequate to make it to the end of the year. Please let me know if you have any concerns?

V/R,

**Ed H. Parvin**

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**From:** Paula Kempton <paula.kempton@carolinabeach.org>  
**Sent:** Wednesday, March 1, 2023 3:48 PM  
**To:** Ed Parvin <ed.parvin@carolinabeach.org>; Buddy Thompson <buddy.thompson@carolinabeach.org>; Ben Meister <Ben.Meister@carolinabeach.org>  
**Subject:** FW: CB Boat Basin - West Side Existing Dock

Oops. Here is the attachment. Paula

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**From:** Bob Clark <bclarkjr@bfpe.com>  
**Sent:** Wednesday, March 1, 2023 3:15 PM  
**To:** Paula Kempton <paula.kempton@carolinabeach.org>  
**Subject:** CB Boat Basin - Existing Dock

**Be Advised: This email originated from outside of the Town of Carolina Beach, NC**

See the attached.

Thanks, Bob Clark



March 1, 2023

Town of Carolina Beach  
Carolina Beach, NC

Attn: Paula Kempton

Subject: Carolina Beach Boat Basin Marina - Dry Fire Standpipe Installation

We are pleased to offer for your review a proposal to install a new dry standpipe system on the existing rigid dock and new floating dock.

Scope of Work:

- Provide shop drawings, hydraulic calculations, and permit. This installation will be per the requirements of NFPA 14, NFPA 303, NCSFC and Carolina Beach Fire Marshal's office.
- Install a complete new dry standpipe system from the FDC at the rigid deck at the top of the wooden ramp to the one (1) remote fire hose stations (FHS). The FHS will be located along the section of pier that parallels the waterway, where the boat slips are located. The fire hose stations will be located 36" above the footpath, per 2018 NCSFC and spaced 150 feet apart or from the end of the floating dock.
- The single snoot fire department connection (FDC) will be located at the beginning of the rigid wooden walkway. The FDC will be located 36" above finished grade, per NFPA 13. We will provide a FDC sign at the entrance of the gangway.
- We will provide low point drains at each hose connection, so the system can be emptied of water to prepare for winter's freezing temperatures.
- We will provide expansion loops so the piping can properly move during temperature changes to avoid environmental stress cracking.
- The hangers that support the new standpipe will be hung from the edge of the west side of the floating dock, will consist of stainless-steel lag bolts and nylon webbing straps, which are listed for a 6,000-pound tensile strength.
- After the appropriate glue cure time has lapsed, the entire system will be filled with water and hydrostatically tested per NFPA 14 requirements of 200 PSI for two (2) hours. We will provide the proper test certificate that will be signed by BFPE International and the local fire marshal for the new standpipe.
- The new piping will be schedule 80 PVC with schedule 80 PVC fittings. The pipe sizes will be determined by hydraulic calculations that will support the most remote fire hose station demand of 250 GPM at 100 PSI at the end of the standpipe system.
- BFPE will provide a small boat to perform work where required.
- One-year warranty.
- After the system is tested and passed by the fire marshal, the system will be completely drained out and ready for winter temperatures.

The following exclusions apply:

- Painting of plastic pipe
- Fire department staging area
- Telephone communications to central station.
- Knox Caps
- CAMA permit

The price for the new standpipe is **\$11,200.00**

*\*Price is valid for 30 days. PVC piping is made from petroleum and is affected by the world crisis we are current experiencing.*

Thank you for allowing **BFPE INTERNATIONAL** the opportunity to meet your fire protection needs. If you have any questions or would like additional information, please do not hesitate to contact me at 910-762-5418.

Sincerely,

**BFPE INTERNATIONAL**

Bob Clark Jr.

Engineered Systems Group

Lynn Barbee  
*Mayor*

Joe Benson  
*Council Member*

Deb LeCompte  
*Council Member*



Jay Healy  
*Mayor Pro Tem*

Mike Hoffer  
*Council Member*

Bruce Oakley  
*Town Manager*

**TOWN OF CAROLINA BEACH**  
1121 N. Lake Park Boulevard  
Carolina Beach, North Carolina 28428

## **BUDGET TRANSFER REQUEST**

**To:** Debbie Hall, Finance Director

**From:** Mark Meyer, Public Utilities Director

**Re:** Budget transfer

**Date:** March 1, 2023

**Budget transfer amount:** \$ 30,000

**From:** 30-812-020 (Water Maintenance & Repair \_ Infrastructure) 30,000

**To:** 30-812-026 (Water Maintenance & Repair - Material) 30,000

**Explanation:** Additional budget needed to cover costs for Water Meters and installation materials.

**Mark Meyer**

**Director of Public Utilities, Town of Carolina Beach**

Lynn Barbee  
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*Town Manager*

**TOWN OF CAROLINA BEACH**  
1121 N. Lake Park Boulevard  
Carolina Beach, North Carolina 28428

## **BUDGET TRANSFER REQUEST**

**To:** Debbie Hall, Finance Director

**From:** Mark Meyer, Public Utilities Director

**Re:** Budget transfer

**Date:** March 1, 2023

**Budget transfer amount:** \$ 30,000

**From:** 30-811-026 (WWC – Maintenance & Repair Material) 30,000

**To:** 30-810-047 (WWTP Plant Renovation) 30,000

**Explanation:** Additional budget needed to cover (increase) in costs for WWTP Repairs and Renovation.

**Mark Meyer**

**Director of Public Utilities, Town of Carolina Beach**

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**TOWN OF CAROLINA BEACH**  
1121 N. Lake Park Boulevard  
Carolina Beach, North Carolina 28428

## **BUDGET TRANSFER REQUEST**

**To:** Debbie Hall, Finance Director

**From:** Mark Meyer, Public Utilities Director

**Re:** Budget transfer

**Date:** March 1, 2023

**Budget transfer amount:** \$ 85,000

**From:** 30-811-045 (WWC – Contract Services) 40,000

30-811-019 (WWC Maint & Repair Streets) 45,000

**To:** 30-810-032 (WWTP Chemical & Lab Fees)

**Explanation:** Additional budget needed to cover (increase) in costs for Chemicals for WWTP

**Mark Meyer**

A handwritten signature in black ink, appearing to be "Mark Meyer", written over a horizontal line.

**Director of Public Utilities, Town of Carolina Beach**