



AGENDA ITEM COVERSHEET

PREPARED BY: Ed H. Parvin, Deputy Manager **DEPARTMENT:** Executive

MEETING: Town Council September 12th, 2023

SUBJECT: Harbor Master help

Applicant: Town of Carolina Beach

BACKGROUND:

As you know during the budget process we looked at a few options for adding additional resources to help out with the many harbor issues the town faces.

1. Hire a full time employee (FTE)
2. Hire 2 part time employees (PTE)

Staff decided to budget to hire 2 PTE's and evaluate to see if one or both should be brought on as FTE's next year or if we should continue on with the PTE positions.

After completing the interviews and re-evaluating command and control concerns, staff concluded that we have great opportunity for a FTE hire that would serve as the most productive complement to our current Harbor Master. We have reviewed this recommendation with HR and they pulled a report to show we spent \$23,015.20 last year in overtime/comp time. Further, before August ended we had already exhausted all overtime budgeted for the Harbor Master for the fiscal year that started on July 1, 2023! By hiring one FTE we believe we can actually save money and will require less funding in the budget. With the management, oversight, and training for 2 PTE's we believe we will not see the same savings. If approved, staff will bring back any anticipated costs after negotiating and hiring the new position.

ACTION REQUESTED:

Respectfully request to hire one FTE immediately to help with all the harbor issues we are facing.

RECOMMENDED MOTION:

Change the budget to eliminate two (2) PTE and add one (1) FTE working under the Executive Department in the Harbor Master role.