

Joann M. McDermon, Mayor
Mike Benson, Mayor Pro Tem



Alice Derian, ICMA-CM
Town Manager

Aldermen:
Fred Fontana
Richard Grant
Tom Leonard
Connie Pletl

Nancy Avery
Interim Town Clerk

Board of Aldermen Special Meeting
Wednesday, May 10, 2023
North Topsail Beach Town Hall

The Town of North Topsail Beach Board of Aldermen held a budget workshop on May 10, 2023. A quorum of the board was present.

Board members present: Mayor McDermon, Mayor Pro Tem Benson, Aldermen Connie Pletl, Fred Fontana, Richard Grant, and Tom Leonard.

Board members absent: none.

Staff present: Town Manager Derian, IT Director Ricky Schwisow, Police Chief Younginer, Fire Chief Soward, Finance Officer Elliott and Deputy Town Clerk Kate Winzler.

Call to order

Mayor McDermon called the workshop to order at 10:59 am.

Approval of Agenda

Motion - Alderman Leonard motioned to approve the agenda with an amendment to remove item V. Continuing Business to be postponed to a later meeting; seconded by Alderman Fontana; unanimously approved.

Review of Draft FY2023-24 Budget

Town Manager Derian stated:

The draft being presented today has been slightly amended since the last workshop on April 19, 2023. The proposed budget is a balanced draft that maintains the tax rate of \$0.43 per \$100 value. The budget is conservative and fiscally sound, boasting a Contingency fund that doubled over last year placing North Topsail Beach in a sound financial condition.

Noteworthy changes are:

- Addition of \$100,000 in the Capital Improvement Fund (CIF) for the Bike Path, possible NCDOT project placeholder,
- American Rescue Plan revenues were added to the General Fund as Revenue Replacement in the amount of \$200,383.42 to offset salary cost which is an acceptable way to use these funds, freeing up monies to be transferred into the CIF,
- Estimated Onslow County Fire Tax revenues were added to the CIF,
- \$20,500 allocated for a Human Resources platform and training for staff for customer service, safety and other requirements and allow for automation and tracking of HR processes,

- An additional 5% increase (10% total) added to employee insurance based on first quote we have received back,
- An increase of 5% added to Property & Liability, Workers Compensation and Fire (VFIS) Insurance while we await quotes,
- Conservative 5% increase for Sales and Use Tax revenues based on historical data.

Finance Director Elliott presented the proposed budget with the following notations:

- Assumes current tax rate of \$0.43 per hundred-dollar valuation with \$0.26 assigned to the General Fund, \$0.07 assigned to CIF and \$0.10 assigned to Shoreline Protection Fund,
- Accounts for capital assets within the General Fund of \$150,000 for the exterior of north end fire station; \$64,000 for F450 dump truck for Public Works; \$18,100 for enclosed trailer and mower for Public Works; \$35,000 for one vehicle for Police Department; and \$55,000 for one vehicle for Fire Department.
- General Fund revenue and expenditure \$7,591,075.78
- Capital Improvement Fund revenue and expenditure balance at \$1,743,695.92.
- Shoreline Protection Fund revenue and expenditure balance at \$4,254,816.65.

Public Hearings

Fiscal Year 2023-2024 Proposed Budget

Motion – Alderman Leonard motioned to open the Public Hearing at 11:16 am; seconded by Alderman Pletl; unanimously approved.

No one spoke on this matter.

Motion – Alderman Leonard motioned to close the Public Hearing at 11:17 am; seconded by Alderman Fontana; unanimously approved.

Adjournment

Motion – Alderman Pletl motioned to adjourn at 11:17 am; seconded by Mayor Pro Tem Benson; unanimously approved.

Joann McDermon, Mayor

ATTEST: _____
Kate Winzler, Deputy Town Clerk