

**MINUTES OF THE SPECIAL MEETING  
OF THE TOWN COUNCIL  
TOWN OF CAROLINA BEACH**

***January 31, 2007***

The Town Council of the Town of Carolina Beach met in special/budget session on January 31, 2007 at 6:00 p.m. in the Council Chambers at the Municipal Administration Building, 1121 N. Lake Park Blvd., Carolina Beach, North Carolina. The following were present: Mayor, Bill Clark; Mayor Pro Tem (MPT), Alan Gilbert; Councilwoman, Pat Efirid; Councilman, Jerry Johnson; and Councilman Joel Macon. Also present was Town Manager, Tim Owens and Town Clerk, Lynn N. Prusa.

Mayor Clark called the meeting to order. The purpose of this meeting is to create a goals/action list for upcoming Budget FY 2007/2008.

Mayor Clark introduced this evening's facilitator, Dr. Richard Liles. Mr. Liles comes from Liles Associates a consulting firm. He graduated from NC State and the University of Chapel Hill. The governor of North Carolina honored Mr. Liles on April 30<sup>th</sup> by declaring that date as Dr. Richard T. Liles Day in Raleigh. Mr. Liles is also a resident of Carolina Beach and he has volunteered his services this evening. He also introduced Dr. Ed Boone. Mr. Boone was Mr. Liles' instructor in Raleigh and he is his mentor.

Dr. Liles opened by reviewing the process for conducting this budget work session.

The town manager said he would like to get direction from the Town Council regarding projects and items that should be funded. Also long-range goals should be considered. He reviewed with Council a list of goals and status of each goal (*Exhibit 1*). He also went over a list of additional action items for consideration (*Exhibit 2*). He suggested that Council consider things such as:

- What are the goals for the upcoming budget year?
- What projects does the Town Council wish to complete next budget year?
- What projects or capital items does the Town Council wish to place in the budget?
- Are there any changes to level of service or types of service?

Dr. Liles asked Council to take a look at the different departments and service areas and ask yourself the question "What do you want the department or service area to accomplish in the next year?" and write it down. The manager said in conclusion, we will put these goals together by category (*Exhibit 3*) and get back together in the near future to prioritize the list. Mayor Pro Tem Gilbert said he would like to hear some discussion concerning long term goals, and he would like to know the financial impact of short and long term goals and the wants and needs.

**There being no further business, a motion was made by Councilwoman Efirid to adjourn. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Lynn N. Prusa  
Town Clerk

Approved: \_\_\_\_\_