

**MINUTES OF THE SPECIAL MEETING/BUDGET WORKSHOP
OF THE TOWN COUNCIL
TOWN OF CAROLINA BEACH**

April 22, 2008

The Town Council of the Town of Carolina Beach met in a special budget meeting on April 22, 2008 at 9:00 a.m. in the training room at the Municipal Administration Building, 1121 N. Lake Park Blvd., Carolina Beach, North Carolina. The following were present: Mayor Joel Macon; Mayor Pro Tem (MPT) Dan Wilcox; Councilwoman Pat Efird; Councilman Jerry Johnson; and Councilman Alan Gilbert. Also present were Town Manager, Tim Owens; Finance Director, Dawn Johnson, and Town Clerk, Lynn Prusa.

Mayor Macon called the meeting to order.

The purpose of this meeting was for the town manager to review with Council the draft budget for FY 2008/2009 to date.

The town manager provided Council with an overview of the General Fund Revenue (Exhibit 1). Currently there is a shortfall in the amount of \$223,199.00. Mr. Owens went over the highlights of each department's line item budget.

Concerning the Parks and Recreation Budget, the town manager presented several staffing options. Council was in general agreement to go with option 1a:

Keep existing positions and funding levels, continue to fund 2 summer part-time recreation positions and assign additional duties to parks and recreation director position such as grant writing, oversight of special projects and activities, assist both the town manager and operations director on projects as needed, and community outreach and public information. Could consider elevating positions of 2 employees.

Also, as part of this option, assign someone from operations to clean the recreation building twice daily so the recreational employees can use their time to organize events.

Next, the town manager gave an overview of the Tourism Fund and he went over the expenditure sheet (Exhibit 2).

Thirdly the town manager went over the Water and Sewer Fund including the expenditure sheet, wastewater treatment, wastewater collection, water, water/sewer fleet maintenance, and storm drainage (Exhibit 3).

There was discussion about the proposed permit fee schedule (Exhibit 4).

In conclusion the town manager provided Council with a list of debt service or lease purchase obligations by department (Exhibit 5).

Council discussed calling a special meeting to be held on Friday, May 2, 2008 from 9:00 a.m. to 11:00 a.m. to continue discussing the proposed budget.

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

Respectfully submitted,

Lynn N. Prusa
Town Clerk

Approved: _____