

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

January 14, 2011

The Town Council of the Town of Carolina Beach met in a special meeting to discuss and review the proposed budget for FY 2011/2012. The meeting was held at 2:40 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 Joel Macon; Mayor Pro Tem (MPT) Pat Efird; Councilman Dan Wilcox; Councilman Lonnie Lashley; and Councilman Bob Lewis. Also present were Town Manager Tim Owens and the Assistant to the Town Clerk Sara Hartman.

Mayor Macon called the meeting to order.

DISCUSSION OF PRELIMINARY BUDGET FOR FY 2011/2012

The town manager, Tim Owens, said the purpose of this meeting is to go over the year-to-date budget, and I have given you some materials to review, and to talk about the upcoming budget process and the expectations.

He began with the year-to-date items and summarized the general fund. I have underlined those that look a little weird as far as where we are, whether they are overspent or underspent. Revenues for the most part should meet all of our projections in the general fund. If you look at the summary on the second page, our Seaview bond was called and that is why the miscellaneous revenue was higher. The others will basically meet our projections. The refuse collection was low because there were three months that weren't loaded because we switched to new software. If you added those three in then we are where we should be. At this point, there were comments from council members regarding sales tax and ABC revenues.

Mr. Owens stated overall the budget projections that we made for the general fund and the revenue budget projections we feel we will hit where we are suppose to be.

Mr. Owens continued with expenditures which were broken down by department. The first to be discussed were Council's expenditures. At this point we have overspent our legal fees, which Ms. Johnson has passed out a memo. Ms. Johnson said I gave you a memo regarding the legal fees on how you may want to proceed. Council members had some comments and discussion regarding legal fees. Mayor Macon appointed Councilman Lashley and Councilman Lewis to meet with the attorney to discuss options, cost, what has been done, and future needs.

Mr. Owens said we still need to consider amending the budget. We are paid through December. I recommend that we at least consider January and February for \$25,000.

Councilman Wilcox made a motion to transfer \$25,000 from the reserve fund to the general fund for legal fees. MOTION CARRIED UNANIMOUSLY.

The town manager continued reviewing the legislative budget and all the other general fund accounts. For the most part the general fund is where it should be.

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Mr. Owens went through the tourism fund and utilities fund and stated the revenues are on target. We are spending our reserves but it is for projects that need to be done.

Department heads are looking at their budgets now. We understand the economic times and we will do the best we can. Most of the expenditures we have are operational, salaries, and capital we need to consider doing. The biggest impact on this year's budget is going to be the Wilmington Beach project because we have no revenue coming in at this point.

There being no further business, **a motion was made by Mayor Pro Tem Efirm to adjourn. MOTION CARRIED UNANIMOUSLY.**

Respectfully submitted,

Sara Hartman
Asst to Town Clerk

Approved: _____