

# TOWN OF SWANSBORO

## FY 24/25 BUDGET



**PUBLIC HEARING**  
**June 11, 2024**

**WHERE**  
**Town Hall**

**601 W. Corbett Avenue Swansboro , NC 28584**

**BUDGET  
MESSAGE**

**EXPENDITURES/  
REVENUES**

**CAPITAL  
RESERVE  
FUND**

**CAPITAL  
IMPROVEMENT  
PLAN**

**FEE SCHEDULE**

**SALARY  
SCHEDULE**



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Board of Commissioners

John Davis  
*Mayor*

William Justice  
*Mayor Pro Tem*

Jeffrey Conaway  
*Commissioner*

Douglas Eckendorf  
*Commissioner*

Joseph Brown  
*Commissioner*

Patricia Turner  
*Commissioner*

Interim Town Manager

Jon Barlow  
[tnmgr@ci.swansboro.nc.us](mailto:tnmgr@ci.swansboro.nc.us)

Town Clerk

Alissa A. Fender, MMC  
[afender@ci.swansboro.nc.us](mailto:afender@ci.swansboro.nc.us)

Town of Swansboro  
Annual Budget Message  
FY 2024-2025

May 30, 2024

Honorable Mayor and  
Members of the Town Council  
Town of Swansboro  
North Carolina

Dear Mayor Davis and Town Board of Commissioners:

I am pleased to present to you the Town of Swansboro FY 2024-2025 Annual Budget. The budget was prepared in accordance with N.C.G.S. Chapter 159, the North Carolina Local Government Budget and Fiscal Control Act. As required, all funds within the budget are balanced, and all revenues and expenditures are identified for FY 2024-2025.

The total budget is in the amount of \$8,103,144 which represents an increase of 20% from the FY 2023-2024 Amended Budget of \$6,736,187.

<b><u>Fund</u></b>	<b><u>Amount</u></b>
General Fund	\$7,495,505
Stormwater Fund	\$ 132,046
Solid Waste Fund	\$ 475,593
<b>Total All Funds</b>	<b>\$8,103,144</b>

## **Board of Commissioners Goals and Objectives**

Town Board of Commissioners developed the following list of priorities which had significant influence on the development of the FY 24/25 Budget:

- At a minimum the Tax Rate would remain unchanged at \$.35/\$100 valuation
- Present a balanced Budget without the appropriation of any fund balance except for the following:
  - Sidewalk Construction \$500,000
  - Town Hall Digital Sign Replacement \$18,000
  - Pickleball Court Construction \$150,000
  - Funding to provide a \$1,000 Bonus to all Full-Time Police and Fire Personnel

## **Budget Summary**

Overall, this Budget is conservative in nature. Those items listed below are considered budget priorities in the fiscal plan for next year:

- ✓ Capital Projects
  - New Sidewalk Construction
  - Pickleball Courts
- ✓ Capital Equipment
  - All Capital Equipment purchases are financed 100% with loan proceeds.
  - 2 Fire Department Pick Up Trucks
  - 1 Police Patrol Vehicle
  - Vac/Jetter Truck – Public Works
- ✓ Other Projects
  - Town Hall Digital Sign Replacement
- ✓ Personnel
  - The budget includes funding for 2 new FT police officer positions only if grant funds are awarded to fund them.
  - Performance Based Merit Increase Salary adjustments will be based on annual performance evaluations. Salary increases could be as high as 4%.
- ✓ Insurance Premiums
  - Health Insurance – The Town is a member of the North Carolina League of Municipalities (NCLM) Municipal Insurance Trust administered by MEDCOST. Health Insurance premiums are expected to rise 4% in FY 24/25.

- Worker’s Compensation Insurance – The Town purchases Worker’s Compensation Insurance through the NCLM risk management pool. Rates for FY 24/25 are increasing from current year levels by 10%.
- Property and Liability – The Town purchases Property & Liability Insurance through the NCLM risk management pool. Rates for FY 24/25 increased from current year levels by 17%

✓ Fees and Rates

- A complete listing of the Schedule of Fees is attached.
- Solid Waste Collection Fees Remain unchanged.
- Stormwater Management fees remain unchanged.

**General Fund Revenues**

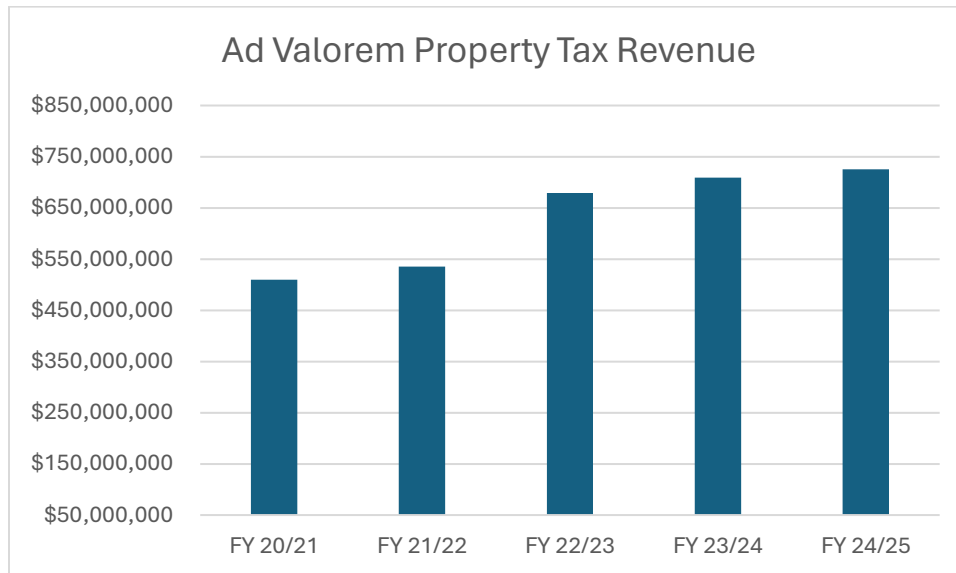
The tax rate for FY 24/25 is proposed to remain unchanged at \$.35 per \$100 valuation. Total assessed valuation for FY 24/25 is \$725,150,000 which represents a 2% increase over FY 23/24. Tax base growth is a result of natural growth and not due to any tax rate adjustments. The graph on the next page clearly shows the movement upwards. Real property and motor vehicles property values show small gains, while personal property and public utilities property values show strong gains.

- ✓ **Ad Valorem Property Tax and Sales Tax revenue** continue to account for a majority 51% of all General Fund Revenue. The Ad Valorem tax base is made up of taxes on real property, personal property, public utilities, and motor vehicles. The table shown below shows a comparison of total valuation for FY 23/24 and FY 24/25.

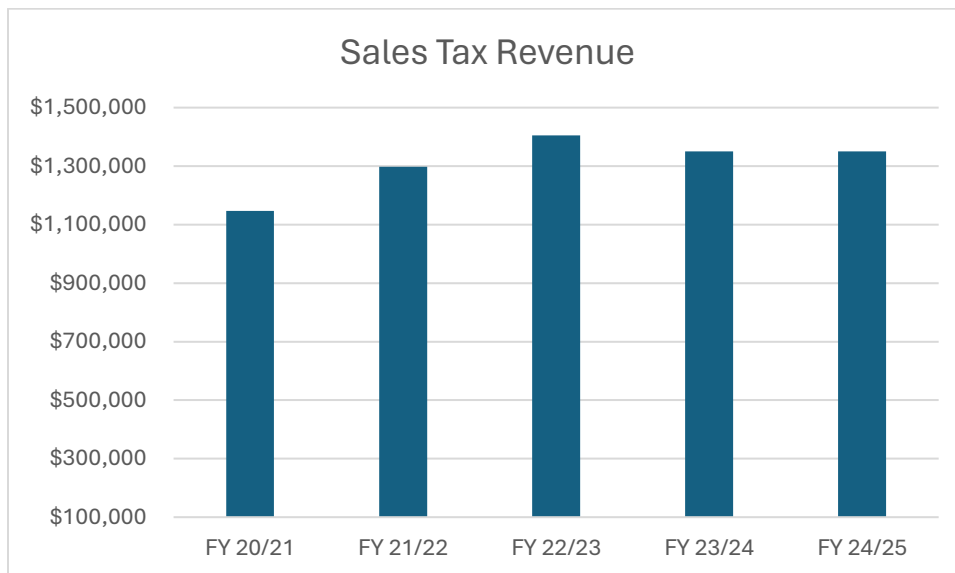
Property Values	FY 2023-2024	FY 2024-2025	% Increase/(Decrease)
Real	\$630,000,000	\$639,000,000	1%
Personal	\$25,000,000	\$25,500,000	2%
Public Utilities	\$4,164,308	\$4,650,000	12%
Motor Vehicles	\$50,000,000	\$56,000,000	12%
Total Valuation	\$709,164,308	\$725,150,000	2%

The graph on the next page provides a visual of the historical trends of the Towns two largest sources of revenue. During the period of FY 24/25, both Ad Valorem tax revenue and Sales Tax revenue are expected to show continued modest growth.

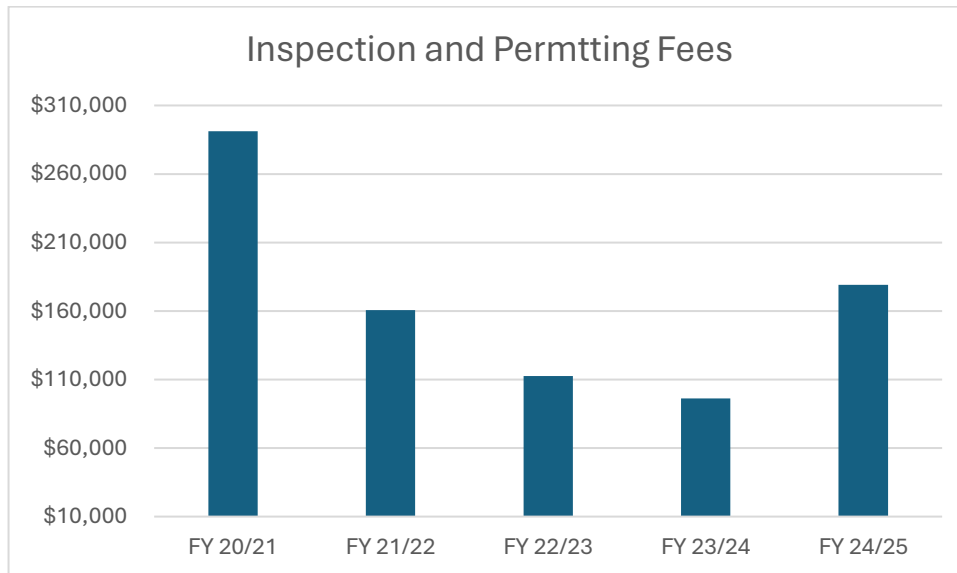
✓ **Ad-Valorem Tax Revenue**



✓ **Sales Tax Revenue**



✓ **Permitting Revenues**



Permitting and Inspection fees are the fourth largest source of General Fund revenue. The table above shows revenues have been largely inconsistent over the past 5 years. For FY 24/25, \$179,100 in revenue is expected. This figure is based on current building activity with the expectation the trend will continue.

- ✓ **Utility Franchise Tax Revenue**- This revenue source consists of four distinct revenue sources; video programming sales tax, telecommunication services sales tax, natural gas excise tax, and electric utility sales tax. For the coming fiscal year, it is estimated that these revenues will remain at current year levels.
- ✓ **Powell Bill revenues are estimated to remain flat this year.** The total amount of budgeted Powell Bill expenditures in FY 24/25 is \$126,626; however, this does not include streets accepted in FY 23/24.

**General Fund Expenditures**

Total expenditures in the General Fund Budget for FY 24/25 are \$7,495,505. In comparison, amended General Fund expenditures for FY 23/24 are \$6,218,264, a 20% increase compared to the amended FY 23/24 Budget. The General Fund Budget for FY 24/25 is balanced with \$720,369 of fund balance.

The following summarizes other significant items that are affecting the FY 24/25 budget.

- ✓ 2 New Full-Time Staff in the Police Department – Positions dependent upon grant award.
- ✓ Cost of Living Adjustment and Merit Increases- It is recommended that a 4% Merit adjustment be given to all employees. The costs are \$111,153, respectively.
- ✓ Health Insurance Premium - Health insurance premiums are expected to increase 4% or about \$324,792 in annual premiums. Below is a table representing the new health insurance premiums for current employees.

Health Premiums Current Per Employee FY 23/24	Renewal Rate FY 24/25	% Increase
\$694	\$722	4% increase

- ✓ An increase in the employer contribution rate to the Local Government Retirement System. The State has authorized an increase in the FY 24/25 employer contribution rate from 12.90% to 13.65% for general employees and from 14.10% to 15.04% for law enforcement officers.

**Capital Improvement Plan (All Funds)**

The FY 24/25 Budget proposes funding for several major capital projects, equipment, and associated debt service. The total amount of funding in the FY 24/25 CIP is \$738,000. A summary is as follows; for a complete listing of Capital Projects and Major Capital Equipment please refer to the 5-Year Plan located in appendix B.

**Capital Projects:**

New Sidewalk Construction \$500,000 (see capital reserve schedule in appendix for complete funding list)

**Major Capital Equipment:**

- Vac/Jetter Truck \$400,000 financed with debt service
- Police Patrol Vehicle \$50,000 financed with debt service
- Fire Pick Up Trucks \$120,000 financed with debt service
- Pickleball Court \$150,000 fund balance
- Town Hall Digital Sign \$18,000 fund balance

**Fund Balance in the General Fund**

	RESTRICTED	ASSIGNED-APPROPRIATED FOR THE NEXT YEAR	UNASSIGNED	TOTAL
FY 2018-2019	\$427,877	\$123,471	\$2,144,927	\$2,696,275
FY 2019-2020	\$358,110	\$378,472	\$2,229,423	\$2,966,005
FY 2020-2021	\$551,332	\$249,260	\$2,432,008	\$3,232,600
FY 2021-2022	\$494,335	\$ -0-	\$2,976,642	\$3,470,977
FY 2022-2023	\$372,002	\$385,883	\$3,557,332	\$4,316,557
FY 2023-2024 *	\$350,000	\$720,369	\$2,550,140	\$3,620,509

As of June 30, 2023, the General Fund had a total fund balance of \$4,316,557. This represents 58% of total budgeted expenditures. The unassigned fund balance available for appropriation was \$3,557,332 which is equal to 47% of the annual budgeted 2024 expenditures of the General Fund.

The decrease in fund balance has been reduced as a result of authorization by the Board of Commissioners to appropriate fund balance for several specific purposes (see page 2). The Town has appropriated nearly \$618,000 for expenses in FY 23/24. Thus, the unassigned fund balance available for appropriation at the end of FY 23/24 is estimated to be about \$2,550,140.



## Debt Service – All Funds

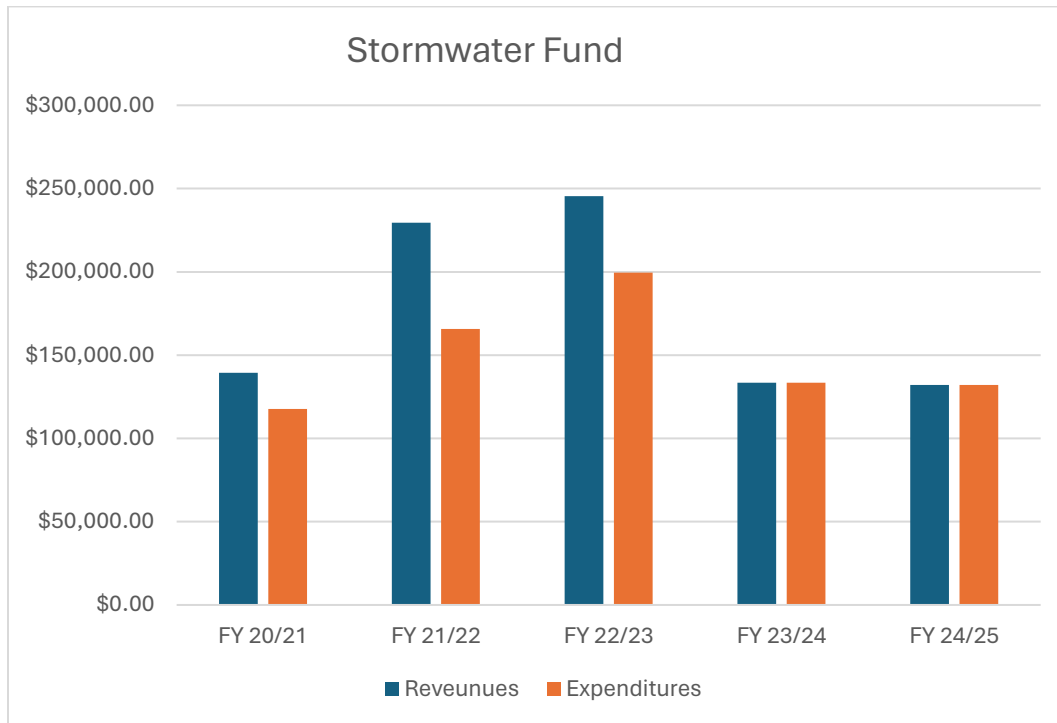
The table below lists the loan payments due in FY 24/25.

<b>Purpose</b>	<b><u>Principal</u> <u>Balance</u></b>	<b><u>Annual</u> <u>Payment</u></b>	<b><u>Payoff Date</u></b>	<b><u>Interest</u> <u>Rate</u></b>	<b><u>Term</u></b>
<b>Town Hall/Tanker</b>	\$317,275	\$84,724	3/21/28	2.69	15
<b>Public Safety Facility</b>	\$40,000	\$42,064	12/22/24	2.58	10
<b>Fire Truck</b>	\$136,806	\$47,512	11/01/26	2.08	10
<b>Sleeping Qtrs.</b>	\$200,000	\$29,860	12/14/26	2.43	10
<b>Grapple Truck/Town Hall Generator</b>	\$93,416	\$47,917	6/25/2025	1.72	5
<b>Vehicles (Police &amp; Fire Department) &amp; Software</b>	\$67,627	\$23,377	7/15/2026	1.84	5
<b>Cab Tractor/Dump Truck</b>	\$254,500	\$58,491	4/3/2029	4.82	5
<b>Total Debt</b>	\$984,624	\$332,123			

## Enterprise Funds

### **1. Stormwater Enterprise Fund**

The Stormwater Fund was established as a stand alone Enterprise Fund in FY 16/17. As shown in the table on the next page, in the initial year expenditures exceeded revenues. However, In each successive year the Fund has been self supporting. There are not changes to the Stormwater fee schedule.



The Stormwater schedule of Fees remain unchanged and are as follows:

### **STORMWATER UTILITY FEE**

#### Residential Tier

\$5.00 flat fee/month /residence

#### Commercial Tier

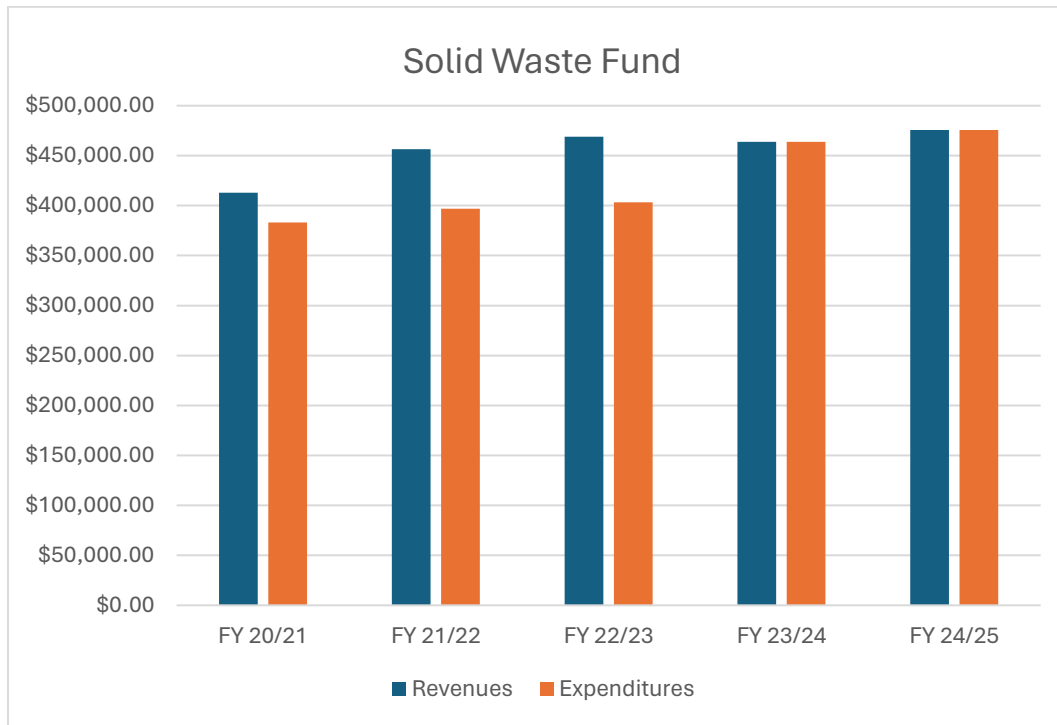
Minimum Fee \$5.00/month or .01/Square Foot whichever is greater.

*Example 10,000 SF of impervious surface = \$8.33/month*

#### Note:

A credit for one month shall be applied if payments are made in advance of quarterly installments (i.e. lump sum for total annual fee during the first billing in July) for both commercial and residential parcels. Residential and Commercial parcels that implement methods to reduce impacts of runoff shall be eligible for an additional one month's credit (See Credit Manual for Stormwater Fees for detail). An application must be filed with the Public Works Director consistent with the credit manual adopted by the Board of Commissioners.

## 2. Solid Waste Enterprise Fund



\*Includes \$90,000 of bank loan proceeds (Debt Service Payment-\$32,583)

Solid Waste Fund Revenue –The Town of Swansboro charges \$21.93 per month for sanitation/recycling and yard debris for residential customers and \$36.62 for commercial customers. The collection of residential and some commercial garbage and recycling is managed through a contractual agreement with GFL. It is expected that GFL will increase rates by 3.4% based on the April CPI. Fortunately, the Solid Waste Enterprise fund is fully supported by user fees. The Solid Waste Fund has been self-supporting for the past several years. Although GFL is increasing rates charged to the Town, the current rate schedule is able to absorb the increase for the coming year.

## Closing

It has been a pleasure to prepare this Budget for the Town of Swansboro. The clear path provided by the Board of Commissioner's offered the guidance necessary to develop a budget that met their desired outcomes. I think this Budget allows for the continuation of providing excellent Town services without adding any additional burden on the taxpayer. The Town of Swansboro is fortunate that growth appears to be steady in the foreseeable future. This effect should provide natural growth to large revenue sources such as ad-valorum tax and local sales tax. Last, I would like to thank Sonia Johnson, Finance Director, for her skills and knowledge in local budget finance which are invaluable in the successful production of this Budget.

Respectfully Submitted,

A handwritten signature in cursive script that reads "Jonathan R. Barlow". The signature is written in dark ink and is positioned above the printed name and title.

Jonathan R. Barlow

Interim Town Manager

TOWN OF SWANSBORO  
 "Preliminary Projections" Budget-FY 2024-2025

			<b>EXPENDITURES</b>				
#	DEPARTMENT	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
400	NON-DEPARTMENTAL	532,300	471,463	571,580	571,047	535,996	544,864
411	GOVERNING BODY	28,309	23,579	43,476	44,017	41,358	21,995
412	ADMIN SERVICES	376,144	370,697	427,686	441,335	454,169	429,552
414	FINANCE	249,767	258,981	289,345	289,189	308,541	315,178
415	LEGAL	55,634	41,417	43,000	53,169	59,300	59,300
426	PUBLIC BUILDINGS	389,716	333,824	392,000	390,135	404,098	347,173
430	FIRE	737,551	975,418	1,350,563	1,362,564	2,869,385	1,994,458
435	PERMITTING	236,075	297,452	389,692	351,399	397,701	258,500
436	PLANNING	-	-	-	-	-	86,293
450	POLICE	1,031,623	936,855	1,256,250	1,148,772	1,611,838	1,344,996
451	STREETS-PUBLIC WORKS	190,355	286,421	562,648	562,226	687,493	1,214,586
452	STREETS-STATE AID	90,980	88,230	110,094	110,094	126,626	116,712
453	PARKS & RECREATION	315,630	334,026	357,132	347,415	521,572	486,086
454	CHURCH STEET DOCK/VISITOR CENTER	6,496	8,476	176,327	96,334	196,579	130,326
455	FESTIVALS & EVENTS	91,985	87,182	124,653	117,548	156,397	134,635
456	EMERGENCY MANAGEMENT	70,459	2,779	44,306	44,306	70,500	10,850
<b>TOTAL GENERAL FUND EXPENDITURES</b>		<b>\$ 4,403,025</b>	<b>\$ 4,516,800</b>	<b>\$ 6,138,752</b>	<b>\$ 5,929,552</b>	<b>\$ 8,441,553</b>	<b>\$ 7,495,505</b>
	EXCESS REVENUES OVER EXPENDITURES				\$ (228,514)	\$ (2,086,410)	\$ 0.00
					3.18		
	<b>ENTERPRISE FUNDS</b>						
31	SOLID WASTE ENTERPRISE FUND	396,821	403,195	463,922	455,769	475,328	475,593
30	STORM WATER ENTERPRISE FUND	165,683	199,558	133,513	124,612	131,690	132,046
	<b>TOTAL ENTERPRISE FUND EXPENDITURES</b>	<b>562,504</b>	<b>602,753</b>	<b>597,435</b>	<b>580,382</b>	<b>607,017</b>	<b>607,639</b>
	<b>TOTAL ANNUAL BUDGET</b>	<b>\$ 4,965,529</b>	<b>\$ 5,119,553</b>	<b>\$ 6,736,187</b>	<b>\$ 6,509,934</b>	<b>\$ 9,048,570</b>	<b>\$ 8,103,144</b>

		REVENUES					
		FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED	DEPT. REQUEST	MGR. RECOMMENDATION
LINE ITEM	DESCRIPTION				FEBRUARY 29, 2024		
11-300-300100	TAXES-AD VALOREM - CURRENT F/Y	1,870,187	2,409,297	2,467,679	2,435,599	2,361,886	2,502,239
11-300-300110	TAXES-AD VALOREM - PRIOR YEARS	19,478	6,033	13,000	10,000	10,000	10,000
11-300-300120	TAXES-PENALTIES/INTEREST	5,688	7,422	5,000	3,500	3,500	3,500
11-310-310200	TAXES-SALES & USE TAX	1,298,345	1,404,828	1,350,000	1,350,000	1,200,000	1,350,000
11-300-310250	TAXES-OCCUPANCY	102,689	120,925	110,000	120,000	120,000	120,000
11-300-310260	TAXES-BEER & WINE	15,695	18,578	14,000	14,000	14,000	14,000
11-300-310270	TAXES-UTILITY FRANCHISE	235,150	244,780	230,000	230,000	230,000	235,000
11-450-320300	POLICE DONATIONS	1,000	4,180	1,500	1,000	3,500	3,500
11-430-320310	FIRE DONATIONS	50	1,100	300	45	-	-
11-453-320320	PARK DONATIONS	-	1,498	-	-	-	-
11-300-330400	SIDEWALK DEVELOPMENT FEE	12,550	163	-	-	-	-
11-450-330405	FEES/COURT FACILITIES	6,307	9,951	4,000	4,669	5,000	5,000
11-300-330410	TDA ADMINISTRATIVE FEE	9,185	6,975	9,410	9,410	9,410	9,410
11-454-330415	TOWN MARINA FEES	34,917	35,894	32,000	34,382	35,000	35,000
11-435-330420	PLANNING & ZONING FEES	-	-	-	7,724	8,000	8,000
11-435-330430	FEES-BLDG PERMITS,INSPECTIONS, PLANNING & ZONING	160,646	121,351	75,000	89,010	179,100	179,100
11-435-330440	HOMEOWNER'S RECOVERY FEES	820	390	500	340	500	500
11-300-330460	LEASES (Spectrum;106 Church St; 502 Church St; Community Room)	66,853	74,993	73,510	80,000	73,510	40,388
11-453-340306	CONCESSIONS	-	-	1,500	-	150	150
11-453-340500	RENTAL FEES-OTHER ROOMS	1,660	1,970	1,000	800	1,000	1,000
11-453-340501	RENTAL FEES - PARKS	6,180	7,268	5,500	5,500	7,000	7,000
11-453-340502	RENTAL FEES - RECREATION ROOMS	23,995	20,698	21,000	21,000	20,000	20,000
11-453-340503	REC PROGRAM/CONTRACT FEES	38,594	34,923	34,005	16,350	34,860	33,515
11-453-340504	RENTAL FEES-OLD TOWN HALL	150	-	-	-	-	-
11-453-340305	REC PROGRAM-INSTRUCTIONAL CONTRACTS	-	8,883	17,635	9,950	15,290	16,155
11-453-340506	REC PROGRAM-DOG PARK AND GYM ANNUAL MEMBERSHIP	-	2,820	1,500	2,175	3,200	3,200
11-300-350525	SOLID WASTE DISPOSAL TAX	2,756	3,019	2,203	2,203	2,500	2,500
11-300-355550	REFUNDS-GAS TAX	10,426	12,591	14,600	13,000	14,600	14,600
11-452-360600	STATE RD - POWELL BILL	108,171	110,084	110,084	126,626	126,626	126,626
11-430-365699	COUNTY FUNDING/3 CENT FIRE TAX	-	-	197,845	197,845	105,000	210,000
11-430-365700	COUNTY FUNDING/FIRE DEPT	174,087	177,037	183,133	183,133	190,997	236,947
11-300-365701	TAXES-ABC DISTRIBUTION	58,103	54,531	60,000	60,000	60,000	60,000
11-400-370800	INVESTMENT EARNINGS/GF	1,650	56,402	1,000	178,137	50,000	124,560
11-300-370801	EASEMENTS	-	10,000	-	-	-	-
11-300-370810	SALE OF FIXED ASSETS	14,277	-	-	-	-	-
11-300-370820	ONWASA-SATELLITE OFFICE PAYMENT	32,083	35,000	35,000	35,000	35,000	35,000
11-300-370830	MISCELLANEOUS INCOME	1,969	15,335	1,000	500	1,000	3,080
11-455-370843	PARADE	1,325	1,325	1,325	1,550	1,550	1,550
11-455-340845	FESTIVALS & EVENTS	75,520	82,394	45,000	45,761	78,650	78,800
11-450-370855	POLICE REIMBURSEMENT	2,350	934	-	3,780	2,000	2,000
11-450-370860	POLICE DRUG SUBSTANCE	-	212	-	-	-	-
11-300-370870	LOAN PROCEEDS/GENERAL FUND	-	-	221,938	254,400	535,000	570,000
11-300-370880	INSURANCE PROCEEDS	-	13,475	33,875	37,084	-	-
11-450-380900	POLICE GRANTS	3,169	3,500	-	6,750	-	72,630
11-430-380910	FIRE GRANTS	-	11,847	56,649	56,649	742,614	532,850
11-300-380920	GRANT - WELLNESS/WORKERS' COMP(NCLM)	-	1,679	5,000	-	5,000	5,000
11-300-380927	GRANT-SWANSBORO TDA-Festivals	-	6,500	36,500	6,500	36,500	36,500
11-300-380930	GRANTS-VARIOUS-Festivals	171,375	172,495	40,500	40,500	10,000	65,837

LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-300-390950	TRANSFER FROM OTHER FUNDS	-	-	-		-	-
11-300-390951	TRANSFER FROM CAPITAL RESERVE	60,000	36,000	6,166	6,166	23,200	-
11-300-390952	TRANSFER FROM PARK & REC RESERVE	-	-	-		-	-
11-300-399990	FUND BAL-POWELL BILL	-	-	-		-	-
11-300-399991	<b>GF FUND BALANCE APPROPRIATED</b>	-		618,895			720,369
	<b>TOTAL GENERAL FUND REVENUES</b>	<b>\$ 4,627,401</b>	<b>\$ 5,349,278</b>	<b>\$ 6,138,752</b>	<b>\$ 5,701,038</b>	<b>\$ 6,355,143</b>	<b>\$ 7,495,505</b>
	ENTERPRISE FUNDS						
	REVENUES						
	<b>SOLID WASTE</b>						
	USER FEES	455,102	469,069	463,922	455,769	475,328	475,593
	TRANSFER FROM GENERAL FUND	1,446	-	-	220	-	-
	APPROPRIATED FUND BALANCE		-	-	-	-	-
	TOTAL:SOLID WASTE	\$ 456,548	\$ 469,069	\$ 463,922	\$ 455,989	\$ 475,328	\$ 475,593
	<b>STORMWATER</b>						
	USER FEES	150,813	156,725	128,098	119,531	126,828	126,902
	NCDOT-MOWING CONTRACT/STREET MAINTENANCE	5,555	5,716	5,415	4,861	4,861	5,143
	GRANTS-VARIOUS	4,480	35,794	-	-	-	-
	GRANTS-NC DEPARTMENT ENVIRONMENTAL QUALITY		45,000	-	-	-	-
	TRANSFER FROM GENERAL FUND	68,708	2,228	-	220		-
	APPROPRIATED FUND BALANCE		-	-	-	-	-
	TOTAL:STORMWATER	\$ 229,555	\$ 245,462	\$ 133,513	\$ 124,612	\$ 131,690	\$ 132,046
	TOTAL REVENUES FOR ENTERPRISE FUNDS	\$ 686,103	\$ 714,531	\$ 597,435	\$ 580,602	\$ 607,017	\$ 607,639
	<b>TOTAL REVENUES</b>	<b>\$ 5,313,504</b>	<b>\$ 6,063,809</b>	<b>\$ 6,736,187</b>	<b>\$ 6,281,639</b>	<b>\$ 6,962,160</b>	<b>\$ 8,103,144</b>

TOWN OF SWANSBORO  
"Preliminary Projections" Budget-FY 2024-2025

		NON-DEPARTMENTAL						
LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25	
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION	
11-400-501815	FEES-OTHER	740	159	1,200	1,592	1,600	1,600	
11-400-501850	EMPLOYEE RELATIONS	3,830	5,496	5,000	5,000	5,000	5,000	
11-400-501950	SERVICES-SOFTWARE SUPPORT	66,442	59,268	50,352	50,352	38,392	38,392	
11-400-501960	SERVICES-I.T MAINTENANCE	67,068	73,878	80,000	80,300	110,375	110,375	
11-400-502010	SUPPLIES-DEPARTMENT	-	-	-	-	-	-	
11-400-502500	SUPPLIES-FUEL	-	-	-	-	-	-	
11-400-502850	UNEMPLOYMENT INSURANCE	3,121	1,833	3,000	1,475	2,000	2,000	
11-400-502990	MEDCOST-(HRA)	3,559	2,102	9,532	1,730	10,698	9,913	
11-400-503210	TELEPHONE (TOWN HALL)	2,805	8,329	10,000	8,500	9,474	9,474	
11-400-503250	POSTAGE	2,968	963	4,800	3,000	3,000	3,000	
11-400-503315	SPECTRUM	6,180	6,180	13,180	6,100	9,600	9,600	
11-400-503520	R/M EQUIPMENT	1,243	933	2,000	1,350	1,350	1,350	
11-400-503530	R/M VEHICLES	-	59	-	-	-	-	
11-400-503910	ADS/NOTICES	-	-	1,000	600	600	600	
11-400-504540	INS-LIABILITY/PROPERTY	95,071	102,752	114,270	128,969	116,017	128,728	
11-400-504560	INSURANCE-WORKMAN'S COMP	44,240	44,540	39,086	43,918	48,310	45,251	
11-400-505001	NON-CAPITAL OUTLAY	319	1,660	-	-	36,611	36,611	
11-400-507900	LEASE PYMT/ - COPIERS/LOAN REPAYMENT-SOFTWARE	36,743	27,262	29,570	29,570	26,570	26,570	
11-400-709930	TRANSFER-SWANSBORO TDA	101,269	120,821	106,700	106,700	116,400	116,400	
11-400-709950	TRANSFER-CAPITAL RESERVE	12,550	-	-	-	-	-	
11-400-709952	TRANSFER TO OTHER FUNDS	84,154	15,228	101,890	101,890	-	-	
<b>DEPARTMENT TOTAL</b>		<b>532,300</b>	<b>471,463</b>	<b>571,580</b>	<b>571,047</b>	<b>535,996</b>	<b>544,864</b>	
Advance Office-Copiers-Town Hall/Visitor Center								
Software Debt Service								



TOWN OF SWANSBORO  
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<b>GOVERNING BODY</b>							
		<b>FY 2021-22</b>	<b>FY 2022-23</b>	<b>FY 2023-24</b>	<b>FY 2023-24</b>	<b>FY 2024-25</b>	<b>FY 2024-25</b>
<b>LINE ITEM</b>	<b>DESCRIPTION</b>	<b>ACTUAL</b>	<b>ACTUAL</b>	<b>BUDGETED</b>	<b>PROJECTED</b>	<b>DEPT. REQUEST</b>	<b>MGR. RECOMMENDATION</b>
					<b>FEBRUARY 29, 2024</b>		
11-411-501700	SALARIES-ELECTED OFFICIAL	9,117	9,338	9,732	9,732	9,033	8,910
11-411-501810	FICA	697	714	744	744	691	682
11-411-501930	SERVICES-PROFESSIONAL	-	1,165	-	-	-	-
11-411-502010	SUPPLIES - DEPARTMENT	1,676	2,234	2,000	2,000	3,000	1,000
11-411-500211	COMMUNITY RELATIONS	-	-	1,400	1,400	1,400	200
11-411-503100	TRAVEL/CONFERENCE/TRAIN	3,910	1,219	4,000	4,000	13,270	-
11-411-503125	SUBSISTENCE	1,087	558	600	1,141	2,264	1,141
11-411-503910	ADS/NOTICES	268	851	500	500	500	500
11-411-504140	EXPENSE-RECORDATIONS	103	-	500	500	700	-
11-411-505001	NON-CAPITAL OUTLAY	-	-	6,000	6,000	-	-
11-411-506900	CONTRIBUTIONS-AGENCIES	4,250	7,500	10,000	10,000	10,500	9,562
11-411-506920	EXPENSE-ELECTION	7,201		8,000	8,000	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 28,309</b>	<b>\$ 23,579</b>	<b>\$ 43,476</b>	<b>\$ 44,017</b>	<b>\$ 41,358</b>	<b>\$ 21,995</b>
Mayor							
5 Commissioners							

TOWN OF SWANSBORO  
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ADMINISTRATIVE SERVICES							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-412-501210	SALARIES-FULL TIME	237,244	232,163	266,555	224,035	291,411	292,882
11-412-501220	SALARIES-OVERTIME	-	-	-	-	-	-
11-412-501230	SALARIES-PART TIME	1,101	-	-	68,028	-	-
11-412-501231	LONGEVITY	1,413	1,494	1,619	1,569	1,031	956
11-412-501300	RETIREE STIPEND	-	-	-	-	-	6,671
11-412-501232	CELL PHONE STIPEND	2,029	1,850	1,800	1,526	1,800	600
11-412-501234	AUTO ALLOWANCE	3,068	3,600	3,600	3,977	3,600	-
11-412-501235	LIVING EXPENSES	-	-	-	6,900	-	12,000
11-412-501810	FICA	17,903	17,476	20,852	23,412	22,785	23,035
11-412-501815	FEES-OTHER	-	-	-	-	-	-
11-412-501820	RETIREMENT	33,733	34,340	41,276	33,829	48,692	48,924
11-412-501830	INSURANCE - GROUP	29,384	25,401	35,704	24,479	30,080	18,337
11-412-501930	SERVICES-PROFESSIONAL	23,166	20,203	3,000	3,000	3,000	-
11-412-501940	SERVICES-PLANNING CONSULTA	-	13,184	10,000	10,000	10,000	-
11-412-501950	SERVICES-SOFTWARE SUPPORT	-	-	4,800	4,800	5,900	5,900
11-412-501990	SERVICES-OTHER	11,933	5,249	9,525	9,525	12,620	1,595
11-412-502010	SUPPLIES-DEPARTMENT	895	1,412	1,500	1,500	2,500	500
11-412-503100	TRAVEL/CONFERENCE/TRAINING	5,147	4,200	16,655	14,155	10,057	9,730
11-412-503150	TRANSPORTATION EXPENSE	-	762	-	-	-	-
11-412-503125	SUBSISTENCE	409	-	900	900	940	-
11-412-503910	ADS/NOTICES	866	415	-	-	500	-
11-412-504910	DUES/PROF SUBSCRIPTIONS	6,460	7,741	9,400	9,400	8,953	8,423
11-412-505001	NON-CAPITAL OUTLAY	1,394	1,209	-	-	-	-
11-412-506000	BOARD EXPENSES	-	-	500	300	300	-
11-412-605000	CAPITAL OUTLAY	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 376,144</b>	<b>\$ 370,697</b>	<b>\$ 427,686</b>	<b>\$ 441,335</b>	<b>\$ 454,169</b>	<b>\$ 429,552</b>
Town Manager-100%							
Town Clerk-100%							
Deputy Clerk/Project Coordinator-75%							
Admin Services Representative-75%							

TOWN OF SWANSBORO  
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FINANCE							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-414-501210	SALARIES-FULL TIME	144,587	150,141	164,617	163,761	173,149	176,450
11-414-501231	LONGEVITY	750	750	825	825	900	900
11-414-501232	CELL PHONE STIPEND	600	650	600	600	600	600
11-414-501810	FICA	10,395	11,059	12,555	12,430	13,361	13,613
11-414-501815	FEES OTHER	1,524	1,684	4,500	5,108	4,500	8,000
11-414-501820	RETIREMENT	19,914	19,827	26,305	23,540	28,979	29,529
11-414-501830	INSURANCE-GROUP	17,092	17,420	18,133	18,228	18,743	18,576
11-414-501910	SERVICES-AUDITOR	12,500	12,500	13,500	13,500	15,500	15,500
11-414-501930	SERVICES -PROFESSIONAL	6,166	5,375	4,500	4,500	4,500	4,500
11-414-501950	SERVICES-SOFTWARE SUPPORT	7,051	-	-	-	-	-
11-414-501990	SERVICES - OTHER	-	3,702	-	-	-	-
11-414-502010	SUPPLIES-DEPARTMENT	1,318	1,575	2,500	2,500	2,500	2,500
11-414-502600	SUPPLIES-OFFICE	2,372	2,590	4,500	4,500	4,500	3,000
11-414-503100	TRAVEL/CONFERENCE/TRAINING	1,088	2,125	4,500	4,500	5,500	1,700
11-414-503150	TRANSPORTATION EXPENSE	31	-	-	-	-	-
11-414-504540	INSURANCE-PROPERTY & LIABILITY	-	-	-	-	-	-
11-414-504910	DUES/PROF SUBSCRIPTIONS	265	160	310	310	310	310
11-414-505001	NON-CAPITALIZED OUTLAY	1,600	474	-	-	-	-
11-414-506910	EXPENSE-TAX COLLECTION	22,515	28,951	32,000	34,887	35,500	40,000
11-414-509950	TRANSFER-CAPITAL RESERVE FUND	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 249,767</b>	<b>\$ 258,981</b>	<b>\$ 289,345</b>	<b>\$ 289,189</b>	<b>\$ 308,541</b>	<b>\$ 315,178</b>
Finance Director							
Finance Technician							
Finance Clerk							

TOWN OF SWANSBORO  
 "Preliminary Projections" Budget-FY 2024-2025

<b>LEGAL</b>							
<b>LINE ITEM</b>	<b>DESCRIPTION</b>	<b>FY 2021-22 ACTUAL</b>	<b>FY 2022-23 ACTUAL</b>	<b>FY 2023-24 BUDGETED</b>	<b>FY 2023-24 PROJECTED FEBRUARY 29, 2024</b>	<b>FY 2024-25 DEPT. REQUEST</b>	<b>FY 2024-25 MGR. RECOMMENDATION</b>
11-415-501920	Services-Legal General	27,005	31,031	30,000	34,324	54,300	54,300
11-415-501924	Services-Legal Special Meetings	-	-	1,000	1,000	3,000	3,000
11-415-501926	Services-Legal-Loans/Grants/Property	-	-	2,000	2,000	2,000	2,000
11-415-501927	Services-Legal Litigation	28,629	10,386	10,000	15,845	-	-
11-415-506930	Contingency	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 55,634</b>	<b>\$ 41,417</b>	<b>\$ 43,000</b>	<b>\$ 53,169</b>	<b>\$ 59,300</b>	<b>\$ 59,300</b>

TOWN OF SWANSBORO  
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PUBLIC BUILDINGS							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-426-501210	SALARIES-FULL TIME	44,017	58,428	74,764	70,873	76,024	78,391
11-426-501220	SALARIES-OVERTIME	-	24	-	27	-	-
11-426-501231	LONGEVITY	150	313	313	69	206	206
11-426-501232	CELL PHONE STIPEND	325	650	600	600	600	600
11-426-501810	FICA	3,397	4,544	5,718	5,480	5,878	6,059
11-426-501820	RETIREMENT	4,903	7,196	11,937	9,202	12,692	13,086
11-426-501830	INSURANCE-GROUP	7,671	10,274	13,378	10,757	13,762	13,762
11-426-501930	SERVICES-PROFESSIONAL	35,912	36,303	44,375	44,375	46,594	-
11-426-501990	SERVICES-OTHER	797	-	-	-	-	-
11-426-502010	SUPPLIES-DEPARTMENT	926	3,094	1,600	1,901	1,600	1,600
11-426-502120	UNIFORMS	1,423	-	1,100	1,100	1,123	1,200
11-426-502130	JANITORIAL SUPPLIES	6,806	7,443	6,000	6,000	7,000	7,000
11-426-502500	SUPPLIES-GAS/OIL	2,444	3,301	3,500	3,500	3,500	3,500
11-426-503100	TRAVEL/CONFERENCE/TRAINING	-	-	1,000	1,000	500	-
11-426-503310	UTILITIES	56,157	54,471	58,000	65,592	60,900	60,900
11-426-503315	SPECTRUM	864	1,139	1,200	1,467	-	-
11-426-503520	R/M EQUIPMENT	535	765	1,500	643	500	400
11-426-503530	R/M VEHICLES	927	465	2,000	1,300	500	1,000
11-426-503540	R/M-BUILDING/GROUNDS	3,127	709	2,000	2,000	2,500	2,500
11-426-503542	R/M-TOWN HALL	2,546	1,373	12,000	12,000	17,000	3,000
11-426-503543	R/M-VISITOR CENTER	13,774	858	-	21	-	-
11-426-503544	R/M-CIGAR SHOP	687	48	500	500	500	250
11-426-503545	R/M-OLD TOWN HALL	525	2,029	4,000	4,000	4,000	2,000
11-426-503546	R/M-PSB	6,684	2,119	2,000	5,751	3,000	2,000
11-426-503547	R/M-PUBLIC WORKS OFFICE	520	1,677	2,000	386	1,000	1,000
11-426-503548	R/M-PARKS & RECREATION	2,820	2,438	3,000	2,077	14,000	-
11-426-505001	NON-CAPITALIZED OUTLAY	835	2,874	1,500	1,500	1,500	1,500
11-426-507900	LOAN REPAYMENT - LAND/BLDGS	143,343	131,292	132,315	132,315	129,219	129,219
11-426-605000	CAPITAL OUTLAY	47,603	-	5,700	5,700	-	18,000
<b>DEPARTMENT TOTAL</b>		<b>\$ 389,716</b>	<b>\$ 333,824</b>	<b>\$ 392,000</b>	<b>\$ 390,135</b>	<b>\$ 404,098</b>	<b>\$ 347,173</b>
	Public Works Director-25%						
	Maintenance Tech-100%						
	Maintenance Tech-50%						
	Loan Repayment						
	Town Hall Annex-\$72,862.57						
	Public Safety Building-\$41,032						
	Town Hall Generator-\$15,324						

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		<b>FIRE</b>					
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-430-501210	SALARIES-FULL TIME	288,903	466,446	588,030	581,980	740,759	641,014
11-430-501220	SALARIES-OVERTIME	10,850	12,081	64,823	53,382	85,305	78,000
11-430-501230	SALARIES-PART TIME	135,861	43,969	52,926	91,000	144,760	72,000
11-430-501231	LONGEVITY	4,150	3,150	4,013	4,700	10,000	5,131
11-430-501232	CELL PHONE STIPEND	550	450	600	-	-	-
11-430-501710	RECRUITMENT/RETENTION	5,509	6,342	5,000	7,502	15,000	5,100
11-430-501810	FICA	34,000	40,532	54,727	56,500	76,181	61,135
11-430-501815	FEES OTHER	76	-	-	-	-	-
11-430-501820	RETIREMENT	36,093	55,958	104,971	105,788	139,205	120,570
11-430-501830	INSURANCE-GROUP	53,487	56,159	100,112	91,086	148,200	88,981
11-430-501930	SERVICES-PROFESSIONAL	1,506	255	-	3,500	-	-
11-430-501950	SERVIVCES-SOFTWARE SUPPORT	2,995	9,315	3,500	3,500	11,000	11,000
11-430-501990	SERVICES-OTHER	668	1,628	-	761	-	-
11-430-502010	SUPPLIES-DEPARTMENT	2,451	3,644	3,500	3,500	8,000	4,000
11-430-502014	EMS-SUPPLIES	2,278	3,421	4,000	1,576	4,000	2,500
11-430-502015	FIRE PREVENTION	662	1,990	1,800	2,000	6,000	2,600
11-430-502120	UNIFORMS	3,066	3,932	8,824	5,500	15,000	3,800
11-430-502350	MEDICAL EXAMS	1,400	1,760	-	-	-	-
11-430-502500	SUPPLIES-GAS/OIL	13,661	13,968	15,000	15,000	25,000	26,000
11-430-503100	TRAVEL/CONF/TRAINING	751	1,487	9,024	8,200	16,000	10,000
11-430-503125	SUBSISTENCE	276	115	500	500	500	500
11-430-503210	TELEPHONE	2,907	2,712	3,000	3,000	5,600	5,600
11-430-503315	SPECTRUM	90	142	246	246	400	400
11-430-503520	R/M EQUIPMENT	7,940	3,558	11,000	7,300	20,000	8,900
11-430-503530	R/M VEHICLES	17,630	10,146	20,000	27,250	35,000	13,500
11-430-503540	R/M BUILDINGS	-	-	1,500	-	-	-
11-430-504540	VFIS PROPERTY & LIABILTY	-	-	-	-	26,000	24,262
11-430-504910	DUES/PROF SUBSCRIPTIONS	1,907	3,233	4,500	2,500	6,200	2,900
11-430-605000	CAPITAL OUTLAY	5,735	-	-	-	135,000	120,000
11-430-505001	NON-CAPITALIZED OUTLAY	14,132	22,301	26,558	20,332	65,000	24,500
11-430-507900	LOAN REPAYMENTS	88,018	93,723	92,881	92,881	92,510	103,065
11-430-507922	GRANT - EQUIPMENT	-	-	60,149	63,700	559,000	559,000
11-430-ESTABLISH	GRANTS -PERSONNEL	-	-	-	-	209,765	-
11-430-ESTABLISH	GRANTS-RELATED EQUIPMENT/SUPPLIES	-	-	-	-	45,000	-
11-430-605000	CAPITAL RESERVE	-	113,000	109,380	109,380	225,000	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 737,551</b>	<b>\$ 975,418</b>	<b>\$ 1,350,563</b>	<b>\$ 1,362,564</b>	<b>\$ 2,869,385</b>	<b>\$ 1,994,458</b>
<b>Personnel</b>	Fire Chief-100%	CIP Funds (FY 24/25)	Engine 17 (1705) \$75,000		Loan Repayment		
	2 Assistant Fire Chief-100%		Squad 17 (1703)- \$75,000			Sleeping Quarters-\$26,822.50	
	1-Captain-75%		Truck 17 (1717)- \$75,000			Fire Truck-\$47,512.03	
	2- Captain-100%		Car 1 (1700)			Ladder Truck-\$11,861.37	
	(2) Engineer		Car 2 (1701)			Fire Chief Vehicle 6310.59	
	(4) Firefighter II		Car 3 (1702)				
			Utility 17 (1709)				
			Marine 17 (1718)				

TOWN OF SWANSBORO  
 "Preliminary Projections" Budget-FY 2024-2025

PERMITTING							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-435-501210	SALARIES-FULL TIME	157,681	184,673	236,576	223,591	277,341	183,314
11-435-501220	SALARIES-OVERTIME	368	-	-	47	-	-
11-435-501230	SALARIES-PART TIME	9,304	28,377	44,998	39,738	-	-
11-435-501231	LONGEVITY	863	831	981	706	1,038	588
11-435-501232	CELL PHONE STIPEND	1,050	1,000	1,200	1,200	1,200	900
11-435-501810	FICA	12,597	16,161	21,613	20,294	21,388	14,137
11-435-501815	FEES-OTHER	-	177	-	-	-	-
11-435-501820	RETIREMENT	22,198	26,666	37,772	32,414	46,350	30,620
11-435-501830	GROUP INSURANCE	27,034	28,546	38,067	25,773	38,138	20,571
11-435-501930	SERVICES-PROFESSIONAL	-	4,223	-	-	-	-
11-435-501940	SERVICES-PLANNING CONSULTANT	-	-	-	-	-	-
11-435-501990	SERVICES-OTHER	250	360	500	500	1,000	-
11-435-502010	SUPPLIES-DEPARTMENT	955	271	500	500	1,000	1,800
11-435-502120	UNIFORMS	194	469	500	500	500	500
11-435-502500	SUPPLIES-GAS/OIL	37	-	600	-	600	4,000
11-435-503100	TRAVEL/CONFERENCE/TRAINING	2,024	3,479	4,900	4,900	7,111	-
11-435-503150	TRANSPORTATION EXPENSE	-	110	100	100	100	-
11-435-503210	TELEPHONE	704	342	-	-	-	-
11-435-503530	R/M-VEHICLES	60	-	250	-	-	-
11-435-504910	DUES/PROF SUBSCRIPTIONS	-	173	635	635	735	870
11-435-505001	NON-CAPITAL OUTLAY	-	1,209	-	-	-	-
11-435-506990	HOMEOWNERS RECOVERY FUND	756	387	500	500	1,200	1,200
DEPARTMENT TOTAL		\$ 236,075	\$ 297,452	\$ 389,692	\$ 351,399	\$ 397,701	\$ 258,500
Permit Clerk-100%							
Chief Building Inspector/Code Enforcement Officer 100%							
Building Inspector-50%							
Deputy Clerk/Project Coordinator-25%							
Admin Services Representative-25%							
Fire Chief-25%							

TOWN OF SWANSBORO  
 "Preliminary Projections" Budget-FY 2024-2025

		<b>PLANNING</b>					
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-436-501210	SALARIES-FULL TIME	-	-	-	-	-	61,149
11-436-501220	SALARIES-OVERTIME	-	-	-	-	-	-
11-436-501230	SALARIES-PART TIME	-	-	-	-	-	-
11-436-501231	LONGEVITY	-	-	-	-	-	175
11-436-501232	CELL PHONE STIPEND	-	-	-	-	-	600
11-436-501810	FICA	-	-	-	-	-	4,737
11-436-501815	FEES-OTHER	-	-	-	-	-	-
11-436-501820	RETIREMENT	-	-	-	-	-	10,210
11-436-501830	GROUP INSURANCE	-	-	-	-	-	9,122
11-436-501930	SERVICES-PROFESSIONAL	-	-	-	-	-	-
11-436-501940	SERVICES-PLANNING CONSULTANT	-	-	-	-	-	-
11-436-501990	SERVICES-OTHER	-	-	-	-	-	-
11-436-502010	SUPPLIES-DEPARTMENT	-	-	-	-	-	-
11-436-502120	UNIFORMS	-	-	-	-	-	-
11-436-502500	SUPPLIES-GAS/OIL	-	-	-	-	-	-
11-436-503100	TRAVEL/CONFERENCE/TRAINING	-	-	-	-	-	-
11-436-503150	TRANSPORTATION EXPENSE	-	-	-	-	-	-
11-436-503210	TELEPHONE	-	-	-	-	-	-
11-436-503530	R/M-VEHICLES	-	-	-	-	-	-
11-436-504910	DUES/PROF SUBSCRIPTIONS	-	-	-	-	-	-
11-436-505001	NON-CAPITAL OUTLAY	-	-	-	-	-	-
11-436-506000	BOARD EXPENSES	-	-	-	-	-	300
11-436-506990	HOMEOWNERS RECOVERY FUND	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		\$ -	\$ -	\$ -	\$ -	\$ -	\$ 86,293
Town Planner-100%							



TOWN OF SWANSBORO  
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		POLICE					
LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION
11-450-501210	SALARIES-FULL TIME	645,404	512,321	721,184	672,732	877,230	793,287
11-450-501220	SALARIES-OVERTIME	18,974	57,867	48,070	31,031	48,070	30,000
11-450-501230	SALARIES-PART TIME	-	-	-	-	-	-
11-450-501231	LONGEVITY	3,525	2,600	3,725	2,325	3,600	3,450
11-450-501300	SEPARATION ALLOW (Parrish)	7,762	5,796	6,354	6,354	6,671	6,671
11-450-501810	FICA	49,361	43,080	59,466	54,502	71,571	63,756
11-450-501815	FEES-OTHER	328	-	-	-	-	-
11-450-501820	RETIREMENT	112,727	101,124	145,870	129,679	184,651	165,407
11-450-501830	INSURANCE-GROUP	98,441	75,044	115,401	93,688	146,330	126,894
11-450-501850	EMPLOYEE RELATIONS	-	-	-	-	-	500
11-450-501930	SERVICES-PROFESSIONAL	-	45	-	-	-	-
11-450-501950	SERVICES-SOFTWARE SUPPORT	3,366	3,399	3,400	3,399	3,467	3,467
11-450-501990	SERVICES-OTHER	2,352	3,378	2,612	4,315	2,802	2,802
11-450-502010	SUPPLIES-DEPARTMENT	4,153	1,502	6,000	2,179	10,000	5,000
11-450-502011	SHOP WITH THE COP	-	-	-	-	2,000	2,000
11-450-502030	PUBLIC RELATIONS	-	1,807	1,000	429	1,000	1,000
11-450-502120	UNIFORMS	289	7,222	3,000	3,000	6,000	3,000
11-450-502350	MEDICAL EXAMS	-	1,545	1,545	3,189	1,845	1,845
11-450-502500	SUPPLIES-GAS/OIL	43,867	38,392	40,000	46,396	65,000	50,000
11-450-503100	TRAVEL/CONF/TRAINING	-	121	2,400	2,400	6,700	1,500
11-450-503125	SUBSISTENCE	-	20	500	301	650	650
11-450-503210	TELEPHONE	4,377	4,066	4,500	2,208	4,500	4,500
11-450-503520	R/M EQUIPMENT	589	454	2,000	2,083	4,000	3,000
11-450-503530	R/M VEHICLES	20,753	16,279	12,000	11,340	35,000	10,000
11-450-504910	DUES/PROF SUBSCRIPTIONS	40	45	175	175	175	175
11-450-505001	NON-CAPITALIZED OUTLAY	296	3,901	18,840	18,840	60,485	12,000
11-450-507900	LOAN REPAYMENTS	15,017	4,091	4,208	4,208	4,091	4,091
11-450-507922	GRANT - EQUIPMENT	-	-	-	-	-	-
11-450-605000	CAPITAL OUTLAY	-	37,556	46,000	46,000	50,000	50,000
11-450-709950	CAPITAL RESERVE	-	15,200	8,000	8,000	16,000	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 1,031,623</b>	<b>\$ 936,855</b>	<b>\$ 1,256,251</b>	<b>\$ 1,148,772</b>	<b>\$ 1,611,838</b>	<b>\$ 1,344,996</b>
13 Officers							
1 Admin Assistant							
<b>Proposed:1-Lieutenant &amp; 1 Police Officers</b>		Loan Repayment-Detective Vehicle					

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PUBLIC WORKS-STREETS							
LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION
11-451-501210	SALARIES-FULL TIME	57,063	149,107	129,355	129,355	132,270	154,373
11-451-501220	SALARIES-OVERTIME	-	475	-	95	-	-
11-451-501231	LONGEVITY	263	550	425	363	575	700
11-451-501232	CELL PHONE STIPEND	463	925	988	988	1,050	1,350
11-451-501810	FICA	4,411	11,581	9,875	10,006	10,243	11,966
11-451-501815	FEES-OTHER	416	-	-	-	-	-
11-451-501820	RETIREMENT	7,133	18,917	19,686	16,699	22,119	25,766
11-451-501830	INSURANCE-GROUP	10,047	25,675	22,239	22,239	23,821	23,916
11-451-501930	SERVICES-PROFESSIONAL	-	38	-	-	-	-
11-451-501990	SERVICES-OTHER	-	31	-	-	-	-
11-451-502010	SUPPLIES-DEPARTMENT	1,010	843	500	400	1,000	500
11-451-502120	UNIFORMS	629	-	1,100	1,100	1,789	1,789
11-451-502500	SUPPLIES-GAS/OIL	3,478	3,103	3,400	3,400	3,400	3,000
11-451-503100	TRAVEL/CONFERENCE/TRAINING	-	-	500	500	1,000	-
11-451-503125	SUBSISTENCE	-	275	949	949	-	1,000
11-451-503210	TELEPHONE	248	345	-	-	-	-
11-451-503311	STREET LIGHTS	45,982	49,318	52,000	55,000	55,000	60,000
11-451-503520	R/M EQUIPMENT	1,923	1,949	1,500	1,500	1,500	1,000
11-451-503530	R/M VEHICLES	-	887	2,000	3,000	2,000	1,000
11-451-503540	R/M BUILDING/GROUNDS	-	-	-	-	-	-
11-451-503541	R/M STREETS	1,838	694	1,000	1,000	2,000	1,000
11-451-503550	R/M TRAFFIC SIGNS	8,788	1,718	3,382	3,382	4,000	3,000
11-451-504910	DUES/PROFESSIONAL SUBSCRIP	40	-	-	-	-	-
11-451-505001	NON-CAPITALIZED OUTLAY	13,220	7,555	10,000	8,500	3,500	2,000
11-451-505002	SIDEWALKS CONSTRUCTION/MAINTENANCE	648	-	-	-	-	500,000
11-451-507900	LOAN REPAYMENTS	12,309	-	-	-	22,227	22,227
11-451-605000	CAPITAL OUTLAY	20,446	12,438	253,750	253,750	400,000	400,000
11-451-709950	CAPITAL RESERVE-SIDEWALKS	-	-	50,000	50,000	-	-
<b>DEPARTMENT TOTAL</b>		\$ 190,355	\$ 286,421	\$ 562,648	\$ 562,226	\$ 687,493	\$ 1,214,586
Public Works Director-50%							
Maintenance Tech-100% (2)							
Maintenance Tech-50%							
Maintenance Tech-50%							
Maintenance Tech-50%							
Debt Service: Dump Truck							

TOWN OF SWANSBORO  
 "Preliminary Projections" Budget-FY 2024-2025

<b>POWELL BILL-STREETS</b>							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-452-501210	SALARIES-FULL TIME	3,954	3,057	3,394	3,394	3,499	3,521
11-452-501231	LONGEVITY	18	13	14	14	10	10
11-452-501232	CELL PHONE STIPEND	28	30	30	30	30	30
11-452-501810	FICA	305	235	261	261	271	272
11-452-501820	RETIREMENT	540	372	541	542	584	588
11-452-501830	INSURANCE-GROUP	342	23	20	20	24	24
11-452-501930	SERVICES-PROFESSIONAL	900	400	900	900	900	900
11-452-502010	SUPPLIES-DEPARTMENT	-	-	1,000	1,000	1,000	1,000
11-452-502500	SUPPLIES-GAS/OIL	1,157	891	1,000	1,000	500	500
11-452-503520	R/M EQUIPMENT	858	78	1,000	1,000	1,000	1,000
11-452-503530	R/M VEHICLES	762	-	1,000	1,000	1,000	1,000
11-452-503541	R/M STREETS	60,166	81,732	97,934	97,934	80,043	70,102
11-452-505001	NON-CAPITALIZED OUTLAY	20,446	1,400	3,000	3,000	1,500	1,500
11-452-505002	SIDEWALKS	-	-	-	-	-	-
11-452-507900	LOAN REPAYMENT	1,505	-	-	-	36,264	36,264
<b>DEPARTMENT TOTAL</b>		<b>\$ 90,980</b>	<b>\$ 88,230</b>	<b>\$ 110,094</b>	<b>\$ 110,094</b>	<b>\$ 126,626</b>	<b>\$ 116,712</b>
Public Works Director-5%							
Debt Service: Cab Tractor							



TOWN OF SWANSBORO  
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<b>CHURCH STREET DOCK/VISITOR CENTER</b>							
LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION
11-454-501210	SALARIES-FULL TIME	-	69	46,509	39,919	54,874	55,235
11-454-501230	SALARIES-PART TIME-VISITOR CENTER-PARKS & REC PT EMPL	-	42	13,902	13,902	13,523	13,523
11-454-501231	LONGEVITY	-	-	150	300	325	325
11-454-501232	CELL PHONE STIPEND	-	-	600	300	-	-
11-454-501810	FICA	-	-	4,632	4,813	5,232	5,260
11-454-501820	RETIREMENT	-	-	7,395	6,034	9,224	9,251
11-454-501830	INSURANCE-GROUP	-	-	8,856	7,175	9,040	9,058
11-454-501990	SERVICES-OTHER	-	-	-	-	2,800	-
11-454-501992	SERVICES-CONSTRUCTION-VISITOR CENTER	-	-	60,000	-	60,000	30,000
11-454-502130	JANITORIAL SUPPLIES-VISTIOR CENTER	-	-	1,000	300	-	-
11-454-502500	SUPPLIES-GAS/OIL-VISITOR CENTER	-	-	1,000	450	-	500
11-454-503310	UTILITIES-VISITOR CENTER	-	467	1,870	1,870	3,000	3,000
11-454-503315	SPECTRUM-VISITOR CENTER	-	-	1,164	1,284	1,284	1,284
11-454-503543	REPAIRS/MAINT-VISITOR CENTER	-	201	2,800	715	-	-
11-454-505001	NON-CAPITALIZED OUTLAY-VISITOR CENTER	-	-	-	-	-	-
11-454-501230	SALARIES-PART TIME-DOCK ATTENDANTS	-	-	17,940	9,000	19,200	-
11-454-501231	LONGEVITY	-	-	200	200	525	325
11-454-501232	CELL PHONE STIPEND	-	-	-	-	420	-
11-454-501810	FICA	-	-	1,388	704	1,541	25
11-454-501815	FEES-OTHER	1,000	1,090	1,000	1,025	1,000	-
11-454-501930	SERVICES - PROFESSIONAL	-	-	-	-	-	-
11-454-501950	SERVICES-SOFTWARE	-	-	-	-	-	-
11-454-502010	SUPPLIES - DEPARTMENT	-	219	300	300	1,000	500
11-454-503210	TELEPHONE	497	425	540	540	540	540
11-454-503311	WATER/SEWER	1,001	619	756	600	-	-
11-454-503312	ELECTRICITY	1,682	1,347	1,825	1,825	-	-
11-454-503315	SPECTRUM-CHURCH ST DOCK	1,296	1,296	1,300	1,300	-	-
11-454-503523	R/M-DOCKS	-	2,422	1,000	3,579	6,000	-
11-454-503540	R/M BUILDINGS & GROUNDS	1,020	-	-	-	3,000	1,000
11-454-503551	SIGNS	-	280	200	200	500	500
11-454-505001	NON-CAPITALIZED OUTLAY	-	-	-	-	3,550	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 6,496</b>	<b>\$ 8,476</b>	<b>\$ 176,327</b>	<b>\$ 96,334</b>	<b>\$ 196,579</b>	<b>\$ 130,326</b>
	Dock Master/Facility Supervisor-100%						
	PT Employees-Parks & Rec Vistor Center Mangement (Friday-Sunday)						

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FESTIVALS & EVENTS							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
11-455-501220	SALARIES-OVERTIME	12,653	11,667	20,220	21,381	30,000	30,000
11-455-501230	SALARIES-PARTIME	380	1,360	5,911	6,841	10,103	10,103
11-455-501231	LONGEVITY	-	-	-	200	200	200
11-455-501810	FICA	188	104	2,022	1,712	3,083	3,083
11-455-502010	SUPPLIES-DEPARTMENT	1,857	815	1,600	1,707	2,000	2,000
11-455-502016	PARADE EXPENSES	1,022	1,608	1,700	1,335	1,700	1,700
11-455-502017	MULLET FESTIVAL EXPENSES	35,293	35,071	40,000	30,646	46,610	38,000
11-455-502018	JULY 4TH EXPENSES	26,103	17,406	30,000	29,833	26,722	26,722
11-455-502019	FLOTILLA EXPENSES	4,930	6,508	6,000	4,834	6,090	6,090
11-455-502022	ARTS BY THE SEA	5,451	5,717	6,500	6,800	7,115	7,115
11-455-502029	PUBLIC PERFORMANCE LICENSE	735	797	850	1,628	1,552	1,552
11-455-502500	SUPPLIES-GAS/OIL	261	63	200	200	450	450
11-455-503100	TRAVEL/CONFERENCE	-	-	-	374	2,602	-
11-455-503310	UTILITIES	897	864	850	850	850	300
11-455-503540	R/M-MAINTENANCE GROUNDS	86	53	100	100	100	100
11-455-503910	ADS & NOTICES	1,756	4,416	8,250	8,250	16,530	6,530
11-455-504910	DUES/SUBSCRIPTIONS	374	733	450	450	490	490
11-455-505001	NON-CAPITAL OUTLAY	-	-	-	408	200	200
DEPARTMENT TOTAL		91,985	87,182	124,653	117,548	156,397	134,635

TOWN OF SWANSBORO  
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<b>EMERGENCY MANAGEMENT</b>							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2023-24 MGR. RECOMMENDATION
11-456-501230	SALARIES -PART-TIME	-	-	6,000	6,000	8,500	-
11-456-501220	SALARIES -OVERTIME	-	-	-	-	-	-
11-456-501930	SERVICES-PROFESSIONAL	32,125	-	5,285	5,285	-	-
11-456-501990	SERVICES-OTHER	-	1,125	1,000	1,000	2,000	-
11-456-502010	SUPPLIES-DEPARTMENTAL	-	-	954	954	1,000	-
11-456-502120	UNIFORMS	-	-	3,257	3,257	-	-
11-456-502500	SUPPLIES-GAS/OIL	511	-	1,282	1,282	-	-
11-456-503100	TRAVEL/CONF/TRAINING	-	-	45	45	2,500	-
11-456-503150	TRANSPORTATION	24	-	-	-	-	-
11-456-503125	SUBSISTENCE	-	-	66	65	600	-
11-456-503315	SPECTRUM	631	1,654	2,912	2,912	1,000	1,000
11-456-503210	TELEPHONE	-	-	-	-	2,850	2,850
11-456-503520	R/M-EQUIPMENT	-	-	282	282	-	-
11-456-503530	R/M-VEHICLES	-	-	1,959	1,959	-	-
11-456-503540	R/M-BUILDING/GROUNDS	29,405	-	268	268	-	-
11-456-503542	R/M-TOWN HALL	-	-	268	268	950	-
11-456-503543	R/M-VISITOR CENTER	-	-	-	-	950	-
11-456-503544	R/M-CIGAR SHOP	-	-	-	-	950	-
11-456-503545	R/M-OLD TOWN HALL	-	-	1,986	1,986	950	-
11-456-503546	R/M-PSB	-	-	429	429	950	-
11-456-503547	R/M-PUBLIC WORKS OFFICE	-	-	-	-	950	-
11-456-503549	R/M-PARKS & RECREATION	7,765	-	1,395	1,395	950	-
11-456-503700	TIPPING FEES-REFUSE	-	-	-	-	-	-
11-456-503710	TIPPING FEES-YARD WASTE	-	-	-	-	-	-
11-456-501950	SERVICES - SOFTWARE SUPPORT	-	-	-	-	6,400	7,000
11-456-504910	DUES/PROF SUBSCRIPTIONS	-	-	-	-	1,000	-
11-456-505001	NON-CAPITALIZED OUTLAY	-	-	16,918	16,918	10,000	-
11-456-605000	CAPITAL OUTLAY	-	-	-	-	28,000	-
<b>DEPARTMENT TOTAL</b>		\$ 70,459	\$ 2,779	\$ 44,306	\$ 44,306	\$ 70,500	\$ 10,850

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ENTERPRISE FUND-STORM WATER							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
30-820-501210	SALARIES-FULL TIME	47,542	39,647	54,422	47,000	44,994	45,347
30-820-501220	SALARIES-OVERTIME	56	-	-	96	-	-
30-820-501230	LONGEVITY	285	300	318	318	95	95
30-820-501232	CELL PHONE STIPEND	355	410	360	360	360	360
30-820-501810	FICA	3,685	3,089	4,215	3,620	3,477	3,504
30-820-501820	RETIREMENT	6,428	5,512	8,704	6,626	7,491	7,550
30-820-501830	INSURANCE-GROUP	9,002	6,640	8,895	8,895	9,173	9,089
30-820-501900	BAD DEBT EXPENSE	8,997	-	-	-	-	-
30-820-501930	FEES-PROFESSIONAL	11,448	123,723	2,000	2,596	3,000	3,000
30-820-502010	SUPPLIES-DEPARTMENT	423	484	1,000	1,000	1,500	1,500
30-820-502120	UNIFORMS	1,166	-	1,100	1,100	1,100	1,100
30-820-502500	SUPPLIES-GAS/OIL	3,331	3,459	4,500	3,500	4,000	4,000
30-820-503250	POSTAGE	2,227	2,080	3,500	2,500	3,500	3,500
30-820-503520	R/M EQUIPMENT	426	1,669	3,000	1,500	3,000	3,000
30-820-503530	R/M VEHICLES	2,129	11	1,000	1,000	2,500	2,500
30-820-503540	R/M VBUILDING/GROUNDS	-	-	-	-	1,000	1,000
30-820-503541	R/M STREETS	-	1,322	2,000	1,000	2,000	2,000
30-820-503560	R/M STORM DRAINAGE	16,070	8,683	30,000	30,000	30,000	30,000
30-820-503710	TIPPING FEES-YARD WASTE	-	1,940	2,500	2,000	2,000	2,000
30-820-504100	DEPRECIATION EXPENSE	-	-	5,000	10,500	11,000	11,000
30-820-505001	NON-CAPITALIZED OUTLAY	1,492	590	1,000	1,003	1,500	1,500
30-820-507900	LOAN REPAYMENTS	9,729	-	-	-	-	-
30-820-605000	CAPITAL OUTLAY	40,892	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 165,683	\$ 199,558	\$ 133,513	\$ 124,612	\$ 131,690	\$ 132,046
	Public Works Director-10%						
	Maintenance Tech 100%						



TOWN OF SWANSBORO  
"Preliminary Projections" Budget-FY 2024-2025

ENTERPRISE FUND-SOLID WASTE							
LINE ITEM	DESCRIPTION	FY 2021-22 ACTUAL	FY 2022-23 ACTUAL	FY 2023-24 BUDGETED	FY 2023-24 PROJECTED FEBRUARY 29, 2024	FY 2024-25 DEPT. REQUEST	FY 2024-25 MGR. RECOMMENDATION
31-820-501210	SALARIES - FULL TIME	43,985	33,962	44,687	43,000	45,276	45,557
31-820-501231	LONGEVITY	261	175	268	27	220	220
31-820-501232	CELL PHONE STIPEND	330	360	360	-	360	360
31-820-501810	FICA	3,377	2,655	3,467	3,238	3,508	3,529
31-820-501815	FEES- OTHER	-	10	-	-	-	-
31-820-501820	RETIREMENT	5,216	4,205	7,148	5,077	7,575	7,622
31-820-501830	INSURANCE - GROUP	2,267	6,563	8,889	5,714	9,184	9,101
31-820-501930	SERVICES-PROFESSIONAL	73	944	-	-	-	-
31-820-501951	SERVICES-REFUSE	147,365	162,722	177,502	177,502	183,537	183,537
31-820-501952	SERVICES-RECYCLING	56,873	62,987	64,291	64,291	66,477	66,477
31-820-501953	SERVICES-YARD WASTE	225	117	-	-	-	-
31-820-502010	SUPPLIES-DEPARTMENTAL	-	320	1,000	1,000	1,033	1,033
31-820-502120	UNIFORMS	620	-	1,100	1,000	1,137	1,137
31-820-502500	SUPPLIES - GAS/OIL	3,968	5,213	5,500	5,500	5,687	5,687
31-820-503520	R/M EQUIPMENT	678	1,812	1,000	1,000	1,034	1,034
31-820-503530	R/M VEHICLES	2,515	1,972	1,500	3,207	1,551	1,551
31-820-503700	TIPPING FEES-REFUSE	80,709	82,995	85,740	85,740	88,655	88,655
31-820-503710	TIPPING FEES-YARD WASTE	5,068	3,600	6,880	6,880	7,500	7,500
31-820-503710	DEPRECIATION EXPENSE	-	-	22,000	20,000	20,000	20,000
31-820-505001	NON-CAPITALIZED OUTLAY	980	-	-	-	-	-
31-820-507900	LOAN REPAYMENTS	42,312	32,583	32,593	32,593	32,593	32,593
31-820-605000	CAPITAL OUTLAY	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 396,821</b>	<b>\$ 403,195</b>	<b>\$ 463,922</b>	<b>\$ 455,769</b>	<b>\$ 475,328</b>	<b>\$ 475,593</b>
Public Works Director-10%							
Maintenance Tech-100%							
Grapple Truck-\$32,593							

**ENTERPRISE FUND-SOLID WASTE**

LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION
31-820-501210	SALARIES - FULL TIME	43,985	33,962	44,687	43,000	45,276	45,557
31-820-501231	LONGEVITY	261	175	268	27	220	220
31-820-501232	CELL PHONE STIPEND	330	360	360	-	360	360
31-820-501810	FICA	3,377	2,655	3,467	3,238	3,508	3,529
31-820-501815	FEES- OTHER	-	10	-	-	-	-
31-820-501820	RETIREMENT	5,216	4,205	7,148	5,077	7,575	7,622
31-820-501830	INSURANCE - GROUP	2,267	6,563	8,889	5,714	9,184	9,101
31-820-501930	SERVICES-PROFESSIONAL	73	944	-	-	-	-
31-820-501951	SERVICES-REFUSE	147,365	162,722	177,502	177,502	183,537	183,537
31-820-501952	SERVICES-RECYCLING	56,873	62,987	64,291	64,291	66,477	66,477
31-820-501953	SERVICES-YARD WASTE	225	117	-	-	-	-
31-820-502010	SUPPLIES-DEPARTMENTAL	-	320	1,000	1,000	1,033	1,033
31-820-502120	UNIFORMS	620	-	1,100	1,000	1,137	1,137
31-820-502500	SUPPLIES - GAS/OIL	3,968	5,213	5,500	5,500	5,687	5,687
31-820-503520	R/M EQUIPMENT	678	1,812	1,000	1,000	1,034	1,034
31-820-503530	R/M VEHICLES	2,515	1,972	1,500	3,207	1,551	1,551
31-820-503700	TIPPING FEES-REFUSE	80,709	82,995	85,740	85,740	88,655	88,655
31-820-503710	TIPPING FEES-YARD WASTE	5,068	3,600	6,880	6,880	7,500	7,500
31-820-503710	DEPRECIATION EXPENSE	-	-	22,000	20,000	20,000	20,000
31-820-505001	NON-CAPITALIZED OUTLAY	980	-	-	-	-	-
31-820-507900	LOAN REPAYMENTS	42,312	32,583	32,593	32,593	32,593	32,593
31-820-605000	CAPITAL OUTLAY	-	-	-	-	-	-
<b>DEPARTMENT TOTAL</b>		<b>\$ 396,821</b>	<b>\$ 403,195</b>	<b>\$ 463,922</b>	<b>\$ 455,769</b>	<b>\$ 475,328</b>	<b>\$ 475,593</b>

Public Works Director-10%  
Maintenance Tech-100%

Grapple Truck-\$32,593

**ENTERPRISE FUND-STORMWATER**

LINE ITEM	DESCRIPTION	FY 2021-22	FY 2022-23	FY 2023-24	FY 2023-24	FY 2024-25	FY 2024-25
		ACTUAL	ACTUAL	BUDGETED	PROJECTED FEBRUARY 29, 2024	DEPT. REQUEST	MGR. RECOMMENDATION
30-820-501210	SALARIES-FULL TIME	47,542	39,647	54,422	47,000	44,994	45,347
30-820-501220	SALARIES-OVERTIME	56	-	-	96	-	-
30-820-501230	LONGEVITY	285	300	318	318	95	95
30-820-501232	CELL PHONE STIPEND	355	410	360	360	360	360
30-820-501810	FICA	3,685	3,089	4,215	3,620	3,477	3,504
30-820-501820	RETIREMENT	6,428	5,512	8,704	6,626	7,491	7,550
30-820-501830	INSURANCE-GROUP	9,002	6,640	8,895	8,895	9,173	9,089
30-820-501900	BAD DEBT EXPENSE	8,997	-	-	-	-	-
30-820-501930	FEES-PROFESSIONAL	11,448	123,723	2,000	2,596	3,000	3,000
30-820-502010	SUPPLIES-DEPARTMENT	423	484	1,000	1,000	1,500	1,500
30-820-502120	UNIFORMS	1,166	-	1,100	1,100	1,100	1,100
30-820-502500	SUPPLIES-GAS/OIL	3,331	3,459	4,500	3,500	4,000	4,000
30-820-503250	POSTAGE	2,227	2,080	3,500	2,500	3,500	3,500
30-820-503520	R/M EQUIPMENT	426	1,669	3,000	1,500	3,000	3,000
30-820-503530	R/M VEHICLES	2,129	11	1,000	1,000	2,500	2,500
30-820-503540	R/M VBUILDING/GROUNDS	-	-	-	-	1,000	1,000
30-820-503541	R/M STREETS	-	1,322	2,000	1,000	2,000	2,000
30-820-503560	R/M STORM DRAINAGE	16,070	8,683	30,000	30,000	30,000	30,000
30-820-503710	TIPPING FEES-YARD WASTE	-	1,940	2,500	2,000	2,000	2,000
30-820-504100	DEPRECIATION EXPENSE	-	-	5,000	10,500	11,000	11,000
30-820-505001	NON-CAPITALIZED OUTLAY	1,492	590	1,000	1,003	1,500	1,500
30-820-507900	LOAN REPAYMENTS	9,729	-	-	-	-	-
30-820-605000	CAPITAL OUTLAY	40,892	-	-	-	-	-
	DEPARTMENT TOTAL	\$ 165,683	\$ 199,558	\$ 133,513	\$ 124,612	\$ 131,690	\$ 132,046

Public Works Director-10%

Maintenance Tech 100%

# Town of Swansboro

## Schedule of Fees



Fiscal Year 2024-2025  
Proposed

## **RESIDENTIAL BUILDING PERMIT FEES**

### New Construction (including modular construction & additions, but not trades)

Single Family and Duplexes	\$. <del>29</del> .50/sq ft <b>Minimum \$500.00</b>
Multi-Family	\$. <del>32</del> .60/sq ft <b>Minimum \$500.00</b>
Plumbing (including renovations and repairs)	\$ .13/sq ft
Mechanical (including renovations and repairs, and ductwork)	\$ .13/sq ft
Electrical (including renovations and repairs)	\$ .13/sq ft
Temporary Pole	\$ <del>60.00</del> <b>\$75.00</b>
Porches, Decks, Garages, and Accessory Buildings (If over 12ft in any direction; over 144 sq ft) (Less than 12ft in any direction or 144 sq ft, zoning, tie-down permit, inspection required)	\$.13/sq ft <b>\$275.00</b> <b>\$150.00</b>
Renovations & Repairs (Building Only) (Not Additions - see New Construction)	\$ .13/sq ft <b>\$75.00</b>
Manufactured Homes (includes CO)	
Single Wide	<del>\$175.00</del> <b>\$250.00</b>
Double Wide	<del>\$225.00</del> <b>\$350.00</b>
Triple Wide	<del>\$275.00</del> <b>\$375.00</b>
Sidewalk Inspection for Residence	\$ <del>60.00</del> <b>\$75.00</b>
Driveway Inspection	\$ <del>60.00</del> <b>\$75.00</b>
Fence Inspection	\$ <del>60.00</del> <b>\$75.00</b>
<u>Swimming Pool</u> (does not included electrical)	<b>\$85.00</b>
Home Owners Recovery Fund	\$ 10.00
Certificate of Occupancy <del>or Certificate of Compliance</del>	<del>\$100.00</del> <b>\$110.00</b>
Temporary Residential Storage Unit (PODS)	No charge
<u>Change of Contractor/Subcontractor</u>	<b>\$25.00</b>
<b>Minimum Permit Fee <del>Per trade</del> <u>Electric, Mechanical, Plumbing</u></b>	<del>\$ 60.00</del> <b>\$75.00</b>
<b>Any work which begins without or prior purchase of any permit</b>	Double permit fees

## COMMERCIAL BUILDING PERMIT FEES

### New Construction (including modular construction & additions, but not trades)

Assembly (A-1, 2, 3, 4)	\$0.55 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Business	\$0.45 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Educational	\$0.53 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Factory (F-1, F-2)	\$0.25 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
High Hazard (H-1, 2, 3, 4, 5)	\$0.45 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Institutional (I-1, 2, 3, 4)	\$0.55 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Mercantile	\$0.27 <del>.60</del> /sq ft \$0.55 <del>.75</del> /sq ft >40,000 sq ft <b>Minimum \$500.00</b>
Hotels & Group Care (R-1, R-4)	\$0.48 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Storage (S-1, S-2)	\$0.25 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Utility	\$0.25 <del>.60</del> /sq ft <b>Minimum \$500.00</b>
Plumbing (including renovations and repairs)	\$.13/sq ft \$0.26/sq ft >40,000 sq ft <b>Minimum \$75.00</b>
Mechanical (including renovations and repairs and ductwork)	\$.13/sq ft \$0.26/sq ft >40,000 sq ft <b>Minimum \$75.00</b>
Electrical (including renovations and repairs)	\$.13/sq ft \$0.26/sq ft >40,000 sq ft <b>Minimum \$75.00</b>
Temporary Pole	<del>\$60.00</del> <b>\$75.00/unit</b>
Renovations & Repairs of Building only	\$.13/sq ft <b>Minimum \$75.00</b>
Gas Pumps/Storage Tank/Mech. Equip/Gas Appliances & Equipment	<del>\$60.00</del> <b>\$75.00/unit</b>
Freezers and cooler change-out	<del>\$60.00</del> <b>\$75.00/unit</b>
Sidewalk Inspection	<del>\$60.00</del> <b>\$75.00</b> \$120.00 >40,000 sq ft
Driveway Inspection	<del>\$60.00</del> <b>\$75.00</b> \$120.00 >40,000 sq ft

Fence Inspection	<del>\$ 60.00</del> <b>\$75.00</b> \$120.00 >40,000 sq ft
Building Sprinkler System (new construction)	\$.07/sq ft \$0.14/sq ft >40,000 sq ft
Head Replacement	\$ 60.00/head
Repair	\$ .13/linear ft
Modification/Alteration	\$100.00
Mobile Home Park (new) Pedestal	<del>\$ 60.00</del> <b>\$75.00/lot</b>
Commercial Exhaust Hoods <u>with or without Fire Suppression Hood (each)</u>	\$150.00
Portable Storage Containers or Structures (site placement inspection)	\$ 60.00
Mobile Construction Site Containers	No charge
Certificate of Occupancy <del>or Certificate of Compliance</del>	<del>\$100.00</del> <b>\$110.00</b> \$500.00 >40,000 sq ft
<b>Minimum Permit Fee <del>Per Trade</del> <u>Electric, Mechanical, Plumbing</u></b>	<del>\$ 60.00</del> <b>\$100.00</b>
<b>Any</b> work which begins without or prior purchase of <b>any</b> permit	Double permit fees

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## OTHER BUILDING AND PLANNING FEES

Zoning Compliance Review (all projects <b>as needed</b> )	\$50.00
<b>Zoning Permit – Property additions</b>	<b>\$25.00</b>
<b>(Required for all residential &amp; commercial fence, walls, accessory structures)</b>	
<b>Zoning Permit – New construction/additions for commercial &amp; residential</b>	<b>\$50.00</b>
Zoning Certification/Verification Letter	\$25.00
Site Setback Verification	\$60.00
(All buildings, additions, swimming pools and accessory buildings)	\$150.00 >40,000 sq ft
(As-builts required for all principal structures)	
Landscaping Verification	\$60.00
	\$150.00 >40,000 sq ft
Land Improvement Permit	No Charge
Penalty for Failure to Obtain a Land Improvement Permit	\$3500/acre, \$20,000 maximum
(Ref. Ordinance 2021-04 6/14.21)	
Parking Lot Inspections	\$1.50/space
	\$150.00 >40,000 sq ft
Parking Lot Plan Review	\$75.00
	\$150.00 >40,000 sq ft
Curb Cut	\$60.00
	\$150.00 >40,000 sq ft
Flood Development Permit	<del>\$60.00</del> <b>\$100.00</b>
	\$150.00 >40,000 sq ft
Temporary Pole	<del>\$60.00</del> <b>\$75.00</b>
	\$150.00 >40,000 sq ft
Temporary Building Power	<del>\$60.00</del> <b>\$75.00</b>
	\$150.00 >40,000 sq ft
Temporary Certificate of Occupancy	<del>\$100.00</del> <b>\$110.00</b>
	\$200.00 >40,000 sq ft
Special Inspections	\$125.00
	\$250.00 >40,000 sq ft
Roof Repair	<del>\$ 60.00</del> <b>\$75.00</b> Residential
	<del>\$120.00</del> <b>\$150.00</b> Commercial
Gas Piping	<del>\$ 60.00</del> <b>\$75.00</b>



Solar Panels		\$120.00
Generator		\$120.00
Tent (temporary for event)		\$100.00
Alternative Sidewalk Contribution in lieu of Construction (Waiver approved by Town Manager) (*Unless official, signed estimate is received and approved)		\$25.00*/linear foot of frontage along a public street or highway (excluding driveways)
Electrical Service Change (Meter base, service panel)		<del>\$100.00</del> \$150.00
Electrical service meter (accessory building)		<del>\$125.00</del> \$160.00
Permits issued to the Town of Swansboro Government		No charge
Demolition		\$100.00 House Residential/Commercial <del>\$60.00</del> Mobile Home
Docks, bulkheads, retaining walls over 4', jetties, boat lift (w/o electric), and similar projects (request must include a copy of the CAMA permit for the file.)		\$125.00
Mobile Temporary office (including electrical)		<del>\$125.00</del> \$150.00
Moving building (over 16' wide or requiring a blue light escort)		\$250.00
Mechanical unit change-out/per unit (unit only/no duct work)		<del>\$60.00</del> \$100.00
Billboard Application		\$500.00
Re-inspection Fee (per trip)(per trade)		\$60.00
Signs		\$1.25/sq ft \$125.00 per viewable side  ( <del>\$60.00 minimum</del> )— >40,000 sq ft Double Fees
Temporary Signs		\$1.25/sf
Sign Impoundment Fee/Penalty	First occasion Second occasion Third and additional occasions	\$1/square foot \$5/square foot \$10/square foot >40,000 sq ft Double Fees for all occasions
A.L.E. (Alcohol License) application compliance certification		<del>\$60.00</del> \$75.00 >40,000 sq ft Double Fees

Required Fire Prevention Inspections (~~For New Businesses~~)

New businesses	\$100.00	\$150.00
Fire suppression system for new business	\$150.00	
New business with fire protection system (covers initial pressure and final acceptance testing)	\$350.00	
New business with fire alarm testing	\$250.00	
Re-inspection fee (per trip)	\$100.00	
Existing business general recurring inspection	Free	
1st re-inspection – 15 days	Free	
2nd & 3rd re-inspection – 45 & 60 days	\$100.00	
Beyond 60 days/per trip every 15 days	\$150.00	
Per violation (additional beyond 60-day fee)	\$50.00	
Existing business fire suppression system install or modifications		
Hood	\$75.00	
Sprinkler	\$150.00	
Existing business fire suppression system recurring inspection	Free	
1st re-inspection – 15 days	Free	
2nd & 3rd re-inspection – 30 & 45 days	\$50.00	
4th re-inspection – 60 days	\$100.00	
Per trip after 4th	\$125.00	

Fire Alarm Testing	\$125/system
Modification/Alteration	\$100.00/system

Hydrant Testing	
Testing & Data for Private Water System	\$100.00/hydrant
Testing & Data for Public Water Supply	\$75.00/hydrant

<del>Fire Suppression System (for New Businesses)</del>	<del>\$150.00</del>
Permit Revision	10% of permit cost

Flood Zone Certification Letter	\$ 25.00	\$50.00
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Cell Tower (new)	\$500.00	\$1,000.00
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Cell Tower (co-location: antennae)	\$300.00	\$1,000.00
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Cell Tower (modification after permitted)	\$250.00/change
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Building Plan Reviews (Commercial)

Standard Plan Review (Building, Electrical, Mechanical, Plumbing)		
Construction value under \$30,000	\$85.00	
Construction value between \$30,000 - \$200,000	\$160.00	
Construction value between \$200,001 - \$370,000	\$330.00	
Construction value \$371,000 and greater	\$500.00	
Non-standard Review ((Building, Electrical, Mechanical, Plumbing)		
Construction value under \$30,000	\$165.00	
Construction value between \$30,000 - \$200,000	\$330.00	
Construction value between \$200,001 - \$370,000	\$660.00	
Construction value \$371,000 and greater	\$990.00	

Important: Non-standard plan reviews are a services that slows plan review to take place prior to site plan approval and selection of a contractor (including proof of lien agent)

**Any work which begins without or prior purchase of the appropriate permit = double permit fees.**

Fees for permits issued for projects which do not start within 6 months may be refunded minus 15% service fee.  
The Building Permit must accompany the application for the refund.

## **SUBDIVISION FEES**

<b>Minor Subdivision (<u>7 lots or less</u>) Application fee</b>	<del>\$200.00</del> <b>\$400.00</b>
<b>Major Subdivision (<u>8 lots or more</u>) Application fee:</b>	
<u>Less than 1 Acre:</u>	
Sketch Plan Review	\$ 250.00
Preliminary Review	\$250.00 + \$10.00 per lot
Final Review	\$250.00 + \$10.00 per lot
<u>1 Acre to 5 Acres:</u>	
Sketch Plan Review	\$300.00
Preliminary Review	\$300.00 + \$10.00 per lot
Final Review	\$300.00 + \$10.00 per lot
<u>6 to 10 Acres:</u>	
Sketch Plan Review	\$350.00
Preliminary Review	\$350.00 + \$10.00 per lot
Final Review	\$350.00 + \$10.00 per lot
<u>11 to 20 Acres:</u>	
Sketch Plan Review	\$400.00
Preliminary Review	\$400.00 + \$10.00 per lot
Final Review	\$400.00 + \$10.00 per lot
<u>21 to 40 Acres:</u>	
Sketch Plan Review	\$450.00
Preliminary Review	\$450.00 + \$10.00 per lot
Final Review	\$450.00 + \$10.00 per lot
<u>Over 40 Acres:</u>	
Sketch Plan Review	\$500.00
Preliminary Review	\$500.00 + \$10.00 per lot
Final Review	\$500.00 + \$10.00 per lot
Recombination/Exempt Subdivision Certifications	<del>\$ 50.00</del> <b>\$75.00</b>
Subdivision Infrastructure Guarantee Verification (by Engineer)	Engineer's charge for services rendered
Subdivision Infrastructure Compliance Inspections	Engineer's charge for services rendered
Subdivision Infrastructure Re-inspections	\$ 10.00/lot

Proof Roll Inspection \_\_\_\_\_ \$250.00

Proof Roll Re-inspection \_\_\_\_\_ \$100.00

**Nuclear test review \_\_\_\_\_ Engineers charge for services rendered**

## **SUBDIVISION RECREATION DEDICATION/FEEES FORMULA**

### Land Area Required

Number of lots X .025 acres X density multiplier = Area Required (acres)

Density multipliers:	Average acres/lot	Density multiplier	[Avg. Lot Size]
	0.00-0.15	1.4	[0,000-6,534]
	0.16-0.24	1.2	[6,970-10,454]
	0.25-0.49	1.0	[10,890-21,344]
	0.50-0.99	0.9	[21,780-43,124]
	1.01 +	0.8	[43,560 +]

### Payment in Lieu of Dedication

Average Tax Value Per Acre (final plat) X Area Required = Payment Required

<u>Alternative Payment Per Lot Option:</u>	Density Multiplier	Amount
	1.4	\$840
	1.2	\$720
	1.0	\$600
	0.9	\$540
	0.8	\$480

Notes:

1. “Break even” valuation for formula vs. alternative payment is \$24,000 per acre.
2. The Town Board may (but is not required) to give credit for private, on-site recreational facilities, depending on the nature and level of services, up to 50% (maximum) of the land area or fees required (see ordinance for details).

## **PLANNING AND DEVELOPMENT FEES**

Land Use Plan Amendments	\$400.00
Street Abandonment Request	\$300.00
Street Name Change	\$100.00
Request for UDO/Ordinance Change	\$400.00
Re-zoning Application Fee	\$400.00
Appeal of Code Enforcement Interpretation	\$400.00
Voluntary Annexation	\$350 Waiver Only By BOC (See Incentive Policy)

Special Use Permit Application Fee	\$400.00
Analysis Special Use Yearly Inspection	No Charge
Variance Application Fee	\$400.00
Subdivision Variance Fee	\$400.00
Site Plan Review	\$300.00/acre or portion thereof
<u>Each review after 2<sup>nd</sup></u>	<u>\$600.00/acre or portion thereof</u>
Revision of Approved Site Plan	\$150.00
<u>Existing site plan review</u>	<u>Engineer's charge for services rendered</u>
Traffic Impact Analysis Review Fee	Based on Hourly Contracted Engineering Rate
Historic District COA Application Fee	\$200.00
Historic District Minor Work Application Fee	\$50.00
COA Extension or Amendment Request	\$ 50.00
After the Fact Penalty (Historic District)	\$500.00 Major \$100.00 Minor \$2,000 Demolition
Driveway Permit	\$ 55.00
Right-of-Way Excavation and Encroachment (Civil penalties apply for failure to obtain permit - Reference Town Code 93.028)	\$ 50.00
Remedy of Nuisance Violation (offenses within one calendar year)	1 <sup>st</sup> offense: \$150.00 or actual cost incurred by Town, whichever is greater plus \$25.00 administrative fee 2 <sup>nd</sup> offense: \$225.00 or actual cost incurred by Town, whichever is greater plus \$25.00 administrative fee 3 <sup>rd</sup> offense: \$350.00 or actual cost incurred by Town, whichever is greater plus \$25.00 administrative fee
Temporary Family Health Care Structure	\$100.00
Temporary Family Health Care Structure Annual Renewal Fee (Ref Ordinance 2021-O3 5/24/2021)	\$ 50.00
Small Wireless Facilities (per location, up to 5)	\$100.00
Small Wireless Facilities (each location after 5) (Ref Ordinance 2021-O3 5/24/2021)	\$150.00

## **SOLID WASTE COLLECTION**

Residential	\$21.93/month
Commercial	\$36.62/month

*Note: Commercial establishments may request property review to determine whether they qualify of waste and recycling carts – Residential and Commercial (if qualify) may receive up to 3 carts each, but carts may not be switched out. The fee provides 1 waste cart and 1 recycling cart. The solid waste contract does not provide for citizen/business to get 2 recycling carts in lieu of 1 waste and 1 recycling cart. The fee for additional carts is \$21.93 for Residential and \$36.62 for Commercial.*

## **STORMWATER UTILITY FEE**

### Residential Tier

\$5.00 flat fee/month/residence

### Commercial Tier

Minimum Fee \$5.00/month or .01/Square Foot whichever is greater.

*Example 10,000 SF of impervious surface = \$8.33/month*

### Note:

A credit for one month shall be applied if payments are made by September 30th for both commercial and residential parcels. Residential and Commercial parcels that implement methods to reduce impacts of runoff shall be eligible for an additional one month's credit (See Credit Manual for Stormwater Fees for detail). An application must be filed with the Town Manager consistent with credit manual adopted by the Board of Commissioners.

## **BEER & WINE LICENSE TAX SCHEDULE**

### **BEER & WINE DEALERS [NCGS 18-69, 18-74, 105-113.79]**

(a) On premises, retail (BEER)	\$15.00
(b) Off premises, retail (BEER)	\$ 5.00
(c) On premises, retail (WINE)	\$15.00
(d) Off premises, retail (WINE)	\$10.00
(c) Wholesale dealers	\$37.50
If both wholesale of beer and wine on same license	\$62.50

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## MISCELLANEOUS FEES

Request Copies of Public Documents	8x11 \$0.25 per page 8x14 \$0.35 per page 11x17 \$0.50 per page Color copies \$1.00/page (any size)
Town Documents on Thumbdrive	\$10.00 per Thumbdrive
Request Copies of Various Town Meetings	\$10.00 per Thumbdrive
Fax Services	\$1.00/sheet local \$1.50/sheet long distance
Express Research Service (under 24 hours)	\$10.00/hr
Certificate of Convenience Application (Taxi Cabs & Mobile Ice Cream Vendors)	\$100.00
Food Trucks	\$500 annually \$100 daily \$50 Zoning
Return Check Fee	\$30.00
Credit Card Convenience Fee	2.5% of actual charge
Duplicate copy of Privilege License (beer/wine)	\$5.00
Fingerprinting	\$10.00
Police Reports	\$5.00
Golf Cart Registration Application	\$25.00
Re-inspections for initially failed golf cart inspections	\$10.00
Replacement of lost registration stickers for golf carts	\$5.00
Special Detail/Extra-duty Police <b>or Fire</b> services	\$35.00/hr

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## MEETING ROOM RENTAL FEES

	<u>Old Town Hall Assembly Room/502 Church St.</u>	<u>Town Hall Board Room/601 W. Corbett Ave.</u>
	<i>Resident/Non-Resident</i>	<i>Resident/Non-Resident</i>
Facility Use Fee	\$75/hour \$100/hour	\$100/hour \$125/hour
Kitchen/Multi-Use Space	\$25/hour \$50/hour	NA
Attendant Fee	\$15/hr.	\$15/hr.
Damage/Cleanup Deposit	\$100	\$250
<u>Refunds for Event Cancellations</u>		
Cancellation at least 14 days in advance		Full refund
Cancellation at least 48 hours in advance		Facilities Use fee, less 2 hours use fee
Cancellation less than 48 hours in advance		No refund

## **PARK FACILITIES FEES**

<b>Facility</b>	<b>In-Town Resident</b>	<b>Out-of-Town Resident</b>
<u><b>Municipal Park</b></u>		
Municipal Park Tennis Courts	\$10/hour	\$15/hour
Municipal Park Basketball Courts	\$10/hour	\$15/hour
Municipal Park Large Picnic Shelter	\$15/hour	\$25/hour
Municipal Park Medium Picnic Shelter	\$10/hour	\$15/hour
Municipal Park Athletic Fields	\$20/hour	\$30/ hour
<u><b>Riverview Park</b></u>		
Riverview Park Small Picnic Shelter	\$10/hr	\$15/hr
Riverview Park Large Covered Deck	\$25/hour	\$40/hour
<u><b>Downtown “Harry Pugliese” Pavilion</b></u>		
Downtown Park Bandstand/Pavilion (4 hour minimum required)	\$50/hour	\$75/hour
<u><b>Pirates Den Park</b></u>		
Pirates Den Park Large Picnic Shelter	\$15/hour	\$25/hour
<u><b>Pineland Park</b></u>		
Pineland Park Picnic Shelter	\$15/hour	\$25/hour
<u><b>Parks Open Space/Church Street Gazebo Usage Permit</b></u>		
	\$25	\$40
<u><b>Permit with Reservation</b></u>		
Any item being brought into the park (i.e: additional grill, tent, inflatable, DJ)	\$10	\$15
<u><b>Town Dock at Church Street</b></u>		
	\$1.50 per ft./per night	\$5 Power \$35/Pump out <u>Special Event Permit \$100</u>

### **Dog Park Registration**

Residents - No Fee  
 Non-Resident 1st Dog \$15/year      Additional Dog \$10 per additional dog



**Fitness Membership Fees**

	<b>Resident</b>	<b>Non-Resident</b>
Daily Pass	\$5	\$10
Weekly Pass	\$20	\$40
Monthly Individual Pass	\$30	\$60
Monthly Family Pass	\$40	\$80
Annual Membership		
Individual	\$75	\$150
Family	\$125	\$250
**Annual Membership after Aug 1		
Individual	\$40	\$75
Family	\$60	\$125
Town of Swansboro Employees		
Individual/Family	Free	Free

**Rentals Fees**

	<b>Resident</b>	<b>Non Resident</b>
Swansboro Recreation Center:		
Damage/Cleanup Deposit	\$100	\$100
Lounge/Game Room	\$20/hr	\$40/hr
Recreation Classroom	\$20/hr	\$40/hr
Multipurpose/Arts and Crafts Room	\$30/hr	\$50/hr
i. Kitchen Use	\$10/hr	\$20/hr
Permit for Outside Items (i.e.- grill, tent)	\$10	\$15
Additional Staff Hours	\$15/hr	\$15/hr
ii. (for reservations outside of normal operating hours)		

**Program registration fees and event fees are determined by type and residency.**

**Instructors using space in parks are required to partner with the Parks & Recreation Dept. or reserve space.**

Town of Swansboro  
Salary Schedule FY 2024-25

GRADE	Minimum	Maximum
11	35,897.36	54,093.76
12	37,692.23	56,257.51
13	38,905.68	60,003.03
14	41,591.92	62,787.68
15	42,416.13	69,759.36
16	45,868.42	71,154.55
17	48,256.06	72,124.64
18	49,299.46	77,320.41
19	51,764.44	81,186.43
20	54,475.11	84,252.96
21	57,095.36	109,208.55
22	59,950.13	109,754.60
23	64,462.94	110,577.76
24	66,305.95	111,130.64
25	70,523.18	112,735.77
26	73,759.18	113,847.29
27	77,447.13	116,124.23
28	81,319.48	121,930.44
29	85,385.46	128,026.96
30	89,654.73	134,428.32

This Salary Schedule was hereby adopted by the Board of Commissioners in regular session on June 11, 2024

\_\_\_\_\_  
John Davis, Mayor

Attest:

\_\_\_\_\_  
Alissa Fender, Town Clerk

**CAPITAL RESERVE FUND -BY DEPARMTENT**

**PROPOSED  
FY 24/25**

Department	Capital Expenditure/Item	Balance as of 6/30/20	Transfer In FY 20-21	Transfer Out FY 20-21	Projected Balance as of 6/30/21	Transfer In FY 21-22	Transfer Out FY 21-22	Projected Balance as of 6/30/22	Transfer In FY 22/23	Transfer Out FY 22-23	Balance as of 6/30/23	Transfer In FY 23/24	Transfer Out FY 23-24	Projected Balance as of 6/30/24	Transfer In FY 24/25	Transfer Out FY 24-25
Finance	Tyler Software-Encode	-	62,000.00	-	62,000.00	-	30,000.00	32,000.00	-	32,000.00	-	-	-	-	-	-
Fire	Radios-800 Mhz	4,000.00	-	-	4,000.00	-	-	4,000.00	-	4,000.00	-	-	-	-	-	-
Streets	Pickup truck	7,000.00	-	7,000.00	-	-	-	-	-	-	-	-	-	-	-	-
Public Works	Tundra, GMC Sierra replacements & Ventrac MP Unit	-	28,041.00	-	28,041.00	-	-	28,041.00	-	21,875.00	6,166.00	-	6,166.00	-	-	-
Parks & Recreation	Park Land Acquisition	23,760.00	-	-	23,760.00	-	-	23,760.00	-	-	23,760.00	-	-	23,760.00	-	-
	Downtown Square	10,000.00	-	-	10,000.00	-	7,000.00	3,000.00	10,000.00	-	13,000.00	-	-	13,000.00	-	-
	Comprehensive Master Plan Update	-	30,000.00	-	30,000.00	-	30,000.00	-	-	-	-	-	-	-	-	-
Streets	Sidewalk Fee in Lieu Of	8,926.45	117,384.00	116,634.00	9,676.45	-	-	9,676.45	-	-	9,676.45	50,000.00	-	59,676.45	-	-
Debt Service	Debt Service Set Aside	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Parks & Recreation	Dog Park	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fire Department	Loan Proceeds-Remaining Balance due to Toyne, Inc	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Fire Department	Fire apparatus set aside for 1705 Replacement	172,679.90	75,000.00	-	247,679.90	-	-	247,679.90	20,500.00	-	268,179.90	23,180.00	-	291,359.90	-	-
Fire Department	Ladder 1717 Set aside	-	60,000.00	-	60,000.00	-	-	60,000.00	85,000.00	-	145,000.00	80,500.00	-	225,500.00	-	-
Fire Department	Fire Chief's Truck Replacement	-	-	-	-	-	-	-	7,500.00	-	7,500.00	5,700.00	-	13,200.00	-	-
Police Department	Police Interceptors set aside	-	-	-	-	-	-	-	15,200.00	-	15,200.00	8,000.00	-	23,200.00	-	-
Streets	Sidewalks	-	-	-	-	12,550.00	-	12,550.00	1,770.00	-	14,320.00	-	-	14,320.00	-	-
Non Departmental	Undesignated	-	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>TOTAL.....</b>		\$ 226,366.35	\$ 310,425.00	\$ 123,634.00	\$ 475,157.35	\$ 12,550.00	\$ 67,000.00	\$ 420,707.35	\$ 139,970.00	\$ 57,875.00	\$ 502,802.35	\$ 167,380.00	\$ 6,166.00	\$ 664,016.35	\$ -	\$ -



**TOWN OF SWANSBORO  
FY 2024 – 2029  
(BASED ON YTD FY 23-24  
DELIBERATIONS)  
CAPITAL IMPROVEMENT PLAN**

## OVERVIEW –

The Town of Swansboro's Capital Improvement Plan (CIP) is a planning and budget tool which addresses the repair and replacement of existing infrastructure as well as the construction or acquisition of new facilities and equipment to accommodate current and future demands for service. More specifically, the CIP is intended to accomplish the following objectives:

- To build the facilities required to support the Town's public service and public safety responsibilities.
- To improve financial planning by comparing needs with resources, estimating future bond uses and debt service, and identifying tax rate implications.
- To establish priorities among projects so that limited available funds are used to the best advantage.
- To plan public facility construction and major equipment purchases and coordinate timing with the public needs.
- To support the physical development objectives contained in approved Town plans.

Generally, capital improvements are defined as physical assets constructed or purchased that have a useful life of ten (10) years or longer and have a cost of or exceeding \$25,000. Projects that meet these criteria are included in the CIP, such as:

- New and expanded facilities for the community.
- Large scale rehabilitation or replacement of existing facilities.
- The cost of engineering or other professional studies and services related to improvement.
- Major equipment.
- The acquisition of land.

The CIP does not typically include items defined as "capital outlay." Capital outlay items normally appear in the Town's operating budget and include such things as furniture, equipment, and vehicles (in years past) needed to support the operation of the Town's programs. Generally, a capital outlay item may be defined as an item valued at less than \$25,000 with a usual life expectancy of less than ten (10) years.

The projected costs of each capital project are sometimes the result of detailed engineering studies but are sometimes simply working estimates. The project cost to be funded in the CIP include all costs relating to design, acquisition, construction, project management, equipment, legal expenses, mitigation of damages, title costs and other land-related costs, etc., when such information is available. Each year, the CIP may be adjusted as project costs are refined.

The annual CIP process begins with the distribution of funding request packets to each Town department. These packets are returned to the Town Manager and the information is categorized and consolidated. The Town Manager prioritizes the projects and prepares a proposed Capital Improvement Plan to be forwarded to the Board of Commissioners for their review and comment. A public hearing is held after which the Board of Commissioners has the authority to approve the recommended CIP as presented, or with amendments. The CIP is adopted by the Board of Commissioners and becomes the Adopted Capital Improvement Plan. The first year of the Adopted CIP is incorporated into the Manager's Recommended Budget as the Capital Budget for the upcoming fiscal year.

Each project in the CIP is coupled with one or more funding sources. Revenues the Town utilizes come from several sources to include federal and state governments, general obligation bonds, revenue bonds, dedicated taxes and fees, loans and the General, Fire, Solid Waste and Stormwater Enterprise Funds. In the Town's case, it is important to note that revenues that come from state and federal grants, such as the NC Department of Transportation, Department of Environmental Quality, and various others may require a cash match from the Town.

Revenue bonds are also an additional source of revenue to fund capital projects that may be needed for the enterprise funds. The debt service payments on these bonds are paid through user fees generated in the fund. Another source of revenue to fund capital projects is general obligation bonds. Bond issuances are governed strictly by state laws and regulations. A general obligation

bond works similar to a mortgage loan. The repayment of the bonds is usually long-term. Typically, government regulations require that the proceeds from a bond issue be expended on one-time capital projects within a certain amount of time after the issuance. The level of debt the Town can incur is governed by the financial policies legislated by the North Carolina General Statutes.

The General Fund is the primary depository for taxes and fees, including ad valorem taxes, sales tax, and utility taxes which are collected for the general operation of the Town. The Fire Fund receives a portion of its revenue as an allocation from Onslow County.

The CIP represents the mutual effort of Town departments to meet the infrastructure needs of Town residents, businesses, and visitors. The Town usually cannot fund all the capital project requests and the projects are carefully scrutinized and prioritized to provide the maximum benefit. Citizen input, the Town's adopted Comprehensive Plan, Strategic Operating Plan, other Town adopted plans and the total funding available all contribute to the decision-making process regarding the allocation of limited resources.

## DEPARTMENTAL REQUESTS –

The following pages represent the requests of the respective Town Departments. These requests are based on the needs of each department as articulated by the Department Head and reviewed by the Town Manager. Included is the summary of the CIP, as well as descriptions of each project.

The total 5-year CIP as requested is \$3,080,388 and represented as follows:

FOR THE SPREADSHEETS BELOW THE FOLLOWING ABBREVIATIONS ARE USED AND THEIR RESPECTIVE MEANINGS:

GF – GENERAL FUND

EF – ENTERPRISE FUND

SF – STATE FUNDS

FF – FEDERAL FUNDS

PB – POWELL BILL

F – FIRE

P - POLICE

WF – WATERFRONT IMPLEMENTATION FUND

PRF – PARKS AND RECREATION FUND (TOWN)

OSR – OFFSETTING REVENUE (EX. SALE/FEES)

PARKS & RECREATION DEPARTMENT														
PROJECT TITLE	FUNDING SOURCE	Capital Reserve Balance as of 6/30/24	Funding using ARP Funds		FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	ITEM TOTAL
COMPREHENSIVE MASTER PLAN	GF				\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$50,000
PROPERTY ACQUISITION/PARK ENHANCEMENTS	GF	\$23,760			\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$250,000
WATERFRONT IMPLEMENTATION	WF	\$13,000			\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000
GMC SIERRA REPLACEMENT	GF		\$40,000		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
Recreation Center Fitness Room Equipment	GF				\$13,000	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$65,000
Municipal Park Basketball Court Renovation	GF		\$20,000	\$0	\$2,222	\$2,222	\$2,222	\$2,222	\$2,222	\$2,222	\$2,222	\$2,222	\$2,224	\$20,000
Pickleball Court	GF			\$150,000										\$150,000
<b>ANNUAL BUDGET TOTAL</b>		<b>\$36,760</b>	<b>\$60,000</b>	<b>\$150,000</b>	<b>\$111,222</b>	<b>\$56,722</b>	<b>\$56,722</b>	<b>\$56,722</b>	<b>\$48,722</b>	<b>\$48,722</b>	<b>\$48,722</b>	<b>\$48,722</b>	<b>\$48,724</b>	<b>\$675,000</b>
<b>5-YEAR CIP</b>					<b>\$431,388</b>				<b>CAPITAL ITEMS TOTAL</b>					

**CAPITAL PROJECTS/PROGRAMS SUMMARY – PARKS AND RECREATION**

**PROJECT TYPE:** PROPERTY ACQUISITION/PARK ENHANCEMENTS

**USEFUL LIFE:** 25-50 YEARS

**TOTAL PROJECT COST:** \$125,000 (5-YR)/\$250,000 (TOTAL)

**NEW POSITIONS:**

**DESCRIPTION:** FESTIVALS/ARTS (CULTURAL RESOURCES)

**OFFSETTING REVENUE:** MATCHING FUNDS BASED ON AVAILABILITY

**JUSTIFICATION:** Per the Parks and Recreation Comprehensive Plan (PRCP) that was adopted in September 2008, the Town should begin setting aside funds for park land acquisition, begin aggressively working to identify park sites and explore grant sources for park land acquisition and development. Current Park acreage: 20.27; projected needs for 2020: 60 leaving a deficit of 39.05 acres. Offsetting revenues can be realized through contributions to the Parks and Recreation Reserve Fund, park rentals and grants.

**POLICY/PLAN REFERENCE:** Parks and Recreation Comprehensive Plan

- Projected Park acreage needs for 2020 – 60 acres / current acreage: 21 acres
- Develop site specific Master Plan for each park
- Replace obsolete features
- Begin setting aside funds for park land acquisition
- Explore grant sources for park land acquisition and development
- Strengthen Park land dedication and payment in lieu of requirements
- Reserve a portion of the Town's fund balance for park land and facilities needs
- Consider a dedicated tax levy for parks and recreation
- Develop a multi-year capital improvement program for parks

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES (PROPERTY ACQUISITION/ENHANCEMENTS):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
general fund		\$50,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	\$250,000
reserve fund											
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											<b>0.00</b>
											<b>\$0</b>

**PROJECT TYPE:** WATERFRONT IMPLEMENTATION

**USEFUL LIFE:** 25 YEARS

**TOTAL PROJECT COST:** \$50,000 (5-YR)/\$100,000 (TOTAL)

**NEW POSITIONS:** TBD

**DESCRIPTION:** PARK RESOURCES

**OFFSETTING REVENUE:** MATCHING FUNDS BASED ON AVAILABILITY

**JUSTIFICATION:** The Swansboro Waterfront Access and Development Plan was adopted in the Spring of 2012. An update and addendum were adopted by the BOC January 21, 2014. The Plan was developed as a long- range approach to improve and expand opportunities for boating, recreational fishing, and pedestrian waterfront access. Part of the plan recognizes the crucial need to establish a capital reserve fund for property acquisition and facility improvements. Notable recent improvements include the enhancement of Bicentennial Park and addition of a kayak launch, Church St. Gazebo, the repair of Main St. Dock, and the Living Shoreline at Ward Shore Park. Currently underway is the CAMA Dockwalk newest project to enhance the waterfront. Each of the above-mentioned parks have received significant funding through state and local grant sources.

**POLICY/PLAN REFERENCE:** Parks and Recreation Comprehensive Plan

- Waterfront Plan Implementation
  - P&R Comprehensive Plan – Waterfront Access and Development



- Street end improvements – boat docks, kayak launches, covered decks, picnic areas
- Maintain and enhance the town's quaint seaside village atmosphere
- Acquire additional shoreline walking easements
- **Establish a capital reserve fund for waterfront property acquisition and facilities improvements**
- Aggressively seek grant funding – CAMA, BIG, Water Resources Development, PARTF and other local/state/federal programs
- 2009 CAMA Land Use Plan (Update of plan in FY 18-19)
- Need for park improvements
- Demand for boating facilities including canoeing and kayak launches
- Develop water access and boating facilities
- Encourage water-based recreation and tourism

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES (WATERFRONT IMPLEMENTATION):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>Total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>											<b>Total</b>
general fund	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	
reserve fund		\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0.00</b>

**PROJECT TYPE:** TRUCK REPLACEMENT (2023 DODGE RAM)

**USEFUL LIFE:** 10 YEARS

**TOTAL PROJECT COST:** \$20,000 (5-YR)/\$40,000 (TOTAL)

**NEW POSITIONS:** N/A

**DESCRIPTION:** PARK RESOURCES

**OFFSETTING REVENUE:**

**JUSTIFICATION:** The Parks and Recreation Maintenance truck is a 2023 Dodge Ram – it is anticipated it will need replacing in the year 2032-33 due to the age of the vehicle.

**PLAN REFERENCE:** No specific reference made.

**AMERICAN RESCUE PLAN ACT OF 2021 (FUNDS AWARDED IN 2021)**

**UNFUNDED IN FY 24/24**

<b>EXPENDITURES (GMC SIERRA):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											

type:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
general fund		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
reserve fund											
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

**PROJECT TYPE:** COMPREHENSIVE MASTER PLAN

**USEFUL LIFE:** 10 YEARS

**TOTAL PROJECT COST:** \$25,000 (5-YR)/\$50,000 (TOTAL)

**NEW POSITIONS:** N/A

**DESCRIPTION:** PARK RESOURCES

**OFFSETTING REVENUE:**

**JUSTIFICATION:** The current comprehensive master plan was adopted in 2008. A comprehensive should be updated every 10 years in order to be eligible for the Parks and Recreation Trust Fund (PARTF) grant. A limited number of points awarded for plans older than 6-10 years. The Parks and Recreation Advisory Board and staff are willing to assist in order to reduce costs. A comprehensive master plan will provide an outline of future needs in property acquisition, connectivity, program development and will support the overall mission of the Parks and Recreation Department. *The 2023 update is slated for adoption in June 2023.*

**PLAN REFERENCE:** No specific reference made.

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES (COMPREHENSIVE MASTER PLAN):</b>											
TYPE:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
ex. debt service											
<b>funding sources:</b>											
type:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
general fund		\$10,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$5,000	\$50,000
reserve fund											
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

**PROJECT TYPE:** RECREATION CENTER FITNESS ROOM EQUIPMENT

**USEFUL LIFE:** 5 TO 7 YEARS

**TOTAL PROJECT COST:** \$6,500 ANNUALLY

**NEW POSITIONS:** N/A

**DESCRIPTION:** FITNESS EQUIPMENT

**OFFSETTING REVENUE:** RECREATION CENTER FEES

**JUSTIFICATION:** The cardio machines in the fitness room are the original equipment and are nine years old. The cardio machines are nearing their life cycle. Some of the parts for the stationary bikes have been discontinued and are not available. If the parts are not available for purchase the equipment will need to be removed or replaced. One to two pieces of cardio equipment will be replaced over the next five years. The life cycle of the cardio machines is approximately five to seven years.

**PLAN REFERENCE:** No specific reference made.

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES: (FITNESS EQUIPMENT):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
general fund		\$13,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$6,500	\$65,500
reserve fund											
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

**PROJECT TYPE:** MUNICIPAL PARK BASKETBALL COURT RENOVATION

**USEFUL LIFE:** 10 YEARS

**TOTAL PROJECT COST:** \$20,000/EVERY 10 YEARS

**NEW POSITIONS:** N/A

**DESCRIPTION:** RESURFACING OF CURRENT BASKETBALL COURTS

**OFFSETTING REVENUE:** PARK RENTAL FEES, GRATNS, ARP FUNDING

**JUSTIFICATION:** The cardio machines in the fitness room are the original equipment and are nine years old. The cardio machines are nearing their life cycle. Some of the parts for the stationary bikes have been discontinued and are not available. If the parts are not available for purchase the equipment will need to be removed or replaced. One to two pieces of cardio equipment will be replaced over the next five years. The life cycle of the cardio machines is approximately five to seven years.

**PLAN REFERENCE:** No specific reference made.

**AMERICAN RESCUE PLAN ACT OF 2021 FUNDS AWARDED IN 2021**

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES (Municipal Park Basketball Court Renovation):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
general fund		\$4,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$2,000	\$20,000
reserve fund											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

EXPENDITURES (Pickleball Court):											
TYPE:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
ex. debt service											
funding sources:											
type:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
general fund	\$150,000										\$150,000
reserve fund											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>2.10</b>
<b>FY 24/25 TOTAL</b>											<b>\$150,000</b>

<b>PARKS AND RECREATION</b>		
<b>FY 24/25 TOTAL CIP</b>	<b>\$150,000</b>	<b>2.10 CENTS</b>

FIRE DEPARTMENT														
PROJECT TITLE	FUNDING SOURCE	Capital Reserve Balance as of 6/30/24	Funding using ARP Funds	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	ITEM TOTAL
Fire Apparatus Replacement	GF	\$516,860			\$350,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$1,750,000
Structural Turnout Gear Replacement	GF				\$75,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$35,000	\$355,000
Chief's truck replacement 1700	GF	\$13,200			\$12,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$60,000
Assistant Chief's Vehicle				\$120,000										\$120,000
<b>ANNUAL BUDGET TOTAL</b>		<b>\$530,060</b>	<b>\$0</b>	<b>\$120,000</b>	<b>\$437,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$216,000</b>	<b>\$2,285,000</b>
<b>5-YEAR CIP</b>	<b>\$1,205,000</b>								<b>CAPTIAL ITEMS TOTAL</b>					

### CAPITAL PROJECTS/PROGRAMS SUMMARY – FIRE

PROJECT TYPE: FIRE APPARATUS REPLACEMENT

USEFUL LIFE: 15 YEARS (FRONT LINE)/25 YEARS MAXIMUM

**TOTAL PROJECT COST:** \$175,000 (ANNUAL)/\$1,500,000 (10-YEAR ROTATION)

**NEW POSITIONS:** N/A

**DESCRIPTION:** FLEET REPLACEMENT

**OFFSETTING REVENUE:** DEBT SERVICE/SURPLUS ASSET/COST-SHARE AGREEMENTS

**JUSTIFICATION:** Apparatus is a large expenditure required to respond to apparatus successfully. Likewise, the apparatus is a crucial part of our ISO grade. Over time, the cost to repair far surpasses the annual cost of debt service for new apparatus. The allocation of funds to Capital Improvement Reserves allows for a planned rotation of ordering apparatus every 8 years, with a replacement at the 10-year mark. The strategic replacement at the 10-year mark allows all apparatus to be transitioned to reserve status at the 15-year mark. The requested amount of \$175,000 alleviates the need for offset, meets the industry standard pricing for apparatus, and grants equipment to be incorporated into the new apparatus build to ensure we adequately perform.

**PLAN REFERENCE:** LUP Policy P. 112: Swansboro supports the continued public provision of fire protection to all citizens. Based on NFPA standards, fire protection may require 1.65 personnel, 0.2 vehicles, and 250 SQ FT. of facility space for every 1,000 persons.

**UNFUNDED IN FY 24/25**

<b>EXPENDITURES (Fire Apparatus Replacement)</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
general fund		\$350,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$175,000	\$1,750,000
debt service											
<b>operating budget impact (BASED ON 1 cent = \$71,493):</b>											
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

**PROJECT TYPE:** STRUCTURAL TURNOUT GEAR REPLACEMENT

**USEFUL LIFE:** 5 YEARS (PRIMARY)/10 YEARS (MAXIMUM)

**TOTAL PROJECT COST:** \$35,000 (ANNUAL)

**NEW POSITIONS:** N/A

**DESCRIPTION:** EQUIPMENT/TURNOUT GEAR REPLACEMENT

**OFFSETTING REVENUE:** DEBT SERVICE/SURPLUS ASSET/COST-SHARE AGREEMENTS

**JUSTIFICATION:** Turnout Gear is our structural firefighting ensemble. The typical primary lifespan of this gear is 5 years, with the push for more frequent replacement based on cancer exposures. The plan would provide the ability to replace 10 sets annually. This would allocate crews with a new frontline set and a secondary set to change into should they respond to a fire or other hazardous scene with the remaining period of shift work. The replacement also provides a gap in significant purchases to obtain in-date gear, again an ISO grading requirement.

**PLAN REFERENCE:** LUP Policy P. 112: Swansboro supports the continued public provision of fire protection to all citizens. Based on NFPA standards, fire protection may require 1.65 personnel, 0.2 vehicles, and 250 SQ FT. of facility space for every 1,000 persons.

**UNFUNDED IN FY 24/25**

**PROJECT TYPE:** 1700 REPLACEMENT

**USEFUL LIFE:** 10 YEARS

**TOTAL PROJECT COST:** \$30,000 (5-YR)/FULL REPLACE. \$60,000

**NEW POSITIONS:** N/A

**DESCRIPTION:** CHIEF'S TRUCK REPLACEMENT

**OFFSETTING REVENUE:** SALE OF REPLACED ASSET

**JUSTIFICATION:** *The life expectancy has been exceeded and no longer adequate to provide and meet fire protection for the established fire district. Costs to operate equipment essentially exceeding the annual cost of debt service for new equipment.*

**PLAN REFERENCE:** *LUP Policy P. 112: Swansboro supports the continued public provision of fire protection to all citizens. Based on NFPA standards, fire protection may require 1.65 personnel, 0.2 vehicles, and 250 SQ FT. of facility space for every 1,000 persons.*

**FUNDED IN FY 24/25**

<b>EXPENDITURES (CHIEF'S SERVICE):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>TOTAL</b>
general fund	120,000	\$12,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$6,000	\$180,000
fire & rescue comm.											
debt service											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>1.68</b>
<b>FY 24/25 TOTAL</b>											<b>\$120,000</b>

<b>FIRE</b>		
<b>FY 24/25 TOTAL CIP</b>	<b>\$120,000</b>	<b>1.68 Cents</b>

PUBLIC WORKS DEPARTMENT														
PROJECT TITLE	FUNDING SOURCE	Capital Reserve Balance as of 6/30/22	Funding using ARP Funds FY 23/24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
DODGE RAM	GF/EF		\$40,000		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
CHEVROLET K4500 <i>(LOAN PROCEEDS -FY 23/24)</i>	GF/EF				\$20,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$10,000	\$100,000
DODGE RAM	GF/EF		\$27,500		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
Ventrac 4500Z <i>(NO LONGER NEEDED)</i>	GF/EF	-\$6,166												
CAB TRACTOR	GF/EF- (LOAN PROCEEDS)	\$6,166			\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$135,000
Non CDL VAC Truck	GF/EF- (LOAN PROCEEDS)			\$400,000										\$400,000
<b>ANNUAL BUDGET TOTAL</b>		\$0	\$67,500	\$400,000	\$67,000	\$41,000	\$41,000	\$41,000	\$25,000	\$25,000	\$25,000	\$25,000	\$25,000	<b>\$715,000</b>
<b>5-YEAR CIP</b>		<b>\$590,000</b>							<b>CAPITAL ITEMS TOTAL</b>					

### CAPITAL PROJECTS/PROGRAMS SUMMARY – PUBLIC WORKS

**PROJECT TYPE:** DODGE RAM PICKUP REPLACEMENT

**USEFUL LIFE:** 5 YEARS

**TOTAL PROJECT COST:** \$20,000 (5-YR)/COST \$40,000

**NEW POSITIONS:** N/A

**DESCRIPTION:** PUBLIC WORKS MAINTENANCE TRUCK

**OFFSETTING REVENUE:**

**JUSTIFICATION:** Due to the number of years in service, high hours and yearly maintenance cost.

**PLAN REFERENCE:** No specific reference made.

**PURCHASED IN FY 23/24- AMERICAN RESCUE PLAN ACT OF 2021 FUNDS AWARDED IN 2021**

**UNFUNDED FY 24/25**

<b>EXPENDITURES (DODGE RAM PICKUP REPLACEMENT):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund/enterprise		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
offsetting revenue (sale)											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0.00</b>

**PROJECT TYPE:** CHEVROLET K4500

**USEFUL LIFE:** 20 YEARS

**TOTAL PROJECT COST:** \$53,000(5-YR)/REPLACE. COST \$96,000

**NEW POSITIONS:** N/A

**DESCRIPTION:** PUBLIC WORKS EQUIPMENT

**OFFSETTING REVENUE:**

**JUSTIFICATION:** Due to the number of years in service, high hours and yearly maintenance cost.

**PLAN REFERENCE:** No specific reference made.

**FUNDING NOT REQUIRED IN FY 24/25**

<b>EXPENDITURES (CHEVROLET K4500) Replacement:</b>												
<b>TYPE:</b>		<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service												
<b>funding sources:</b>												
<b>type:</b>		<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund/enterprise			\$10,666	\$10,666	\$10,666	\$10,667	\$10,667	\$10,667	\$10,667	\$10,667	\$10,667	\$96,000
offsetting revenue (sale)												
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>												<b>0.00</b>
<b>FY 24/25 TOTAL</b>												<b>\$0.00</b>



**PROJECT TYPE:** DODE RAM REPLACEMENT

**TOTAL PROJECT COST:** \$20,000(5-YR)/REPLACE. COST \$40,000

**DESCRIPTION:** PUBLIC WORKS EQUIPMENT

**JUSTIFICATION:** Due to the number of years in service, high hours and yearly maintenance cost.

**PLAN REFERENCE:** No specific reference made.

**USEFUL LIFE:** 5 YEARS

**NEW POSITIONS:** N/A

**OFFSETTING REVENUE:** ENTERPRISE FUND

**FUNDED IN FY 23/24- AMERICAN RESCUE PLAN ACT OF 2021 FUNDS AWARDED IN 2021**

<b>EXPENDITURES (DODGE RAM REPLACEMENT):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund/enterprise		\$8,000	\$8,000	\$8,000	\$8,000	\$8,000					\$40,000
offsetting revenue (sale)											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>0.00</b>
<b>FY 24/23 TOTAL</b>											<b>\$0</b>

**PROJECT TYPE:** CAB TRACTOR

**TOTAL PROJECT COST:** \$135,000

**DESCRIPTION:** PUBLIC WORKS EQUIPMENT

**JUSTIFICATION:** Provides more safety for staff while mowing the sides of the 7 DOT roads.

**PLAN REFERENCE:** No specific reference made.

**FUNDED IN FY 23/24 with loan proceeds**

**USEFUL LIFE:** 10 YEARS

**NEW POSITIONS:** N/A

**OFFSETTING REVENUE:** N/A

<b>EXPENDITURES (Cab Tractor with hydraulic boom rotary cutter)</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund/capital reserve		\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$15,000	\$135,000
offsetting revenue (sale)											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

<b>EXPENDITURES (Non CDL VAC Truck)</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund/capital reserve	\$400,000										\$400,000
offsetting revenue (sale)											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>5.59</b>
<b>FY 24/25 TOTAL</b>											<b>\$400,000</b>

<b>Public Works</b>		
<b>FY 24/25 TOTAL CIP</b>	<b>\$400,000</b>	<b>5.59 Cents</b>

POLICE														
PROJECT TITLE	FUNDING SOURCE	Capital Reserve Balance as of 6/30/24	Funding using ARP Funds FY 22/23	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
NEW PATROL CARS	GF	\$11,600	\$190,000		\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$72,000
NEW PATROL CAR S	GF	\$11,600			\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$8,000	\$72,000
REPLACE PATROL CARS	GF			\$50,000	#6 & #7	#4 & #13	#2, & #8	#1 & #11	#3, & #5	#9, & #10	#6 & #12	#4 & #7	#2 & #13	\$50,000
<b>ANNUAL BUDGET TOTAL</b>		\$23,200	\$190,000	\$50,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	<b>\$194,000</b>
<b>5-YEAR CIP</b>	\$114,000								<b>CAPITAL ITEMS TOTAL</b>					

PURCHASE YEARS	REPLACING
FY 22-23	#3, #5, #9, #10, #12
FY 24-25	#6 & #7
FY 25-26	#4 & #13
FY 26-27	#2 & #8
FY27-28	#1, & #11
FY28-29	#3 & #5
FY 29-30	#9 & #10
FY 30-31	#6 & #12
FY 31-32	#4 & #7
FY 32-33	#2 & #13
<b>FY 24-25 TOTAL CIP</b>	<b>\$50,000</b>

Replaced car #7 (Incident on 2/25/2023) BA #2023-4

**5 PATROL CARS PURCHASED IN FY 22/23- AMERICAN RESCUE PLAN ACT OF 2021 FUNDS AWARDED IN 2021**

**CAPITAL PROJECTS/PROGRAMS SUMMARY – POLICE**

**PROJECT TYPE:** PATROL CARS (REPLACEMENTS)

**USEFUL LIFE:** 5 YEARS OR \$75,000 MILES

**TOTAL PROJECT COST:** TBD

**NEW POSITIONS:** N/A

**DESCRIPTION:** PATROL CAR

**OFFSETTING REVENUE:** SALE OF REPLACEMENT ASSET

**JUSTIFICATION:** Due to the number of years in service, high hours and yearly maintenance cost.

**PLAN REFERENCE:** LUP Policy P. 112: Swansboro supports the continued public provision of police protection to all citizens. Per a Federal Bureau of Investigation standard – a town per 268 persons is likely to need one additional police officer, 0.6 vehicles, and 200 SQ FT of facility space for law enforcement.

**UNFUNDED in FY 24/25**

<b>EXPENDITURES (PATROL CARS):</b>											
<b>TYPE:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
ex. debt service											
<b>funding sources:</b>											
<b>type:</b>	<b>FY 24-25</b>	<b>FY 25-26</b>	<b>FY 26-27</b>	<b>FY 27-28</b>	<b>FY 28-29</b>	<b>FY 29-30</b>	<b>FY 30-31</b>	<b>FY 31-32</b>	<b>FY 32-33</b>	<b>FY 33-34</b>	<b>total</b>
general fund	\$50,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$16,000	\$194,000
offsetting revenue (sale)											\$0
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>.70</b>
<b>FY 24/25 TOTAL</b>											<b>\$50,000</b>

<b>POLICE</b>		
<b>FY 24/25 TOTAL CIP</b>	<b>\$50,000</b>	<b>.70 Cents</b>

Permitting														
	FUNDING SOURCE	Capital Reserve Balance as of 6/30/24	Funding using ARP Funds FY 23/24	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
DODGE RAM	GF		\$30,625		\$16,000	\$8,000	\$8,000	\$8,000						\$40,000
<b>ANNUAL BUDGET TOTAL</b>					\$16,000	\$8,000	\$8,000	\$8,000						<b>\$40,000</b>
<b>5-YEAR CIP</b>		<b>\$40,000</b>		<b>USEFUL LIFE: 5 YEARS</b>				<b>CAPITAL ITEMS TOTAL</b>						

PROJECT: DODGE RAM REPLACEMENT

TOTAL PROJECT COST: \$40,000 (5-YR)/REPLACE. COST \$40,000

NEW POSITIONS: N/A

DESCRIPTION: PUBLIC WORKS EQUIPMENT

OFFSETTING REVENUE:

JUSTIFICATION: Due to amount of years in service, high hours, and yearly maintenance cost.

PLAN REFERENCE: No specific reference made.

FUNDED IN FY 23/24- AMERICAN RESCUE PLAN ACT OF 2021 FUNDS AWARDED IN 2021

UNFUNDED FY 24/25

EXPENDITURES (DODGE RAM REPLACEMENT):											
TYPE:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	total
ex. debt service											
funding sources:											
type:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	total
general fund/enterprise		\$8,000	\$8,000	\$8,000	\$8,000	\$8,000					\$40,000
offsetting revenue (sale)											
<b>operating budget impact (BASED ON 1 cent = 71,493):</b>											<b>0.00</b>
<b>FY 24/25 TOTAL</b>											<b>\$0</b>

INFRASTRUCTURE (PUBLIC STREETS)														
PROJECT TITLE	FUNDING SOURCE	Capital Reserve Balance as of 6/30/24	Funding using SCIF Funds	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
*SIDEWALK CONSTRUCTION	GF /FEE IN LIEU OF	\$73,996	\$100,000	\$500,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$950,000
<b>ANNUAL BUDGET TOTAL</b>				\$500,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	<b>\$950,000</b>
<b>5-YEAR CIP</b>	<b>\$700,000</b>							<b>CAPITAL ITEMS TOTAL</b>						

\*SIDEWALK LOCATION/PROPOSALS HAVE BEEN IDENTIFIED AND RECOMMENDED THROUGH THE WATERFRONT IMPLEMENTATION PLAN AND BOARD OF COMMISSIONERS AND STAFF DISCUSSIONS.

### CAPITAL PROJECTS/PROGRAMS SUMMARY – PUBLIC STREETS

**PROJECT TYPE:** SIDEWALK CONSTRUCTION (PEDESTRIAN FACILITIES)    **USEFUL LIFE:** 30 YEARS

**TOTAL PROJECT COST:** \$500,000    **NEW POSITIONS:** N/A

**DESCRIPTION:** COMPLETE GAPS IN ACCESSIBILITY    **OFFSETTING REVENUE:**

**JUSTIFICATION:** A sidewalk proposal list has been developed identifying location/costs of sidewalks. STIP as identified below is not as impactful as once was, as all bicycle/pedestrian improvements are lumped in transportation projects as a whole (not a separate funding source dedicated).

**PLAN REFERENCE:** Land Use Policy P.58 – The development of bikeways, sidewalks and trails will be encouraged as part of new roadways and roadway expansions. Particular attention should be given to bicycle and pedestrian needs for inclusion in the State Transportation Improvement Program (STIP), including development of a bikeway plan (completed) within the planning jurisdiction. Numerous surveys in support of sidewalks. The Town should strive to connect all areas of the town, present and future, with sidewalks, walking paths and other off-road pedestrian ways to provide safe areas for walking, jogging and biking. Where possible, bikeways and bike paths shall be encouraged, but not at the expense of the pedestrian facilities. Ref. to stormwater in LUP regarding construction of these facilities.

**Funded in FY 23/24**

EXPENDITURES (*SIDEWALK CONSTRUCTION) PEDESTRIAN FACILITIES:											
TYPE:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	total
ex. debt service											
funding sources:											
type:	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	total
general fund	\$500,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$50,000	\$950,000

**\*SPECIFIC COST \*ESTIMATES/FEASIBILITY HAS NOT BEEN PERFORMED REGARDING CAPITAL PROPOSAL.**

## TOWN MANAGER RECOMMENDATION

The following pages represent the recommendations of the Town Manager. These recommendations are based on the needs of each department as articulated by the Department Head, deliberations with the Town Board of Commissioners and weighted by the Town Manager. Included is the summary of the CIP, as well as descriptions of each project.

The total 5-year CIP as requested is \$3,080,388. The Town Manager considered debt policies, available outside funding and available General, Enterprise and Fire Fund resources to recommend the development of the five (5) year plan with an emphasis on FY 23-24 projects. The Town Manager is recommending a FY 24-25 CIP implementation of projects totaling \$1,220,000.

	FY 24-25	FY 25-26	FY 26-27	FY 27-28	FY 28-29	FY 29-30	FY 30-31	FY 31-32	FY 32-33	FY 33-34	TOTAL
<b>ANNUAL BUDGET TOTAL</b>	\$1,220,000	\$697,222	\$387,722	\$387,722	\$387,722	\$355,722	\$355,722	\$355,722	\$355,724	\$355,722	\$4,859,000
<b>5-YEAR CIP</b>	\$3,080,388					<b>CAPITAL ITEMS TOTAL</b>					