



Budget Retreat of the Town of Carolina Shores
Board of Commissioners
March 20, 2023 10:00 am

1. Welcome and Opening Remarks
2. Updates on Progress from FY 22-23 – What was accomplished in current fiscal year, etc.
3. Review of the Budget Process – The anticipated timeline for budget ordinance adoption, conditions facing other localities, revenue discussion, etc.
4. Goal Setting – Board to set goals for the Town for the year
5. Budget Instructions and Direction – Board to instruct staff to prepare a budget, guidance on tax rate, etc.
6. Adoption of Budget Schedule
7. Adjourn

The current fiscal year saw the following accomplishments:

Town of Carolina Shores
Work Program Goals of the Board of Commissioners
FY 2022-2023

Public Works Improvements

- Completed major canal cleanings
- Completed paving and sealing projects in various areas throughout town
- Replaced AC system in Public Works Office
- Replaced mechanical sections of garage doors in main Public Works building

Public Safety Improvements

- New speed signs
- SUV upfitted for animal control services

Parks & Recreation Improvements

- Dog park expansion completed
- Pickleball court upgraded
- Security system and wifi installed at park
- Sidewalks added in park

Administrative Improvements

- Added wall mounted monitor in Commissioner's Chamber
- Added bulletproof glass to Town Hall
- Replaced AC system for Building Inspections Department
- Completed major cleanup and organization of records in Town Hall
- Website cleanup and refreshing started

Asset Improvement

- Implement capital improvement projects as included in the CIP, additionally:
 - Added 2 pick-up trucks in Maintenance Department
 - Added Laptops for Chambers and Inspection Department
 - Surplus excess equipment sold
 - Added a new mower to Public Works inventory

Personnel

- Recommend a 6% COLA to be applied to maintain the Town's pay plan. Merit pay will be governed per ordinance.
- Administration will propose no fee increases this year.

Potential Improvements for 2023-24

Staff suggests the following for consideration:

Public Works Improvements

- Surplus excess equipment to purchase new truck

Public Safety Improvements

- Add a SUV for animal control (funds from PW surplus equipment)

Parks & Recreation Improvements

- Add shelter area for concerts at Town Hall (\$40,000)

Town Hall Building Improvements

- Stucco repair and painting and gutter and fascia board replacement (\$35,000)

Administrative Improvements

- None

Asset Improvement

Street Improvements

- Pave Captains Court, Calabash Drive, Swamp Fox Drive, Gate 1 and 3 – 12, Mashie Drive, and Court 2-11

TOWN OF CAROLINA SHORES NORTH CAROLINA

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FY2023-2024 BUDGET ADOPTION SCHEDULE

TO: Board of Commissioners
FROM: Chad Hicks, Town Administrator/Lori Frye, Finance Director
SUBJECT: Budget Adoption Schedule
DATE: 03/20/2023
ENCL: None
CC: File

Budget Adoption Schedule:

Monday March 20, 2023	Budget Retreat Workshop
Monday May 8, 2023	Budget Presentation and Budget Message
Monday June 12, 2023	Public Hearing and Adoption of the Budget Ordinance