



Town of Carolina Shores
Board of Commissioners Meeting
October 13, 2025 10:00 am

Pledge of Allegiance and Moment of Silence

- I. Call to Order
- II. Public Comment on Agenda Items Only
- III. Administrative Reports:
 - a. Administration Department Report
 - b. Building Inspections Report
 - c. Public Works Department Report
 - d. Public Safety Department Report
 - e. Finance Department Report
 - f. Committee & Volunteer Groups Report
- IV. Consent Agenda:
 - a. BOC Reg Minutes 9/08/2025
- V. Old Business: None
- VI. New Business:
 - a. Discussion of GFL Contract
 - b. Discussion of Increasing Public Work Boot Allowance
 - c. Appointment of Parks Commission Member Resolution 25-10
- VII. Public Comment
- VIII. Mayor and Board of Commissioners Comments
- IX. Closed Session: None
- X. Adjourn

TOWN OF CAROLINA SHORES NORTH CAROLINA



TO: Mayor and Board of Commissioners
FROM: Chad Hicks, Town Administrator
SUBJECT: October 2025 Administrative Report
DATE: 10/07/2025

Administration:

The CAMA Land Use Plan update has started. The Town Attorney is working on changes to the merit pay section in the personnel policy. We are still looking to hire a few people in Public Works. The environment at the Recycle Center seems to have improved with the addition of another person on site. We hope to soon have 2 people working every day the center is open.

Follow-up from September Commission Meeting:

We are still searching for a third employee for the Recycle Center. We have not started issuing permits on site due to the lack of an extra employee on Saturdays.

Public Works:

The two major culvert replacements in the Village at Calabash should be started soon. The town engineer is working on the bid package for paving Bayberry. We hope to have this street repaved this year. We will officially announce the new park hours once the time changes on November 2nd. The fall concert went great! We appreciate the efforts of town staff and all the volunteers that helped with the event.

Inspections:

The full detailed report for September inspections is included in the agenda packet.

Finance:

Lori Frye will give the Financial Report.
(report is included in the agenda packet)

Projects:

Drainage
No capital drainage projects this fiscal year.

Roadway:

No new updates.

PERMITS AND INSPECTIONS REPORT
TOWN OF CAROLINA SHORES
September 2025

Single Family Residence	0
Total Cost of Construction (Stick built – SF)	\$0
Multi- Unit Housing	0
Total Cost of Construction- Multi-Unit	\$0
Modular Home Permits	0
Total Cost of Construction – Modular	\$0
Manufactured Home Permits	0
Total Cost of Construction – Manufactured Homes	\$0
Commercial/Industrial Building Permits	0
Total Cost of Construction Commercial/Industrial Building	\$0
TOTAL BUILDING PERMIT CONSTRUCTION VALUATION	\$0
Other Building Permits (i.e. Addition, fence, deck, garage, shed, sunroom, mail station, concrete/asphalt paving, roof over deck, windows) construction valuation	\$17,200
Building Permits	5
Floodplain Permits	5
Electrical Permits	4
Driveway Permits	0
Mechanical Permits/Gas Permits	17
Zoning Permits	4
Plumbing Permits	0
Sign Commercial	0
Inspections Completed	140
Reinspection fees collected	\$0
New Homes Currently under Construction	8
Certificate of Occupancy Certificates	5
TOTAL CERTIFICATE OF OCCUPANCY (CONSTRUCTION VALUATION)	\$0
PERMIT FEE REVENUE	\$4,890.00
YEAR TO DATE PERMIT REVENUE	\$223,682.91

TOWN MAINTENANCE REPORT

Ending Date: 9/30/2025

ZONES 1 and 2	Description	Column1	Date2	Date3
ZONE 1	Zone 1- 5 - Service Request - 9 Golfview - roadside ditch - 94 Carolina Shores drive - 34 Gate 7 - pot hole - 94 Carolina Shores drive - back ditch at golf course - 94 Carolina Shores drive - golf course needs mowed -			
ZONE 2	Zone 2 - 9 - Service Request - 11 Bayberry circle - roadside ditch - 79 Calabash drive - roadside ditch - 9 Putter Place - roadside ditch - Persimmon road - pot hole - 7 Bayberry - pot hole - 18 Bayberry pot hole - 12 Calabash drive - roadside ditch - 55 Carolina Shores Parkway - driveway culvert - 14 Gate 3 roadside ditch -			
ZONES 3 and 4	Description	Column 2	Date2	Date3
Zone 3	Zone 3- 2 - Service Request - 2 Sun court - pot hole - 62 Pinewood drive - pot hole -			
Zone 4	Zone 4- 6 - Service Request - 1048 Waterview - roadside ditch - Creek ridge lane and Slippery Roack - street sign - 1063 Mainsail - roadside ditch - 1065 Mainsail - roadside ditch - 1048 Waterview - roadside ditch - 1217 Fencepost lane - street light -			
Maintenance Division	Description	Date	Date2	Date3
Trash Pick up	Daily Trash pick up in each zone and Persimmon, Thomasboro, Country Club and each zone.			
Equipment Maintenance	Clean, Grease, Service, Repair, Fill with fuel daily.			
Equipment Repair	Exmark mower is being repaired. New clutch.			
Town Hall	General maintenance.			
Materials	Order and pick up all materials needed for each job.			
Service Request	Complete all service request in a timely manner.			
Safety	Conducted Monthly safety meeting on 9/29/2025			
Radio Test	On 9/30/2025 Conducted Radio test for Town equipment.			
Fire Extinguisher	On 9/10/2025 Conducted Fire Extinguisher Inspection.			
Town Park	General maintenance. Adjusted the entrance gate.			
Roadside ditches	Currently not doing roadside ditches because we have two employees that are going to be out on FMLA.			
Paving Projects	Not complete.			
Applicants	Still trying to fill open positions.			
Operations	The town did roadside ditches and culvert cleanout on Pineridge, Bayberry, Calabash drive and Carolina Shores Parkway. Cleaned the canals and roadside ditches weekly in preparation for the storms. Started mowing the golf course. Finished roadwork in Calabash Lakes, Prepared for the concert. Continued mosquito treatment. Trimmed the vegetation on Hwy 17 and Persimmon and put out new pine straw. We called in 811 for the culvert replacement in The Village at Calabash. Pressure washed the recycle center and stage area. Installed " No parking on the grass " signs in The Farm. Installed " Motorists must give 4ft clearance" signs.			

Code Compliance Officer Report September 1-30, 2025

September 2

Service Request: Northwest Drive. Neighbor emitting a bright light in neighboring yard.
Service Request: Calabash Drive. An aggressive dog running off the property into the street.
Violation letter, civil citation, dog running at large. Thrush Court civil citation has not been paid.
Worked at the Administration desk.

September 3

Worked at the Administration desk.
Monthly report.
Follow-up on pet rescue Slippery Rock Drive. Violation letter written.

September 6

Served a violation letter to resident at Fence Post Lane. I observed over 30 cats in the downstairs of the residence.
Service Request: Follow-up. Spoke with the resident on Northwest Drive regarding a bright light and an unruly teenage neighbor.

September 9

Follow-up on the junked motor vehicle at Topsail Court.
Concert prep.

September 11

Service Request: barking dog becoming a nuisance, Lantern Light Way, Landmark Cove.
A civil citation and letter of violation were issued to the residents of Topsail Court for failing to remove a junked motor vehicle after receiving a warning. The citation was not paid but the vehicle was removed.

September 13

Routine Patrol.

September 16

Service Request: Calabash Drive. The owner is not securing the dog while walking down the street.
Contacted the State Agriculture Department regarding cat rescue.
Meeting with maintenance on town concert and contacting food trucks and the band.

September 19

The town concert drew over 450 residents.

September 20

Overnight parking violation: 3 in The Grove and 1 Lighthouse Cove.
Service Request: contacted the resident who continues to park overnight in Lighthouse Cove. Follow-up with the president of the Homeowners Association.

September 23

Two parking violations were issued for parking in the wrong direction on Lighthouse Cove Loop.
Service Request: Watson Avenue. Dogs continue to bark day and night.

Sheriff's Office Patrol

Total Hours **56**

Sheriff's Office Activity

1 Disturbance at Food Lion Carolina Shores Shopping Center
15 Traffic warnings

TOWN OF CAROLINA SHORES FINANCE REPORT SEPTEMBER 2025

200 PERSIMMON ROAD
CAROLINA SHORES, NC 28467



PHONE: 910-575-4877
FAX: 910-575-4812

BUDGET SUMMARY	FISCAL YEAR 2025-2026	ACTUAL AS OF SEPTEMBER 30, 2025	PERCENT
	ADOPTED BUDGET		
EXPENDITURES			
OPERATING	\$ 3,476,416.00	\$ 832,011	
CAPITAL	\$ 859,084.00	\$ 65,137	
TOTAL	\$ 4,335,500.00	\$ 897,148	21%
 REVENUES			
PROPERTY & MV TAX	\$ 1,145,500.00	\$ 274,511	
AMERICAN RESCUE PLAN	\$ -	\$ -	
SALES TAX	\$ 2,200,000.00	\$ 648,212	
POWELL BILL FUNDS	\$ 200,000.00	\$ 104,571	
UTILITY FRANCHISE	\$ 150,000.00	\$ 43,706	
INSPECTIONS/PERMITS	\$ 458,500.00	\$ 223,663	
MISC. (BEER/WINE, SALE OF ASSETTS, SOLID WASTE, ETC)	\$ 31,500.00	\$ 1,103	
INTEREST	\$ 150,000.00	\$ 73,025	
HURRICANE REIMBURSEMENT	\$ -	\$ -	
APPROPRIATED FUNDS	\$ -	\$ -	
TOTAL	\$ 4,335,500.00	\$ 1,368,792	32%
 CHECKING ACCOUNT			
BEGINNING BALANCE	\$ 2,471,960.11		
ENDING BALANCE	\$ 2,781,683.83	NCCMT SEPTEMBER INTEREST \$18,683.25	

GL Balance Sheet
 Period Ending 9/30/2025

Town of Carolina Shores

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10 GERNERAL FUND

Asset

10-0101-000 South State - Checking	\$2,781,683.83
10-0101-015 CAPITAL TRUST FUND	\$5,474,673.67
10-0101-020 SOUTH STATE - CD	\$274,572.02
10-0101-021 FIRST NATIONAL- CD	\$218,938.84
10-0106-000 PETTY CASH	\$200.00
10-0110-000 TAXES RECEIVABLE	\$7,893.51
10-0110-010 MV TAXES REC.	\$6,959.90
10-0110-020 ASSESMENT REC.	\$1,225.00
10-0111-000 ALLOW FOR UNCOLL TAXES	-\$800.00
10-0128-020 DUE FROM NCDR(SALES TAX)	\$9,921.00
Total	\$8,775,267.77

Liability

10-0127-100 LOST-SALES TAX RECEIVABLE	-\$366,478.00
10-0127-200 UTILITY FRANCHISE TAX RECEIVABLE	-\$38,071.00
10-0127-300 TELECOMMUNICATIONS TAX RECEIVABLE	-\$5,029.00
10-0127-400 VIDEO TAX RECEIVABLE	-\$1,513.00
10-0150-000 A/R REFUND	-\$0.17
10-0201-000 ACCOUNTS PAYABLE	\$0.13
10-0201-010 ASSESMENT PAYABLE	\$0.29
10-0210-001 State Tax 4.75%	-\$7,843.49
10-0210-010 County Tax 2.00%	-\$3,190.19
10-0223-000 STATE W/H PAYABLE	-\$0.17
10-0224-000 RETIREMENT PAYABLE	\$0.28
10-0224-001 401K	-\$0.01
10-0225-000 ACCRUED PAYROLL	\$0.23
10-0225-001 MEDICAL INS. PAYABLE	\$22.57
10-0226-000 457 PLAN	-\$0.02
10-0230-002 HOMEOWNERS FUND RECOVERY	-\$217.00
10-0280-000 DEFERRED REV TAXES	\$7,094.43
10-0299-000 FUND BALANCE	\$8,166,144.57
Current Fund Balance Adjustment	\$471,644.00
P/Y Fund Balance Adjustment	\$552,703.32
Total	\$8,775,267.77

Budget vs Actual

Town of Carolina Shores
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Period Ending 9/30/2025

10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
Revenues					
10-0000-000 "GENERAL FUND"	0	0.00	0.00	0.00	
10-0300-000 GENERAL FUND	0	0.00	0.00	0.00	
REVENUES					
10-3100-101 TAXES-2019	0	0.00	0.00	0.00	
10-3100-102 TAXES, 2018	0	0.00	0.00	0.00	
10-3100-103 TAXES, 2020	0	0.00	0.00	0.00	
10-3113-136 TAXES, 2025	1,076,000	161,995.72	251,695.88	(824,304.12)	23%
10-3113-137 TAXES, 2024	5,000	344.16	4,102.23	(897.77)	82%
10-3113-138 TAXES, 2023	2,000	5.91	575.55	(1,424.45)	29%
10-3113-139 TAXES, 2022	1,000	26.88	26.88	(973.12)	3%
10-3113-140 TAXES, 2021	0	0.00	0.00	0.00	
10-3193-180 TAX INTEREST	1,500	30.59	403.20	(1,096.80)	27%
10-3194-120 MV TAXES	60,000	0.00	17,706.85	(42,293.15)	30%
10-3200-000 AMERICAN RESCUE PLAN	0	0.00	0.00	0.00	
10-3226-312 SALE OF ASSETS	0	0.00	0.00	0.00	
10-3230-351 LOCAL OPTION SALES TAX	2,200,000	236,409.71	648,211.89	(1,551,788.11)	29%
10-3230-360 HOLD HARMLESS DISTRIBUTIONS	0	0.00	0.00	0.00	
10-3250-110 Solid Waste Disposal Tax	3,000	0.00	1,007.88	(1,992.12)	34%
10-3260-110 Business Registration	0	0.00	0.00	0.00	
10-3316-000 Powell Bill Revenue	200,000	104,571.48	104,571.48	(95,428.52)	52%
10-3321-000 Sales & Use Tax Refund	8,000	0.00	0.00	(8,000.00)	
10-3322-350 BEER/WINE EXCISE TAX	20,000	0.00	0.00	(20,000.00)	
10-3324-310 UTILITY FRANCHISE	150,000	43,706.40	43,706.40	(106,293.60)	29%
10-3325-310 TELECOMMUNICATIONS TAX	0	0.00	0.00	0.00	
10-3326-310 SALES TAX VIDEO PROGRAMMING	0	0.00	0.00	0.00	
10-3326-315 SALES OF SERVICE(FastTrack)	0	0.00	0.00	0.00	
10-3343-410 BUILDING PERMITS	450,000	4,690.00	222,512.86	(227,487.14)	49%
10-3343-415 ZONING PERMITS	2,000	200.00	850.00	(1,150.00)	43%
10-3343-430 CERTIFICATE OF OCCUPANCY	6,500	0.00	300.00	(6,200.00)	5%
10-3346-430 APPLICATION FEE/ZONING	0	0.00	0.00	0.00	
10-3831-491 INTEREST GENERAL FUND	150,000	24,552.03	73,025.24	(76,974.76)	49%
10-3832-630 Hurricane Reimbursement	0	0.00	0.00	0.00	
10-3839-890 MISC. INCOME	500	95.38	95.38	(404.62)	19%
10-3839-891 CIVIL FINES	0	0.00	0.00	0.00	
10-3991-990 APPROP. FUNDS	0	0.00	0.00	0.00	
Revenues Totals:	4,335,500	576,628.26	1,368,791.72	(2,966,708.28)	32%

Budget vs Actual

Town of Carolina Shores
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10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
Expenses					
10-4110-000 GOVERNING BODY	0	0.00	0.00	0.00	
10-4110-126 BOARD/FEES	20,000	5,000.00	5,000.00	15,000.00	25%
10-4110-181 FICA/MED	1,530	382.50	382.50	1,147.50	25%
10-4110-260 DEPARTMENT SUPPLIES	1,070	0.00	27.80	1,042.20	3%
10-4110-310 TRAVEL	300	25.34	62.37	237.63	21%
10-4110-380 COMPUTER SERVICE/PROGRAM	2,000	0.00	0.00	2,000.00	
10-4110-395 EMPLOYEE TRAINING	535	0.00	64.35	470.65	12%
10-4110-491 DUES/SUBS	535	0.00	0.00	535.00	
10-4110-499 MISC.	535	0.00	52.70	482.30	10%
GOVERNING BODY Totals:	26,505	5,407.84	5,589.72	20,915.28	21%
10-4120-000 ADMINISTRATION	0	0.00	0.00	0.00	
10-4120-121 SALARIES F/T	407,770	30,510.48	112,054.81	295,715.19	27%
10-4120-126 SALARIES P/T	0	0.00	0.00	0.00	
10-4120-180 FRINGE BENEFITS	0	0.00	0.00	0.00	
10-4120-181 FICA/MED	31,195	2,324.42	8,538.47	22,656.53	27%
10-4120-182 RETIREMENT	57,088	4,378.26	16,079.90	41,008.10	28%
10-4120-183 GROUP INSURANCE	82,500	5,138.17	13,490.95	69,009.05	16%
10-4120-184 457	0	0.00	0.00	0.00	
10-4120-185 401K	20,389	877.32	3,053.90	17,335.10	15%
10-4120-190 CONTRACT SERVICE (ADMI)	12,000	974.72	2,679.87	9,320.13	22%
10-4120-191 PROF FEES ACCTG	15,000	41.65	41.65	14,958.35	0%
10-4120-192 PROF FEES LEGAL	15,000	2,415.00	5,687.50	9,312.50	38%
10-4120-195 PROF FEE- TOWN CODE	1,000	0.00	1,259.17	(259.17)	126%
10-4120-199 PROF FEES Other	4,000	0.00	0.00	4,000.00	
10-4120-250 AUTO SUPPLIES	0	0.00	60.40	(60.40)	
10-4120-260 OFFICE SUPPLIES	3,000	79.97	1,177.03	1,822.97	39%
10-4120-265 OFFICE FURNITURE	0	0.00	0.00	0.00	
10-4120-310 TRAVEL	500	22.83	22.83	477.17	5%
10-4120-321 TELEPHONE	18,600	1,226.91	3,680.73	14,919.27	20%
10-4120-325 POSTAGE	1,000	0.00	63.90	936.10	6%
10-4120-352 MAIN/REPAIR EQUIPT	500	0.00	0.00	500.00	
10-4120-353 MAIN/REPAIRS AUTO	0	0.00	0.00	0.00	
10-4120-370 LEGAL ADVERTISING	2,200	291.40	291.40	1,908.60	13%
10-4120-380 COMPUTER SER/PROGRAMS	17,500	5,901.92	12,468.00	5,032.00	71%
10-4120-395 EMPLOYEE TRAINING	2,000	0.00	0.00	2,000.00	
10-4120-450 INS/BOND/WC	64,905	0.00	51,591.62	13,313.38	79%
10-4120-451 COBRA	0	0.00	50.00	(50.00)	
10-4120-480 E.S.C. - Unemployment Pymts.	1,000	0.00	0.00	1,000.00	
10-4120-491 DUES/SUBS	10,000	0.00	9,567.00	433.00	96%

Budget vs Actual

Town of Carolina Shores
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10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
10-4120-499 MISC	8,600	51.00	51.00	8,549.00	1%
10-4120-690 FINES TO SCHOOL BOARD	0	0.00	0.00	0.00	
ADMINISTRATION Totals:	775,747	54,234.05	241,910.13	533,836.87	31%
10-4140-190 TAXES-COLLECTION FEE	12,000	1,218.02	1,925.60	10,074.40	16%
10-4140-191 DMV-COLLECTION FEE	500	0.00	0.00	500.00	
Totals:	12,500	1,218.02	1,925.60	10,574.40	15%
10-4170-190 Elections Fee	6,500	0.00	0.00	6,500.00	
ELECTIONS Totals:	6,500	0.00	0.00	6,500.00	
10-4190-000 PUBLIC BLDG/BEAUTY	0	0.00	0.00	0.00	
10-4190-126 SALARIES P/T	30,000	2,310.88	9,070.42	20,929.58	30%
10-4190-181 FICA/MED	2,295	176.78	693.88	1,601.12	30%
10-4190-182 RETIREMENT	0	0.00	0.00	0.00	
10-4190-190 CONTRACTED SERVICES	30,000	871.26	2,012.42	27,987.58	7%
10-4190-240 MAINT/REPAIR BLDG	15,500	0.00	125.00	15,375.00	1%
10-4190-290 DEPT. MATERIALS	11,000	1,578.32	2,061.18	8,938.82	19%
10-4190-291 RECREATIONAL/EVENTS	15,000	2,183.05	2,183.05	12,816.95	15%
10-4190-310 TRAVEL	1,200	172.20	258.30	941.70	22%
10-4190-331 UTILITIES-TH	20,000	1,016.16	3,394.70	16,605.30	17%
10-4190-352 REPAIR/MAINT EQUIP	4,500	0.00	1,544.50	2,955.50	34%
10-4190-590 CAPITAL OUTLAY-OTHER	0	0.00	0.00	0.00	
PUBLIC BUILD/BEAUTY Totals:	129,495	8,308.65	21,343.45	108,151.55	16%
10-4330-000 PUBLIC SAFETY	0	0.00	0.00	0.00	
10-4330-126 SALARIES P/T	52,530	3,430.16	13,396.77	39,133.23	26%
10-4330-181 FICA/MED	4,019	262.41	1,024.85	2,994.15	26%
10-4330-190 CONTRACT SERVICES	60,000	33,640.00	42,947.00	17,053.00	72%
10-4330-240 CALABASH FIRE DEPT	40,000	0.00	40,000.00	0.00	100%
10-4330-250 BRUNSWICK CTY FIRE FEES	1,800	0.00	1,440.00	360.00	80%
10-4330-255 AUTO SUPPLIES	1,800	67.74	122.72	1,677.28	7%
10-4330-260 DEPARTMENT SUPPLIES	3,000	41.92	258.83	2,741.17	9%
10-4330-266 EMERGENCY MGMT	11,000	0.00	0.00	11,000.00	
10-4330-310 TRAVEL	200	0.00	0.00	200.00	
10-4330-321 TELEPHONE	600	50.00	150.00	450.00	25%
10-4330-380 COMPUTER SER/PROGRAMS	3,000	0.00	2,500.00	500.00	83%
10-4330-395 EMPLOYEE TRAINING	500	0.00	0.00	500.00	
10-4330-500 PUBLIC SAFETY RESERVE	40,000	0.00	0.00	40,000.00	
10-4330-590 CAPITAL OUTLAY	0	0.00	0.00	0.00	
PUBLIC SAFETY Totals:	218,449	37,492.23	101,840.17	116,608.83	47%
10-4340-000 ECONOMIC DEVELOPMENT	0	0.00	0.00	0.00	

Budget vs Actual

Town of Carolina Shores
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Period Ending 9/30/2025

10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
10-4340-180 INCENTIVE PAYMENTS	0	0.00	0.00	0.00	
10-4340-190 CONTRACT SERVICES	0	0.00	0.00	0.00	
10-4340-199 PROFESSIONAL FEES	0	0.00	0.00	0.00	
10-4340-250 BRUNSWICK COUNTY FIRE FEES	0	0.00	0.00	0.00	
10-4340-260 DEPARTMENT SUPPLIES	0	0.00	0.00	0.00	
10-4340-310 TRAVEL	0	0.00	0.00	0.00	
10-4340-480 MARKETING	0	0.00	0.00	0.00	
10-4340-491 DUES/FEES - OTHER	0	0.00	0.00	0.00	
NON-DEPARTMENTAL Totals:	0	0.00	0.00	0.00	
10-4350-000 BUILDING INSPECTIONS	0	0.00	0.00	0.00	
10-4350-121 SALARIES F/T	317,820	23,426.66	84,061.51	233,758.49	26%
10-4350-126 SALARIES P/T	0	0.00	0.00	0.00	
10-4350-181 FICA/MED	24,314	1,788.96	6,427.50	17,886.50	26%
10-4350-182 RETIREMENT	44,495	3,361.72	12,062.80	32,432.20	27%
10-4350-183 GROUP INSURANCE	100,000	6,049.97	15,586.45	84,413.55	16%
10-4350-185 401K	15,891	802.32	3,044.66	12,846.34	19%
10-4350-190 CONTRACT SERVICES	80,000	7,502.63	7,679.48	72,320.52	10%
10-4350-231 EDUCATION/TRAINING	11,000	0.00	335.00	10,665.00	3%
10-4350-250 AUTO SUPPLIES/FUEL	4,000	146.45	463.34	3,536.66	12%
10-4350-260 DEPARTMENT SUPPLIES	5,000	192.15	1,571.18	3,428.82	31%
10-4350-265 EQUIPMENT	0	0.00	0.00	0.00	
10-4350-310 TRAVEL	2,000	0.00	676.12	1,323.88	34%
10-4350-321 TELEPHONE	6,000	402.04	1,054.08	4,945.92	18%
10-4350-325 POSTAGE/PRINTING	500	0.00	63.90	436.10	13%
10-4350-352 REPAIRS/MAINT EQUIP	500	0.00	0.00	500.00	
10-4350-353 MAINTENANCE/REPAIRS VEHIC	3,500	0.00	70.00	3,430.00	2%
10-4350-380 COMPUTER SERVICE/PROGRAM	15,000	0.00	0.00	15,000.00	
10-4350-491 DUES/FEES	1,000	0.00	60.00	940.00	6%
10-4350-590 CAPITAL OUTLAY-VEHICLE	0	0.00	0.00	0.00	
BUILDING INSPECTIONS Totals:	631,020	43,672.90	133,156.02	497,863.98	21%
10-4500-000 STREETS	0	0.00	0.00	0.00	
10-4500-121 SALARIES F/T	511,750	36,898.40	132,187.54	379,562.46	26%
10-4500-126 SALARIES P/T	0	0.00	0.00	0.00	
10-4500-181 FICA/MED	39,150	2,816.29	10,089.85	29,060.15	26%
10-4500-182 RETIREMENT	71,645	5,294.92	18,968.90	52,676.10	26%
10-4500-183 GROUP INSURANCE	124,700	8,478.46	21,846.56	102,853.44	18%
10-4500-185 401K	25,590	1,603.96	5,220.30	20,369.70	20%
10-4500-190 CONTRACTED SERVICES	20,000	1,168.38	2,758.18	17,241.82	14%
10-4500-240 STREET SUPPLIES	21,500	1,060.62	2,830.37	18,669.63	13%
10-4500-250 AUTO SUPPLIES	25,000	1,851.25	5,864.16	19,135.84	23%

Budget vs Actual

Town of Carolina Shores
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Period Ending 9/30/2025

10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
10-4500-310 TRAVEL	500	0.00	0.00	500.00	
10-4500-321 TELEPHONES	2,200	138.01	376.02	1,823.98	17%
10-4500-325 POSTAGE	1,000	0.00	63.90	936.10	6%
10-4500-331 STREET LIGHTS	144,000	10,666.95	32,033.34	111,966.66	22%
10-4500-350 STREET REPAIRS	11,000	0.00	0.00	11,000.00	
10-4500-352 REPAIR/MAINT EQUIP	27,500	653.46	6,981.40	20,518.60	25%
10-4500-353 MAINTENANCE/REPAIRS-VEHICLES	15,000	0.00	75.90	14,924.10	1%
10-4500-380 COMPUTER SERVICE/PROGRAM	3,000	0.00	0.00	3,000.00	
10-4500-395 EMPLOYEE TRAINING	3,000	0.00	0.00	3,000.00	
10-4500-491 DUES/SUBS	1,000	0.00	0.00	1,000.00	
10-4500-590 CAPITAL OUTLAY	0	0.00	0.00	0.00	
STREETS Totals:	1,047,535	70,630.70	239,296.42	808,238.58	23%
10-4510-000 POWELL BILL	0	0.00	0.00	0.00	
10-4510-126 SALARIES P/T	0	0.00	0.00	0.00	
10-4510-181 FICA/MED	0	0.00	0.00	0.00	
10-4510-182 RETIREMENT	0	0.00	0.00	0.00	
10-4510-190 CONTRACTED SERVICES	50,000	(370.00)	1,254.50	48,745.50	3%
10-4510-240 STREET SUPPLIES	3,000	509.70	597.15	2,402.85	20%
10-4510-352 REPAIR/MAINT EQUIPT	0	0.00	0.00	0.00	
10-4510-550 CAPITAL OUTLAY-EQUIPT	0	0.00	0.00	0.00	
10-4510-591 ROAD PAVING/PATCHING	147,000	0.00	28,805.57	118,194.43	20%
POWELL Totals:	200,000	139.70	30,657.22	169,342.78	15%
10-4600-000 AMERICAN RESCUE PLAN	0	0.00	0.00	0.00	
10-4600-190 CONTRACT SERVICES	0	0.00	0.00	0.00	
10-4600-195 REVENUE REPLACEMENT	0	0.00	0.00	0.00	
10-4600-199 PROFESSIONAL FEES	0	0.00	0.00	0.00	
AMERICAN RESCUE PLAN Totals:	0	0.00	0.00	0.00	
10-4700-000 ENVIRO. PROTECTIONS	0	0.00	0.00	0.00	
10-4700-190 CONTRACT SERVICE	20,000	0.00	2,877.50	17,122.50	14%
10-4700-240 Departmental Supplies	4,000	0.00	0.00	4,000.00	
10-4700-241 MOSQUITO CONTROL	1,000	455.79	911.58	88.42	91%
10-4700-350 DRAINAGE-RIPRAP,STONE	10,000	0.00	0.00	10,000.00	
10-4700-351 DRAINAGE DITCHES	40,000	0.00	0.00	40,000.00	
ENVIRO PROTECTION Totals:	75,000	455.79	3,789.08	71,210.92	5%
10-4710-000 SANITATION	0	0.00	0.00	0.00	
10-4710-126 SALARIES P/T	38,115	3,720.56	12,373.61	25,741.39	32%
10-4710-181 FICA/MED	2,915	284.64	946.59	1,968.41	32%
10-4710-182 Retirement	0	0.00	0.00	0.00	
10-4710-190 CONTRACTED SERVICES	73,200	5,662.51	12,897.03	60,302.97	18%
10-4710-290 DEPT. MATERIALS	3,000	48.95	402.44	2,597.56	13%

Budget vs Actual

Town of Carolina Shores
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Period Ending 9/30/2025

10 GERNERAL FUND

Description	Budget	MTD	YTD	Variance	Percent
10-4710-352 REPAIR/MAINT EQUIP	1,000	0.00	0.00	1,000.00	
10-4710-580 CAPITAL OUTLAY	0	0.00	0.00	0.00	
SANITATION Totals:	118,230	9,716.66	26,619.67	91,610.33	23%
10-4910-000 PLANNING & ZONING	0	0.00	0.00	0.00	
10-4910-121 SALARIES F/T	0	0.00	0.00	0.00	
10-4910-126 BOARD/FEES	4,200	1,050.00	1,050.00	3,150.00	25%
10-4910-181 Fica/Med	325	80.36	80.36	244.64	25%
10-4910-182 RETIREMENT	0	0.00	0.00	0.00	
10-4910-183 GROUP INSURANCE	0	0.00	0.00	0.00	
10-4910-185 401	0	0.00	0.00	0.00	
10-4910-199 PROF FEES	85,000	11,600.00	20,300.00	64,700.00	24%
10-4910-260 Department Supplies	100	0.00	0.00	100.00	
10-4910-310 TRAVEL	0	0.00	0.00	0.00	
10-4910-325 Postage/Printing	100	0.00	0.00	100.00	
10-4910-370 Legal Advertising	2,500	0.00	0.00	2,500.00	
10-4910-395 Education/Training	0	0.00	0.00	0.00	
10-4910-499 MISC	0	0.00	0.00	0.00	
PLANNING & ZONING Totals:	92,225	12,730.36	21,430.36	70,794.64	23%
10-6120-000 CULTURAL & RECREATIONAL	0	0.00	0.00	0.00	
10-6120-126 SALARIES P/T	1,120	200.00	200.00	920.00	18%
10-6120-181 FICA/MED	90	15.30	15.30	74.70	17%
10-6120-190 CONTRACT SERVICES	20,000	1,249.29	3,747.87	16,252.13	19%
10-6120-290 DEPARTMENT MATERIALS	10,000	91.03	91.03	9,908.97	1%
10-6120-331 UTILITIES-PARKS	5,000	80.20	399.11	4,600.89	8%
10-6120-352 REPAIRS/MAINTENANCE	5,000	0.00	0.00	5,000.00	
10-6120-450 SPECIAL EVENTS	2,000	0.00	0.00	2,000.00	
CULTURAL & RECREATIONAL Totals:	43,210	1,635.82	4,453.31	38,756.69	10%
10-9910-000 CONTINGENCY	100,000	0.00	0.00	100,000.00	
10-9910-991 CONTINGENCY DEPT.	0	0.00	0.00	0.00	
CONTINGENCY Totals:	100,000	0.00	0.00	100,000.00	
10-9930-000 CAPITAL PROJECTS	0	0.00	0.00	0.00	
10-9930-199 PROFESSIONAL FEES	0	0.00	0.00	0.00	
10-9930-540 STORMWATER	339,084	1,800.00	65,136.57	273,947.43	19%
10-9930-545 PAVING	520,000	0.00	0.00	520,000.00	
10-9930-580 CAPITAL OUTLAY-EQUIP	0	0.00	0.00	0.00	
10-9930-581 CAPITAL OUTLAY-OTHER	0	0.00	0.00	0.00	
10-9930-990 CONTINGENCY	0	0.00	0.00	0.00	
RESERVES Totals:	859,084	1,800.00	65,136.57	793,947.43	8%
Expenses Totals:	4,335,500	247,442.72	897,147.72	3,438,352.28	21%

Budget vs Actual

Town of Carolina Shores
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10 GERNERAL FUND Totals:

329,185.54 471,644.00

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Account Range: 10-0101-000 South State - Checking - 10-0101-000 South State - Checking

Date Range: 9/1/2025 - 9/30/2025

GL Account - 10-0101-000 South State - Checking

Date	Description	Source	Debits	Credits	Date
Fiscal Period - FISCAL PERIOD 2025-2026		Beg Balance	\$2,471,960.11	\$0.00	
09/04/2025	ALL TRAFFIC SOLUTIONS INC	AP CK	\$0.00	\$30,600.00	09/04/2025
09/04/2025	ALTMAN TRACTOR CO. OF CONWAY, INC.	AP CK	\$0.00	\$68.82	09/04/2025
09/04/2025	ANGELA HAYES	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	BRETT LYNN DAVIS	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	CATALIS PWE	AP CK	\$0.00	\$4,488.78	09/04/2025
09/04/2025	CHAD HICKS	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	CHRISTOPHER EDWARDS	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	CLARKE MOSQUITO CONTROL PRODUCTS	AP CK	\$0.00	\$486.56	09/04/2025
09/04/2025	COREY CHILDERS	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	ELDRIDGE LAW FIRM, PC	AP CK	\$0.00	\$2,415.00	09/04/2025
09/04/2025	FOCUS BROADBAND	AP CK	\$0.00	\$1,965.10	09/04/2025
09/04/2025	FULWOOD PROPERTY CARE	AP CK	\$0.00	\$905.00	09/04/2025
09/04/2025	GAIL TREGLIA	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	GERARD FRANKLIN	AP CK	\$0.00	\$86.10	09/04/2025
09/04/2025	KENNETH MEDLIN	AP CK	\$0.00	\$320.00	09/04/2025
09/04/2025	KENNETH MEDLIN	AP CK	\$0.00	\$160.00	09/04/2025
09/04/2025	LORI FRYE	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	MARK SHAFFER	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	MELANIE KAR	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	MICHAEL CAMASTRO JR	AP CK	\$0.00	\$160.00	09/04/2025
09/04/2025	NICOLE HEWETT	AP CK	\$0.00	\$123.83	09/04/2025
09/04/2025	OFFICE DEPOT, INC.	AP CK	\$0.00	\$129.76	09/04/2025
09/04/2025	ROBIN FORBES	AP CK	\$0.00	\$480.00	09/04/2025
09/04/2025	SAM TYNDALL	AP CK	\$0.00	\$50.00	09/04/2025
09/04/2025	SANDY WOOD	AP CK	\$0.00	\$242.15	09/04/2025
09/04/2025	TRUIST BANK	AP CK	\$0.00	\$1,124.09	09/04/2025
09/04/2025	UNIFIRST FIRST AID CORP	AP CK	\$0.00	\$211.36	09/04/2025
09/04/2025	VALOR LLC	AP CK	\$0.00	\$1,217.25	09/04/2025
09/04/2025	VERIZON WIRELESS	AP CK	\$0.00	\$190.05	09/04/2025
09/04/2025	WESLEY MACLEOD	AP CK	\$0.00	\$11,600.00	09/04/2025
09/05/2025	WEX GAS/DIESEL-AUGUST	GL CD	\$0.00	\$877.16	09/08/2025
09/08/2025	BRUNSCO TAX DEPOSIT	GL GJ	\$161,185.24	\$0.00	09/16/2025
09/09/2025	NORRIS & WARD LAND SURVEYORS	AP VC	\$370.00	\$0.00	07/23/2025
09/12/2025	ADOLPH L FORD	AP CK	\$0.00	\$320.00	09/12/2025
09/12/2025	BESTCO UA	AP CK	\$0.00	\$222.00	09/12/2025
09/12/2025	CALABASH ACE HARDWARE	AP CK	\$0.00	\$28.81	09/12/2025

GL Account History Summary

Town of Carolina Shores

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Account Range: 10-0101-000 South State - Checking - 10-0101-000 South State - Checking

Date Range: 9/1/2025 - 9/30/2025

GL Account - 10-0101-000 South State - Checking

Date	Description	Source	Debits	Credits	Date
09/12/2025	DANIEL CONTE	AP CK	\$0.00	\$25.34	09/12/2025
09/12/2025	FULWOOD'S AUTO SERVICE & TOWIN	AP CK	\$0.00	\$624.10	09/12/2025
09/12/2025	GERARD FRANKLIN	AP CK	\$0.00	\$86.10	09/12/2025
09/12/2025	GFL ENVIRONMENTAL	AP CK	\$0.00	\$5,662.51	09/12/2025
09/12/2025	GREEN RESOURCE LLC	AP CK	\$0.00	\$115.29	09/12/2025
09/12/2025	INTERACTIVE MEDICAL SYSTEM	AP CK	\$0.00	\$50.00	09/12/2025
09/12/2025	KENNETH MEDLIN	AP CK	\$0.00	\$320.00	09/12/2025
09/12/2025	MICHAEL CAMASTRO JR	AP CK	\$0.00	\$160.00	09/12/2025
09/12/2025	PMG NEWSPAPERS EASTERN NC REGION	AP CK	\$0.00	\$291.40	09/12/2025
09/12/2025	PR Post Checks	PR CK	\$0.00	\$40,685.02	09/10/2025
09/12/2025	SCP DISTRIBUTION, LLC	AP CK	\$0.00	\$104.28	09/12/2025
09/12/2025	SYSTEL BUSINESS EQUIPMENT	AP CK	\$0.00	\$5,703.33	09/12/2025
09/12/2025	THE SIGN SHOPPE INC	AP CK	\$0.00	\$501.73	09/12/2025
09/12/2025	UNIFIRST CORPORATION	AP CK	\$30.00	\$488.86	09/12/2025
09/12/2025	WILLIAM ANTHONY FULFORD	AP CK	\$0.00	\$160.00	09/12/2025
09/12/2025	WILLIAM WATSON BOSTIC JR	AP CK	\$0.00	\$2,000.00	09/12/2025
09/12/2025	TAX DEPOSIT PE 9/10/2025	GL GJ	\$0.00	\$12,249.49	09/11/2025
09/12/2025	401K PE 9/10/2025	GL GJ	\$0.00	\$3,989.89	09/11/2025
09/12/2025	STATE W/H PE 9/10/2025	GL GJ	\$0.00	\$1,603.00	09/11/2025
09/12/2025	NCDOR-SALES & USE TAX	GL GJ	\$236,409.71	\$0.00	09/12/2025
09/12/2025	NCDOR-UTILITY FRAN TAX	GL GJ	\$43,706.40	\$0.00	09/12/2025
09/16/2025	FOCUS BROADBAND CAPITAL CREDIT	GL CR	\$78.88	\$0.00	09/16/2025
09/18/2025	INSURANCE PREMIUM-OCTOBER	GL CD	\$0.00	\$13,963.52	09/19/2025
09/18/2025	PERMITS	GL CR	\$890.00	\$0.00	09/18/2025
09/19/2025	ADOLPH L FORD	AP CK	\$0.00	\$160.00	09/19/2025
09/19/2025	BRUNSWICK COUNTY PUBLIC UTILITIES	AP CK	\$0.00	\$192.64	09/19/2025
09/19/2025	CALABASH ACE HARDWARE	AP CK	\$0.00	\$62.92	09/19/2025
09/19/2025	GREEN RESOURCE LLC	AP CK	\$0.00	\$202.83	09/19/2025
09/19/2025	HOLMES ELECTRIC INC	AP CK	\$0.00	\$285.00	09/19/2025
09/19/2025	MICHAEL EARL POWELL JR	AP CK	\$0.00	\$2,062.50	09/19/2025
09/19/2025	SYSTEL BUSINESS EQUIPMENT	AP CK	\$0.00	\$248.17	09/19/2025
09/19/2025	TRUIST BANK	AP CK	\$0.00	\$1,765.86	09/19/2025
09/19/2025	UNIFIRST CORPORATION	AP CK	\$0.00	\$486.96	09/19/2025
09/22/2025	THE LOOMIS COMPANY	AP CK	\$0.00	\$2,025.76	09/22/2025
09/23/2025	DENTAL & VISION-OCTOBER	GL CD	\$0.00	\$1,034.80	09/25/2025
09/26/2025	ADOLPH L FORD	AP CK	\$0.00	\$160.00	09/26/2025
09/26/2025	BRUNSWICK ELECTRIC MEMBERSHIP CORP	AP CK	\$0.00	\$11,570.67	09/26/2025

GL Account History Summary

Town of Carolina Shores

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Account Range: 10-0101-000 South State - Checking - 10-0101-000 South State - Checking

Date Range: 9/1/2025 - 9/30/2025

GL Account - 10-0101-000 South State - Checking

Date	Description	Source	Debits	Credits	Date
09/26/2025	CALABASH ACE HARDWARE	AP CK	\$0.00	\$48.01	09/26/2025
09/26/2025	CAROLINA SURVEYING PLLC	AP CK	\$0.00	\$1,800.00	09/26/2025
09/26/2025	COASTAL HARDWARE & SUPPLY CENTER INC	AP CK	\$0.00	\$64.05	09/26/2025
09/26/2025	DELL MARKETING LP	AP CK	\$0.00	\$1,124.36	09/26/2025
09/26/2025	HOLMES ELECTRIC INC	AP CK	\$0.00	\$370.00	09/26/2025
09/26/2025	KENNETH MEDLIN	AP CK	\$0.00	\$480.00	09/26/2025
09/26/2025	PR Post Checks	PR CK	\$0.00	\$36,137.50	09/24/2025
09/26/2025	ROBIN FORBES	AP CK	\$0.00	\$160.00	09/26/2025
09/26/2025	SYSTEL BUSINESS EQUIPMENT	AP CK	\$0.00	\$231.30	09/26/2025
09/26/2025	TERMINIX	AP CK	\$0.00	\$125.00	09/26/2025
09/26/2025	THE LOOMIS COMPANY	AP CK	\$0.00	\$2,025.76	09/26/2025
09/26/2025	UNIFIRST CORPORATION	AP CK	\$0.00	\$220.34	09/26/2025
09/26/2025	TAX DEPOSIT PE 9/24/2025	GL GJ	\$0.00	\$11,749.83	09/26/2025
09/26/2025	STATE W/H PE 9/24/2025	GL GJ	\$0.00	\$1,674.00	09/26/2025
09/26/2025	401K PE 9/24/2025	GL GJ	\$0.00	\$4,172.24	09/26/2025
09/26/2025	RETIREMENT-SEPTEMBER	GL GJ	\$0.00	\$18,485.05	09/26/2025
09/29/2025	NCDOT-POWELL BILL FUNDING	GL GJ	\$104,571.48	\$0.00	09/29/2025
09/30/2025	PERMITS	GL CR	\$3,230.00	\$0.00	09/30/2025
09/30/2025	PERMITS & COPIES	GL CR	\$786.50	\$0.00	10/06/2025
09/30/2025	USABLE-LIFE/AD&D OCTOBER	GL CD	\$0.00	\$572.04	09/30/2025
09/30/2025	SEPTEMBER BANK ACCT INTEREST	GL GJ	\$5,868.78	\$0.00	10/06/2025
Transaction Totals			\$557,126.99	\$247,403.27	
End Balance			\$2,781,683.83	\$0.00	**

**TOWN OF CAROLINA SHORES
BOARD OF COMMISSIONERS
REGULAR MEETING MINUTES**

September 8, 2025

10:00 a.m.

DRAFT

Mayor Conte called the September 8, 2025, meeting to order at 10:00 a.m. The Pledge of Allegiance was recited and there was a moment of silence. Commissioners present: Beverly Mayhew, Debbie Watts, Marlene Vandergrift, Harry McClard and Jeffery Alt. Also, present: Chad Hicks, Town Administrator; Nicole Hewett, Assistant Town Administrator/Town Clerk and James E. Eldridge, Town Attorney.

Members Absent: None

Also Absent: Lori Frye, Finance Director

Presentation by CFD Fire Chief Keith McGee:

Fire Chief Keith McGee from the Calabash Fire Department gave the monthly presentation and a presentation on: fire service funding, who they are, the challenges they face and the goals they have. (A complete copy of the presentations is on file with the Town Clerk). Brunswick County Commissioner Randy Thompson spoke to the Board regarding issues of staffing and funding of the fire departments, taking a look at costs moving forward, making sure they are well served and have adequate staffing. County Commissioner Thompson spoke on having responsible growth and he is in favor of that, the County UDO and what the state has done. County Commissioner Thompson spoke on open burning in the county and the issues the county has with the schools. County Commissioner Thompson said this is a great county to be in. Mayor Conte thanked County Commissioner Thompson for the job he does and his availability and responsiveness and he appreciates that. County Commissioner Thompson said thank you for that.

Public Comment on Agenda Items Only:

None

Administrative Reports: Mr. Hicks gave the Town Administrator Report. (A copy of this report is on file.)

Mr. Hicks said the revision of the CAMA Land Use Plan is moving forward full blast. Mr. Hicks said the Planning Board will be reviewing Chapter 4 in September and that will be the only item on the agenda. Mr. Hicks said we have two CAMA public input meetings that will be held on the 16th and the 23rd of September. Mr. Hicks said the town attorney is here and they are still working on the Personnel Policy, and they will have it done before next year. Mr. Hicks said we are still looking for the third employee for the Recycle Center and therefore, have not started Commissioner McClard's plan yet. Mr. Hicks said the two culverts that were approved in Village at Calabash, work should be starting in the next week.

Building Inspections: Report on file with Town Clerk.

Public Works Department: Report on file with the Town Clerk.

Public Safety Department: Report on file with the Town Clerk.

Finance Report: Mr. Hicks gave the Finance Report. Report on file with the Town Clerk.

Committee & Volunteer Group Reports:

Calabash Fire Department – Commissioner Mayhew said the Fire Chief McGee gave the report this month and she has nothing else.

Parks Commission – Commissioner Vandergrift said the Parks Commission did meet and they meet quarterly. Commissioner Vandergrift said there was discussion on the complaints we continue to get on the Pickleball Court. Commissioner Vandergrift said Mr. Hicks also indicated the gate has helped. Commissioner Vandergrift said they talked about the upcoming concert, and we are looking forward to that. Commissioner Vandergrift said we do have an ice cream truck coming too in addition to the BBQ food truck.

Planning Board – Commissioner Watts said the Planning Board met on August 20, 2025. Commissioner Watts said this meeting was a work session meeting for the CAMA plan revision. Commissioner Watts said the meeting was led by Wes McLeod. Commissioner Watts said the purpose of the meeting was to review and discuss Chapter 3 revision of the CAMA Plan which was titled Natural System Analysis, and we also reviewed the survey results. Commissioner Watts said there are going to be 2 public engagement meetings, here at town hall for the residents of Carolina Shores to review the CAMA Plan revisions up until now. Commissioner Watts said the first meeting is at town hall on September 16th from 5-6pm and the second meeting is September 23rd from 10:30-12pm. Commissioner Watts said the next Planning Board meeting will be September 17th at 10:30am and will be a work session to review and discuss Chapter 4 entitled Community Facilities.

Commissioner McClard said his volunteer group did not meet this month because he does not have any.

Consent Agenda:

COMMISSIONER MCCLARD MADE A MOTION TO APPROVE THE CONSENT AGENDA:

- BOC Regular Meeting Minutes of August 11, 2025

COMMISSIONER MAYHEW SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Old Business:

None

New Business:

Discussion of Paving Bayberry Circle:

Mr. Hicks said the engineering firm is working on getting the bid package together. Mr. Hicks said that is one of the roads we want to get done this year and he will be coming back to the Board with a contract.

Discussion of Court 11 Drainage Project:

Mr. Hicks said the engineer is working on a few designs for the Court drainage. Court 11 pools in the back and Mr. Hicks would like to get the Board's approval to approve the project. Mr. Hicks said it would be around \$25,000.00.

COMMISSIONER MCCLARD MADE A MOTION TO MOVE WITH GETTING BIDS AND DOING/APPROVING THE PROJECT. COMMISSIONER WATTS SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Discussion of Changing Park Hours:

Mr. Hicks said he hates to keep coming back to the Board about the park. Mr. Hicks said we are having issues over there and we have been trying to accommodate some of the neighbors with the Pickleball noise. Mr. Hicks said we have the Pickleball Court set to open at 8:00am but the park opens at 7:00am assuming people wouldn't start playing until 8:00am because that is what the sign says and then people could come and walk their dog and do their thing outside of the Pickleball Court. Mr. Hicks said that is not happening. Mr. Hicks said the Parks Commission and staff's recommendation is to just have the entire park open at 8:00am. It was the consensus of the Board of Commissioners to accept the recommendation of the Parks Commission and staff to open the entire park at 8:00am.

Adoption of 2025 Halloween Resolution 25-9:

Ms. Hewett said each year we put the Halloween Resolution on the agenda for approval. Ms. Hewett said the Resolution is prepared the exact same way we have had it the last few years.

COMMISSIONER MCCLARD MADE A MOTION TO APPROVE THE 2025 HALLOWEEN RESOLUTION 25-9. COMMISSIONER MAYHEW SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BU UNANIMOUS VOTE.

Public Comment:

Bert Glines, NW Drive – Mr. Glines asked if NCDOT contacts the town on regard to work they are going to be doing on the road with Walmart and Publix and stuff. Mr. Hicks said no, they do not.

Timothy Blatch, 44 Calabash Drive and adjoining lot 42 Calabash Drive – Mr. Blatch said his comment about the adjoining lot which is low-lying. Mr. Blatch said for several years now it has been low-lying, a long time before he ever came here. Mr. Blatch said it appears that nothing has been done as far as drainage, it holds water that runs off the golf course. Mr. Blatch said the golf course is being discussed to being developed immediately adjoining this plot. Mr. Blatch said that's where the water comes from, and it rests on this lot. Mr. Blatch said it's a general hazard for public health with mosquitoes and other things. Mr. Blatch said nothing appears to be done concerning the draining there and other low-lying plots. Mr. Blatch said his proposal is that the Board consider the drainage on these lots where there may be a problem or at least analyzing the effects that building on the golf course could make this considerably worse.

John Sbardelli, 35 Carolina Shores Drive – Mr. Sbardelli said he is retired and has been in the engineering management world for 40+ years. Mr. Sbardelli said he saw on the website the flood

report for the development of the golf course, and he started looking at it. Mr. Sbardelli said he was at the library meeting which was in early August and there was a lot of concern from the residents about flooding. Mr. Sbardelli said the question was asked about retention ponds. Mr. Sbardelli said at that time, a resident asked if there were any calculations done on these ponds to see if we are going to be safe and water isn't going to come near us, the answer was no. Mr. Sbardelli said they said the answer was no, not until the zoning is changed. Mr. Sbardelli said 3 weeks later, this report shows up on the town's website. Mr. Sbardelli said with his background, he thought how could a 500-page report be done in 3 weeks. Mr. Sbardelli said and if it was in process, why didn't they say to ease the crowds and comfort them, say we are working on that, and it wasn't mentioned. Mr. Sbardelli said he started looking at the report and, in his mind, you can't create a 500-page report in 3 weeks, a study of that nature. Mr. Sbardelli said he wants to say to the Board is that he is not a civil engineer, but he has a lot of experience with documentation for 40 years. Mr. Sbardelli said there are 3 issues he wants to bring up. Mr. Sbardelli said: 1. There are a lot of fundamental errors in that report, 2. There's a lot of technical errors and 3. Process concerns, how could it have been created in such a short time. Mr. Sbardelli said some of the errors are engineering calculations, repeatedly identifying a site at Myrtle Beach. Mr. Sbardelli said there are two company names. Mr. Sbardelli said it's evident to him that this report was copied from another project. Mr. Sbardelli said some of the technical issues in it, there is a lot of data in there as it's a 497-page report. Mr. Sbardelli said it shows data for rainfall at like 4.37 inches for a two-year storm, when that is not for North Carolina and a simple Google search will show you that. Mr. Sbardelli said some of the ponds show more water flow out than what actually goes in and it defies math. Mr. Sbardelli said it goes on and on and on. Mr. Sbardelli said to take 497 pages and tell you in less than three minutes what's wrong with it, it's impossible. Mr. Sbardelli said he wrote stuff up and came up with 9 pages, just to summarize it to show you people what all the errors are in the report. Mr. Sbardelli asked if he could leave his report and Mayor Conte said he could give it to the clerk.

Diane Sbardelli, 35 Carolina Shores Drive – Mrs. Sbardelli said she is here this morning to speak about the request to rezone land from Conservation Recreation District to Planned Residential District for 120 single-family homes. Mrs. Sbardelli said on the surface, this may sound straightforward, but she wants to highlight why approving a PRD in this case is risky for our town. Mrs. Sbardelli said PRD zoning is not the same as residential zoning. Mrs. Sbardelli said a PRD opens the door to many more housing types and higher densities than what is being presented today. Mrs. Sbardelli said even if the developer promises single family homes, PRD gives them or any future owner the legal right to come back and change the plan by adding townhouses, duplexes or other high-density projects. Mrs. Sbardelli said once rezoning is granted, those options are on the table and the town's ability to say no later, is limited. Mrs. Sbardelli said this land is currently zoned Conservation Recreation District for very good reason. Mrs. Sbardelli said that designation is important for managing stormwater, flooding, greenspace and community balance. Mrs. Sbardelli said changing it to PRD does not just permit homes, it shifts the purpose of the land away from conservation towards maximum development and flexibility. Mrs. Sbardelli said that is a long-term decision with consequences for traffic, drainage and the character of our town. Mrs. Sbardelli said drainage and stormwater are already an issue as has been discussed down at the Courts and other areas within Carolina Shores. Mrs. Sbardelli said if this is the true intent, it is only 120 single-family homes the developer should seek straight residential zoning, that would give the town and residents certainty about what it will actually end, up fixed lot sizes, fixed setbacks and clear density limits. Mrs. Sbardelli said a PRD is unnecessary unless the goal is to keep the options open for more intense development in the future. Mrs. Sbardelli said this is not about opposing growth outright, it's about making sure the growth is responsible and transparent. Mrs. Sbardelli said a PRD rezoning in this location asked the town to give both conservation protection and long-term control while giving the developer expanded flexibility. Mrs. Sbardelli said that is a bad trade-off for our community. Mrs. Sbardelli said she respectfully urges you to object this PRD request and uphold the Conservation Recreation District Zoning that was put in place to protect our town's

safety, greenspace and quality of life. Thank you.

Lon Forehand, 19 Brassie Drive - Mr. Forehand said he is standing before you today because he thinks the town is at a crossroad. Mr. Forehand said we have always been a community where people feel safe, connected and proud to live here. Mr. Forehand said with the busy pace that we are now building in this area, in this town, we must pause and ask how much more can our small town sustain without putting residents at risk. Mr. Forehand said we are facing stronger and more frequent hurricanes, Category 5 storms are no longer rare events. Mr. Forehand said each new development or shopping center adds hundreds of cars to our roads, hundreds of thousands of gallons of stormwater to our drainage systems and new demands on our emergency evacuation routes. Mr. Forehand said the truth is, we don't know if our infrastructure, our flood management or our roads can handle it and, in a hurricane, we don't know is an unacceptable answer. Mr. Forehand said day to day we already see traffic increasing on both major and secondary roads. Mr. Forehand said add in higher density rezoning, new development and the risks multiply. Mr. Forehand said not just for inconvenience but for safety, as we need to evacuate quickly. Mr. Forehand said at the same time, the few conservation areas should be preserved. Mr. Forehand said these green spaces aren't just scenery, they are natural buffers against flooding and storm damage. Mr. Forehand said if we pave them over without an independent study, we trade away a hedge against disaster. Mr. Forehand said that is why he and several hundreds of residents are signing petitions and asking you for a temporary pause, a moratorium on new development approvals. Mr. Forehand said perhaps not to stop growth forever but to give this town time to commission independent in-depth studies on flooding, stormwater, traffic, evacuation and conservation. Mr. Forehand said only then can we say with confidence that more development will strengthen our community or put it in harm's way. Mr. Forehand said, Commissioners, your first duty is to the safety and well-being of the people of Carolina Shores. Mr. Forehand said let's not gamble with their lives or property, lets take a responsible pause and do the studies and then move forward knowledge and foresight. Mr. Forehand said thank you.

Ken Gifford, 15 Inlet Place – Mr. Gifford said first of all, he would like to thank Chad for responding to his question at the last meeting. Mr. Gifford said Mr. Forehand has already talked about several things he was going to talk about here. Mr. Gifford said he is going to talk about one that really hasn't been mentioned yet. Mr. Gifford said in regard to increased traffic and hurricane evacuation, a thorough examination of these community impacts from the increased traffic, is a must. Mr. Gifford said many of the current Carolina Shores residents use the Carolina Shores Parkway for their daily exercise routines such as walking, bicycling, jogging and walking of pets. Mr. Gifford said increased traffic flow on the Carolina Shores Parkway would definitely lead to increased hazards to these residents as there are no sidewalks along the C.S. Parkway. Mr. Gifford said there are no service lanes on the C.S. Parkway. Mr. Gifford said therefore many of the landscaping groups will park their equipment on one lane of the C.S. Parkway. Mr. Gifford said one must be especially cautious around this parked equipment because there are no flaggers to direct the on-coming traffic. Mr. Gifford said again, any new development would increase traffic flow along the C.S. Parkway and it's going to exasperate this current traffic situation. Mr. Gifford said if any new housing development is approved, then the development plan should also include service lanes along the roadway to allow sufficient space for service vehicles and equipment to park, rather than parking on the road. Mr. Gifford said thank you for your attention.

Gary Hull, 55 Carolina Shores Parkway – Mr. Hull said he agrees with both gentleman that spoke before him on what they said. Mr. Hull said he's been here for a couple of years, and he noticed the building and everything has increased really fast. Mr. Hull said we have a lot of houses and property being built but there is a limit on everything. Mr. Hull said just like this room, it only holds a certain amount of people. Mr. Hull said the Carolina Shores Golf Course; he played it years ago and fantastic course. Mr. Hull said there used to be a surcharge if you came and played it. Mr.

Hull said when he moved here a couple of years ago, he was really shocked on how bad of shape it was in. Mr. Hull said it just comes down like anything else, if you don't have the right people running things, it usually doesn't turn out too good. Mr. Hull said it looks like to him, that the Town of Carolina Shores, Surfside and Little River, we could come together with some reasonable solution to the gentleman to sell the golf course and do something for the community. Mr. Hull said do like 9 holes or let the city lease it out. Mr. Hull said do walking trails or something because there is no place to walk around here. Mr. Hull said people have to walk down the highway and risk getting hit by the cars. Mr. Hull said it looks like to him, like the Bible says, "Let us reason together". Mr. Hull said if we reason things out, there's always a solution if you have people willing to do it. Mr. Hull said he would urge you to find solutions for all these people that live here, including me and you, because some of you live here. Mr. Hull said there is a reasonable way to work this out. Mr. Hull said he urges you to seek reasoning on what we are doing here. Mr. Hull said this is not just going to affect us, it is going to affect people in the future. Mr. Hull said we are all going to die sometime and we are going to leave this for somebody else. Mr. Hull said they will say what a mess those people made of that nice community. Mr. Hull said so let us just try to reason this out. Mr. Hull said thank you.

Mayor & Board of Commissioner Comments:

Commissioner Alt - None

Commissioner Mayhew – None

Commissioner Vandergrift – Commissioner Vandergrift said everything is quiet in Beacon Townes, but she did want to mention that as we approach another year of 911, let us remember and never forget how our country was attacked. Commissioner Vandergrift said whether personally or as a group, the remnant of how we were affected somehow. Commissioner Vandergrift said the company that she was employed with at that time lost over 300 associates, not employees of her company but associates we did business with in New York. Commissioner Vandergrift said as 911 approaches this week, let us take time to remember now, the children of those that died are talking about it. Commissioner Vandergrift said let's take a moment of remembrance this week.

Commissioner Watts – Commissioner Watts said there have been two things that have been brought to her attention that she would like to address. Commissioner Watts said first of all, she is not a member of the Planning and Zoning Committee. Commissioner Watts said she is the liaison, the person that acts as the link between the committee and the Board of Commissioners. Commissioner Watts said secondly, my husband's family is from the Morgantown area of Burke County which is in western North Carolina. Commissioner Watts said he nor she in any way, are related to Denise Watts of the Watts Law Firm.

Commissioner McClard – Commissioner McClard said he is disappointed with a lot of people on Next-door and Facebook. Commissioner McClard said he keeps reading things on there that are so off the wall, free legal advice, and they have no clue what they are talking about. Commissioner McClard said as long as we keep things reasonable, he thinks were happy and if we can have a conversation about anything, as long as we keep an open mind and keep what's best for everybody around here. Thank you.

Mayor Conte – Mayor Conte said he would like to thank everybody for the way they conducted themselves today. Mayor Conte said he really appreciates it, and we understand what your concerns are, and we really appreciate how you presented it to us today. Thank you.

At this time, Mayor Conte allowed an audience member to speak.

A woman in the audience said next Saturday, we are having at the pavilion at Carolina Shores and all of you, along with the incoming people that are running for commissioner are invited to attend. She said they hope it will be just as well behaved as this. She said we are going to request from the Sheriff's Office a presence. She said it is to discuss all of the issues and concerns that we have with this new development. She said the intention is to clarify and speak the truth and not have all this, as you have mentioned the disconnection on Next-door and Facebook, it totally gets out of hand. She asked Commissioner Watts to come to explain to the people. She said the POA has offered a law firm to help us in our endeavor. She said one of the questions they had was "oh is this any relation to Debbie Watts". She said it is an opportunity to tell us and be transparent with us as to what you can speak on what is happening or whatever information you can provide to us to set the record straight. She said it would really be appreciated.

Mr. Hicks explained that what is shown on the PRD on the site plan is what is allowed.

Mayor Conte said there will be no further comment on that as we needed that as a point of clarification as there was some misinformation that people had about what PRD is and what you can do with it.

Closed Session Pursuant to NCGS 143-318.11(a)(6) Personnel:

COMMISSIONER MCCLARD MADE A MOTION TO GO INTO CLOSED SESSION PURSUANT TO NCGS 143-318.11(a)(6) PERSONNEL. COMMISSIONER ALT SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Commissioner McClard and Mayor Conte said just so people know, this is a personnel matter.

COMMISSIONER MAYHEW MADE A MOTION TO COME OUT OF CLOSED SESSION AND GO BACK INTO REGULAR SESSION. COMMISSIONER ALT SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

COMMISSIONER MCCLARD MADE A MOTION TO APPROVE COREY CHILDERS AS THE NEW DEPUTY TOWN CLERK/ADMINISTRATIVE ASSISTANT EFFECTIVE TODAY. COMMISSIONER ALT SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Adjourn:

COMMISSIONER MAYHEW MADE A MOTION TO ADJOURN THE BOARD OF COMMISSIONERS SEPTEMBER 8, 2025, MEETING AT 11:34 A.M. COMMISSIONER VANDERGRIFT SECONDED THE MOTION. MAYOR CONTE CALLED FOR A VOTE AND MOTION CARRIED BY UNANIMOUS VOTE.

Mayor

Submitted by:

Nicole L. Hewett, Assistant Town Administrator/Town Clerk

GFL Contract

The GFL Contract with the Town will expire at the end of December. Staff recommends continuing the contract with the current level of service.

Boot Allowance

Staff recommends increasing the current boot allowance from \$100 per year to \$300 per year. This will allow Public Works employees to get 2 pairs of work boots per year. The price of quality work boots has increased drastically over the past few years.

RESOLUTION 25-10

Town of Carolina Shores



Resolution Confirming Member Appointment of the Parks Commission

WHEREAS, the Parks Commission was created pursuant to Ordinance 18-4, and

WHEREAS, the Board of Commissioners approved Ordinance 18-4 on September 14, 2017, and

WHEREAS, Ordinance 18-4 states the Parks Commission shall consist of seven members. Six members – one member to represent each neighborhood with an established Property Owners Association (POA) and one member to represent the Planning Board, and

WHEREAS, members shall be appointed for three-year, staggered terms. Initial appointments shall consist of three members with three-year terms, two members with two-year terms, and two members with one-year terms, and

WHEREAS, the Mayor has appointed the following member for the Parks Commission from the neighborhood of Beacon Townes:

- Denise Aldridge 3 Year Term Term Expires: 03/2028

NOW THEREFORE BE IT RESOLVED that the Board of Commissioners for the Town of Carolina Shores does hereby confirm the Mayor’s appointment listed above as a Parks Commission member for the Town of Carolina Shores.

Approved this ____ day of October, 2025.

Mayor

Nicole L. Hewett
Town Clerk

ATTEST: