



VILLAGE OF BALD HEAD ISLAND
FY 23-24

Recommended Budget Presentation

Submitted to Council on:

Monday, May 8, 2023



FY 23-24

BUDGET MESSAGE



Village of Bald Head Island

May 8, 2023

Honorable Mayor Peter Quinn and Village Council Village of Bald Head Island
P.O. Box 3009
Bald Head Island, NC 28461

RE: Fiscal Year 2024 Budget Message

Honorable Mayor Quinn and Village Council:

I hereby present to you the Fiscal Year 2023-2024 proposed budget for consideration and adoption for the Village of Bald Head Island per North Carolina General Statute 159-11. Presented before you is a proposed budget that has been prepared under the guidance of the North Carolina Local Government Fiscal Control Act in that it is “balanced” and identifies all revenue & expenditure estimates for the Fiscal Year 2023-2024.

Introduction

The proposed FY24 budget as presented is a culmination of time and effort in working with Department Heads since early February 2023 following the Council Annual Retreat. Staff received direction and guidance from Village Council where numerous goals & objectives were discussed and prioritized with the understanding that this budget would be a challenging effort due to several factors outside of the Village’s control. To that point, in preparing the recommended budget, several points were emphasized at the April 25th budget workshop. These factors (as listed below) have had a substantial impact on this year’s budget formulation process:

- Brunswick County Property Revaluation Process & Ad Valorem Tax Rate
- MAPS Pay & Classification Study for Recruitment & Retention of Employees
- Balanced Budget with Zero Fund Balance Appropriations
- Major Reduction in Capital Outlay
- Creation of Contingency Fund
- Legal Expenses

In recognizing the above, the proposed budget as presented is extremely lean with minimal capital item purchases requested by Department Heads and some that were removed to reduce the overall expenditure budget. The items put to the side this year will have to wait (best case scenario) until other funding opportunities present themselves or until next year’s budget cycle. Having said, Village staff can, and will, continue to carry out its day-to-day mission in meeting the needs of the island and the many services it provides to its residents, property owners and visitors, alike.

As discussed at the budget workshop, the primary factors influencing the proposed rate increase of **\$0.1034** (ten cents) above the “revenue-neutral” rate of **\$0.4745** per \$100.00 of assessed property value can be attributed to the approximate **\$1.2M** costs needed to invest in our employees. These investments include approval of the MAPS pay & classification study with salary adjustments and updates to fringe benefits, the recent approval of a Financial Analyst and additional employee to work at the IPC/Post-Office in this current fiscal year and three (3) requested additional full-time employees in the General Fund (HR Analyst and Public Works Crew Leaders).

The increase will also allow for a balanced budget without a Fund Balance appropriation but includes a Contingency appropriation suitable to meet potential unknown funding needs throughout the fiscal year. The recommendation to include a Contingency appropriation of **\$724,500** would allow for the Village to plan for those unforeseen and/or unplanned expenditures. Such expenses could include emergency situations that arise or expenses that could be required as part of the commitments made of Council in the important effort to provide quality, reliable transportation service to the island which has unfortunately come with a cost. The costs to date associated with litigation will continue into the next fiscal year and there are planned appropriations within the FY24 budget. As such, a portion of the tax rate increase and revenue generated will pay for ongoing legal expenses with several pending matters over which the Village has limited control. The Village’s goal is to minimize or altogether avoid litigation, if efforts yield positive results sooner rather than later keeping legal expenses (including various consultants) to a minimum, any remaining funds not spent will go back into Fund Balance, assuming that revenues come in higher than estimated expenditures next year.

The recommended tax rate increase is needed so that revenues generated from this increase can fund the day-to-day operations of the Village without making any additional cuts to the budget and keeping future budget amendments throughout the year reduced or eliminated.

This recommended budget continues to take a conservative approach in leveraging revenues to invest in additional personnel and equipment needs throughout Village departments. The following message highlights in more detail what is proposed including items discussed in detail at the budget workshop and are recommended for approval.

Budget Overview and Highlights

The proposed FY24 budget is balanced with revenues and expenses totaling **\$20,670,200**, which is inclusive of all funds budgeted within the Village’s Budget Ordinance. The General Fund is presented at **\$15,197,000**, which is an overall increase of \$2,033,300 from the previous fiscal year’s adopted budget. The Utilities Fund is presented as balanced at **\$3,405,500**, a decrease over the previous year’s adopted budget of \$15,000 and the Stormwater Fund’s budget is presented at **\$129,600**. Also included are the Beach Renourishment, Recreation and Tourism Fund (a.k.a. BRRAT Fund), which is budgeted at **\$1,913,100** and will house all Accommodation Taxes that the Village receives in the Fiscal Year and the Fines and Forfeitures Fund, a new fund created to account for any fines and/or forfeiture to be distributed to the County’s School System, and is budgeted at **\$25,000**. A portion of the Accommodation Taxes collected within the BRRAT Fund will be transferred into the General Fund to fund items such as the Shoreline Protection department and a portion of Debt Service. A summarization of these highlights is detailed in the table below:

Fund	Adopted FY23 Budget	Recommended FY24 Budget	Change
General Fund	\$13,163,700	\$15,197,000	\$2,033,300
Utilities Fund	\$3,420,500	\$3,405,500	(\$15,000)
Stormwater Fund	\$128,000	\$129,600	\$1,600
BRRAT Fund	\$1,333,100	\$1,913,100	\$580,000
Fines/Fees	N/A	\$25,000	\$25,000
Totals	\$18,405,300	\$20,670,200	\$2,624,900

The following are priorities and highlights taken into consideration from the Council’s annual Retreat back in February 2023 and Budget Workshop held on April 25, 2023, to include:

Revenues:

- Brunswick County Revaluation of BHI real property increased by \$640,048,426 for a total value of \$1,828,386,330 (a 53.9% increase).
- The Revenue-Neutral tax rate adjusted for growth is \$0.4745.
- MSD Zone A adjusted rate is \$0.0668, and the MSD Zone B adjusted rate is \$0.0383.
- The proposed General Fund budget recommends increasing the Revenue-Neutral Island Wide Ad Valorem Tax Rate by \$0.1034 (ten cents) from \$0.4745 to \$0.5779.
- There are zero fund balance appropriations recommended in both the General Fund and Utilities budgets. Minimal capital outlay requested will be funded within the proposed budget as one-time capital expenditures.
- Utility Rates are proposed to increase by 2% (two percent), as has been the standard for the Village per the rate study that was previously conducted in 2012. A new rate study is in progress and will be submitted to Council for consideration of recommendations next fiscal year.
- Stormwater rates are proposed to remain the same as the current Fiscal Year at \$8.00 a month for all “improved properties” – properties with a structure/rooftop.
- Accommodation Tax collections is now housed within the Beach Renourishment, Recreation, and Tourism Fund. Certain items within the General Fund including Debt Service and Shoreline Development will be funded via a transfer from the BRRAT Fund (\$1,153,100).
- Both Daily and Annual ICE Vehicle Permit fees were evaluated per the Chapter 28 ICE Ordinance Transition Plan, Sec. 28-9 and it is recommended that they be increased per the recommended fee schedule. With the new rates, it is projected that a combined \$364,300 would be generated from issuing both annual and daily ICE permits throughout the year.

- Annual Golf Cart registration fees will increase from \$20.00 to \$30.00 per vehicle starting this year for registrations due by January 1st, 2024.
- IPC/Post-Office projects processing of approximately 70,000 packages through the year with the bulk of revenue projected at \$460,200 primarily from receiving of inbound FedEx and UPS packages but is estimating expenses of \$592,400, a difference of \$132,200 that will be funded by other General Fund revenues.
- Contractor Services recommends a balanced budget with revenues at \$560,900 primarily through the sale of gas, diesel, and rental income from contractor storage units in addition to ICE and golf cart parking fees.

Infrastructure Improvements:

- Hurricane Florence Task Force Stormwater Management recommendations have been completed with this year's improvements to the bypass lagoon in FY23 which include the BHI Club's side of the lagoon. There are funds recommended to survey lagoon levels and set physical benchmarks with sight glasses so that Village and Club staff can assess lagoon water levels in determining when removal of lagoon water via the bypass lagoon is needed.
- There are no appropriations for road paving in the budget.
- Beach access improvements are included in the BRRAT Fund for those identified in the annual beach access maintenance inspections matrix and include: #2, #8, #13, #17, #18, #22, #27, and #32 for a total estimated costs of \$163,700.
- Capital Items were kept to a bare minimum and included investing in items to improve staff efficiencies and effectiveness including a debris blower and small power equipment, radios for Public Safety and walk-in cooler at Island Package Center.
- Utilities staff will continue with Phase I & II of the lift station improvements budgeted in FY22 and FY23. Staff continue to work on engineering & design of the wastewater treatment plant expansion to meet island build-out capacity assessing options for continued engineering & design work included in Phases 4 & 5 estimated at \$675,000.

Employment Expenses:

- The proposed budget allows for the creation of 3 new positions. They are a Human Resources Analyst and 2 Public Works Crew Leaders, in addition to the 2 positions that were approved this current fiscal year, but not budgeted for, with a Financial Analyst and an IPC/Post-Office Specialist.
- The proposed budget includes increases in personnel costs with the recently approved MAPS pay and classification study. Also included are a 401k match of up to 4% in lieu of the Social Security benefit that did not pass this year, a Cost-of-Living Adjustment (COLA) of 5% percent, and a Merit increase of up to 3% percent for high performers.

Other Updates:

- Development Services projects 36 new construction permits (34 residential and 2 commercial) for FY24 and Utilities projects adding 38 new connections to the utility system. Both projections indicate the continued planned growth within the Village that we have been experiencing over the last several years.
- BHI Conservancy FY24 Environmental Services proposal includes a decrease overall from FY23 budget of \$18,015 with the decrease primarily with the predator/prey study, beach vitex, and creek monitoring. As with the last several years, this budget does not include funding for immuno-contraception (only monitoring) based on the most recent deer herd census count figures continuing to fall below the island's threshold for deer. As discussed at the annual retreat, staff will continue to work with the Conservancy and state Wildlife Resources Commission for the continuation of the darting of deer with Gona-Con as

the initial pilot project and extension permits have all expired.

- Total Debt Service Payments estimated for FY24 at \$3,452,000 represents 22.7% of General Fund expenditures to include the Public Safety building installment financing, the 2018 GO Bond on the Village's previous private sand placement project completed in 2019, and the installment financing for the Contractor Services Yard Project.

General Fund

The General Fund is presented at **\$15,197,700** and includes appropriations for Personnel (\$6,462,700), Operating (\$4,447,200), Debt Service (\$3,452,000), Contingency (\$724,500) and Capital Outlay (\$110,600). At the proposed amount, the General Fund budget is presented with an increase of \$2,033,300 over the current year’s original budget amount of \$13,163,700 approved in June 2023. A pproximately \$1.2M (22.8%) of this increase can be attributed to increases in salaries, wages, and adjustments made to fringe benefits for current staff and the addition of requested full-time employees for FY24. Offsetting these increases will require the addition of available revenues. As the main source of operating income for the Village, Ad Valorem Taxes will need to be adjusted to allow for more available funds to be used for the areas of increase as noted above.

FY24 Projected Revenues

The Fiscal Year 2023-2024 Budget recognizes that the Village receives revenue from many different sources. Many of these revenue streams are intended to fund certain departments or functions accounted for within the General Fund. For example, revenues associated with Contractor Services (\$560,900) are used to fund the Contractor Services department and associated debt service payment for the construction of the storage units in 2019. Also, the Island Package Center/Post Office revenues (\$460,200) are used to fund expenses associated with the IPC department. The largest source of revenue comes from Ad Valorem Taxes, which is estimated to account for 72% of proposed revenues in FY24 or \$11,028,600 and includes revenues for prior-year tax collections and associated penalties. This is followed by a proposed transfer of Accommodation Taxes from the BRRAT Fund (\$1,170,000) to finance expenses within the Shoreline Protection department and a portion of GO Bond Debt associated with Beach Renourishment. As mentioned previously, there is no fund balance appropriation recommended in this budget. The remainder of the proposed budget’s revenues come from other fund sources detailed in the table below:

Other Funding Sources	Amount
Utility Franchise Tax Distributions	\$403,600
Daily and Annual ICE Vehicle Fees	\$364,300
Intergovt. Revenue (Brun. Co. EMS Services)	\$325,000
Building Permits	\$179,000
Other Sources (Powell Bill, Golf Cart Registrations, etc.)	\$144,000
Miscellaneous (Misc. Rev., Creek Permits, Spec. Events Rev., etc.)	\$123,300
Interest on Investments	\$180,000
Grant Revenues (Shoreline)	\$132,000
Sales and Use Tax Distributions	\$126,100
Total	\$1,977,300

Revenue-Neutral Rate & Proposed FY24 Tax Rate

Currently, the Village of Bald Head Island’s Island Wide Ad Valorem Tax Rate as recommended in the FY24 budget is **\$0.5779**. This represents a **\$0.1034** tax rate increase above the Revenue-Neutral rate of **\$0.4745**. The Revenue-Neutral tax rate was derived by calculating the Ad Valorem Rate required to produce the equivalent current levy (\$8,571,481) and taking into account the increase in property valuation and adjusting for growth (\$103,788). Refer to the tables below (Steps 1-3) to see how the Island Wide Ad Valorem Revenue-Neutral tax rate was calculated:

Step 1 – Current Levy

Last Year Prior to Revaluation	FY 2022-2023
Property Valuation	\$1,188,337,904
AVT Rate	\$0.7213
Estimated Tax Levy	\$8,571,481

Step 2 – Equivalent Levy

First Year of Revaluation	FY 2023-2024
Property Valuation	\$1,828,187,352
AVT Rate to Produce Equivalent Levy	\$0.4689
Estimated Tax Levy	\$8,571,481

Step 3 – Revenue-Neutral Levy

First Year of Revaluation	FY 2023-2024
Property Valuation	\$1,828,187,352
R-N Tax Rate, adjusted for Growth	\$0.4745
Estimated Tax Levy	\$8,675,270

(Note: The percentage increase attributed to growth is calculated at 1.21% and equals \$103,788).

While much of the Island-Wide Ad Valorem Tax Rate funds operating and personnel expenses, part of this tax rate is allocated to fund a portion of the debt service payments for the 2018 Beach Renourishment GO Bond. In addition to the island-wide tax rate, the Village also has two Municipal Service Districts (MSD’s) that have tax rates dedicated to funding a portion of said Beach Renourishment debt. Additionally, this recommendation includes maintaining the current Municipal Service District (MSD) Zones and have adjusted the rates with **\$0.0668** tax rate in MSD Zone A and a **\$0.0383** tax rate in MSD Zone B. The MSDs were established before the 2010 Village-funded beach nourishment project to generate the required revenue to pay for that project. Since that time, MSDs have contributed to funding additional shoreline protection-related projects including the Terminal Groin constructed in 2015 and private beach nourishment and groin field replacement projects completed in 2019.

Village General Fund Balance

As a measure of the General Fund’s liquidity, it may be useful to compare the fund balance to the total fund expenditures. Other municipalities with similar expenditure amounts as the Village typically maintain 46% of General Fund expenditures as an available amount of fund balance for appropriations. At the end of the fiscal year 2022, the Village recognized a General Fund Balance of approximately \$7.2M in total General Fund Balance, approximately 47% of the proposed annual General Fund expenditures in FY24. Of note, however, is the amount of Unassigned Fund Balance, which is equal to approximately 26% of the proposed FY24 General Fund Budget.

Fee Schedule Updates

Many of the Village’s Fees for General Fund Services are recommended to remain constant with their current rates such as those related to Development Services, Public Works, Contractor Services, and the Island Package Center. It is recommended that both Daily and Annual ICE Vehicle Permit fees be increased per the recommended fee schedule. Both Daily and Annual ICE Vehicle Permit fees were evaluated in accordance with the Chapter 28 ICE Ordinance Transition Plan, Sec. 28-9, and were then calculated for their correlation to the current CPI rate.

Other fee increases proposed in the FY24 budget are an increase of \$10.00 from the longstanding \$20.00 annual golf cart registration fee to \$30.00 per vehicle starting with annual registrations in January 2024 and increases in rental fees for special events at Marina Park and Commons Park.

FY24 Projected Expenditures

The recommended General Fund expenditures include appropriations for operating, personnel, capital outlay, and debt service. For the budget ordinance, the expenditures are grouped by department. Public Safety is the largest department with expenditures totaling \$3,496,200 (23% of total General Fund expenditures) with Debt Service following closely at \$3,452,000 (22.7% of total General Fund expenditures).

Following Debt Service is the Administration Department, which has a proposed budget of \$2,867,100 (18.9% of total General Fund expenditures), of which roughly half is appropriated for personnel expenses, and the remainder is for legal fees, property and liability insurance, BHI Conservancy services, and various other operating expenses.

The Public Works unit is the next largest department and has a recommended budget of \$2,267,300 (14.9% of total General Fund expenditures) for FY24.

The remaining General Fund expenditures include Shoreline Protection at \$766,700 (5%), Island Package Center and Post-Office at \$592,400 (3.9%), Contractor Services at \$429,900 (2.8%), and rounding out with various administrative functions of the Governing Body, IT, HR, Development Services all totaling \$600,900 (3.9% of total General Fund expenditures).

General Fund Capital Outlay

Capital outlay items for the FY24 General Fund Budget total **\$110,600**. As mentioned previously, capital outlay items were kept to minimum given other budgetary constraints in working to minimize the total expenditures for this fiscal year. Capital outlay items requested but were not included will have to be funded in future fiscal year budgets.

FY24 Debt Service

Obligated debt service required in the FY24 recommended budget includes quarterly payments on the 2018 GO Bond for the private beach nourishment project completed in 2019 and installment financings for the Public Safety Building and the Contractor Services project. Total Debt Service payments for the General Fund in FY24 are budgeted at **\$3,452,000** and will be funded through a combination of Ad Valorem Taxes, Accommodation Taxes, and rental fees for the Contractor Services Storage Building Units.

FY24 Personnel Costs

The FY24 recommended budget proposed will fund all current employees including 2 full-time employees approved by Council this current fiscal year (Financial Analyst and IPC/Post Office) in addition to 3 full-time equivalent positions within the General Fund. Specifically, a new HR Analyst and 2 Public Works Crew Leaders in Public Works. The HR Analyst position will work under the direction of the Human Resources Officer as part of a succession plan to move into the HR Officer's position at some point in the future. The plan for Public Works will be to promote from within the Department offering opportunity for advancement and will in turn open up 2 Public Works Specialist positions to fill through recruitment. The addition of 2 Public Works Specialists will provide needed support with additional manpower to handle day-to-day tasks in the field and the unexpected that is typically directed to that Department.

Other additions to personnel costs within the General Fund include the funding of 100% of dental and vision

insurance costs for employee-only coverage, a 5% cost of living adjustment, a 3% performance-based merit increase, and the inclusion of funds for a 4% 401k match for those employees wanting to contribute more into their retirement plan. The addition of the 4% 401k match is recommended in lieu of the Village's efforts to establish a social security benefit for employees. Unfortunately, the mandatory employee voter referendum held this past year to establish Social Security did not pass a majority vote of the Village employees and therefore could not be implemented starting January 2023.

The total for personnel costs for FY24 is \$6.462,700 which is 42.5% of the General Fund expenditures and an increase of \$1.2M (22%) over FY23.

FY24 Operating Costs

Operating costs for FY24 are estimated at \$4,447,200 which is 29.2% of the General Fund expenditures and an increase of \$519,900 (13.2%) over the original FY23 adopted operating budget. As with last year's inflationary increases we continue to budget expenditures for necessary costs associated with items such as utilities, gasoline, and fuel, various supplies, as well as maintenance and repair for buildings, grounds, and equipment.

Utilities Fund

The FY24 Utilities Fund Budget is presented at **\$3,405,500** and includes appropriations for Personnel (\$1,354,300), Operating (\$1,636,700), and Capital Outlay (\$414,500). There is not an appropriation for Debt Service expenditures as the Village paid off the Utility debt service in the 2020-2021 fiscal year. The Utilities Fund budget is presented with a decrease of **\$705,100** over the current year's budget amount that is mainly attributable to recent investments over the last year with the phased lift-station rehab program, system improvements with the Reverse Osmosis water treatment and pre-filtering system and other emergent repairs identified throughout the past year requiring immediate attention. Revenues in the FY24 Utility Fund Budget include a modest 2% increase to the Utility Fee schedule, which is based on the Rate Study prepared in November 2012 with rates continuing to increase at this percent each year through 2022, and there are zero appropriations of Fund Balance recommended this year. Important to note that Village staff is currently working on a new rate study that will be presented to Council in FY24 that will include recommendations for future years with respect to the current rates and ongoing 2% increase since 2012.

FY24 Projected Revenues

With the inclusion of a 2% increase to the Utility Fund Fee Schedule, the Village projects that approximately **\$973,700** and **\$1,168,500** will be received for Water Service and Sewer Service revenues, respectively. Water and Sewer Tap Fees are projected to increase from the current budget amounts to **\$347,800** and **\$464,700** respectively and are based on permit projections by Development Services compared with projections on new connections to the utility system. As mentioned above, there is zero Fund Balance appropriation recommended this year. Other Utility Fund Revenues include \$279,900 for the Debt/Capital Surcharge, which is used to fund Debt and Capital Outlay in the Utility Fund, and various miscellaneous revenue estimates totaling **\$170,900**.

Fee Schedule Updates

The Utility Fee Schedule contained within the FY24 Budget includes a recommended 2% increase for fees. This increase is based on the recommendation from the Rate Study that was conducted in 2012 with rates suggested to increase by 2% each year through 2022. Example rate changes include a \$0.43 increase to the Resident Base Charge to \$22.62 per month and a \$1.37 increase to the Sewer Base Charge to \$71.39 per month. Tiered Water Usage rates will increase by \$0.12 per 1,000 gallons for usage less than 3,000 gallons per month (\$6.39) and will increase by \$0.20 per 1,000 gallons for all usage above 3,000 gallons per month

(\$10.47). The total minimum water and sewer bill (with zero usage) will now be \$94.01 per month with the updated fee schedule. As previously mentioned, the Village is currently working on a new rate study with the expectation that rates should be updated accordingly in subsequent budget years.

FY24 Projected Expenditures

The FY24 Utilities Fund Budget includes appropriations for functions similar to the General Fund of Personnel, Operating, and Capital Outlay expenditures. However, unlike the General Fund, there is no outstanding debt service and therefore, there are no appropriations for Debt Service payments. A new concept introduced to the Utilities Fund Budget in FY23 continues with the FY24 budget with the separation of the departments budget to include both Water and Sewer. Historically, the Village has used a combined budget for water and sewer expenditures in a general Utility department. Splitting the two budgets out this past fiscal year has allowed for better tracking of actual expenses associated with each type of service and will aid the Village when grants are applied for, as grant agencies usually ask for the expenditures to be separated. The FY24 Utilities Fund Budget proposes that **\$1,336,300** be allocated for Water-related expenditures and **\$2,069,200** be allocated for Sewer-related expenditures.

Utilities Fund Personnel Costs

The FY24 budget does not recommend any new positions and will continue to manage the day-to-day operations with existing numbers of staff. All other personnel costs additions within the General Fund will be included within the Utilities Fund (i.e., 100% of employee dental and vision insurance, 4% 401k match, 5% cost of living adjustment, and up to a 3% Merit Increase for high performers). Overall, between the water & sewer departments, proposed personnel costs of \$1,354,300 make-up 40% of the overall Utilities Fund budget.

Capital Outlay

Capital outlay items for the FY24 Utilities Fund Budget total **\$414,500** (12% of the total Utilities Fund Budget) and is a significant decrease from the FY23 budget. As mentioned during the budget workshop that keeping capital outlay low for this upcoming fiscal year is being done strategically given that funding will likely be needed to fund Phases 4 & 5 (engineering & design) of the wastewater treatment plant expansion to meet island build-out capacity for sewer treatment. Staff has been working on several options for that effort including grants and low-interest loans through state and federal programs.

Operating Costs

Utility Fund Operating Costs make up approximately 48% of the Utility Fund FY24 Budget at **\$1,636,700**.

BHI Conservancy Environmental Services Contract

The FY24 environmental services contract with the BHI Conservancy continues to provide funding for various services performed by the Conservancy to include studies, research, and on-going monitoring that if contracted by other environmental consultants would be more costly due to the Conservancy's on-island presence. Examples of some of the services include the annual deer census, predatory/prey (rats/coyotes) study, beach vitex, Bald Head Creek health and various monitoring programs including the Village's potable wellfield corridor located in the state Maritime Forest Preserve as a requirement of the well permit by the NC Department of Environmental Quality. New to the contract this year is the Village's support for the Living Shoreline project partnering with the Conservancy, NC Department of Water Quality and Village for the installation of a pilot project living shoreline along a portion of Bald Head Creek. The total fund for these services is **\$215,385** with expenses allocated between the General Fund (\$88,925), Utilities Fund (\$30,270), and BRRAT Fund (\$96,140).

Stormwater Fund

The FY23 Stormwater Fund is presented at **\$129,600** and includes appropriations for administration and construction. There is not a proposed increase to the current monthly stormwater rate. Proposed projects include studying the lagoon water levels with surveys and coordinating with the BHI Club for installation of sight glasses to monitor levels in determining benchmark conditions for removal of lagoon water by way of the #6 bypass lagoon and outfall to Bald Head Creek.

Beach Renourishment, Recreation and Tourism Fund

The BRRAT Fund is presented with a proposed FY24 budget of **\$1,913,100**. The Beach Renourishment, Recreation, and Tourism Fund is considered a Special Revenue Fund (similar to the Stormwater Fund) and houses all Accommodation Taxes that the Village receives in the Fiscal Year. The fund was created on the recommendation of the Village's auditor, as other options were necessary to better account for the restricted funds associated with Accommodation Taxes that were previously used to fund the long-standing Beach Capital Project Fund. This Fund's budget includes appropriations (total of \$163,700) for beach access improvements, permitting efforts for the Jay Bird Shoals Borrow Site and 2025 Coastal Storm Damage Reduction Project, legislative efforts and design of a permanent hardened groin field and other structures to mitigate chronic shoreline erosion, as well as the previously mentioned transfer to the General Fund to fund the Shoreline Protection Department and a portion of the GO Bond Debt Service payments (\$1,153,100).

Closing

With this budget, I have met my Constitutional duty to present a balanced budget that is both fiscally responsible and reactive to the needs of the Village of Bald Head Island. I wish to thank each of the Village's department heads for their assistance in compiling the information needed to develop the FY 2023-2024 Budget, especially Village Finance Director, Zachary Hewett. I would also like to give my thanks and appreciation to all Village staff for their hard work and dedication to the jobs that they accomplish each day to make our Village an excellent place to work, live and visit. Staff and I look forward to working with Village Council to accomplish all the goals established by the Village Council for FY24.

Respectfully submitted,



Chris McCall Village Manager



FY 23-24

RECOMMENDED

BUDGET



FY 24 Budget - Points of Emphasis...

1. Recruitment and Retention of Employees:

- Recommended budget includes the recently approved MAPS pay & classification study salary adjustments at the 60th percentile, with additional requested COLA and merit with an increase of approximately 22%
- To remain competitive in the local workforce market, this budget includes funding for additional 401k match in lieu of the proposed establishment of Social Security benefits that did not pass last year, dental and vision employee-only coverage, in addition to a proposed 5% COLA and a possible 3% Merit Incentive (8% Total) for high performers
- Budget includes 3 new positions (3 FTEs) in the General Fund per MAPS recommendations:
 - General Fund: 1 HR Analyst, and 2 Public Works Crew Leaders

2. Balance Appropriations:

- Zero Fund Balance appropriation recommended with requested Capital Items kept to a minimum for essential "needs"

3. Ad Valorem Tax Rates:

- Recommendations forthcoming will require a tax rate increase above the revenue neutral rate to fund personnel, operating, debt service payments, and legal expenditures



Other Major Factors Influencing FY 24 Budget

- Brunswick County Property Revaluation
- MAPS Study Pay Grade Shifts
- New Positions(3 new, 2 unfunded)
- Fringe Benefit Increases
- Rate of Inflation: February 2023, 6%
- Major Reduction in Capital Outlay
- Creation of Contingency Funds
 - to “buffer” unexpected expenditures through fiscal year
- Increase in Legal Expenses



GENERAL FUND

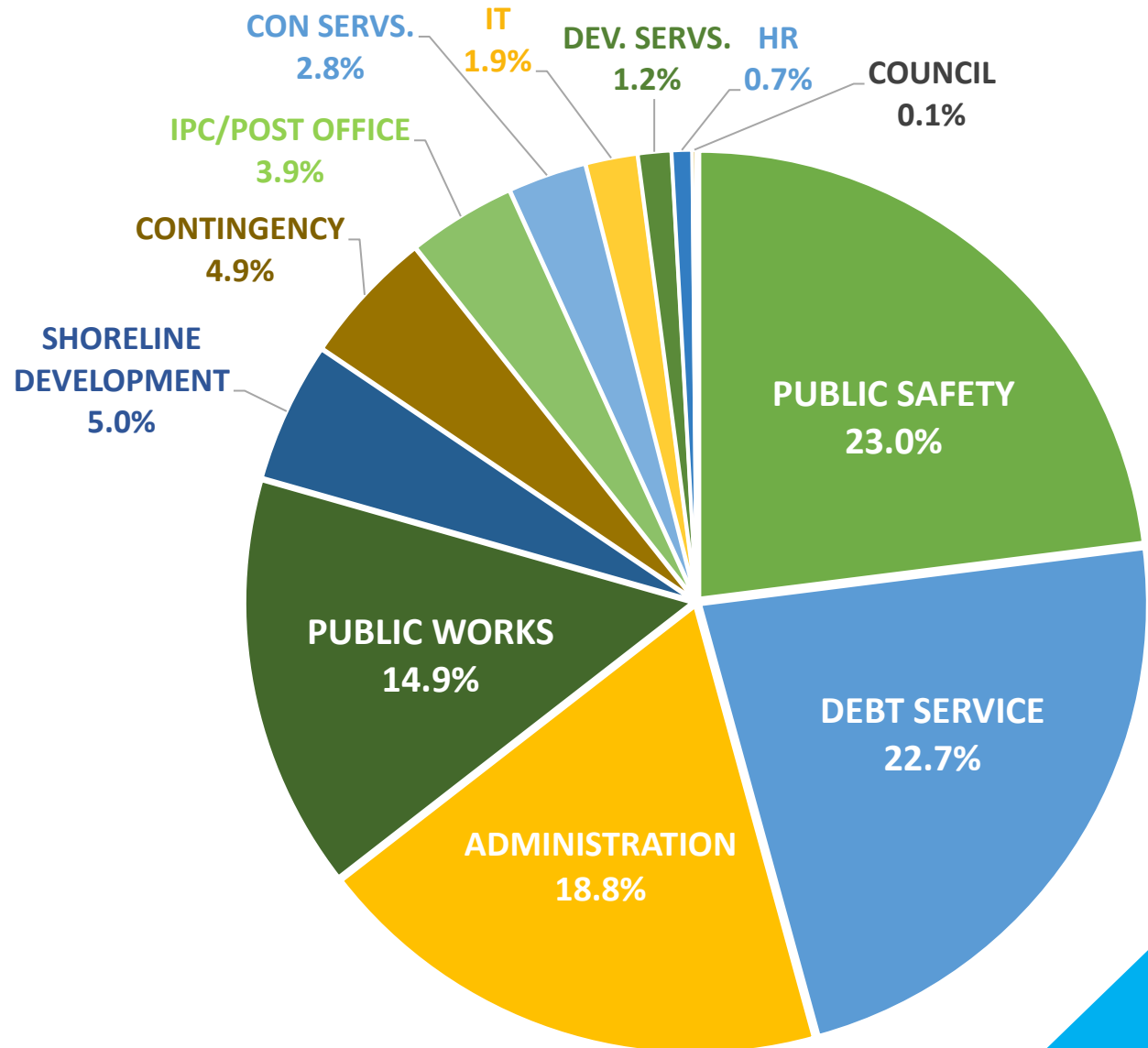
FY 24 Proposed General Fund Expenditures

Department Name	Expenses (Actual) FY22	Budget FY23	Expenses (Estimate) thru 6-30-23	Requested Budget FY24	Change from FY 23 Budget	Change from Estimated Expenses
PUBLIC SAFETY	\$2,985,525	\$3,318,100	\$3,390,488	\$3,496,200	\$178,100	\$105,712
SHORELINE DEVELOPMENT	\$822,829	\$720,500	\$598,911	\$766,700	\$46,200	\$167,789
COUNCIL	\$10,868	\$22,500	\$8,822	\$22,500	\$0	\$13,678
ADMINISTRATION	\$2,296,312	\$3,543,500	\$3,414,769	\$2,867,100	(\$676,400)	(\$547,669)
IT	\$175,987	\$225,000	\$212,923	\$284,400	\$59,400	\$71,477
HR	\$35,660	\$108,500	\$66,833	\$111,900	\$3,400	\$45,067
DEVELOPMENT SERVICES	\$124,595	\$168,100	\$137,851	\$182,100	\$14,000	\$44,249
IPC/POST OFFICE	\$385,126	\$449,100	\$390,215	\$592,400	\$143,300	\$202,185
CONTRACTOR SERVICES	\$361,119	\$377,100	\$395,057	\$429,900	\$52,800	\$34,843
DEBT SERVICE	\$3,617,114	\$3,470,700	\$3,490,206	\$3,452,000	(\$18,700)	(\$38,206)
TRANSFERS	\$214,867	\$0	\$0	\$0	\$0	\$0
ROAD CONSTRUCTION	\$639,720	\$252,000	\$246,658	\$0	(\$252,000)	(\$246,658)
PUBLIC WORKS	\$1,847,316	\$2,059,600	\$1,854,248	\$2,267,300	\$207,700	\$413,052
CONTINGENCY	\$0	\$0	\$0	\$724,500	\$724,500	\$724,500
TOTALS	\$13,517,039	\$14,714,700	\$14,206,982	\$15,197,000	+ \$482,300	+\$990,018



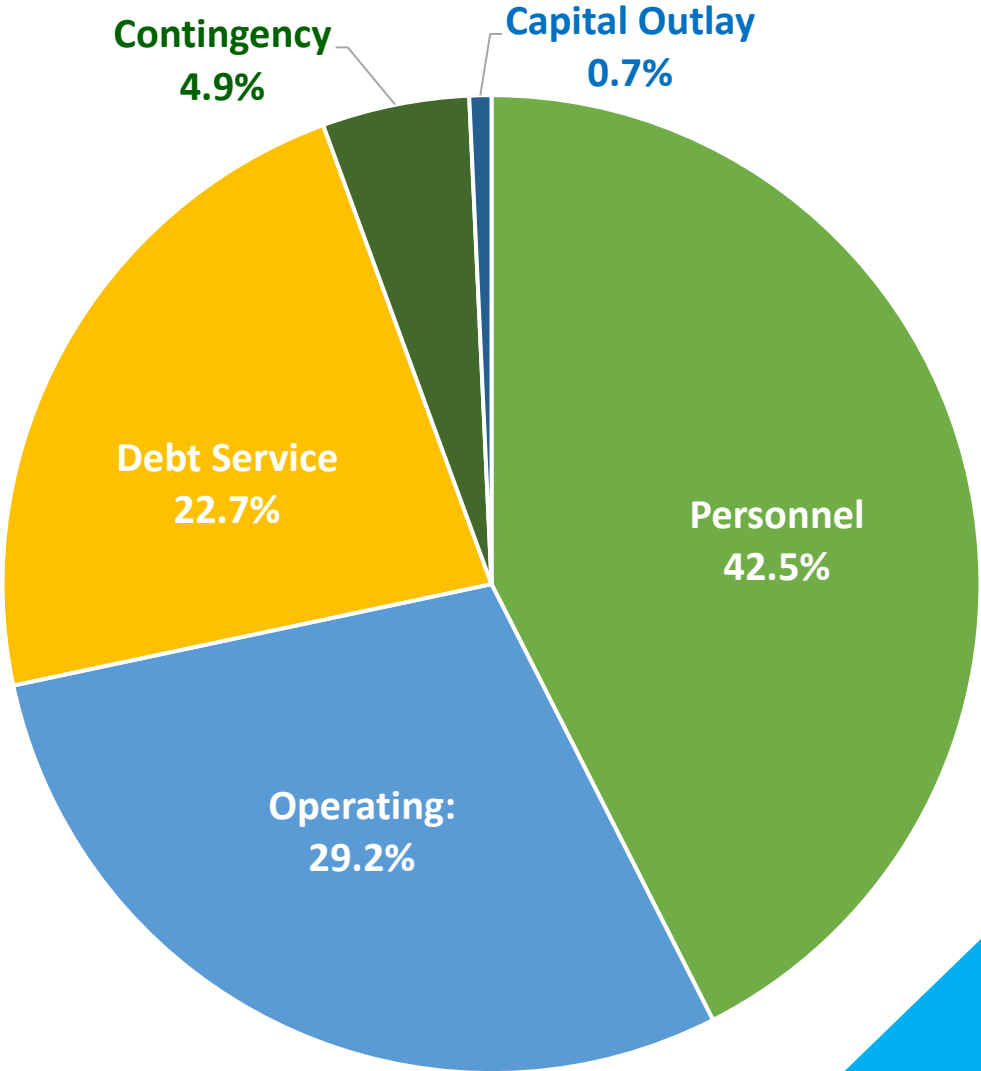
FY 24 Proposed General Fund Expenditures – Departments

Department Name	Requested Budget FY24
Public Safety	\$3,496,200
Shoreline	\$766,700
Gov. Body	\$22,500
Admin	\$2,867,100
IT	\$284,400
HR	\$111,900
Dev. Serv.	\$182,100
IPC	\$592,400
Contr. Serv.	\$429,900
Debt Service	\$3,452,000
Public Works	\$2,267,300
Contingency	\$724,500
TOTALS	\$15,197,000



FY 24 Proposed General Fund Expenditures - Functions

Expenditure Function	FY 24 Requested Budget
Personnel	\$6,462,700
Operating	\$4,447,200
Debt Service	\$3,452,000
Contingency	\$724,500
Capital Outlay	\$110,600
Totals	\$15,197,000



FY 24 Proposed General Fund Expenditures – Personnel Costs

By Dept.

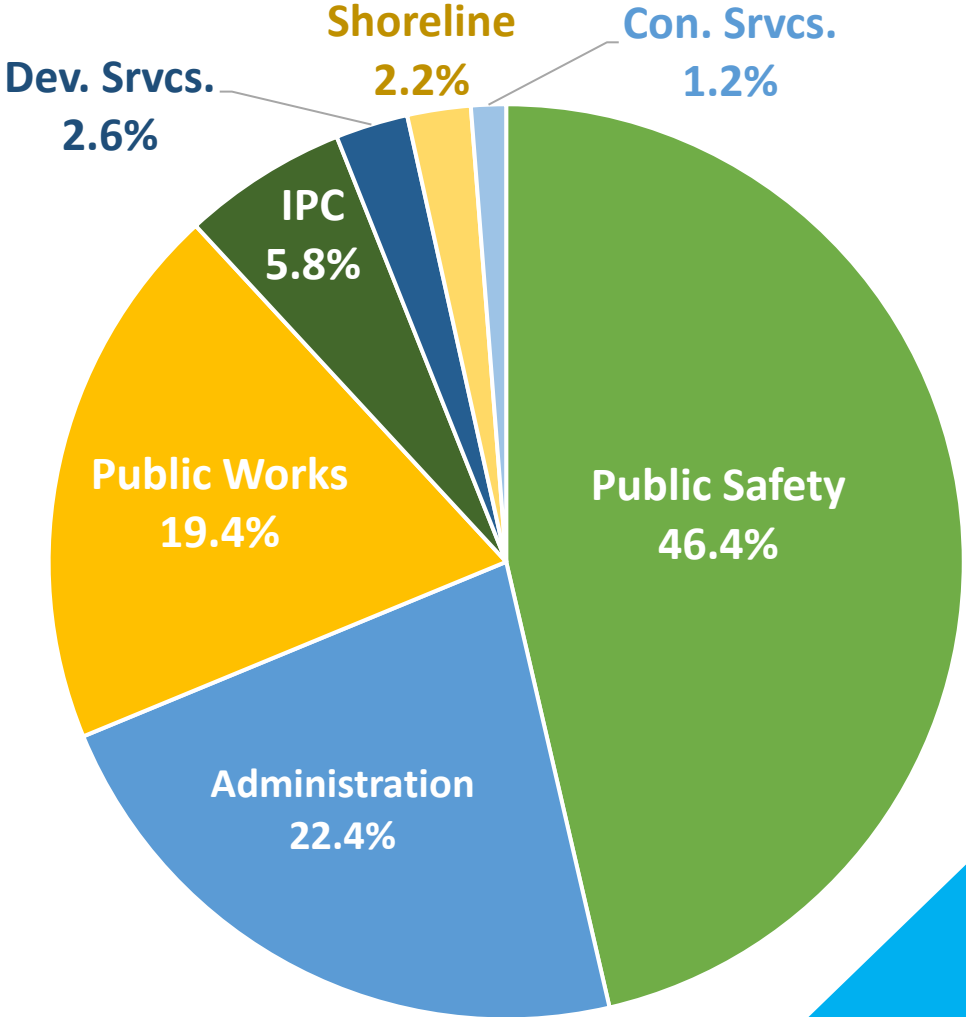
Departments	FY 23 Budget	FY 24 Requested	Variance	% Change
Public Safety	\$2,650,300	\$2,996,900	\$346,600	13.1%
Shoreline	\$130,200	\$144,800	\$14,600	11.2%
Administration	\$1,077,200	\$1,447,500	\$370,300	34.4%
Development Services	\$151,600	\$165,600	\$14,000	9.2%
IPC	\$265,900	\$377,000	\$111,100	41.8%
Contractor Services	\$70,400	\$79,800	\$9,400	13.4%
Public Works	\$915,100	\$1,251,100	\$336,000	36.7%
Total	\$5,260,700	\$6,462,700	\$1,202,000	22.8%



FY 24 Proposed General Fund Expenditures – Personnel Costs

% of Budget by Dept.

Departments	FY 24 Requested
Public Safety	\$2,996,900
Administration	\$1,447,500
Public Works	\$1,251,100
IPC	\$377,000
Development Services	\$165,600
Shoreline	\$144,800
Contractor Services	\$79,800
Overall Totals	\$6,462,700



FY 24 Proposed General Fund Expenditures – Personnel Costs

By Expense Type

Expense	FY 23 Budget	FY 24 Requested	Variance	% Change
Full Time Salaries	\$3,612,100	\$4,384,100	\$772,000	21.4%
LEO Sep Allowance	\$0	\$14,800	\$14,800	N/A
Part Time Salaries	\$24,000	\$35,100	\$11,100	46.3%
Overtime	\$120,100	\$143,800	\$23,700	19.7%
FICA	\$55,600	\$69,300	\$13,700	24.6%
Insurance	\$664,700	\$801,700	\$137,000	20.6%
Retirement	\$479,600	\$606,700	\$127,100	26.5%
401k	\$185,700	\$225,200	\$39,500	21.3%
(FY 23 SS) 401k - 4%	\$118,900	\$182,000	\$63,100	53.1%
Overall Totals	\$5,260,700	\$6,462,700	\$1,202,000	22.8%



FY 24 Proposed General Fund Expenditures – Capital Outlay

Department	Item Description	Item Cost	
Public Safety	Mountain Bike	\$1,600	\$10,600
Public Safety	Radios for Volunteers	\$6,000	
Public Safety	Furniture	\$3,000	
IT	IT Equipment Cycle Replacement	\$25,000	\$60,000
IT	Golf Cart Registration Software	\$35,000	
IPC	Walk-In Cooler	\$15,000	\$15,000
Contractor Services	Equipment Replacement	\$1,000	\$1,000
Public Works	Debris Blower	\$9,000	\$24,000
Public Works	Hydraulic Pump	\$10,000	
Public Works	Small Power Equipment (Purch/Replace)	\$5,000	
Total		\$110,600	



FY 24 Proposed General Fund Expenditures – Capital Outlay

**Capital Outlay “Wants” that were removed from FY 24 Budget:
Will review needs in future budgets.**

Department	Capital Items	Amount	
Public Safety	Vehicle Purchase - Replace 2017 QRV (&Upfit)	\$49,000	\$192,000
Public Safety	Floor recondition	\$50,000	
Public Safety	Storage Building	\$93,000	
IT (Shared)	CRM Software	\$87,000	\$87,000
Public Works	Tractor	\$75,000	\$356,000
Public Works	Roll Off Truck (Split with Utilities)	\$120,000	
Public Works	Roll Off Boxes 10K x3	\$30,000	
Public Works	Cardboard Compactor	\$110,000	
Public Works	Concrete Ramps	\$11,000	
Public Works	Materials to Build a CMC Room	\$10,000	
Roads	ROAD CONSTRUCTION	\$250,000	\$250,000
	Total	\$885,000	



Outstanding Debt Service

Loan Names	Original Loan Balance	Balance Remaining as of 7/1/2023	FY 24 Principal Payments	Balance Remaining as of 6/30/2024
2018 GO Bond	\$13,200,000	\$5,847,648	\$2,276,212	\$3,571,436
Public Safety Building	\$8,000,000	\$2,800,000	\$800,000	\$2,000,000
Contractor Services Loan	\$1,680,000	\$1,509,043	\$100,386	\$1,484,198
Total		\$10,156,691	\$3,176,598	\$7,055,634

FY	2024	2025	2026	2027	2028 – 2035*	2036
Principal	\$3,176,598	\$3,261,929	\$2,116,442	\$506,634	\$109,089	\$32,355
Interest	\$273,208	\$167,717	\$64,680	\$27,224	\$20,730	\$165
Total Debt Service	\$3,449,806	\$3,429,646	\$2,181,122	\$533,857	\$130,085	\$32,520

*Annual amounts for years 2028-2035



FY 24 Proposed General Fund Expenditures – Debt Service

Loan Names	Original Loan Balance	~Total Payments in FY 24	Primary Funding Source(s)	Final Payment Date
2018 GO Bond	\$13,200,000	\$2,457,000	Ad Valorem Taxes Accommodations Taxes	FY 26 (10/15/2025)
Public Safety Building	\$8,000,000	\$864,000	Ad Valorem Taxes	FY 27 (12/12/2026)
Contractor Services Loan	\$1,680,000	\$130,100	Contractor Services Fees	FY 36 (04/15/2036)
	Total	\$3,450,100		



FY 24 Proposed General Fund Revenues

Class	Revenues (Actual) FY22	Budget FY23	Revenues (Actual) YTD as of 03-31-2023	Revenues (Estimate) thru 6-30-23	Requested Budget FY24	Change from FY 23	Change from Estimated Revenues
AD VALOREM	\$8,484,415	\$8,956,000	\$8,952,881	\$8,942,388	\$11,028,600	\$2,072,600	\$2,086,212
INTEREST	\$4,126	\$1,500	\$238,778	\$318,371	\$180,000	\$178,500	-\$138,371
OTHER	\$2,176,387	\$1,128,100	\$777,219	\$1,036,292	\$1,170,000	\$41,900	\$133,708
UNRESTRICTED	\$2,515,082	\$816,400	\$445,084	\$883,288	\$870,700	\$54,300	-\$12,588
RESTRICTED	\$346,843	\$173,100	\$49,150	\$49,316	\$189,100	\$16,000	\$139,784
CONTRACTOR	\$538,594	\$490,500	\$534,058	\$690,345	\$560,900	\$70,400	-\$129,445
MISC	\$55,114	\$37,900	\$57,848	\$108,510	\$19,100	-\$18,800	-\$89,410
SALES-SERVICES	\$11,438	\$13,600	\$5,926	\$9,268	\$17,200	\$3,600	\$7,932
PERMITS-FEES	\$765,816	\$646,500	\$525,088	\$610,597	\$701,200	\$54,700	\$90,603
FB APPROP	\$0	\$2,002,000	\$0	\$0	\$0	-\$2,002,000	\$0
IPC	\$463,130	\$449,100	\$249,596	\$375,146	\$460,200	\$11,100	\$85,054
Total GF Revenues	\$15,360,946	\$14,714,700	\$11,835,628	\$13,023,521	\$15,197,000	\$482,300	\$2,173,479



Ad Valorem Taxes and the Revenue-Neutral Rate

Fiscal Year	Assessed Valuation as of June 30 ¹	Valuation Change	Percentage Change
FY 24	\$1,828,386,330	N/A ²	N/A ²
FY 23	\$1,188,337,904	\$23,463,677	2.01%
FY 22	\$1,164,874,227	\$2,259,926	0.19%
FY 21	\$1,162,614,301	\$16,322,320	1.42%
FY 20	\$1,146,291,981	N/A ²	N/A ²

Average Growth Percentage:
1.21%

¹Per Brunswick County Preliminary Tax Scrolls released April 23, 2023.

²Average Growth Percentage does not include revaluation year increases/decreases.



Ad Valorem Taxes and the Revenue-Neutral Rate

Island Wide Rate Calculation

1.

Current Levy	
Last Year Prior to Reval.	FY 2022 - 2023
Property Valuation	\$1,188,337,904
AVT Rate	\$0.7213
Estimated Tax Levy	\$8,571,481

2.

Equivalent Levy	
First Year of Revaluation	FY 2023-2024
Property Valuation	\$1,828,386,330
AVT Rate to Produce Equivalent Levy	\$0.4688
Estimated Tax Levy	\$8,571,481

3.

Revenue-Neutral Levy	
First Year of Revaluation	FY 2023-2024
Property Valuation	\$1,828,386,330
R-N Tax Rate, adjusted for Growth	\$0.4745
Estimated Tax Levy	\$8,675,270

Average Percentage Increase:	1.21%
Increase attributed to growth:	\$103,788



Ad Valorem Taxes and the Revenue-Neutral Rate

Island Wide	
First Year of Revaluation	FY 2023-2024
Property Valuation	\$1,828,386,330
R-N Tax Rate, adjusted for Growth	\$0.4745
Estimated Tax Levy	\$8,675,270

MSD Zone A (Debt Service)	
First Year of Revaluation	FY 2023-2024
Property Valuation	\$385,601,392
R-N Tax Rate, adjusted for Growth	\$0.0668
Estimated Tax Levy	\$257,761

MSD Zone B (Debt Service)	
First Year of Revaluation	FY 2023-2024
Property Valuation	\$529,506,510
R-N Tax Rate, adjusted for Growth	\$0.0383
Estimated Tax Levy	\$202,787

At 99.77%
Collection Rate

**Revenue-Neutral Rate
Estimated Total Tax Levy:**

\$9,114,800

**Amount of AVT needed
to balance Budget:**

\$11,000,200

**Amount of add'l AVT
to generate:**

~\$1,885,400



AVT and the R-N Rate: Allocation of Increased Revenue

Amount of add'l AVT to generate:
~\$1,885,400

Expense Function	Amount
Salaries/Wages and Benefits	\$1,164,000
Operating	\$410,000
Contingency	\$724,500
Capital Outlay/Debt Service	\$(413,100)
Total	\$1,885,400



FY 24 Proposed General Fund Revenues – Ad Valorem Taxes

Tax Zone	Total Taxable Property	Base Tax Rate	MSD Zone Tax Rate	Total Tax Rates	Total AVT Revenue
Island Wide (Not in MSD Zone)	\$913,079,450	\$0.5779	\$0.0000	\$0.5779	\$5,276,686
MSD Zone A (Beachfront)	\$385,601,392	\$0.5779	\$0.0668	\$0.6447	\$2,485,972
MSD Zone B (Dune Ridge & East Beach)	\$529,506,510	\$0.5779	\$0.0383	\$0.6162	\$3,262,819
Totals	\$1,828,187,352				\$11,025,477

Tax Rate	Total AVT Revenue
\$0.5779	\$10,565,095
\$0.0668	\$257,582
\$0.0383	\$202,801
Total Levy @ 100% Collected	\$11,025,477

Per Audit, 99.77% Collection Rate	\$11,000,119
Brunswick County Collection Fee (0.75%)	-\$82,500
Total AVT Revenues Remaining	\$10,917,619



FY 24 Proposed General Fund Revenues – Ad Valorem Taxes

ANNUAL EFFECT OF TAX INCREASE COMPARED WITH PROPERTY VALUES

Assessed Property Value	Levy at Revenue-Neutral Tax Rate (\$0.4745)	Levy at Proposed Tax Rate (\$0.5779)	Annual Difference
\$500,000	\$2,373	\$2,890	\$517
\$750,000	\$3,559	\$4,334	\$776
\$1,000,000	\$4,745	\$5,779	\$1,034
\$1,250,000	\$5,931	\$7,224	\$1,293
\$1,500,000	\$7,118	\$8,669	\$1,551
\$2,000,000	\$9,490	\$11,558	\$2,068
\$2,500,000	\$11,863	\$14,448	\$2,585



FY 24 Proposed General Fund Revenues – Value of Tax Dollar (Base Rate)

IPC/POST OFFICE,
\$0.01



PUBLIC WORKS,
0.18

ADMIN/COUNCIL, \$0.23

DEBT SERVICE,
\$0.23

PUBLIC SAFETY,
\$0.28

IT/HR,
\$0.02

CONTINGENCY,
\$0.05

FY 24 Proposed General Fund Budget– ICE Fees

FY 24 DAILY ICE FEES						
Vehicle Class	Equal To Or Greater Than	But Less Than	Calculated CPI FY 23	Actual CPI	Current Daily Fees	Proposed Daily Fee
I	0 Feet	15 Feet	\$33	\$35	\$25	\$30
II	15 Feet	21 Feet	\$98	\$105	\$70	\$75
III	21 Feet	27 Feet	\$180	\$192	\$125	\$150
IV	27 Feet	33 Feet	\$361	\$384	\$255	\$275
V	33 Feet		\$492	\$523	\$335	\$360

FY 24 ANNUAL ICE FEES						
Vehicle Class	Equal To Or Greater Than	But Less Than	Calculated CPI FY 23	Actual CPI	Current Annual Fee	Proposed Annual Fee
I	0 Feet	15 Feet	\$205	\$218	\$210	\$220
II	15 Feet	21 Feet	\$684	\$728	\$690	\$730
III	21 Feet	27 Feet	\$1,283	\$1,365	\$1,290	\$1,360
IV	27 Feet	33 Feet	\$2,566	\$2,730	\$2,570	\$2,730
V	33 Feet		\$3,421	\$3,640	\$3,420	\$3,640



FY 24 Proposed General Fund Budget– IPC/Post Office

IPC/Post Office Revenues

Account Description	Revenues (Actual) FY22	Budget FY23 (as of 3-31)	Revenues Estimates (through 6-30)	Requested Budget FY23	Change from FY 23 Budget	Change from Revenue Estimates
IPC - SHIPPING OUTBOUND REVENUE	\$325	\$3,000	\$254	\$1,000	-\$2,000	\$746
IPC-UPS REVENUE	\$200,190	\$217,300	\$190,576	\$227,300	\$10,000	\$36,724
IPC-FEDEX REVENUE	\$184,577	\$141,800	\$108,484	\$144,900	\$3,100	\$36,416
IPC-MISC REVENUE	\$277	\$500	\$38	\$500	\$0	\$462
US POST OFFICE-CONTRACT	\$39,497	\$39,500	\$39,497	\$39,500	\$0	\$3
IPC-POSTAGE	\$36,933	\$43,000	\$35,253	\$43,000	\$0	\$7,747
IPC - INTERDEPARTMENT CHARGES	\$1,331	\$4,000	\$1,043	\$4,000	\$0	\$2,957
Total Revenues	\$463,130	\$449,100	\$375,146	\$460,200	\$11,100	\$85,054

IPC/Post Office Expenditures

Expenditure Description	Expenditures (Actual) FY22	Budget FY23 (as of 3-31)	Expenditures Estimates (through 6-30)	Requested Budget FY23	Change from FY 23 Budget	Change from Expenditure Estimates
Personnel	\$182,479	\$265,900	\$220,891	\$377,000	\$111,100	\$156,109
Operating	\$182,736	\$183,200	\$155,791	\$200,400	\$17,200	\$44,609
Capital Outlay	\$19,912	\$0	\$13,532	\$15,000	\$15,000	\$1,468
Total Expenditures	\$385,126	\$449,100	\$390,215	\$592,400	\$143,300	\$202,185

-\$132,200



FY 24 Proposed General Fund Budget– Contractor Services

Contractor Services Revenues						
Account Description	Revenues (Actual) FY22	Budget FY23 (as of 3-31)	Revenues Estimates (through 6-30)	Requested Budget FY23	Change from FY 23 Budget	Change from Revenue Estimates
Revenue from Sale of Gasoline	\$204,268	\$176,800	\$231,125	\$198,000	\$21,200	-\$33,125
Revenue from Sale of Diesel	\$73,751	\$58,200	\$103,206	\$74,400	\$16,200	-\$28,806
INTERDEPARTMENT SALES - GAS/DIESEL	\$44,582	\$39,100	\$58,991	\$40,600	\$1,500	-\$18,391
Parking Rents - ICE Vehicles	\$97,588	\$57,600	\$113,759	\$86,400	\$28,800	-\$27,359
Parking Rents - Golf Carts	\$4,743	\$3,600	\$8,800	\$6,500	\$2,900	-\$2,300
Storage Bins Rents (Boxes)	\$47,230	\$21,000	\$40,631	\$21,000	\$0	-\$19,631
Storage Unit Rents (Building)	\$66,433	\$133,700	\$133,700	\$133,500	-\$200	-\$200
Other Revenue	\$0	\$500	\$133	\$500	\$0	\$367
Total Revenues	\$538,595	\$490,500	\$690,345	\$560,900	\$70,400	(\$129,445)

Contractor Services Expenditures						
Expenditure Description	Expenditures (Actual) FY22	Budget FY23 (as of 3-31)	Expenditures Estimates (through 6-30)	Requested Budget FY23	Change from FY 23 Budget	Change from Expenditure Estimates
Personnel	\$61,065	\$70,400	\$62,295	\$79,800	\$9,400	\$17,505
Operating	\$296,516	\$305,700	\$330,162	\$349,100	\$56,400	\$18,938
Capital Outlay	\$3,538	\$1,000	\$2,600	\$1,000	\$0	-\$1,600
Debt Service (*in Dept. 7000)	\$97,558	\$130,400	\$130,077	\$131,000	\$600	\$923
Total Expenditures	\$458,677	\$507,500	\$525,134	\$560,900	\$66,400	\$35,766





FY 24 General Fund Summary

- **Key Points:**

- Tax Increase of \$0.1034 necessary to fund budget at FY 24 amount:
 - Base: \$0.5779 per \$100 valuation
 - Zone A: \$0.0668 per \$100 valuation
 - Zone B: \$0.0383 per \$100 valuation
- Fund Balance Appropriated: \$0
- Overall Budget decrease of \$482,300 from Current FY 23 Budget
- Total Budget: **\$15,197,000**

REVENUES:	FY 24 REQUESTED BUDGET
AD VALOREM TAXES	\$11,028,600
OTHER TAXES (Transfer)	\$1,170,000
UNRESTRICTED	\$870,700
RESTRICTED	\$189,100
PERMITS-FEES	\$701,200
IPC REVs	\$460,200
CONT. SERVs. REVs	\$560,900
SALES-SERVICES	\$17,200
INTEREST	\$180,000
MISC	\$19,100
FB APPROP	\$0
TOTAL REVENUES	\$15,197,000

EXPENDITURES:	FY 24 REQUESTED BUDGET
Personnel	\$6,462,700
Operating	\$4,447,200
Debt Service	\$3,452,000
Contingency	\$724,500
Capital Outlay	\$110,600
TOTAL EXPENDITURES	\$15,197,000



UTILITIES FUND



FY 24 Utilities Fund Summary

- **Key Points:**

- Rates to increase by 2% continuation of rate study.
- No Utility Debt Service; allows for Capital Infrastructure improvements
- Overall Budget decrease of ~\$705,100 from previous Fiscal Year.
- Fund Balance Appropriated: \$0
- Total Budget: **\$3,405,500**

- **Example Rate Changes:**

Rate Name	FY 23	Change	FY 24
Resident Base Charge (Water)	\$22.18	+\$0.43	\$22.62
Non-Res. Base Chg. (Water)	\$55.46	+\$1.09	\$56.57
Usage Charge < 3 units (/1000 gals)	\$6.26	+\$0.12	\$6.39
Usage Charge > 3 units (/1000 gals)	\$10.26	+\$0.20	\$10.47
Irrigation (/1000 gals.)	\$10.26	+\$0.20	\$10.47
Sewer Base Charge	\$69.99	+\$1.37	\$71.39
Debt/Capital Surcharge	\$15.81	+\$0.32	\$16.13

FY 24 Proposed Utilities Fund - Revenue Budget

Account Id	Account Description	Revenues (Actual) FY22	Budget FY23 (thru 3-31-23)	Revenues (Estimate) (thru 6-30-23)	Requested Budget FY24	Change from FY 23	Change from Estimated Revenues
31-3190-0000	Interest on Investments	\$1,059	\$0	\$0	\$23,100	\$23,100	\$23,100
31-3580-0000	Fund Balance Utilities Approp.	\$0	\$819,400	\$0	\$0	-\$819,400	\$0
31-3713-0000	Water - Service	\$954,470	\$953,600	\$992,481	\$973,700	\$20,100	-\$18,781
31-3713-1000	Water - Tap Fees	\$403,104	\$308,800	\$408,202	\$347,800	\$39,000	-\$60,402
31-3714-0000	Sewer - Service	\$1,095,337	\$1,151,200	\$1,139,715	\$1,168,500	\$17,300	\$28,785
31-3714-1000	Sewer - Tap Fees	\$506,625	\$434,000	\$527,272	\$464,700	\$30,700	-\$62,572
31-3714-2000	Septic Maintenance Reserve	\$18,941	\$16,100	\$14,401	\$15,200	-\$900	\$799
31-3715-1000	Debt / Capital Surcharge	\$267,271	\$273,600	\$277,595	\$279,900	\$6,300	\$2,305
31-3734-0000	Port-o-john Rentals	\$99,739	\$91,800	\$98,790	\$93,600	\$1,800	-\$5,190
31-3739-0000	Interdepartmental Sales	\$30,733	\$34,000	\$30,211	\$34,000	\$0	\$3,789
31-3744-0000	Miscellaneous Revenue	\$1,378	\$5,000	\$989	\$5,000	\$0	\$4,011
31-3750-0000	Sales of Assets	\$0	\$0	\$0	\$0	\$0	\$0
	Total Water/Sewer Fund Revenues	\$3,378,656	\$4,087,500	\$3,489,657	\$3,405,500	-\$705,100	-\$84,157



FY 24 Proposed Utilities Fund - Expenditures Budget

Account Description	Expenses (Actual) FY22	Budget FY23 (thru 3-31-23)	Expenses (Estimate) thru 6-30-23	Requested Budget FY24	Change from FY 23	Change from Estimated Expenses
Total Personnel	\$882,910	\$1,107,200	\$986,318	\$1,354,300	\$247,100	\$367,982
Total Operating Expenses	\$1,219,725	\$1,456,000	\$1,510,471	\$1,636,700	\$180,700	\$126,229
Total Capital Outlay	\$916,841	\$1,524,300	\$1,554,944	\$414,500	-\$1,109,800	-\$1,140,444
Total Fund Expenditures	\$3,019,477	\$4,087,500	\$4,051,733	\$3,405,500	-\$682,000	-\$646,233

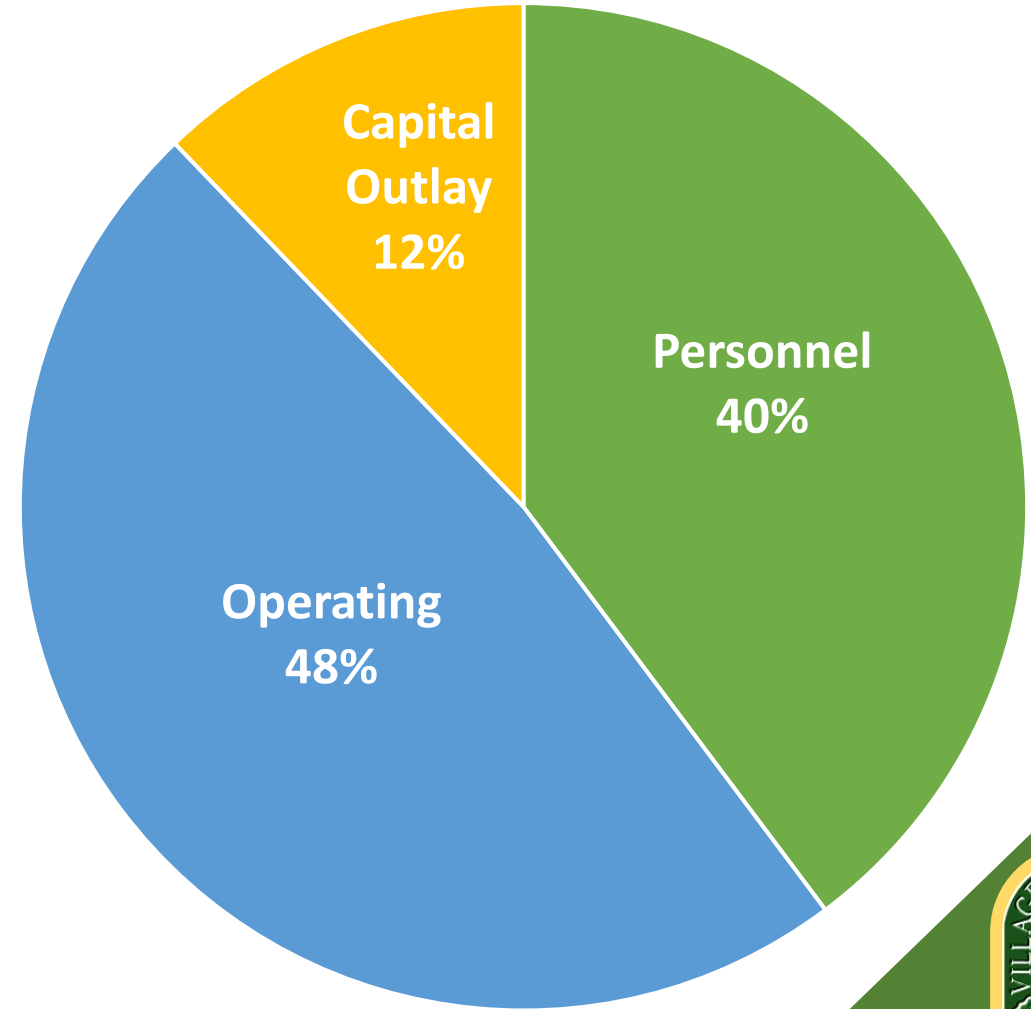
Details:

- Capital Outlay: Total of \$414,500
- \$0 Debt Service Payments
- No new positions
- Staff continues to work w/ Mckim & Creed on the engineering & design for the WWTP Expansion project and is assessing options for funding of Phases 4 & 5 of the work (\$675k). Submittal of previous SRF application's have been unsuccessful however additional grant/state funding opportunities are being pursued.



FY 24 Proposed Utilities Fund - Expenditures

Expenditures	FY 24 Requested Budget
Personnel	\$1,354,300
Operating	\$1,636,700
Capital Outlay	\$414,500
Totals	\$3,405,500



FY 24 Proposed Utilities Fund - Expenditures

Expenditures	Water	Sewer	FY 24 Requested Budget
Capital Outlay	\$205,400	\$209,100	\$414,500
Personnel	\$482,100	\$872,200	\$1,354,300
Operating	\$648,800	\$987,900	\$1,636,700
Totals	\$1,336,300	\$2,069,200	\$3,405,500



FY 24 Proposed Utilities Fund Expenditures - Capital Outlay

Department	Description	Projected Cost
Water	Future Mains and Taps	\$45,500
Water	40 High Gain Antennas for new radio reads	\$7,000
Water	Spectrophotometer	\$7,600
Water	Inserta-Values	\$35,000
Water	Source Well and Vessels	\$85,000
Water	Missile	\$6,800
Water	Capital Outlay < \$5k	\$5,000
Split	Garage Door Openers (3)	\$7,500
Split	Trailer for Mini Ex	\$12,000
Sewer	Future Mains and Taps	\$83,700
Sewer	Central Main Generator	\$88,000
Sewer	Back-Up Blower	\$10,000
Sewer	Lagoon Aeration	\$13,500
Sewer	Capital Outlay < \$5k	\$7,900
Total Capital Outlay Projected Cost		\$414,500



FY 24 Proposed Utilities Fund Expenditures – Capital Outlay

Capital Outlay “Wants” that were removed from FY 24 Budget:
Will review needs in future budgets.

Department	Capital Items	Amount
Sewer	Lift Station Upgrades Phase 3	\$550,000
Sewer	Dewatering Boxes	\$16,000
Split	Roll Off Truck (Split with Public Works)	\$120,000
	Total	\$686,000





STORMWATER FUND



Stormwater Fund Summary

- **Key Points:**

- Other Projects:

- Improve lagoon water level monitoring with physical benchmarks with site glasses in lagoons (coordination with BHI Club staff)
- Purchase additional stormwater equipment with 2019 Hurricane Florence donated funds

- Total Budget: **\$129,600**

FY 24 Stormwater Fund Proposed Budgeted Expenditures

Account Id	Account Description	Requested Budget FY 23
44-8144-5800	Administration	\$8,000
44-8144-5900	Engineering	\$80,000
44-8144-6000	Stormwater Equipment	\$41,600
Total Proposed FY 24 Stormwater Expenditures		\$129,600

FY 24 Stormwater Fund Proposed Budgeted Revenues

Account Id	Account Description	Requested Budget FY 23
44-3441-0000	Stormwater Fees	\$129,600
Total Proposed FY 24 Stormwater Revenues		\$129,600



**BEACH
RENOURISHMENT
REC. & TOURISM
(BRRAT)
FUND**



BRRAT Fund Summary

- **Key Considerations:**
- Beach Access Improvements:
 - #2, #8, #9, #13, #17, #18, #22, #27, and #32
- Continue Jay Bird Shoals Borrow Site Permitting & Engineering/Design Efforts for 2025 Beach Project
- Permanent Hardened Groin Field Efforts:
 - Legislative Efforts – Change in DCM Regulatory Policy
- Support of BHI Club/Shoals Club erosion mitigation efforts

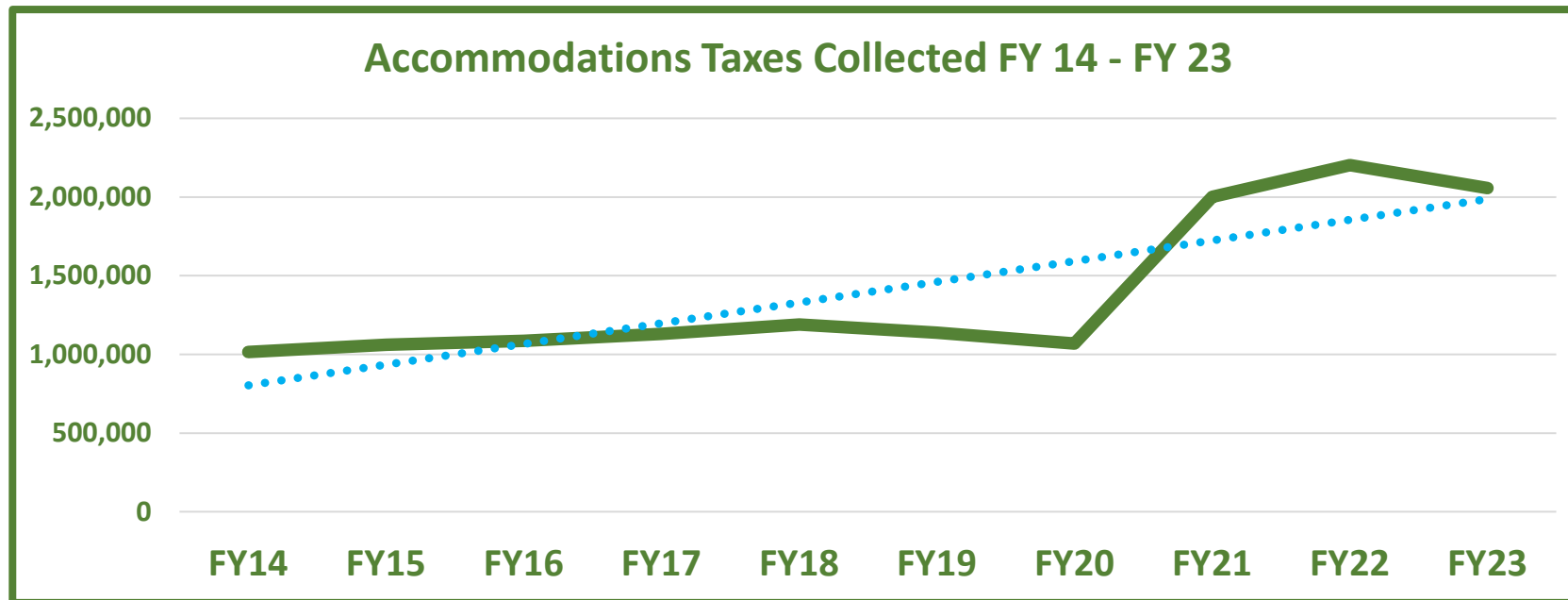
FY 24 BRRAT Fund Proposed Budgeted Revenues	
Account Description	FY 24 Requested Budget
Accommodation Taxes	\$1,730,000
Appropriated Fund Balance, BRRAT	\$183,100
Total Proposed FY 24 BRRAT Revenues	\$1,913,100

FY 24 BRRAT Fund Proposed Budgeted Expenditures	
Account Description	Requested Budget FY 24
Transfer to General Fund	\$1,153,100
Transfer to JBS Dredging Project Fund	\$365,000
Beach Renourishment	\$98,800
Beach Accesses	\$163,700
Rowboat Row Beach	\$10,000
Recreation and Tourism	\$122,500
Total Proposed FY 24 BRRAT Expenditures	\$1,913,100

FY 24 Proposed BRRAT Fund Revenues – Accommodations Taxes

***4TH Qtr. FY 23 estimate based on average of previous FY's 4th qtrs.**

Accommodations Taxes Cash Collection Comparison Schedule						
FY 18 - FY 23						
Quarter	FY23	FY22	FY21	FY20	FY19	FY18
1st Quarter	\$1,372,529	\$1,335,171	\$1,137,562	\$794,155	\$722,320	\$782,870
2nd Quarter	\$339,228	\$355,535	\$377,712	\$159,677	\$221,051	\$191,097
3rd Quarter	\$107,815	\$100,507	\$93,042	\$66,619	\$34,740	\$43,096
4th Quarter	\$237,765*	\$412,288	\$393,663	\$49,639	\$159,603	\$173,629
Total	\$2,057,346	\$2,203,501	\$2,001,979	\$1,070,090	\$1,137,714	\$1,190,692
% of Increase/Decrease from Prior Year	- 7%	+ 10%	+ 87%	- 6%	- 4%	+ 5%





Suggested FY 24

Budget Ordinance

ORDINANCE NO. 2023-_____

**AN ORDINANCE OF THE VILLAGE OF BALD HEAD ISLAND, NORTH CAROLINA,
ADOPTING A BUDGET FOR FISCAL YEAR 2023-2024**

WHEREAS, a proposed budget for the Village of Bald Head Island, North Carolina, was presented to the Village Council and made available for public inspection on May 8, 2023; and

WHEREAS, a public hearing was held on May 19, 2023; and

WHEREAS, the Village Council has fully considered matters associated thereto, including supplemental recommendations associated with it, and desires to enact a budget ordinance for the fiscal year beginning July 1, 2023, and continuing through and including June 30, 2024.

NOW, THEREFORE, BE IT ORDAINED by the Village Council of the Village of Bald Head Island, North Carolina, as follows:

Section 1. The fiscal year 2023-2024 budget, covering the financial operations of the Village of Bald Head Island during the period of July 1, 2023 through June 30, 2024 inclusive, which is attached hereto and incorporated herein by reference as if fully set herein verbatim.

Section 2. It is estimated that the following revenues will be available and are hereby approved for the Village of Bald Head Island's General Fund (Fund 10) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

General Fund Revenues	
Class	Amount
AD VALOREM	\$ 11,028,600
INTEREST	\$ 180,000
TRANSFERS FROM BRRAT FUND	\$ 1,170,000
UNRESTRICTED	\$ 870,700
RESTRICTED	\$ 189,100
CONTRACTOR	\$ 560,900
MISC	\$ 19,100
SALES-SERVICES	\$ 17,200
PERMITS-FEES	\$ 701,200
FB APPROPRIATED	\$ -
IPC	\$ 460,200
Total	\$ 15,197,000

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Section 3. The following amounts are hereby appropriated in the General Fund for the operation of the Village's government and its activities for the fiscal year beginning July 1, 2023 and ending June 30, 2024, in accordance with the chart of accounts heretofore established for the Village.

General Fund Expenditures	
Department Name	Amount
Public Safety 4300	\$ 3,496,200
Shoreline Development	\$ 766,700
Gov. Body - 5100	\$ 22,500
Administration - 5200	\$ 2,867,100
Inform. Tech. - 5201	\$ 284,400
Human Resources - 5202	\$ 111,900
Development Serv 5300	\$ 182,100
Island Pack. Center - 5400	\$ 592,400
Contractor Services 6400	\$ 429,900
Debt Service - 7000	\$ 3,452,000
Public Works - 8100	\$ 2,267,300
Contingency - 9000	\$ 724,500
Total	\$ 15,197,000

Section 4. The Ad Valorem Tax Rates in effect for the Fiscal Year 2023 - 2024 are adopted and detailed in Section 5. As required by NCGS 159-11(e), the revenue-neutral tax rate to produce the equivalent tax levy as the previous year island-wide, is \$0.4745 per one hundred dollars (\$100) at full valuation of the revaluation. As required by NCGS 159-11(e), the revenue-neutral tax rate to produce the equivalent tax levy as the previous year for the MSD Zone A, is \$0.0668 per one hundred dollars (\$100) at full valuation of the revaluation. As required by NCGS 159-11(e), the revenue-neutral tax rate to produce the equivalent tax levy as the previous year for the MSD Zone B, is \$0.0383 per one hundred dollars (\$100) at full valuation of the revaluation.

Section 5. The estimated revenue accruing from Ad Valorem Taxes for Fiscal Year 2023 - 2024 is based on the assessed tax rates of real and personal property, as follows:

- **Island-Wide (including properties within MSDs) = \$0.5779** for each \$100 valuation of the total taxable valuation base of **\$1,828,187,352**.
- **Municipal Service District Zone A = \$0.0668** for each \$100 valuation of the taxable valuation base of **\$385,601,392**.
- **Municipal Service District Zone B = \$0.0383** for each \$100 valuation of the taxable valuation base of **\$529,506,510**.
- The estimated tax collection percentage is 99.77%.

Section 6. Revenue generated for the fiscal year ending June 30, 2024, from \$0.08 of the island-wide Ad Valorem tax rate, \$0.0668 of the Municipal Service District Zone A Ad Valorem Tax rate, and \$0.0383 of the Municipal Service District Zone B Ad Valorem Tax rate will be utilized for repayment of GO Bond.

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Section 7. Any amount of GO Bond not funded by Ad Valorem Taxes as indicated by Section 6 of this ordinance shall be funded by a transfer of Accomodation Tax Revenues for the fiscal year ending June 30, 2024 from the Beach Renourishment, Recreation and Tourism Fund into the General Fund. The balance of the Shoreline Protection Department (4700) not funded by grant revenues shall be funded by a transfer of Accomodation Tax Revenues for the fiscal year ending June 30, 2024 from the Beach Renourishment, Recreation and Tourism Fund into the General Fund. Any balance of Accomodation Tax Revenues remaining for the fiscal year ending June 30, 2024 in the Beach Renourishment, Recreation and Tourism Fund., if any, may be utilized for any expenses as approved in S.L. 1991-664, S.L. 1993-617 and/or S.L. 1997-364. The Finance Director is hereby authorized to conduct the aforementioned transfers on any timely basis as they see fit, in accordance with this section.

Section 8. It is estimated that the following revenues will be available and are hereby approved for the Village of Bald Head Island's Water and Sewer Fund (Fund 31) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

Water and Sewer Fund Revenues	
Revenues	Amount
WATER - SERVICE	\$ 973,700
WATER - TAP FEES	\$ 347,800
SEWER - SERVICE	\$ 1,168,500
SEWER - TAP FEES	\$ 464,700
Septic Maint. Reserve	\$ 15,200
DEBT / CAPITAL SURCHARGE	\$ 279,900
PORT-O-JOHN RENTALS	\$ 93,600
INTERDEPT. SALES	\$ 34,000
MISC. REVENUE	\$ 5,000
INTEREST ON INVESTMENTS	\$ 23,100
Total	\$ 3,405,500

Section 9. The following amounts are hereby appropriated in the Water and Sewer Fund (Fund 31) for the operation of the Village's water and wastewater utilities for the fiscal year beginning July 1, 2023 and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Village:

Water and Sewer Fund Expenditures	
Department Name	Amount
Water - 6810	\$ 1,336,300
Wastewater (Sewer) - 7310	\$ 2,069,200
Total	\$ 3,405,500

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Section 10. It is estimated that the following revenues will be available and are hereby approved for the Village of Bald Head Island's Beach Renourishment, Recreation and Tourism Fund (Fund 41) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

BRRAT Fund Revenues	
Revenues	Amount
Accommodations Taxes	\$ 1,913,100
Total	\$ 1,913,100

Section 11. The following amounts are hereby appropriated in the Beach Renourishment, Recreation and Tourism Fund (Fund 41) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

BRRAT Fund Expenditures	
Account Names	Amount
Beach Renourishment	\$ 98,800
Beach Accesses	\$ 163,700
Row Boat Row Beach	\$ 10,000
Recreation and Tourism	\$ 122,500
Transfer to JBS Dredging Proj. Fund	\$ 365,000
Transfer to General Fund	\$ 1,153,100
Total	\$ 1,913,100

Section 12. It is estimated that the following revenues will be available and are hereby approved for the Village of Bald Head Island's Stormwater Fund (Fund 44) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

Stormwater Fund Revenues	
Revenues	Amount
Stormwater Fees	\$ 129,600
Total	\$ 129,600

Section 13. The following amounts are hereby appropriated in the Stormwater Fund (Fund 44) for the fiscal year beginning July 1, 2023 and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Village:

Stormwater Fund Expenditures	
Account Names	Amount
Administration	\$ 8,000
Engineering	\$ 80,000
Stormwater Equipment	\$ 41,600
Total	\$ 129,600

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Section 14. It is estimated that the following revenues will be available and are hereby approved for the Village of Bald Head Island's Fines and Forfeitures Fund (Fund 12) for the Fiscal Year beginning July 1, 2023 and ending June 30, 2024:

Fines and Forfeitures Fund Revenues	
Revenues	Amount
Fines/Forfeitures	\$ 25,000
Total	\$ 25,000

Section 15. The following amounts are hereby appropriated in the nes and Forfeitures Fund (Fund 12) for the fiscal year beginning July 1, 2023 and ending June 30, 2024, in accordance with the chart of accounts heretofore established for this Village:

Fines and Forfeitures Fund Expenditures	
Account Names	Amount
Fines/Forfeitures Payable to BC Schools	\$ 25,000
Total	\$ 25,000

Section 16. A summary of all funds accounted for with this Budget Ordinance is below:

FY 2023 - 2024 Budget Summary	
Funds	Amounts
General	\$ 15,197,000
Water and Sewer	\$ 3,405,500
BRRAT	\$ 1,913,100
Stormwater	\$ 129,600
Fines/Forfeitures	\$ 25,000
Total	\$ 20,670,200

Section 17. This ordinance includes Attachment 1, which includes a Schedule of Fees for the Village of Bald Head Island and Pay and Classification Schedule. The Schedule of Fees is hereby adopted for the provision of services by the Village for the Fiscal Year beginning July 1, 2023 and is hereby effective on that same date. The Pay and Classification Schedule is hereby adopted by the Village for the Fiscal Year beginning with the first full pay period on or after July 1, 2023.

Section 18. In the Water and Sewer Fund Schedule of Fees, the funds collected with the Customer Service Charge are used for repairs and maintenance for ongoing services, plant capacity usage by customers and funding utility plant and infrastructure improvements necessary to maintain existing water and sewer services to customers.

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Section 19. The Village Manager, as Budget Officer, or their designee, is hereby authorized to re-allocate appropriations as contained herein under the following conditions:

- a). They may transfer between line item expenditures within a department without limitation and without a report to the Village Council being required.
- b). They may transfer amounts between departments, within the same fund. Individual transfers in excess of \$50,000 shall be reported to the Village Council at the next regular meeting following said transfer.
- c). They may not transfer any amounts between funds or from the Contingency funds held in General Funds' Contingency Department (9000), except as approved by the Village Council in the Budget Ordinance, and as amended.

Section 20. All public funds which will accrue to the Village of Bald Head Island during the period beginning July 1, 2023 through June 30, 2024 inclusive, shall be deposited at PNC Bank or the North Carolina Capital Management Trust. Cash receipts shall be deposited at First Bank Southport, NC 28461 and then may be transferred to PNC Bank, as the Finance Director sees fit.

Section 21. Copies of this Budget Ordinance shall be furnished to the Village Clerk, to the Governing Board, and to the Budget Officer and Finance Officer to be kept on file by them for their direction in the disbursement of funds. A copy will also be made available in Village Hall.

Adopted this, the ____ day of _____, 2023.

By: _____
Peter Quinn, Mayor

ATTEST: _____
Darcy Sperry, Village Clerk

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VILLAGE OF BALD HEAD ISLAND
FY 24 FEE SCHEDULE

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 ICE FEE SCHEDULE
 Effective July 1, 2023

Overall Vehicle Length Stem to Stern		CATEGORY	DAILY ICE FEE	ANNUAL ICE FEE
EQUAL TO OR GREATER THAN	BUT LESS THAN			
0 feet	15 feet	I	\$30	\$220
15 feet	Monthly	II	\$75	\$730
21 feet	27 feet	III	\$150	\$1,360
27 feet	33 feet	IV	\$275	\$2,730
33 feet		V	\$360	\$3,640

PRORATED ANNUAL SCHEDULE

CATEGORY	JULY - SEPT	OCT -DEC	JAN - MAR	APR - JUN
CAT I	\$220	\$170	\$110	\$60
CAT II	\$730	\$550	\$370	\$180
CAT III	\$1,360	\$1,020	\$680	\$340
CAT IV	\$2,730	\$2,050	\$1,370	\$680
CAT V	\$3,640	\$2,730	\$1,820	\$910

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 IPC FEE SCHEDULE
 Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>USPS Services</u>	
	First Class Stamp	Rate Set by USPS
	Monthly	Rate Set by USPS
	First Class Stamp (Roll)	Rate Set by USPS
	Priority Flat Rate Envelope	Rate Set by USPS
	Priority Small Flat Rate Box	Rate Set by USPS
	Priority Medium Flat Rate Box	Rate Set by USPS
	Priority Large Flat Rate Box	Rate Set by USPS
	Certified Mail Fee	Rate Set by USPS
	Return Receipt Requested	Rate Set by USPS
	Other Services	Rates Set by USPS
2	<u>Shipping Supplies</u>	
	Envelope (#10)	\$0.15
	Manilla Envelope (6 X 9)	\$0.20
	Manilla Envelope (9 x 12)	\$0.40
	Padded Envelope (6 x 9)	\$1.00
	Padded Envelope (11 x 9)	\$1.25
	Padded Envelope (15 x 9)	\$2.25
	Box (6 x 6 x 6)	\$2.50
	Box (12 x 6 x 6)	\$3.50
	Box (12 x 12 x 12)	\$5.25
	Box (24 x 5 x 18)	\$5.50
	Box (16 x 16 x 16)	\$6.50
	Box (12 x 12 x 48)	\$8.50
	Box (36 x 5 x 30)	\$8.50
	Box (20 x 20 x 25)	\$9.50
	Box (36 x 6 x 42)	\$16.00
	Poly Bag (10 x 13)	\$1.50
	Poly Bag (15 x 19)	\$2.50
3	<u>Other Services</u>	Village Manager's Discretion

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ATTACHMENT I
FISCAL YEAR 2023-2024
VILLAGE OF BALD HEAD ISLAND
PUBLIC WORKS FEE SCHEDULE
Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>Special Pick Ups</u>	
	Household - Large Item Pickup, per trip (limited to 2 items per trip)	\$ 100.00
	Monthly	\$ 85.00
2	<u>Yard Debris Removal</u>	
	First Truck Load	No Charge
	Each Additional Truck Load	\$ 50.00
3	<u>Special Events</u>	
	Special Events, for profits or private events (first 2 trash cans)	\$ 75.00
	Special Events, for profits or private events (each additional can after first 2 trash cans)	\$ 75.00
	Special Events, non profit organizations, public events	No Charge
4	<u>White Goods</u>	
	White Goods Drop Off (hot water heaters, refrigerators, washers, dryers, etc.)	\$ 50.00

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 CONTRACTOR SERVICES FEE SCHEDULE
 Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>Parking</u>	
	ICE Vehicle Parking	
	Monthly	\$90
	Annual	\$1,020
	Temporary - Overnight	\$30
	Temporary (30 Calendar Days)	\$270
	Golf Cart Parking monthly	\$40
	Golf Cart Parking Annually	\$440
2	<u>Fuel Sales</u>	
	Gasoline Sales	Wholesale plus, price
	Diesel Fuel Sales	Wholesale plus, price
3	<u>Container Rentals</u>	
	Container Monthly	\$200
	Container Annually	\$2,200
4	<u>Contractor Services Building Rental</u>	
	Storage Unit Rental, monthly price; includes one parking place on concrete in front of respective unit.	\$750
	Break Room Training Rental, per event	\$125

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 DEVELOPMENT SERVICES FEE SCHEDULE
 Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>Building Permit Fee - Based on Valuation</u>	
	0 - \$5,000	\$ 60.00
	Monthly	\$ 100.00
	\$15,001 - \$25,000	\$ 150.00
	\$25,001 - \$30,000	\$ 225.00
	> \$30,000 = \$7.00 per \$1,000 or fraction thereof	
2	<u>Structure Valuation (per square foot)</u>	
	Residential Heated Space	\$ 155.00
	Commercial Heated Space	\$ 175.00
	Residential Covered Area	\$ 75.00
	Commercial Covered Area	\$ 90.00
	Residential Uncovered Area	\$ 55.00
	Commercial Uncovered Area	\$ 55.00
3	<u>Heating and Air Conditioning</u>	
	Electrical Mechanical System	\$ 70.00
	Gas Mechanical System	\$ 70.00
4	<u>Electrical</u>	
	Temporary Service	\$ 40.00
	Living Units	\$ 150.00
	Crofter Units	\$ 40.00
	Commercial Units	\$ 200.00
5	<u>Fire Prevention</u>	
	Fire Alarm System	\$ 60.00
	Fire Sprinkler System	\$ 60.00
	Commercial Fire/Safety Inspection	\$ 75.00
6	<u>Plumbing</u>	
	Basic Charge	\$ 50.00
	Fixture Units (including water heater and outside shower)	\$ 6.00

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 DEVELOPMENT SERVICES FEE SCHEDULE
 Effective July 1, 2023

Item	Description of Fee	Amount
7	<u>Minor Permits</u>	
	Re-roofing	\$ 40.00
	Wiring Lift Pumps	\$ 40.00
	Replace Defective HVAC Units	\$ 40.00
	Project Requiring New Electric Service	\$ 50.00
	Re-inspection Fee	\$ 75.00
	LP Tanks	\$ 40.00
	Fences	\$ 40.00
	Docks/Piers, per square foot	\$ 30.00
	Bulkheads, per linear foot	\$ 0.60
	Landscape Permit	\$ 40.00
	Tents	\$ 50.00
8	<u>Penalties</u>	
	Penalties for Work without Permit	\$ 250.00
9	<u>Land Use Development Review</u>	
	Development Application Fees	
	<u>Subdivision Plans (per submission):</u>	
	Preliminary Plat Review	\$ 1,200.00
	Final Plat Review	\$ 1,000.00
	Planned Unit Development Plans	
	<u>Master Plan Review:</u>	
	Original Submission	\$ 2,000.00
	Amendments	\$ 1,400.00
	<u>Site Specific Plan Review:</u>	
	Preliminary Site Specific Plat	\$ 1,000.00
	Final Site Specific Plat	\$ 1,000.00
	Permit Applications	
	Conditional Use Permit	\$ 700.00
	Special Use Permit	\$ 700.00
	Zoning Ordinance Amendment Applications	
	Rezoning Request	\$ 1,000.00
	Text Amendment	\$ 500.00
	Board of Adjustments	
	Appeals, Variance Requests, etc.	\$ 400.00

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 UTILITY FEE SCHEDULE
 Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>Connection Charges</u>	FY 24
	Monthly	
	3/4 inch meter	\$ 12,804
	1 inch meter	\$ 13,444
	2 inch meter	\$ 16,003
	Sewer, Residential	
	Grinder Pump Required	\$ 6,396
	No Grinder Pump Required	\$ 1,280
	Irrigation, Residential & Non-Residential	
	3/4 inch meter, with testable check, existing water (tap) connection required	\$ 1,280
	1 inch meter, with testable check, existing water (tap) connection required	\$ 1,532
	3/4 inch service discontinued, (equipment removed), refund amount	\$ 615
	1 inch service discontinued, (equipment removed), refund amount	\$ 737
	Water Non-Residential	
	Per Residential Equivalent Unit (REU)	\$ 12,804
	1 inch meter (Minimum Charge)	\$ 13,444
	2 inch meter (Minimum Charge)	\$ 16,003
	Sewer Non-Residential	
	Grinder Pump Required (Per Pump)	\$ 6,396
	No Grinder Pump Required (Gravity Connection)	\$ 1,280
	Fire Protection Service	
	Residential 2" tap	\$ 640
	Non-Residential 2" (Larger taps will be at additional Charge)	\$ 640
	Customer Service Charge	
	Residential	\$ 12,804
	Non-Residential, per REU rating	\$ 12,804

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ATTACHMENT I
 FISCAL YEAR 2023-2024
 VILLAGE OF BALD HEAD ISLAND
 UTILITY FEE SCHEDULE
 Effective July 1, 2023

2	<u>Utility Service (Monthly Charges)</u>		
	Residential Water - Usage Charge, per 1,000 gallons		
	Base Charge, zero usage	\$	22.63
	Tier 1 (usage 0-3,000 gallons)	\$	6.39
	Tier 2 (usage > 3,000 gallons)	\$	10.47
	Residential Sewer		
	Base Charge	\$	71.39
	Non-Residential Water, Usage Charge per 1,000 gallons, per REU (REU = 360)		
	Base Charge, per REU, with a minimum charge of \$55.46	\$	56.57
	Tier 1 (usage 0-11,000 x REU)	\$	6.39
	Tier 2 (usage > 11,000 x REU)	\$	10.47
	Non-Residential Sewer		
	100% of Water Charge, minimum charge of \$71.39		Equal to water charge; min.\$71.39
	Irrigation (Both Residential and Non-Residential, per 1,000 gallons)	\$	10.47
3	<u>Debt / Capital Surcharge Fee, per REU, per month</u>	\$	16.13
4	<u>New Customer Account Setup Fee</u>		
	Water Utility Service	\$	19.19
	Sewer Utility Service	\$	19.19
	<i>(Note, if water and sewer utility services are established at the same time, only a single account setup fee will apply, not both)</i>		

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ATTACHMENT I
FISCAL YEAR 2023-2024
VILLAGE OF BALD HEAD ISLAND
UTILITY FEE SCHEDULE
Effective July 1, 2023

5 Reconnection Charge

If Water Service cut off by Utilities for good cause	\$	63.96
If Water Service discontinued at the customer's request	\$	63.96
If Sewer Service is cut off by the Utilities for good cause	\$	63.96
<i>(Note, if water and/or sewer service is disconnected and the service is reconnected within nine (9) months, the base charges and surcharge for all months disconnected will be due and payable)</i>		

6 Other Charges and Terms

Non-sufficient funds (NSF) check charge	\$	25.00
Bills Due - On Billing Date		
Bills Past Due - Twenty (20) Days After Billing Date		
Bill Frequency - Shall be monthly for service in arrears		
Finance Charges for Late Payment - 1% per month will be applied to the unpaid balance of all bills still past due 21 days after billing date		
Collection Agency Fee - 35% of any unpaid balance will be applied to the account, if the account has been turned over to a collection agency		
Labor, work-hour services - per hour	\$	43.45
Labor, after-hour services - per hour	\$	61.54
Equipment use charge - per hour	\$	67.56
Portable Toilet / Hand Wash Station rental charges, per month	\$	141.19
Portable Toilet / Hand Wash Station rental charges, per event	\$	73.62

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ATTACHMENT I
FISCAL YEAR 2023-2024
VILLAGE OF BALD HEAD ISLAND
STORMWATER FEE SCHEDULE
Effective July 1, 2023

Item	Description of Fee	Amount
1	<u>Storm Water</u> Storm Water Fee, per REU per tax improve parcel, per month Monthly	\$ 8.00

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