



VILLAGE OF BALD HEAD ISLAND FY 24-25

Recommended Budget Presentation

Submitted to Council on:
Friday, May 3, 2024



FY 24-25

Budget Message



Village of Bald Head Island

May 3, 2024

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

RE: Fiscal Year 2025 Budget Message

Honorable Mayor Quinn and Village Council:

I hereby present to you the Fiscal Year 2024-2025 (“FY25”) 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 2024-2025.

The proposed FY25 budget provides the Village’s spending plans for the upcoming fiscal year beginning July 1st, 2024, and ending June 30th, 2025, and is comprised of two (2) main “Funds”. The “General Fund” budget identifies revenues and expenditures to fund daily and long-term operations and infrastructure of the Village and includes Public Safety, Shoreline Management, Administration (i.e., Council, IT, Human Resources, and Finance, etc.), Development Services (including Building Inspections), in addition to Public Works that manages streets, stormwater, solid waste, and beach accesses, among other things (i.e., debris and large-item pickups).

The other fund is the “Enterprise Fund” (considered a business-type fund) that funds the daily administration and operations of the Water & Sewer Departments. This includes day-to-day operations of our Wastewater Treatment Plant for the collection and treatment of sewer, and production and distribution of potable water that is supplied to homes and businesses on the island.

In addition, there are other business-like Departments in the General Fund, including the Island Package Center (IPC) & Post-Office, which provides FedEx and UPS package delivery service, as well as delivery of 1st through 3rd class priority mail and USPS packages. The Contractor Services Department offers a variety of services to the contractor community, including the rental of storage units and parking spaces for vehicles on the island, as well as gasoline & diesel fuel sales.

Other funds categorized within the overall Village budget include the Beach Renourishment, Recreation & Tourism (BRRAT) Fund, the Stormwater Fund, and the Fines and Forfeitures Fund. The BRRAT Fund supports shoreline protection management efforts (i.e., beach nourishment) as well as various Recreation and Tourism initiatives. The Stormwater Fund is used to fund various tasks and equipment associated with managing stormwater runoff on and around the island. The Fines and Forfeitures Fund is a special revenue fund that allows for the tracking of all Fines and Fees collected by Public Safety as well as their associated expenditures.

The total for all of the above-referenced Funds equates to a total budget of approximately **\$23,624,800**. 1

Introduction

The proposed FY25 budget as presented is a culmination of time and effort in working with Department Heads since early February 2024 following the Council Annual Retreat. As is customary at the annual Retreat, Staff received direction and guidance from the Village Council where numerous goals & objectives were discussed and prioritized with the understanding that this budget would again be a challenging effort. As stated during the April 26th budget workshop, given ongoing legal efforts related to the Transportation System, this year's process required staff to look at what was the highest priority for ensuring we continue to meet service level demands and the day-to-day mission.

In recognizing the above, the proposed budget as presented is extremely lean. Capital item purchases requested by Department Heads have been minimally included, while other capital requests were removed altogether. Conservative amounts were included to fund expenditures related to legal matters, as well as Contingency Fund expenditures (for the 2nd year in a row).

The capital items removed from this proposed budget will have to wait (best case scenario) until other funding opportunities present themselves, or until next year's (FY26) budget cycle. Notwithstanding, there were inflationary increases in personnel and operating costs across all Departments, continued debt obligations, and capital expenditures, all of which are further explained in detail throughout this budget message.

As discussed at the conclusion of the April 26th budget workshop in working to further reduce the overall increase from double-digits (12%), additional reductions made in personnel costs, removing other capital items, and the Unified Development Ordinance (UDO) project, the proposed General Fund tax rate increase of **\$0.0498** above the current FY24 rate of **\$0.5779** per \$100.00 of assessed property value represents an overall **9.12% increase (\$1,543,100)**.

It is important to recognize the proposed 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 Fund appropriation (for the 2nd year and future budgets) of **\$662,900** would allow for the Village to continue to plan for those unforeseen and/or unplanned expenditures with any remaining funds not spent going back into the Fund Balance at the end of the fiscal 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.

The following message highlights in more detail what is proposed, including items discussed in detail at the budget workshop, and is recommended for approval.

Budget Overview and Highlights

The proposed FY25 budget is balanced with revenues and expenditures totaling **\$23,624,800**, which is inclusive of all funds budgeted within the Village’s Budget Ordinance. The General Fund is presented at **\$16,919,100**, which is an overall increase of \$1,543,100 from the previous fiscal year’s adopted budget. The Utilities Fund is presented as balanced at **\$4,270,900**, an increase over the previous year’s adopted budget of \$865,400 and the Stormwater Fund’s budget is presented at **\$211,200**. Also included are the Beach Renourishment, Recreation and Tourism Fund (a.k.a. BRRAT Fund), which is budgeted at **\$2,198,600** 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 FY24 Budget	Recommended FY25 Budget	Change
General Fund	\$15,376,000	\$16,919,100	\$1,543,100
Utilities Fund	\$3,405,500	\$4,270,900	\$865,400
Stormwater Fund	\$129,600	\$211,200	\$81,600
BRRAT Fund	\$2,313,100	\$2,198,600	(\$114,500)
Fines/Fees	\$25,000	\$25,000	\$0
Totals	\$21,249,200	\$23,624,800	\$2,375,600

The following are priorities and highlights taken into consideration from the Council’s annual Retreat back in February 2024 and Budget Workshop held on April 26, 2024, to include:

Revenues:

- Brunswick County valuation of BHI real property as of January 31, 2024: total value of \$1,835,761,820.
- The Ad Valorem Tax Rate proposed is an increase of \$0.0498 from \$0.5779 to \$0.6277.
- No increases in MSD Zone A rate (\$0.0668), and MSD Zone B rate (\$0.0383).
- The proposed General Fund budget to increase by \$1,543,100 from \$15,376,000 to \$16,919,100.
- There is zero fund balance appropriation recommended in the General Fund budget. The minimal capital outlay requested will be funded within the proposed budget as one-time capital expenditures.
- Utility Rates to increase modestly to support more capital updates and maintenance while keeping up with inflation rates for operating costs.
- No utility debt service allowing for capital infrastructure improvements/refurbishments of lift stations.
- 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 are housed within the Beach Renourishment, Recreation, and Tourism (BRRAT) Fund. Certain items within the General Fund including Debt Service and Shoreline Development will be funded via a transfer from the BRRAT Fund (\$1,342,100).
- 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 this fiscal year. With the new rates, it is projected that a combined \$443,600 would be generated from issuing both annual and daily ICE permits throughout the year.

- Annual Golf Cart registration fee revenues are estimated at \$99,800 with approximately 3,500 personal-use electric vehicles projected on the island.
- IPC/Post-Office projects processing of approximately 83,000 packages through the year with the bulk of revenue projected at \$419,700 primarily from receiving inbound FedEx and UPS packages. In addition, it is estimated that the USPS Contract Postal Unit annual revenue for delivery of 1st through 3rd class priority mail and USPS packages (\$39,500) and other revenues (sale of postage) will total \$501,700 in revenues for the department, but it is estimated that there will be expenditures of \$591,600. This is a difference of \$89,900 that will be funded by other General Fund revenues.
- Contractor Services recommends a balanced budget with revenues at \$639,900 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 recommended surveying lagoon levels and setting 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 and FY25 includes funds to complete this effort.
- There are no appropriations for a large-scale road paving project in the budget however there are funds included in the Public Works budget for repairs as needed which is typically included annually in their budget.
- Beach access improvements are included in the BRRAT Fund for those identified in the annual beach access maintenance inspections program for a total estimated cost of \$233,000.
- Capital Items were kept to a minimum and included investing in items within Public Safety (EKG Monitors and Fire Fighting gear), Contractor Services for completion of site grading, gravel and installation of required stormwater basins, and IT equipment to improve staff efficiencies and effectiveness throughout Village departments. It should be noted, however, that Public Safety shall receive a ladder truck, pumper engine truck, and two (2) ambulances by the end of the 2nd Quarter of the Fiscal Year. A major portion of these four (4) vehicles were all funded through a FEMA Public Assistance reimbursement program.
- Utilities staff will continue with lift station refurbishments for Phase III and look forward to the completion of Phases I & II that were budgeted in FY22 and FY23. Staff continues to work on the engineering & design of the wastewater treatment plant expansion to meet island build-out capacity with continued engineering & design work included in Phases 4 & 5 estimated at \$675,000.

Employment Expenditures:

- While no new positions are being requested, the proposed budget includes increases in personnel costs with a Cost-of-Living Adjustment (COLA) of 3.5% 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 FY25 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 FY25 Environmental Services proposal includes a decrease overall from the FY24 budget of \$3,426 with the decrease primarily with the one-time investment of \$15,000 in support of the

oyster reef Living Shoreline project. 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 future needs with the continuation of the darting of deer with Gona-Con when census data supports the reimplementation of the program.

- Total Debt Service Payments estimated for FY25 at \$3,498,000 represent 20.67% 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. Also included is debt on the "bridge loan" to purchase the Public Safety apparatus, specifically the ambulance the Village received in March 2024.

General Fund

The General Fund is presented at **\$16,919,100** and includes appropriations for Personnel (\$6,830,200), Operating (\$5,606,200), Debt Service (\$3,498,000), Contingency (\$662,900) and Capital Outlay (\$321,800). At the proposed amount, the General Fund budget is presented with an increase of \$1,543,100 over the current year's budget amount of \$15,376,000 approved in FY24. Approximately \$540,000 (35%) of this increase can be attributed to potential legal expenditures related to the Transportation System in addition to the inflationary increases with personnel (i.e., COLA, Merit, fringe benefits for current staff). 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.

FY25 Projected Revenues

The Fiscal Year 2024-2025 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 (\$639,900) are used to fund the Contractor Services department and the associated debt service payment for the storage units that were constructed in 2019. Also, the Island Package Center/Post Office revenues (\$501,700) are used to fund expenditures associated with the IPC department. The largest source of revenue comes from Ad Valorem Taxes, which is estimated to account for 72.2% of proposed revenues in FY25 or **\$12,223,600**, and includes revenues for prior-year tax collections and associated penalties. This is followed by a proposed transfer from the BRRAT Fund (\$1,342,100) to finance expenditures 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	\$415,200
Daily and Annual ICE Vehicle Fees	\$443,600
Intergovt. Revenue (Bruns. Co. EMS Services)	\$325,000
Building Permits	\$181,500
Other Sources (Powell Bill, Golf Cart Registrations, etc.)	\$250,600
Miscellaneous (Misc. Rev., Creek Permits, Marina Park leases, Spec. Events Rev., etc.)	\$70,800
Interest on Investments	\$263,000
Grant Revenues (Shoreline)	\$132,000
Sales and Use Tax Distributions	\$127,400
Total	\$2,209,100

Proposed FY25 Tax Rate

The Village of Bald Head Island's Island Wide Ad Valorem Tax Rate as recommended in the FY25 budget is **\$0.6277**. This represents a **\$0.0498** tax rate increase over the current rate of \$0.5779

While much of the Island-Wide Ad Valorem Tax Rate funds operating and personnel expenditures, 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 (MSDs) that have tax rates dedicated to funding a portion of said Beach Renourishment debt. Additionally, this recommendation includes maintaining the current FY24 Municipal Service District (MSD) Zones rates with a **\$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. Note that this will continue to fund the upcoming 2025 Coastal Storm Damage Reduction and Groin Field replacement project debt.

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 amount of total fund balance. At the end of the fiscal year 2023, the Village recognized a General Fund Balance of approximately \$8.5M in total General Fund Balance, approximately 50% of the proposed annual General Fund expenditures in FY25. Of note, however, is the amount of Unassigned Fund Balance, which is equal to approximately 16.5% of the proposed FY25 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, Public Safety, 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. The table below reflects the proposed increases:

DAILY FEES

Vehicle Class	FY24 Fees	Proposed FY25 Fees	Increased By
Class I	\$30.00	\$40.00	\$10.00
Class II	\$75.00	\$100.00	\$25.00
Class III	\$150.00	\$200.00	\$50.00
Class IV	\$275.00	\$400.00	\$125.00
Class V	\$360.00	\$500.00	\$140.00

ANNUAL FEES

Vehicle Class	FY24 Fees	Proposed FY25 Fees	Increased By
Class I	\$220.00	\$250.00	\$30.00
Class II	\$730.00	\$800.00	\$70.00
Class III	\$1,360.00	\$1,500.00	\$140.00
Class IV	\$2,730.00	\$2,900.00	\$170.00
Class V	\$3,640.00	\$4,000.00	\$360.00

Other fee increases proposed in the FY25 budget include increases at Contractor Services for ICE Parking, Golf Cart Parking, and storage unit rent for building units and containers. These proposed increases are reflected in the table below:

Proposed Contractor Services Fee Increases FY25

Rate Name	FY24	Change	FY25
ICE Parking – Daily	\$30	+\$10	\$40
ICE Parking – Monthly	\$90	+\$30	\$120
ICE Parking – Annually	\$1,020	+\$180	\$1,200
Golf Cart Parking – Monthly	\$40	+\$20	\$60
Golf Cart Parking – Annually	\$440	+\$160	\$600
Storage Container Rental – Monthly	\$200	+\$50	\$250
Storage Container Rental – Annually	\$2,200	+\$300	\$2,500
Storage Unit Rental – Monthly	\$750	+\$50	\$800

FY25 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 \$3,988,000 (23.6% of total General Fund expenditures) with Debt Service following at \$3,498,000 (20.7% of total General Fund expenditures).

Following Debt Service is the Administration Department, which has a proposed budget of \$3,060,600 (18% of total General Fund expenditures), and includes appropriations for personnel expenditures, legal fees, property and liability insurance, BHI Conservancy services, and various other operating expenditures.

The Public Works unit is the next largest department and has a recommended budget of \$2,343,100 (13.9% of total General Fund expenditures) for FY25.

The remaining General Fund expenditures include Shoreline Protection at \$940,100 (5.6%), Contingency appropriations of \$662,900 (4%), Island Package Center and Post Office at \$591,600 (3.5%), Contractor Services at \$508,900 (3%), Road Construction (Sidewalk Repairs) at \$20,000 (0.1%) and rounding out with various administrative functions of the Governing Body, IT, HR, Development Services all totaling \$1,305,900 (7.7% of total General Fund expenditures).

General Fund Capital Outlay

Capital outlay items for the FY25 General Fund Budget total **\$321,800**. As mentioned previously, capital outlay items were kept to a minimum given other budgetary constraints in working to minimize the total expenditures for this fiscal year. Capital outlay items requested but not included will have to be funded in future fiscal year budgets.

FY25 Debt Service

Obligated debt service required in the FY25 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, Contractor Services, and “bridge loan” payments on the Public Safety vehicle (Ambulance #1 received in March 2024), and Capital Leases. Total Debt Service payments for the General Fund in FY25 are budgeted at **\$3,498,000** and will be funded through a combination of Ad Valorem Taxes, Accommodation Taxes, and rental fees for the Contractor Services Storage Building Units.

FY25 Personnel Costs

The FY25 recommended budget will fund all current employees with no new employees requested of the Village Council.

Other personnel costs (i.e., fringe benefits) within the General Fund include the funding of 100% of dental and vision insurance costs for employee-only coverage, a 3.5% 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 was recommended and approved by the Village Council last year in place of the Village's efforts to establish a social security benefit for employees. Unfortunately, the mandatory employee voter referendum held last 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 personnel costs for FY25 are **\$6,830,200** which is 40% of the General Fund expenditures and an increase of \$367,500 (5.7%) over FY24.

FY25 Operating Costs

Operating costs for FY25 are estimated at **\$5,606,200** which is 33% of the General Fund expenditures and an increase of \$1,029,000 (22.4%) over the FY24 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 diesel fuel, various supplies, as well as maintenance and repair for buildings, grounds, and equipment.

Utilities Fund

The FY25 Utilities Fund Budget is presented at **\$4,270,900** and includes appropriations for Personnel (\$1,361,100), Operating (\$1,879,200), and Capital Outlay (\$1,030,600). There is no 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 an increase of **\$865,400** over the current year's budget amount which is mainly attributable to investments with the phased lift-station rehab program. This year we will continue with Phase 3 lift station refurbishments and complete radio water meter system upgrades.

FY25 Projected Revenues

The Village projects that approximately **\$1,053,600** and **\$1,338,000** will be received for Water Service and Sewer Service revenues, respectively. Water and Sewer Tap Fees projected revenue amounts include **\$335,900** and **\$503,800** respectively and are based on permit projections by Development Services compared with projections on new connections to the utility system. There is a Fund Balance appropriation recommended this year of **\$482,500** to supplement costs for lift station refurbishments. Other Utility Fund Revenues include \$314,500 for the Debt/Capital Surcharge, which is used to fund Debt and Capital Outlay in the Utility Fund, and various miscellaneous revenue estimates including Port-o-John rentals at \$79,500.

Fee Schedule Updates

The Utility Fee Schedule contained within the FY25 Budget includes recommended increases for fees to fund ongoing capital improvements without having to carry utility debt service. The table below summarizes the increases:

Rate Name	FY24	Change	FY25
Resident Base Charge (Water)	\$22.62	+\$1.13	\$23.75
Non-Resident Base Charge (Water)	\$56.57	+\$2.83	\$59.40
Usage Charge <3 units (1,000 gallons)	\$6.39	+\$0.32	\$6.71
Usage Charge >3 units (1,000 gallons)	\$10.47	+\$0.52	\$10.99
Irrigation (/1,000 gallons)	\$10.47	+\$0.52	\$10.99
Sewer Base Charge	\$71.39	+\$7.14	\$78.53
Debt/Capital Surcharge	\$16.13	+\$1.61	\$17.74

FY25 Projected Expenditures

The FY25 Utilities Fund Budget includes appropriations for functions similar to the General Fund with 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 FY25 budget with the separation of the department's budget to include both Water and Sewer. Historically, the Village had used a combined budget for water and sewer expenditures in a general Utility department. Splitting the two budgets out in FY 23 has allowed for better tracking of actual expenditures 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 FY25 Utilities Fund Budget proposes that **\$1,509,700** be allocated for Water-related expenditures and **\$2,126,200** be allocated for Sewer-related expenditures.

Utilities Fund Personnel Costs

The FY25 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 cost additions within the General Fund will be included within the Utilities Fund (i.e., 100% of employee dental and vision insurance, 4% 401k match, 3.5% cost of living adjustment, and up to a 3% Merit Increase for high performers). Overall, between the water & sewer departments, proposed personnel costs of **\$1,361,100** make up 31.8% of the overall Utilities Fund budget.

Capital Outlay

Capital outlay items for the FY25 Utilities Fund Budget total **\$1,030,600** (24% of the total Utilities Fund Budget) and is an increase from the FY24 budget. Capital outlay items include the transfer of \$635,000 into a Capital Project Fund for Phase 3 of the lift station refurbishment program and \$110,000 to complete the Radio Water Meter System upgrades. Important to note as it had been discussed at the budget workshop with regards to not having included funding for Phase 3 in FY24 that the Council approved keeping capital outlay low for FY24 strategically given that funding would 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. As Staff had been successful in securing State funds in the amount of \$935,000 to cover those costs (including prior phases of work), moving forward with Phase 3 lift station refurbishments would be prudent.

Operating Costs

Utility Fund Operating Costs make up approximately 44% of the Utility Fund FY25 Budget at **\$1,879,200**. Operating cost increases include projected sludge hauls of treated sewage, water & sewer plant maintenance equipment, and items for new home taps including grinder pumps, and increased costs with re-use chemicals.

WWTP Expansion Status FY25

Staff continues to work with McKim & Creed on the engineering & design for the Wastewater Treatment Plant expansion project which has been funded by way of the State grant awarded this year to fund Phases 4 & 5 at a cost of \$675k. The total grant will also have funded the previous phases and for a total of \$935k to get the Village “shovel ready” with permits in hand by 2026-2027. Ongoing work as part of the Asset Inventory Assessment (AIA) effort will tie in with the financial analysis and current cost projections upwards of \$30,000,000 to determine future rates, and staff continues to work with both federal & state government relations on potential “earmarks”, grants, and low-interest loan options.

BHI Conservancy Environmental Services Contract

The FY25 environmental services contract with the BHI Conservancy continues to provide funding for various services performed by the Conservancy. With this long-standing partnership, the Conservancy will continue with the annual services, studies, research, and ongoing monitoring that if contracted by other environmental consultants would be more costly due to the Conservancy's on-island presence, institutional knowledge, and networking with other experts in a variety of disciplines all coordinated through the Coastal Barrier Island Research Study Center. 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. The total fund for these services is **\$211,959** with expenditures allocated between the General Fund (\$114,045), Utilities Fund (\$27,550), and BRRAT Fund (\$70,364).

Stormwater Fund

The FY25 Stormwater Fund is presented at **\$211,200** and includes appropriations for administration and construction. There is no 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 the installation of sight glasses to monitor levels in determining benchmark conditions for the 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 FY25 budget of **\$2,198,600**. 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 for beach access improvements, beach fill design, construction bidding, awarding, and construction management of the Village's planned 2025 Coastal Storm Damage Reduction Project, legislative efforts for future approval of hardened structures including the existing soft-tube groin field and as another potential option to mitigate chronic shoreline erosion in other areas along the shoreline. As previously mentioned, a transfer to the General Fund will fund the Shoreline Protection Department and a portion of the GO Bond Debt Service payments (**\$1,342,100**).

Closing

With this budget, I have met my Constitutional duty to present a balanced budget, and I wish to thank each of the Village's Department Heads for their assistance in compiling the information needed to develop the FY 2024-2025 Budget, especially Village Finance Director, Zachary Hewett and Deputy Finance Director Cindy Novak. 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 the Village Council to accomplish all the goals established by the Village Council for FY25.

Respectfully submitted,

A handwritten signature in black ink that reads "Chris McCall". The signature is written in a cursive style with a large initial "C".

Chris McCall Village Manager



GENERAL FUND

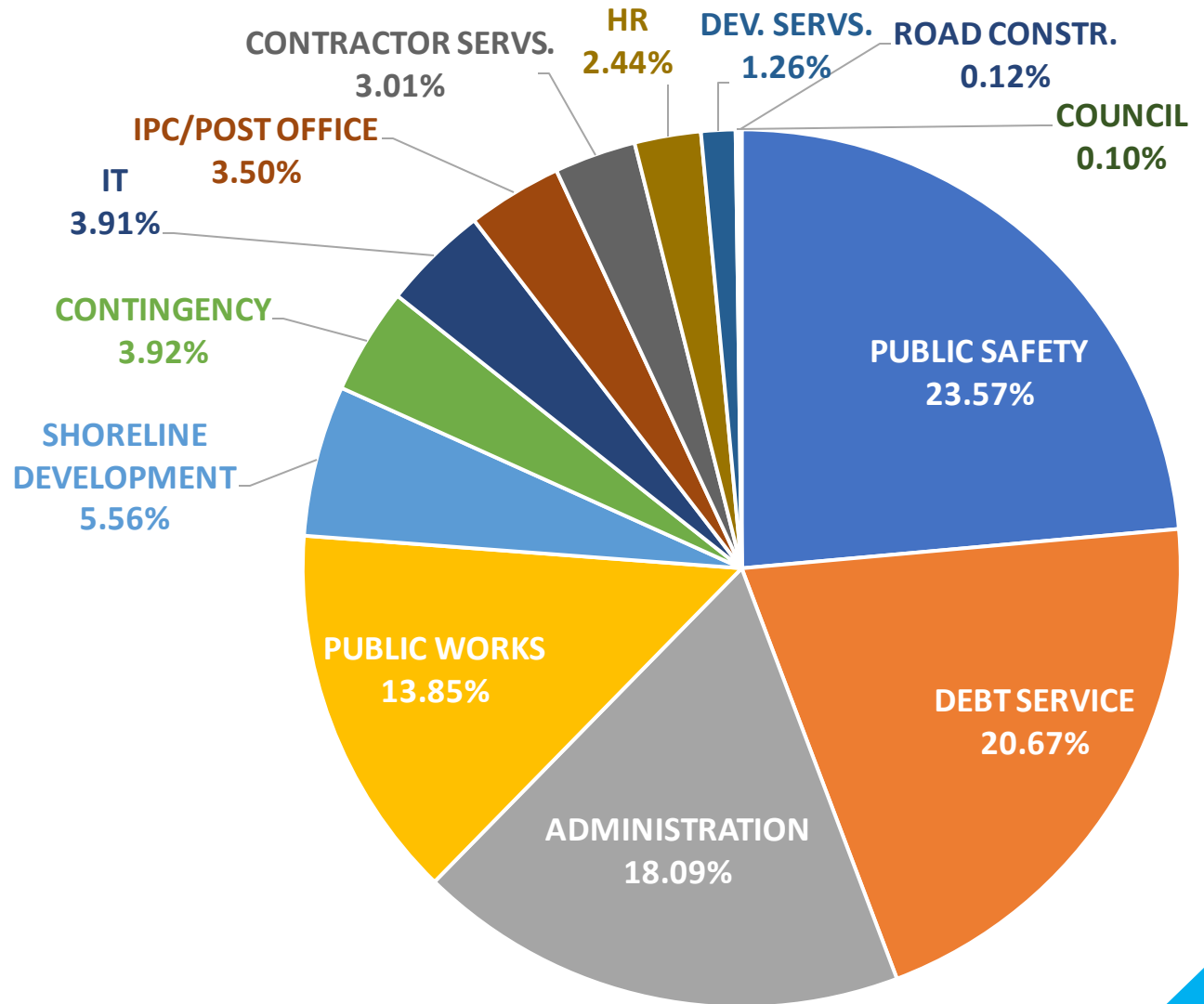
FY 25 Proposed General Fund Expenditures

Department Name	Expenses (Actual) FY23	Budget FY 24 (as of 3.31.24)	Estimated Expenditures (thru 6.30.24)	Requested Budget FY25	Change from FY 24 Budget	Change from Estimated Expenses
PUBLIC SAFETY	\$3,512,319	\$3,585,200	\$3,460,178	\$3,988,000	\$402,800	\$527,822
SHORELINE DEVELOPMENT	\$719,620	\$766,700	\$612,710	\$940,100	\$173,400	\$327,390
COUNCIL	\$8,621	\$22,500	\$13,762	\$17,500	-\$5,000	\$3,738
ADMINISTRATION	\$3,886,634	\$2,937,100	\$3,335,887	\$3,060,600	\$123,500	-\$275,287
IT	\$227,175	\$294,400	\$248,380	\$661,400	\$367,000	\$413,020
HR	\$63,667	\$111,900	\$70,133	\$413,300	\$301,400	\$343,167
DEVELOPMENT SERVICES	\$145,029	\$212,100	\$149,372	\$213,700	\$1,600	\$64,328
IPC/POST OFFICE	\$448,459	\$592,400	\$502,889	\$591,600	-\$800	\$88,711
CONTRACTOR SERVICES	\$400,944	\$489,900	\$415,786	\$508,900	\$19,000	\$93,114
DEBT SERVICE	\$3,489,078	\$3,452,000	\$3,464,711	\$3,498,000	\$46,000	\$33,289
TRANSFERS	\$214,867	\$0	\$0	\$0	\$0	\$0
ROAD CONSTRUCTION	\$246,658	\$0	\$0	\$20,000	\$20,000	\$20,000
PUBLIC WORKS	\$2,017,694	\$2,267,300	\$2,127,176	\$2,343,100	\$75,800	\$215,924
CONTINGENCY	\$0	\$644,500	\$644,500	\$662,900	\$18,400	\$18,400
TOTALS	\$15,380,765	\$15,376,000	\$15,045,484	\$16,919,100	+\$1,543,100	+\$1,873,616



FY 25 Proposed General Fund Expenditures – Departments

Department Name	Requested Budget FY 25
Public Safety	\$3,988,000
Debt Service	\$3,498,000
Admin.	\$3,060,600
Public Works	\$2,343,100
Shoreline	\$940,100
Contingency	\$662,900
IT	\$661,400
IPC	\$591,600
Contractor Services	\$508,900
HR	\$413,300
Development Services	\$213,700
Council	\$17,500
Road Construction	\$20,000
Totals	\$16,919,100



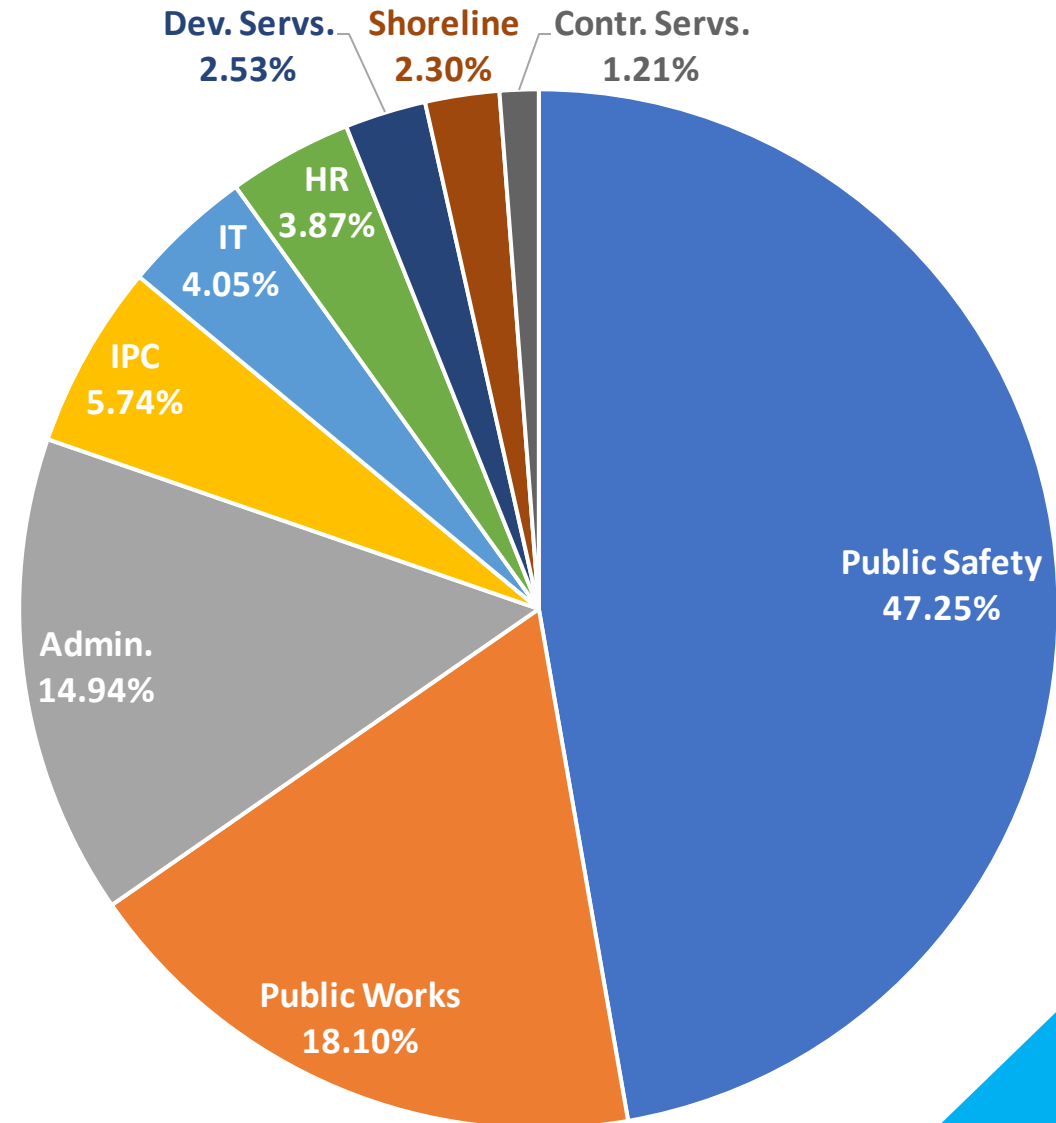
FY 25 Proposed General Fund Expenditures - Functions

Expenditure Function	FY 24 Budget (as of 3.31.24)	FY 25 Requested Budget	Variance
Personnel	\$6,462,700	\$6,830,200	+\$367,500
Operating	\$4,577,200	\$5,606,200	+\$1,029,000
Debt Service	\$3,452,000	\$3,498,000	+\$46,000
Contingency	\$644,500	\$662,900	+\$18,400
Capital Outlay	\$239,600	\$321,800	+\$82,200
Totals	\$15,376,000	\$16,919,100	+\$1,543,100




FY 25 Proposed General Fund Exps.: Personnel Costs (By Dept.)

Department	FY 25 Requested Budget
Public Safety	\$3,227,300
Public Works	\$1,236,400
Admin.	\$1,020,700
IPC	\$392,200
IT	\$276,700
HR	\$264,100
Dev. Servs.	\$172,700
Shoreline	\$157,400
Contr. Servs.	\$82,700
Totals	\$6,830,200



FY 25 Proposed General Fund Exps.: Personnel Costs (By Exp. Type)

Expense Type	FY 24 Budget	Req. FY 25 Budget	Variance	% Change
Full Time Salaries	\$4,384,100	\$4,687,700	\$303,600	6.93%
LEO Sep Allowance	\$14,800	\$28,300	\$13,500	91.22%
Part Time Salaries	\$61,900	\$60,000	-\$1,900	-3.07%
Overtime	\$117,000	\$72,000	-\$45,000	-38.46%
FICA	\$69,300	\$71,300	\$2,000	2.89%
Insurance	\$801,700	\$777,900	-\$23,800	-2.97%
Retirement	\$606,700	\$695,000	\$88,300	14.55%
401k	\$225,200	\$243,300	\$18,100	8.04%
401k - 4%	\$182,000	\$194,700	\$12,700	6.98%
Overall Totals	\$6,462,700	\$6,830,200	\$367,500	5.69%



Variance Make-up	Variance Amount	Variance %
PS GAP hours	\$142,000	3.24%
Longevity	\$87,400	1.99%
COLA	\$148,300	3.38%
Merit	\$86,100	1.96%
Utility OH	-\$160,200	-3.65%
Total Variance	\$303,600	6.93%



FY 25 Proposed General Fund Expenditures – Capital Outlay

Department	Item Description	Item Cost	
Public Safety	EKG Monitors/Defibrillators	\$88,000	\$120,800
Public Safety	3 Air Packs w/ Accessories	\$28,800	
Public Safety	Furniture	\$4,000	
IT	IT Equipment Cycle Replacement	\$25,000	\$75,000
IT (Public Safety)	PS Vehicles Devices	\$15,000	
IT	Golf Cart Registration Software	\$35,000	
Contractor Services	Equipment Replacement	\$1,000	\$101,000
Contractor Services	Gravel/Fencing	\$100,000	
Road Constr.	Sidewalk Repairs	\$20,000	\$20,000
Public Works	Small Power Equipment (Purch/Replace)	\$5,000	\$5,000
Total		\$321,800	



FY 25 Proposed General Fund Expenditures – Debt Service

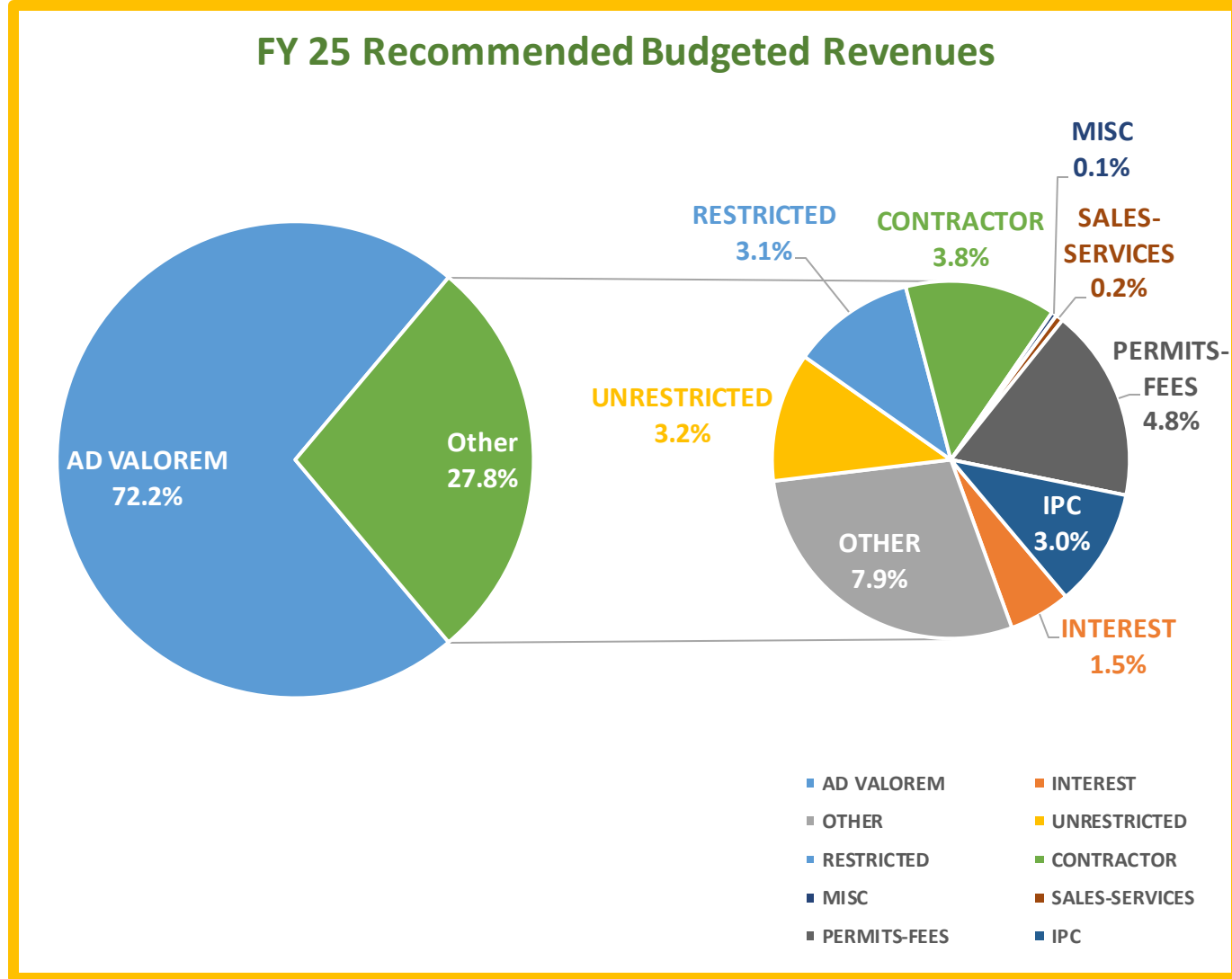
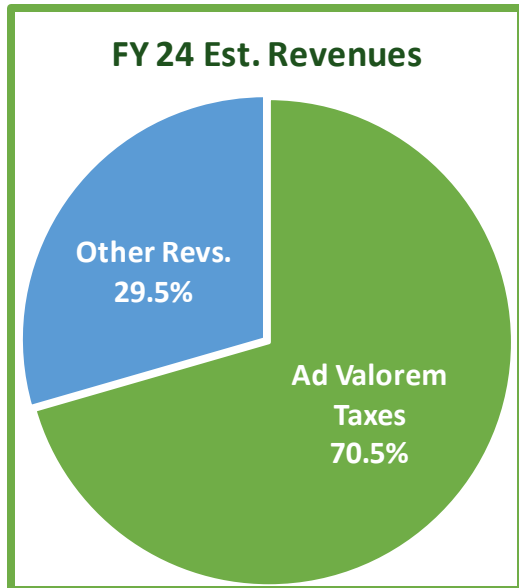
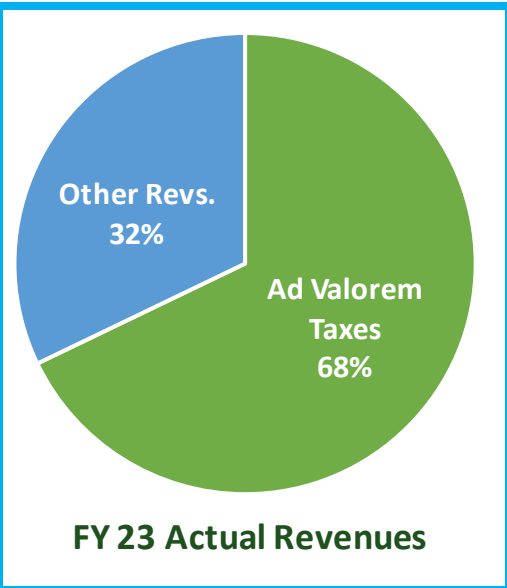
Loan Names	Original Loan Balance	~Funding Needed in FY 25	Primary Funding Source(s)	Final Payment Date
2018 GO Bond	\$13,200,000	\$2,459,000	Ad Valorem Taxes Accommodations Taxes	FY 26 (10/15/2025)
Public Safety Building	\$8,000,000	\$844,000	Ad Valorem Taxes	FY 27 (12/12/2026)
Contractor Services Loan	\$1,680,000	\$131,000	Contractor Services Fees	FY 36 (04/15/2036)
Public Safety Vehicles	\$371,400	\$48,000	Ad Valorem Taxes	FY 34 (12/22/2033)
Capital Leases	N/A	\$16,000	Ad Valorem Taxes	N/A
	Total	\$3,498,000		





General Fund Revenues/OFS

- The majority of Revenues for the General Fund come from Ad Valorem Taxes:
 - 68% of all revenues in FY 23.
 - 71% of all revenues in FY 24.
 - 72% of all estimated revenues in FY 25.



- AD VALOREM
- OTHER
- RESTRICTED
- MISC
- PERMITS-FEES
- INTEREST
- UNRESTRICTED
- CONTRACTOR
- SALES-SERVICES
- IPC

FY 25 Proposed General Fund Revenues

Class	Revenues (Actual) FY23	Budget FY 24	Revenues (Actual) YTD as of 03-31-2024	Revenues (Estimate) thru 6-30-24	Requested Budget FY25	Change from FY 24	Change from Estimated Revenues
AD VALOREM	\$9,044,931	\$11,028,600	\$10,979,826	\$11,077,674	\$12,223,600	\$1,195,000	\$1,145,926
INTEREST	\$175,495	\$180,000	\$259,022	\$345,362	\$263,000	\$83,000	-\$82,362
OTHER	\$1,245,944	\$1,170,000	\$827,592	\$1,170,000	\$1,344,800	\$174,800	\$174,800
UNRESTRICTED	\$569,544	\$595,700	\$334,518	\$591,306	\$548,000	-\$47,700	-\$43,306
RESTRICTED	\$431,511	\$514,100	\$271,404	\$459,039	\$524,000	\$9,900	\$64,961
CONTRACTOR	\$680,656	\$560,900	\$488,496	\$641,948	\$639,900	\$79,000	-\$2,048
MISC	\$70,725	\$19,100	\$78,886	\$29,344	\$22,500	\$3,400	-\$6,844
SALES-SERVICES	\$17,298	\$27,200	\$11,392	\$35,181	\$32,100	\$4,900	-\$3,081
PERMITS-FEES	\$665,721	\$721,200	\$633,797	\$764,256	\$819,500	\$98,300	\$55,244
FB APPROP	\$0	\$99,000	\$0	\$99,000	\$0	-\$99,000	-\$99,000
IPC	\$426,598	\$460,200	\$377,019	\$514,067	\$501,700	\$41,500	-\$12,367
Total GF Revenues	\$13,328,423	\$15,376,000	\$14,261,952	\$15,727,177	\$16,919,100	\$1,543,100	\$1,191,923



FY 25 Proposed General Fund Revenues – Ad Valorem Taxes

Tax Zone	Total Taxable Property (as of 3/31/24)	Base Tax Rate	MSD Zone Tax Rate	Total Tax Rates	Total AVT Revenue
Island Wide (Not in MSD Zone)	\$943,155,832	\$0.6277	\$0.0000	\$0.6277	\$5,920,189
MSD Zone A (Beachfront)	\$394,665,882	\$0.6277	\$0.0668	\$0.6945	\$2,740,955
MSD Zone B (Dune Ridge & East Beach)	\$535,288,881	\$0.6277	\$0.0383	\$0.6660	\$3,565,024
Totals	\$1,873,110,595				\$12,226,168

Tax Rate	Total AVT Revenue
\$0.6277	\$11,757,515
\$0.0668	\$263,637
\$0.0383	\$205,016
Total Levy @ 100% Collected	\$12,226,168

Per Audit, 99.76% Collection Rate	\$12,196,825
Brunswick County Collection Fee (0.75%)	-\$91,476
Total AVT Revenues Remaining	\$12,105,349

Current FY 24 Tax Rate	FY 25 Proposed Tax Rate	Proposed Tax Rate Increase
\$0.5779	\$0.6277	\$0.0498



FY 25 Proposed General Fund Revenues – Ad Valorem Taxes

ANNUAL EFFECT OF TAX INCREASE COMPARED WITH PROPERTY VALUES

Assessed Property Value	Levy at Current Tax Rate (\$0.5779)	Levy at Proposed Tax Rate (\$0.6277)	Annual Difference
\$500,000	\$2,890	\$3,139	\$249
\$750,000	\$4,334	\$4,708	\$374
\$1,000,000	\$5,779	\$6,277	\$498
\$1,250,000	\$7,224	\$7,846	\$622
\$1,500,000	\$8,669	\$9,416	\$747
\$2,000,000	\$11,558	\$12,554	\$996
\$2,500,000	\$14,448	\$15,693	\$1,245

Current FY 24 Tax Rate	FY 25 Proposed Tax Rate	Proposed Tax Rate Increase
\$0.5779	\$0.6277	\$0.0498



FY 25 Proposed General Fund Budget– IPC/Post Office

IPC/Post Office Revenues						
Account Description	Revenues (Actual) FY23	Budget FY 24 (as of 3-31)	Revenues Estimates (through 6-30)	Requested Budget FY25	Change from FY 24 Budget	Change from Revenue Estimates
IPC - SHIPPING OUTBOUND REVENUE	\$191	\$1,000	\$0	\$500	-\$500	\$500
IPC-UPS REVENUE	\$226,807	\$227,300	\$273,012	\$269,000	\$41,700	-\$4,012
IPC-FEDEX REVENUE	\$121,179	\$144,900	\$159,371	\$150,700	\$5,800	-8,671
IPC-MISC REVENUE	\$31	\$500	\$236	\$500	\$0	\$264
US POST OFFICE-CONTRACT	\$39,497	\$39,500	\$39,497	\$39,500	\$0	\$3
IPC-POSTAGE	\$37,852	\$43,000	\$40,995	\$40,000	-\$3,000	-\$995
IPC - INTERDEPARTMENT CHARGES	\$1,041	\$4,000	\$956	\$1,500	-\$2,500	\$544
Total Revenues	\$426,598	\$460,200	\$514,067	\$501,700	+\$41,500	-\$12,367

IPC/Post Office Expenditures						
Expenditure Description	Expenditures (Actual) FY23	Budget FY24 (as of 3-31)	Expenditures Estimates (through 6-30)	Requested Budget FY25	Change from FY 24 Budget	Change from Expenditure Estimates
Personnel	\$244,266	\$377,000	\$319,783	\$392,200	\$15,200	\$72,417
Operating	\$194,044	\$200,400	\$167,053	\$199,400	-\$1,000	\$32,347
Capital Outlay	\$10,149	\$15,000	\$16,054	\$0	-\$15,000	-\$16,054
Total Expenditures	\$448,459	\$592,400	\$502,889	\$591,600	-\$800	\$88,711

Amount supplemented by General Fund Revenues: \$89,900



FY 25 Proposed General Fund Budget– Contractor Services

Contractor Services Revenues						
Account Description	Revenues (Actual) FY23	Budget FY 24 (as of 3-31)	Revenues Estimates (through 6-30)	Requested Budget FY25	Change from FY 24 Budget	Change from Revenue Estimates
Revenue from Sale of Gasoline	\$233,822	\$198,000	\$218,057	\$208,900	\$10,900	-\$9,157
Revenue from Sale of Diesel	\$98,494	\$74,400	\$56,440	\$76,700	\$2,300	\$20,260
Interdepartment Sales - Gas/Diesel	\$55,524	\$40,600	\$40,793	\$31,900	-\$8,700	-\$8,893
Parking Rents - ICE Vehicles	\$104,743	\$86,400	\$136,218	\$119,600	\$33,200	-\$16,618
Parking Rents - Golf Carts	\$8,025	\$6,500	\$12,537	\$20,000	\$13,500	\$7,463
Storage Bins Rents (Boxes)	\$37,873	\$21,000	\$44,402	\$43,100	\$22,100	-\$1,302
Storage Unit Rents (Building)	\$142,074	\$133,500	\$133,500	\$139,200	\$5,700	\$5,700
Other Revenue	\$100	\$500	\$0	\$500	\$0	\$500
Total Revenues	\$680,656	\$560,900	\$641,948	\$639,900	\$79,000	-\$2,048

Contractor Services Expenditures						
Expenditure Description	Expenditures (Actual) FY23	Budget FY24 (as of 3-31)	Expenditures Estimates (through 6-30)	Requested Budget FY25	Change from FY 24 Budget	Change from Expenditure Estimates
Personnel	\$66,491	\$79,800	\$72,572	\$82,700	\$2,900	\$10,128
Operating	\$332,503	\$369,100	\$298,990	\$325,200	-\$43,900	\$26,210
Capital Outlay	\$1,950	\$41,000	\$44,224	\$101,000	\$60,000	\$56,776
Debt Service (*in Dept. 7000)	\$130,077	\$131,000	\$130,077	\$131,000	\$0	\$923
Total Expenditures	\$531,021	\$620,900	\$545,863	\$639,900	\$19,000	\$94,037





FY 25 General Fund Summary

• Key Points:

- Tax Increase of **\$0.0498** necessary to fund budget at FY 25 amount:
 - Base: \$0.6277 per \$100 valuation
 - Zone A: \$0.0668 per \$100 valuation
 - Zone B: \$0.0383 per \$100 valuation

- Fund Balance Appropriated: \$0

- Overall Budget increase of \$1,543,100 from Current FY 24 Budget

- Total Budget: **\$16,919,100**

REVENUES:	FY 25 REQUESTED BUDGET
Ad Valorem Taxes	\$12,223,600
Other Taxes (Transfer from BRRAT)	\$1,344,800
Permits & Fees	\$819,500
Cont. Servs. Revs	\$639,900
Unrestricted	\$548,000
Restricted	\$524,000
IPC	\$501,700
Interest	\$263,000
FB Appropriated	\$0
Misc.	\$22,500
Sales & Services	\$32,100
TOTAL REVENUES	\$16,919,100

EXPENDITURES:	FY 25 REQUESTED BUDGET
Personnel	\$6,830,200
Operating	\$5,606,200
Debt Service	\$3,498,000
Contingency	\$662,900
Capital Outlay	\$321,800
TOTAL EXPENDITURES	\$16,919,100



UTILITIES FUND



FY 25 Utilities Fund Summary

- **Key Points:**

- Rates to increase modestly to allow Utilities to accomplish more capital updates and maintenance, while keeping up with inflation rates for operating costs.
- No Utility Debt Service; allows for Capital Infrastructure improvements.
- Overall Budget increase of ~\$865,400 from previous Fiscal Year:
 - \$635k for Trans. to Lift Station Phase 3 Project
 - ~\$240k for increases in operating costs.
- Fund Balance Appropriated: \$482,500
- Total Budget: **\$4,270,900**

- **Example Rate Changes:**

Rate Name	FY 24	Change	FY 25
Resident Base Charge (Water)	\$22.62	+\$1.14	\$23.76
Non-Res. Base Chg. (Water)	\$56.57	+\$2.83	\$59.40
Usage Charge < 3 units (/1000 gals)	\$6.39	+\$0.32	\$6.71
Usage Charge > 3 units (/1000 gals)	\$10.47	+\$0.52	\$10.99
Irrigation (/1000 gals.)	\$10.47	+\$0.52	\$10.99
Sewer Base Charge	\$71.39	+\$7.14	\$78.53
Debt/Capital Surcharge	\$16.13	+\$1.61	\$17.74

FY 25 Proposed Utilities Fund - Revenue Budget

Account Description	Revenues (Actual) FY 23	Budget FY 24 (thru 3-31-24)	Revenues (Estimate) (thru 6-30-24)	Requested Budget FY 25	Change from FY 24	Change from Estimated Revenues
Interest on Investments	\$48,027	\$23,100	\$77,572	\$106,400	\$83,300	\$28,828
Fund Balance Utilities Approp.	\$0	\$0	\$0	\$482,500	\$482,500	\$482,500
Water - Service	\$978,379	\$973,700	\$1,026,639	\$1,053,600	\$79,900	\$26,961
Water - Tap Fees	\$490,590	\$347,800	\$408,202	\$335,900	-\$11,900	-\$72,302
Sewer - Service	\$1,148,979	\$1,168,500	\$1,209,839	\$1,338,000	\$169,500	\$128,161
Sewer - Tap Fees	\$608,761	\$464,700	\$527,272	\$503,800	\$39,100	-\$23,972
Septic Maintenance Reserve	\$14,360	\$15,200	\$15,420	\$16,700	\$1,500	\$1,280
Debt / Capital Surcharge	\$278,871	\$279,900	\$290,885	\$314,500	\$34,600	\$23,615
Port-o-john Rentals	\$94,174	\$93,600	\$85,644	\$79,500	-\$14,100	-\$6,144
Interdepartmental Sales	\$36,569	\$34,000	\$36,916	\$35,000	\$1,000	-\$1,916
Miscellaneous Revenue	\$723	\$5,000	\$1,955	\$5,000	\$0	\$3,045
Sales of Assets	\$522	\$0	\$0	\$0	\$0	\$0
Total Water/Sewer Fund Revenues	\$3,699,953	\$3,405,500	\$3,680,344	\$4,270,900	+\$865,400	+\$590,556



FY 25 Proposed Utilities Fund - Expenditures Budget

Account Description	Expenses (Actual) FY23	Budget FY 24 (thru 3-31-24)	Expenses (Estimate) thru 6-30-24	Requested Budget FY 25	Change from FY 24	Change from Estimated Expenses
Total Personnel	\$1,055,874	\$1,354,300	\$1,169,391	\$1,361,100	\$6,800	\$191,709
Total Operating Expenses	\$1,377,305	\$1,636,700	\$1,627,208	\$1,879,200	\$242,500	\$251,992
Total Capital Outlay	\$1,418,213	\$414,500	\$333,925	\$1,030,600	\$616,100	\$696,675
Total Fund Expenditures	\$3,851,392	\$3,405,500	\$3,130,525	\$4,270,900	\$865,400	\$1,140,375

Details:

- Capital Outlay: Total of \$1,030,600:
 - Contains Transfer of \$635,000 into Capital Projects to fund Lift Station Phase 3 Project and \$110,000 to complete the Radio Water Meter System Upgrades.
 - Contains \$139,100 for Sewer and \$256,500 for Water Capital Outlay.
- Operating: Increase of \$242,500.
 - Mainly due to increases in water purchase from Brunswick County (+\$58k) and Sludge Hauling expenses (+\$60k), and Treatment Plant costs (+\$76.5k).



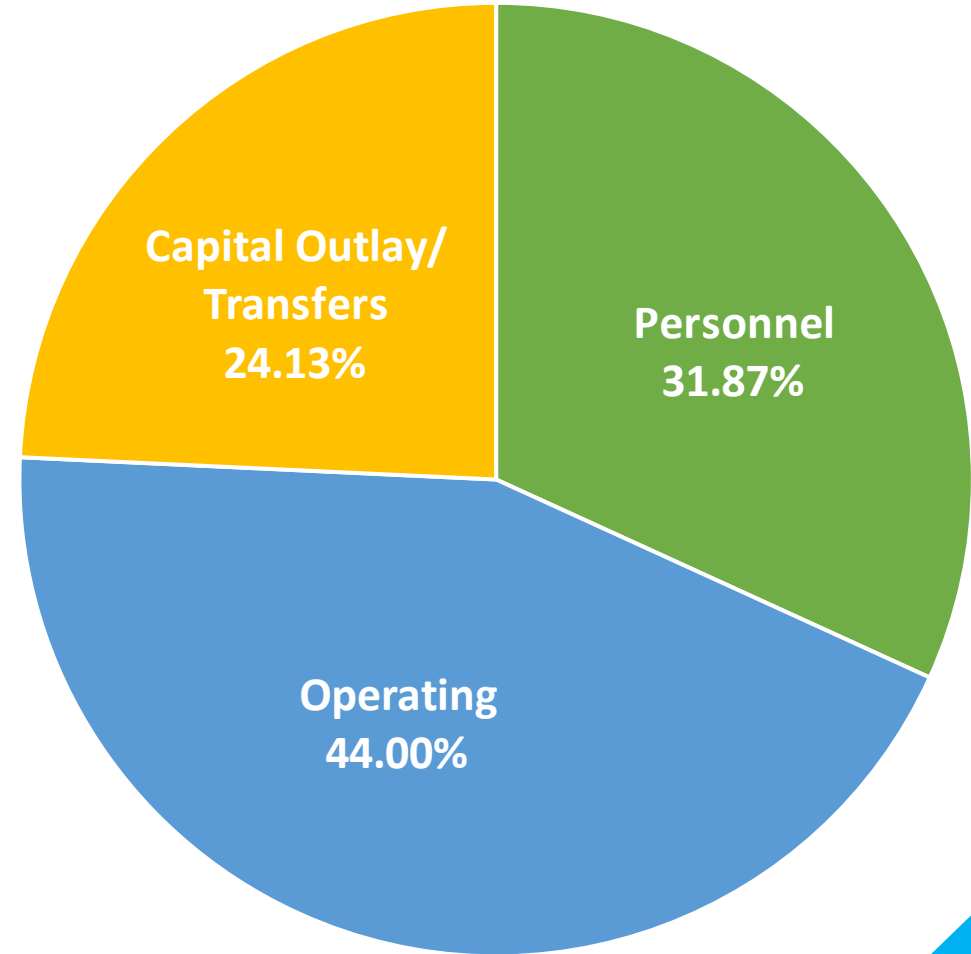
FY 25 Proposed Utilities Fund - Expenditures

Expenditures	Water	Sewer	Transfers	FY 25 Requested Budget
Capital Outlay	\$256,500	\$139,100	\$635,000	\$1,030,600
Personnel	\$485,500	\$875,600	N/A	\$1,361,100
Operating	\$767,700	\$1,111,500	N/A	\$1,879,200
Totals	\$1,509,700	\$2,126,200	\$635,000	\$4,270,900



FY 25 Proposed Utilities Fund - Expenditures

Expenditures	FY 25 Requested Budget
Personnel	\$1,361,100
Operating	\$1,879,200
Capital Outlay	\$1,030,600
Totals	\$4,270,900





Environmental Services (BHI Conservancy)

Service Name	2020	2021	2022	2023	2024	2025	
Annual Deer Census/Herd Management	37,000	49,000	\$49,520	\$45,340	\$54,215	\$55,405	General Fund Fund 10 \$114,045
Predator/Prey Study (rats/coyotes)	5,000	20,000	\$19,980	\$20,830	\$7,980	\$22,480	
Vegetation Assessment	20,000	8,000	\$15,000	\$12,740	\$12,290	\$12,290	
Shorebirds (Nest Protection)	10,000	15,000	\$15,000	\$15,000	\$7,990	\$8,190	
Comprehensive Report	-	8,500	\$6,500	\$6,500	\$6,500	\$6,500	
Lyme/Pathogen Testing	7,000	-	-	-	-	-	
Terrapin Conservation	-	-	\$6,070	\$6,070	-	\$9,180	
Deer Immuno-Contraception	45,177	4,000	-	\$5,500	-	-	Utilities Fund Fund 31 \$27,550
Bald Head Woods Monitoring (Fund 31)	4,000	4,000	\$3,060	\$8,840	\$2,720	-	
Aquifer Study/Infiltration Pond (Fund 31)	45,000	47,000	\$27,500	\$27,500	\$27,550	\$27,550	
BHI Woods Reserve Monitoring Plan	-	-	-	-	-	-	BRRAT Fund Fund 42 \$70,364
Beach Vitex Prog.& Invasive species (42)	30,000	30,000	\$31,260	\$31,460	\$23,730	\$23,730	
Bald Head Creek Health & Monitoring	65,000	54,000	\$52,520	\$53,620	\$45,330	\$37,354	
Living Shorelines	-	-	-	-	\$15,000	-	
Bald Head Creek Bacteria Monitoring	-	-	-	-	\$12,080	\$9,280	
Grand Totals	\$268,177	\$239,500	\$226,410	\$233,400	\$215,385	\$211,959	



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
- Install required storm water basins at Contractor Services

- Total Budget: **\$211,200**

FY 25 Stormwater Fund Proposed Budgeted Expenditures

Account Id	Account Description	Requested Budget FY 25
44-8144-5800	Administration	\$8,000
44-8144-5900	Engineering	\$80,000
44-8144-6000	Stormwater Equipment	\$43,200
44-8144-6200	Construction	\$80,000
Total Proposed FY 25 Stormwater Expenditures		\$211,200

FY 25 Stormwater Fund Proposed Budgeted Revenues

Account Id	Account Description	Requested Budget FY 25
44-3190-0000	Interest on Investments	\$10,000
44-3441-0000	Stormwater Fees	\$131,200
44-3800-0000	Appropriated Fund Balance	\$70,000
Total Proposed FY 25 Stormwater Revenues		\$211,200



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



BRRAT Fund Summary

- **Key Considerations:**
- Public Beach Access Maintenance/Improvements
- Marina Park DCM CAMA Grant – Living Shoreline Observation Deck (25% match - if grant is approved)
- Continued efforts w/ 2025 Beach Project:
 - Construction observation/management
 - Project Reporting
 - FEMA Engineered Documentation Submittal
- Hardened Structures Efforts:
 - Legislative – Change in DCM Regulatory Policy

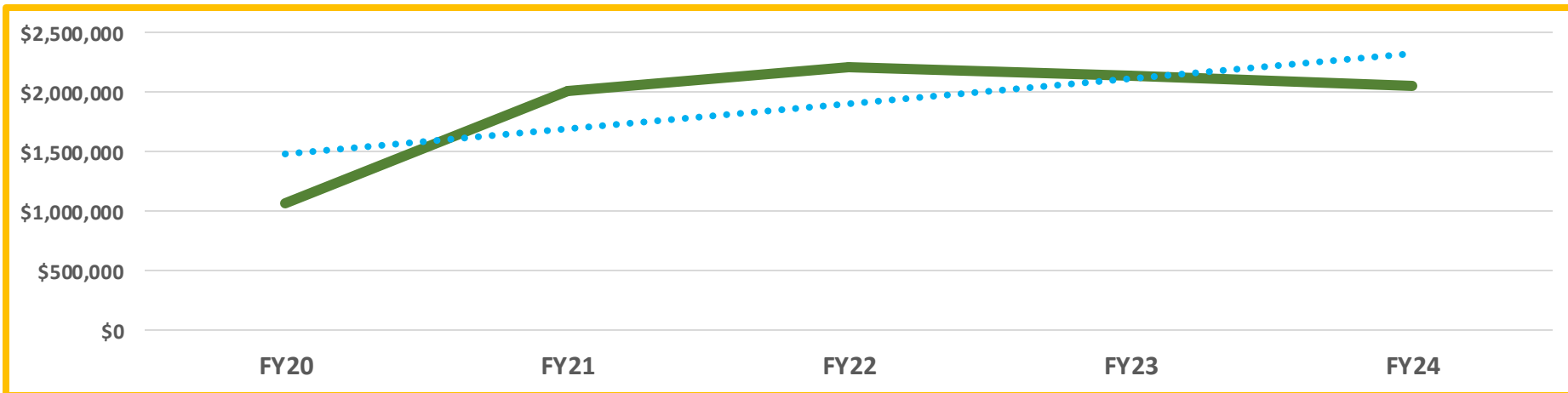
FY 25 BRRAT Fund Proposed Budgeted Revenues	
Account Description	FY 25 Requested Budget
Accommodation Taxes	\$1,795,000
Appropriated Fund Balance, BRRAT	\$308,200
Interest Earnings	\$95,400
Total Proposed FY 25 BRRAT Revenues	\$2,198,600

FY 25 BRRAT Fund Proposed Budgeted Expenditures	
Account Description	Requested Budget FY 25
Transfer to General Fund	\$1,342,100
Transfer to JBS Dredging Project Fund	\$425,000
Beach Renourishment	\$88,800
Beach Accesses	\$233,000
Rowboat Row Beach	\$10,000
Recreation and Tourism	\$99,700
Total Proposed FY 25 BRRAT Expenditures	\$2,198,600

FY 25 Proposed BRRAT Fund Revenues – Accommodations Taxes

*4TH Qtr. FY 24 estimate based on average of previous FY's 4th qtrs.

	FY 24	FY 23	FY 22	FY 21	FY 20	Averages
Q1	\$1,350,117	\$1,372,539	\$1,335,171	\$1,137,562	\$794,155	1,197,909
Q2	\$326,590	\$339,228	\$355,535	\$377,712	\$159,677	\$311,748
Q3	\$110,885	\$107,815	\$100,507	\$93,042	\$66,619	\$95,774
Q4	\$267,810	\$323,857	\$412,288	\$393,663	\$49,639	\$289,452
Totals	\$2,055,402	\$2,143,439	\$2,176,387	\$2,090,542	\$1,158,431	\$1,888,814
% Change	-4.1%	-2.7%	+10.1%	+87.1%	-5.9%	





Suggested FY 25 Budget Ordinance

ORDINANCE NO. 2024-_____

**AN ORDINANCE OF THE VILLAGE OF BALD HEAD ISLAND, NORTH CAROLINA,
ADOPTING A BUDGET FOR FISCAL YEAR 2024-2025**

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 3, 2024; and

WHEREAS, a public hearing was held on May 17, 2024; 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, 2024, and continuing through and including June 30, 2025.

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 2024-2025 budget, covering the financial operations of the Village of Bald Head Island during the period of July 1, 2024 through June 30, 2025 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, 2024 and ending June 30, 2025:

General Fund Revenues	
Class	Amount
AD VALOREM	\$ 12,223,600
INTEREST	\$ 263,000
TRANSFERS FROM BRRAT FUND	\$ 1,344,800
UNRESTRICTED	\$ 548,000
RESTRICTED	\$ 524,000
CONTRACTOR	\$ 639,900
MISC	\$ 22,500
SALES-SERVICES	\$ 32,100
PERMITS-FEES	\$ 819,500
FB APPROPRIATED	\$ -
IPC	\$ 501,700
Total	\$ 16,919,100

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, 2024, and ending June 30, 2025, in accordance with the chart of accounts heretofore established for the Village.

General Fund Expenditures	
Department Name	Amount
Public Safety 4300	\$ 3,988,000
Shoreline Devel. - 4700	\$ 940,100
Gov. Body - 5100	\$ 17,500
Administration - 5200	\$ 3,060,600
Inform. Tech. - 5201	\$ 661,400
Human Resources - 5202	\$ 413,300
Development Serv 5300	\$ 213,700
Island Pack. Center - 5400	\$ 591,600
Contractor Services 6400	\$ 508,900
Debt Service - 7000	\$ 3,498,000
Roads - 7100	\$ 20,000
Public Works - 8100	\$ 2,343,100
Contingency - 9000	\$ 662,900
Total	\$ 16,919,100

Section 4. The Ad Valorem Tax Rates in effect for the Fiscal Year 2024 - 2025 are adopted and detailed in Section 5.

Section 5. The estimated revenue accruing from Ad Valorem Taxes for Fiscal Year 2024 - 2025 is based on the assessed tax rates of real and personal property, as follows:

- **Island-Wide (including properties within MSDs) = \$0.6277** for each \$100 valuation of the total taxable valuation base of **\$1,873,110,595**.
- **Municipal Service District Zone A = \$0.0668** for each \$100 valuation of the taxable valuation base of **\$394,665,882**.
- **Municipal Service District Zone B = \$0.0383** for each \$100 valuation of the taxable valuation base of **\$535,288,881**.
- The estimated tax collection percentage is 99.76%.

Section 6. Revenue generated for the fiscal year ending June 30, 2024, from \$0.0784 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.

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 Accommodation Tax Revenues for the fiscal year ending June 30, 2025 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 Accommodation Tax Revenues for the fiscal year ending June 30, 2025 from the Beach Renourishment, Recreation and Tourism Fund into the General Fund. Any balance of Accommodation Tax Revenues remaining for the fiscal year ending June 30, 2025, 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, 2024 and ending June 30, 2025:

Water and Sewer Fund Revenues	
Revenues	Amount
INTEREST ON INVESTMENTS	\$ 106,400
UTILITIES FUND BALANCE Approp.	\$ 482,500
WATER - SERVICE	\$ 1,053,600
WATER - TAP FEES	\$ 335,900
SEWER - SERVICE	\$ 1,338,000
SEWER - TAP FEES	\$ 503,800
Septic Maint. Reserve	\$ 16,700
DEBT / CAPITAL SURCHARGE	\$ 314,500
PORT-O-JOHN RENTALS	\$ 79,500
INTERDEPT. SALES	\$ 35,000
MISC. REVENUE	\$ 5,000
Total	\$ 4,270,900

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, 2024 and ending June 30, 2025, in accordance with the chart of accounts heretofore established for this Village:

Water and Sewer Fund Expenditures	
Department Name	Amount
Water - 6810	\$ 1,509,700
Wastewater (Sewer) - 7310	\$ 2,126,200
Transfers - 9840	\$ 635,000
Total	\$ 4,270,900

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, 2024 and ending June 30, 2025:

BRRAT Fund Revenues	
Revenues	Amount
Interest on Investments	\$ 95,400
Accommodations Taxes	\$ 1,795,000
BRRAT Fund Balance, Approp.	\$ 308,200
Total	\$ 2,198,600

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, 2024 and ending June 30, 2025:

BRRAT Fund Expenditures	
Account Names	Amount
Beach Renourishment	\$ 88,800
Beach Accesses	\$ 233,000
Row Boat Row Beach	\$ 10,000
Recreation and Tourism	\$ 99,700
Transfer to JBS Dredging Proj. Fund	\$ 425,000
Transfer to General Fund	\$ 1,342,100
Total	\$ 2,198,600

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, 2024 and ending June 30, 2025:

Stormwater Fund Revenues	
Revenues	Amount
Interest on Investments	\$ 10,000
Stormwater Fees	\$ 131,200
Stormwater Fund Balance, Approp.	\$ 70,000
Total	\$ 211,200

Section 13. The following amounts are hereby appropriated in the Stormwater Fund (Fund 44) for the fiscal year beginning July 1, 2024 and ending June 30, 2025, 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	\$ 43,200
Construction	\$ 80,000
Total	\$ 211,200

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, 2024 and ending June 30, 2025:

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

Section 15. The following amounts are hereby appropriated in the Fines and Forfeitures Fund (Fund 12) for the fiscal year beginning July 1, 2024 and ending June 30, 2025, 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	\$ 16,919,100
Water and Sewer	\$ 4,270,900
BRRAT	\$ 2,198,600
Stormwater	\$ 211,200
Fines/Forfeitures	\$ 25,000
Total	\$ 23,624,800

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, 2024 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, 2024.

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.

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, 2024 through June 30, 2025 inclusive, shall be deposited at PNC Bank or with any financial institution as previously approved by Council to include but not limited to: North Carolina Capital Management Trust, North Carolina Investment Pool, and/or North Carolina Cooperative Liquid Asset Securities System. 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 _____, 2024.

By: _____
Peter Quinn, Mayor

ATTEST: _____
Darcy Sperry, Village Clerk

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 CONTRACTOR SERVICES FEE SCHEDULE
 Effective July 1, 2024

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	\$40	\$250
15 feet	21 feet	II	\$100	\$800
21 feet	27 feet	III	\$200	\$1,500
27 feet	33 feet	IV	\$400	\$2,900
33 feet		V	\$500	\$4,000

PRORATED ANNUAL SCHEDULE

CATEGORY	JULY - SEPT	OCT - DEC	JAN - MAR	APR - JUN
CAT I	\$250	\$190	\$130	\$60
CAT II	\$800	\$600	\$400	\$200
CAT III	\$1,500	\$1,130	\$750	\$380
CAT IV	\$2,900	\$2,180	\$1,450	\$730
CAT V	\$4,000	\$3,000	\$2,000	\$1,000

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 ISLAND PACKAGE CENTER/POST OFFICE FEE SCHEDULE
 Effective July 1, 2024

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

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 DEVELOPMENT SERVICES FEE SCHEDULE
 Effective July 1, 2024

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

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 DEVELOPMENT SERVICES FEE SCHEDULE
 Effective July 1, 2024

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

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 DEVELOPMENT SERVICES FEE SCHEDULE
 Effective July 1, 2024

Item	Description of Fee	Amount
10	<u>Commercial Review Board</u>	
	New Construction	
	Review Fee for up to 3 reviews <i>(Includes any combination of draft, preliminary, or final review submittals)</i>	\$ 5,000.00
	Review Fee for each additional review beyond 3	\$ 1,500.00
	Major Renovations	
	Category I <i>(Renovation to heated space of 1,000 - 1,599 sqft. Or non-heated space 1,200 sqft. or greater. Note that major renovations affecting 1,600 sqft. and over, or renovations involving 50% of the existing structure to be removed or revised are subject to new construction fees and guidelines.)</i>	\$ 4,000.00
	Category II <i>(Renovation to heated space of 250-999 sqft. or non-heated space of 500-1,199 sqft.)</i>	\$ 3,000.00
	Category III <i>(Renovation to heated space of less 250 sqft. or non-heated space of 250-499 sqft.)</i>	\$ 2,000.00
	Minor Renovations	
	Category I <i>(Renovation to non-heated space of less than 250 sqft., hardscape changes to landscape or any other renovation no otherwise categorized.)</i>	\$ 600.00
	Category II <i>(Renovation that changes an existing feature, such as a door, window, roof materials, or decorative item. See Ordinance for notes)</i>	\$ 400.00

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 CONTRACTOR SERVICES FEE SCHEDULE
 Effective July 1, 2024

Item	Description of Fee	Amount
1	<u>Parking</u>	
	ICE Vehicle Parking	
	Monthly	\$120
	Annual	\$1,200
	Temporary - Overnight	\$40
	Golf Cart Parking monthly	\$60
	Golf Cart Parking Annually	\$600
2	<u>Fuel Sales</u>	
	Gasoline Sales	Wholesale plus, price
	Diesel Fuel Sales	Wholesale plus, price
3	<u>Container Rentals</u>	
	Container Monthly	\$250
	Container Annually	\$2,500
4	<u>Contractor Services Building Rental</u>	
	Storage Unit Rental, monthly price; includes one parking place on concrete in front of respective unit.	\$800
	Break Room Training Rental, per event	\$125

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 PUBLIC WORKS FEE SCHEDULE
 Effective July 1, 2024

Item	Description of Fee	Amount
1	<u>Special Pick Ups</u>	
	Household - White/Home Good Pickup, per trip (limited to 2 items per trip)	\$ 140.00
	Mattress Pickup (includes both Mattress and Box Spring)	\$ 100.00
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>Drop Offs</u>	
	White Goods Drop Off (hot water heaters, refrigerators, washers, dryers, etc.)	\$ 50.00
	Home Goods Drop Off (Couches, Tables, Chairs, etc.)	\$ 50.00

ATTACHMENT I
FISCAL YEAR 2024-2025
VILLAGE OF BALD HEAD ISLAND
CONTRACTOR SERVICES FEE SCHEDULE
Effective July 1, 2024

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

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ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 UTILITIES FEE SCHEDULE
 Effective July 1, 2024

Item	Description of Fee	Amount
1	<u>Connection Charges</u>	FY 25
	Monthly	
	3/4 inch meter	\$ 13,214
	1 inch meter	\$ 13,874
	2 inch meter	\$ 16,515
	Sewer, Residential	
	Grinder Pump Required	\$ 6,601
	No Grinder Pump Required	\$ 1,321
	Irrigation, Residential & Non-Residential	
	3/4 inch meter, with testable check, existing water (tap) connection required	\$ 1,321
	1 inch meter, with testable check, existing water (tap) connection required	\$ 1,581
	Water Non-Residential	
	Per Residential Equivalent Unit (REU)	\$ 13,214
	1 inch meter (Minimum Charge)	\$ 13,874
	2 inch meter (Minimum Charge)	\$ 16,515
	Sewer Non-Residential	
	Grinder Pump Required (Per Pump)	\$ 6,601
	No Grinder Pump Required (Gravity Connection)	\$ 1,321
	Fire Protection Service	
	Residential 2" tap	\$ 660
	Non-Residential 2" (Larger taps will be at additional Charge)	\$ 660
	Customer Service Charge	
	Residential	\$ 13,214
	Non-Residential, per REU rating	\$ 13,214

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 UTILITIES FEE SCHEDULE
 Effective July 1, 2024

2 Utility Service (Monthly Charges)

Residential Water - Usage Charge, per 1,000 gallons

Base Charge, zero usage	\$	23.76
Tier 1 (usage 0-3,000 gallons)	\$	6.71
Tier 2 (usage > 3,000 gallons)	\$	10.99

Residential Sewer

Base Charge	\$	78.53
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Non-Residential Water, Usage Charge per 1,000 gallons, per REU (REU = 360)

Base Charge, per REU, with a minimum charge of \$55.46	\$	59.40
Tier 1 (usage 0-11,000 x REU)	\$	6.71
Tier 2 (usage > 11,000 x REU)	\$	10.99

Non-Residential Sewer

100% of Water Charge, minimum charge of \$78.53		Equal to water charge; minimum: \$78.53
-------------------------------------------------	--	--------------------------------------------

Irrigation (Both Residential and Non-Residential, per 1,000 gallons)	\$	10.99
----------------------------------------------------------------------	----	-------

3 Debt / Capital Surcharge Fee, per REU, per month \$ 17.74

4 New Customer Account Setup Fee

Water Utility Service	\$	19.80
Sewer Utility Service	\$	19.80

(Note, if water and sewer utility services are established at the same time, only a single account setup fee will apply, not both)

ATTACHMENT I
 FISCAL YEAR 2024-2025
 VILLAGE OF BALD HEAD ISLAND
 UTILITIES FEE SCHEDULE
 Effective July 1, 2024

5 Reconnection Charge

If Water Service cut off by Utilities for good cause	\$	66.01
If Water Service discontinued at the customer's request	\$	66.01
If Sewer Service is cut off by the Utilities for good cause	\$	66.01
<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

Terms:

Bills are due on Billing Date.
 Bills are 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	\$	44.84
Labor, after-hour services - per hour	\$	63.51
Equipment use charge - per hour	\$	69.72
Portable Toilet / Hand Wash Station rental charges, per month	\$	145.71
Portable Toilet / Hand Wash Station rental charges, per event	\$	75.98
Non-sufficient funds (NSF) check charge	\$	25.00

ATTACHMENT I
FISCAL YEAR 2024-2025
VILLAGE OF BALD HEAD ISLAND
PAY AND CLASSIFICATION PLAN
EFFECTIVE PER BUDGET ORDINANCE

Grade	Starting	Minimum	Mid-Point	Maximum	Classification	FLSA Status
10	\$41,470	\$43,543	\$51,838	\$62,206		
11	\$43,543	\$45,721	\$54,430	\$65,316	Street Sign Specialist	
12	\$45,721	\$48,007	\$57,151	\$68,581	Administrative Specialist Package Service Associate Public Works Specialist Utility Customer Service Rep	
13	\$48,007	\$50,408	\$60,009	\$72,011	Contractor Services Specialist Utility Maint. Mechanic	
14	\$50,408	\$52,928	\$63,010	\$75,612	Accounting Technician Fleet Maint. Mechanic Sr. Utility Maint. Mechanic Treatment Plants Operator	
15	\$52,928	\$55,574	\$66,160	\$79,393	Public Works Crew Leader	
16	\$55,574	\$58,353	\$69,468	\$83,361	Postal Center Supervisor Public Safety Officer (PSO) PSO-Paramedic SR. Treatment Plants Operator Utility Main. Crew Leader	
17	\$58,353	\$61,271	\$72,942	\$87,530	PSO-Paramedic/LEO Village Clerk	
18	\$61,271	\$64,335	\$76,589	\$91,907	IT Systems Analyst Public Safety Sergeant	
19	\$64,335	\$67,551	\$80,418	\$96,502	Human Resource Analyst Public Works Superintendent	E
20	\$67,551	\$70,929	\$84,429	\$101,328	Public Safety Lieutenant	
21	\$70,929	\$74,475	\$88,661	\$106,394	Capital Projects Manager Development Services Administrator Distribution & Collections System Superintendent Public Information Officer Treatment Plants Superintendent	E
22	\$74,475	\$78,199	\$93,094	\$111,713	Financial Analyst	E
23	\$78,199	\$82,110	\$97,750	\$117,300	Information Technology Manager	E
24	\$82,110	\$86,216	\$102,637	\$123,165	HR Director Public Safety Captain	E
25	\$86,216	\$90,526	\$107,769	\$129,323		
26	\$90,526	\$95,052	\$113,158	\$135,790		
27	\$95,052	\$99,805	\$118,817	\$142,580	Finance Director Public Safety Director Public Services Director	E
28	\$99,805	\$104,796	\$124,757	\$149,708	Assistant Village Manager	E
29	\$104,796	\$110,036	\$130,995	\$157,193		
30	\$110,036	\$115,538	\$137,544	\$165,054		
31	\$115,538	\$121,315	\$144,423	\$173,308		
32	\$121,315	\$127,382	\$151,644	\$181,973		
33	\$127,382	\$133,751	\$159,228	\$191,072		
34	\$133,751	\$140,438	\$167,189	\$200,626		
35	\$140,438	\$147,460	\$175,548	\$210,658	Village Manager	E

E= Exempt from the wage and hour provisions of the Fair Labor Standards Act