



FY 2021

Manager's Recommended Budget

June 10, 2020

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FY 2020-2021 Budget Message

To: The Honorable Mayor Smith and Town Board, and Topsail Beach Citizens

Date: June 1, 2020

On behalf of the entire Topsail Beach staff, I am pleased to submit to you the Manager's Recommended Budget for FY 2020 – 2021 for your review and consideration. The development of this proposed budget is consistent with the requirements set forth in the North Carolina General Statutes, particularly with respect to the Local Government Budget and Fiscal Control Act. It combines the goals and vision of the Board with the sound financial principles the Town has followed over the years. Each year the staff begins its review in January, starting with the current budget and consideration of upcoming needs for the new fiscal year. Department heads consider the goals of their individual departments, coupled with the knowledge of both service and regulatory needs. The Finance Director reviews revenue sources and trends to determine the expected funding totals. Based on the goals and priorities established by Board of Commissioners at the annual retreat, the staff prepares the departmental needs focusing on the provision of services in the most efficient and cost-effective manner. The proposed budget considers specific mandates from the state and federal governments, as well as the current proposed changes in legislation that could affect state shared revenues and levels of service.

The FY 21 Budget faces unique challenges resulting from the COVID-19 pandemic. At the time of budget preparation, there is still many unknown economic impacts from the virus at the Federal, State, and Local levels. Both revenue and expenditure calculations are affected by the difficulty in knowing the extent of the damage to the economy and the length of time that the virus will affect key indicators. In preparation of the budget, several assumptions were made based on conversations at the Retreat and throughout the recent crisis. These are as follows:

- 1) No Tax Increase: In light of the pending economic impacts from COVID-19, this budget leaves the tax rate at \$0.29 per \$100 valuation. A discussion of the distribution of the tax rate follows later in this report.
- 2) No Change in Water Rates: Like the tax rate, the budget does not suggest an increase in water rates. However, a rate study is suggested moving forward.

- 3) Maintain Services Levels: The budget attempts to maintain current service levels and address some needs to addressing growing concerns.
- 4) Plan for impacts on Revenue Sources: Key revenue sources, particularly state shared revenues and for accommodation taxes are anticipated to take a significant loss.

This year’s recommended General Operating Budget is a balanced budget totaling \$17,444,325 for the General Fund, BIS Funds and the Utility Enterprise Funds. This compares to \$32,270,768 in FY 2019 – 2020. The major reason for the significant decrease in the total funding has to do with the majority of the Storm Damage Reduction Project being completed in FY 20. The BIS Fund went from \$27.5 million in FY 2020 to just over \$13 million in the FY 21 budget. A closer look at the breakdown of the budget by fund shows the following:

	<u>FY 2020</u>	<u>Proposed FY 2021</u>
General Fund	\$3,832,768	\$3,438,625
BIS Fund	\$27,545,000	\$13,065,000
Utility Enterprise Fund	\$893,000	\$940,700

SUMMARY

Since 2016, Topsail Beach has been faced with unique challenges that, as a community, we have been able to stand together and persevere. In many cases, we have come out of the adversity stronger as we learned from each event and prepared mentally, physically, and financially. In 2016 it was Hurricane Matthew, followed by Hurricane Florence in 2018 and Hurricane Dorian in 2019. This year, as a community and as a nation we are currently battling the impacts of the Coronavirus, or COVID-19. While our emphasis is on the safety and well-being of our citizens throughout each of these events, we must also consider the impact on our budget and ultimately our ability to provide the level of service that we pride ourselves in accomplishing. It is difficult to continually take on the devastating impacts from these major events, but with sound fiscal planning the Town will make it work.

The impacts to our budget from COVID-19 are not completely known at this time, and in fact it may be months before we truly know how far reaching the effects of this disease will have on our budget. With this knowledge, we must build a budget that is both sound, but flexible enough to adjust as we learn more. It will take local, state, and federal assistance to make everyone whole again.

The FY 2021 budget reflects the priorities of the Town Board of Commissioners and staff as we move forward. The Board and staff are committed to providing a high level of service to our residents, property owners, and visitors while maintaining a strong sense of fiscal responsibility. We cannot always control the environment surrounding us, but we can plan to address our needs with the best interests of our community in mind at all times. As a resort community we face unique challenges, particularly during the tourist season. While we are home to a little over 400 permanent residents, our community also a place for many second homes and investment rental properties as a resort town. As we transition into the various phases of recovery from the Coronavirus pandemic, we anticipate an even greater demand on our resources as more people flock to the coast for a brief respite. The amount of day trippers to the island is certainly expected to increase as growth in the Wilmington area, and particularly Hampstead, which will certainly impact the Town and the services we provide.

As we prepare a balanced budget for the Town, there are key factors that were considered in its development. It should be noted that it is recommended that the Budget be fully reviewed throughout the year to determine the impacts related to the Coronavirus. Among the factors considered:

- 1) Key revenues for the Town are projected to decline in FY 2021 as a result of the impacts from COVID-19 from a Federal, State, and Local perspective. Most notably, revenues collected from Accommodations Tax, Local Sales Tax, Interest Income, and County Option 4 Tax are all expected to see decreasing totals.
- 2) Several obligated expenses have increased for the Town. In particular, health care coverage for employees is expected to increase by nearly \$37,000 over last year. Additionally, the percentage the Town is required to pay into the State Retirement System has increased as well.
- 3) Capital costs continue to be funded through the Capital Reserve Fund. At this point, no further funding is included for Facility Upgrades or an EOC, however that can be amended.

We are committed to provide excellent core services like police and fire, public works and sanitation services, clean water, and safe access while maintaining strong amenities such as Town Center Park and Bush Marina. We are committed to preserving and protecting our beaches through our Storm Damage Reduction Plan and Beach Nourishment so that our homes and property are protected while providing the best recreational beaches possible. We must continue to be vigilant in our efforts and dedicated to the overall goal of providing a safe, affordable, and attractive place for our citizens and our businesses while managing the growth in Topsail Beach. The budget is a tool to help us achieve our goals.

This annual budget provides details of the spending plan for the year and sources of revenue to meet those obligations. Also included are specifically identified goals and objectives for each department. The tables on the following pages highlight both the revenues and expenditures proposed for FY 21 in comparison with the FY 20 budget. Also shown are actual revenues and expenditures for FY19 and year-to-date FY 20. The breakdown of revenues includes Operating Revenues, Grant Proceeds, and Transfers In from Capital Reserves. Expenditures highlight Personnel and Operating Costs, Capital Outlay, and Debt Service.

Again, this budget represents a forecast of the revenues and expenses for the upcoming fiscal year. As such, it is subject to change as a result of economic impacts related to the Coronavirus and other unforeseen events and should therefore be looked at as a fluid document. Although every effort is made to anticipate all needs, the budget is monitored throughout the year and appropriate amendments are brought to Board's attention for review and action.

In closing, I would like to recognize and thank the elected officials and entire Town staff for their efforts in developing this budget. Budget preparation involves many difficult decisions, with needs often greater than resources available. Board members have and will continue to devote countless hours to review of the details within the proposed budget in order to shape the best document possible. This budget is not successful without the help of each department head, whose diligence and willingness to be part of this process helped in the preparation of this budget. I would particularly like to recognize Connie Forand, Finance Director, for her efforts.

We look forward to the implementation of another successful budget and financial operations in Fiscal Year 2021.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read 'MR', with a long horizontal line extending to the right.

Michael Rose
Town Manager

BUDGETARY AUTHORITY

State law defines an annual budget as "a proposed *plan* for raising and spending money for specified programs, functions, activities or objectives during a fiscal year." While this definition may seem simple, budgets usually contain a considerable amount of detailed information. The fact remains however, that a budget exists as the single most comprehensive annually updated financial guide to the services provided to the citizens of a community.

The Town of Topsail Beach, like all local governments throughout North Carolina, prepares, adopts, and administers its budget in accordance with the Local Government Budget and Fiscal Control Act (LGBFCA). This Act establishes responsibilities in the adoption of the budget and most importantly, requires that the budget be *balanced*. In other words, the estimated revenues must equal the proposed spending. North Carolina local governments operate under a July 1 - June 30 fiscal year. A budget must be adopted by June 30th of each year, or interim provisions must occur.

The spending for the coming year is authorized through the Town Board's adoption of a *budget ordinance*. This action authorizes the spending, assures that the budget is balanced, levies the property tax for that budget year, and formally authorizes related fee schedules. Under North Carolina law, local property taxes may not be changed at any point in the year once adopted without input from the State government.

By law, each year a public hearing is held by the Town Board to receive comments from citizens and taxpayers on the recommended budget. That hearing is usually held after the Town Manager formally presents the recommended budget to the governing body. Throughout the budget review period, copies of the recommended budget are kept on file for public review in the Town Finance Director's office and with the Town Clerk.

PUBLIC DOCUMENT

The Fiscal Year 2021 Budget is a public document and is available for review at the Town of Topsail Beach's Town Hall, 820 S. Anderson Blvd., during the Town's normal office hours 8:00 am to 5:00 pm Monday through Friday; the Town's office is closed weekends and for authorized holidays. It is also available for viewing on the Town's website at www.Topsailbeach.org. The public hearing date for the FY 2020 Budget is set for June 10th, 2020.

BUDGET OFFICER

The Town's Manager serves as the budget officer and is authorized to amend the budget within departments and present the amendments for Board approval within the fiscal year.

AUTHORIZATION

The approved budget authorizes the Town Manager to oversee the use of the approved appropriations in accordance with the Town Board's policies and relevant statutes and regulations.



GENERAL FUND

The General Fund is the daily operating account for the Town. The large majority of services available to the residents and visitors of Topsail Beach falls under the General Fund. For the purpose of this budget, the General Fund consists of the following departments and the service they provide:

- ❖ Administration (includes Town Board, Administration, and Inspections/Planning)
- ❖ Police
- ❖ Fire
- ❖ Public Works (includes Powell Bill Funds)
- ❖ Solid Waste
- ❖ Bush Marina
- ❖ Beach Management and Tourism

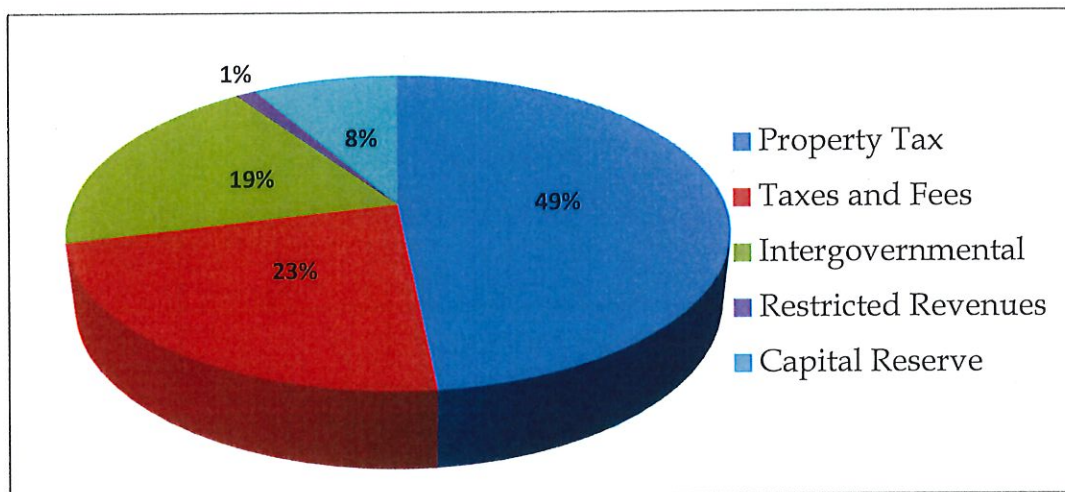
COVID-19 created unique challenges to the Town and the staff. Department heads were charged with the task of keeping operational costs as close to previous years as possible, while accounting for the necessary improvements to maintain the level of service residents and property owners expect. There are certain fixed annual expenses that must be budgeted and are often dictated by outside considerations, such as health care coverage, state mandated retirement contributions, property and liability insurance, and general inflationary costs. This budget does address staffing needs moving forward for the Town, including a new position in the Police Department (Detective) and a new full-time Firefighter. These additions are consistent with overall goals of increasing our levels of public safety as our community and the surrounding area continues to grow. The budget also includes an increase to the salary line item for potential merit increases, but this will not take effect until January 2021 and only after budgetary review. Capital items within the budget (those large item purchases that are not re-occurring) are included in each department's budget. For the most part, the budget tries to hold the line on most of the operational costs, such as departmental supplies, maintenance and repair needs, staff development, and vehicle operations. Detailed line item expenses are shown in the budget by department later in this document. Funds are appropriated at adequate levels in order to maintain or improve the quality and the level of service that has been provided historically.

For FY 2021, Public Safety accounts for approximately 44.8% of the operating and capital budget within the General Fund. Much of the larger expense is in capital as the Town provides for vehicles and equipment necessary for the provision of services. Personnel costs are also a significant portion of the operational costs as both police and fire provide for protection to our citizens and businesses. Administration accounts for the next largest percentage of annual cost at 24.7%. The chart on below highlights the General Fund expenses by department for FY 2021.



REVENUES

Revenues for the Town's General Fund are divided into several different major categories: Property Tax, Taxes and Fees, Unrestricted Intergovernmental Revenues, Restricted Revenues and Capital Reserve Funds. This does not include the revenues related to the BIS or Utility Enterprise, which has been established as separate funds. Within each of these categories are several sources of revenue which are described below. Property Tax (49%) makes up the largest segment of the revenue generation, followed by Taxes and Fees (23%) and Intergovernmental Revenues (19%). Of these, the Town controls property tax levies and some fee schedules, but much of the State-Shared revenues are determined by other actions in the NC General Assembly or other external factors.



FY 2021 PROPOSED TAX RATE

The recommended budget is based on keeping the current tax rate of \$0.29 per \$100 valuation in place, however it does recommend a modification in the distribution of the rate. The FY 20 tax rate breakdown (\$0.1875 for General Fund / \$0.1025 for BIS Fund) became too difficult to maintain services levels without significant cuts. This budget proposes to change the tax rate breakdown to \$0.23 for General Fund and \$0.06 for the BIS Fund, at least for FY 2021. It is the Boards intent to gradually return to existing breakdown. While this will have an impact on the revenues set aside for future BIS projects, the current financial position of the fund is very strong and would still see significant increases under this scenario. This is highlighted in more detail in the BIS Fund section of the budget.

Other revenue highlights include:

- ❖ According to the Pender County Tax Assessor's Office, the total assessed value for property in Topsail Beach for FY 2021 is \$726,097,797. This represents real and personal property.
- ❖ Each penny on the tax rate is worth approximately \$71,500 (based on 98% collection rate).
- ❖ Accommodations tax (both for Topsail Beach and Pender County) are anticipated to decrease by 10% over FY estimates and nearly 20% from FY 2019 actuals. The proposed budget for FY 2021 is a total amount of \$700,000. Of this amount, \$175,000 is allocated to the General Fund. (The rest is for the BIS Fund).
- ❖ According to State Revenue sources, the distribution of Utilities Franchise Fees at the state level is expected to remain about the same over the next year. It should be noted however that the funds are impacted by the weather. Mild winters and summers can cause a decrease in revenues.
- ❖ Sales tax figures (both Local Option Sales Tax and County Option 4) are projected to decrease by at least 5% in this budget.
- ❖ In FY 2017 the Town established a policy to fund the Capital Reserve Fund which is designed to plan for larger one-time capital needs in the future. This preliminary budget includes approximately \$287,000 transferred from the Capital Reserve Fund to meet this year's needs. This does not include furtherance of Facility Needs or new EOC location.

REVENUE REVIEW

Revenues are shown by sources and by funds. Revenue projections can be made more accurately when revenues are segregated by source and managed accordingly. The major revenues by source are as follows:

PROPERTY TAX

- ❖ **Ad Valorem Tax:** Pender County performs all calculations of assessed property valuations, real and personal, including the recent reappraisal. The total property tax is calculated based upon a compilation of projected assessed value from the Pender County Tax Assessor's Office and current year levy as set by Town Board. The proposed property tax rate currently is set at \$0.29 per one hundred dollars (\$100) of assessed valuation: \$0.23 of which is for general government and \$0.06 of which is designated for the BIS Fund. There is a total assessed value of \$726,097,797 inside the town limits.
- ❖ **DMV Tax:** The DMV, or automobile tax is calculated based on an average local fair market value as set by Pender County at the Town Board adopted property tax rate.
- ❖ **Interest – Ad Valorem Taxes:** The revenue generated by penalties and interest is estimated with the use of trend analysis. Penalties are assessed on payments made after January 5. For the period from January 6 to February 1, interest accrues at the rate of 2%. Thereafter, interest accrues at the rate of 3/4% per month until outstanding balances are paid in full.

TAXES AND FEES

- **Topsail Accommodations Tax:** The Town imposes a tax levy of three percent (3%) of the gross receipts of any person, firm, corporation or association derived from the rental of any sleeping room or lodging. This includes both hotel/motel facilities and private residences. By law, all accommodation taxes received shall be used for "tourism-related" expenditures, which include but is not limited to public safety, public facilities, and solid waste collection. This budget allocates fifty percent (50%) of the revenue collected the BIS Fund and fifty percent (50%) is allocated to General Fund. This budget anticipates a decrease as a result of lost rentals due to the Coronavirus. The total amount budgeted is \$350,000 for FY 21, compared to a total amount of \$400,000 in FY 20. Of this amount, \$175,000 is allocated to the General Fund. (The rest is for the BIS Fund).
- **Tower Lease:** The Town leases property behind Town Hall for a communications tower. Space on the tower is leased for a fee to the following: T-Mobile, Verizon, CenturyLink and AT&T. These are based on existing lease agreements that are reviewed and considered for extensions upon contract.

- **Solid Waste Fees:** Solid Waste fees are charged to each resident to cover the cost of contracted service in the Town. The current fee is \$15/month for one cart, with additional fees charged for additional carts if requested by the property owner. There is a recycling fee of \$3/month per residential unit developed to cover the costs to operate the Recycling Center located on Carolina Avenue.
- **Fees and Receipts:** Several of the departments charge various fees for services, rentals, or other activities. These include, but are not limited to zoning and building permit fees, temporary permits, compliance permits, and similar items. Also included are the boat ramp and boat slip fees, as well as the beach access fees for vehicles. These fees are designed to cover much of the costs incurred for the provision of related services.

UNRESTRICTED INTERGOVERNMENTAL REVENUES

- **Utilities Franchise Tax:** As a result of tax reform legislation passed by the North Carolina General Assembly, the distribution method for electricity sales tax and piped natural gas changed in FY 2015, creating a greater distribution of revenue to the municipalities. After seeing a decline in revenue over the last few years, FY 2020 had a slight uptick. According to the NCLM, these fees are anticipated to be flat for FY 2021. This revenue is highly sensitive to weather; cool summers and mild winters can dramatically affect these receipts. For the purpose of this summary, it is assumed we will see a slight increase in revenues this year.
- **Alcohol Beverage:** Cities share in the tax on sales of both beer and wine based upon municipal population levels. The State of NC typically distributes this revenue source late in May. In addition, Pender County collects revenues on gross receipts of ABC sales for the county and distributes thirty-five percent (35%) of the revenue to the six municipalities based on a per capita distribution. This year the municipalities have been advised that there will likely be no distributions as a result of capital projects planned by the Pender County ABC Board. This is a loss of up to \$20,000 in revenue to the Town.
- **Local Sales Tax:** The State collects and distributes the proceeds from locally levied tax on retail sales to local governments. This revenue source is subject to further significant swings related to the population of the Town of Topsail Beach as compared with other Pender County local governments. Any significant change (increase or decrease) in other governments' population can result in significant changes to the Town's share of local sales tax distributions. It is anticipated that we will experience a decrease in revenues as a result of the economic impacts from the pandemic. A conservative estimate based on recent trends has been applied to this budget.

- **County Option 4 Tax:** Distribution for Article 40 and 42 Sales Tax is determined by the County. In 1992, special legislation was enacted creating an equitable method for distribution known as the “Option Four Redistribution” for Pender County. The State distributes the sales tax revenues on a per capita basis. The formula then allocates to the beach communities the amount they would receive using an ad valorem basis. The cost is then redistributed on a pro-rata basis to the County, School Board, and the municipalities. As a result, the beach communities receive more than they would using per capita basis, but less than under the ad valorem system. As with Local Option Sales Tax, it is anticipated that we will experience a decrease in revenues

RESTRICTED REVENUES

- ✓ **Powell Bill** The Town of Topsail Beach receives an annual distribution from the North Carolina Department of Transportation of prior year gas tax receipts. Municipal Powell Bill distributions are based upon population and number of municipal street miles maintained. Although gas purchases are volatile during this period of increased prices, this budget estimates revenues to remain stable.
- ✓ **Fire Grants:** The Fire Department has applied for a potential grant with NCDOI (totaling \$25,000) for equipment replacement and similar needs.

CAPITAL RESERVE FUNDS

Capital Reserve Funds are monies earmarked for the purchase or acquisition of vehicles and/or equipment needs for the Town as well as the potential studies related to the capital program. The money is set aside on an annual basis and allocated by the Board as part of the budget process. Capital items generally a value of \$5,000 or more with an expendable life of more than one year.

Detailed line item revenue information can be found on the following tables.

GENERAL FUND REVENUE REPORT - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	% Remaining	Requested	Recommended	Approved
Fund: 10 General Fund									
10-301-0000	1,223,570.00	1,325,000.00	1,360,133.00			-3	1,645,000.00		
Ad Valorem Taxes - General Fun									
10-301-0100	929.00	500.00	556.00			-11	750.00		
Ad Valorem Taxes Prior									
10-301-0200	18,826.00	1,000.00	1,288.00			-29	1,500.00		
Ad Valorem Tx Penalty & Int									
10-302-0000	19,887.00	14,250.00	19,559.00			-37	19,000.00		
Vehicle Tax - Current									
10-302-0100		200.00				100	100.00		
Vehicle Tax - Prior									
10-303-0100	215,524.00	200,000.00	190,328.00			5	175,000.00		
Topsail Accommodations Tax									
10-328-0000	24,591.00	15,000.00	17,403.00			-16	15,000.00		
Cable Tv Franchise									
10-329-0000	103,164.00	45,000.00	77,239.00			-72	50,000.00		
Interest Income - Gf									
10-332-0000	78,426.00	80,000.00	79,347.00			1	80,000.00		
Tower Lease									
10-333-0000	5,000.00	3,000.00				100	3,000.00		
Wireless Application									
10-337-0000	123,041.00	125,000.00	92,063.00			26	125,000.00		
Utility Franchise Tax									

GENERAL FUND REVENUE REPORT - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-342-0000 Alcohol Beverage	18,723.00	18,000.00	15,931.00			11			
10-343-0000 Powell Bill Allocation	16,384.00	16,250.00	16,348.00			-1	16,000.00		
10-345-0000 Local Sales & Use Tax	129,704.00	125,000.00	122,053.00			2	125,000.00		
10-345-0100 County Option 4 Tax	362,382.00	350,000.00	315,775.00			10	375,000.00		
10-345-0600 Solid Waste Tx	287.00	175.00	156.00			11	175.00		
10-351-0000 Court Costs/Fees/Charges	617.00	500.00	615.00			-23	500.00		
10-353-0000 Boat Ramp Fees	28,692.00	22,000.00	17,027.00			23	20,000.00		
10-354-0000 Boat Slip Fees	24,270.00	25,000.00	32,169.00			-29	33,000.00		
10-355-0000 Dune Permit Fee	100.00		100.00						
10-356-0000 Beach Access Permits	200.00	16,450.00	16,525.00			0	10,000.00		
10-357-0000 Building Permits	61,408.00	40,000.00	59,239.00			-48	45,000.00		
10-357-0100 Electrical Permits	8,085.00	6,500.00	9,070.00			-40	7,000.00		

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GENERAL FUND REVENUE REPORT - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-357-0200 Plumbing Permits	1,930.00	3,000.00	3,500.00	3,000.00			-17	3,000.00		
10-357-0300 Hvac Permits	6,770.00	6,500.00	7,705.00	6,500.00			-19	6,500.00		
10-357-0400 Insulation Permits	1,150.00	1,250.00	2,640.00	1,250.00			-111	1,500.00		
10-357-0500 Zoning /Other Fees	2,620.00	2,500.00	2,770.00	2,500.00			-11	2,500.00		
10-357-0700 House Moving Permit		250.00		250.00			100			
10-358-0000 Solid Waste Fees	334,117.00	328,000.00	309,783.00	328,000.00			6	325,000.00		
10-360-0000 Civil Citation	5,646.00	6,000.00	6,083.00	6,000.00			-1	5,000.00		
10-367-0000 Sales Tax Refund	12,405.00	29,669.00	29,669.00	29,669.00				20,000.00		
10-379-0000 Miscellaneous	-3,223.00		13.00							
10-382-0000 Sale Of Surplus Property	50.00	10,000.00	5,475.00	10,000.00			45	5,000.00		
10-383-0000 Town Property Rental		100.00		100.00			100	100.00		
10-384-0000 Merchandise Revenue	1,499.00	1,000.00	966.00	1,000.00			3	2,000.00		

GENERAL FUND REVENUE REPORT - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-384-0300 Fema Hurricane Florence	101,699.00	52,272.00	52,272.00	52,272.00			0			
10-384-0400 Fema Hurricane Dorian		32,550.00	45,824.00				-41			
10-384-0500 Ins Florence Reimbursement	51,924.00									
10-386-0000 Donations-Fire Department			500.00							
10-386-0700 Ncdot Refund Paving 2017		60,352.00	60,353.00				0			
10-389-0000 Employee Health Premium	10,171.00	10,000.00	7,547.00				25	10,000.00		
10-395-0000 Fire Dept Grant		38,000.00					100	25,000.00		
10-399-0000 Appropriated Fund Balance		500,000.00	500,000.00							
10-399-0500 Transfer Fr Capital Reserve	329,100.00	322,500.00	322,500.00					287,000.00		
Total	\$3,319,668.00	\$3,832,768.00	\$3,800,524.00					\$3,438,625.00		
Report Total Revenue	\$3,319,668.00	\$3,832,768.00	\$3,800,524.00					\$3,438,625.00		

Expenses

Expenses are divided into four major categories - personnel, operating expense, debt service, and capital outlay. These categories are summarized below:

Personnel - Expenses which can be directly attributed to the individual employee. These expenses include salaries, wages, insurance benefits, retirement, 401k, and FICA. The costs of such expenditures have been budgeted within each operating department to give a more accurate cost of departmental operations.

Operating Expenses - Costs other than personnel and capital outlay that are required for the operations of the Town. Operational line item expenditures are directly affected by increasing costs of goods and materials, greater service demands and enforcement of government regulations. Examples of operating expenses include departmental supplies, motor fuels, utilities, and equipment or vehicle maintenance. Operating expenses also include contracts with outside agencies.

Debt Service - North Carolina General Statutes also require that provisions be made to meet annual payments on debt issued within prior years and commitments of the current year's budget. The Town is contractually obligated to provide the annual funding to meet these obligations.

Capital Outlay - Capital outlay includes expenditures for the purchase and/or construction of land, buildings, vehicles, equipment, fixtures and other infrastructure (including roads, sidewalks, storm water drainage) which are too permanent in nature to be considered expendable at the time of purchase. Generally capital items should have a value of \$5,000 or more with an expendable life of more than one year.

EXPENSES BY DEPARTMENT

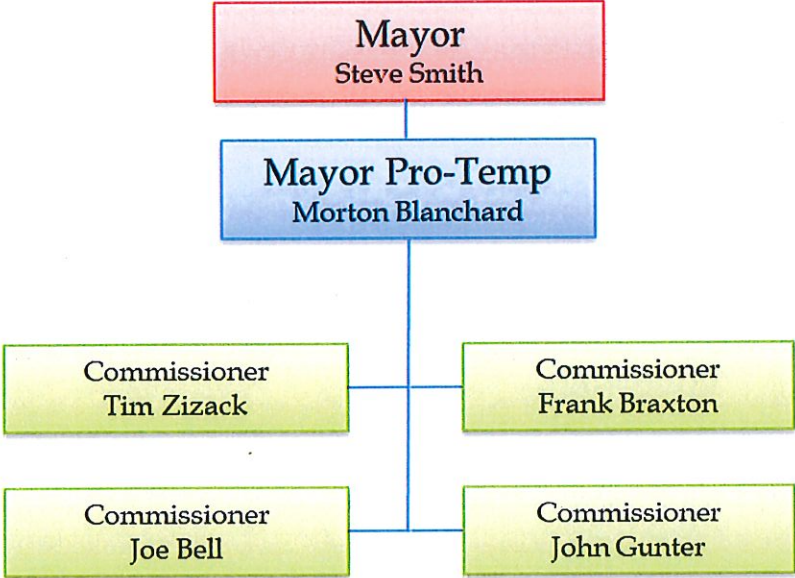
Every effort has been made by the various department heads to keep the daily operational expenses at our near current levels. Many expenses are impacted by the current national economy, including such things as gas prices, electricity, and related services. Additionally, state mandated costs have increased including the Town's contribution to the NC Retirement System. The preliminary data shows health care costs rising approximately 14%. This budget includes two new positions (Police and Fire) and additional Capital Items. The budget also includes an increase to the salary line item for potential merit increases subject to a review of the budget status in December 2020. For the most part, the budget tries to hold the line on most of the operational costs, such as departmental supplies, maintenance and repair needs, staff development, and vehicle operations.

The following highlights are by department. A brief description of the various departments is provided, with highlights found within this proposed budget. More detailed line item budgetary figures are also provided. The dollar amounts for each department represents comparisons for the FY 2020 budget and the current proposed budget for FY 2021.

Governing Board: \$78,250 (FY 2020) \$131,500 (FY 2021)

The Governing Board consists of a Mayor and five Commissioners. The elected officials provide oversight on Town services and develop policies, goals, and ordinances designed to achieve orderly growth and development in the Town. The Board is responsible for legislative and legal actions as well.

Governing Board



What's Included:

- ❖ \$30,000 for Legal Services
- ❖ Professional Services for Single-Audit Fees
- ❖ Staff Development for travel costs
- ❖ \$35,000 for Special Projects
- ❖ \$30,000 For Capital Outlay – Water Quality Study

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021			
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved	
Department: 410 Governing Body										
10-410-0200	18,750.00	19,500.00	13,500.00				31	19,500.00		
Salaries										
10-410-0400	6,950.00	9,000.00	8,050.00				11	9,000.00		
Professional Services - Audit										
10-410-0401	74,808.00	30,000.00	19,137.00				36	30,000.00		
Professional Services - Legal										
10-410-0402								500.00		
Professional Services										
10-410-0500	1,347.00	1,500.00	1,033.00				31	1,500.00		
Fica										
10-410-1400	1,370.00	500.00	389.00				22	1,000.00		
Staff Development										
10-410-3300	539.00	750.00	698.00				7	500.00		
Departmental Supplies										
10-410-5300	1,136.00	1,479.76	1,108.00				25	2,000.00		
Dues And Subscriptions										
10-410-5700	1,437.00	2,508.00	2,254.00				10	2,500.00		
Inter Governmental Relations										
10-410-7400								30,000.00		
Capital Outlay - Project										
10-410-7403	10,346.00	13,012.24	13,028.00				0	35,000.00		
Special Projects										

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
 Amended - 2020-2021

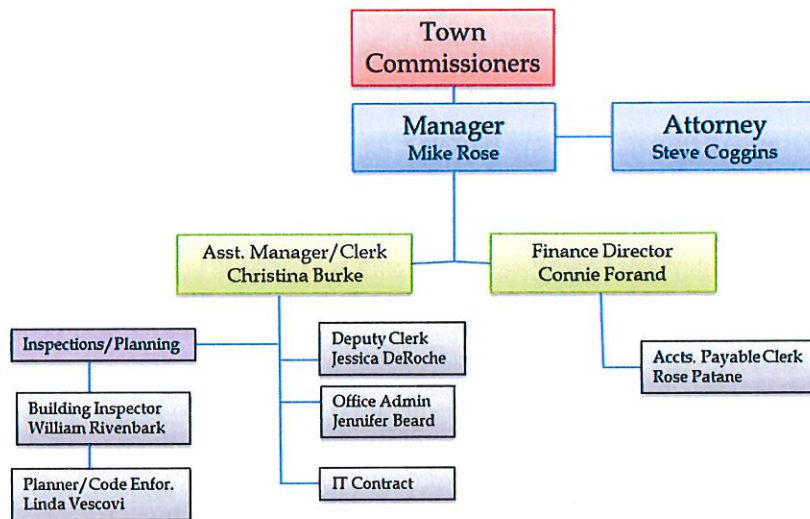
TOWN OF TOPSAIL BEACH
 FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Budget (\$)	Actual (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Total	\$116,683.00	\$78,250.00	\$78,250.00	\$59,197.00				\$131,500.00		

ADMINISTRATION

Administration consists of the Town Manager, Town Clerk, and Finance Director. It provides oversight and staffing to all departments of the Town, as well as support services to the Governing Board. Among the responsibilities of the administrative staff are communications through the website, facebook, and the sunshine list, custodian of all public records, oversight of daily operations, preparation of financial records, customer service for citizens and businesses, and oversight of personnel matters.

Administration



Administration: \$1,172,443 (FY 2020) \$586,220 (FY 2021)

What's Included:

- ❖ All Computer/Software needs for the Town.
- ❖ Funding for Emergency Preparedness
- ❖ HRA Funding for supplemental Insurance Needs

Inspections and Planning: \$95,400 (FY 2020) \$133,020 (FY 2021)

Planning and Inspections includes work related to building inspections, issuance of permits, and the review and interpretation of development ordinances such as the Zoning Ordinance and the Flood Damage Prevention Ordinance. This budget includes a new Zoning/Code Enforcement position in addition to the current part time Building Inspector.

What's Included:

- ❖ General Operation Expenses
- ❖ Staff Development
- ❖ Contract Services (Planning Assistance)
- ❖ Capital Outlay – Funding for an Updated CAMA Land Use Plan

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 420 Administration										
10-420-0200	169,738.00	181,000.00	154,496.00			15		225,520.00		
Salaries										
10-420-0201	12,999.00	3,941.00	3,941.00			0		2,500.00		
Salaries - Overtime										
10-420-0301	116.00	2,000.00	817.00			59		1,250.00		
Unemployment										
10-420-0302	2,050.00	2,150.00	2,150.00					2,250.00		
Longevity										
10-420-0402	600.00	4,000.00	1,383.00			65		4,000.00		
Professional Services										
10-420-0500	11,486.00	13,900.00	11,238.00			19		17,300.00		
Fica										
10-420-0600	34,368.00	38,000.00	32,592.00			14		53,900.00		
Group Insurance										
10-420-0601		5,000.00	2,833.00			43		5,000.00		
Hra Fund										
10-420-0700	-1,112.00	16,200.00	10,737.00			34		23,200.00		
Retirement										
10-420-0701	9,374.00	9,100.00	6,238.00			31		11,300.00		
401-K										
10-420-1000	3,607.00	6,152.00	6,152.00			0		6,000.00		
Credit Card Service Fees										

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	% Remaining	Requested	Recommended	Approved
10-420-1100 Communications	11,664.00	14,686.61	14,550.00			1		16,000.00		
10-420-1101 Postage	1,798.00	2,500.00	873.00			65		2,000.00		
10-420-1200 Printing	46.00	1,000.00				100		500.00		
10-420-1300 Utilities	27,129.00	32,000.00	25,098.00			22		32,000.00		
10-420-1400 Staff Development	1,562.00	5,000.00	3,886.00			22		3,000.00		
10-420-1500 M&R Buildings	240.00									
10-420-1600 M&R - Equipment	10,259.00	3,500.00	3,533.00			-1		3,000.00		
10-420-1700 M&R - Vehicle	4,610.00	2,500.00	451.00			82		1,000.00		
10-420-2600 Advertising	51.00							500.00		
10-420-3100 Vehicle Operating Supplies	1,770.00	1,500.00	1,247.00			17		1,500.00		
10-420-3300 Departmental Supplies	5,330.00	6,500.00	6,458.00			1		6,000.00		
10-420-4500 Contracted Services	12,368.00	18,600.39	5,757.00			69		10,000.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-420-4502 Tax Collection	220.00	2,000.00	350.00				83	1,000.00		
10-420-4503 Town Code Updates	16,849.00	1,000.00	875.00				13	1,000.00		
10-420-4601 Computer Maintenance	62,453.00	80,000.00	81,085.00				-1	85,000.00		
10-420-5300 Dues And Subscriptions	1,375.00	2,000.00	1,808.00				10	2,500.00		
10-420-5400 Insurance And Bonding	57,182.00	66,213.00	66,213.00				0	65,000.00		
10-420-5700 Miscellaneous	19,533.00									
10-420-7400 Capital Outlay Projects	35,089.00	35,000.00	27,753.00				21			
10-420-7401 Capital Outlay Equipment		65,000.00	61,612.00				5			
10-420-7402 Capital Outlay Building		40,000.00	31,585.00				21			
10-420-7403 Transfer To Capital Reserves		500,000.00	500,000.00							
10-420-7405 Emergency Preparedness	872.00	12,000.00	10,031.00				16	4,000.00		
Total	\$513,626.00	\$1,172,443.00	\$1,075,742.00					\$586,220.00		

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 450 Inspections And Planning									
10-450-0200	48,816.00	60,600.00	52,034.00			14	60,300.00		
Salaries									
10-450-0500	3,607.00	4,600.00	3,666.00			20	4,620.00		
Fica									
10-450-0600	7,168.00	10,500.00	10,500.00			0	12,000.00		
Group Insurance									
10-450-0700	2,691.00	4,000.00	3,257.00			19	4,600.00		
Retirement									
10-450-0701	1,692.00	2,200.00	1,901.00			14	2,200.00		
401K									
10-450-1101	422.00	1,500.00	179.00			88	500.00		
Postage									
10-450-1400	771.00	3,000.00	1,185.00			61	2,000.00		
Staff Development									
10-450-2600	426.00	1,500.00				100	800.00		
Advertising									
10-450-3100							1,000.00		
Veh Operating Supplies									
10-450-3300	1,829.00	2,500.00	734.00			71	1,500.00		
Departmental Supplies									
10-450-4500	9,300.00	4,000.00				100	2,500.00		
Contracted Services									

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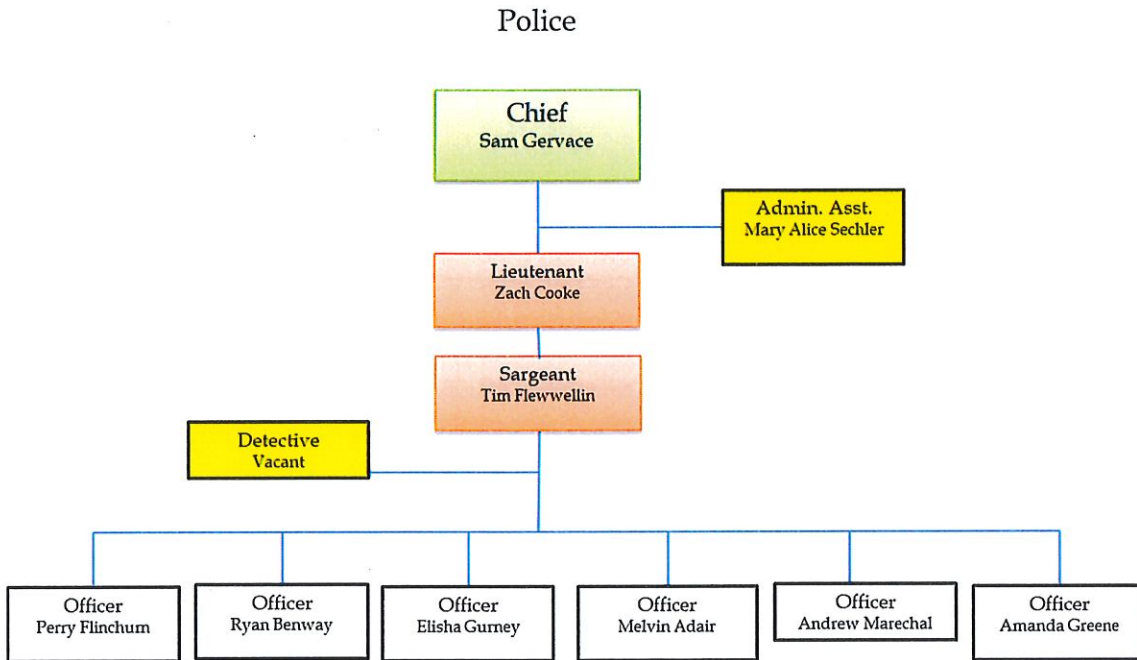
GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-450-5300 Dues And Subscriptions		1,000.00	52.00			95	1,000.00		
10-450-7401 Capital Outlay Zoning Subd Projec...							40,000.00		
Total	\$76,722.00	\$95,400.00	\$73,508.00				\$133,020.00		

PUBLIC SAFETY

Public Safety includes the Topsail Beach Police Department and the Topsail Beach Volunteer Fire Department. Both provide excellent coverage 24 hours a day, 7 days a week. The Police Department includes the Police Chief, Administrative Assistant, and 9 officers. The Fire Department includes three full time position, as well as many dedicated volunteers. A new firefighter position is added to the FY 2021 budget.

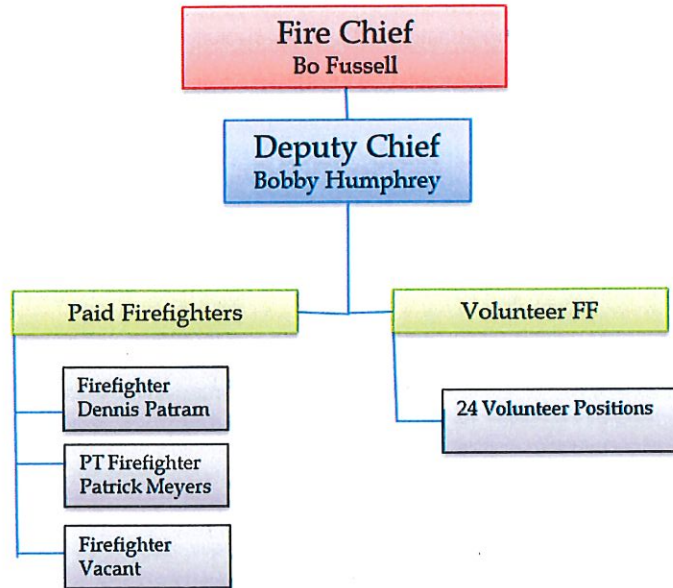


Police: \$921,000 (FY 2020) \$1,005,400 (FY 2021)

What's Included:

- ❖ New Detective Position
- ❖ Funding for Part-Time Seasonal help for parking and beach patrol
- ❖ Bullet-proof Vest replacement
- ❖ Capital Outlay – One replacement Vehicle and one new vehicle

Fire Department



Fire: \$500,525 (FY 2020) \$536,880 (FY 2021)

What's Included:

- ❖ General Operating Expenses
- ❖ Addition of one new paid firefighter position (Salary and Benefits) to start January 2021
- ❖ Capital Items include Turn-out Gear and Breathing Apparatus

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 510 Police									
10-510-0200	469,164.00	518,100.00	471,798.00				9	552,000.00	
Salaries									
10-510-0201	55,895.00	17,000.00	16,058.00				6	8,000.00	
Salaries - Overtime									
10-510-0300	14,494.00	20,000.00	13,280.00				34	20,000.00	
Salaries - Part-Time									
10-510-0302	2,250.00	2,450.00	2,600.00				-6	3,150.00	
Longevity									
10-510-0401		500.00					100	500.00	
Legal									
10-510-0402	328.00	500.00	344.00				31	500.00	
Professional Services									
10-510-0500	50,566.00	40,000.00	36,033.00				10	43,000.00	
Fica									
10-510-0600	91,188.00	120,000.00	102,715.00				14	131,000.00	
Group Insurance									
10-510-0700	46,966.00	47,890.00	31,833.00				34	60,000.00	
Retirement									
10-510-0701	24,347.00	24,660.00	18,488.00				25	28,000.00	
401-K									
10-510-1100	743.00	1,000.00	653.00				35	1,000.00	
Communications									

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-510-1400 Staff Development	4,094.00	3,500.00	1,396.00	3,500.00		60		3,500.00		
10-510-1500 M&R Bldg Police	1,304.00									
10-510-1600 M&R - Equipment	3,673.00	4,000.00	1,193.00	4,000.00		70		3,500.00		
10-510-1601 Rental Equipment		500.00		500.00		100		500.00		
10-510-1700 M&R - Vehicles	10,631.00	7,000.00	8,787.00	7,000.00		-26		8,000.00		
10-510-1800 Vehicle Allowance	17,193.00	16,800.00	16,000.00	16,800.00		5		16,800.00		
10-510-3100 Vehicle Operating Supplies	19,378.00	20,000.00	12,587.00	20,000.00		37		20,000.00		
10-510-3300 Departmental Supplies	21,098.00	8,500.00	4,134.00	8,500.00		51		11,600.00		
10-510-3600 Uniforms	4,639.00	5,500.00	1,262.00	5,500.00		77		6,250.00		
10-510-3601 Uniform Cleaning		250.00		250.00		100		250.00		
10-510-4500 Contracted Services		350.00		350.00		100		350.00		
10-510-4600 Pre-Employment Exams		1,000.00	100.00	1,000.00		90		2,000.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-510-5300 Dues And Subscriptions	628.00	500.00	275.00	500.00	45			500.00		
10-510-7400 Capital Outlay Equipment	10,798.00	57,000.00	33,223.00	57,000.00	42					
10-510-7401 Capital Outlay Equipment	38,533.00							82,000.00		
10-510-7405 Emergency Preparedness	1,297.00	3,000.00	403.00	3,000.00	87			2,000.00		
10-510-7406 Capital Bullet Vest		1,000.00		1,000.00	100			1,000.00		
Total	\$889,207.00	\$921,000.00	\$773,162.00	\$921,000.00				\$1,005,400.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 520 Fire										
10-520-0201	8,572.00	4,000.00	3,541.00			11		7,000.00		
Salaries, Overtime										
10-520-0300	90,600.00	89,759.37	63,000.00			30		98,400.00		
Salaries - Stipend										
10-520-0302		200.00	200.00					250.00		
Longevity										
10-520-0303	62,856.00	111,100.00	98,400.00			11		152,600.00		
Salary Full Time										
10-520-0500	10,596.00	15,500.00	12,137.00			22		19,200.00		
Fica										
10-520-0600	53,918.00	71,000.00	69,855.00			2		104,000.00		
Group Insurance										
10-520-0700	5,641.00	9,300.00	6,276.00			33		15,700.00		
Retirement										
10-520-0701		4,000.00	1,132.00			72		7,700.00		
401K										
10-520-0800	720.00	2,400.00	600.00			75		1,000.00		
Firemen Pension Fund State										
10-520-1100	353.00	985.00	881.00			11		1,000.00		
Communications										
10-520-1101			14.00					200.00		
Fire Dept Postage										

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-520-1400 Staff Development	213.00	2,500.00	1,910.00				24	3,000.00		
10-520-1500 M&R Buildings	24,202.00									
10-520-1600 M&R - Equipment	6,924.00	10,000.00	4,210.00				58	10,000.00		
10-520-1700 M&R - Vehicles	9,888.00	23,000.00	20,814.00				10	22,000.00		
10-520-2600 Advertising		200.00					100	200.00		
10-520-3100 Vehicle Operating Supplies	1,743.00	4,500.00	1,881.00				58	4,000.00		
10-520-3300 Departmental Supplies	2,015.00	4,000.00	1,710.00				57	3,000.00		
10-520-3600 Uniforms	441.00	2,000.00	869.00				57	2,500.00		
10-520-4501 Cs/Ts/Np		200.00					100			
10-520-4600 Pre Employment Exams		100.00					100			
10-520-5300 Dues And Subscriptions	791.00	1,500.00	840.00				44	1,500.00		
10-520-7400 Co Equipment Replacement	21,099.00	32,015.00	8,470.00				74	35,000.00		

GENERAL FUND EXPENSE REPORT - EXPENDITURE

Amended - 2020-2021

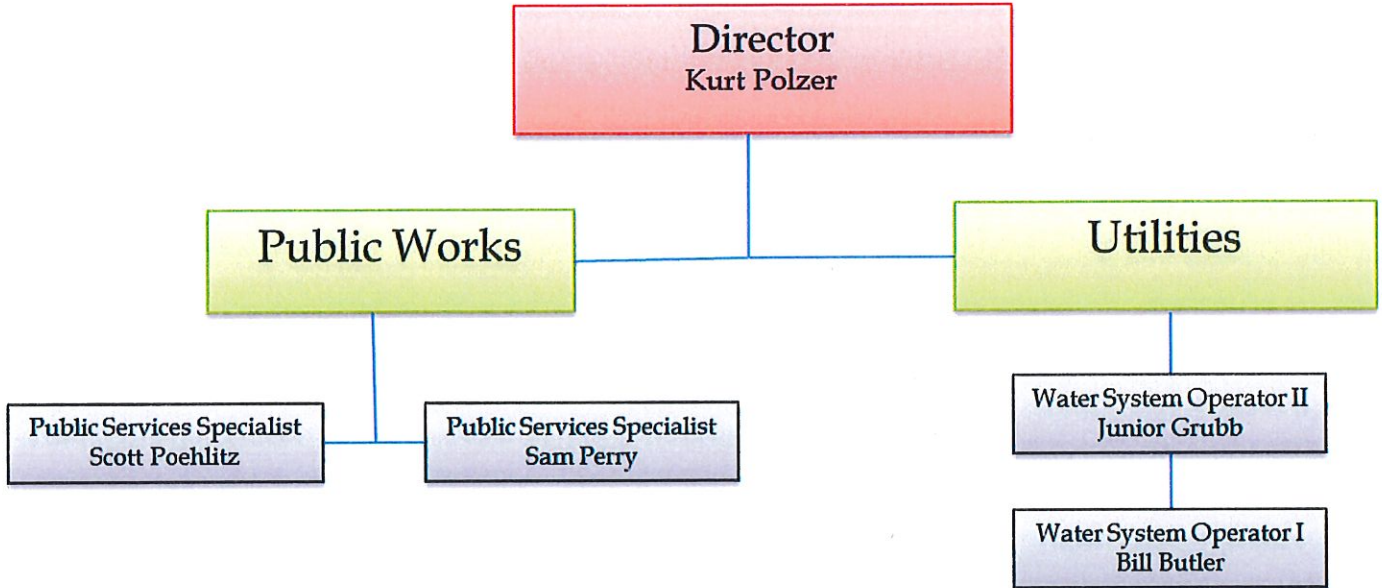
TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-520-7401 Cap Outlay Chief Vehicle		51,640.63	47,851.00		7			
10-520-7405 Emergency Preparedness	790.00	1,000.00	457.00		54	2,000.00		
10-520-7408 Police / Fire Grant		38,000.00			100	25,000.00		
10-520-7500 Debt Service - Principal	19,470.00	19,990.00	19,986.00		0	20,520.00		
10-520-7501 Debt Service - Interest	2,147.00	1,635.00	1,631.00		0	1,110.00		
Total	\$322,979.00	\$500,525.00	\$366,665.00			\$536,880.00		

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PUBLIC WORKS

The Public Works Department is responsible for several different services including maintenance and upkeep of all town owned property and infrastructure, oversight of town-maintained streets and sidewalks, storm water services, sanitation, and related services. It is comprised of a Public Works Director (who also oversees the Water Department) and one full-time employee.



Public Works: \$423,750 (FY 2020) \$411,000 (FY 2021)

What's Included:

- ❖ General Operating Expenses
- ❖ All building repair and maintenance costs for Town Hall, Police, Public Works, and Fire Facilities included under Public Works
- ❖ Capital Items include \$100,000 for Sidewalk and Street Improvements

Solid Waste: \$325,000 (FY 2020) \$325,000 (FY 2021)

What's Included:

- ❖ Contract Services for Trash
- ❖ Contract Services for Recycling

Bush Marina: \$171,000 (FY 2020) \$165,905 (FY 2021)

What's Included:

- ❖ General Operating Expenses
- ❖ Merchandise Sales
- ❖ Debt Service

Beach Management & Tourism: \$129,150 (FY 2020) \$127,700 (FY 2021)

What's Included:

- ❖ General Operating Expenses (including Insurance and Bonding)
- ❖ Maintenance of grounds for Town Center Park including contracted services.



GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved	
Department: 600 Public Works										
10-600-0200	131,259.00	149,100.00	135,292.00			9	152,400.00			
Salaries										
10-600-0201	7,575.00	2,200.00	2,134.00			3	2,000.00			
Salaries - Overtime										
10-600-0302	1,250.00	1,350.00	1,350.00				1,450.00			
Longevity										
10-600-0500	9,537.00	11,450.00	8,982.00			22	11,600.00			
Fica										
10-600-0600	26,347.00	31,500.00	31,556.00			0	36,000.00			
Group Insurance										
10-600-0700	10,929.00	13,400.00	9,648.00			28	15,600.00			
Retirement										
10-600-0701	19,064.00	11,400.00	4,625.00			59	11,600.00			
401-K										
10-600-1400	244.00	650.00	213.00			67	650.00			
Staff Development										
10-600-1500	26,367.00	35,200.00	16,007.00			55	30,000.00			
M&R - Buildings										
10-600-1501	24,983.00	9,000.00	5,987.00			33	7,000.00			
M&R - Grounds										
10-600-1600	4,817.00	6,000.00	1,093.00			82	6,000.00			
M&R - Equipment										

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
10-600-1601 Rental Equipment	263.00	2,500.00	1,149.00				54	2,000.00		
10-600-1700 M&R - Vehicles	1,678.00	5,000.00	2,669.00				47	5,000.00		
10-600-3100 Vehicle Operating Supplies	2,061.00	5,000.00	2,771.00				45	5,000.00		
10-600-3200 Mosquito Control	459.00	4,000.00					100	3,000.00		
10-600-3300 Departmental Supplies	4,030.00	5,000.00	2,897.00				42	5,000.00		
10-600-3600 Uniforms	3,049.00	3,800.00	5,045.00				-33	5,500.00		
10-600-5300 Dues And Subscriptions	196.00	200.00					100	200.00		
10-600-5600 C Outlay Street Improvements	39,770.00	90,000.00					100	90,000.00		
10-600-7405 Emergency Preparedness	4,389.00	15,000.00	11,938.00				20	11,000.00		
10-600-7407 C Outlay Storm Water Project	-8,900.00	22,000.00	12,500.00				43	10,000.00		
Total	\$309,367.00	\$423,750.00	\$255,856.00					\$411,000.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 610 Solid Waste									
10-610-1600	15,216.00	14,000.00	6,691.00	14,000.00	52		14,000.00		
M&R - Equipment									
10-610-1601	5,807.00	6,000.00	5,757.00	6,000.00	4		7,000.00		
Rental Equipment									
10-610-4500	172,909.00	179,000.00	161,499.00	179,000.00	10		179,000.00		
Contract Services-Refuse Coll									
10-610-4501	90,129.00	75,000.00	48,849.00	75,000.00	35		75,000.00		
Cs/Ts/Np									
10-610-4502	51,664.00	50,000.00	46,717.00	50,000.00	7		50,000.00		
Recycling									
10-610-7405		1,000.00			100				
Emergency Preparedness									
Total	\$335,725.00	\$325,000.00	\$269,513.00	\$325,000.00			\$325,000.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021			
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved	
Department: 620 Bush Marina										
10-620-0300 Marina Salaries	8,319.00	12,225.00	9,329.00				24	12,225.00		
10-620-0500 Fica	637.00	950.00	714.00				25	950.00		
10-620-1500 M&R Bldg.	26,061.00	5,500.00	700.00				87	3,000.00		
10-620-1501 M&R Grounds	2,719.00									
10-620-1502 Florence Repair	48,551.00									
10-620-2700 Merchandise	468.00	500.00	431.00				14	1,260.00		
10-620-3200 Contract Service	201.00									
10-620-3300 Departmental Supplies	361.00	1,000.00	267.00				73	1,100.00		
10-620-3600 Uniforms	88.00	200.00	32.00				84	170.00		
10-620-7500 Debt Service Marina Principal	143,750.00	143,750.00	143,750.00					143,750.00		
10-620-7501 Debt Interest Marina	10,307.00	6,875.00	6,871.00				0	3,450.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Budget (\$)	Actual (\$)	Actual (\$)	Estimate	% Remaining	Requested	Recommended	Approved
Total	\$241,462.00	\$171,000.00	\$171,000.00	\$162,094.00	\$162,094.00			\$165,905.00		

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021			
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved	
Department: 630 Powell Bill										
10-630-1700 M&R Vehicle	906.00	4,500.00	4,469.00				1	5,000.00		
10-630-3100 Vehicle Supplies	1,612.00	1,500.00	1,420.00				5	2,000.00		
10-630-3300 Departmental Supplies	1,194.00	2,000.00	1,256.00				37	2,000.00		
10-630-5600 Street Improvements		3,000.00					100	2,000.00		
10-630-5802 Engineering Powell Bill		1,000.00					100	1,000.00		
10-630-5805 Drainage And Storm		3,000.00					100	3,000.00		
10-630-5806 Traffic Control	948.00	1,250.00					100	1,000.00		
Total	\$4,660.00	\$16,250.00	\$7,145.00					\$16,000.00		

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GENERAL FUND EXPENSE REPORT - EXPENDITURE

Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 700 Bm & Tourism									
10-700-0200	3,637.00								
Salary									
10-700-0402	1,000.00	1,000.00	158.00			84	500.00		
Professional Services									
10-700-0500	2,082.00								
Fica									
10-700-0700	2,255.00								
Retirement									
10-700-1100	5,948.00	7,015.00	7,005.00			0	8,500.00		
Communications									
10-700-1101	363.00	500.33	500.00				600.00		
Postage									
10-700-1300	8,118.00	11,000.00	9,770.00			11	10,000.00		
Utilities									
10-700-1400	132.00	320.69	321.00				100.00		
Staff Development									
10-700-1500	2,643.00	2,000.00	1,817.00			9	2,000.00		
M&R Building									
10-700-1501	5,808.00	13,958.14	13,058.00			6	13,000.00		
M&R Grounds									
10-700-1600	3,989.00	5,000.00	3,410.00			32	4,000.00		
M&R - Equipment									

GENERAL FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	% Remaining	Requested	Recommended	Approved
10-700-1601 Rental - Equipment	15,244.00	15,000.00	14,200.00	15,000.00			5	15,000.00		
10-700-2101 Rental-Building	6,004.00	6,004.00	6,004.00	6,004.00				6,000.00		
10-700-3300 Departmental Supplies	24,094.00	15,036.30	9,651.00	15,036.30			36	15,000.00		
10-700-4501 Cs/Ts/Np	20,000.00	17,000.00	16,000.00	17,000.00			6	17,000.00		
10-700-5300 Dues And Subscriptions		150.00		150.00			100			
10-700-5400 Insurance And Bonding	32,753.00	33,445.54	33,446.00	33,445.54				33,000.00		
10-700-7488 Festivals	800.00	1,720.00	1,720.00	1,720.00				3,000.00		
Total	\$134,870.00	\$129,150.00	\$117,060.00	\$129,150.00				\$127,700.00		
Report Total Expenditure	\$2,945,301.00	\$3,832,768.00	\$3,159,942.00	\$3,832,768.00				\$3,438,625.00		



BIS FUNDS

Topsail Beach recognizes the vital role that our beach, inlet and sound have as a recreational, environmental, and economical engine for our community. As such, this and previous Board of Commissioners have been prudent stewards of these assets, aided by the Beach, Inlet and Sound (BIS) Committee. The BIS Committee evaluates beach and sound side project options and makes recommendations to the Board for future activities. It is also responsible for communication with the public on these matters including hosting several Community Forums.

The Town has been proactive in its efforts to maintain both the beach and the waterways, largely through the development and implementation of its 30-year Storm Damage Reduction Plan. To ensure that adequate funding would be available to supplement federal and state funds, the Town established a separate BIS Fund, utilizing a portion of the tax revenues generated as well as accommodation taxes collected. This allows the Town to be in position to continue its scheduled maintenance projects as well as being prepared for unanticipated disasters such as hurricanes and nor'easters.

In FY 20, the Town began its most ambitious project to date. The Channel Dredging and Beach Nourishment Project, part of the SDR, began in early 2020 with the goal of dredging New Topsail Inlet and portions of Banks Channel and placing 2.2 million cubic yards on the beach. The majority of the project has been completed, but there will be some carry-over in this year's budget. To date the project has:

- ✓ Dredged and placed 1.7 million cubic yards.
- ✓ Added 4.2 miles of new dune 80' wide at the base
- ✓ Placed 75-150 ft of dry sand beach in front of new dune
- ✓ The inlet was dredged to 18' deep and 500' wide at low tide.
- ✓ Inlet Channel up to the Old Sound Pier was dredged to 16' and 200' wide
- ✓ Dredged the side channel along Carolina Avenue to 9' deep 90' wide.

In July, the Town will plant approximately 900,000 sea oats on the newly established dune, and in late November/early December, it is anticipated that the dredging contractor will return to complete the project. Among the items to be completed in this budget may include:

- ✓ Dredge from Inlet into Topsail Creek 12-14' deep
- ✓ Dredge channel by Assembly Building to 9' and 100' wide
- ✓ Place 350,000 cy in beach south of pier
- ✓ Dredge up Banks Channel past Queens Grant to at least 9' deep 200' wide
- ✓ Place 450,000 north of pier

Final decisions on the completed project are still under consideration. This year's budget includes more than \$13 million for the construction of the next phase of the 30-year plan. The Budget also includes funding for potential Living Shoreline development on the sound side.

Beach Inlet & Sound

Revenues

BIS Fund: \$27,545,000 (FY 2020) \$13,065,000 (FY 2021)

The Beach Inlet and Sound (BIS) Fund generates revenue from the following sources:

- 1) Ad Valorem Tax Revenue - \$0.06 per \$100 assessed value of real and personal property
- 2) Pender County Accommodations Tax – Pender County provides 100% of the revenue generated from its accommodations tax to Topsail Beach which is allocated to the BIS Fund. The tax is collected in a similar manner as the Topsail Beach Accommodations Tax
- 3) Topsail Beach Accommodations Tax – A proposed amount of 50% of the revenue collected (as stated above) is allocated to the BIS Fund as discussed earlier in this document.
- 4) Pender County Funds – Pender County allocates additional funding to the Town towards the maintenance and repair of the beach. FY 2021 projects this figure to be \$200,000.
- 5) FEMA Reimbursement – As a result of damage to the beach as a result of Hurricanes Florence and Dorian, the Town is eligible for reimbursement of funds spent on repair up to \$11.1 million.
- 6) The projected BIS Fund budget includes grant revenues of approximately \$800,000 from the NC Shallow Draft Navigation Channel Maintenance and Aquatic Weed Fund.

BEACH INLET SOUND REVENUE - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Fund: 25 Bis Capital Project										
25-301-0000	749,475.00	735,000.00	746,438.00				-2	428,000.00		
Ad Valorem Taxes-Bis Fund										
25-302-0000	427,183.00	400,000.00	379,823.00				5	350,000.00		
Pender-Accom Tax-Bis Fund										
25-302-0100	215,524.00	200,000.00	189,495.00				5	175,000.00		
Topsail-Accom Tax-Bis Fund										
25-304-0000								800,000.00		
State Matching Funds										
25-307-0000	180,000.00	200,000.00	180,000.00				10	200,000.00		
Pender County Funds										
25-307-0100	4,204,684.00	5,100,000.00	2,926,958.00				43			
Fema Matthew Reimbursement										
25-307-0400	36,550.00	18,000,000.00	4,712,424.00				74	8,600,000.00		
Fema Florence Reimbursement										
25-307-0500	19,318.00									
Ins Reimb Florence										
25-307-0600								2,500,000.00		
Fema Hurricane Dorian										
25-329-0000	26,731.00	10,000.00	16,887.00				-69	12,000.00		
Interest Earned										
25-374-0000		2,000,000.00	2,000,000.00							
Loan Proceeds										

BEACH INLET SOUND REVENUE - REVENUE
 Amended - 2020-2021

TOWN OF TOPSAIL BEACH
 FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
25-396-0000		900,000.00					100			
Grants From State										
Total	\$5,859,465.00	\$27,545,000.00	\$11,152,025.00	\$11,152,025.00				\$13,065,000.00		
Report Total Revenue	\$5,859,465.00	\$27,545,000.00	\$11,152,025.00	\$11,152,025.00				\$13,065,000.00		

Beach Inlet & Sound

Expenses

BIS Fund: \$27,545,000 (FY 2020)

 \$13,065,000 (FY 2021)

What's Included:

- ❖ Partial salaries of Town Manager and Finance Director
- ❖ Staff Development for Committee members and staff
- ❖ Maintenance and Repair of public crossovers
- ❖ \$11,900,000 Storm Damage Repair Project
- ❖ \$664,200 reserved for future Beach Project needs



BEACH INLET SOUND EXPENSE - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Fund: 25 Bis Capital Project									
25-700-0200	29,144.00	76,176.15	65,819.00			14	105,500.00		
Salary									
25-700-0400	65,132.00	80,000.00	103,706.00			-30	95,000.00		
Professional Serv & Audit									
25-700-0401	8,000.00	10,000.00	11,718.00			-17	10,000.00		
Legal									
25-700-0500	2,035.00	5,835.25	4,509.00			23	8,100.00		
Fica									
25-700-0700	2,055.00	6,895.60	4,589.00			33	10,900.00		
Retirement									
25-700-0701	1,797.00	3,823.80	2,931.00			23	5,300.00		
401 K									
25-700-1200		2,000.00	230.00			89			
Printing									
25-700-1400	10,536.00	10,000.00	5,425.00			46	6,000.00		
Staff Development									
25-700-1700	4,262,330.00	250,000.00	126,902.00			49	250,000.00		
M&R Structures									
25-700-5300	1,995.00	2,000.00	2,600.00			-30	3,000.00		
Dues And Subscriptions									
25-700-5700			1,225.00				2,000.00		
Inter Governmental Relations									

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BEACH INLET SOUND EXPENSE - EXPENDITURE
 Amended - 2020-2021

TOWN OF TOPSAIL BEACH
 FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved	
25-700-7402 C Outlay-Eng & Design	-66,300.00	24,000,000.00	24,000,000.00	14,539,750.00		39	11,900,000.00			
25-700-7405 Emergency Preparedness		5,000.00	5,000.00	1,182.00		76	5,000.00			
25-700-7406 Hurricane Florence	164,586.00									
25-700-7411 Reserve Future Bch Proj		1,093,269.20	1,093,269.20			100	664,200.00			
25-700-7500 Debt Service Principal		2,000,000.00	2,000,000.00			100				
Total	\$4,481,310.00	\$27,545,000.00	\$27,545,000.00	\$14,870,586.00			\$13,065,000.00			
Report Total Expenditure	\$4,481,310.00	\$27,545,000.00	\$27,545,000.00	\$14,870,586.00			\$13,065,000.00			



ENTERPRISE FUNDS

The FY 21 Utility Enterprise Fund budget focuses largely on the provision of water to our homes and businesses. This budget allows the Town to address not only current needs and demands, but also begins to prepare for the future needs as well. Efforts to explore future options for both water and a wastewater service continues as the Town considers the impacts of both growth and environmental concerns. In FY 20 the Board authorized studies for both water supply and wastewater treatment options for the future. It is critical that the Town is proactive when it comes to planning for an essential service like water and wastewater management. The Town has made significant capital investment in water projects over the past several years, most notably the construction of the existing water tower. Those necessary improvements were funded through no-interest or low interest loans that created debt service for the fund.

As written, this budget maintains the current rate structure for water usage. It includes a water facility charge designed to maintain funds to offset the debt service, and therefore position the Town to make necessary improvements in the future. The Town has reached out to the North Carolina Rural Water Association to assist in completing a Fund Analysis and Rate Study to help determine if our current rates meet the growing demands on our water system. Increased requirements for testing and treatment are critical to the provision of safe, potable water, but can add expense to the operating budget.

REVENUES

Utilities Enterprise Fund: \$933,000 (FY 2020) \$940,700 (FY 2021)

The Utility Fund generates a significant portion of its revenue from the following sources:

- 1) Utility Use Facility Charge
- 2) Water Use Charge
- 3) Water System Development Fees

UTILITY FUND REVENUE REPORT - REVENUE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Fund: 30 Utility Fund									
30-329-0000 Interest Earned	3,796.00	4,000.00	51.00		99		1,500.00		
30-370-0000 Water Use Facility Charge	477,525.00	500,000.00	446,821.00		11		500,000.00		
30-371-0000 Water Use Charges	344,425.00	350,000.00	324,747.00		7		340,000.00		
30-371-0100 Meter Rental And Use Fees			120.00				200.00		
30-372-0000 Water Boring Fee	1,200.00	1,000.00	4,200.00		-320		3,000.00		
30-373-0000 Tap On Fees	7,450.00	10,000.00	16,400.00		-64		10,000.00		
30-374-0000 Water System Development Fees	18,785.00	22,000.00	34,987.00		-59		27,000.00		
30-379-0000 Water Late/ Cut Off Fees	5,005.00	5,000.00	4,394.00		12		4,000.00		
30-383-0000 Sale Of Surplus Property									
30-384-0000 Miscellaneous Revenue	34,427.00	1,000.00	-1,460.00		246				
30-384-0300 Fema Hurricane Florence	4,622.00		3,500.00						

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UTILITY FUND REVENUE REPORT - REVENUE
 Amended - 2020-2021

TOWN OF TOPSAIL BEACH
 FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
30-384-0500 Florence Ins Reimb	2,602.00							
30-384-0600 Fema Hurricane Dorian			9,548.00					
30-399-0000 Fund Balance		40,000.00			100	50,000.00		
Total	\$899,837.00	\$933,000.00	\$843,308.00			\$940,700.00		
Report Total Revenue	\$899,837.00	\$933,000.00	\$843,308.00			\$940,700.00		

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EXPENSES

Utilities Enterprise Fund: \$933,000 (FY 2020) \$940,700 (FY 2021)

What's Included:

- ❖ General Operating Expenses
- ❖ Professional Services – Engineering
- ❖ Contract Services – Maintenance of System
- ❖ \$65,000 for Water System Repairs
- ❖ Capital Outlay – New Vehicle
- ❖ Debt Service

UTILITY FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021		
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Estimate	%Remaining	Requested	Recommended	Approved
Department: 710 Water Department									
30-710-0200	180,148.00	197,657.89	181,066.00			8	173,000.00		
Salaries									
30-710-0201	3,750.00	2,367.00	2,367.00			0	1,500.00		
Salaries - Over Time									
30-710-0202	18,250.00	19,500.00	13,500.00			31	19,500.00		
Salaries Gov Board									
30-710-0301	116.00	633.00				100	1,000.00		
Unemployment									
30-710-0302	2,850.00	3,000.00	3,000.00				3,000.00		
Longevity									
30-710-0400	3,950.00	5,750.00	5,750.00				6,000.00		
Professional Services-Audit									
30-710-0401	8,600.00	10,000.00	8,438.00			16	10,000.00		
Professional Services-Legal									
30-710-0402	3,028.00	65,000.00	32,295.00			50	20,000.00		
Professional Services-Engineer									
30-710-0500	14,897.00	14,700.00	13,648.00			7	15,000.00		
Fica									
30-710-0600	33,564.00	36,800.00	36,862.00			0	41,700.00		
Group Insurance									
30-710-0601		1,000.00	461.00			54	1,000.00		
Hra									

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UTILITY FUND EXPENSE REPORT - EXPENDITURE

Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
30-710-0700 Retirement	14,677.00	17,100.00	11,530.00				33	17,700.00		
30-710-0701 401-K	-16,584.00	9,600.00	5,993.00				38	8,608.00		
30-710-1000 Credit Card Service Fees	1,894.00	2,500.00	1,198.00				52	2,500.00		
30-710-1100 Communications	5,776.00	8,200.00	6,739.00				18	7,000.00		
30-710-1101 Postage	6,784.00	6,300.00	6,309.00				0	8,000.00		
30-710-1200 Printing		235.22					100			
30-710-1300 Utilities	9,081.00	18,000.00	12,176.00				32	15,000.00		
30-710-1301 Utilities - Pumping	16,203.00	19,750.00	11,569.00				41	20,000.00		
30-710-1400 Staff Development	792.00	723.54	719.00				1	1,800.00		
30-710-1500 M&R - Buildings	11,996.00	8,000.00	6,756.00				16	8,000.00		
30-710-1501 M&R - Grounds	39,844.00	1,000.00	952.00				5	1,000.00		
30-710-1600 M&R - Equipment	9,582.00	13,000.00	13,255.00				-2	15,000.00		

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UTILITY FUND EXPENSE REPORT - EXPENDITURE
 Amended - 2020-2021

TOWN OF TOPSAIL BEACH
 FY 2019-2020

Account	2018 - 2019		2019 - 2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved
30-710-1601 Rental - Equipment		1,000.00			100	1,000.00		
30-710-1700 M&R - Vehicles	3,998.00	4,476.46	4,476.00			1,342.00		
30-710-2101 Rental Building	1,800.00	1,800.00	1,800.00			1,800.00		
30-710-3100 Vehicle Operating Supplies	5,308.00	5,000.00	4,001.00		20	5,000.00		
30-710-3300 Departmental Supplies	65,251.00	20,000.00	19,295.00		4	20,000.00		
30-710-3305 Water Treatment Supplies	8,747.00	15,500.00	9,770.00		37	15,500.00		
30-710-3600 Uniforms	3,224.00	3,800.00	3,220.00		15	5,500.00		
30-710-4500 Contract Services	7,701.00	13,542.11	7,475.00		45	56,650.00		
30-710-4601 Computer Software Maintenance	5,195.00	6,264.78	6,265.00			8,000.00		
30-710-5300 Dues And Subscriptions	2,534.00	2,700.00	2,451.00		9	2,600.00		
30-710-5400 Insurance And Bonding	28,262.00	30,000.00	32,849.00		-9	31,000.00		
30-710-5700 Water Deposit Clearing Account	-6,381.00		-3,810.00					

UTILITY FUND EXPENSE REPORT - EXPENDITURE
Amended - 2020-2021

TOWN OF TOPSAIL BEACH
FY 2019-2020

Account	2018 - 2019		2019 - 2020		5/29/2020		2019 - 2020		2020 - 2021	
	Actual (\$)	Budget (\$)	Actual (\$)	Estimate	%Remaining	Requested	Recommended	Approved		
30-710-5800 Water System Repairs	61,030.00	64,600.00	54,530.00		16	65,000.00				
30-710-7402 Capital Outlay Vehicle						30,000.00				
30-710-7405 Emergency Preparedness	5,746.00	7,500.00	17,111.00		-128	7,500.00				
30-710-7410 Hurricane Florence										
30-710-7500 Debt Service Principal	276,179.00	277,000.00	276,179.00		0	277,000.00				
30-710-7501 Debt Service Interest	20,990.00	19,000.00	18,657.00		2	16,500.00				
Total	\$858,782.00	\$933,000.00	\$828,852.00			\$940,700.00				
Report Total Expenditure	\$858,782.00	\$933,000.00	\$828,852.00			\$940,700.00				

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