



**Wrightsville Beach Board of Alderman
REGULAR MEETING**

5:30 PM TUESDAY, AUGUST 18, 2026

Wrightsville Beach Town Hall Council Chambers
321 Causeway Drive, Wrightsville Beach, NC

AGENDA (ALL ITEMS ARE FOR DISCUSSION AND POSSIBLE ACTION)

1. Call to Order

2. Pledge of Allegiance

3. Invocation

4. Public Comments

Notes on Comment Period: Each speaker is asked to limit comments to 3-5 minutes. Citizens should sign up at Town Hall by 5:00 p.m. the day of the meeting. The Board is interested in hearing your concerns, but speakers should not expect Board action or deliberation on subject matter brought up during the Public Comment segment. Topics requiring further investigation will be referred to the appropriate Town officials or staff and may be scheduled for a future agenda.

5. Consent Agenda

Notes on Consent Agenda: All items on the Consent Agenda are considered routine, to be enacted by one motion without discussion. If a member of the Governing Body requests discussion of an item, the item will be removed from the Consent Agenda and considered separately.

- a. Approval of the open and closed session minutes of the 7-14-26 Board of Aldermen Meeting.
- b. Acknowledgement of previously-approved special events for September.
- c. Acknowledgement of departmental quarterly reports for the months of April, May and June, 2026.
- d. Approval of special event permits as recommended by the Parks & Recreation Advisory Committee.

6. Presentations--None.

7. Public Hearing--None.

8. Regular Agenda

- a. Approval of Budget Ordinance (2026) 694-B allowing for the purchase of Mobi Mats.
- b. Consider approval of 1) the LAPP application for the Loop Improvement Project; 2) Budget Ordinance (2026) 695-B funding professional services to obtain an opinion of probable cost for the Loop Expansion Project; and 3) authorizing the Town Manager to execute a contract with Balfour Beatty.
- c. Consider approval of the special event permit for the Stoked to Go Out Pier to Pier Swim.
- d. Consider adoption of a revised Purchasing and Contracting Policy.

9. Other Items and Reports

10. Closed Session

CITIZENS WITH DISABILITIES REQUIRING SPECIAL NEEDS TO ACCESS THE SERVICES OR PUBLIC MEETINGS OF WRIGHTSVILLE BEACH GOVERNMENT SHOULD CONTACT THE TOWN MANAGER'S OFFICE FIVE DAYS PRIOR TO THE MEETING BY CALLING (910) 256-7900.

BOARD OF ALDERMEN MINUTES

JULY 14, 2026, 5:30PM

TOWN HALL COUNCIL CHAMBERS, 321 CAUSEWAY DRIVE, WRIGHTSVILLE BEACH

The meeting was called to order at 5:30pm by Mayor Dull. After the Pledge of Allegiance, the invocation was provided by Doug Lain, Pastor, Wrightsville United Methodist Church. The following were present:

Board of Aldermen

Ken Dull, Mayor
Jeff DeGroote, Mayor Pro-Tem
Margaret Baggett, Alderman
Vivian (Zeke) Partin, Alderman
Todd Schoen, Alderman

Staff

Haynes Brigman, Town Manager
Lance G. Heater, Town Clerk
Grady Richardson, Town Attorney
Jason Bishop, Police Chief
Matt Holland, Fire Chief
Bailey Hartsell, Communications Manager
Katie Carus-Childers, Parks & Rec. Director
Tony Wilson, Director of Planning
Brian Murray, Finance Director
Evan Moriegerato, Asst. Public Works Director

PUBLIC COMMENTS

Laura King, 2400 N. Lumina Ave., expressed concern about pedestrian safety on N. Lumina between S. Ridge Ln. and Moore's Inlet St., stating that the area has high pedestrian traffic and needs additional signage, sharrows in each direction and a crosswalk at Moore's Inlet St.

Cindy Jupp, 2400 N. Lumina, on behalf of the Harbor Island Garden Club, spoke in support of the improvements to Harbor Way Garden which were to be considered by the Board later in the agenda.

Kyle Hanlon, representing the Chamber of Commerce, speaking on behalf of the non-profits occupying the Historic Square, asked for green space to be preserved in place of the 11 parking spaces planned adjacent to the Bordeaux Cottage contained in the Historic Square parking improvement project and asked that parking be reserved for use by the non-profits.

Kerri Allen, of the NC Coastal Federation, also spoke on behalf of the Historic Square non-profits, asking for adjustments to the plan for the Historic Square parking lot in order to better support events for tenants in the Historic Square.

CONSENT AGENDA

Prior to consideration of the Consent Agenda, the Board pulled Item C, Consideration of Special Event Permits, in order to discuss the YMCA Triathlon.

Upon motion by Partin, seconded by Baggett and carried unanimously, the Board approved the remainder of the Consent Agenda. It consisted of approval of 1) the open session meeting minutes of the 6-9-26 regular meeting; 2) acknowledgement of previously-approved special events for August; 3) Budget Ordinance (2026) 688-B implementing the 2026-27 pay scale; 4) scheduling a special called joint meeting with the Planning Board for 9-8-2026 at 4:30pm in the Town Hall Conference Room; 5) scheduling a special called meeting for September 21-22, beginning at 9:30am on 9-21 for the purpose of conducting a strategic planning workshop facilitated by NCLM, authorizing the Town Manager to execute an agreement with NCLM to facilitate the workshop, and Budget Ordinance

(2026) 689-8 funding the workshop; 6) rescheduling the August Board of Aldermen Meeting to 8-18-26 at 5:30pm; and 7) Budget Ordinance (2026) 693-B funding open purchase orders from FY25-26.

Regarding Item C, Schoen expressed concern regarding the YMCA Triathlon, as it takes place during a Saturday in September, which is considered part of the busy season. In response to a question from Schoen, Carus-Childers stated that runners would be using the Loop sidewalk, not the roadway and that the Loop would not be closed to others who wished to use it at that time. Upon motion by Schoen, seconded by Partin and carried unanimously, the Board approved the special event permits as proposed.

PRESENTATION OF LIFE SAVING AND OUTSTANDING SERVICE AWARDS

Bishop stated that on May 21st, at approximately 7:30 PM, officers responded to an active ocean rescue after dispatch advised that two children had become caught in a rip current and that multiple bystanders had entered the water in an attempt to rescue them. Upon arrival, officers encountered a rapidly evolving and dangerous situation with several individuals in the surf attempting to save the children.

During the incident, the children's guardian entered the water to assist but became overwhelmed by the conditions and submerged beneath the surface. Ocean Rescue Director Sam Proffitt of Wrightsville Beach Ocean Rescue located the unconscious victim underwater and began bringing her toward shore. Simultaneously, two civilian bystanders continued their efforts to rescue the two children who remained in the rip current.

While attempting to remove the unconscious victim from the surf, Ocean Rescue Director Proffitt encountered difficulty due to the challenging ocean conditions. Recognizing the urgency of the situation, he requested assistance from Corporal Jamel Cooper, Officer Eric Elder, and Officer Elle Arnold. Without hesitation, all three officers entered the water and assisted Ocean Rescue Director Proffitt in bringing the victim safely to shore.

Once ashore, the officers immediately assessed the victim and initiated CPR while additional rescue efforts continued. During this time, one of the children was successfully brought to shore by rescuers. The second child remained in the water with a civilian rescuer, prompting Ocean Rescue Director Proffitt to re-enter the surf and assist in completing the rescue.

Bishop stated that the actions of Corporal Cooper, Officer Elder, and Officer Arnold exemplify the highest standards of teamwork and dedication to public service. Faced with a life-threatening emergency, each officer willingly placed their own safety at risk to assist in rescuing a victim from dangerous ocean conditions and immediately rendered lifesaving medical care upon reaching shore. Their calm demeanor, decisive actions, and unwavering commitment to preserving human life significantly contributed to the successful management of this critical incident.

Bishop stated that the actions of Corporal Cooper, Officer Elder, Officer Arnold, and Ocean Rescue Director Proffitt reflect the highest standards of public service and bring great credit upon themselves, the Wrightsville Beach Police Department, Wrightsville Beach Ocean Rescue, and the Town of Wrightsville Beach. Their professionalism, courage, teamwork, and unwavering commitment to preserving human life embody the core values of honor, integrity, courage, and service.

Bishop presented Corporal Cooper, Officer Elder, and Officer Arnold the Life Saving Award for their direct involvement in rescuing the victim and providing immediate lifesaving medical care. Additionally, Bishop presented Ocean Rescue Director Proffitt the Outstanding Service Award in recognition of his exceptional leadership, decisive actions, and extraordinary commitment to the successful rescue of multiple victims under extremely hazardous conditions.

All members of the Board joined in expressing appreciation and congratulations to those receiving the awards.

CONSIDER APPROVAL OF THE PARKS & RECREATION NEEDS ASSESSMENT SURVEY

Carus-Childers reported that at the 5-12-26 meeting, the Board directed staff to return the proposed Parks and Recreation Needs Assessment Survey to the Parks and Recreation Advisory Committee for further review specifically to consider adding text that would allow for conservation and green space preservation response data. The Parks and Recreation Advisory Committee reviewed the survey again at the 6-16-26 meeting, along with the consultant, and recommended the amended document be approved by the Board. Upon motion by Partin, seconded by DeGroote and carried unanimously, the Board approved the Needs Assessment Survey.

CONSIDER ADOPTION OF ORDINANCE (2026) 1872 INCREASING THE PENALTY FOR FAILURE TO CLEAN UP DOG WASTE

Brigman stated that both the Dogs on the Beach Committee and Planning Board had unanimously recommended that the penalty for failure to clean up dog waste be increased substantially, therefore the Ordinance had been developed to increase the civil penalty for this offense from \$250 to \$500. Upon motion by Partin, seconded by Baggett and carried by a vote of 4-1 (DeGroote opposed), the Ordinance was adopted. DeGroote stated that, as the Town had only written 9 citations for this violation last year, he would prefer to concentrate on issues which occurred more frequently.

CONSIDER 1) ADOPTION OF RESOLUTION (2026) 2374 EXEMPTING THE TOWN FROM THE MINI-BROOKS ACT RELATED TO ENGINEERING SERVICES FOR THE WAYNICK/CAUSEWAY/LUMINA INTERSECTION PROJECT; 2) ADOPTION OF BUDGET ORDINANCE (2026) 690-B FUNDING THE PROJECT; AND 3) AUTHORIZING THE TOWN MANAGER TO EXECUTE THE CONTRACT

Brigman stated that The Town is pursuing engineering services for the alteration and permanent improvement of the intersection of U.S. 76, also known as Causeway Drive/Waynick Boulevard, and SR 1452, also known as Lumina Avenue. The purpose of the project is to address long-standing traffic bottlenecks and coordinate the improvements with the NCDOT's upcoming Causeway Drive Bridge replacement project. The project will create two left hand turns from Waynick onto Causeway and will relocate a pedestrian crosswalk at the intersection.

Brigman noted that Resolution No. (2026) 2374 exempts these engineering services from the qualifications-based selection requirements under Article 3D of Chapter 143 of the NCGS. This exemption is recommended because the Town's current consulting engineer has already spent significant time coordinating with NCDOT on the bridge project and has developed the alternative intersection design concept. Using a new request for qualifications process at this stage would duplicate prior engineering work, create delays, and disrupt design continuity.

Finally, Brigman stated that Budget Ordinance No. (2026) 690-B provides funding for the engineering services in an amount not to exceed \$90,000. The total cost of the project is estimated to be around \$500,000, with the Town funding the improvements and seeking reimbursement of some or all of the costs. Upon motion by Schoen, seconded by Partin and carried unanimously, the Board approved the 3 items.

CONSIDER APPROVAL OF BUDGET ORDINANCE (2026) 691-B AND 692-B WHICH 1) ADD TWO ADDITIONAL PARK RANGER POSITIONS TO THE AUTHORIZED POSITIONS CHART AND 2) FUND THE ADDITIONAL PARK RANGER POSITIONS AND RELATED VEHICLES AND EQUIPMENT

Brigman said that the Town continues to see a rise in visitation and beach activity annually, which unfortunately brings increased violations of beach rules and nuisance activity. Such violations include litter, smoking, dogs on the beach, alcohol consumption, loud noise, and unauthorized events. The Town currently patrols the parks and beach with two (2) full-time Park Rangers, along

with limited assistance from the Police Department. Brigman stated that hours and enforcement numbers for existing staff vary due to special events, holiday and peak season demands, vacation and sick leave, and other variables, leaving enforcement inconsistent and unable to keep up with the current demands. In response to these issues, staff have created a proposal to improve overall enforcement.

Brigman reported that workload is significant for the Park Rangers during the peak season, but can be light during the off-season, therefore, if two new positions are approved, management would target potential candidates who could serve in a law enforcement or administrative capacity during the off-season to add additional value to the Police Department. The Park Ranger Supervisor position is currently vacant, with the previous supervisor, Shannon Slocum, recently retiring; however, the Town has extended an employment offer to an individual who is law enforcement certified, and can provide positional flexibility for the Police Department as needed.

Brigman stated that two additional personnel would require the Town to purchase additional vehicles and equipment for these individuals and that adding two full-time positions is a significant investment by the Town in addressing quality of life issues and concerns; however, these recurring expenses may likely require long-term revenue and financial adjustments for their continued support. Total additional costs include \$190,000 for additional salaries and benefits and \$120,000 for vehicles and equipment. In response to a question from Baggett, Brigman stated that with the additional positions, there would be opportunities for bicycle patrol. Upon motion by Partin, seconded by Baggett and carried unanimously, the budget ordinances were adopted.

CONSIDER APPROVAL OF AN IMPROVEMENT PROJECT AT HARBOR WAY GARDEN

Brigman stated that Harbor Island Garden Club was requesting permission to make two physical improvements to the existing Harbor Way Garden: 1) fountain replacement – replace the existing fountain (already removed) from the center of the garden and replace it with a new fountain structure; and 2) Storage Shed Expansion – Expand the existing storage building on both sides to provide more storage space. Brigman stated that no funds are requested from the Town for either project. Upon motion by Partin, seconded by Baggett and carried unanimously, the Board approved the project.

CONSIDER APPROVAL OF AN INTERLOCAL AGREEMENT WITH NEW HANOVER COUNTY FOR A BUILDING PERMITTING SYSTEM

Brigman stated that depending on the type of project, property owners and contractors must utilize both the Town and County's inspection portals for construction projects. The Town provides building and plumbing services, while the County provides electrical, mechanical, and fire services. Brigman stated that the Town's current permitting and inspections portal is no longer being supported by the provider, meaning the Town must find a new software solution. Staff recommends approving an Interlocal Agreement with New Hanover County to utilize their existing permitting and inspections portal (EnerGov) for Town services. Brigman noted that adoption of the system would 1) improve efficiency for users (property owners and contractors); 2) allow the Town and County to better track projects and communicate about projects; 3) result in no loss of control or oversight by the Town (all functions remain the same, just a new software portal); and 4) have no cost to the Town, saving over \$100,000 in new software start-up, and thousands in annual service agreements. Upon motion by Schoen, seconded by Partin and carried unanimously, the Board approved the agreement.

CONSIDER APPROVAL OF AN APPLICATION IN RESPONSE TO THE WMPO'S SPECIAL CALL FOR PROJECTS

Brigman stated that the WMPO has issued a special call for Locally Administered Projects Program (LAPP). The LAPP is the WMPO's local, discretionary funding program for various State

transportation improvement funds. Brigman noted that 1) the special call for projects was opened in May, and closes on July 17th; 2) eligible projects accepted and approved by the WMPO would not be eligible for funding until 2029/2030; 3) the Town's only project that is eligible for consideration is the Loop Improvement Project; 4) despite the Town wanting to implement this project before 2029/2030, he felt it was important to get the project on the WMPO's list in case there were delays; 5) assumptions and estimates for the project were made for purposes of submitting an application, as final design and cost estimates have still not been obtained; 5) submittal of the application does not commit the Town to the project, it only allows staff to submit an application for consideration by the WMPO. Upon motion by Partin, seconded by DeGroote and carried unanimously, the Board approved submittal of the pre-application.

OTHER ITEMS & REPORTS:

- A. **Alderman Schoen:** 1) reported that the Mason's Inlet dredging project should be completed this winter; and 2) expressed appreciation to Ocean Rescue for the rescue activity during the July 4 weekend.
- B. **Alderman Partin:** 1) expressed appreciation to the Fire Department for putting up flags over the July 4 period; and 2) thanked Public Works for the flower display at the Blue Star Memorial.
- C. **Mayor Dull:** 1) noted the new app put out in beta form by NCDOT for "Projects Near Me" and 2) stated that the legislature had enacted ebike legislation to become effective 12-31-26.
- D. **Mayor Pro Tem DeGroote:** nothing to report.
- E. **Alderman Baggett:** expressed appreciation to Carus-Childers and the Parks & Recreation Advisory Committee for the work in getting the needs assessment survey in final form.
- F. **Town Manager Brigman:** reported that the CFPWA should complete the redundant water/sewer line project by the end of the month and that the Bridge Replacement Committee had met on 7-13; it was reported that contracts for the project should be approved in the next 30-60 days.
- G. **Town Clerk Heater:** nothing to report.
- H. **Town Attorney Richardson:** expressed appreciation to Town Staff for their responsiveness to requests from the legal department.

CLOSED SESSION TO CONSULT WITH AN ATTORNEY EMPLOYED OR RETAINED BY THE PUBLIC BODY IN ORDER TO PRESERVE THE ATTORNEY-CLIENT PRIVILEGE BETWEEN THE ATTORNEY AND THE PUBLIC BODY AS AUTHORIZED BY NCGS 143-318.11(A)(3)

At 6:43pm Dull made a motion to enter into closed session for the purpose of consulting with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body as authorized by NCGS 143-318.11(a)(3). The motion was seconded by Partin and carried unanimously.

Upon motion by Partin, seconded by Schoen and carried unanimously, the Board returned to open session at 7:05pm.

No action was taken as a result of the closed session.

There being no further business, the meeting was adjourned at 7:06pm.

Respectfully submitted,
Lance G. Heater, Town Clerk

APPROVED SPECIAL EVENTS

September 2026

Distribution List:

Matt Holland, WBFD
 Sam Proffitt, WBFD
 Robert Pugh, WBFD
 Jason Bishop, WBPD
 James Lowe, WBPD
 Brian Neague, WBPD
 Daniel Gaither, WBPD
 Jordan Smith, WBPD
 Bill Fay, Public Works

Evan Morigerato, Public Works
 Danny Floyd, Public Works
 Ashley Reid, Public Works
 Samantha Johnson, Public Works
 Tony Wilson, Planning & Parks
 Dennis Wooten, Park Ranger Supervisor
 Scott Sprenger, Park Ranger
 Haynes Brigman, Town Manager
 Bailey Hartsell, Communications

WB Marketing Advisory Committee
 Wrightsville Beach Museum
 Josh Yates, Pivot Parking
 Board of Aldermen
 Heavenly Scent LLC
 Hannah Almeter, Wilmington CVB
 Parks & Rec Advisory Committee

FOR PARKING PURPOSES: Highlighted Events are reservations/events in WB Park.

Bold print indicates event pending BOA approval. Indicates event requiring a road closure.

DATE	TIME	NUMBER OF PARTICIPANTS	ACTIVITY	NAME	LOCATION	Vehicle on Beach Permit
Fri 9/4	6:45 pm - 8:15 pm	65	AA Meeting	Wit's End Group	Fran Russ Recreation Center	
Sat 9/5	6:00 pm - 9:00 pm	25	Wedding	Miller	Beach strand at access 4	EVENT CANCELLED
Sat 9/5	9:00 am - 12:00 pm	35	Child's Birthday Party	Beall	WB Park Picnic Shelters 1 & 2	
Mon 9/7	8:00 am - 1:00 pm	1000	WB Farmers' Market	WBPR	WB Park Softball Field	
Fri 9/11	3:00 pm - 7:00 pm	15	Wedding	Akhmatgalieva	Beach strand at Crystal Pier	
Fri 9/11	6:45 pm - 8:15 pm	65	AA Meeting	Wit's End Group	Fran Russ Recreation Center	
Sat 9/12	8:00 am - 12:00 pm	16	Wedding	Carroll	Beach strand at access 43	
Sat 9/12	9:00 am - 1:00 pm	30	Child's Birthday Party	Mezyk	WB Park Picnic Shelter #1	
Sat 9/12	12:00 pm - 3:00 pm	15	Child's Birthday Party	Robich	WB Park Picnic Shelter #2	
Sun 9/13	5:00 pm - 8:00 pm	60	Church Picnic	Masters	WB Park Picnic Shelters 1 & 2	
Mon 9/14	8:00 am - 1:00 pm	1000	WB Farmers' Market	WBPR	WB Park Softball Field	
Fri 9/18	6:45 pm - 8:15 pm	65	AA Meeting	Wit's End Group	Fran Russ Recreation Center	
Sat 9/19	6:00 am - 12:00 pm	350	YMCA Pier to Pier Swim	Barnes	JM Pier to Crystal Pier	
Sat 9/19	8:00 am - 9:00 am	20	Wedding	McAfoose	Beach strand at access 4	
Sat 9/19	6:00 pm - 10:00 pm	20	Birthday Celebration	Rogers	Beach strand at access 4	
Sun 9/20	6:00 am - 11:00 am	400	Liam Strong Charity Beach Run	Batten	Beach strand at JM Pier	

APPROVED SPECIAL EVENTS

September 2026

Mon 9/21	8:00 am - 1:00 pm	1000	WB Farmers' Market	WBPR	WB Park Softball Field	
Fri 9/25	10:00 am - 8:00 pm	750	YMCA Triathlon Bike Check In	Clifford	WB Park	
Fri 9/25	6:45 pm - 8:15 pm	65	AA Meeting	Wit's End Group	Fran Russ Recreation Center	
Sat 9/26	4:00 am - 1:00 pm	1500	YMCA Triathlon	Clifford	WB Park, Loop, Seapath, and Blockade Runner	
Sat 9/26	4:00 pm - 8:00 pm	55	Wedding	Sanderson	Beach strand at Holiday Inn Resort	
Sun 9/27	4:00 pm - 7:00 pm	40	Wedding	Stewart	Beach strand at access 4	
Mon 9/28	8:00 am - 1:00 pm	1000	WB Farmers' Market	WBPR	WB Park Softball Field	

* indicates vehicle on beach permit issued to L&L Tent Rentals,
Beach Side Occasions, ETC. Party Rentals or Sweet Water Bamboo



Town of Wrightsville Beach

Finance and General Admin Department

Quarter 4, Fiscal Year 2026 Update: August 18, 2026

The Finance Department is proud to announce that the Town of Wrightsville Beach has once again received the Government Finance Officers Association (GFOA) Certificate of Achievement for Excellence in Financial Reporting, recognizing the Town's continued commitment to transparency and high-quality financial reporting.

The Town was also notified this week that it has received the GFOA Distinguished Budget Presentation Award for the second consecutive year. The Town's budget document continues to improve in both quality and usefulness. This year, each reviewer rated the document as proficient in every evaluated category. Finance Officer Murray looks forward to continuing to enhance the document and strengthen its value as a financial planning, communication, and transparency tool for the Town, its elected officials, and other stakeholders.

Fiscal Year 2025–2026 concluded on June 30. During the fiscal year, the Town funded and completed a number of significant projects and improvements, including:

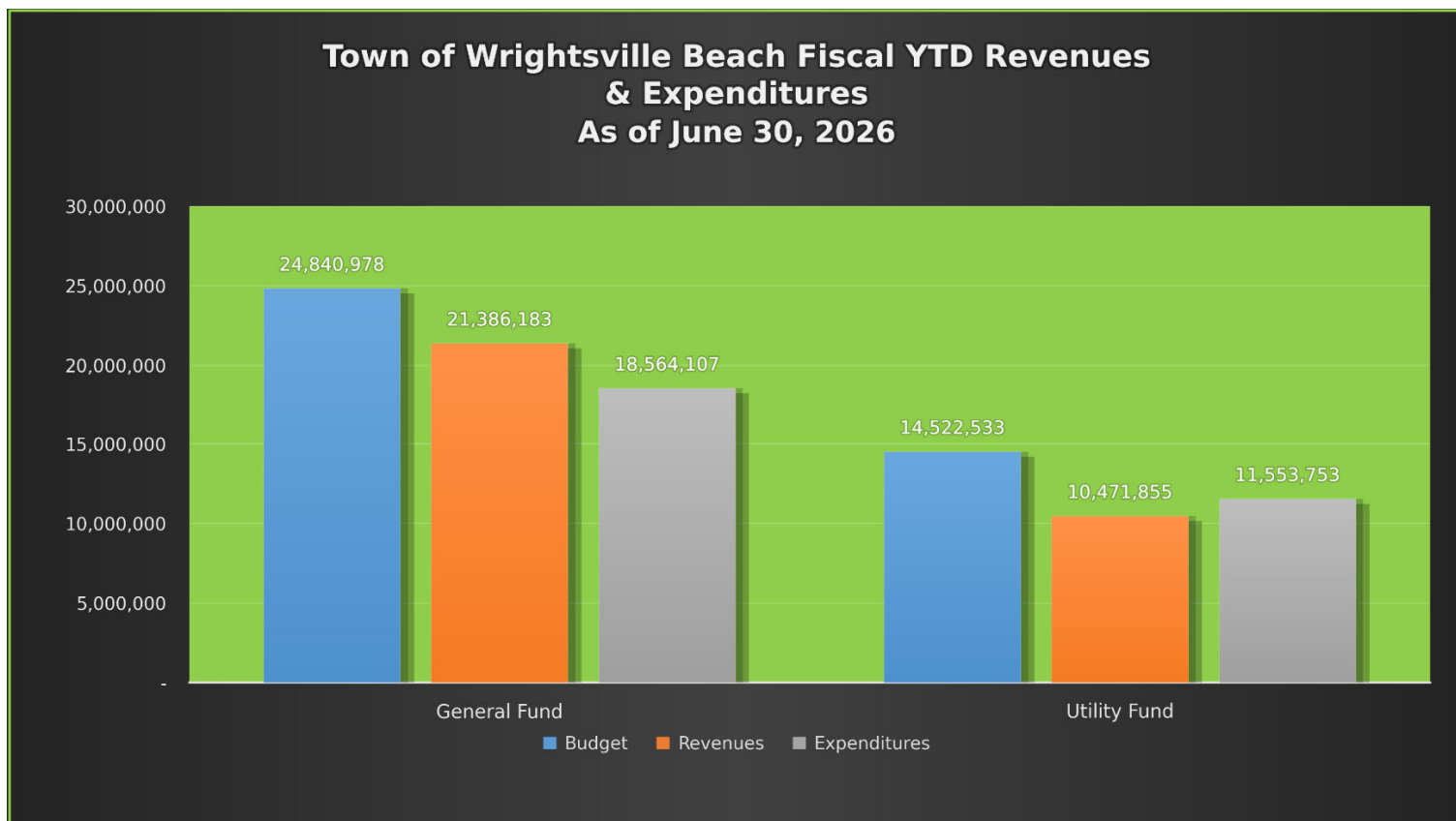
- Completion of the remaining construction, landscaping, and parking improvements at Wrightsville Beach Park and the pickleball courts.
- Refurbishment of the event stage at Wrightsville Beach Park.
- Replacement of the roof on the Parks and Recreation Building.
- Replacement of the fire alarm system at the Public Safety Building.
- Addition of three new Police Department vehicles, an Ocean Rescue truck, and a new UTV.
- Purchase of new tools and an alignment system for the Fleet Department.
- Replacement of the Town's Christmas tree for the annual tree-lighting ceremony, along with the addition of new holiday lighting and decorations on trees, light poles, and other public spaces throughout town.

The Town is also continuing construction on the Oxford Street and Fayetteville Street bulkhead replacement project. This important infrastructure investment will improve shoreline protection and help strengthen the Town's resilience to flooding, erosion, and coastal storm impacts.

The Town's audit for Fiscal Year 2025–2026 is currently underway. Accordingly, the financial information presented in this report is preliminary and subject to change as

year-end adjustments and audit-related journal entries are completed. Based on the information currently available, the Town is estimated to add approximately \$3 million to its General Fund fund balance for the fiscal year.

The Town experienced a strong revenue year, collecting approximately \$7.5 million in parking revenue, \$1.55 million in investment earnings, and \$1.8 million in room occupancy tax revenue. These revenues contributed significantly to the Town's favorable year-end financial position.



Bank Balances as of June 30, 2026

FCB: General Operating	\$ 681,888.85
FCB: IntraCash Fund	\$ 4,289,650.58
FCB: General CIP Fund	\$ 25,184.66
NC Capital Management Trust (investments)	\$ 5,801,423.75
FCB Wealth Management (investments)	\$ 17,319,382.25
NCCLASS (investments)	\$ 19,649,989.27
Cumulative Balance for TOWB	\$ 47,767,519.36

REVENUE				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
General Fund	24,328,412.00	24,840,977.52	21,386,183.36	13.91%
Water/Sewer	4,237,000.00	14,522,533.21	10,471,704.55	27.89%
Report Total	28,565,412.00	39,363,510.73	31,857,887.91	19.07%

GENERAL FUND EXPENDITURES				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
Governing Body	220,615.00	301,535.00	224,589.13	25.52%
General Administration	881,925.00	892,003.85	880,843.45	1.25%
Human Resources	1,772,280.00	1,804,165.80	1,491,660.66	17.32%
Information Technology	610,250.00	610,250.00	529,551.44	13.22%
PW Admin	356,413.00	369,809.70	352,983.02	4.55%
PW - Fleet	325,910.00	325,910.00	267,709.00	17.86%
Police	3,937,352.00	3,996,023.32	3,731,770.71	6.61%
Fire - Emergency Prep	9,750.00	9,750.00	1,607.35	83.51%
Fire	1,749,235.00	1,807,841.21	1,416,766.14	21.63%
Ocean Rescue	1,050,950.00	1,050,950.00	1,004,912.45	4.38%
PW - Streets/Facilities	1,251,772.00	1,257,860.79	1,190,403.24	5.36%
Parking	1,583,500.00	1,583,500.00	1,093,761.99	30.93%
PW - Environmental Svcs	2,186,348.00	2,195,454.04	1,985,037.77	9.58%
Planning/Inspections	457,050.00	467,974.64	412,473.47	11.86%
Parks/Rec - Programs	495,747.00	602,259.00	536,725.85	10.88%
Parks/Rec - Maintenance	489,556.00	509,631.17	343,641.06	32.57%
Capital Investments	6,949,759.00	7,056,059.00	3,099,670.12	56.07%
General Fund	24,328,412.00	24,840,977.52	18,564,106.85	25.27%

UTILITY ENTERPRISE EXPENSES				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
Water	2,701,319.00	12,653,037.91	10,435,130.00	17.53%
Sewer	1,535,681.00	1,869,495.30	1,118,623.16	40.16%
Utility Fund	4,237,000.00	14,522,533.21	11,553,753.16	20.44%



Town of Wrightsville Beach, NC

Income Statement

Account Summary

For Fiscal: 2025-2026 Period Ending: 06/30/2026

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 10 - GENERAL FUND					
Revenue					
10-3110 PROPERTY TAX	3,500,000.00	3,500,000.00	1,103.10	3,500,697.64	-697.64
10-3111 PROPERTY TAX - PRIOR YEARS	3,000.00	3,000.00	0.00	1,699.43	1,300.57
10-3114 MOTOR VEHICLE PROPERTY TAX	50,000.00	50,000.00	3,020.59	41,192.60	8,807.40
10-3115 INTERLOCAL AGREEMENT - CITY OF WILMI...	30,000.00	30,000.00	0.00	30,000.00	0.00
10-3210 PET LICENSES	500.00	500.00	30.00	610.00	-110.00
10-3234 LOCAL SALES AND USE TAX	1,530,000.00	1,530,000.00	164,012.66	1,388,616.46	141,383.54
10-3262 PARKING PROGRAM	6,700,000.00	6,700,000.00	1,283,473.50	7,483,025.71	-783,025.71
10-3263 RESIDENTIAL PARKING PASS	143,000.00	143,000.00	6,130.00	141,330.00	1,670.00
10-3264 COMMERCIAL 1 PARKING PASS	6,500.00	6,500.00	0.00	5,410.00	1,090.00
10-3265 COMMERCIAL 2 PARKING PASS	8,500.00	8,500.00	0.00	6,600.00	1,900.00
10-3266 CONTRACTOR PARKING PASS	42,000.00	42,000.00	12,900.00	65,624.70	-23,624.70
10-3270 ROOM OCCUPANCY TAX (3%)	2,300,000.00	2,300,000.00	630,822.87	1,819,339.31	480,660.69
10-3280 MUNICIPAL VEHICLE TAX	7,500.00	7,500.00	648.00	8,369.28	-869.28
10-3290 PENALTIES/INTEREST-TAXES	3,500.00	3,500.00	53.26	5,211.90	-1,711.90
10-3322 STATE BEER & WINE TAX	11,000.00	11,000.00	0.00	9,888.97	1,111.03
10-3323 JUDICIAL AND RECORDS FEES	3,000.00	3,000.00	280.35	2,985.85	14.15
10-3324 UTILITIES SALES DISTRIBUTION	370,000.00	370,000.00	114,642.52	327,198.93	42,801.07
10-3343 BUILDING PERMITS	350,000.00	350,000.00	38,148.00	450,594.00	-100,594.00
10-3346 STATE BUILDING PERMIT FEE	350.00	350.00	20.00	520.00	-170.00
10-3347 BLDG PERM-ZONING COMPLIAN	4,000.00	4,000.00	300.00	4,119.00	-119.00
10-3349 FILM PERMITS	10,000.00	10,000.00	275.00	11,725.00	-1,725.00
10-3350 BUSINESS ON BEACH PERMIT	4,000.00	4,000.00	1,000.00	5,000.00	-1,000.00
10-3605 SPECIAL EVENT PERMITS	33,000.00	33,000.00	765.00	26,829.50	6,170.50
10-3647 FACILITY RESERVATIONS	16,000.00	16,000.00	895.00	14,726.79	1,273.21
10-3648 FITNESS CLASSES	46,000.00	46,000.00	5,932.00	48,286.98	-2,286.98
10-3649 RECREATION PROGRAMS	222,000.00	222,000.00	11,375.60	221,420.20	579.80
10-3650 RECREATION REVENUES	1,000.00	1,000.00	112.00	-1,099.00	2,099.00
10-3651 RECREATION CONTRIBUTIONS	1,000.00	1,000.00	0.00	0.00	1,000.00
10-3652 REC CONTRIB-FAM MOVIES/CONCERTS	0.00	0.00	4,820.00	4,820.00	-4,820.00
10-3750 REFUSE COLLECTION CHARGES	1,000,000.00	1,000,000.00	182,576.99	1,103,114.49	-103,114.49
10-3751 STORMWATER MGMT FEE	0.00	0.00	56,694.66	170,218.00	-170,218.00
10-3757 SOLID WASTE DISPOSAL TAX	1,750.00	1,750.00	0.00	1,482.77	267.23
10-3781 LATE PENALTIES	0.00	0.00	591.40	7,343.19	-7,343.19
10-3782 CREDIT CARD PROCESSING FEE	8,000.00	8,000.00	432.00	6,007.28	1,992.72
10-3831 INTEREST ON INVESTMENTS	1,100,000.00	1,100,000.00	106,427.03	1,541,506.74	-441,506.74
10-3834 RENT - TOWN OWNED BUILDINGS	65,000.00	65,000.00	1,171.42	73,529.04	-8,529.04
10-3835 SALE OF ASSETS	20,000.00	20,000.00	7,125.00	41,507.10	-21,507.10
10-3838 ABC NET REVENUES	730,000.00	730,000.00	35,869.60	606,886.04	123,113.96
10-3839 MISCELLANEOUS REVENUE	0.00	0.00	-4,274.94	-4,274.94	4,274.94
10-3841 VAR/CUP/CAMA/REZONE FEES	2,500.00	2,500.00	119.00	1,633.00	867.00
10-3842 CAMA PERMIT REIMBURSEMENT	0.00	0.00	0.00	980.00	-980.00
10-3846 PARK PERMIT CC FEE	0.00	0.00	0.00	2,457.00	-2,457.00
10-3849 RMS BODY ARMOR GRANT	0.00	0.00	1,492.43	1,492.43	-1,492.43
10-3856 FARMERS' MKT MISC REV	0.00	0.00	0.00	198.22	-198.22
10-3857 FARMERS MARKET	39,000.00	39,000.00	3,205.00	37,632.00	1,368.00
10-3859 MISCELLANEOUS GRANTS	0.00	0.00	0.00	107.00	-107.00
10-3861 ABC GRANT - DWI ENFORCEMENT	0.00	45,000.00	0.00	45,000.00	0.00
10-3866 FIRE INSPECTION FEE	3,000.00	3,000.00	0.00	690.00	2,310.00
10-3870 CIVIL CITATIONS - PARKING	800,000.00	800,000.00	126,202.10	715,900.94	84,099.06
10-3873 CIVIL CITATIONS - OTHER	10,000.00	10,000.00	4,450.00	23,462.29	-13,462.29
10-3874 CIVIL CITATIONS - ANIMAL CONTROL	25,000.00	25,000.00	6,794.07	32,712.13	-7,712.13

Income Statement

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-3875	CIVIL CITATIONS - ALCOHOL/WASTE	30,000.00	30,000.00	5,717.85	42,125.99	-12,125.99
10-3969	TRANSFER FROM CLOSED CPF	0.00	0.00	0.00	81,548.28	-81,548.28
10-3980	TRANSFER FR WATER & SEWER	57,500.00	57,500.00	0.00	125,423.30	-67,923.30
10-3981	TRANSFER FOR OPEB FUNDING	0.00	0.00	0.00	265,891.00	-265,891.00
10-3984	TRANSFER FR GFCIP	4,710,812.00	4,710,812.00	0.00	681,717.87	4,029,094.13
10-3985	TRANSFER OF STORMWATER FEES	330,000.00	330,000.00	0.00	155,148.95	174,851.05
10-3991	APPROPRIATED FUND BALANCE	0.00	467,565.52	0.00	0.00	467,565.52
Revenue Total:		24,328,412.00	24,840,977.52	2,815,353.06	21,386,183.36	3,454,794.16

Expense

DeptAcctCode: 4110 - Governing Body

10-4110-0801	ATTENDANCE FEES	43,880.00	43,880.00	6,410.78	48,030.78	-4,150.78
10-4110-0900	FICA TAX EXPENSE	3,360.00	3,360.00	529.42	3,984.12	-624.12
10-4110-1801	PROFESSIONAL SERVICES	134,800.00	215,720.00	34,291.81	137,215.68	78,504.32
10-4110-1900	CONTRACTED SERVICES	11,000.00	11,000.00	155.70	12,191.01	-1,191.01
10-4110-2600	SUPPLIES	2,000.00	2,000.00	143.96	2,832.31	-832.31
10-4110-3100	TRAVEL & TRAINING	5,000.00	5,000.00	0.00	2,257.30	2,742.70
10-4110-3200	CELL PHONE	3,900.00	3,900.00	510.01	4,050.88	-150.88
10-4110-3930	DUES & SUBSCRIPTIONS	16,675.00	16,675.00	0.00	14,027.05	2,647.95
DeptAcctCode: 4110 - Governing Body Total:		220,615.00	301,535.00	42,041.68	224,589.13	76,945.87

DeptAcctCode: 4120 - General Administration

10-4120-0000	SALARIES & WAGES	574,000.00	581,996.55	58,778.47	592,294.53	-10,297.98
10-4120-0100	OVERTIME	3,000.00	3,000.00	0.00	8.71	2,991.29
10-4120-0900	FICA TAX EXPENSE	46,050.00	46,661.74	4,484.73	43,914.07	2,747.67
10-4120-1000	RETIREMENT	82,100.00	83,250.70	8,453.12	84,343.79	-1,093.09
10-4120-1010	401-K CONTRIBUTIONS	24,075.00	24,394.86	2,324.26	22,153.87	2,240.99
10-4120-1801	PROFESSIONAL SERVICES	50,000.00	50,000.00	9,875.00	45,330.00	4,670.00
10-4120-1901	TAX COLLECTION FEES	30,000.00	30,000.00	49.01	28,086.32	1,913.68
10-4120-1902	MERCHANT PROCESSING FEES	0.00	6,000.00	375.75	4,183.46	1,816.54
10-4120-2600	DEPT SUPPLIES & MATERIALS	18,000.00	18,000.00	2,527.51	16,134.65	1,865.35
10-4120-3100	TRAVEL & TRAINING	35,150.00	27,950.00	1,611.19	23,544.36	4,405.64
10-4120-3200	CELL PHONE	2,400.00	3,600.00	424.64	3,555.96	44.04
10-4120-3220	POSTAGE	8,500.00	8,500.00	1,657.02	3,958.72	4,541.28
10-4120-3400	PRINTING	3,500.00	3,500.00	2,400.00	6,384.36	-2,884.36
10-4120-3700	ADVERTISING	2,000.00	2,000.00	143.12	3,557.62	-1,557.62
10-4120-3930	DUES & SUBSCRIPTIONS	3,150.00	3,150.00	687.90	3,393.03	-243.03
DeptAcctCode: 4120 - General Administration Total:		881,925.00	892,003.85	93,791.72	880,843.45	11,160.40

DeptAcctCode: 4130 - HUMAN RESOURCES

10-4130-0000	SALARIES & WAGES	84,000.00	88,352.43	9,031.44	86,504.60	1,847.83
10-4130-0900	FICA TAX EXPENSE	6,600.00	6,932.96	701.24	6,538.39	394.57
10-4130-1000	RETIREMENT	11,800.00	12,426.31	1,313.84	12,462.25	-35.94
10-4130-1010	401K CONTRIBUTIONS	3,450.00	3,624.10	361.26	3,460.21	163.89
10-4130-1100	GROUP BENEFITS	1,073,900.00	1,073,900.00	3,664.99	761,957.36	311,942.64
10-4130-1150	RETIREE BENEFITS	69,000.00	95,400.00	0.00	79,845.00	15,555.00
10-4130-1801	PROFESSIONAL SERVICES	14,000.00	30,000.00	168.00	34,896.35	-4,896.35
10-4130-2300	EMPLOYEE SCREENING	12,500.00	12,500.00	2,714.74	13,002.71	-502.71
10-4130-2600	SUPPLIES	1,100.00	1,100.00	0.00	1,041.87	58.13
10-4130-3100	TRAVEL & TRAINING	6,650.00	5,050.00	85.02	4,331.92	718.08
10-4130-3200	CELL PHONE	780.00	780.00	102.00	784.19	-4.19
10-4130-3700	ADVERTISING	1,500.00	1,500.00	0.00	0.00	1,500.00
10-4130-3800	EMPLOYEE RECOGNITION	17,000.00	17,000.00	505.90	15,457.04	1,542.96
10-4130-3930	DUES/SUBSCRIPTIONS	500.00	2,100.00	400.00	2,418.72	-318.72
10-4130-4500	INSURANCE & BONDS	469,500.00	453,500.00	0.00	468,960.05	-15,460.05
DeptAcctCode: 4130 - HUMAN RESOURCES Total:		1,772,280.00	1,804,165.80	19,048.43	1,491,660.66	312,505.14

DeptAcctCode: 4210 - Information Technology

10-4210-1801	PROFESSIONAL SERVICES	197,000.00	197,000.00	0.00	173,141.86	23,858.14
10-4210-1900	CONTRACTED SERVICES	38,450.00	38,450.00	1,409.62	37,880.98	569.02
10-4210-2600	DEPT SUPPLIES & MATERIALS	72,000.00	72,000.00	0.00	29,319.62	42,680.38
10-4210-3210	PHONE/INTERNET/CABLE	90,500.00	90,500.00	6,436.14	94,390.15	-3,890.15

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4210-3520	MAINT/REPAIR-EQUIPMENT	187,800.00	187,800.00	5,936.37	170,952.55	16,847.45
10-4210-4310	EQUIPMENT RENTAL	24,500.00	24,500.00	1,375.62	23,866.28	633.72
DeptAcctCode: 4210 - Information Technology Total:		610,250.00	610,250.00	15,157.75	529,551.44	80,698.56
DeptAcctCode: 4245 - Public Works - Administration						
10-4245-0000	SALARIES & WAGES	253,200.00	263,828.93	26,847.04	264,615.53	-786.60
10-4245-0100	OVERTIME	1,500.00	1,500.00	0.00	17.45	1,482.55
10-4245-0300	LONGEVITY	1,800.00	1,800.00	0.00	1,800.00	0.00
10-4245-0900	FICA TAX EXPENSE	20,300.00	21,113.11	1,995.39	19,666.21	1,446.90
10-4245-1000	RETIREMENT	36,175.00	37,704.50	3,905.56	38,381.85	-677.35
10-4245-1010	401-K CONTRIBUTIONS	10,625.00	11,050.16	1,073.88	10,361.36	688.80
10-4245-1900	CONTRACTED SERVICES	3,260.00	3,260.00	0.00	0.00	3,260.00
10-4245-2160	UNIFORMS	1,900.00	1,900.00	406.87	1,272.52	627.48
10-4245-2600	DEPT SUPPLIES & MATERIALS	10,000.00	10,000.00	656.67	4,867.51	5,132.49
10-4245-3100	TRAVEL & TRAINING	14,773.00	14,773.00	1,333.39	10,699.40	4,073.60
10-4245-3200	CELL PHONE	780.00	780.00	102.00	784.19	-4.19
10-4245-3400	PRINTING	500.00	500.00	0.00	0.00	500.00
10-4245-3520	MAINT/REPAIR-EQUIPMENT	500.00	500.00	0.00	0.00	500.00
10-4245-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
10-4245-3930	DUES & SUBSCRIPTIONS	600.00	600.00	0.00	517.00	83.00
DeptAcctCode: 4245 - Public Works - Administration Total:		356,413.00	369,809.70	36,320.80	352,983.02	16,826.68
DeptAcctCode: 4250 - Public Works - Fleet Maintenance						
10-4250-0000	SALARIES & WAGES	216,725.00	216,725.00	15,938.09	182,932.57	33,792.43
10-4250-0100	OVERTIME	4,500.00	4,500.00	28.58	1,827.95	2,672.05
10-4250-0300	LONGEVITY	3,200.00	3,200.00	0.00	3,200.00	0.00
10-4250-0900	FICA TAX EXPENSE	17,050.00	17,050.00	1,122.87	13,312.03	3,737.97
10-4250-1000	RETIREMENT	30,400.00	30,400.00	2,323.40	27,073.33	3,326.67
10-4250-1010	401-K CONTRIBUTIONS	8,925.00	8,925.00	205.60	2,085.60	6,839.40
10-4250-1900	CONTRACTED SERVICES	8,800.00	8,800.00	0.00	5,382.77	3,417.23
10-4250-2160	UNIFORMS	6,050.00	6,050.00	256.40	3,385.77	2,664.23
10-4250-2500	AUTO/EQUIP SUPPLIES	3,360.00	3,360.00	0.00	1,047.48	2,312.52
10-4250-2600	DEPT SUPPLIES & MATERIALS	12,400.00	12,400.00	45.47	12,122.31	277.69
10-4250-3100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	150.00	850.00
10-4250-3200	CELL PHONE	0.00	0.00	15.43	15.43	-15.43
10-4250-3520	MAINT/REPAIR-EQUIPMENT	10,000.00	10,000.00	573.84	13,131.87	-3,131.87
10-4250-3530	MAINT/REPAIR-AUTOS	3,000.00	3,000.00	0.00	2,041.89	958.11
10-4250-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
DeptAcctCode: 4250 - Public Works - Fleet Maintenance Total:		325,910.00	325,910.00	20,509.68	267,709.00	58,201.00
DeptAcctCode: 4310 - Police Department						
10-4310-0000	SALARIES & WAGES	2,554,500.00	2,586,083.77	237,075.56	2,413,482.91	172,600.86
10-4310-0100	OVERTIME	107,000.00	107,000.00	28,256.41	112,447.56	-5,447.56
10-4310-0200	WAGES-TEMP EMPLOYEES	10,000.00	10,000.00	0.00	0.00	10,000.00
10-4310-0300	LONGEVITY	12,000.00	12,000.00	0.00	10,200.00	1,800.00
10-4310-0400	SPECIAL SEPARATION ALLOWANCE	41,145.00	41,145.00	2,411.10	33,800.59	7,344.41
10-4310-0900	FICA TAX EXPENSE	205,900.00	208,316.16	20,460.14	195,574.59	12,741.57
10-4310-1000	RETIREMENT	372,150.00	377,174.35	43,026.22	406,111.17	-28,936.82
10-4310-1010	401-K CONTRIBUTIONS	129,100.00	130,647.04	12,727.82	119,757.77	10,889.27
10-4310-1801	PROFESSIONAL SERVICES	21,000.00	21,000.00	0.00	15,087.00	5,913.00
10-4310-1900	CONTRACTED SERVICES	24,000.00	24,000.00	4,784.00	19,126.00	4,874.00
10-4310-2160	UNIFORMS	68,840.00	68,840.00	11,598.93	78,772.06	-9,932.06
10-4310-2500	AUTO/EQUIP SUPPLIES	85,000.00	85,000.00	5,827.29	82,952.63	2,047.37
10-4310-2600	DEPT SUPPLIES & MATERIALS	60,000.00	60,000.00	4,181.32	63,399.01	-3,399.01
10-4310-3100	TRAVEL & TRAINING	42,700.00	42,700.00	2,411.59	34,470.80	8,229.20
10-4310-3200	CELL PHONE	2,150.00	2,150.00	178.51	2,054.55	95.45
10-4310-3220	POSTAGE	500.00	500.00	0.00	354.90	145.10
10-4310-3400	PRINTING	2,000.00	2,000.00	0.00	365.38	1,634.62
10-4310-3520	MAINT/REPAIR-EQUIPMENT	127,167.00	127,167.00	0.00	99,518.27	27,648.73
10-4310-3530	MAINT/REPAIR-AUTOS	47,700.00	47,700.00	2,731.75	25,046.52	22,653.48
10-4310-3700	ADVERTISING	3,500.00	3,500.00	0.00	33.66	3,466.34

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4310-3900	PUBLIC RELATIONS	1,500.00	1,500.00	0.00	1,604.35	-104.35
10-4310-3930	DUES & SUBSCRIPTIONS	8,000.00	8,000.00	4,566.29	5,923.74	2,076.26
10-4310-4310	BUILDING & EQUIP RENTAL	11,500.00	29,600.00	211.00	11,687.25	17,912.75
DeptAcctCode: 4310 - Police Department Total:		3,937,352.00	3,996,023.32	380,447.93	3,731,770.71	264,252.61
DeptAcctCode: 4330 - Emergency Preparedness						
10-4330-1801	PROFESSIONAL SERVICES	1,000.00	1,000.00	0.00	850.00	150.00
10-4330-2600	DEPT SUPPLIES & MATERIALS	2,000.00	2,000.00	0.00	0.00	2,000.00
10-4330-3100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00
10-4330-3201	TELEPHONE	1,250.00	1,250.00	100.00	434.45	815.55
10-4330-3400	PRINTING	3,000.00	3,000.00	0.00	0.00	3,000.00
10-4330-3520	MAINT/REPAIR-EQUIPMENT	1,500.00	1,500.00	36.10	322.90	1,177.10
DeptAcctCode: 4330 - Emergency Preparedness Total:		9,750.00	9,750.00	136.10	1,607.35	8,142.65
DeptAcctCode: 4340 - Fire Department						
10-4340-0000	SALARIES & WAGES	957,925.00	984,588.13	88,890.34	811,714.65	172,873.48
10-4340-0100	OVERTIME	90,000.00	90,000.00	16,598.67	89,306.00	694.00
10-4340-0200	WAGES-TEMP EMPLOYEES	91,800.00	91,800.00	7,091.93	90,212.73	1,587.27
10-4340-0300	LONGEVITY	6,200.00	6,200.00	0.00	4,000.00	2,200.00
10-4340-0803	WAGES-PAID ON CALL	75,000.00	75,000.00	2,765.50	45,793.00	29,207.00
10-4340-0900	FICA TAX EXPENSE	93,300.00	95,339.73	8,667.08	78,107.09	17,232.64
10-4340-1000	RETIREMENT	143,575.00	147,411.82	15,361.20	132,593.30	14,818.52
10-4340-1010	401-K CONTRIBUTIONS	42,125.00	43,191.53	2,963.65	24,306.45	18,885.08
10-4340-1900	CONTRACTED SERVICES	15,000.00	40,000.00	19,193.00	29,786.30	10,213.70
10-4340-2160	UNIFORMS	18,500.00	18,500.00	938.24	7,506.95	10,993.05
10-4340-2500	AUTO/EQUIP SUPPLIES	12,500.00	12,500.00	1,116.19	8,797.87	3,702.13
10-4340-2600	DEPT SUPPLIES & MATERIALS	48,500.00	48,500.00	1,836.92	19,559.94	28,940.06
10-4340-2601	LIFE SAFETY EQUIPMENT	79,500.00	79,500.00	17,735.36	31,189.94	48,310.06
10-4340-3100	TRAVEL & TRAINING	24,500.00	24,500.00	382.63	8,981.24	15,518.76
10-4340-3200	TELEPHONE	1,560.00	1,560.00	102.00	784.19	775.81
10-4340-3220	POSTAGE	1,000.00	1,000.00	216.00	226.48	773.52
10-4340-3400	PRINTING	2,000.00	2,000.00	0.00	134.21	1,865.79
10-4340-3520	MAINT/REPAIR-EQUIPMENT	16,500.00	16,500.00	2,370.08	8,178.46	8,321.54
10-4340-3530	MAINT/REPAIR-AUTOS	12,500.00	12,500.00	1,175.08	13,219.44	-719.44
10-4340-3540	MAINT/REPAIR-2-WAY RADIOS	8,000.00	8,000.00	0.00	0.00	8,000.00
10-4340-3930	DUES & SUBSCRIPTIONS	4,750.00	4,750.00	0.00	1,979.90	2,770.10
10-4340-4500	INSURANCE & BONDS	4,500.00	4,500.00	2,846.00	10,388.00	-5,888.00
DeptAcctCode: 4340 - Fire Department Total:		1,749,235.00	1,807,841.21	190,249.87	1,416,766.14	391,075.07
DeptAcctCode: 4390 - Ocean Rescue						
10-4390-0000	SALARIES & WAGES	146,650.00	146,650.00	13,739.09	155,586.86	-8,936.86
10-4390-0100	OVERTIME	10,000.00	10,000.00	4,416.82	15,076.88	-5,076.88
10-4390-0200	WAGES-TEMP EMPLOYEES	699,725.00	699,725.00	188,392.50	655,478.85	44,246.15
10-4390-0300	LONGEVITY	600.00	600.00	0.00	600.00	0.00
10-4390-0900	FICA TAX EXPENSE	65,625.00	65,625.00	15,818.45	63,467.21	2,157.79
10-4390-1000	RETIREMENT	21,525.00	21,525.00	2,605.48	25,288.95	-3,763.95
10-4390-1010	401-K CONTRIBUTIONS	6,325.00	6,325.00	713.55	6,886.32	-561.32
10-4390-1801	PROFESSIONAL SERVICES	4,000.00	4,000.00	0.00	0.00	4,000.00
10-4390-2160	UNIFORMS	18,500.00	18,500.00	2,431.37	15,434.73	3,065.27
10-4390-2500	AUTO/EQUIP SUPPLIES	13,000.00	13,000.00	700.10	13,094.60	-94.60
10-4390-2600	DEPT SUPPLIES & MATERIALS	17,000.00	17,000.00	1,894.51	10,828.25	6,171.75
10-4390-3100	TRAVEL & TRAINING	6,000.00	6,000.00	975.18	5,261.14	738.86
10-4390-3400	PRINTING	500.00	500.00	0.00	134.80	365.20
10-4390-3520	MAINT/REPAIR-EQUIPMENT	25,000.00	25,000.00	0.00	25,066.74	-66.74
10-4390-3530	MAINT/REPAIR-AUTOS	10,000.00	10,000.00	-500.00	7,713.12	2,286.88
10-4390-3540	MAINT/REPAIR-2-WAY RADIOS	1,500.00	1,500.00	891.00	1,789.00	-289.00
10-4390-3930	DUES & SUBSCRIPTIONS	5,000.00	5,000.00	2,125.00	3,205.00	1,795.00
DeptAcctCode: 4390 - Ocean Rescue Total:		1,050,950.00	1,050,950.00	234,203.05	1,004,912.45	46,037.55
DeptAcctCode: 4510 - Public Works - Streets & Facilities						
10-4510-0000	SALARIES & WAGES	206,850.00	211,680.84	19,199.08	204,312.92	7,367.92
10-4510-0100	OVERTIME	10,000.00	10,000.00	1,709.64	11,601.37	-1,601.37

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4510-0300	LONGEVITY	600.00	600.00	0.00	600.00	0.00
10-4510-0900	FICA TAX EXPENSE	16,625.00	16,994.56	1,595.33	16,448.81	545.75
10-4510-1000	RETIREMENT	29,625.00	30,320.16	3,049.87	31,182.98	-862.82
10-4510-1010	401-K CONTRIBUTIONS	8,700.00	8,893.23	189.93	2,621.11	6,272.12
10-4510-1900	CONTRACTED SERVICES	350,300.00	350,300.00	36,282.62	301,879.89	48,420.11
10-4510-2160	UNIFORMS	9,000.00	9,000.00	858.18	9,329.67	-329.67
10-4510-2500	AUTO/EQUIP SUPPLIES	16,572.00	16,572.00	107.82	11,766.21	4,805.79
10-4510-2600	SUPPLIES-STREETS	79,000.00	79,000.00	4,621.45	75,267.16	3,732.84
10-4510-3100	TRAVEL & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00
10-4510-3200	CELL PHONE	0.00	0.00	46.29	46.29	-46.29
10-4510-3300	UTILITIES - BUILDINGS	200,000.00	200,000.00	9,648.29	206,209.76	-6,209.76
10-4510-3301	WATER/SEWER UTILITIES	120,000.00	120,000.00	8,977.13	139,843.70	-19,843.70
10-4510-3510	MAINT/REPAIR PUB BUILDINGS	121,500.00	121,500.00	10,181.45	114,551.62	6,948.38
10-4510-3520	MAINT/REPAIR-EQUIPMENT	5,000.00	5,000.00	0.00	498.63	4,501.37
10-4510-3525	MAINT/REPAIR GENERATORS	5,000.00	5,000.00	0.00	20.32	4,979.68
10-4510-3530	MAINT/REPAIR-AUTOS	8,500.00	8,500.00	172.34	4,564.37	3,935.63
10-4510-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
10-4510-4310	BUILDING & EQUIP RENTAL	2,000.00	2,000.00	0.00	1,157.70	842.30
10-4510-5900	STREET LIGHTS	60,000.00	60,000.00	5,996.73	58,500.73	1,499.27
DeptAcctCode: 4510 - Public Works - Streets & Facilities Total:		1,251,772.00	1,257,860.79	102,636.15	1,190,403.24	67,457.55
DeptAcctCode: 4540 - Parking Enforcement						
10-4540-1801	PROFESSIONAL SERVICES	120,000.00	120,000.00	64,080.60	134,794.62	-14,794.62
10-4540-1900	CONTRACTED SERVICES	540,000.00	540,000.00	112,977.27	407,374.04	132,625.96
10-4540-3050	OPERATING EXPENSES	923,500.00	923,500.00	129,483.41	551,593.33	371,906.67
DeptAcctCode: 4540 - Parking Enforcement Total:		1,583,500.00	1,583,500.00	306,541.28	1,093,761.99	489,738.01
DeptAcctCode: 4710 - Public Works - Environmental Services						
10-4710-0000	SALARIES & WAGES	258,718.00	265,942.72	28,023.88	251,807.56	14,135.16
10-4710-0100	OVERTIME	10,000.00	10,000.00	5,306.71	28,639.58	-18,639.58
10-4710-0200	WAGES - TEMP EMPLOYEES	15,000.00	15,000.00	0.00	7,939.33	7,060.67
10-4710-0300	LONGEVITY	2,400.00	2,400.00	0.00	3,000.00	-600.00
10-4710-0900	FICA TAX EXPENSE	20,650.00	21,202.69	2,521.56	22,047.77	-845.08
10-4710-1000	RETIREMENT	36,825.00	37,864.64	4,863.41	40,616.29	-2,751.65
10-4710-1010	401-K CONTRIBUTIONS	10,800.00	11,088.99	574.71	5,402.57	5,686.42
10-4710-1900	CONTRACTED SERVICES	1,732,260.00	1,732,260.00	130,756.54	1,545,033.49	187,226.51
10-4710-2160	UNIFORMS	7,000.00	7,000.00	493.09	6,162.63	837.37
10-4710-2500	AUTO/EQUIP SUPPLIES	32,395.00	22,395.00	81.15	18,749.25	3,645.75
10-4710-2600	DEPT SUPPLIES & MATERIALS	37,000.00	37,000.00	21,945.93	28,823.90	8,176.10
10-4710-3100	TRAVEL & TRAINING	2,500.00	2,500.00	0.00	700.00	1,800.00
10-4710-3200	CELL PHONE	0.00	0.00	61.72	61.72	-61.72
10-4710-3400	PRINTING	500.00	500.00	0.00	0.00	500.00
10-4710-3520	MAINT/REPAIR-EQUIPMENT	10,000.00	20,000.00	629.13	18,732.66	1,267.34
10-4710-3530	MAINT/REPAIR-AUTOS	10,000.00	10,000.00	303.67	7,321.02	2,678.98
10-4710-3930	DUES & SUBSCRIPTIONS	300.00	300.00	0.00	0.00	300.00
DeptAcctCode: 4710 - Public Works - Environmental Services Total:		2,186,348.00	2,195,454.04	195,561.50	1,985,037.77	210,416.27
DeptAcctCode: 4900 - Planning & Inspections						
10-4900-0000	SALARIES & WAGES	279,300.00	244,967.60	26,331.27	251,180.33	-6,212.73
10-4900-0100	OVERTIME	10,000.00	10,000.00	249.48	3,688.63	6,311.37
10-4900-0200	WAGES-PT EMPLOYEES	0.00	43,000.00	3,032.60	40,674.60	2,325.40
10-4900-0300	LONGEVITY	2,200.00	2,200.00	0.00	2,200.00	0.00
10-4900-0900	FICA TAX EXPENSE	23,500.00	24,163.07	2,245.63	22,564.96	1,598.11
10-4900-1000	RETIREMENT	38,000.00	39,247.27	3,866.29	38,476.31	770.96
10-4900-1010	401-K CONTRIBUTIONS	12,000.00	12,346.70	999.56	10,091.66	2,255.04
10-4900-1900	CONTRACTED SERVICES	30,000.00	30,000.00	0.00	1,679.00	28,321.00
10-4900-2150	HISTORIC LANDMARK COMM	8,000.00	8,000.00	0.00	5,400.00	2,600.00
10-4900-2160	UNIFORMS	1,000.00	1,000.00	0.00	224.95	775.05
10-4900-2600	DEPT SUPPLIES & MATERIALS	11,500.00	11,500.00	247.14	8,846.13	2,653.87
10-4900-3100	TRAVEL & TRAINING	22,905.00	22,905.00	2,045.47	17,187.57	5,717.43
10-4900-3200	CELL PHONE	2,145.00	2,145.00	280.51	2,156.55	-11.55

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4900-3220	POSTAGE	4,000.00	4,000.00	21.54	138.63	3,861.37
10-4900-3400	PRINTING	6,000.00	6,000.00	0.00	5,737.27	262.73
10-4900-3700	ADVERTISING	5,000.00	5,000.00	142.28	634.88	4,365.12
10-4900-3930	DUES & SUBSCRIPTIONS	1,000.00	1,000.00	0.00	1,092.00	-92.00
10-4900-4800	STATE HOMEOWNERS REC FEE	500.00	500.00	130.00	500.00	0.00
DeptAcctCode: 4900 - Planning & Inspections Total:		457,050.00	467,974.64	39,591.77	412,473.47	55,501.17
DeptAcctCode: 6120 - Parks and Recreation						
10-6120-0000	SALARIES & WAGES	141,053.00	145,029.52	14,638.00	171,061.41	-26,031.89
10-6120-0100	OVERTIME	7,000.00	7,000.00	344.87	1,151.64	5,848.36
10-6120-0200	WAGES-TEMP EMPLOYEES	87,010.00	87,010.00	14,384.45	63,139.87	23,870.13
10-6120-0300	LONGEVITY	2,400.00	2,400.00	0.00	2,400.00	0.00
10-6120-0900	FICA TAX EXPENSE	18,325.00	18,629.20	2,262.31	18,168.98	460.22
10-6120-1000	RETIREMENT	20,800.00	21,372.22	2,179.91	21,408.14	-35.92
10-6120-1010	401-K CONTRIBUTIONS	6,100.00	6,259.06	373.26	3,697.91	2,561.15
10-6120-1801	PROFESSIONAL SERVICES	0.00	35,000.00	0.00	15,000.00	20,000.00
10-6120-1802	JUNIOR LIFEGUARD PROGRAM	14,500.00	14,500.00	2,799.00	10,798.35	3,701.65
10-6120-1900	CONTRACTED SERVICES	144,570.00	144,570.00	22,247.81	119,026.16	25,543.84
10-6120-1901	Flotilla Expense	0.00	50,000.00	0.00	50,000.00	0.00
10-6120-2160	UNIFORMS	1,800.00	1,800.00	0.00	1,470.15	329.85
10-6120-2500	AUTO/EQUIP SUPPLIES	0.00	0.00	0.00	2.99	-2.99
10-6120-2600	DEPT SUPPLIES & MATERIALS	12,000.00	15,000.00	1,539.34	18,194.30	-3,194.30
10-6120-2700	PURCHASES FOR RESALE	1,800.00	9,300.00	0.00	1,677.03	7,622.97
10-6120-3100	TRAVEL & TRAINING	5,949.00	5,949.00	255.02	3,047.82	2,901.18
10-6120-3200	TELEPHONE	1,240.00	1,240.00	161.51	1,241.65	-1.65
10-6120-3220	POSTAGE	300.00	300.00	0.00	0.00	300.00
10-6120-3400	PRINTING	1,500.00	1,500.00	0.00	0.00	1,500.00
10-6120-3700	ADVERTISING	3,500.00	3,500.00	0.00	2,500.80	999.20
10-6120-3930	DUES & SUBSCRIPTIONS	2,400.00	2,400.00	0.00	1,548.33	851.67
10-6120-4310	BUILDING & EQUIP RENTAL	3,000.00	3,000.00	420.00	2,295.00	705.00
10-6120-4920	SPECIAL EVENTS	20,500.00	20,500.00	8,191.68	22,895.32	-2,395.32
10-6120-9649	TRANSFER TO FUND 52	0.00	6,000.00	0.00	6,000.00	0.00
DeptAcctCode: 6120 - Parks and Recreation Total:		495,747.00	602,259.00	69,797.16	536,725.85	65,533.15
DeptAcctCode: 6130 - Parks Maintenance						
10-6130-0000	SALARIES & WAGES	243,307.00	246,625.24	21,411.12	161,401.48	85,223.76
10-6130-0100	OVERTIME	3,000.00	3,000.00	1,091.59	7,125.55	-4,125.55
10-6130-0200	WAGES-TEMP EMPLOYEES	30,000.00	30,000.00	3,378.56	20,544.27	9,455.73
10-6130-0300	LONGEVITY	1,000.00	1,000.00	0.00	1,000.00	0.00
10-6130-0900	FICA TAX EXPENSE	21,275.00	21,528.85	1,855.05	13,070.33	8,458.52
10-6130-1000	RETIREMENT	33,850.00	34,327.49	3,278.21	24,448.17	9,879.32
10-6130-1010	401-K CONTRIBUTIONS	9,925.00	10,057.73	107.94	1,590.86	8,466.87
10-6130-1900	CONTRACTED SERVICES	40,000.00	40,000.00	450.00	14,783.50	25,216.50
10-6130-2160	UNIFORMS	7,000.00	7,000.00	348.71	5,003.04	1,996.96
10-6130-2200	BEACH STRAND MAINTENANCE	5,000.00	5,000.00	3,167.90	3,167.90	1,832.10
10-6130-2500	AUTO/EQUIP SUPPLIES	8,989.00	8,989.00	1,451.36	7,801.67	1,187.33
10-6130-2600	DEPT SUPPLIES & MATERIALS	51,150.00	51,150.00	9,191.33	46,926.86	4,223.14
10-6130-3100	TRAVEL & TRAINING	2,200.00	2,200.00	0.00	795.80	1,404.20
10-6130-3200	CELL PHONE	1,850.00	1,850.00	185.43	1,081.43	768.57
10-6130-3510	MAINT/REP BLDGS & GROUNDS	22,500.00	22,500.00	0.00	12,340.51	10,159.49
10-6130-3520	MAINT/REPAIR-EQUIPMENT	4,000.00	4,000.00	206.74	3,990.89	9.11
10-6130-3530	MAINT/REPAIR-AUTOS	4,000.00	4,000.00	0.00	2,371.94	1,628.06
10-6130-3930	DUES & SUBSCRIPTIONS	510.00	510.00	0.00	304.00	206.00
10-6130-9644	TRANSFER TO FUND 49	0.00	15,892.86	0.00	15,892.86	0.00
DeptAcctCode: 6130 - Parks Maintenance Total:		489,556.00	509,631.17	46,123.94	343,641.06	165,990.11
DeptAcctCode: 8100 - Capital Investments						
10-8100-5200	TECHNOLOGY	206,000.00	238,500.00	0.00	130,648.43	107,851.57
10-8100-5500	EQUIPMENT	913,000.00	913,000.00	0.00	244,434.97	668,565.03
10-8100-5550	VEHICLES	1,370,600.00	1,440,600.00	-137.89	382,110.67	1,058,489.33
10-8100-5600	INFRASTRUCTURE	1,182,000.00	1,185,800.00	0.00	3,800.00	1,182,000.00

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	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-8100-5800 BUILDING IMPROVEMENTS	1,039,212.00	1,039,212.00	1,913.69	99,729.05	939,482.95
10-8100-5900 CIP ALLOCATION	2,238,947.00	2,238,947.00	0.00	2,238,947.00	0.00
DeptAcctCode: 8100 - Capital Investments Total:	6,949,759.00	7,056,059.00	1,775.80	3,099,670.12	3,956,388.88
Expense Total:	24,328,412.00	24,840,977.52	1,793,934.61	18,564,106.85	6,276,870.67
Fund: 10 - GENERAL FUND Surplus (Deficit):	0.00	0.00	1,021,418.45	2,822,076.51	

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 30 - WATER & SEWER						
Revenue						
30-3291	WATER USE-ESSENTIAL	525,500.00	525,500.00	0.00	198,321.71	327,178.29
30-3710	WATER USE-NON-ESSENTIAL	525,500.00	525,500.00	0.00	283,430.78	242,069.22
30-3711	SEWER USE	867,000.00	867,000.00	0.00	326,221.61	540,778.39
30-3712	SYSTEM MAINTENANCE-WATER	770,000.00	770,000.00	0.00	208,792.01	561,207.99
30-3713	SYSTEM MAINTENANCE-SEWER	946,000.00	946,000.00	0.00	259,250.88	686,749.12
30-3730	WATER TAP FEES	8,000.00	8,000.00	0.00	2,900.00	5,100.00
30-3731	SEWER TAP FEES	6,000.00	6,000.00	0.00	2,000.00	4,000.00
30-3740	STORMWATER FEES	330,000.00	330,000.00	100.00	155,298.95	174,701.05
30-3741	WATER UTILITY OPERATION FEE	20,000.00	20,000.00	0.00	13,770.00	6,230.00
30-3742	SEWER UTILITY OPERATION FEE	12,000.00	12,000.00	0.00	7,028.00	4,972.00
30-3780	MISC REV-CUT ONS/CUTOFFS	5,000.00	5,000.00	0.00	1,007.04	3,992.96
30-3781	LATE PENALTIES	12,000.00	12,000.00	0.00	12,307.63	-307.63
30-3782	CC FEES	5,000.00	5,000.00	0.00	4,640.00	360.00
30-3831	INTEREST ON INVESTMENTS	150,000.00	150,000.00	0.00	144,749.66	5,250.34
30-3833	GAIN ON LEASE TERMINATION	0.00	0.00	0.00	8,966.90	-8,966.90
30-3834	RENT - WATER TANKS	55,000.00	55,000.00	0.00	21,543.09	33,456.91
30-3836	GAIN ON CESSATION PENSION PLAN	0.00	0.00	0.00	75,564.00	-75,564.00
30-3837	GAIN ON CESSATION OPEB PLAN	0.00	0.00	0.00	265,891.00	-265,891.00
30-3839	MISC REV/PILINGS/BULK WTR	0.00	0.00	0.00	150.00	-150.00
30-3846	PFAS SETTLEMENT	0.00	0.00	0.00	209,143.81	-209,143.81
30-3965	TRANSFER FROM FUND 45	0.00	0.00	0.00	8,270,877.48	-8,270,877.48
30-3991	APPROPRIATED SURPLUS	0.00	10,285,533.21	0.00	0.00	10,285,533.21
Revenue Total:		4,237,000.00	14,522,533.21	100.00	10,471,854.55	4,050,678.66
Expense						
DeptAcctCode: 7130 - Water Department						
30-7130-0000	SALARIES & WAGES	344,418.00	344,418.00	0.00	59,178.19	285,239.81
30-7130-0100	OVERTIME	15,000.00	15,000.00	0.00	2,784.07	12,215.93
30-7130-0300	LONGEVITY	600.00	600.00	0.00	0.00	600.00
30-7130-0900	FICA TAX EXPENSE	28,233.00	28,233.00	0.00	4,721.86	23,511.14
30-7130-1000	RETIREMENT	43,957.00	43,957.00	0.00	7,106.73	36,850.27
30-7130-1010	401-K CONTRIBUTIONS	12,891.00	12,891.00	0.00	-68.20	12,959.20
30-7130-1100	GROUP INSURANCE	65,685.00	65,685.00	0.00	6,915.66	58,769.34
30-7130-1150	RETIREE HEALTH INSURANCE	10,170.00	10,170.00	0.00	3,885.00	6,285.00
30-7130-1900	CONTRACTED SERVICES	1,025,800.00	1,025,800.00	0.00	403,366.31	622,433.69
30-7130-1902	C/C PROCESSING FEE	12,000.00	12,000.00	0.00	3,458.70	8,541.30
30-7130-2160	UNIFORMS	13,500.00	13,500.00	0.00	1,482.29	12,017.71
30-7130-2300	MED SERVICES/PRESCRIP/WC	1,000.00	1,000.00	0.00	0.00	1,000.00
30-7130-2500	AUTO/EQUIP SUPPLIES	19,765.00	19,765.00	0.00	2,045.01	17,719.99
30-7130-2600	WATER SUPPL'S/MATERIALS	120,000.00	120,000.00	0.00	11,306.41	108,693.59
30-7130-3100	TRAVEL & TRAINING	5,000.00	5,000.00	0.00	0.00	5,000.00
30-7130-3201	TELEPHONE	5,000.00	5,000.00	0.00	0.00	5,000.00
30-7130-3300	UTILITIES	86,000.00	86,000.00	0.00	25,887.48	60,112.52
30-7130-3510	MAINT/REPAIR BLDG-WATER	8,000.00	8,000.00	0.00	0.00	8,000.00
30-7130-3520	MAINT/REPAIR-EQUIPMENT	10,000.00	10,000.00	0.00	593.27	9,406.73
30-7130-3530	MAINT/REPAIR-AUTOS	5,000.00	5,000.00	0.00	183.93	4,816.07
30-7130-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
30-7130-3550	MAINT/REP-WTR PUMPS/TANKS	42,000.00	42,000.00	0.00	0.00	42,000.00
30-7130-3930	DUES & SUBSCRIPTIONS	1,000.00	1,000.00	0.00	0.00	1,000.00
30-7130-4310	WATER EQUIP/BLDG RENTAL	3,000.00	3,000.00	0.00	0.00	3,000.00
30-7130-4500	INSURANCE & BONDS	28,000.00	28,000.00	0.00	0.00	28,000.00
30-7130-5994	UTILITY SYSTEM CONSOLIDATION	0.00	9,951,718.91	0.00	9,689,634.34	262,084.57
30-7130-9610	ADMIN CHGS BY GEN FUND	64,800.00	64,800.00	0.00	57,500.00	7,300.00
30-7130-9611	TRANSFER OF STORMWATER FEES TO GF	330,000.00	330,000.00	0.00	155,148.95	174,851.05
30-7130-9664	TRANSFER TO W/S CAP RES	400,000.00	400,000.00	0.00	0.00	400,000.00
DeptAcctCode: 7130 - Water Department Total:		2,701,319.00	12,653,037.91	0.00	10,435,130.00	2,217,907.91
DeptAcctCode: 7140 - Sewer Department						
30-7140-1900	CONTRACTED SERVICES	757,751.00	757,751.00	0.00	369,798.07	387,952.93

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
30-7140-2500	AUTO/EQUIP SUPPLIES	7,230.00	7,230.00	0.00	24.10	7,205.90
30-7140-2600	SEWER SUPPL'S & MATERIALS	20,000.00	20,000.00	0.00	352.34	19,647.66
30-7140-3300	UTILITIES - SEWER	30,000.00	30,000.00	0.00	8,357.22	21,642.78
30-7140-3510	MAINT/REPAIR BLDG-SEWER	10,000.00	10,000.00	0.00	0.00	10,000.00
30-7140-3520	MAINT/REPAIR-EQUIPMENT	25,000.00	25,000.00	0.00	983.13	24,016.87
30-7140-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
30-7140-3550	MAINT/REP SEWR PUMPS/TANK	20,000.00	20,000.00	0.00	6,376.00	13,624.00
30-7140-7700	NEI PAYMENT	500,000.00	500,000.00	0.00	398,918.00	101,082.00
30-7140-9610	TRANSFER TO GF	165,200.00	499,014.30	0.00	333,814.30	165,200.00
DeptAcctCode: 7140 - Sewer Department Total:		1,535,681.00	1,869,495.30	0.00	1,118,623.16	750,872.14
Expense Total:		4,237,000.00	14,522,533.21	0.00	11,553,753.16	2,968,780.05
Fund: 30 - WATER & SEWER Surplus (Deficit):		0.00	0.00	100.00	-1,081,898.61	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 45 - WATER & SEWER PROJECTS						
Revenue						
45-3850	DIVISION OF WATER INFRASTRUCTURE GR...	0.00	3,940,000.00	0.00	3,940,000.00	0.00
45-3991	FUND BALANCE APPROPRIATED	0.00	8,459,744.68	0.00	0.00	8,459,744.68
	Revenue Total:	0.00	12,399,744.68	0.00	3,940,000.00	8,459,744.68
Expense						
DeptAcctCode: 7130 - Water Department						
45-7130-5000	WATER TANK UPGRADE	0.00	188,867.20	0.00	141,650.40	47,216.80
	DeptAcctCode: 7130 - Water Department Total:	0.00	188,867.20	0.00	141,650.40	47,216.80
DeptAcctCode: 8180 - Water Projects						
45-8180-5994	CFPUA CAPACITY PURCHASE	0.00	3,940,000.00	0.00	3,940,000.00	0.00
45-8180-9630	TRANSFER TO FUND 30	0.00	8,270,877.48	0.00	8,270,877.48	0.00
	DeptAcctCode: 8180 - Water Projects Total:	0.00	12,210,877.48	0.00	12,210,877.48	0.00
	Expense Total:	0.00	12,399,744.68	0.00	12,352,527.88	47,216.80
	Fund: 45 - WATER & SEWER PROJECTS Surplus (Deficit):	0.00	0.00	0.00	-8,412,527.88	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 49 - MUNICIPAL CAMPUS IMPROVEMENTS						
Revenue						
49-3831	INTEREST EARNED	0.00	126.20	0.00	126.20	0.00
49-3985	TRANSFER FROM FUND 10	0.00	15,892.86	0.00	15,892.86	0.00
49-3987	TRANSFER FROM FUND 63	0.00	25,000.00	0.00	25,000.00	0.00
49-3991	FUND BALANCE APPROPRIATED	0.00	47,630.13	0.00	0.00	47,630.13
Revenue Total:		0.00	88,649.19	0.00	41,019.06	47,630.13
Expense						
DeptAcctCode: 4260 - Public Works - Building Maintenance						
49-4260-1905	PARK FACILITY IMPROVEMENTS	0.00	88,649.19	0.00	88,649.19	0.00
DeptAcctCode: 4260 - Public Works - Building Maintenance Total:		0.00	88,649.19	0.00	88,649.19	0.00
Expense Total:		0.00	88,649.19	0.00	88,649.19	0.00
Fund: 49 - MUNICIPAL CAMPUS IMPROVEMENTS Surplus (Deficit):		0.00	0.00	0.00	-47,630.13	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 52 - PICKLEBALL & TENNIS CONFIG						
Revenue						
52-3831	INTEREST EARNED	0.00	3,268.80	0.00	3,268.80	0.00
52-3985	TRANSFER FROM FUND 10	0.00	6,000.00	0.00	6,000.00	0.00
52-3991	APPROPRIATED FUND BALANCE	0.00	379,774.85	0.00	0.00	379,774.85
Revenue Total:		0.00	389,043.65	0.00	9,268.80	379,774.85
Expense						
DeptAcctCode: 6120 - Parks and Recreation						
52-6120-1900	PARTF PROJECT	0.00	252,560.64	0.00	252,560.64	0.00
52-6120-1902	PARK PARKING LOT	0.00	54,939.75	0.00	54,939.75	0.00
DeptAcctCode: 6120 - Parks and Recreation Total:		0.00	307,500.39	0.00	307,500.39	0.00
DeptAcctCode: 9800 - Transfer to other Funds						
52-9800-9600	TRANSFER TO GF	0.00	81,543.26	0.00	81,543.26	0.00
DeptAcctCode: 9800 - Transfer to other Funds Total:		0.00	81,543.26	0.00	81,543.26	0.00
Expense Total:		0.00	389,043.65	0.00	389,043.65	0.00
Fund: 52 - PICKLEBALL & TENNIS CONFIG Surplus (Deficit):		0.00	0.00	0.00	-379,774.85	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 53 - Street Maintenance Fund					
Revenue					
53-3280 Municipal Vehicle Tax	40,000.00	40,000.00	3,402.00	43,938.72	-3,938.72
53-3831 INTEREST EARNED	0.00	0.00	1,121.30	10,616.41	-10,616.41
53-3865 POWELL BILL ALLOCATION	80,000.00	80,000.00	0.00	85,609.10	-5,609.10
53-3984 TRANSFER FUND GF CIP	115,000.00	115,000.00	0.00	115,000.00	0.00
Revenue Total:	235,000.00	235,000.00	4,523.30	255,164.23	-20,164.23
Expense					
DeptAcctCode: 4510 - Public Works - Streets & Facilities					
53-4510-5600 STREET RESURFACING	235,000.00	235,000.00	0.00	0.00	235,000.00
DeptAcctCode: 4510 - Public Works - Streets & Facilities Total:	235,000.00	235,000.00	0.00	0.00	235,000.00
Expense Total:	235,000.00	235,000.00	0.00	0.00	235,000.00
Fund: 53 - Street Maintenance Fund Surplus (Deficit):	0.00	0.00	4,523.30	255,164.23	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 54 - Federal Asset Forfeiture						
Revenue						
54-3831	INTEREST EARNINGS	0.00	0.00	265.43	4,446.44	-4,446.44
Revenue Total:		0.00	0.00	265.43	4,446.44	-4,446.44
Fund: 54 - Federal Asset Forfeiture Total:		0.00	0.00	265.43	4,446.44	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 55 - Unauthorized Substance Tax						
Revenue						
55-3260	Unauthorized Substance Tax	0.00	0.00	0.00	1,478.99	-1,478.99
55-3831	INTEREST EARNINGS	0.00	0.00	47.79	931.60	-931.60
	Revenue Total:	0.00	0.00	47.79	2,410.59	-2,410.59
	Fund: 55 - Unauthorized Substance Tax Total:	0.00	0.00	47.79	2,410.59	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 59 - BULKHEAD REPAIR						
Revenue						
59-3984	TRANSFER FROM FUND 63	0.00	966,000.00	0.00	966,000.00	0.00
59-3991	APPROPRIATED FUND BALANCE	0.00	145,600.00	0.00	0.00	145,600.00
Revenue Total:		0.00	1,111,600.00	0.00	966,000.00	145,600.00
Expense						
DeptAcctCode: 4710 - Public Works - Environmental Services						
59-4710-1800	GRANT APP ASSISTANCE	0.00	55,000.00	0.00	54,128.75	871.25
59-4710-5000	DESIGN AND ENGINEERING	0.00	330,600.00	0.00	208,100.00	122,500.00
59-4710-5001	OXFORD/FAYETTEVILLE	0.00	726,000.00	2,520.00	516,651.99	209,348.01
DeptAcctCode: 4710 - Public Works - Environmental Services Total:		0.00	1,111,600.00	2,520.00	778,880.74	332,719.26
Expense Total:		0.00	1,111,600.00	2,520.00	778,880.74	332,719.26
Fund: 59 - BULKHEAD REPAIR Surplus (Deficit):		0.00	0.00	-2,520.00	187,119.26	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 60 - TOWB LICENSE PLATE FUND						
Revenue						
60-3831	INTEREST EARNINGS	0.00	0.00	189.26	2,787.94	-2,787.94
60-3865	WB SPECIALTY PLATES	0.00	0.00	0.00	8,350.00	-8,350.00
60-3866	MERCHANDISE SALES	0.00	0.00	360.00	445.00	-445.00
Revenue Total:		0.00	0.00	549.26	11,582.94	-11,582.94
Fund: 60 - TOWB LICENSE PLATE FUND Total:		0.00	0.00	549.26	11,582.94	

Income Statement

For Fiscal: 2025-2026 Period Ending: 06/30/2026

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 63 - CAPITAL RES-GEN CIP						
Revenue						
63-3950	FROM GEN FUND	0.00	0.00	0.00	2,238,947.00	-2,238,947.00
63-3991	APPROPRIATED FUND BALANCE	4,710,812.00	5,701,812.00	0.00	0.00	5,701,812.00
	Revenue Total:	4,710,812.00	5,701,812.00	0.00	2,238,947.00	3,462,865.00
Expense						
DeptAcctCode: 9800 - Transfer to other Funds						
63-9800-9610	TRANSFER TO GEN FUND	4,595,812.00	4,595,812.00	0.00	681,717.87	3,914,094.13
63-9800-9649	TRANSFER TO FUND 49	0.00	25,000.00	0.00	25,000.00	0.00
63-9800-9653	TRANSFER TO FUND 53	115,000.00	115,000.00	0.00	115,000.00	0.00
63-9800-9659	TRANSFER TO FUND 59	0.00	966,000.00	0.00	966,000.00	0.00
	DeptAcctCode: 9800 - Transfer to other Funds Total:	4,710,812.00	5,701,812.00	0.00	1,787,717.87	3,914,094.13
	Expense Total:	4,710,812.00	5,701,812.00	0.00	1,787,717.87	3,914,094.13
	Fund: 63 - CAPITAL RES-GEN CIP Surplus (Deficit):	0.00	0.00	0.00	451,229.13	
	Total Surplus (Deficit):	0.00	0.00	1,024,384.23	-6,187,802.37	

Fund Summary

Fund	Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10 - GENERAL FUND	0.00	0.00	1,021,418.45	2,822,076.51	-2,822,076.51
30 - WATER & SEWER	0.00	0.00	100.00	-1,081,898.61	1,081,898.61
45 - WATER & SEWER PROJE...	0.00	0.00	0.00	-8,412,527.88	8,412,527.88
49 - MUNICIPAL CAMPUS IM...	0.00	0.00	0.00	-47,630.13	47,630.13
52 - PICKLEBALL & TENNIS C...	0.00	0.00	0.00	-379,774.85	379,774.85
53 - Street Maintenance Fund	0.00	0.00	4,523.30	255,164.23	-255,164.23
54 - Federal Asset Forfeiture	0.00	0.00	265.43	4,446.44	-4,446.44
55 - Unauthorized Substance...	0.00	0.00	47.79	2,410.59	-2,410.59
59 - BULKHEAD REPAIR	0.00	0.00	-2,520.00	187,119.26	-187,119.26
60 - TOWB LICENSE PLATE F...	0.00	0.00	549.26	11,582.94	-11,582.94
63 - CAPITAL RES-GEN CIP	0.00	0.00	0.00	451,229.13	-451,229.13
Total Surplus (Deficit):	0.00	0.00	1,024,384.23	-6,187,802.37	



Town of Wrightsville Beach, NC

Balance Sheet

Account Summary

As Of 06/30/2026

Account	Name	Balance
Fund: 10 - GENERAL FUND		
Assets		
10-1101	CASH ON DEPOSIT	35,202,696.77
10-1111	PETTY CASH - REGULAR	250.00
10-1112	PETTY CASH - PAYROLL	0.00
10-1113	CHANGE ACCT-PKNG OFFICE	425.00
10-1140	INVESTMENTS	0.00
10-1143	NC CAPITAL MGMT	0.00
10-1144	WBPD FED FORF PROP	0.00
10-1145	STATE TAX DRUG MONEY	0.00
10-1210	TAXES RECEIV-CURRENT YR	2,180.60
10-1211	TAXES REC-1ST PRIOR	1,830.05
10-1212	TAXES REC-2ND PRIOR YR	1,532.01
10-1213	TAXES REC-3RD PRIOR YR	1,468.60
10-1214	TAXES REC-4TH & PRIOR	24,462.57
10-1219	ALLOWANCE FOR DOUBTFUL ACCOUNTS 1	-28,450.66
10-1240	STATE SALES TAX 4.5%	0.00
10-1241	STATE SALES TAX 4% REIMB	0.00
10-1242	STATE SALES TAX 4.25%	0.00
10-1243	2% FOOD TAX	240.21
10-1244	COUNTY SALES TX 2.25%	33,166.15
10-1245	2.5% LOCAL SALES TAX REIM	0.00
10-1246	GAS TAX REIMBURSABLE	0.00
10-1247	STATE SALES TAX 4.75%	70,625.31
10-1248	STATE 1/2 CENT SALES TAX	0.00
10-1249	STATE SALES TAX 5.5%	0.00
10-1250	STATE SALES TAX 5.75%	0.00
10-1254	OTHER SALES TAX REIMB	0.00
10-1255	CUSTOMER A/R UTILITIES	165,270.42
10-1256	UNBILLED AR	46,467.51
10-1258	ACCOUNTS RECEIVABLE-MISC	1,332.82
10-1259	ALLOWANCE FOR DOUBTFUL ACCOUNTS /	1,781.23
10-1260	Lease Receivable	227,862.55
10-1261	PREPAID UHC DEDUCTIBLES	0.00
10-1262	Accrued Interest Receivable	856.00
10-1268	P&R RECEIVABLE	270.00
10-1301	DUE FROM INSURANCE PROVIDER	0.00
10-1304	DUE FROM GOV UNITS-OTHER	56,035.43
10-1305	Due from other funds	0.00
10-1320	DUE To/fr ICS Acct	29,691.68
10-1330	DUE FROM PUBLIC UTILITIES	56,944.85
10-1420	INVENTORY-MOTOR FUELS/OIL	69,586.81
10-1421	INVENTORY-PARTS & SUPPL'S	15,406.27
10-1560	PREPAID PAYROLL	0.00
10-1561	PREPAID EXPENSES	188,066.80
10-1570	PREPAID EMPLOY INSURANCE	0.00
10-1990	ESTIMATED REVENUES	0.00
10-1998	ASSET CONTROL ACCOUNT	0.00
Total Assets:		36,169,998.98
		36,169,998.98
Liability		
10-2110	A/P CURRENT YEAR	0.00
10-2111	A/P FIRST PRIOR YEAR	0.00
10-2112	A/P SECOND PRIOR YEAR	0.00
10-2115	VOIDED CHECKS TO BE REISSUED	0.00

Balance Sheet

As Of 06/30/2026

Account	Name	Balance
10-2119	AP PENDING-DUE TO POOL	420,923.56
10-2130	Garden Club Funds	0.00
10-2131	Due to Church	0.00
10-2132	SECURITY DEPOSITS	7,710.71
10-2133	COPIER LEASE PAYABLE	0.00
10-2134	CUSTOMER REFUNDS	0.00
10-2150	SALARIES & WAGES PAYABLE	152,359.75
10-2151	FICA TAXES PAYABLE	31,811.92
10-2152	FEDERAL W/H PAYABLE	16,284.58
10-2153	STATE WITHHOLDING PAYABLE	6,021.48
10-2154	RETIREMENT PAYABLE-NCLGRA	33,251.20
10-2155	HEALTH INS. PAYABLE	2,093.62
10-2158	ACCOUNTS PAYABLE - MISC	0.00
10-2159	GARNISHMENTS	81.43
10-2160	MISCELLANEOUS GARNISHMENT	0.00
10-2161	COLONIAL INS PAYABLE	0.00
10-2162	RETIREES' SPOUSE INS	0.00
10-2164	LIFE INSURANCE	187.55
10-2165	401-K CONTRIBUTIONS	8,307.22
10-2166	DENTAL INSURANCE	167.15
10-2167	VISION INSURANCE	67.65
10-2168	LTD/STD	0.00
10-2169	FLEX TOWN ADVANCE	4,697.23
10-2170	OUTSTANDING LEGAL FEES	858.65
10-2171	FLEX SPENDING ACCT	0.00
10-2172	FLEX DEFERRED BENEFITS	0.00
10-2173	401K - ROTH	3,075.52
10-2174	HSA PR DEDUCTION	1,288.54
10-2175	ALLSTATE INSURANCE PAYABLE	443.52
10-2176	401-K LOAN	1,228.02
10-2177	457 PLAN DEDUCTION	-310.23
10-2178	HANOVER FED CRED UNION	0.00
10-2179	PAYROLL CORRECTION PAYABLE	0.00
10-2182	DEPENDENT CARE	54.81
10-2421	DUE TO EMPL ASSIST TRUST FUND	0.00
10-2621	DEFERRED INFLOW - LEASES	218,434.00
10-2622	DEFERRED REVENUE	0.00
10-2830	RESERVE-PROPERTY TAXES	2,981.59
10-2900	APPROPRIATIONS	0.00
10-3878	STATE OF EMERG CIV PEN SCHOOL ALLOC	0.00
Total Liability:		912,019.47
Equity		
10-2990	FUND BALANCE	32,435,903.00
Total Beginning Equity:		32,435,903.00
Total Revenue		21,386,183.36
Total Expense		18,564,106.85
Revenues Over/Under Expenses		2,822,076.51
Total Equity and Current Surplus (Deficit):		35,257,979.51
Total Liabilities, Equity and Current Surplus (Deficit):		36,169,998.98

Balance Sheet

As Of 06/30/2026

Account	Name	Balance
Fund: 30 - WATER & SEWER		
Assets		
30-1101	CASH ON DEPOSIT	150.00
30-1111	PETTY CASH-WATER & SEWER	0.00
30-1140	INVESTMENTS	0.00
30-1143	NC CAPITAL MGMT	0.00
30-1240	STATE SALES TAX 4.5%	0.00
30-1241	STATE SALES TAX 4% REIMB	0.00
30-1242	STATE SALES TAX 4.25%	0.00
30-1243	2% FOOD TAX	0.00
30-1244	COUNTY SALES TX 2.25%	0.00
30-1245	2.5% LOCAL SALES TAX	0.00
30-1247	STATE SALES TAX 4.75%	0.00
30-1249	STATE SALES TAX 5.5%	0.00
30-1250	STATE SALES TAX 5.75%	0.00
30-1254	OTHER SALES TAX REIMB	0.00
30-1255	CUSTOMER A/R-WATER/SEWER	0.00
30-1256	UNBILLED AR	0.00
30-1258	ACCOUNTS RECEIVABLE-MISC	0.00
30-1259	ALLOWANCE FOR DOUBTFUL ACCOUNTS	0.00
30-1260	Lease Receivable	0.00
30-1262	ACCRUED INTEREST RECEIVABLE	0.00
30-1421	INVENTORY - PARTS & SUPPLIES	0.00
30-1450	NET PENSION ASSET	0.00
30-1500	CIP	0.00
30-1561	PREPAID EXPENSES	0.00
30-1570	PREPAID EMPL INSURANCE	0.00
30-1600	CURRENT YEAR PENSION CONTRIBUTION	0.00
30-1601	PENSION DEFERRAL	0.00
30-1605	PENSION DEFERRAL	0.00
30-1610	OPEB DEFERRED OUTFLOW	0.00
30-1611	OPEB DEFERRED INFLOW	0.00
30-1740	SEWERAGE DISPOSAL PLANT	0.00
30-1741	WATER PLANT DIST SYSTEM	0.00
30-1742	PUMP HOUSE	0.00
30-1751	PUMPS AND WELLS	0.00
30-1752	MACHINERY & EQUIPMENT	0.00
30-1760	VEHICLES	0.00
30-1990	ESTIMATED REVENUES	0.00
30-1998	ASSET CONTROL ACCOUNT	0.00
Total Assets:		150.00
		150.00
Liability		
30-2110	A/P CURRENT YEAR	0.00
30-2111	A/P 1ST PRIOR YEAR	0.00
30-2115	VOIDED CHECKS TO BE REISSUED	0.00
30-2119	AP PENDING-DUE TO POOL	0.00
30-2130	PREPAID WATER BILLS	0.00
30-2150	SALARIES & WAGES PAYABLE	0.00
30-2151	FICA TAXES PAYABLE	0.00
30-2152	FED WITHHOLDING	0.00
30-2153	STATE WITHHOLDING PAYABLE	0.00
30-2154	RETIREMENT PAYABLE	0.00
30-2155	HEALTH INS	0.00
30-2156	COMPENSATED ABSENCES PAYABLE	0.00
30-2158	EMPLOYEE ASSISTANCE	0.00
30-2159	GARNISHMENT	0.00
30-2164	LIFE INSURANCE	0.00
30-2165	401K CONTRIB	0.00
30-2166	DENTAL INSURANCE	0.00
30-2167	VISION INSURANCE	0.00

Balance Sheet
As Of 06/30/2026

Account	Name	Balance
30-2168	LTD/STD	0.00
30-2169	FLEX SPEND	0.00
30-2171	OPEB	0.00
30-2172	PENSION LIABILITY - LGERS	0.00
30-2173	401K ROTH	0.00
30-2174	HSA PR DEDUCTION	0.00
30-2175	ALLSTATE INSURANCE PAYABLE	0.00
30-2176	401K LOAN	0.00
30-2179	PAYROLL CORRECTION PAYABLE	0.00
30-2182	DEPENDENT CARE	0.00
30-2410	DUE TO GENERAL FUND	0.00
30-2621	Deferred Inflow - Leases	0.00
30-2710	BONDS PAYABLE	0.00
30-2879	RESERVE	0.00
30-2880	RESERVE FOR DEPRECIATION	0.00
30-2900	APPROPRIATIONS	0.00
30-2950	CONTRIB FROM MUNICIPALITY	0.00
30-2951	CONTRIB FROM CAP RES FUND	0.00
30-2960	CONTRIB FROM FED GOVT	0.00
30-2965	FEMA CONTRIB - FUND 32	0.00
30-2970	CONTRIB FROM STATE GOVT	0.00
30-2980	CONTRIB FROM PUBLIC	0.00
Total Liability:		0.00
Equity		
30-2990	FUND BALANCE	1,082,048.61
Total Beginning Equity:		1,082,048.61
Total Revenue		10,471,854.55
Total Expense		11,553,753.16
Revenues Over/Under Expenses		-1,081,898.61
Total Equity and Current Surplus (Deficit):		150.00
Total Liabilities, Equity and Current Surplus (Deficit):		<u>150.00</u>

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 45 - WATER & SEWER PROJECTS			
Assets			
45-1101	CASH ON DEPOSIT	0.00	
45-1244	COUNTY SALES TAX 2.25	0.00	
45-1247	STATE SALES TAX 4.75	0.00	
45-1302	GRANT FUNDS RECEIVABLE	0.00	
45-1500	CIP	0.00	
	Total Assets:	0.00	0.00
Liability			
45-2110	A/P - CURRENT YEAR	0.00	
45-2119	AP PENDING-DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
45-2990	FUND BALANCE	8,412,527.88	
	Total Beginning Equity:	8,412,527.88	
Total Revenue		3,940,000.00	
Total Expense		12,352,527.88	
Revenues Over/Under Expenses		-8,412,527.88	
	Total Equity and Current Surplus (Deficit):	0.00	
	Total Liabilities, Equity and Current Surplus (Deficit):	0.00	

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 53 - Street Maintenance Fund			
Assets			
53-1101	CASH ON DEPOSIT	482,580.91	
	Total Assets:	482,580.91	482,580.91
Liability			
53-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
53-2990	FUND BALANCE	227,416.68	
	Total Beginning Equity:	227,416.68	
Total Revenue		255,164.23	
Total Expense		0.00	
Revenues Over/Under Expenses		255,164.23	
	Total Equity and Current Surplus (Deficit):	482,580.91	
	Total Liabilities, Equity and Current Surplus (Deficit):		482,580.91

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 54 - Federal Asset Forfeiture			
Assets			
54-1101	CASH ON DEPOSIT	113,431.53	
	Total Assets:	113,431.53	113,431.53
Liability			
54-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
54-2990	FUND BALANCE	108,985.09	
	Total Beginning Equity:	108,985.09	
Total Revenue		4,446.44	
Total Expense		0.00	
Revenues Over/Under Expenses		4,446.44	
	Total Equity and Current Surplus (Deficit):	113,431.53	
	Total Liabilities, Equity and Current Surplus (Deficit):		113,431.53

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 55 - Unauthorized Substance Tax			
Assets			
55-1101	CASH ON DEPOSIT	20,424.83	
	Total Assets:	20,424.83	20,424.83
Liability			
55-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
55-2990	FUND BALANCE	18,014.24	
	Total Beginning Equity:	18,014.24	
Total Revenue		2,410.59	
Revenues Over/Under Expenses		2,410.59	
	Total Equity and Current Surplus (Deficit):	20,424.83	
	Total Liabilities, Equity and Current Surplus (Deficit):		20,424.83

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 59 - BULKHEAD REPAIR			
Assets			
59-1101	CASH ON DEPOSIT	332,719.26	
59-1244	COUNTY SALES TAX 2.25	0.00	
59-1247	STATE SALES TAX 4.75	0.00	
	Total Assets:	332,719.26	<u>332,719.26</u>
Liability			
59-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
59-2990	FUND BALANCE	145,600.00	
	Total Beginning Equity:	145,600.00	
Total Revenue		966,000.00	
Total Expense		778,880.74	
Revenues Over/Under Expenses		187,119.26	
	Total Equity and Current Surplus (Deficit):	332,719.26	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>332,719.26</u>

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 60 - TOWB LICENSE PLATE FUND			
Assets			
60-1101	CASH ON DEPOSIT	80,877.42	
	Total Assets:	80,877.42	80,877.42
Liability			
60-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
60-2990	FUND BALANCE	69,294.48	
	Total Beginning Equity:	69,294.48	
Total Revenue		11,582.94	
Total Expense		0.00	
Revenues Over/Under Expenses		11,582.94	
	Total Equity and Current Surplus (Deficit):	80,877.42	
	Total Liabilities, Equity and Current Surplus (Deficit):		80,877.42

Balance Sheet

As Of 06/30/2026

Account	Name	Balance	
Fund: 63 - CAPITAL RES-GEN CIP			
Assets			
63-1101	CASH ON DEPOSIT	11,534,638.64	
63-1143	NC CAPITAL MGMT	0.00	
63-1990	ESTIMATED REVENUES	616,497.00	
	Total Assets:	12,151,135.64	<u>12,151,135.64</u>
Liability			
63-2110	A/P CURRENT YEAR	0.00	
63-2119	AP PENDING-DUE TO POOL	0.00	
63-2900	APPROPRIATIONS	616,497.00	
	Total Liability:	616,497.00	
Equity			
63-2990	FUND BALANCE	11,083,409.51	
	Total Beginning Equity:	11,083,409.51	
Total Revenue		2,238,947.00	
Total Expense		1,787,717.87	
Revenues Over/Under Expenses		451,229.13	
	Total Equity and Current Surplus (Deficit):	11,534,638.64	
	Total Liabilities, Equity and Current Surplus (Deficit):	12,151,135.64	<u>12,151,135.64</u>

Balance Sheet

As Of 06/30/2026

Account	Name	Balance
Fund: 98 - CENTRAL DEPOSITORY		
Assets		
98-1101	FCB - CHECKING	681,888.85
98-1102	FCB - PARKING ACCT	0.00
98-1103	FCB - INTRACASH	4,289,650.58
98-1232	FCB - STATE TAX DRUG FUND	0.00
98-1233	FCB - FEDERAL FORFEITED FUNDS	0.00
98-1234	FCB - SWWTP FUND	0.00
98-1235	FCB - WATER & SEWER FUND	0.00
98-1236	FCB - GENERAL FUND	25,184.66
98-1237	FCB - FSA/HRA ACCT	0.00
98-1252	NCCMT	5,801,423.75
98-1253	FCB - WEALTH MGMT	17,319,382.25
98-1254	NCCLASS	19,649,989.27
98-1369	DUE FROM FUND 60	0.00
98-1370	DUE FROM FUND 59	0.00
98-1371	DUE FROM FUND 58	0.00
98-1372	DUE FROM FUND 57	0.00
98-1373	DUE FROM FUND 56	0.00
98-1374	DUE FROM FUND 55	0.00
98-1375	DUE FROM FUND 54	0.00
98-1376	DUE FROM FUND 53	0.00
98-1377	DUE FROM FUND 52	0.00
98-1378	DUE FROM FUND 51	0.00
98-1379	DUE FROM FUND 50	0.00
98-1380	DUE FROM FUND 49	0.00
98-1381	DUE FROM FUND 10	420,923.76
98-1382	DUE FROM FUND 30	0.00
98-1383	DUE FROM FUND 40	0.00
98-1384	DUE FROM FUND 41	0.00
98-1385	DUE FROM FUND 42	0.00
98-1386	DUE FROM FUND 45	0.00
98-1387	DUE FROM FUND 46	0.00
98-1388	DUE FROM FUND 62	0.00
98-1389	DUE FROM FUND 63	0.00
98-1390	DUE FROM FUND 64	0.00
98-1391	DUE FROM FUND 66	0.00
98-1392	DUE FROM FUND 67	0.00
98-1393	DUE FROM FUND 70	0.00
98-1394	DUE FROM FUND 43	0.00
98-1395	DUE FROM FUND 68	0.00
98-1396	DUE FROM FUND 69	0.00
98-1397	DUE FROM FUND 44	0.00
98-1398	DUE FROM FROM 47	0.00
98-1399	DUE FROM FUND 48	0.00
Total Assets:		48,188,443.12
		48,188,443.12
Liability		
98-2110	ACCOUNTS PAYABLE	420,923.76
98-2150	SALARIES & WAGES PAYABLE	0.00
98-2410	DUE TO FUND 10	35,202,696.77
98-2411	DUE TO FUND 30	150.00
98-2412	DUE TO FUND 40	0.00
98-2413	DUE TO FUND 41	0.00
98-2414	DUE TO FUND 42	0.00
98-2415	DUE TO FUND 45	0.00
98-2416	DUE TO FUND 62	0.00
98-2417	DUE TO FUND 63	11,534,638.64
98-2418	DUE TO FUND 64	0.00
98-2419	DUE TO FUND 66	0.00
98-2420	DUE TO FUND 67	0.00

Balance Sheet**As Of 06/30/2026**

Account	Name	Balance
98-2421	DUE TO FUND 70	0.00
98-2422	DUE TO FUND 43	0.00
98-2423	DUE TO FUND 68	0.00
98-2424	DUE TO FUND 44	0.00
98-2425	DUE TO FUND 46	0.00
98-2426	DUE TO FUND 69	0.00
98-2427	DUE TO FUND 47	0.00
98-2428	DUE TO FUND 48	0.00
98-2429	DUE TO FUND 49	0.00
98-2430	DUE TO FUND 50	0.00
98-2431	DUE TO FUND 49	0.00
98-2432	DUE TO FUND 51	0.00
98-2433	DUE TO FUND 52	0.00
98-2434	DUE TO FUND 53	482,580.91
98-2435	DUE TO FUND 54	113,431.53
98-2436	DUE TO FUND 55	20,424.83
98-2437	DUE TO FUND 56	0.00
98-2438	DUE TO FUND 57	0.00
98-2439	DUE TO FUND 58	0.00
98-2440	DUE TO FUND 59	332,719.26
98-2441	DUE TO FUND 60	80,877.42
Total Liability:		48,188,443.12

Equity

98-2990	FUND BALANCE	0.00
Total Beginning Equity:		0.00
Total Equity and Current Surplus (Deficit):		0.00
Total Liabilities, Equity and Current Surplus (Deficit):		<u>48,188,443.12</u>

Wrightsville Beach Fire Department

Quarterly Report

April-June 2026



Executive Summary

The second quarter of the year was marked by continued operational excellence, organizational improvement, and a strong commitment to providing exceptional emergency services to the residents and visitors of Wrightsville Beach. Department personnel remained focused on our mission of protecting life, property, and the environment while maintaining the high level of professionalism and customer service our community expects.

Throughout the quarter, the department responded to a diverse range of emergency incidents including fire suppression, emergency medical responses, ocean rescue operations, hazardous conditions, and public service calls. Our personnel continued to demonstrate outstanding dedication, sound decision-making, and teamwork while responding to these incidents safely and effectively.

Training remained a cornerstone of our operational readiness. Members participated in company-level drills, multi-company exercises, EMS continuing education, ocean rescue proficiency training, and leadership development. These efforts ensure our firefighters, engineers, officers, and ocean rescue personnel remain prepared to meet the increasingly complex challenges of today's emergency response environment.

The department also continued several initiatives aimed at strengthening organizational effectiveness. Work progressed on equipment replacement planning, emergency response preparedness, records management improvements, and operational planning. Staff remained actively engaged in maintaining compliance with state reporting requirements while preparing for future operational needs and improving internal processes.

Hurricane preparedness continued to be an important focus during the quarter. Personnel conducted pre-fire inspections, participated in public education opportunities, and maintained strong partnerships with town departments, neighboring agencies, and community organizations. These collaborative efforts enhance public safety while strengthening regional emergency response capabilities.

As the community entered the busy summer season, the Ocean Rescue Division significantly increased staffing and operational readiness to support the influx of residents and visitors. Lifeguards provided vigilant beach patrols, preventative public education, medical care, and water rescue services while working closely with fire, law enforcement, and EMS partners to ensure a coordinated response to emergencies occurring along our shoreline.

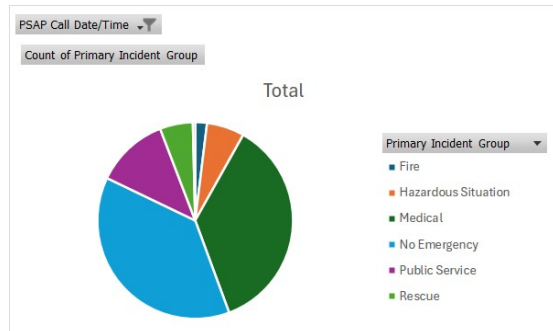
None of these accomplishments would be possible without the dedication and professionalism of our firefighters, ocean rescue personnel, officers, volunteers, and support staff. Their commitment to serving our community is evident every day through their hard work, integrity, and willingness to continuously improve.

As we move into the third quarter, the Wrightsville Beach Fire Department remains committed to enhancing emergency response capabilities, investing in our personnel, maintaining fiscal responsibility, and delivering the highest level of service to the Town of Wrightsville Beach. We appreciate the continued support of the Mayor, Board of Aldermen, Town Manager, and the citizens we are privileged to serve.

Incident Types

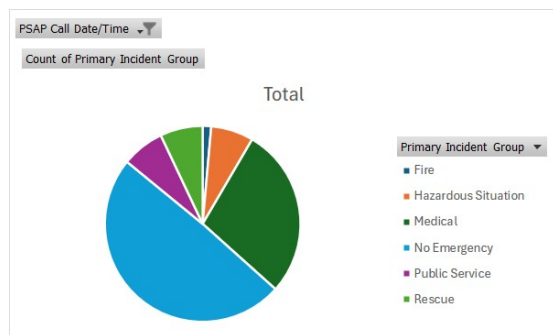
1st Quarter 2026

Row Labels	Count of Primary Incident Group
Fire	5
Hazardous Situation	16
Medical	93
No Emergency	97
Public Service	31
Rescue	14
(blank)	
Law Enforcement Support	1
Grand Total	257



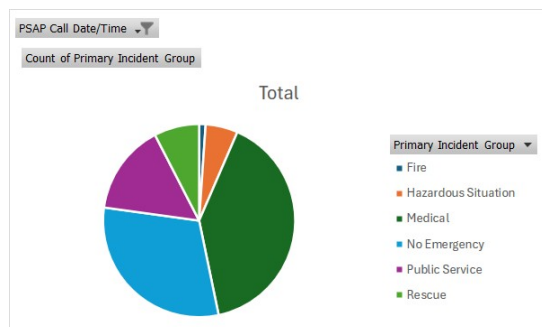
April 2026

Row Labels	Count of Primary Incident Group
Fire	1
Hazardous Situation	5
Medical	20
No Emergency	35
Public Service	5
Rescue	5
(blank)	
Grand Total	71



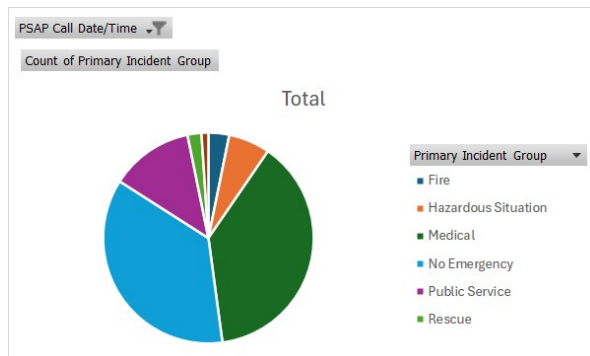
May 2026

Row Labels	Count of Primary Incident Group
Fire	1
Hazardous Situation	5
Medical	37
No Emergency	28
Public Service	14
Rescue	7
(blank)	
Grand Total	92



June 2026

Row Labels	Count of Primary Incident Group
Fire	3
Hazardous Situation	6
Medical	36
No Emergency	34
Public Service	12
Rescue	2
(blank)	
Law Enforcement Support	1
Grand Total	94



Response Data

Response Goals: Dispatch to Enroute – 2 minutes, 30 seconds

Enroute to On Scene – 4 minutes

Dispatch to Arrival – six minutes, 30 seconds

Iso Standard – 1st Engine arrives in 5 minutes

1st Ladder arrives in 6 minutes

Engine 81

Data Thresholds	REACTION	TRAVEL	3FD RESPON
<i>Lower</i>	0:00:00	0:00:15	0:00:15
<i>Upper</i>	0:10:00	0:08:00	0:10:00
Count	138	124	135
Records Analyzed	93.9%	84.4%	91.8%
Performance Goal	0:02:30	0:04:00	0:06:30
Goal Met	87.0%	58.1%	72.6%
Mean	0:01:38	0:03:55	0:05:27
Max	0:04:03	0:07:27	0:09:48
Min	0:00:05	0:01:06	0:01:27
Range	0:03:58	0:06:21	0:08:21
Std Dev	0:00:44	0:01:22	0:01:43
Baseline Performance			
50%	0:01:37	0:03:49	0:05:20
75%	0:02:05	0:04:46	0:06:39
80%	0:02:14	0:05:01	0:06:53
85%	0:02:25	0:05:23	0:07:15
90%	0:02:37	0:05:52	0:07:38
95%	0:02:48	0:06:25	0:07:57

Truck 81

Data Thresholds	REACTION	TRAVEL	3FD RESPON
<i>Lower</i>	0:00:00	0:00:15	0:00:15
<i>Upper</i>	0:10:00	0:08:00	0:10:00
Count	75	74	73
Records Analyzed	87.2%	86.0%	84.9%
Performance Goal	0:02:30	0:04:00	0:06:30
Goal Met	85.3%	48.6%	64.4%
Mean	0:01:47	0:04:09	0:05:43
Max	0:03:39	0:07:53	0:09:22
Min	0:00:01	0:00:39	0:01:34
Range	0:03:38	0:07:14	0:07:48
Std Dev	0:00:47	0:01:33	0:01:42
Baseline Performance			
50%	0:01:50	0:04:06	0:05:49
75%	0:02:15	0:05:11	0:06:59
80%	0:02:20	0:05:40	0:07:23
85%	0:02:30	0:05:46	0:07:33
90%	0:02:42	0:06:14	0:07:44
95%	0:02:57	0:06:46	0:08:03

Squad 81

Data Thresholds	REACTION	TRAVEL	3FD RESPON
<i>Lower</i>	0:00:00	0:00:15	0:00:15
<i>Upper</i>	0:10:00	0:08:00	0:10:00
Count	171	176	185
Records Analyzed	81.4%	83.8%	88.1%
Performance Goal	0:02:30	0:04:00	0:06:30
Goal Met	84.8%	57.4%	76.8%
Mean	0:01:33	0:03:50	0:05:01
Max	0:03:30	0:07:56	0:09:31
Min	0:00:02	0:00:32	0:00:44
Range	0:03:28	0:07:24	0:08:47
Std Dev	0:00:49	0:01:31	0:01:54
Baseline Performance			
50%	0:01:35	0:03:39	0:05:14
75%	0:02:01	0:04:58	0:06:21
80%	0:02:12	0:05:11	0:06:35
85%	0:02:30	0:05:28	0:07:00
90%	0:02:40	0:05:51	0:07:23
95%	0:02:54	0:06:26	0:08:08

Personnel Response per Structural Alarm

NFPA 1710 recommends 17 people on scene for a small structure fire. Below is our average reponse for 2026 to all structual alarms.

Row Labels	Average of Total Apparatus Personnel	Average of Total Station Response Personnel	Average of Total Mutual Aid Personnel
Jan	5.29	0.29	0.00
Feb	2.63	0.00	0.00
Mar	3.92	0.23	0.00
Apr	3.33	0.89	0.00
May	4.67	0.00	0.00
Jun	4.00	0.00	0.00
Grand Total	3.90	0.25	0.00

**TOWN OF WRIGHTSVILLE BEACH
PARKS & RECREATION
DEPARTMENT**

Fourth Quarter Fiscal Year 2025-2026

April 2026

May 2026

June 2026

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
April 2026**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Farmers' Market	Seawater Field						
Junior Lifeguard	Beach Access 36			-			-
Performance Club Class/Camp	Recreation Center			-			-
WBOR Community CPR Training	Public Safety Building	1	19	20	1	19	20
OTHER PROGRAMS TOTAL		1	19	20	1	19	20
Cardio Crunch (M-W-F)	Recreation Center	10	13	23	46	52	98
Tone & Stretch (T-Th)	Recreation Center	9	11	20	35	43	78
Youth Fitness - CBB Strength	Basketball Court			-			-
Dynamic Core Conditioning	Recreation Center	4	9	13	17	26	43
Tai Chi	Recreation Center	10	10	20	54	65	119
Yoga - Hatha (Gentle)	Recreation Center	6	11	17	20	54	74
Yoga - Vinyasa	Recreation Center	15	14	29	44	66	110
FITNESS TOTAL		54	68	122	216	306	522
** Basketball League - Adult	Basketball Court			-			-
Basketball - Youth	Basketball Court	17	43	60	85	215	300
** Flag Football League - Adult	Soccer/Recycle Flds	2	261	263	4	522	526
Flag Football League - Youth	Soccer Field	30	89	119	150	445	595
Lacrosse - Camp	Soccer Field			-			-
Lacrosse - WB LAX Club	Soccer Field			-			-
Pickleball Lessons - Adult	Pickleball Courts			-			-
Pickleball Lessons - Youth	Pickleball Courts			-			-
Tennis Camp	Tennis Courts			-			-
Tennis Lessons - Tots	Tennis Courts	4	1	5	24	6	30
Tennis Lessons - Youth	Tennis Courts	2	5	7	12	30	42
Tennis Lessons - Adults	Tennis Courts	2	8	10	7	27	34
SPORTS TOTAL		57	407	464	282	1,245	1,527
GRAND TOTAL		112	494	606	499	1,570	2,069

** Programs where total attendance is estimated based on number of games and approximate number of players.

SPECIAL EVENT PERMITS:	14
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT**

April 2026

FACILITY RESERVED	GROUP USING FACILITY	DAYS USED	NUMBER OF GROUPS			INDIVIDUAL PARTICIPANTS	TOTAL ATTENDANCE
			W.B. RES	NON-RES	TOTAL		
Event Stage	WB P&R Events				-		
Event Stage	Private				-		
*Recreation Center	AA	4		1	1	65	260
Recreation Center	Private				-		
Recreation Center	WB P&R Events	1	1		1	30	30
Recycle Field	Flag Football	2	1		1	263	526
Overflow Parking	Private				-		
Shelters	Private	11	1	18	19	604	604
Soccer Field	Private	3	1		1	65	195
Soccer Field	WBP&R Activities	2	1		1	263	526
Softball Field	Private	4	1	1	2	110	240
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private	22	1	12	13	13	43
TOTALS		49	7	32	39	1,413	2,424

* Total individual participants, multiplied by number of days facility was used

TOTAL FACILITY USAGE (INCLUDES PROGRAMS, ACTIVITIES AND RESERVATIONS)

FACILITY/ LOCATION	TOTAL USAGE (NO. OF PEOPLE)
Basketball Courts	300
Event Stage	
Pickleball Courts	
Recreation Center	812
Recycle Field	789
Overflow Field	
Shelters	604
Soccer Field	1579
Softball Field	240
Tennis Courts	106
Town Hall Field	
Wheelchair	43

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

April 2026

Total Receipts Written - 242

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT	\$ 1,600.00	\$ 1,600.00		\$ 3,200.00
BASKETBALL - YOUTH	\$ 688.00	\$ 1,182.00	\$ 182.00	\$ 1,688.00
BUSINESS ON BEACH PERMITS		\$ 400.00		\$ 400.00
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
FARMERS' MARKET FEES		\$ 2,400.00		\$ 2,400.00
FARMERS' MARKET BAGS				\$ -
FILM PERMIT FEES		\$ 50.00		\$ 50.00
FITNESS - CARDIO CRUNCH	\$ 215.00	\$ 174.00		\$ 389.00
FITNESS - TONE & STRETCH	\$ 100.00	\$ 132.00		\$ 232.00
FITNESS - CC / T&S MONTHLY MAX	\$ 90.00	\$ 110.00		\$ 200.00
FITNESS - DANCE				\$ -
FITNESS - DYNAMIC CORE CONDITIONING	\$ 232.00	\$ 260.00		\$ 492.00
FITNESS - HATHA YOGA	\$ 286.00	\$ 350.00		\$ 636.00
FITNESS - TAI CHI	\$ 616.00	\$ 790.00		\$ 1,406.00
FITNESS - VINYASA YOGA	\$ 344.00	\$ 880.00		\$ 1,224.00
FITNESS - YOUTH	\$ 144.00	\$ 144.00		\$ 288.00
FLAG FOOTBALL - ADULT				\$ -
FLAG FOOTBALL - YOUTH	\$ 344.00	\$ 788.00		\$ 1,132.00
JUNIOR LIFEGUARD SUMMER CAMP	\$ 1,400.00	\$ 4,320.00	\$ 225.00	\$ 5,495.00
JUNIOR LIFEGUARD FALL PROGRAM				\$ -
LACROSSE CAMP	\$ 145.00	\$ 411.00		\$ 556.00
LACROSSE - WB LAX CLUB	\$ 440.00	\$ 3,072.00		\$ 3,512.00
PERFORMANCE CLUB	\$ 725.00	\$ 1,920.00	\$ 630.00	\$ 2,015.00
PICKLEBALL LESSONS - ADULT				\$ -
PICKLEBALL LESSONS - YOUTH				\$ -
RENTAL - EVENT STAGE			\$ 216.00	\$ (216.00)
RENTAL - MISC OPEN AREAS			\$ 550.00	\$ (550.00)
RENTAL - PICNIC SHELTERS	\$ 86.00	\$ 1,405.00	\$ 1,120.00	\$ 371.00
RENT - RECREATION CENTER	\$ 175.00	\$ 220.00		\$ 395.00
RENTAL - SOCCER FIELD				\$ -
RENTAL - SOFTBALL FIELD			\$ 100.00	\$ (100.00)
SPONSORS - MOVIE, CONCERT				\$ -
SPECIAL EVENT PERMITS		\$ 1,600.00	\$ 945.00	\$ 655.00
TENNIS - YOUTH & TOTS	\$ 720.00	\$ 760.00		\$ 1,480.00
TENNIS - ADULTS	\$ 657.50	\$ 1,377.50		\$ 2,035.00
TENNIS CAMP	\$ 105.00		\$ 90.00	\$ 15.00
T-SHIRTS, ETC.				\$ -
WBOR COMMUNITY CPR TRAINING		\$ 20.00		\$ 20.00
APRIL 2026	\$ 9,112.50	\$ 24,365.50	\$ 4,058.00	\$ 29,420.00
APRIL 2025	\$ 6,989.00	\$ 31,231.67	\$ 1,447.98	\$ 36,772.69
BEHIND/AHEAD BY	\$ 2,123.50	\$ (6,866.17)	\$ 2,610.02	\$ (7,352.69)

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
May 2026**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Farmers' Market	Softball Field						3,789
Junior Lifeguard	Beach Access 36			-			-
Performance Club Class/Camp	Recreation Center			-			-
WBOR Community CPR Training	Public Safety Building			-			-
OTHER PROGRAMS TOTAL		-	-	-	-	-	3,789
Cardio Crunch (M-W-F)	Recreation Center	8	13	21	39	52	91
Tone & Stretch (T-Th)	Recreation Center	7	12	19	26	39	65
Youth Fitness - CBB Strength	Basketball Court			-			-
Dynamic Core Conditioning	Recreation Center	5	5	10	14	16	30
Tai Chi	Recreation Center	11	12	23	47	60	107
Yoga - Hatha (Gentle)	Recreation Center	5	11	16	14	43	57
Yoga - Vinyasa	Recreation Center	13	14	27	24	62	86
FITNESS TOTAL		49	67	116	164	272	436
** Basketball League - Adult	Basketball Court	3	63	66			420
Basketball - Youth	Basketball Court	17	43	60	17	43	60
** Flag Football League - Adult	Soccer/Recycle Flds			-			-
Flag Football League - Youth	Soccer Field	30	89	119	30	89	119
Lacrosse - Camp	Soccer Field			-			-
Lacrosse - WB LAX Club	Soccer Field	11	78	89	33	234	267
Pickleball Lessons - Adult	Pickleball Courts			-			-
Pickleball Lessons - Youth	Pickleball Courts			-			-
Tennis Camp	Tennis Courts			-			-
Tennis Lessons - Tots	Tennis Courts	6	2	8	36	12	48
Tennis Lessons - Youth	Tennis Courts	3	5	8	18	30	48
Tennis Lessons - Adults	Tennis Courts	7	8	15	42	48	90
SPORTS TOTAL		77	288	365	176	456	1,052
GRAND TOTAL		126	355	481	340	728	5,277

** Programs where total attendance is estimated based on number of games and approximate number of players.

SPECIAL EVENT PERMITS:	13
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT
May 2026**

FACILITY RESERVED	GROUP USING FACILITY	DAYS USED	NUMBER OF GROUPS			INDIVIDUAL PARTICIPANTS	TOTAL ATTENDANCE
			W.B. RES	NON-RES	TOTAL		
Event Stage	WB P&R Events				-		
Event Stage	Private	5	1	4	5	578	578
*Recreation Center	AA	5		1	1	65	325
Recreation Center	Private	3	2	1	3	120	120
Recreation Center	WB P&R Events				-		
Recycle Field	Flag Football				-		
Overflow Parking	Private				-		
Shelters	Private	9	2	14	16	480	480
Soccer Field	Private	1	1		1	65	65
Soccer Field	WBP&R Activities				-		
Softball Field	Private	3	2	1	3	143	143
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private	27	3	15	18	18	43
TOTALS		53	11	36	47	1,469	1,754

* Total individual participants, multiplied by number of days facility was used

TOTAL FACILITY USAGE (INCLUDES PROGRAMS, ACTIVITIES AND RESERVATIONS)

FACILITY/ LOCATION	TOTAL USAGE (NO. OF PEOPLE)
Basketball Courts	480
Event Stage	578
Pickleball Courts	
Recreation Center	881
Recycle Field	
Overflow Field	
Shelters	480
Soccer Field	451
Softball Field	3932
Tennis Courts	186
Town Hall Field	
Wheelchair	43

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

May 2026

Total Receipts Written - 240

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT		\$ 800.00	\$ 785.00	\$ 15.00
BASKETBALL - YOUTH		\$ 197.00		\$ 197.00
BUSINESS ON BEACH PERMITS		\$ 1,200.00		\$ 1,200.00
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
FARMERS' MARKET FEES	\$ 200.00	\$ 4,315.00		\$ 4,515.00
FARMERS' MARKET BAGS				\$ -
FILM PERMIT FEES		\$ 225.00		\$ 225.00
FITNESS - CARDIO CRUNCH	\$ 100.00	\$ 186.00		\$ 286.00
FITNESS - TONE & STRETCH	\$ 50.00	\$ 162.00		\$ 212.00
FITNESS - CC / T&S MONTHLY MAX	\$ 135.00	\$ 165.00		\$ 300.00
FITNESS - DANCE				\$ -
FITNESS - DYNAMIC CORE CONDITIONING	\$ 88.00	\$ 200.00		\$ 288.00
FITNESS - HATHA YOGA	\$ 96.00	\$ 690.00		\$ 786.00
FITNESS - TAI CHI	\$ 456.00	\$ 540.00		\$ 996.00
FITNESS - VINYASA YOGA	\$ 300.00	\$ 570.00		\$ 870.00
FITNESS - YOUTH		\$ 144.00		\$ 144.00
FLAG FOOTBALL - ADULT				\$ -
FLAG FOOTBALL - YOUTH				\$ -
JUNIOR LIFEGUARD SUMMER CAMP	\$ 1,000.00	\$ 3,620.00		\$ 4,620.00
JUNIOR LIFEGUARD FALL PROGRAM		\$ 540.00		\$ 540.00
LACROSSE CAMP	\$ 290.00	\$ 994.00		\$ 1,284.00
LACROSSE - WB LAX CLUB	\$ 110.00	\$ 2,432.00		\$ 2,542.00
PERFORMANCE CLUB	\$ 1,925.00	\$ 1,590.00	\$ 275.00	\$ 3,240.00
PICKLEBALL LESSONS - ADULT				\$ -
PICKLEBALL LESSONS - YOUTH				\$ -
RENTAL - EVENT STAGE		\$ 571.00	\$ 800.00	\$ (229.00)
RENTAL - MISC OPEN AREAS			\$ 250.00	\$ (250.00)
RENTAL - PICNIC SHELTERS		\$ 870.00	\$ 830.00	\$ 40.00
RENT - RECREATION CENTER	\$ 70.00	\$ 275.00		\$ 345.00
RENTAL - SOCCER FIELD	\$ 316.00		\$ 100.00	\$ 216.00
RENTAL - SOFTBALL FIELD		\$ 290.00	\$ 200.00	\$ 90.00
SPONSORS - MOVIE, CONCERT				\$ -
SPECIAL EVENT PERMITS		\$ 670.00	\$ 200.00	\$ 470.00
TENNIS - YOUTH & TOTS				\$ -
TENNIS - ADULTS	\$ 80.00	\$ 120.34	\$ 120.34	\$ 80.00
TENNIS CAMP	\$ 420.00	\$ 1,125.00		\$ 1,545.00
T-SHIRTS, ETC.				\$ -
WBOR COMMUNITY CPR TRAINING				\$ -
MAY 2026	\$ 5,636.00	\$ 22,491.34	\$ 3,560.34	\$ 24,567.00
MAY 2025	\$ 8,477.00	\$ 26,690.00	\$ 1,987.40	\$ 33,179.60
BEHIND/AHEAD BY	\$ (2,841.00)	\$ (4,198.66)	\$ 1,572.94	\$ (8,612.60)

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
June 2026**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Farmers' Market	Softball Field						4,666
Junior Lifeguard	Beach Access 36	18	32	50	90	160	250
Performance Club Class/Camp	Recreation Center	9	8	17	36	32	68
WBOR Community CPR Training	Public Safety Building			-			-
OTHER PROGRAMS TOTAL		27	40	67	126	192	4,984
Cardio Crunch (M-W-F)	Recreation Center	12	17	29	49	69	118
Tone & Stretch (T-Th)	Recreation Center	8	16	24	31	65	96
Youth Fitness - CBB Strength	Basketball Court			-			-
Dynamic Core Conditioning	Recreation Center	6	5	11	24	24	48
Tai Chi	Recreation Center	10	10	20	48	46	94
Yoga - Hatha (Gentle)	Recreation Center	7	12	19	24	61	85
Yoga - Vinyasa	Recreation Center	16	14	30	37	60	97
FITNESS TOTAL		59	74	133	213	325	538
** Basketball League - Adult	Basketball Court	3	63	66			720
Basketball - Youth	Basketball Court	8	13	21	40	65	105
** Flag Football League - Adult	Soccer/Recycle Flds			-			-
Flag Football League - Youth	Soccer Field	12	12	24	60	60	120
Lacrosse - Camp	Soccer Field			-			-
Lacrosse - WB LAX Club	Soccer Field	11	78	89	33	234	267
Pickleball Lessons - Adult	Pickleball Courts			-			-
Pickleball Lessons - Youth	Pickleball Courts			-			-
Tennis Camp	Tennis Courts	12	18	30	36	56	92
Tennis Lessons - Tots	Tennis Courts			-			-
Tennis Lessons - Youth	Tennis Courts			-			-
Tennis Lessons - Adults	Tennis Courts		7	7		21	21
SPORTS TOTAL		46	191	237	169	436	1,325
GRAND TOTAL		132	305	437	508	953	6,847

** Programs where total attendance is estimated based on number of games and approximate number of players.

SPECIAL EVENT PERMITS:	13
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT
June 2026**

FACILITY RESERVED	GROUP USING FACILITY	DAYS USED	NUMBER OF GROUPS			INDIVIDUAL PARTICIPANTS	TOTAL ATTENDANCE
			W.B. RES	NON-RES	TOTAL		
Event Stage	WB P&R Events	3	1		1	1,500	1,500
Event Stage	Private	1		1	1	65	65
*Recreation Center	AA	4		1	1	65	260
Recreation Center	Private	1	1		1	50	50
Recreation Center	WB P&R Events				-		
Recycle Field	Flag Football				-		
Overflow Parking	Private				-		
Shelters	Private	6	1	6	7	258	258
Soccer Field	Private	2	1		1	65	130
Soccer Field	WBP&R Activities				-		
Softball Field	Private	1		1	1	28	28
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private	28	-	25	25	25	88
TOTALS		46	4	34	38	2,056	2,379

* Total individual participants, multiplied by number of days facility was used

TOTAL FACILITY USAGE (INCLUDES PROGRAMS, ACTIVITIES AND RESERVATIONS)

FACILITY/ LOCATION	TOTAL USAGE (NO. OF PEOPLE)
Basketball Courts	825
Event Stage	1565
Pickleball Courts	
Recreation Center	916
Recycle Field	
Overflow Field	
Shelters	258
Soccer Field	517
Softball Field	4694
Tennis Courts	113
Town Hall Field	
Wheelchair	88

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

June 2026

Total Receipts Written - 248

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT				\$ -
BASKETBALL - YOUTH	\$ 688.00	\$ 591.00	\$ 78.80	\$ 1,200.20
BUSINESS ON BEACH PERMITS	\$ 200.00	\$ 800.00		\$ 1,000.00
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
FARMERS' MARKET FEES	\$ 200.00	\$ 3,270.00	\$ 265.00	\$ 3,205.00
FARMERS' MARKET BAGS				\$ -
FILM PERMIT FEES		\$ 275.00		\$ 275.00
FITNESS - CARDIO CRUNCH	\$ 90.00	\$ 180.00		\$ 270.00
FITNESS - TONE & STRETCH	\$ 120.00	\$ 156.00		\$ 276.00
FITNESS - CC / T&S MONTHLY MAX	\$ 135.00	\$ 275.00		\$ 410.00
FITNESS - DANCE	\$ 528.00	\$ 2,000.00		\$ 2,528.00
FITNESS - DYNAMIC CORE CONDITIONING	\$ 88.00	\$ 180.00		\$ 268.00
FITNESS - HATHA YOGA	\$ 120.00	\$ 340.00		\$ 460.00
FITNESS - TAI CHI	\$ 424.00	\$ 420.00		\$ 844.00
FITNESS - VINYASA YOGA	\$ 184.00	\$ 380.00		\$ 564.00
FITNESS - YOUTH		\$ 288.00	\$ 576.00	\$ (288.00)
FLAG FOOTBALL - ADULT				\$ -
FLAG FOOTBALL - YOUTH	\$ 1,376.00	\$ 1,970.00	\$ 157.60	\$ 3,188.40
JUNIOR LIFEGUARD SUMMER CAMP	\$ 200.00	\$ 480.00	\$ 377.00	\$ 303.00
JUNIOR LIFEGUARD FALL PROGRAM		\$ 540.00		\$ 540.00
LACROSSE CAMP		\$ 900.00	\$ 116.00	\$ 784.00
LACROSSE - WB LAX CLUB				\$ -
PERFORMANCE CLUB	\$ 275.00	\$ 1,920.00	\$ 315.00	\$ 1,880.00
PICKLEBALL LESSONS - ADULT				\$ -
PICKLEBALL LESSONS - YOUTH				\$ -
RENTAL - EVENT STAGE		\$ 200.00		\$ 200.00
RENTAL - MISC OPEN AREAS				\$ -
RENTAL - PICNIC SHELTERS		\$ 380.00	\$ 650.00	\$ (270.00)
RENT - RECREATION CENTER		\$ 495.00		\$ 495.00
RENTAL - SOCCER FIELD	\$ 488.00	\$ 217.00	\$ 100.00	\$ 605.00
RENTAL - SOFTBALL FIELD			\$ 100.00	\$ (100.00)
SPONSORS - MOVIE, CONCERT	\$ 2,000.00			\$ 2,000.00
SPECIAL EVENT PERMITS		\$ 880.00	\$ 115.00	\$ 765.00
TENNIS - YOUTH & TOTS				\$ -
TENNIS - ADULTS		\$ 1,900.00		\$ 1,900.00
TENNIS CAMP	\$ 630.00	\$ 500.00	\$ 110.00	\$ 1,020.00
T-SHIRTS, ETC.				\$ -
WBOR COMMUNITY CPR TRAINING				\$ -
JUNE 2026	\$ 7,746.00	\$ 19,537.00	\$ 2,960.40	\$ 24,322.60
JUNE 2025	\$ 5,611.00	\$ 18,259.00	\$ 3,013.60	\$ 20,856.40
BEHIND/AHEAD BY	\$ 2,135.00	\$ 1,278.00	\$ (53.20)	\$ 3,466.20

Wrightsville Beach Parks and Recreation Revenue - FY 2025-2026

PROGRAM	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL
BASKETBALL - ADULT	\$0.00						\$ -		\$ 2,400.00	\$ 3,200.00	\$ 15.00	\$ -	\$ 5,615.00
BASKETBALL - YOUTH	\$2,313.00	\$3,836.00	\$1,401.60	\$ 1,350.00	\$ 1,085.00	\$ 440.00	\$ 3,534.00	\$ 4,724.00	\$ 4,281.38	\$ 1,688.00	\$ 197.00	\$ 1,200.20	\$ 26,050.18
BUSINESS ON BEACH PERMITS	\$0.00						\$ 400.00		\$ 2,000.00	\$ 400.00	\$ 1,200.00	\$ 1,000.00	\$ 5,000.00
DONATIONS	\$0.00						\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
DONATIONS - BENCHES	\$0.00						\$ -		\$ -	\$ -	\$ -	\$ -	\$ -
FARMERS' MARKET FEES	\$2,430.00	\$2,395.00	\$2,510.00	\$ 1,060.00	\$ 1,540.00	\$ 12,375.00	\$ 2,860.00	\$ 1,460.00	\$ 210.00	\$ 2,400.00	\$ 4,515.00	\$ 3,205.00	\$ 36,960.00
FARMERS' MARKET BAGS	\$0.00		\$412.00			\$ 139.00	\$ 59.22		\$ -	\$ -	\$ -	\$ -	\$ 610.22
FILM PERMIT FEES				\$ 500.00		\$ 2,175.00	\$ 250.00	\$ 2,075.00	\$ 4,550.00	\$ 50.00	\$ 225.00	\$ 275.00	\$ 10,100.00
FITNESS - CARDIO CRUNCH	\$155.00	\$151.00	\$386.00	\$ 207.00	\$ 105.00	\$ 544.00	\$ 235.00	\$ 465.00	\$ 230.00	\$ 389.00	\$ 286.00	\$ 270.00	\$ 3,423.00
FITNESS - TONE & STRETCH	\$215.00	\$139.00	\$335.00	\$ 167.00	\$ 116.00	\$ 248.00	\$ 30.00	\$ 430.00	\$ 285.00	\$ 232.00	\$ 212.00	\$ 276.00	\$ 2,665.00
FITNESS - CO/T&S MONTHLY MAX	\$410.00	\$300.00	\$920.00	\$ 410.00	\$ 325.00	\$ 400.00	\$ 110.00	\$ 480.00	\$ 365.00	\$ 200.00	\$ 300.00	\$ 410.00	\$ 4,630.00
FITNESS - DANCE											\$ -	\$ 2,528.00	\$ 2,528.00
FITNESS - DYNAMIC CORE COND.	\$390.00	\$268.00	\$456.00	\$ 314.00	\$ 278.00	\$ 308.00	\$ 258.00	\$ 512.00	\$ 358.00	\$ 492.00	\$ 288.00	\$ 268.00	\$ 4,190.00
FITNESS - HATHA YOGA	\$506.00	\$846.00	\$1,004.00	\$ 738.00	\$ 436.00	\$ 944.00	\$ 360.00	\$ 750.00	\$ 670.00	\$ 636.00	\$ 786.00	\$ 460.00	\$ 8,136.00
FITNESS - TAI CHI	\$1,070.00	\$652.00	\$1,182.00	\$ 1,494.00	\$ 360.00	\$ 1,236.00	\$ 834.00	\$ 1,148.00	\$ 1,266.00	\$ 1,406.00	\$ 996.00	\$ 844.00	\$ 12,488.00
FITNESS - VINYASA YOGA	\$1,062.00	\$800.00	\$1,317.00	\$ 906.00	\$ 872.00	\$ 1,136.00	\$ 352.00	\$ 1,036.00	\$ 900.00	\$ 1,224.00	\$ 870.00	\$ 564.00	\$ 11,039.00
FITNESS - YOUTH	\$0.00						\$ -	\$ 144.00	\$ -	\$ 288.00	\$ 144.00	\$ (288.00)	\$ 288.00
FLAG FOOTBALL - ADULT	\$0.00					\$ 2,400.00	\$ 12,000.00		\$ -	\$ -	\$ -	\$ -	\$ 14,400.00
FLAG FOOTBALL - YOUTH	\$0.00					\$ 4,072.00	\$ 7,847.00	\$ 5,181.00	\$ 2,570.00	\$ 1,132.00	\$ -	\$ 3,188.40	\$ 32,385.40
JUNIOR LIFEGUARD - SUMMER CAMP	\$1,330.00	\$3,105.00	\$130.00			\$ 2,160.00	\$ 7,020.00	\$ 6,020.00	\$ 8,390.00	\$ 5,495.00	\$ 4,620.00	\$ 303.00	\$ 38,573.00
JUNIOR LIFEGUARD - FALL PROGRAM							\$ 225.00		\$ 990.00	\$ -	\$ 540.00	\$ 540.00	\$ 2,295.00
LACROSSE CAMP	\$701.00						\$ -		\$ 110.00	\$ 556.00	\$ 1,284.00	\$ 784.00	\$ 3,435.00
LACROSSE - WB LAX CLUB	\$2,111.00	\$4,018.60	\$1,790.00	\$ 2,907.00		\$ 256.00	\$ 1,226.00	\$ 988.00	\$ 2,670.00	\$ 3,512.00	\$ 2,542.00	\$ -	\$ 22,020.60
PERFORMANCE CLUB	\$1,237.00	\$8,280.00	\$1,032.50	\$ 3,282.00	\$ 5,415.00	\$ 3,450.00	\$ 5,290.00	\$ 3,240.00	\$ 3,695.00	\$ 2,015.00	\$ 3,240.00	\$ 1,880.00	\$ 42,056.50
PICKLEBALL LESSONS	\$4,522.00	\$3,245.00	\$2,105.00	\$ 2,715.00	\$ 316.00	\$ 810.00	\$ 1,285.00	\$ (467.50)	\$ -	\$ -	\$ -	\$ -	\$ 14,530.50
PICKLEBALL LESSONS - YOUTH							\$ 335.00	\$ (116.64)	\$ -	\$ -	\$ -	\$ -	\$ 218.36
RENTAL - EVENT STAGE	\$367.00	\$700.00	\$ (3665.00)		\$ 506.00	\$ 750.00	\$ 320.00	\$ 245.00	\$ (424.00)	\$ (216.00)	\$ (229.00)	\$ 200.00	\$ 1,534.00
RENTAL - MISC OPEN AREAS	\$175.00	\$1,675.00	\$200.00	\$ (400.00)		\$ 215.00	\$ 350.00		\$ 550.00	\$ (550.00)	\$ (250.00)	\$ -	\$ 1,965.00
RENTAL - PICNIC SHELTERS	\$ (210.00)	\$660.00	\$1,065.00	\$ 245.00	\$ 155.00	\$ 85.00	\$ 345.00	\$ 657.00	\$ 1,043.00	\$ 371.00	\$ 40.00	\$ (270.00)	\$ 4,186.00
RENT - RECREATION CENTER	\$0.00		\$912.50	\$ 155.00	\$ 560.00	\$ 105.00	\$ 685.00	\$ (200.00)	\$ 740.00	\$ 395.00	\$ 345.00	\$ 495.00	\$ 4,192.50
RENTAL - SOCCER FIELD	\$0.00					\$ 460.00	\$ -	\$ 1,050.00	\$ -	\$ -	\$ 216.00	\$ 605.00	\$ 2,331.00
RENTAL - SOFTBALL FIELD	\$0.00					\$ 460.00	\$ 160.00		\$ -	\$ (100.00)	\$ 90.00	\$ (100.00)	\$ 510.00
SPNSRS - MOVIE, CONCERT	\$0.00						\$ -		\$ -	\$ -	\$ -	\$ 2,000.00	\$ 2,000.00
SPECIAL EVENT PERMITS	\$1,610.00	\$7,400.00	\$1,610.00	\$ (618.50)	\$ 4,000.00	\$ 1,752.00	\$ 2,760.00	\$ 4,665.00	\$ 1,201.00	\$ 655.00	\$ 470.00	\$ 765.00	\$ 26,269.50
TENNIS - YOUTH & TOTS	\$0.00	\$1,385.00	\$1,240.00	\$ 335.00	\$ 795.00		\$ -	\$ 780.00	\$ 1,370.00	\$ 1,480.00	\$ -	\$ -	\$ 7,385.00
TENNIS - ADULTS	\$0.00	\$745.00	\$730.00		\$ 445.00		\$ -	\$ 95.00	\$ 460.00	\$ 2,035.00	\$ 80.00	\$ 1,900.00	\$ 6,490.00
TENNIS CAMP	\$0.00						\$ 1,290.00	\$ 375.00	\$ 245.00	\$ 15.00	\$ 1,545.00	\$ 1,020.00	\$ 4,490.00
T-SHIRTS, ETC.	\$15.00	\$35.00	\$35.00	\$ 35.00		\$ 214.75	\$ -		\$ 10.25	\$ -	\$ -	\$ -	\$ 345.00
WBOR COMMUNITY CPR TRAINING	\$ (16.00)						\$ -		\$ 380.00	\$ 20.00	\$ -	\$ -	\$ 384.00
TOTAL 2025 - 2026	\$ 20,393.00	\$ 40,635.60	\$ 20,088.60	\$ 20,351.50	\$ 21,154.00	\$ 37,134.75	\$ 50,420.22	\$ 35,735.86	\$ 41,495.63	\$ 29,420.00	\$ 24,567.00	\$ 24,322.60	\$ 365,718.76
TOTAL 2024 - 2025	\$ 19,358.90	\$ 25,319.00	\$ 20,534.00	\$ 14,905.50	\$ 6,557.00	\$ 36,651.50	\$ 62,439.00	\$ 34,949.80	\$ 31,560.50	\$ 36,772.69	\$ 33,179.60	\$ 20,856.40	\$ 343,083.89
CHANGE	\$ 1,034.10	\$ 15,316.60	\$ (445.40)	\$ 5,446.00	\$ 14,597.00	\$ 483.25	\$ (12,018.78)	\$ 786.06	\$ 9,935.13	\$ (7,352.69)	\$ (8,612.60)	\$ 3,466.20	\$ 22,634.87



TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480

MEMORANDUM

To: Mayor Dull and Members of the Board of Aldermen
From: Raquel Ivins, Department of Planning & Inspections
Re: **Executive Summary –4th Quarter Report for Fiscal Year 2025-2026**
Date: **July 1, 2026**
Cc: Haynes Brigman, Town Manager
Tony Wilson, Director of Planning & Parks

The Quarterly Report for the 3rd Quarter of Fiscal Year 2025-2026 is hereby submitted for your review. The Planning & Inspections Department processed a total of 64 permits for the months of April, May, and June..This is down from the 82 permits issued during the last quarter. The total revenue generated from permits this quarter was \$62,374.00. This decreased from \$85,656.00 generated last quarter.

The total cost of construction was \$4,478,552, a decrease from \$7,636,235 spent during last quarter.

The Planning & Inspections Department completed 110 inspections and issued 5 CAMA Minor Development Permits.

All totals reflect Apr 1 – Jun 30

Attachments:

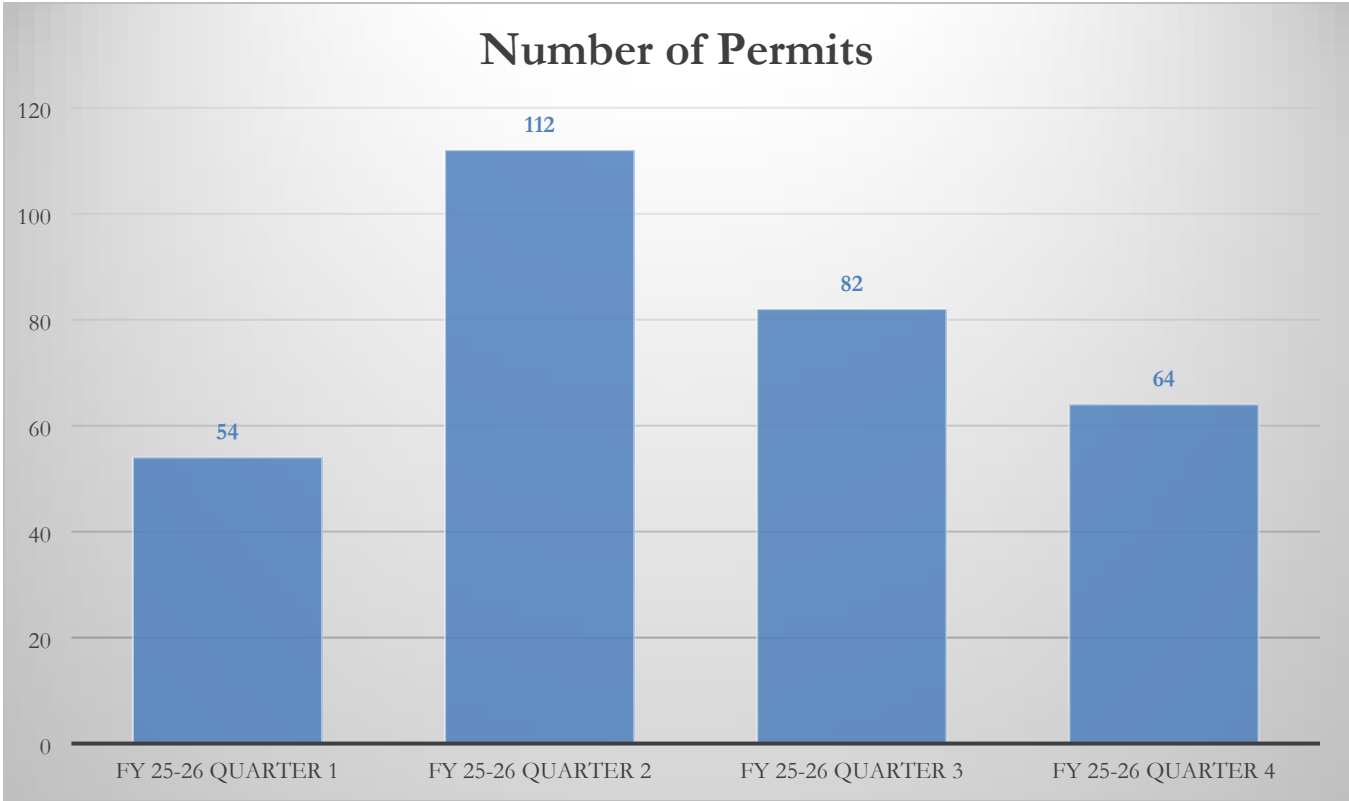
- Permitting Trend Graphs



TOWN OF WRIGHTSVILLE BEACH

DEPARTMENT OF PLANNING & INSPECTIONS

321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480

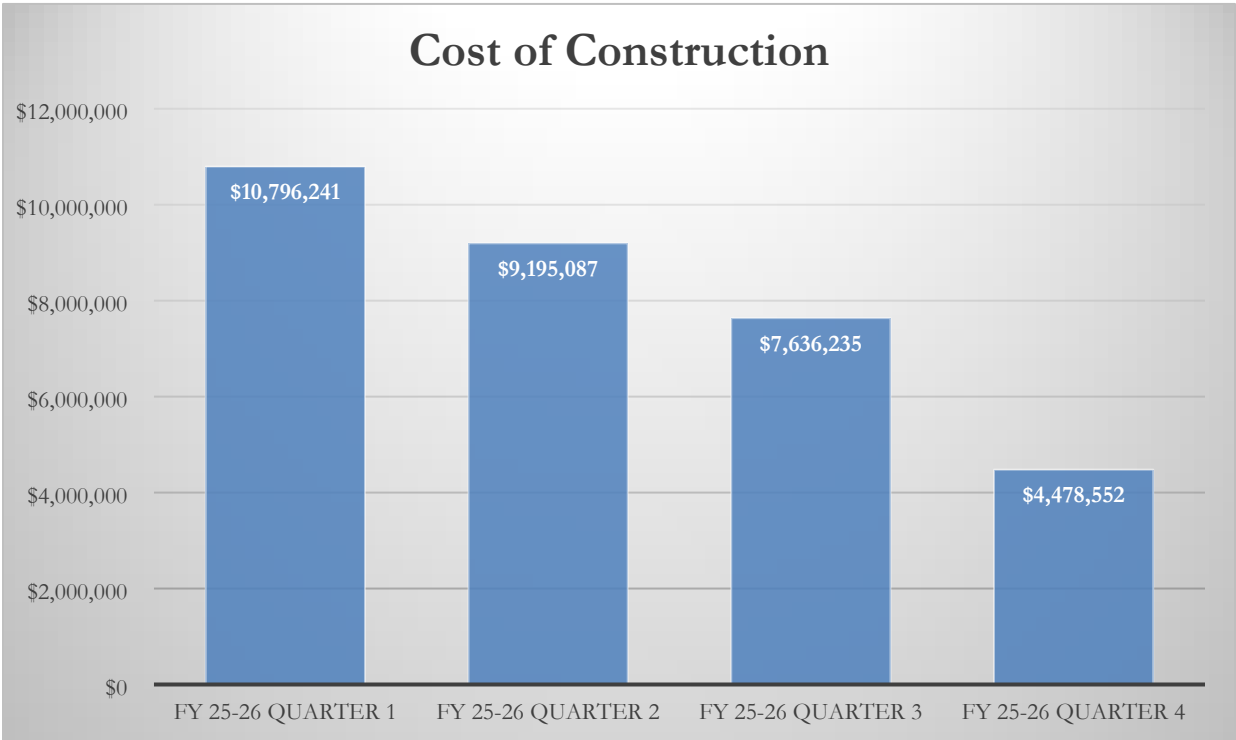




TOWN OF WRIGHTSVILLE BEACH

DEPARTMENT OF PLANNING & INSPECTIONS

321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480

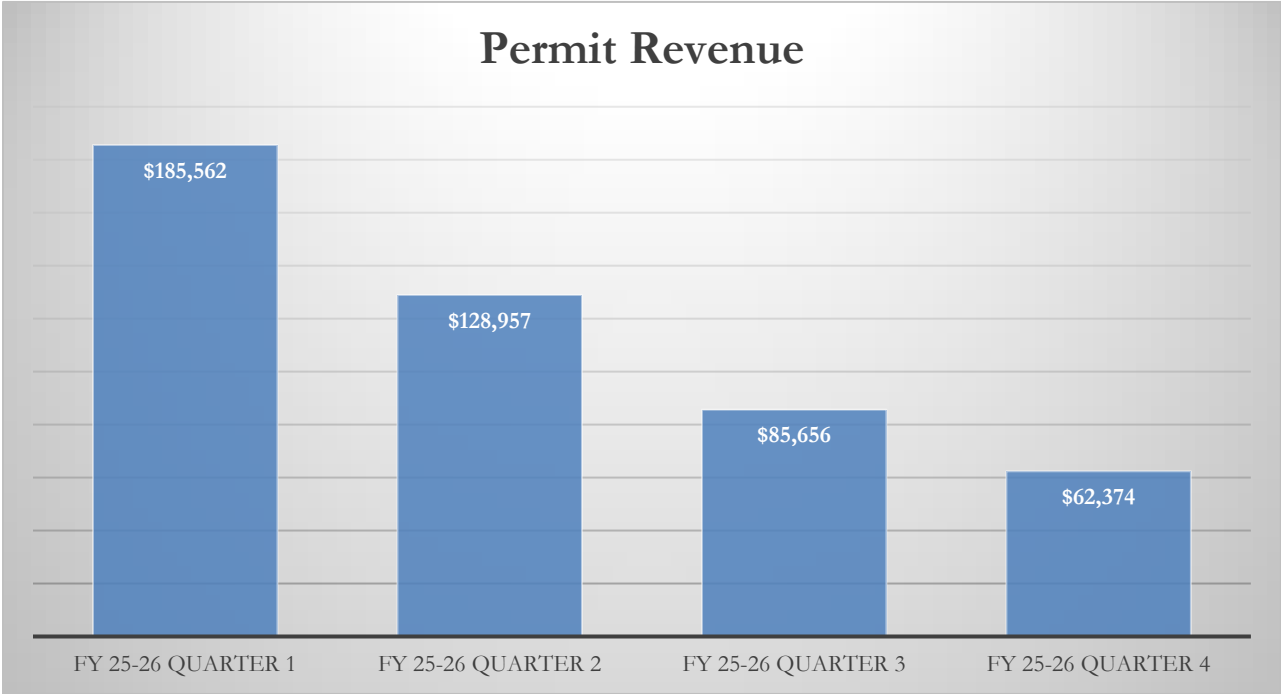




TOWN OF WRIGHTSVILLE BEACH

DEPARTMENT OF PLANNING & INSPECTIONS

321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480



WRIGHTSVILLE BEACH POLICE DEPARTMENT



4th Quarter Report April/May/June 2026



Presented by:
Chief Jason Bishop

WBPD National Incident Based Reporting System Report (NIBRS)											Previous Yr Same Quarter
GROUP A OFFENSES		Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	1st - July- Sept.	2nd - Oct - Dec.	3rd - Jan.- Mar.	4th- Apr.- June	Last Four	4th- Apr.- June
		2022	2023	2024	2025	2025	2025	2026	2026	TOTAL	2025
100	Kidnapping/Abduction		2	1	1		1			1	
120	Robbery	1		1							
200	Arson										
210	Extortion/Blackmail	1		1							
220	Burglary/Breaking & Entering	18	18	20	16	2	3	2	8	15	5
240	Motor Vehicle Theft	1	1	1	2		1			1	1
250	Counterfeiting/Forgery	2	4	3	8	1	5	3		9	1
270	Embezzlement	2	2	2	4	1	1	2		4	1
280	Stolen Property Offenses		7	1	1				1	1	1
290	Destruction/Damage/Vandalism of Property	40	37	28	23	6	5	7	9	27	7
370	Pornography/Obscene Material	1	2	1					1	1	
510	Bribery										
520	Weapon Law Violations	4	16	8	9	2	5	3	2	12	1
720	Animal Cruelty	1									
4000	NEGLIGENT TRAFFIC DEATH, NON-CRIMINAL DETAINMENT (INVOLUNTARY										
09A	Homicide Offense (Murder and Non-Negligent Manslaughter)										
09B	Homicide Offense (Negligent Manslaughter)										
09C	Justifiable Homicide										
11A	Sex Offenses (Rape)	1			2	2				2	
11B	Sex Offense (Sodomy)	1		1	1						1
11C	Sex Offense (With Object)										
11D	Sex Offense (Fondling)	7	3	5	3	2				2	1
13A	Assault Offenses (Aggravated Assault)	6	9	4	6	1	2	1	2	6	2
13B	Simple Assault	41	27	30	45	16	13	7	13	49	10
13C	Assault Offenses (Intimidation)	3	8	11	13	6	1	3	5	15	5
23A	Larceny (Pocket Picking)										
23B	Larceny (Purse Snatching)		1								
23C	Larceny (Shoplifting)	7	3	1	1	1		1		2	
23D	Larceny (Theft from a Building)	4	2	3	3						2
23E	Larceny (Theft from a Coin Operated Machine)		1						1	1	
23F	Larceny/Theft Offenses (Theft from Motor Vehicle)	21	14	18	4	1			2	3	1
23G	Larceny (Theft of Motor Vehicle Parts)	2	1	1					15	15	
23H	Larceny/Theft Offenses (All other Larceny)	55	55	47	52	16	12	9		37	18
26A	Fraud Offenses (False Pretense/Swindle/Confidence Game)	11	10	17	18	7	3	4	2	16	6
26B	Fraud Offenses (Credit Card Fraud)	5	8	3	4	1	1	3	3	8	1
26C	Fraud Offenses (Impersonation)	2	4	2	3	1		2	1	4	1
26D	Fraud Offenses (Welfare Fraud)										
26E	Fraud Offenses (Wire Fraud)		1								
26F	Fraud Offenses (Identity Theft)		2	1							
26G	Fraud Offenses (Hacking/Computer Invasion)			1							
35A	Drug/Narcotic Offenses (Drug/Narcotic Violations)	31	60	28	41	21	10	6	15	52	5

WBPD National Incident Based Reporting System Report (NIBRS)											Previous Yr Same Quarter
		Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	1st - July- Sept.	2nd - Oct - Dec.	3rd - Jan.- Mar.	4th- Apr.- June	Last Four	4th- Apr.- June
GROUP A OFFENSES		2022	2023	2024	2025	2025	2025	2026	2026	TOTAL	2025
35B	Drug/Narcotic Offenses (Drug Equipment Violations)	18	36	15	18	10	4	2	8	24	2
36A	Sex Offenses (Non-Forcible - Incest)										
36B	Sex Offense (Statutory Rape)		1								
39A	Gambling Offenses (Betting)										
39B	Gambling Offenses (Operating/Promoting/Assisting Gambling)										
39C	Gambling Offenses (Equipment)										
39D	Gambling Offenses (Sports Tamper)										
40A	Prostitution (Engaging In Prostitution)										
40B	Prostitution (Promoting or Assisting in Prostitution)										
40C	Prostitution (Purchasing)										
64A	Human Trafficking (Commercial Sex Acts)										
64B	Human Trafficking (Involuntary Servitude)										
TOTAL GROUP A OFFENSES		286	335	255	278	97	67	55	88	307	72
GROUP B OFFENSES											
90A	Bad Checks	1									
90B	Curfew/Loitering/Vagrancy Violations										
90C	Disorderly Conduct	6	8	6	3			1	1	2	1
90D	Driving Under the Influence (DWI)	93	271	233	200	42	42	41	43	168	63
90E	Drunkenness	10	36	29	28	4	11	10	11	36	9
90F	Family Offenses, Nonviolent		1		2	1	1		1	3	
90G	Liquor Law Violations	13	42	26	56	17	21	26	35	99	8
90H	Peeping Tom			1							
90J	Trespass of Real Property	17	13	4	8	4	3	2	11	20	
90Z	All other Offenses	239	607	476	448	136	70	107	139	452	143
TOTAL GROUP B OFFENSES		379	978	775	745	204	148	187	241	780	224
TOTAL GROUP A & B OFFENSES		665	1313	1030	1023	301	215	242	329	1087	296

TOWB General Ordinance Violations											Previous Year
		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	July - Sept	Oct. - Dec	Jan-Mar	Apr-June	Last Four	Apr-June
		2022	2023	2024	2025	2025	2025	2026	2026	TOTAL	2025
TRAFFIC CODE: CHAPTER 74											
74.02	Obstructing passage of other vehicles	0	0	0	0					0	
	Restricted Zone	0	0	0	0					0	
	Overtime Parking	1	0	0	0					0	
	Boat too close to beach/Anchoring of Vessels w/out Zoning	2	0	0	0					0	
	Fire Lane	0		0	0					0	
ANIMALS: CHAPTER 91											
91.11	Dogs running at large prohibited	221	157	55	88	13	33	29	135	210	34
91.08	Animal Waste	4	3	0	0			1		1	
91.08	Failure to License	8	2	10	1			1		1	
91.13	Confinement of female dogs in heat	0	0	0	0					0	
BEACH AND SHORE REGULATIONS: CHAPTER 92											
92.02	Littering beaches prohibited	5	3	1	1	1				1	
92.03	Glass on Beach/Containers for food and drink	105	89	43	45	13	2	6	26	47	28
92.12	Use of surfboard or ski-board restricted	8	3	4	4	3				3	1
92.18	Use of vehicles on beach prohibited	2	5	4	5	1	1		1	3	2
	Cooking Device on Beach	0	1	3	3	2			2	4	1
	Miscellaneous Beach Regulations	8	0	0	0					0	
HEALTH AND SANITATION: CHAPTER 96											
96.01	Litter	4	1	6	6	4		1	3	8	2
96.3	Human wastes	8	26	36	57	30	21	28	47	126	3
	Miscellaneous	0	3	8	12	5	4	1		10	2
NOISE: CHAPTER 97											
97.01	Loud, disturbing noises generally	6	9	50	55	22	5	29	48	104	24
97.02	Noises declared unreasonably loud and disturbing	2	0	2	2			1		1	1
STREETS AND SIDEWALKS: CHAPTER 99											
99.01	Assembling on sidewalks	0	1	0	0					0	
BUSINESS REGULATIONS: CHAPTER 114											
114.02	Vehicle for hire license requirements	0	0	0	0					0	
114.12	Refusal to pay charges	0	0	0	0					0	
OFFENSES AGAINST PUBLIC PEACE & SAFETY: CHAPTER 130											
130.03	Consumption and possession of malt beverages, unfortified wine and alcoholic beverages	522	328	234	241	109	7	34	157	307	117
OFFENSES AGAINST MORALS											
132.2	Profane and boisterous language		0	0	0					0	
MISC. VIOLATIONS											
	Miscellaneous Other		14	0	0					0	
	Traffic Stops										
GRAND TOTAL		906	645	456	520	203	73	131	419	826	215

Wrightsville Beach, NC PD

Citation Offense Count

April 1, 2026 - June 30, 2026

Official: All

Official Assignment:

Type of Stop: TRAFFIC

Stop Result: All

STEP: NONE

Offense Description	Offense Stop Result	
	CITATION	WARNING
ADDITIONAL LIGHTING EQUIP VIOL	2	
AID AND ABET IMPAIRED DRIVING	2	
BRAKE/STOP LIGHT EQUIP VIOL	1	
CANCL/REVOK/SUSP CERTIF/TAG	4	
CARRYING CONCEALED GUN(M)	2	
COMMUNICATING THREATS	1	
CONCEAL HANDGUN PERMIT VIOL(I)	1	
CONSUME ALC BY 19/20	13	
CONSUME ALC UNDERAGE	4	
CONTRIBUTING DEL OF JUVENILE	1	
COVERING/DISGUIISING REG PLATE	1	
DESIGNATED LANE VIOLATION	5	
DR/ALLOW REG PLATE NOT DISPLAY	2	
DRIVE AFTER CONSUMING < 21	1	
DRIVE WRONG WAY-ONE WAY DOT	1	
DRIVE WRONG WAY-ONE WAY LOCAL	2	
DRIVE WRONG WAY-ONE WAY ST/RD	2	
DRIVE/ALLOW MV NO REGISTRATION	3	
Driver's License		2
DRIVING WHILE IMPAIRED	1	
DWLR AFT IMPAIRED REV NOTICE	1	
DWLR IMPAIRED REV	3	
DWLR NOT IMPAIRED REV	20	
EXCEEDING POSTED SPEED	22	
EXCEEDING SAFE SPEED	2	
EXPIRED OPERATORS LICENSE	2	
EXPIRED REGISTRATION CARD/TAG	25	
EXPIRED/NO INSPECTION	5	
FAIL CARRY VALID DRIVERS LIC	1	
FAIL MAINTAIN LANE CONTROL	5	
FAIL STOP STOPSIGN/FLSH RED LT	9	
FAIL TO BURN HEADLAMPS	2	

Wrightsville Beach, NC PD

Citation Offense Count

April 1, 2026 - June 30, 2026

Official: All

Official Assignment:

Type of Stop: TRAFFIC

Stop Result: All

STEP: NONE

Offense Description	Offense Stop Result	
	CITATION	WARNING
FAIL TO HEED LIGHT OR SIREN	1	
FAIL TO NOTIFY DMV ADDR CHANGE	1	
FAIL TO OBEY TRAFFIC OFFICER	1	
FAIL TO STOP-STEADY RED LIGHT	6	
FAIL TO YIELD EMERG VEH NO ACC	1	
FAIL TO YIELD LEFT TURN	1	
FAIL TO YIELD TO PEDESTRIAN	3	
FAIL WEAR SEAT BELT- PASSENGER	1	
FAIL YLD STOPSIGN/FLSH RED LGT	1	
FAILURE TO REDUCE SPEED	1	
Failure to Yield		7
FENDER HEIGHT VIOLATION	8	
FICT/ALT TITLE/REG CARD/TAG	4	
FOLLOWING TOO CLOSELY	3	1
HIT/RUN FAIL STOP PROP DAMAGE	2	
HIT/RUN LEAVE SCENE PROP DAM	3	
HORN AND WARNING DEVICE VIO	1	
IMPROPER BACKING	1	
IMPROPER MUFFLER	17	
Improper Passing		1
INJURY TO PERSONAL PROPERTY	1	
INJURY TO REAL PROPERTY	1	
INTOXICATED AND DISRUPTIVE	2	
LIC/PRMT VIOL OTH RSTRCTN <18	1	
Lights		1
LITTERING NOT >10 LBS	1	
MISDEMEANOR LARCENY	4	
Muffler		7
NO LIABILITY INSURANCE	9	
NO MOTORCYCLE ENDORSEMENT	2	
NO OPERATORS LICENSE	21	
Obstructed windows		1

Wrightsville Beach, NC PD

Citation Offense Count

April 1, 2026 - June 30, 2026

Official: All

Official Assignment:

Type of Stop: TRAFFIC

Stop Result: All

STEP: NONE

Offense Description	Offense Stop Result	
	CITATION	WARNING
OBT/ATT OBT ALC FALSE DL	25	
OBT/ATT OBT ALC FALSE ID	1	
OPEN CONT AFTER CONS ALC 1ST	1	
OPER/PERMIT OPER VEH NO INSUR	2	
Other		10
Other Hazardous Vio.		2
Other Non-Hazardous Vio.		9
PASSENGER FLEE ACC PROP DAM	1	
POSS MTBV/U-WN BY 19/20	1	
POSS MTBV/U-WN NOT 19/20	1	
POSS/MANUFACTURE FRAUDULENT ID	3	
PUR MTBV/U-WN BY 19/20	9	
RECKLESS DRIVING TO ENDANGER	1	
RECKLESS DRVG-WANTON DISREGARD	4	
RESISTING PUBLIC OFFICER	2	
Safety Inspection Vio.		1
SHOPLIFTING CONCEALMENT GOODS	1	
SIMPLE ASSAULT	1	
SIMPLE POSSESS SCH VI CS (M)	2	
SPEEDING	102	
Speeding (Warning)		57
SPEEDING IN SCHOOL ZONE	29	
Stop Sign or Signal		30
Tires		1
UNSAFE LANE CHANGE	1	
UNSAFE MOVEMENT	5	14
UNSAFE PASSING YELLOW LINE	3	
Vehicle Registration		16
WHITE LIGHT REAR-DRIVE FORWARD	1	
WINDOW TINTING VIOL	11	
Grand Total	451	160

Wrightsville Beach Police Department

Initial Purpose of Traffic Stop by Enforcement Action Taken

Thursday, July 16, 2026

Report From 4/1/2026 through 5/31/2026

Purpose	Verbal Warning	Written Warning	Citation Issued	On View Arrest	No Action Taken	Total
Checkpoint	0	0	0	0	0	0
Driving While Impaired	0	0	0	2	0	2
Investigation	2	2	4	0	2	10
Other Motor Vehicle Violation	8	20	8	0	1	37
Safe Movement Violation	65	11	7	9	1	93
Seat Belt Violation	0	0	1	0	0	1
Speed Limit Violation	54	35	84	1	2	176
Stop Light/Sign Violation	19	16	8	2	0	45
Vehicle Equipment Violation	110	19	43	2	1	175
Vehicle Regulatory Violation	28	4	22	1	12	67
Total	286	107	177	17	19	606

TOWN OF WRIGHTSVILLE BEACH PUBLIC WORKS DEPARTMENT

Quarterly Report 2025-2026 April, May, June

A handwritten signature in blue ink, reading "William E. Fay".

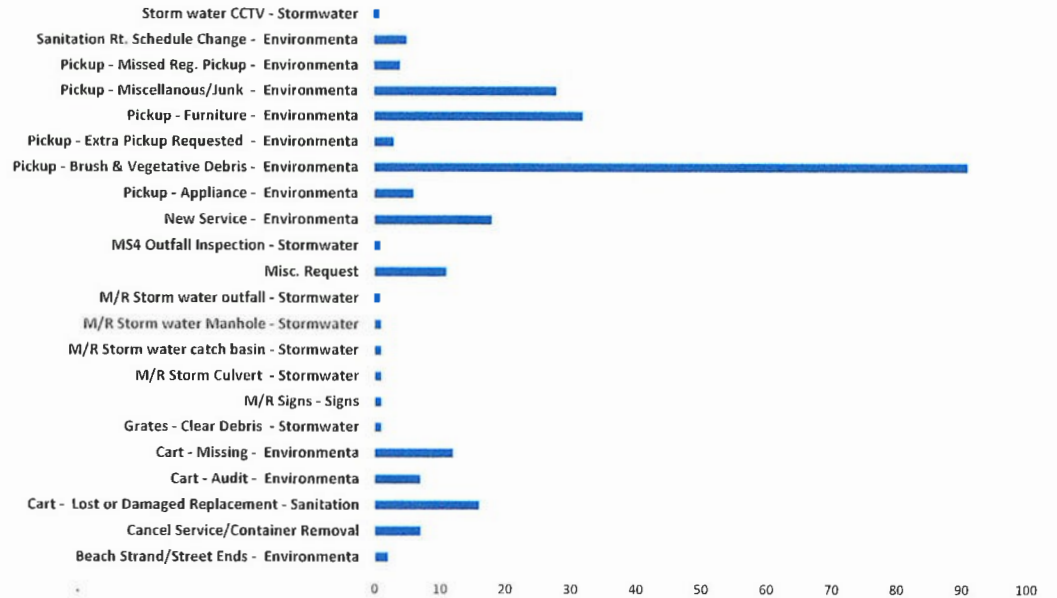
William E. Fay, Public Works Director

Environmental Services & Stormwater Department

Service Requests

Request Type	Count	Percentage
Beach Strand/Street Ends - Environmenta	2	0.80%
Cancel Service/Container Removal	7	2.80%
Cart - Lost or Damaged Replacement - Sanitation	16	6.40%
Cart - Audit - Environmenta	7	2.80%
Cart - Missing - Environmenta	12	4.80%
Grates - Clear Debris - Stormwater	1	0.40%
M/R Signs - Signs	1	0.40%
M/R Storm Culvert - Stormwater	1	0.40%
M/R Storm water catch basin - Stormwater	1	0.40%
M/R Storm water Manhole - Stormwater	1	0.40%
M/R Storm water outfall - Stormwater	1	0.40%
Misc. Request	11	4.40%
MS4 Outfall Inspection - Stormwater	1	0.40%
New Service - Environmenta	18	7.20%
Pickup - Appliance - Environmenta	6	2.40%
Pickup - Brush & Vegetative Debris - Environmenta	91	36.40%
Pickup - Extra Pickup Requested - Environmenta	3	1.20%
Pickup - Furniture - Environmenta	32	12.80%
Pickup - Miscellaneous/Junk - Environmenta	28	11.20%
Pickup - Missed Reg. Pickup - Environmenta	4	1.60%
Sanitation Rt. Schedule Change - Environmenta	5	2.00%
Storm water CCTV - Stormwater	1	0.40%
Total	250	100.00%

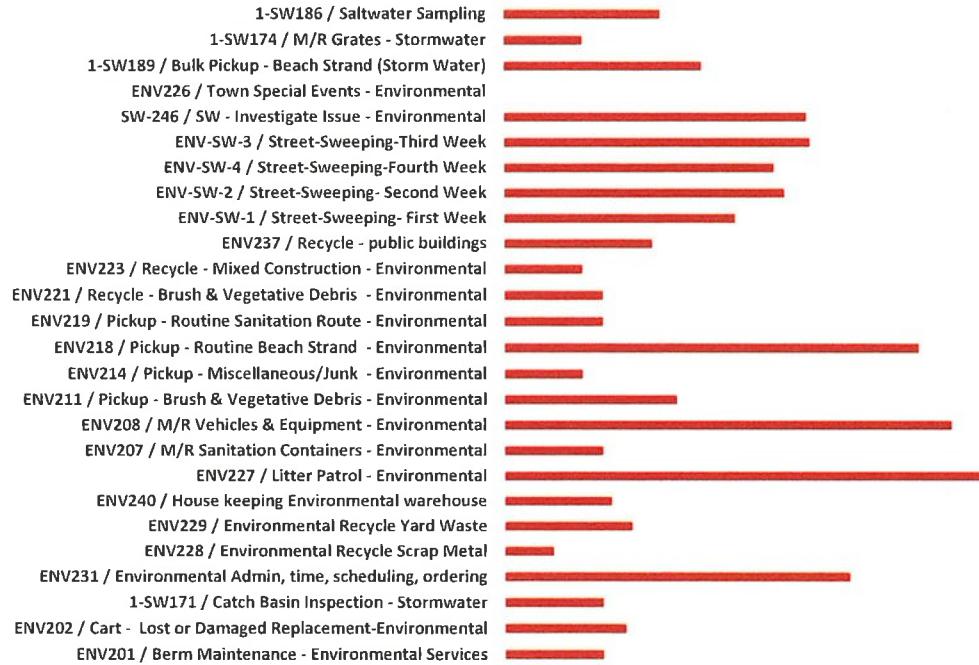
Environmental Services/Stormwater Department - Service Requests



Environmental Services & Stormwater - Tasks

Task Type	Labor Hours
ENV201 / Berm Maintenance - Environmental Services	4.00
ENV202 / Cart - Lost or Damaged Replacement-Environmental	5.50
1-SW171 / Catch Basin Inspection - Stormwater	4.00
ENV231 / Environmental Admin, time, scheduling, ordering	126.50
ENV228 / Environmental Recycle Scrap Metal	2.00
ENV229 / Environmental Recycle Yard Waste	6.00
ENV240 / House keeping Environmental warehouse	4.50
ENV227 / Litter Patrol - Environmental	872.00
ENV207 / M/R Sanitation Containers - Environmental	4.00
ENV208 / M/R Vehicles & Equipment - Environmental	526.00
ENV211 / Pickup - Brush & Vegetative Debris - Environmental	11.25
ENV214 / Pickup - Miscellaneous/Junk - Environmental	3.00
ENV218 / Pickup - Routine Beach Strand - Environmental	332.50
ENV219 / Pickup - Routine Sanitation Route - Environmental	4.00
ENV221 / Recycle - Brush & Vegetative Debris - Environmental	4.00
ENV223 / Recycle - Mixed Construction - Environmental	3.00
ENV237 / Recycle - public buildings	8.00
ENV-SW-1 / Street-Sweeping- First Week	25.50
ENV-SW-2 / Street-Sweeping- Second Week	51.00
ENV-SW-4 / Street-Sweeping-Fourth Week	44.00
ENV-SW-3 / Street-Sweeping-Third Week	73.00
SW-246 / SW - Investigate Issue - Environmental	69.50
ENV226 / Town Special Events - Environmental	1.00
1-SW189 / Bulk Pickup - Beach Strand (Storm Water)	16.00
1-SW174 / M/R Grates - Stormwater	3.00
1-SW186 / Saltwater Sampling	9.00
Total Labor Hours	2,212.25

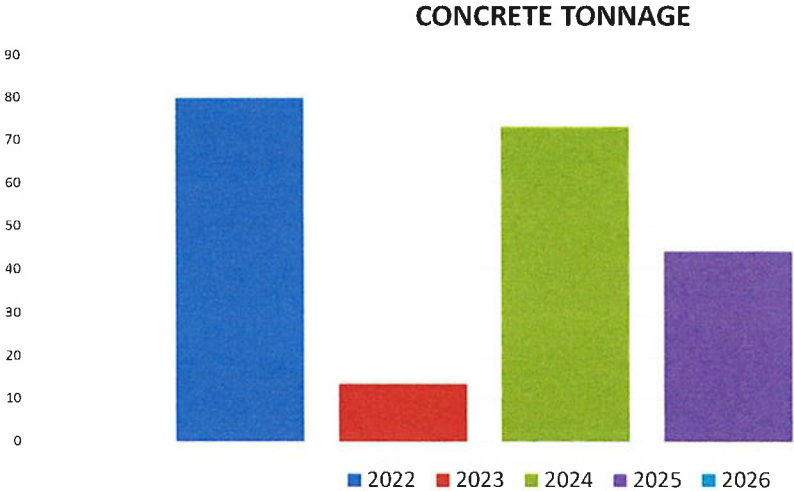
Environmental Services/Stormwater Department - Tasks



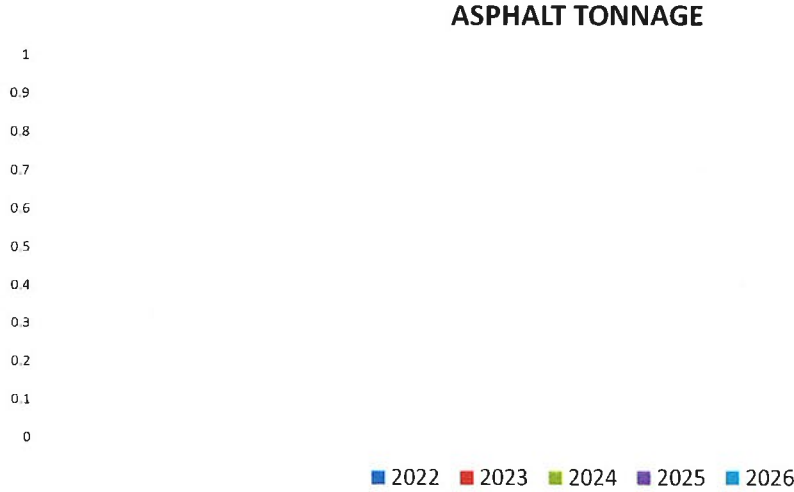
Environmental Services/Stormwater - Recycling Tonnage

Recycling

RECYCLING (Concrete) TONS					
	2022	2023	2024	2025	2026
JANUARY	0	0	19.59	10.72	0
FEBRUARY	8.82	0	19.62	0	0
MARCH	7.62	8.36	5.55	0	0
APRIL	0	0	0	6.23	0
MAY	0	0	17.44	17.05	0
JUNE	8.24	0	10.98	0	0
JULY	0	5.13	0	0	
AUGUST	16.2	0	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	27.21	0	0	0	
DECEMBER	11.9	0	0	10.28	
Totals	79.99	13.49	73.18	44.28	0



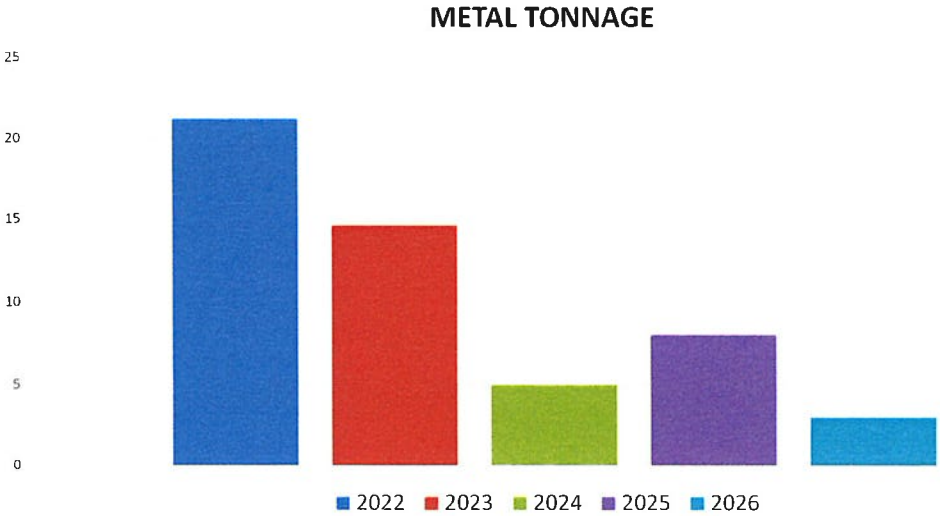
RECYCLING (Asphalt) TONS					
	2022	2023	2024	2025	2026
JANUARY	0	0	0	0	0
FEBRUARY	0	0	0	0	0
MARCH	0	0	0	0	0
APRIL	0	0	0	0	0
MAY	0	0	0	0	0
JUNE	0	0	0	0	0
JULY	0	0	0	0	
AUGUST	0	0	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	0	0	0	0	
DECEMBER	0	0	0	0	
Totals	0	0	0	0	0



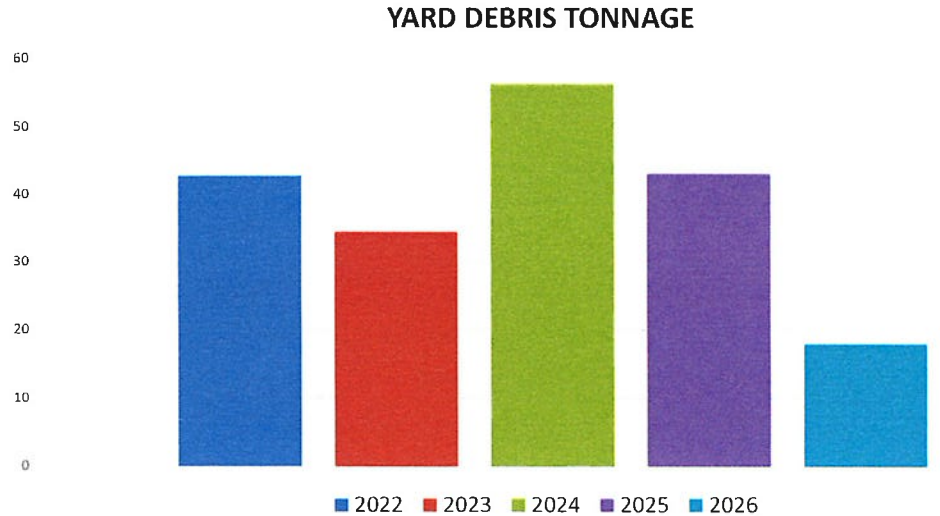
Environmental Services/Stormwater - Recycling Tonnage

Recycling

RECYCLING (Metal) TONS					
	2022	2023	2024	2025	2026
JANUARY	0	1.88	0	0	0
FEBRUARY	1.62	0	0	0	0
MARCH	1.7	0	0	0	0
APRIL	3.41	0	2.34	3.14	3
MAY	3.94	0	0	0	0
JUNE	0	0	0	0	0
JULY	0	0	0	3.25	
AUGUST	2.28	0	2.63	0	
SEPTEMBER	0	0	0	0	
OCTOBER	5.67	0	0	0	
NOVEMBER	2.6	0	0	0	
DECEMBER	0	12.72	0	1.67	
Totals	21.22	14.6	4.97	8.06	3



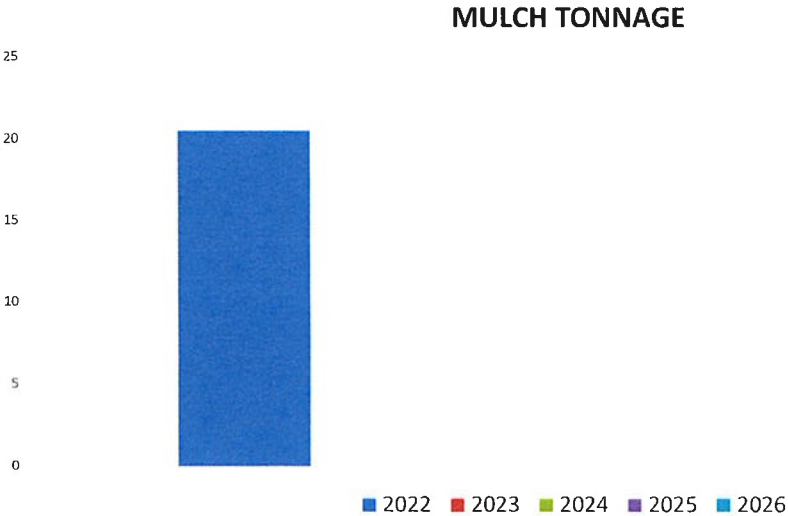
RECYCLING (Yard Debris) TONS					
	2022	2023	2024	2025	2026
JANUARY	10.09	3.1	5.01	3.21	0
FEBRUARY	0	3.76	9.77	6.37	2.79
MARCH	4.26	3.78	4.47	4.21	2.37
APRIL	13.34	4.63	4.02	3.16	6.93
MAY	0	0	3.82	0	0
JUNE	0	5.61	5.23	9.03	5.85
JULY	10.77	10.87	5.65	0.85	
AUGUST	0	0	1.64	2.81	
SEPTEMBER	0	0	5.73	4.65	
OCTOBER	1.5	2.66	2.18	4	
NOVEMBER	2.84		3.47	0	
DECEMBER	0		5.32	4.85	
Totals	42.8	34.41	56.31	43.14	17.94



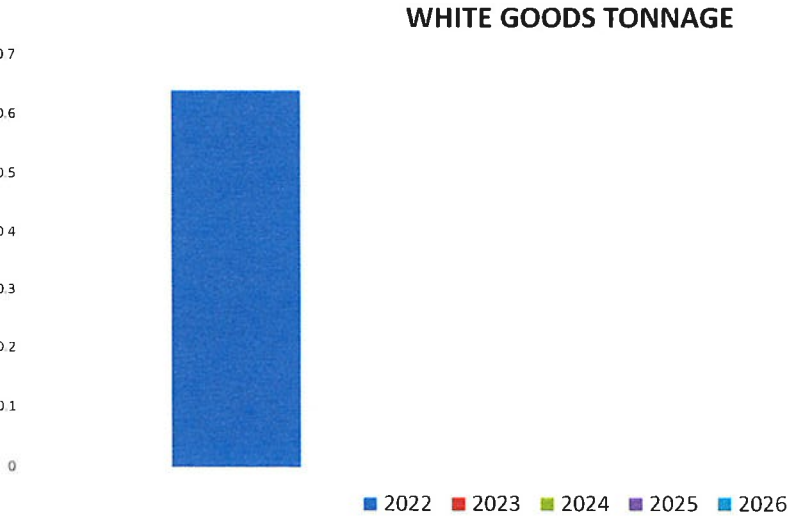
Environmental Services/Stormwater - Recycling Tonnage

Recycling

RECYCLING (Mulch) TONS					
	2022	2023	2024	2025	2026
JANUARY	5.39	0	0	0	0
FEBRUARY	4.39	0	0	0	0
MARCH	0	0	0	0	0
APRIL	4.83	0	0	0	0
MAY	0	0	0	0	0
JUNE	0	0	0	0	0
JULY	0	0	0	0	
AUGUST	1.28	0	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	2.06	0	0	0	
DECEMBER	2.56	0	0	0	
Totals	20.51	0	0	0	0



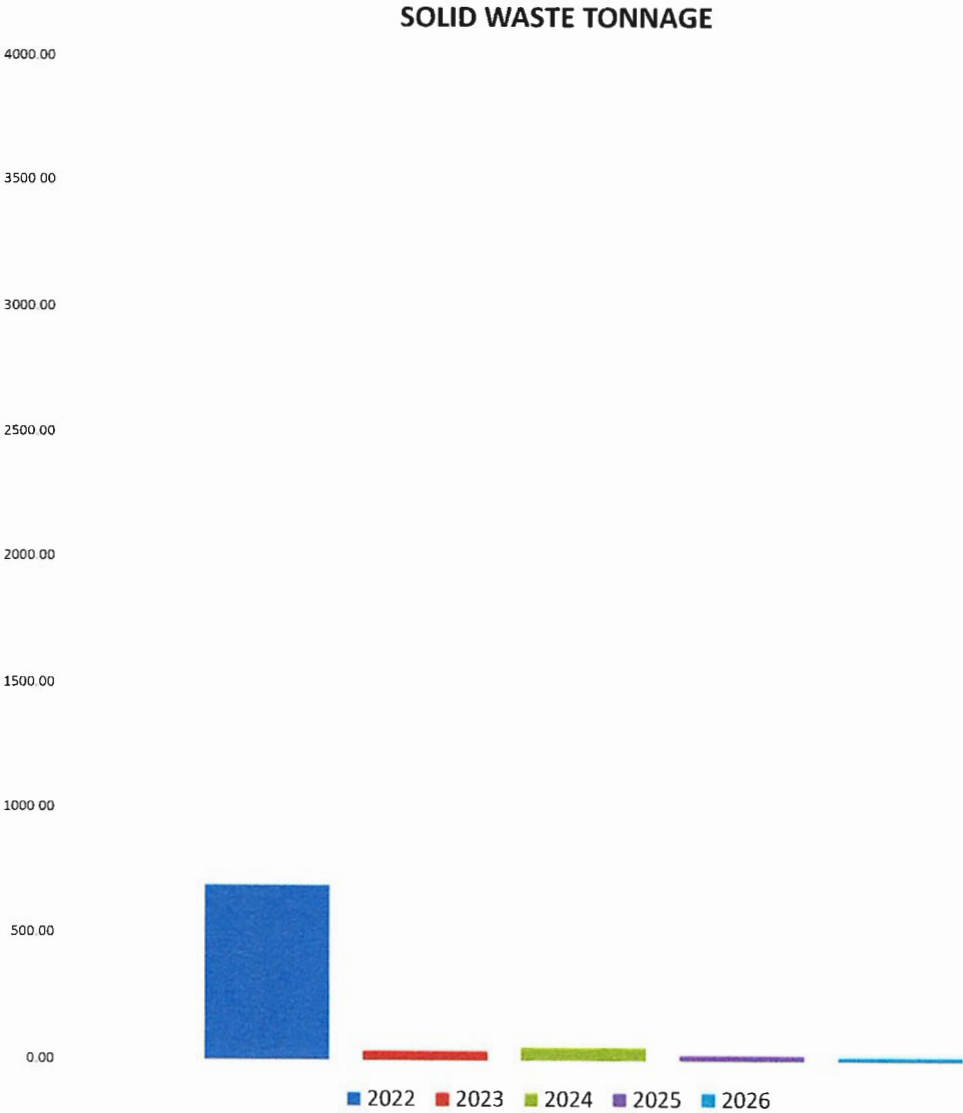
RECYCLING (White Goods) TONS					
	2022	2023	2024	2025	2026
JANUARY	0	0	0	0	0
FEBRUARY	0	0	0	0	0
MARCH	0.32	0	0	0	0
APRIL	0.32	0	0	0	0
MAY	0	0	0	0	0
JUNE	0	0	0	0	0
JULY	0	0	0	0	
AUGUST	0	0	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	0	0	0	0	
DECEMBER	0	0	0	0	
Totals	0.64	0	0	0	0



Environmental Services/Stormwater- Solid Waste Tonnage

Solid Waste

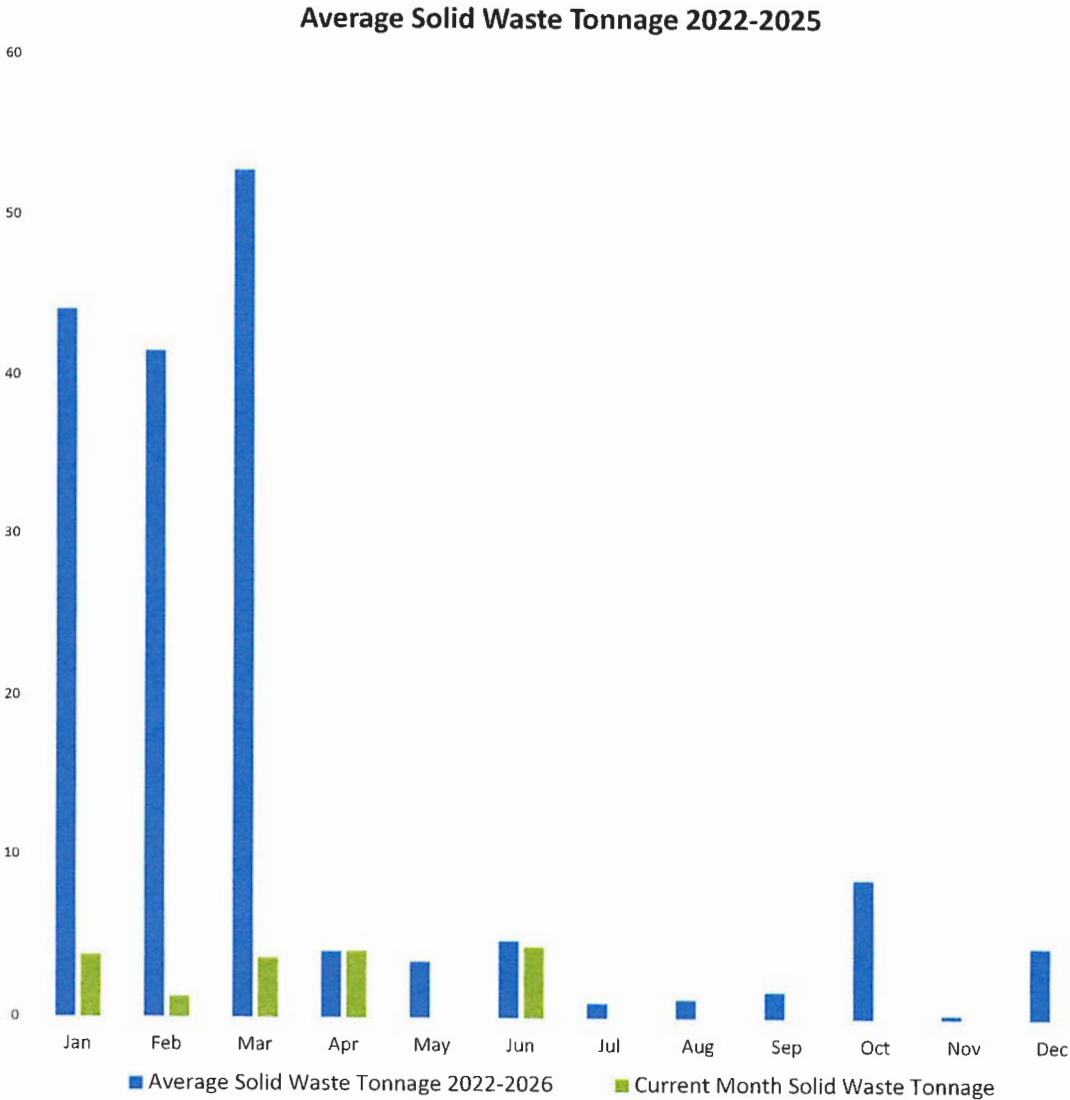
Municipal Solid Waste TONS					
	2022	2023	2024	2025	2026
JANUARY	203.55	8.54	4.83	0	3.84
FEBRUARY	204.02	0	2.6	0	1.29
MARCH	251.29	3.09	3.44	2.74	3.7
APRIL	13.11	0	3.14	0	4.13
MAY	6.2	5.38	3.1	2.69	0
JUNE	2.73	0	13.94	2.69	4.38
JULY	0	0	0	3.76	
AUGUST	4.71	0	0	0	
SEPTEMBER	3.31	0	1.65	1.69	
OCTOBER	1.69	8.93	20.76	2.91	
NOVEMBER	0	0	0	1.1	
DECEMBER	2.12	10.01	0	5.51	
Totals	692.73	35.95	53.46	23.09	17.34



Environmental Services/Stormwater- Solid Waste Tonnage

Solid Waste Average

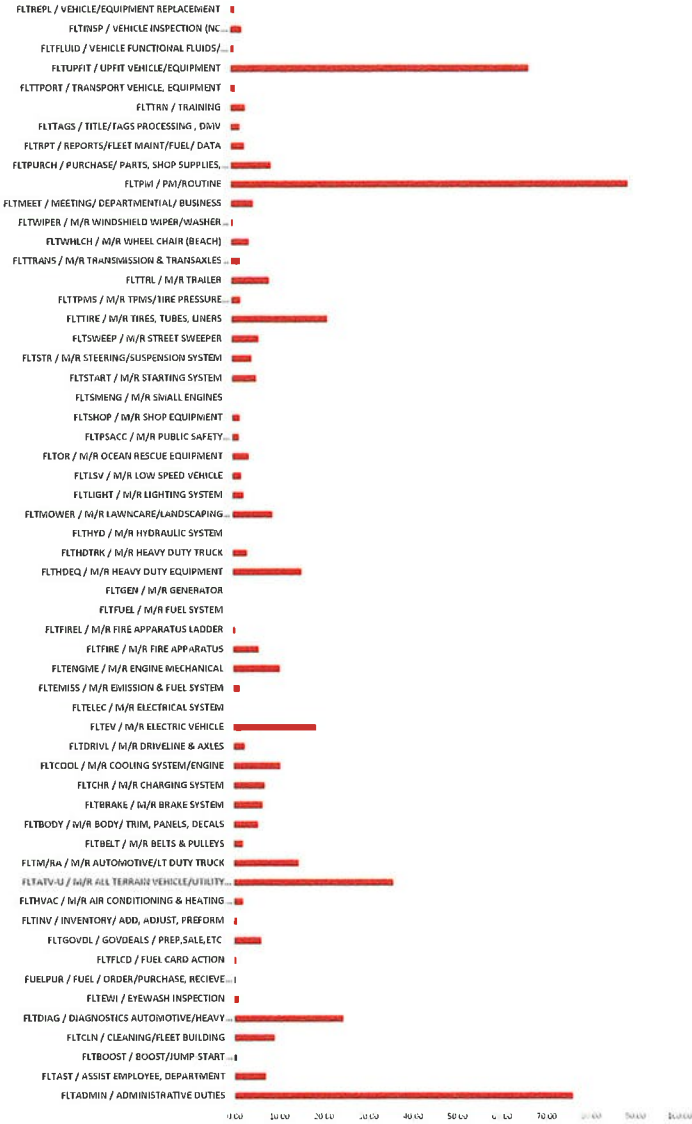
Month	Average Solid Waste Tonnage 2022-2026	Current Month Solid Waste Tonnage
Jan	44	3.84
Feb	42	1.29
Mar	53	3.7
Apr	4	4.13
May	3	0
Jun	5	4.38
Jul	1	
Aug	1	
Sep	2	
Oct	9	
Nov	0	
Dec	4	



Fleet Maintenance - Tasks

Task	Labor Hours
FLTADMIN / ADMINISTRATIVE DUTIES	76.00
FLTAST / ASSIST EMPLOYEE, DEPARTMENT	7.00
FLTBOOST / BOOST/JUMP-START VEHICLE/EQUIPMENT	0.50
FLTCLN / CLEANING/FLEET BUILDING	9.00
FLTDIAG / DIAGNOSTICS AUTOMOTIVE/HEAVY DUTY TRUCK	24.50
FLTEWI / EYEWASH INSPECTION	1.00
FUELPUR / FUEL / ORDER/PURCHASE, RECIEVE DELIVERY	0.25
FLTFLOD / FUEL CARD ACTION	0.50
FLTGOVDL / GOVDEALS / PREP.SALE.ETC.	0.00
FLTINV / INVENTORY/ ADD, ADJUST, PERFORM	0.75
FLTHVAC / M/R AIR CONDITIONING & HEATING SYSTEM	2.00
FLTATV-U / M/R ALL TERRAIN VEHICLE/UTILITY VEHICLE	35.75
FLTMRA / M/R AUTOMOTIVE/LT DUTY TRUCK	14.50
FLTBELT / M/R BELTS & PULLEYS	2.00
FLTBODY / M/R BODY/ TRIM, PANELS, DECALS	5.50
FLTBRAKE / M/R BRAKE SYSTEM	8.50
FLTCHR / M/R CHARGING SYSTEM	7.00
FLTCOOL / M/R COOLING SYSTEM/ENGINE	10.50
FLTDRVL / M/R DRIVELINE & AXLES	2.50
FLTEV / M/R ELECTRIC VEHICLE	16.50
FLTELEC / M/R ELECTRICAL SYSTEM	0.00
FLTEMISS / M/R EMISSION & FUEL SYSTEM	1.50
FLTENGME / M/R ENGINE MECHANICAL	10.50
FLTFIRE / M/R FIRE APPARATUS	5.75
FLTFIREL / M/R FIRE APPARATUS LADDER	0.50
FLTFUEL / M/R FUEL SYSTEM	0.00
FLTGEN / M/R GENERATOR	0.00
FLTHDEQ / M/R HEAVY DUTY EQUIPMENT	15.50
FLTHDTRK / M/R HEAVY DUTY TRUCK	3.25
FLTHYD / M/R HYDRAULIC SYSTEM	0.00
FLTMOWER / M/R LAWN/CARE/LANDSCAPING EQUIPMENT	0.00
FLTLIGHT / M/R LIGHTING SYSTEM	2.50
FLTLSV / M/R LOW SPEED VEHICLE	2.00
FLTOR / M/R OCEAN RESCUE EQUIPMENT	3.75
FLTPSACC / M/R PUBLIC SAFETY EQUIPMENT/ACCESSORIES	1.50
FLTSHP / M/R SHOP EQUIPMENT	1.75
FLTSMENG / M/R SMALL ENGINES	0.00
FLTSTART / M/R STARTING SYSTEM	5.50
FLTSTR / M/R STEERING/SUSPENSION SYSTEM	4.50
FLTSWEEP / M/R STREET SWEEPER	8.00
FLTIRE / M/R TIRES, TUBES, LINERS	21.50
FLTPMS / M/R TPMS/TIRE PRESSURE MONITORING SYSTEM	2.00
FLTTRL / M/R TRAILER	8.50
FLTTRANS / M/R TRANSMISSION & TRANSAXLES SYSTEM	2.00
FLTWHLCH / M/R WHEEL CHAIR (BEACH)	4.00
FLTWIPER / M/R WINDSHIELD WIPER/WASHER SYSTEM	0.50
FLTMEET / MEETING/ DEPARTMENTAL/ BUSINESS	5.00
FLTPM / PM/ROUTINE	89.25
FLTPURCH / PURCHASE/ PARTS, SHOP SUPPLIES, EQUIPMENT, TOOLS	9.00
FLTRPT / REPORTS/FLEET MAINT/FUEL/ DATA	3.00
FLTTAGS / TITLE/TAGS PROCESSING, DMV	2.00
FLTTRN / TRAINING	3.25
FLTTPORT / TRANSPORT VEHICLE, EQUIPMENT	1.00
FLTUPFIT / UPFIT VEHICLE/EQUIPMENT	87.00
FLTFUID / VEHICLE FUNCTIONAL FLUIDS/ ADD/CHECK	0.75
FLTINSP / VEHICLE INSPECTION (NC EMISSION/SAFETY)	2.50
FLTREPL / VEHICLE/EQUIPMENT REPLACEMENT	1.00
Total Hours	526.00

Fleet Maintenance - Tasks



Streets & Facilities

Service Requests

Request Type	Count	Percentage
Building Maintenance - Buildings	18	17.31%
Building Repair - Buildings	22	21.15%
Clean & Supply Public Restrooms - Buildings	3	2.88%
Clean & Supply Town Buildings - Buildings	19	18.27%
Curb/Sidewalk Inspection - Streets	1	0.96%
Curb/Sidewalk Repair - Streets	3	2.88%
Inspections - Gazebo - Buildings	2	1.92%
Inspections - Public Access / Walkover - Buildings	10	9.62%
Inspections-Fire Extinguishers/E Lights	1	0.96%
M/R Signs - Signs	13	12.50%
Paint Street Markings - Streets	4	3.85%
Pavement Repair - Streets	2	1.92%
Sign Graffiti - Signs	1	0.96%
Special Project	5	4.81%
Total Service Requests	104	100.00%

Streets & Facilities - Service Requests



FUEL SUMMARY REPORT
TOWN OF WRIGHTSVILLE BEACH


Transaction Period:

04/01/2026 - 04/30/2026

Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		158.02	\$575.57		101.32	\$437.88		\$1,013.45
POLICE	10-4310-2500		2087.96	\$7,738.02		0	\$0.00		\$7,738.02
OCEAN RESCUE	10-4390-2500		448.8	\$1,756.05		0	\$0.00		\$1,756.05
PARKING MANAGEMENT	10-4540-3050		53.66	\$192.97		0	\$0.00		\$192.97
PARKS MAINTENANCE	10-6130-2500		180.27	\$656.50		1.83	\$8.14		\$664.64
									\$0.00
									\$0.00
ENVT.SERVICES/STORMWATER	10-4710-2500		311.83	\$1,134.58		122.91	\$521.08		\$1,655.66
FLEET MAINTENANCE	10-4250-2500		30.56	\$111.42		0	\$0.00		\$111.42
STREETS & FACILITIES	10-4510-2500		225.42	\$820.95		4.97	\$20.18		\$841.13
									\$0.00
									\$0.00
									\$0.00
		TL QTY=	3496.52		TL QTY=	231.03		Total: \$	\$13,973.34
			TOTAL GAS COST		\$12,986.06	TOTAL DIESEL COST		\$987.28	

FUEL SUMMARY REPORT
TOWN OF WRIGHTSVILLE BEACH


Transaction Period:

05/01/2026 - 05/31/2026

Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		150.64	\$547.38		121.2	\$491.99		\$1,039.37
POLICE	10-4310-2500		2384.42	\$9,333.71		0	\$0.00		\$9,333.71
OCEAN RESCUE	10-4390-2500		825.45	\$3,069.16		0	\$0.00		\$3,069.16
PARKING MANAGEMENT	10-4540-3050		32.41	\$117.76		0	\$0.00		\$117.76
PARKS MAINTENANCE	10-6130-2500		252.8	\$918.61		2.67	\$10.84		\$929.45
									\$0.00
									\$0.00
ENVT.SERVICES/STORMWATER	10-4710-2500		385.34	\$1,400.20		164.69	\$668.50		\$2,068.70
FLEET MAINTENANCE	10-4250-2500		10.7	\$38.87		0	\$0.00		\$38.87
STREETS & FACILITIES	10-4510-2500		266.88	\$969.76		0	\$0.00		\$969.76
									\$0.00
									\$0.00
									\$0.00
		TL QTY=	4308.64		TL QTY=	288.56		Total: \$	\$17,566.78
			TOTAL GAS COST		\$16,395.45	TOTAL DIESEL COST		\$1,171.33	

FUEL SUMMARY REPORT
TOWN OF WRIGHTSVILLE BEACH

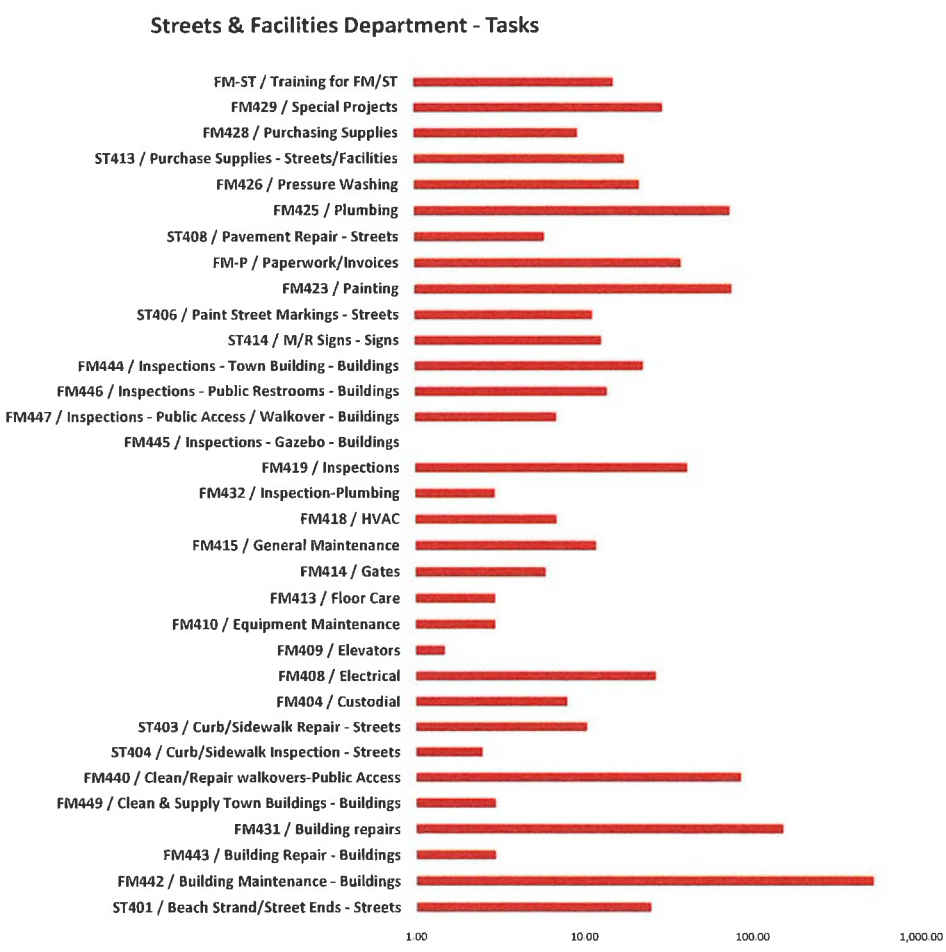
06/01/2026 - 06/30/2026



Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		156.55	\$634.53		116.77	\$470.61		\$1,105.14
POLICE	10-4310-2500		2387.05	\$8,925.88		0	\$0.00		\$8,925.88
OCEAN RESCUE	10-4390-2500		727.44	\$2,867.95		0	\$0.00		\$2,867.95
PARKING MANAGEMENT	10-4540-3050		39.76	\$163.15		0	\$0.00		\$163.15
PARKS MAINTENANCE	10-6130-2500		126.69	\$505.86		356.47	\$1,440.72		\$1,946.58
									\$0.00
									\$0.00
ENVT.SERVICES/STORMWATER	10-4710-2500		322.16	\$1,281.07		406.5	\$1,630.34		\$2,911.41
FLEET MAINTENANCE	10-4250-2500		23.47	\$93.56		0.22	\$0.82		\$94.38
STREETS & FACILITIES	10-4510-2500		238.83	\$939.18		11.72	\$47.39		\$986.57
									\$0.00
									\$0.00
									\$0.00
		TL QTY=	4021.95		TL QTY=	891.68		Total: \$	\$19,001.06
		TOTAL GAS COST		\$15,411.18	TOTAL DIESEL COST		\$3,589.88		

Streets & Facilities - Tasks

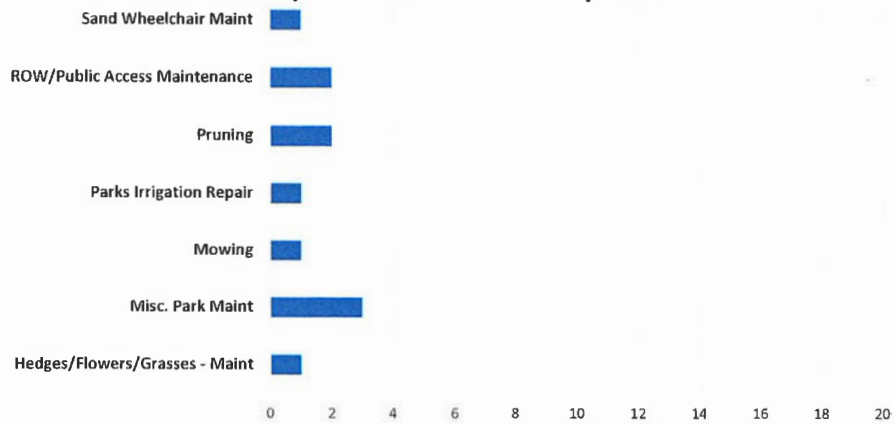
Task Type	Labor Hours
ST401 / Beach Strand/Street Ends - Streets	25.00
FM442 / Building Maintenance - Buildings	526.00
FM443 / Building Repair - Buildings	3.00
FM431 / Building repairs	154.00
FM449 / Clean & Supply Town Buildings - Buildings	3.00
FM440 / Clean/Repair walkovers-Public Access	86.00
ST404 / Curb/Sidewalk Inspection - Streets	2.50
ST403 / Curb/Sidewalk Repair - Streets	10.50
FM404 / Custodial	8.00
FM408 / Electrical	27.00
FM409 / Elevators	1.50
FM410 / Equipment Maintenance	3.00
FM413 / Floor Care	3.00
FM414 / Gates	6.00
FM415 / General Maintenance	12.00
FM418 / HVAC	7.00
FM432 / Inspection-Plumbing	3.00
FM419 / Inspections	42.00
FM445 / Inspections - Gazebo - Buildings	0.50
FM447 / Inspections - Public Access / Walkover - Buildings	7.00
FM446 / Inspections - Public Restrooms - Buildings	14.00
FM444 / Inspections - Town Building - Buildings	23.00
ST414 / M/R Signs - Signs	13.00
ST406 / Paint Street Markings - Streets	11.50
FM423 / Painting	78.00
FM-P / Paperwork/Invoices	39.00
ST408 / Pavement Repair - Streets	6.00
FM425 / Plumbing	76.00
FM426 / Pressure Washing	22.00
ST413 / Purchase Supplies - Streets/Facilities	18.00
FM428 / Purchasing Supplies	9.50
FM429 / Special Projects	30.50
FM-ST / Training for FM/ST	15.50
Total Labor Hours	1,286.00



Park Maintenance Department
Service Requests

Request Type	Count	Percentage
Hedges/Flowers/Grasses - Maint	1	9.09%
Misc. Park Maint	3	27.27%
Mowing	1	9.09%
Parks Irrigation Repair	1	9.09%
Pruning	2	18.18%
ROW/Public Access Maintenance	2	18.18%
Sand Wheelchair Maint	1	9.09%
Total	11	100.00%

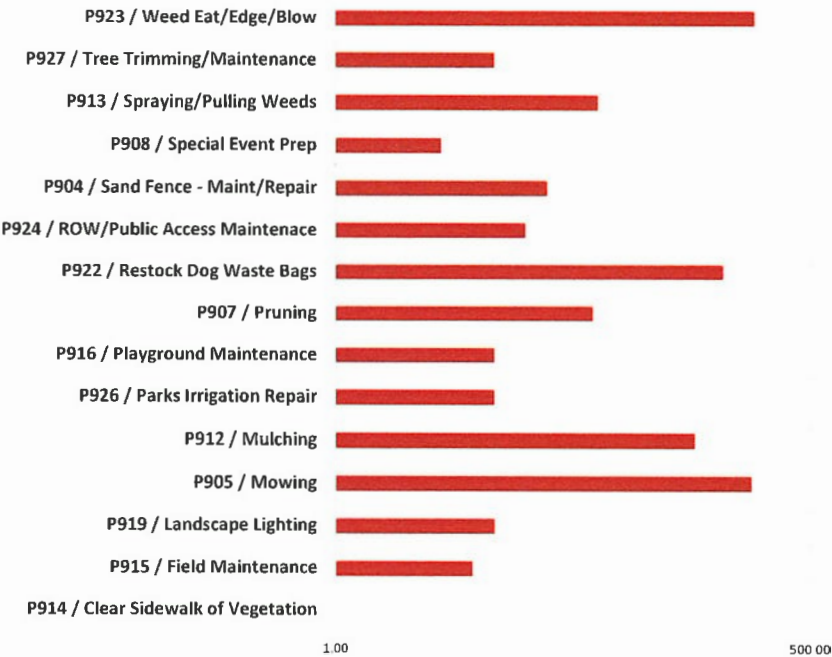
Park Maintenance Department - Service Requests



Park Maintenance - Tasks

Task Type	Labor Hours
P914 / Clear Sidewalk of Vegetation	0.00
P915 / Field Maintenance	6.00
P919 / Landscape Lighting	8.00
P905 / Mowing	232.00
P912 / Mulching	110.00
P926 / Parks Irrigation Repair	8.00
P916 / Playground Maintenance	8.00
P907 / Pruning	29.00
P922 / Restock Dog Waste Bags	160.00
P924 / ROW/Public Access Maintenance	12.00
P904 / Sand Fence - Maint/Repair	16.00
P908 / Special Event Prep	4.00
P913 / Spraying/Pulling Weeds	31.00
P927 / Tree Trimming/Maintenance	8.00
P923 / Weed Eat/Edge/Blow	241.00
Total Labor Hours	873.00

Park Maintenance Department - Tasks



TOWN OF WRIGHTSVILLE BEACH

PARKS & RECREATION

4 Fran Russ Drive • P.O. Box 626

Wrightsville Beach, N.C. 28480

(910) 256-7925 • ParksAndRecreation@towb.org • www.towb.org

MEMORANDUM

To: Mayor Dull and Board of Aldermen

From: Katie Carus-Childers, Parks & Recreation Director 

Subject: Special Event Permit Applications

Date: August 7, 2026

Attached for the Board's consideration are the following special event permit applications for events requiring Board approval. These applications have been reviewed by staff and the Parks and Recreation Advisory Committee with no concerns. The Parks and Recreation Advisory Committee voted unanimously to present these applications to the Board for approval. All are recurring events with the exception of the sunrise wedding.

1) Sunrise Wedding - Morgan

Saturday, August 22, 2026, 5:30 – 8:00 am

Beach access 8 (Holiday Inn Lumina), 17 people

2) Red Bull Foam Wreckers Surf Contest

Saturday, October 3, 2026, 8:00 am – 5:00 pm (setup to tear down 5 am – 8 pm)

Columbia to Stone Street (Accesses 28 – 29), Approximately 200 people

3) Communities in Schools Wrightsville Beach Plunge

Friday, January 1, 2027, 11:00 am – 1:00 pm (set up to tear down 5 am – 2 pm)

Beach Access 36 (north side of Crystal Pier), Approximately 2,000 people

4) Life 90.5 Easter Sunrise Celebration

Sunday, March 28, 2027, 7:00 – 8:00 am (setup to tear down 4:00 – 8:30 am)

Beach Access 37 (south side of Crystal Pier), Approximately 400 people

REQUESTED ACTION: Approve Special Event Permit applications as presented.

**TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department
P. O. Box 626, Wrightsville Beach, NC 28480
(910) 256-7925

FOR OFFICE USE ONLY

☒ New ☐ Recurring

PRAC Recommendation:
☐ Approve
☐ Approve w/ Conditions
☐ Do Not Approve

Participants / Fee Per Day:

☒	1-25	\$130
☐	26-100	\$180
☐	101-199	\$250
☐	200-400	\$400
☐	401-600	\$500
☐	601-1,000	\$600
☐	1,001-2,000	\$700
☐	2,001-3,000	\$800
☐	3,001-4,000	\$900
☐	4,001+	\$1,500

SEP Security Deposit:
Participants / Fee

☐	0-199	\$0
☐	200-400	\$200
☐	401-600	\$500
☐	601-1,000	\$1,000
☐	1,001-2,000	\$1,500
☐	2,001+	\$2,000

Non-profit organization?
Yes ☐ No ☒

Tax Exempt ID:

Time between 8 am & 10 pm? No

Number of Hours 2 1/2

Rain date necessary?
Yes ☐ No ☒

Park Facility Reserved?
Yes ☐ No ☒ Not Required

Portable toilets needed?
Yes ☐ No ☒ Not Required

Trash Disposal Service?
Yes ☐ No ☒ Not Required

Health Dept permit?
Yes ☐ No ☒ Not Required

1. Description of event: Morgan Wedding

2. Event Day and Date: Saturday August 22, 2026

Timeframe needed: Set up 5:30 ☒ am/pm to Tear down 8:00 ☒ am/pm

Event start time: 6:00 ☒ am/pm Event end time: 8:00 ☒ am/pm

3. Estimated number of participants (including spectators): 17

4. Location: Beach access number 8 in front of Solstice restaurantN

5. Individual making request: Ken Morgan

Complete Mailing Address: 20 Mission lane, Fairview, NC 28730

Phone Number: 828/778-0469 E-mail: ken@abcdeck.com

6. Individual who will be on site and in charge of activity: Ken Morgan

Complete Mailing address: 20 Mission Lane, Fairview, NC 28730

Phone Number: 828/778-0469 E-mail: ken@abcdeck.com

7. Sponsoring organization/corporation (if applicable): N/A

Contact:

Complete Mailing Address:

Phone Number: E-mail:

8. Briefly describe provisions for the following:

Toilet facilities: N/A we have a beach house

Trash disposal: there will be no trash
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: at our beach house and at the restaurant Solstice

Electrical power and/or water needs: N/A

9. Will food be served? No If yes, has permit from Health Dept. been obtained?

Please explain:

FOR OFFICE USE ONLY

SEP Fee: <u>\$130</u>	PD Contract: <u> </u>
Facility Use Fee: <u> </u>	OR Contract: <u> </u>
Security Deposit: <u> </u>	COL: <u> </u>
Parking Fees: <u> </u>	
Traffic Cones: <u> </u>	TOTAL PAID: <u>\$130</u> <u>✓ Civictec</u>
TOTAL DUE: <u>\$130</u>	Check #: <u>CC</u> UNLOCK TOWN HALL BREAKER BOX? <u> </u>

July 18, 2025

FOR OFFICE USE ONLY	
Site plan included? Yes ☒ No ☐ Not Required	10. Will there be any music, PA system, or loud activities (if any, briefly describe)? <u>quiet music for the brides</u> processional
Permit(s) needed for vehicle on the beach? Yes ☒ No ☐	If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: <u>very quiet on a personal speaker</u>
Number needed: _____	
Vehicle permit issued to: _____	11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? <u>yes</u>
	If so, what company is providing the equipment: <u>none</u>
Vendors requested? If yes, attach a list of the vendors. Yes ☒ No ☐	Describe equipment in detail and provide a sketched plan: <u>2 chairs and a small canopy if necessary for rain</u>
*Full road closure required? Yes ☐ No ☒	
	12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?
	If so, describe in detail: <u>no</u>
If yes, do you have NCDOT approval? Yes ☐ No ☐	13. Is police assistance necessary? <u>no</u> Are you requesting the closing of any streets? <u>no</u>
Police support requested? Yes ☐ No ☒ Not Required	If so, please specify: _____
PD Comments: _____	
	*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.
Fire Department support requested? Yes ☐ No ☒ Not Required	Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.
FD Comments: _____	I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.
	I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.
Ocean Rescue support requested? Yes ☐ No ☒ Not Required	I agree to comply with all town ordinances, rules, regulations, and other applicable laws.
OR Comments: _____	I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.
	I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.
EMS support required? Yes ☐ No ☒	I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.
	See attached memo for additional stipulations.
	Signature: <u>Kenneth Morgan</u> Date: <u>7/29/2026</u>
	This application is hereby approved, this the _____ day of _____, 20_____.
Certificate of Insurance obtained? Yes ☐ No ☒ Not Required	_____ Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department
P. O. Box 626, Wrightsville Beach, NC 28480
(910) 256-7925

FOR OFFICE USE ONLY

New ☐ Recurring ☒

Last occurred 2022

PRAC Recommendation:

Approve ☐

Approve w/ Conditions ☐

Do Not Approve ☐

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:

Participants / Fee

0-199	\$0
200-400	\$200
401-600	\$500
601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?

Yes ☐ No ☒

Benefits Surfrider

Tax Exempt ID:

UNCW & Cape Fear
Chapters

Time between 8 am & 10 pm? Set up prior to 10 am

Number of Hours All Day

Rain date necessary?

Yes ☐ No ☒

Park Facility Reserved?

Yes ☐ No ☒ Not Required

Portable toilets needed?

Yes ☐ No ☒ Not Required

Trash Disposal Service?

Yes ☐ No ☒ Not Required

Organizer to
remove trash

Health Dept permit?

Yes ☐ No ☒ Not Required

1. Description of event: Red Bull Foam Wreckers is a nationwide "surf contest" series where only soft-top fo
The event flips traditional competition on its head—prizing fun, creativity, and wipeouts over standard man

2. Event Day and Date: October 3, 2026 (scaffolding set up on 10/2 if possible)

Timeframe needed: Set up 5:00 am/pm to Tear down 8:00 am/pm
Event start time: 8:00 am/pm Event end time: 5:00 am/pm

3. Estimated number of participants (including spectators): 199 (116 competitors) + spectators

4. Location: Wrightsville Beach Between Access - North of Access #29 / South of Access #28

5. Individual making request: Austin Gore

Complete Mailing Address: 836 Hargrove Lake Rd Winterville, GA 30683

Phone Number: 469-859-8347 E-mail: austin@blackandtancollective.com

6. Individual who will be on site and in charge of activity: Austin Gore

Complete Mailing address: 836 Hargrove Lake Rd Winterville, GA 30683

Phone Number: 469-859-8347 E-mail: austin@blackandtancollective.com

7. Sponsoring organization/corporation (if applicable): Red Bull North America

Contact: Cadence Szilagyi

Complete Mailing Address: 8715 Sidney Circle Charlotte, NC 28269

Phone Number: (925) 330-9164 E-mail: cadence.szilagyi@redbull.com

8. Briefly describe provisions for the following:

Toilet facilities: Public @ Trolley Stop/Breeze

Trash disposal: We (Event organizer) and local partners will provide trash & recycling receptacles and manag
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Participants will be encouraged to carpool and utilized paid city & beach parking as well as
paid private lots near the event location.

Electrical power and/or water needs: Small generator - appx 3500 watts used for PA/ Sound

9. Will food be served? No ☒ If yes, has permit from Health Dept. been obtained? ☐

Please explain:

FOR OFFICE USE ONLY

SEP Fee: \$400	PD Contract: COI
Facility Use Fee:	OR Contract: Requested OR support
Security Deposit: \$200	COI: *No scaffolding/tents/vehic
Parking Fees:	2 Guards & vehicle/No ski
Traffic Cones:	TOTAL PAID: \$400 See Deposit \$200
TOTAL DUE: \$600	Check #: 1097 UNLOCK TOWN HALL BREAKER BOX?

July 18, 2025

* 7/31 spoke to Austin
Reassess layout two weeks prior (may cancel)
(shredded \$250 ck #1096)
1/10 sending \$400

FOR OFFICE USE ONLY

Site plan included?

Yes No Not Required

Permit(s) needed for vehicle on the beach?

Yes No

Number needed: _____

Vehicle permit issued to:

Pending beach conditions

Vendors requested? If yes, attach a list of the vendors.

Yes No

*Full road closure required? Yes No

If yes, do you have NCDOT approval? Yes No

Police support requested?

Yes No Not Required

PD Comments:

Fire Department support requested?

Yes No Not Required

FD Comments:

Ocean Rescue support requested?

Yes No Not Required

OR Comments:

EMS support required?

Yes No

Certificate of Insurance obtained?

Yes No Not Required

Must provide prior to event

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? PA with music and commentator/host announcements.

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: All speakers will be projected toward the water in the competition area.

Music and commentary will be directed only toward individuals in the immediate competition area.

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? Yes

If so, what company is providing the equipment? Red Bull, Black & Tan Collective, Catch Surf

Describe equipment in detail and provide a sketched plan: Appx. 3 10x10 tents & Red Bull Umbrellas to provide participants & spectators. Catch Surf tent to provide coverage for judges, commentators, etc. Additional sig will be utilized sparingly. A Red Bull branded event vehicle will be utilized as the main PA system. Banners

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: No.

13. Is police assistance necessary? No *Are you requesting the closing of any streets? _____

If so, please specify: This crowd is a very easy going crowd. We had a light police presence at the event in Wrightsville Beach in 2021, but it was deemed to be unnecessary in our conversation with local PD.

*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.

See attached memo for additional stipulations.

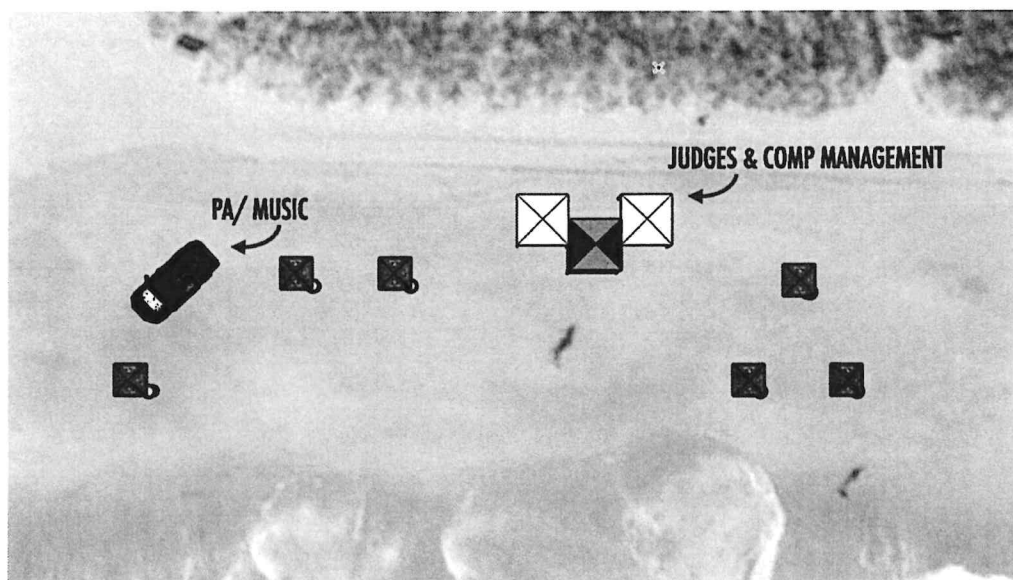
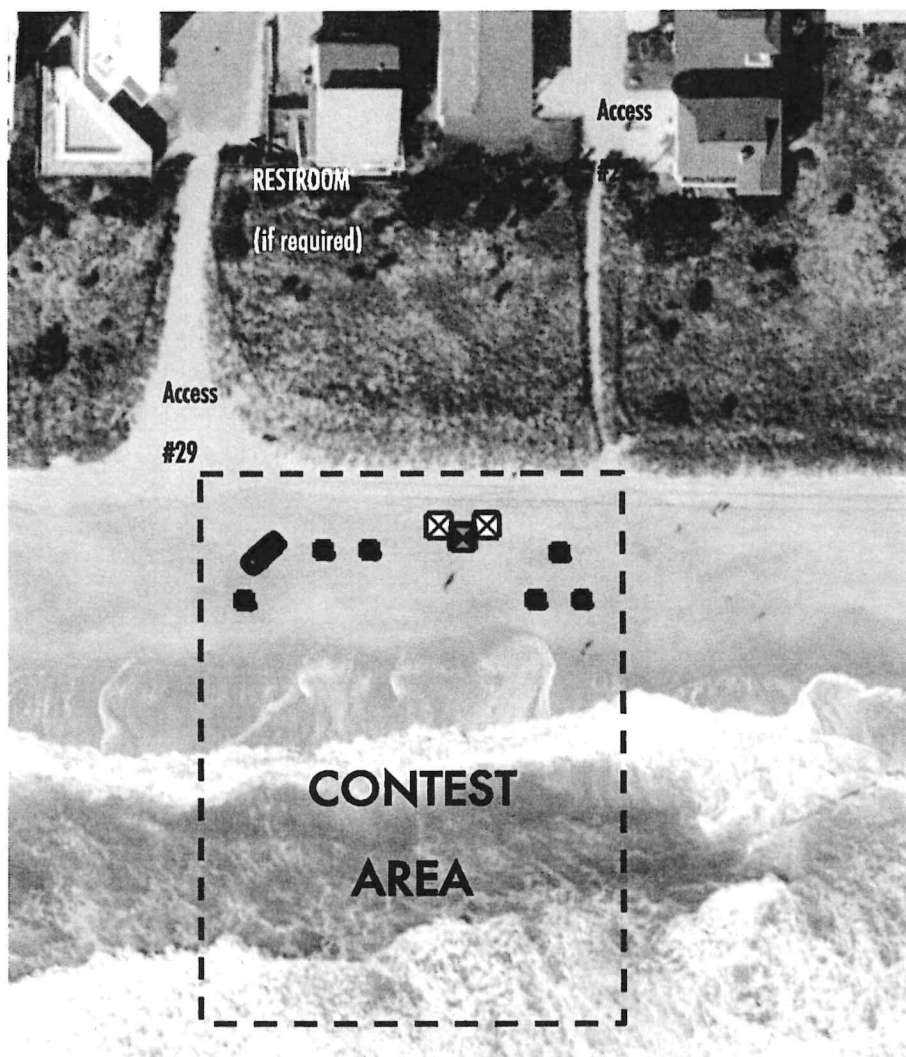
Signature: *Avi* Date: 6/30/26

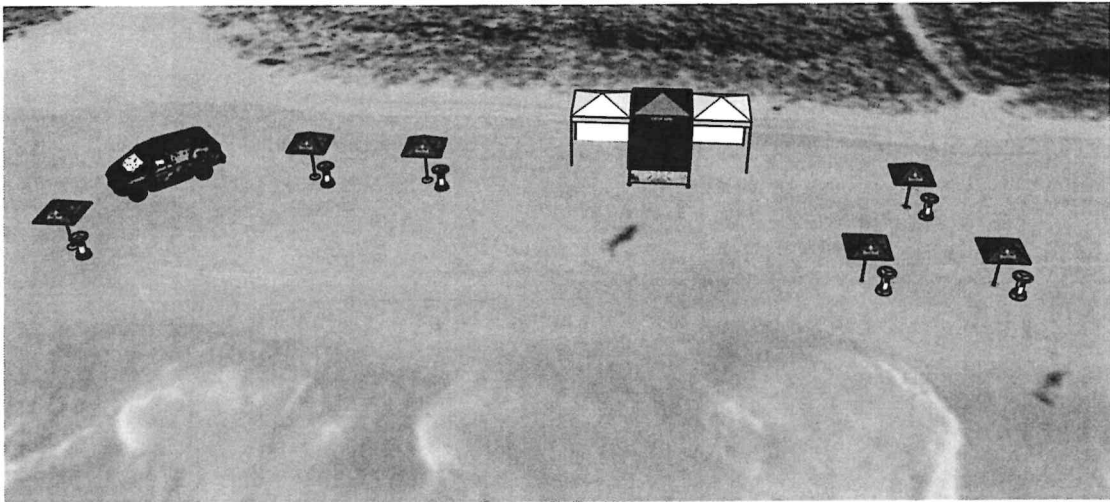
This application is hereby approved, this the _____ day of _____, 20_____.

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

SITE PLAN – Red Bull Foam Wreckers - 2026





**TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department
P. O. Box 626, Wrightsville Beach, NC 28480
(910) 256-7925

FOR OFFICE USE ONLY

☐ New ☒ Recurring

PRAC Recommendation:
☐ Approve
☐ Approve w/ Conditions
☐ Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
601-1,000	\$600
☒ 1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

SEP Security Deposit:
Participants / Fee

0-199	\$0
200-400	\$200
401-600	\$500
601-1,000	\$1,000
☒ 1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?
Yes ☒ No ☐

Tax Exempt ID: _____

Time between 8 am & 10 pm? yes

Number of Hours _____

Rain date necessary?
Yes ☐ No ☒

Park Facility Reserved?
☒ Yes ☐ No ☐ Not Required

Portable toilets needed?
☒ Yes ☐ No ☐ Not Required

Trash Disposal Service?
Yes ☐ No ☐ Not Required
Staff to remove

Health Dept permit?
Yes ☐ No ☒ Not Required

1. Description of event: Annual Wrightsville Plunge supporting Communities In Schools of Cape Fear

2. Event Day and Date: January 1st 2027

Timeframe needed: Set up 9:00 ☒ am ☐ pm to Tear down 2:00 ☐ am ☒ pm
 Event start time: 11:00 ☒ am ☐ pm Event end time: 1:00 ☐ am ☒ pm

3. Estimated number of participants (including spectators): 1900

4. Location: Beach Strand North Crystal Pier (access #36)

5. Individual making request: Annie Adams
 Complete Mailing Address: PO Box 398 Wilmington NC 28402
 Phone Number: 910-343-1901 E-mail: annie@ciscapefear.org

6. Individual who will be on site and in charge of activity: Annie Adams
 Complete Mailing address: PO Box 398 Wilmington NC 28402
 Phone Number: 9103431901 E-mail: annie@ciscapefear.org

7. Sponsoring organization/corporation (if applicable): Communities In Schools of Cape Fear
 Contact: Louise Hicks
 Complete Mailing Address: PO Box 398 Wilmington NC 28402
 Phone Number: 910-343-1901 E-mail: louise@ciscapefear.org

8. Briefly describe provisions for the following:
 Toilet facilities: Rent a John
 Trash disposal: CIS staff and volunteers will dispose of trash
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)
 Parking: on the street parking and school bus shuttle running from the WB park

Electrical power and/or water needs: renting generators

9. Will food be served? maybe If yes, has permit from Health Dept. been obtained? n/a
 Please explain: donated single served snacks and water may be provided

FOR OFFICE USE ONLY

SEP Fee: <u>\$700</u>	PD Contract: _____	• <u>Park Parking Lots and</u>
Facility Use Fee: <u>\$200</u>	OR Contract: _____	<u>Recycle field</u>
Security Deposit: <u>\$1500</u>	COL: _____	• <u>COI</u>
Parking Fees: _____		• <u>2 Waves - 12 # 12:30</u>
Traffic Cones: _____	TOTAL PAID: <u>\$2400</u>	<u>✓ Access 36 + WB Park Civic Rec</u>
TOTAL DUE: <u>\$2400</u>	Check #: <u>CC Cricler</u>	<u>UNLOCK TOWN HALL BREAKER BOX?</u>

July 18, 2025

FOR OFFICE USE ONLY

Site plan included?

Yes ☒ No ☐ Not Required ☐

Permit(s) needed for vehicle on the beach?

Yes ☒ No ☐Number needed: 1

Vehicle permit issued to:

Annie Adams

Vendors requested? If yes, attach a list of the vendors.

Yes ☐ No ☒*Full road closure required? Yes ☐ No ☒If yes, do you have NCDOT approval? Yes ☐ No ☒Police support requested? Yes ☐ No ☒ Not Required ☐

PD Comments:

Fire Department support requested?

Yes ☐ No ☒ Not Required ☐

FD Comments:

Ocean Rescue support requested?

Yes ☐ No ☒ Not Required ☐

OR Comments:

EMS support required?

Yes ☒ No ☐

Certificate of Insurance obtained?

Yes ☐ No ☐ Not Required ☐10. Will there be any music, PA system, or loud activities (if any, briefly describe)? an emcee willwill be share announcements and start the plunge /music will also be playedIf yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: speakers will be placed on the beach powered by a generator for music and announcements11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? yesIf so, what company is providing the equipment: n/aDescribe equipment in detail and provide a sketched plan: banner on Crystal Pier and a tent for the food and dj

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: raffle tickets will be the only item sold on public property13. Is police assistance necessary? no *Are you requesting the closing of any streets? no

If so, please specify: _____

*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.

See attached memo for additional stipulations.Signature: Annie AdamsDate: 7/17/26

This application is hereby approved, this the _____ day of _____, 20_____.

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

To provide prior to event



**TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department
P. O. Box 626, Wrightsville Beach, NC 28480
(910) 256-7925

FOR OFFICE USE ONLY

☐ New ☒ Recurring

PRAC Recommendation:

☐ Approve
☐ Approve w/ Conditions
☐ Do Not Approve

Participants / Fee Per Day:

1-25	\$130
26-100	\$180
101-199	\$250
200-400	\$400
401-600	\$500
601-1,000	\$600
1,001-2,000	\$700
2,001-3,000	\$800
3,001-4,000	\$900
4,001+	\$1,500

**SEP Security Deposit:
Participants / Fee**

0-199	\$0
200-400	\$200
401-600	\$500
601-1,000	\$1,000
1,001-2,000	\$1,500
2,001+	\$2,000

Non-profit organization?

Yes ☒ No ☐

Tax Exempt ID:

Time between 8 am & 10 pm? Sunrise

Number of Hours _____

Rain date necessary?

Yes ☐ No ☒

Park Facility Reserved?

Yes ☐ No ☒ Not Required

Portable toilets needed?

Yes ☒ No ☐ Not Required

Trash Disposal Service?

Yes ☐ No ☒ Not Required

Health Dept permit?

Yes ☐ No ☒ Not Required

1. Description of event: Life 90.5 (Northpointe) Easter Sunrise Celebration at the Beach

2. Event Day and Date: March 28th, 2027

Timeframe needed: Set up 4:00 ☒ am/pm to Tear down 8:30 ☒ am/pm
Event start time: 7 ☒ am/pm Event end time: 8 ☒ am/pm

3. Estimated number of participants (including spectators): 400

4. Location: South side of Crystal Pier

5. Individual making request: Hannah Chitwood

Complete Mailing Address: PO Box 957 Wilmington, NC 28402

Phone Number: 910-200-7772 E-mail: hannahchitwood@gmail.com

6. Individual who will be on site and in charge of activity: Hannah Chitwood

Complete Mailing address: PO Box 957 Wilmington, NC 28402

Phone Number: 910-200-7772 E-mail: hannahchitwood@gmail.com

7. Sponsoring organization/corporation (if applicable): Life 90.5

Contact: Hannah Chitwood

Complete Mailing Address: PO Box 957 Wilmington, NC 28402

Phone Number: 910-763-2452 E-mail: hannah@carolinachristianradio.com

8. Briefly describe provisions for the following:

Toilet facilities: public restrooms

Trash disposal: We will provide our own receptacles

(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Street parking

Electrical power and/or water needs: Oceanic has allowed us to use 2 of their exterior plugs in past years.

9. Will food be served? yes If yes, has permit from Health Dept. been obtained? N/A

Please explain: wrapped biscuits and doughnuts

FOR OFFICE USE ONLY

SEP Fee: _____	PD Contract: _____	<u>EA</u>
Facility Use Fee: _____	OR Contract: _____	<u>Easter Sunrise Service</u>
Security Deposit: _____	COI: _____	
Parking Fees: _____		
Traffic Cones: _____	TOTAL PAID: _____	
TOTAL DUE: _____	Check #: _____	<u>UNLOCK TOWN HALL BREAKER BOX?</u>

July 18, 2025

FOR OFFICE USE ONLY

Site plan included?
Yes No **Not Required**

Permit(s) needed for vehicle on the beach?
Yes No

Number needed: 1

Vehicle permit issued to:
Chitwood

Vendors requested? If yes, attach a list of the vendors.
Yes **No**

*Full road closure required? Yes No

If yes, do you have NCDOT approval? Yes **No**

Police support requested?
Yes No **Not Required**

PD Comments:

Fire Department support requested?
Yes No **Not Required**

FD Comments:

Ocean Rescue support requested?
Yes No **Not Required**

OR Comments:

EMS support required?
Yes **No**

Certificate of Insurance obtained?
Yes No **Not Required**

10. Will there be any music, PA system, or loud activities (if any, briefly describe)? Yes,
but will follow dept codes for set up

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: Will follow dep code/ regulations. Service will not last more than 1 hour.

11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? yes
If so, what company is providing the equipment: Life 90.5 and Fast Signs
Describe equipment in detail and provide a sketched plan: Flatbed trailer for staging, need permit for 1 four wheeler and 1 small tractor to get staging in place.

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?
If so, describe in detail: no

13. Is police assistance necessary? no *Are you requesting the closing of any streets? no
If so, please specify: _____

*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.

See attached memo for additional stipulations.

Signature: Hannah Chitwood Date: 6/22/2026

This application is hereby approved, this the _____ day of _____, 20_____.

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025



Town of Wrightsville Beach
Post Office Box 626
321 Causeway Drive
Wrightsville Beach, North Carolina 28480
(910)256-7900

MEMORANDUM

To: Mayor Dull and Board of Aldermen
From: Haynes Brigman, Town Manager
Subject: **Approval of Budget Ordinance (2026) 694-B allowing for the purchase of Mobi Mats.**
Date: August 18, 2026

Issue/Action Requested:

Approval of Budget Ordinance (2026) 694-B.

Background/Purpose of Request:

The Friends of Wrightsville Beach non-profit organization previously approached the Town about fundraising efforts to support the purchase and installation of the beach access mat. The Board of Alderman supported this project, and approved the installation of the beach access mat to be located at the Blair Pavillion/E Salisbury Beach Access.

Friends of Wrightsville Beach non-profit has raised \$11,600 for the project, and intends to submit these funds to the Town in support of the project. The total project costs are estimated at \$15,000, meaning the Town will support the remaining portions of the project. The project will install roughly 150-feet of Mobi-Mat beach mat connecting to the Blair Pavilion and leading users down to the high-water line.

This will be the first project of this type in Wrightsville Beach, with intentions of providing greater access to the beach for all users. The project does not come without some potential challenges and long-term maintenance requirements. The Town will utilize a combination of staff resources to maintain the mat (Park Rangers, Public Works, Lifeguards), along with support from the Friends of Wrightsville Beach non-profit. It is unknown at this time how much maintenance will be needed, but we feel confident staff will be able to properly maintain the mat.

The ever-changing beach profile may present challenges to maintain the mat and keep a slope that is ADA-compliant. Beach erosion, tidal impacts, and pedestrian traffic all impact the slope of the beach profile, and the Town will manage the slope to the best of

our ability when possible (outside of turtle season). When tropical storms and king tides occur, the Town will likely remove the mat from the beach.

This project is intended to be a trial project for the Town, before additional investments are made in other locations. Staff is asking the Board to approve the project and budget amendments needed. The Town will own and maintain the Mobi-Mat.

Town Manager's Recommendation:

Staff recommends approval of the project and Budget Ordinance (2026) 694-B.

Attachments:

1. BA (2026) 694-B MobiMats
2. Mobi-Mat Beach Location Map
3. Mobi Mats Quote

TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA
ORDINANCE NO. (2026) 694-B
FISCAL YEAR 2026/2027

BE IT ORDAINED by the Board of Aldermen of the Town of Wrightsville Beach, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2027:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted expenses during FY 2027. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
10-4110-9663	Transfer to GF CIP	11,000	
10-3651	Recreation Contributions		11,000

Section II. To amend the Capital Reserve Fund (Fund 63) for unanticipated/unbudgeted expenses during FY 2027, the Town's Capital Reserve Fund (Fund 63) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
63-8100-5550	Equipment	15,000	
63-3950	From Gen Fund		11,000
63-3991	Fund Balance Appropriated		4,000

Section III. Copies of this Budget Ordinance No. (2026) 694-B shall be furnished to the Town Clerk, the Budget Officer and the Finance Officer, and shall be available for public inspection and audit.

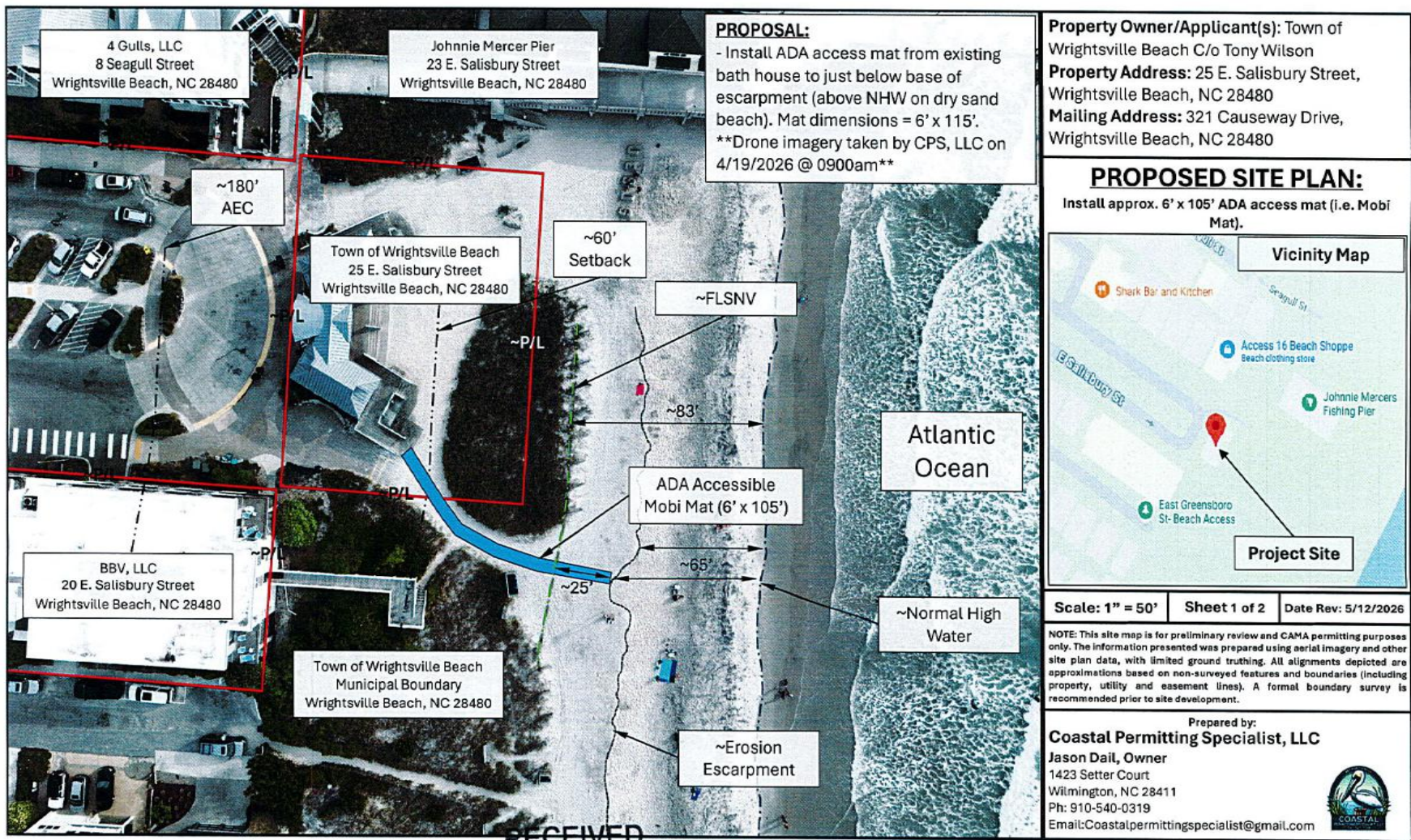
Adopted this 18th day of August, 2026.

MCKINLEY DULL
Mayor

ATTEST:

LANCE HEATER
Town Clerk

Seal



Deschamps Mats Systems, Inc.
 218 Little Falls Rd, #12
 Cedar Grove, NJ 07009

Quote

Date	Quote #
7/10/2026	E13971

Customer	Ship To
Town of Wrightsville Beach PO Box 626 Wrightsville Beach, NC 28480	Town of Wrightsville Beach 321 Causeway Drive Wrightsville Beach, NC 28480

Terms	Rep	FOB	Quotation valid until
Net 30	JGSPR	New-Jersey	8/30/2026

Item	Description	Qty	Cost	Total
300265-1520	Mobi-mat (RecPath) AFX blue jay 6.5' x 50' 2h 20" staples + spikes	3	2,885.00	8,655.00
300470-0500	Mobi-mat (RecPath) AFX blue jay 10' x 16.4' 2h 20" staples + spikes	1	1,909.00	1,909.00
DISCOUNT	Discount		-1,268.00	-1,268.00
220463	Mobi-Roller for Mobi-Mat deployment in 6.5' width (capacity 100')	1	3,465.00	3,465.00
DELIVERY NC	Boxing/crating, Shipping, Handling, Delivery		1,744.00	1,744.00

Freight Quote is an estimate only and may be subject to change at time of shipment	Subtotal	\$14,505.00
If authorized by your terms of sales or approved by your representative your signature below will act as consent to proceed with this order as quoted and will become a binding agreement to purchase. Credit Card Payments will be assessed a 4% fee.	Sales Tax (0.0%)	\$0.00
	Total	\$14,505.00
Currency Shown in U.S. Dollar - Foreign customers please remit payment in USD to avoid re-invoicing of any exchange rate loss or fees.		

Signature



Town of Wrightsville Beach
North Carolina
321 Causeway Drive
Wrightsville Beach, North Carolina 28480
Ph: 910-256-7900

TOWN MANAGER MEMORANDUM

To: Mayor Dull and Board of Aldermen

From: Haynes Brigman, Town Manager

Subject: **Loop Expansion Project**

Date: August 18, 2026

In January 2025, the Board of Alderman identified improvement and expansion of The John T. Nesbitt Loop (The Loop) as a capital improvement project. Bicycle and pedestrian improvements on Salisbury, Causeway, and N. Lumina have also been identified in the 2024 Wrightsville Beach Bicycle and Pedestrian Plan and is also included in the Cape Fear Navigating Change 2050 Metropolitan Transportation Plan.

The Loop is a 2.45-mile-long pedestrian path mostly made up of a 5-foot-wide concrete sidewalk that “loops” Causeway Drive, N Lumina Avenue, and Salisbury Street, connecting users to the Town’s municipal complex, Wrightsville Beach Elementary School, business/bar district, Harbor Island, and the beach strand. The Loop is an extremely popular amenity in Wrightsville Beach and is used by tens of thousands of pedestrians weekly, with peak usage surpassing 8,000 users a day during the summer.

With NCDOT’s bridge replacement project beginning in 2026, and those projects including the addition of bike paths and a 10-foot multi-purpose path along the three bridges, the Town envisioned making improvements to The Loop that would coordinate with the bridge improvements and better meet the current and long-term needs of the Town and its visitors.

The improvements and enhancements to The Loop include the following:

- widening the existing sidewalk path to a 10-foot multi-purpose path along Causeway Drive and Salisbury Street
- improving pedestrian safety by relocating the path away from the roadway where feasible
- improving crosswalk and sidewalk transitions for better ADA-accessibility
- establishing a connection between Causeway Drive and Salisbury Street within the Municipal Complex/Wrightsville Beach Park for better access during and after the bridge replacement projects
- installing additional water fountains, benches, and other amenities for users
- utility relocation where necessary to accommodate the multi-purpose path and new amenities

-

In November 2025, the Town issued a Request for Qualifications for engineering services to assist the Town in completing the design of the improvements and creating construction documents for the Town. The Town selected Balfour Beatty as the most qualified respondent and have been working with them to finalize a contract. Balfour Beatty was chosen, in part, due to their award from NCDOT for the design and construction of the three bridge replacements in Wrightsville Beach and the benefits and coordination that relationship may offer. However, to date, no contract has been awarded.

The Town has also been actively looking for grants and alternative funding sources to assist the Town with the costs of the project, which includes submitting The Loop improvements to the Wilmington Metropolitan Planning Organization (WMPO) as part of their recent special call for projects within their Locally Administered Projects Program (LAPP). If successful, the LAPP can cover up to 80% of the project costs, with the Town responsible for the remaining 20%. One of the requirements for the LAPP application is to submit an Opinion of Probable Cost (OPC) by a professional engineer or project management professional.

Town staff is seeking Board approval to engage with Balfour Beatty to determine the Opinion of Probable Cost (OPC) for purposes of the LAPP application. The total cost to obtain the OPC is not expected to exceed \$20,000.

In addition to supporting the LAPP application, having an opinion of probable cost will also provide the Town with a more definitive cost estimate to determine the scope and viability of the project.

Early estimates for the Loop Improvement project were in the \$4 million range based on universal costs associated with multi-purpose path installations; however, new estimates provided by industry professionals suggest the project costs could reach \$8 million or higher due to the complexity of the project. Design estimates alone are forecasted at over \$700,000, with construction costs forecasted between \$7-9 million (mostly related to stormwater improvements and potential utility relocation to accommodate the wider path).

At this point in time, the Town does not have a solid estimate to work from, so obtaining the opinion of probable cost assists the Town in making a more informed decision related to the priority of the project, while also assisting the Town in meeting the WMPO's LAPP application requirements.

Staff recommends the Board approve the LAPP application for the Loop Improvement project, approve the Town Manager executing a contract with Balfour Beatty to obtain the Opinion of Probable Cost, and the necessary budget amendment to support the request.

TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA
ORDINANCE NO. (2026) 695-B
FISCAL YEAR 2026/2027

BE IT ORDAINED by the Board of Aldermen of the Town of Wrightsville Beach, North Carolina, that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2026:

Section I. To amend the General Fund (Fund 10) for unanticipated/unbudgeted expenses during FY 2027. The Town's General Fund (Fund 10) accounts are to be amended as follows:

<u>Account No.</u>		<u>Debit</u>	<u>Credit</u>
10-6120-1801	Professional Services	20,000	
10-3991	Appropriated Fund Balance		20,000

Section II. Copies of this Budget Ordinance No. (2026) 695-B shall be furnished to the Town Clerk, the Budget Officer and the Finance Officer, and shall be available for public inspection and audit.

Adopted this 18th day of August 2026.

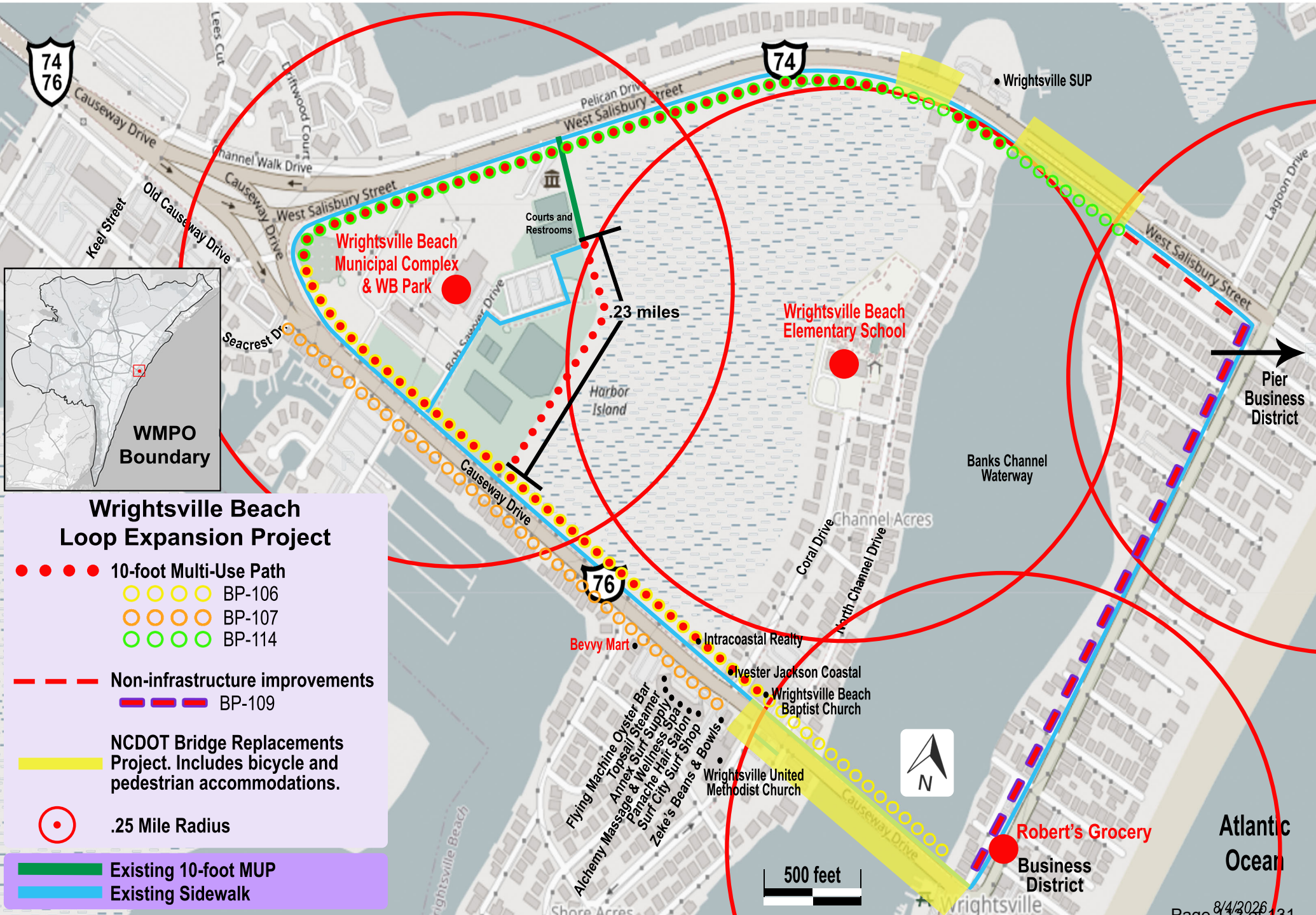
MCKINLEY DULL
Mayor

ATTEST:

LANCE HEATER
Town Clerk

Seal

Town of Wrightsville Beach LAPP FUNDING APPLICATION 2026 Wrightsville Beach Loop Expansion Project



TOWN OF WRIGHTSVILLE BEACH

PARKS & RECREATION

4 Fran Russ Drive • P.O. Box 626

Wrightsville Beach, N.C. 28480

(910) 256-7925 • ParksAndRecreation@towb.org • www.towb.org

MEMORANDUM

To: Mayor Dull and Board of Aldermen

From: Katie Carus-Childers, Parks & Recreation Director *Katie*

Subject: Stoked to Go Out Pier to Pier Swim Special Event Permit Application

Date: August 7, 2026

Attached for the Board's consideration is the special event permit application from Rick Liston for the Stoked to Go Out Pier to Pier Swim. This annual memorial event began in 2014 to honor former Wrightsville Beach lifeguard Grey Liston. The event hosts approximately 250 participants that would either use paid parking in the area of the event or would use the event shuttle service from a yet to be determined location.

The permit application was presented to the Parks and Recreation Advisory Committee for a recommendation at their August 6th meeting. Committee members expressed concern over events occurring during the bridge replacement project and the timing of this event being the week prior to Memorial Day. Their recommendation is approval of the permit application provided the race begins at 7:00 a.m. instead of 9:00 a.m. The applicant would prefer to keep the usual 9:00 a.m. start.

REQUESTED ACTION: Consider Special Event Permit application for the Stoked to Go Out Pier to Pier Swim with the Parks and Recreation Advisory Committee's recommendation and provide direction to staff.

**TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION**

A SEPARATE APPLICATION MUST BE COMPLETED FOR EACH EVENT DATE.

PLEASE TYPE OR PRINT LEGIBLY AND INCLUDE THE APPROPRIATE FEE WITH APPLICATION

Wrightsville Beach Parks & Recreation Department
P. O. Box 626, Wrightsville Beach, NC 28480
(910) 256-7925

FOR OFFICE USE ONLY

☐ New ☒ Recurring

PRAC Recommendation:
☐ Approve
☐ Approve w/ Conditions
☐ Do Not Approve

Participants / Fee Per Day:

☐	1-25	\$130
☐	26-100	\$180
☐	101-199	\$250
☒	200-400	\$400
☐	401-600	\$500
☐	601-1,000	\$600
☐	1,001-2,000	\$700
☐	2,001-3,000	\$800
☐	3,001-4,000	\$900
☐	4,001+	\$1,500

SEP Security Deposit:
Participants / Fee

☒	0-199	\$0
☐	200-400	\$200
☐	401-600	\$500
☐	601-1,000	\$1,000
☐	1,001-2,000	\$1,500
☐	2,001+	\$2,000

Non-profit organization?
Yes ☒ No ☐

Tax Exempt ID:

Time between Setup
8 am & 10 pm? 8 am

Number of Hours 5

Rain date necessary?
Yes ☐ No ☒

Park Facility Reserved?
Yes ☐ No ☐ Not Required ☐

Portable toilets needed?
Yes ☐ No ☒ Not Required ☐

Trash Disposal Service?
Yes ☐ No ☐ Not Required ☐

Organizer to remove

Health Dept permit?
Yes ☐ No ☒ Not Required ☐

1. Description of event: Stoked To Go Out Pier to Pier Swim

2. Event Day and Date: Saturday May 22, 2027

Timeframe needed: Set up 06:30 ☒ ☐ am/pm to Tear down 11:00 ☒ ☐ am/pm

Event start time: 09:00 ☒ ☐ am/pm Event end time: 11:00 ☒ ☐ am/pm

3. Estimated number of participants (including spectators): 250

4. Location: Wrightsville Beach Ocean between Piers & Municipal Ln Wrightsville Beach, NC

5. Individual making request: Rick Liston

Complete Mailing Address: 8 Lookout Harbor, Wrightsville Beach, NC 28480

Phone Number: 919-623-4088 E-mail: rliston8@gmail.com

6. Individual who will be on site and in charge of activity: Rick Liston

Complete Mailing address: 8 Lookout Harbor, Wrightville Beach, NC 28480

Phone Number: 919-623-4088 E-mail: rliston8@gmail.com

7. Sponsoring organization/corporation (if applicable): Stoked To Go Out ®

Contact: Rick Liston

Complete Mailing Address: 8 Lookout Harbor, Wrightville Beach, NC 28480

Phone Number: 919-623-4088 E-mail: stokedtogoout@gmail.com

8. Briefly describe provisions for the following:

Toilet facilities: Public Facilities / Port-A-Johns

Trash disposal: Public Facilities & Race Team Physical Removal
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Municipal Lane Lot and Metered Parking Overflow parking area
Unavailable

Electrical power and/or water needs: N/A

9. Will food be served? No If yes, has permit from Health Dept. been obtained? N/A

Please explain: N/A

FOR OFFICE USE ONLY

SEP Fee: <u>400</u>	PD Contract: _____	<u>Updated safety plan</u>
Facility Use Fee: <u>175</u>	OR Contract: _____	<u>COI</u>
Security Deposit: <u>200</u>	COI: _____	<u>OR Contract</u>
Parking Fees: _____		<u>Overflow parking</u>
Traffic Cones: _____	TOTAL PAID: _____	<u>Fee</u>
TOTAL DUE: <u>\$475</u>	Check #: _____	<u>UNLOCK TOWN HALL BREAKER BOX?</u>
<u>\$600</u>		

July 18, 2025

FOR OFFICE USE ONLY

Site plan included?

Yes ☒ No ☐ Not Required*Safety Plan*

Permit(s) needed for vehicle on the beach?

Yes ☐ No ☐Number needed: 1

Vehicle permit issued to:

Rick Liston

Vendors requested? If yes, attach a list of the vendors.

Yes ☐ No ☒

*Full road closure

required? Yes ☐ No ☒If yes, do you have NCDOT approval? Yes ☐ No ☐

Police support requested?

Yes ☐ No ☒ Not Required

PD Comments:

Fire Department support

requested?

Yes ☐ No ☒ Not Required

FD Comments:

Ocean Rescue support requested?

Yes ☐ No ☒ Not Required

OR Comments:

EMS support required?

Yes ☐ No ☒

Certificate of Insurance obtained?

Yes ☐ No ☐ Not Required10. Will there be any music, PA system, or loud activities (if any, briefly describe)? Race results announced over public address systemIf yes, provide information specifying location and direction of noise-emitting devices along with proposed noise level, frequency, and duration: Event finish line on beach, ocean facing, normal level and frequency for 1 hour duration11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? YesIf so, what company is providing the equipment: Stoked To Go Out ®Describe equipment in detail and provide a sketched plan: Three 10X10 Beach Tents at finish line

12. Will there be sales of any types of souvenirs, t-shirts, food, drinks or other products on public property?

If so, describe in detail: No13. Is police assistance necessary? No*Are you requesting the closing of any streets? NoIf so, please specify: N/A

*Events requiring a complete road closure must pay a fee of \$0.50 per registered participant. Amount will be submitted with a statement attesting to the number of participants. Payment is due within fourteen (14) days of the event. The NC Department of Transportation requires a permit for road closures on state maintained roads.

Organizers of runs and other race events are responsible for providing traffic and/or crowd control which shall be handled by the Wrightsville Beach Police Department (or New Hanover County Sheriff's Department). Organizers of waterborne activities are responsible for providing adequate water safety resources to assure the safety of participants. Depending on the nature of the event, the Special Events Coordinator, Town Manager, or the Board of Aldermen may require police assistance with traffic/crowd control, additional Ocean Rescue support, and/or Emergency Medical Services support. Additional fees for these services may be incurred.

I understand that if my event requires a complete road closure, I am responsible for paying an additional fee of \$0.50 per registered participant. Payment is due within fourteen (14) days of the event.

I hereby certify that I am the authorized and responsible representative of the applying group and that I am at least 18 years of age. I understand that if any information is found not to be accurate, additional fees and/or fines may be assessed and/or my permit may be revoked.

I agree to comply with all town ordinances, rules, regulations, and other applicable laws.

I agree to save and keep the Town free and harmless from any and all loss or damages or claims for damages, including attorney's fees and litigation costs, arising from or out of the special event.

I agree to, upon request of the Special Events Coordinator, Town Manager, and/or the Board of Aldermen, to provide proof of general liability insurance listing the Town as an additionally insured with limits no less than 1 (one) million dollars.

I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.

See attached memo for additional stipulations.Signature: *[Signature]* Date: 06/19/2026

This application is hereby approved, this the _____ day of _____, 20_____.

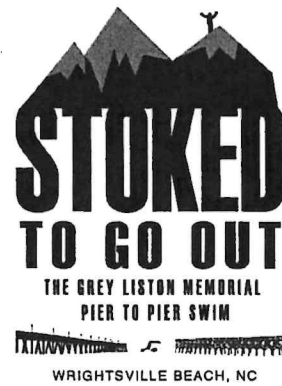
Special Events Coordinator, Town of Wrightsville Beach, North Carolina

July 18, 2025

To provide prior to event

VERSION 20260506

MAY 16, 2026



OPERATIONS & WATER SAFETY PLAN

2026 EVENT MAY 16, 2026 9:00 AM

PRESENTED BY: RICK LISTON

STOKED TO GO OUT ®

8 LOOKOUT HARBOR WRIGHTSVILLE BEACH, NC 28480

**Stoked To Go Out Pier to Pier Swim
Event and Beach Logistics Management and
Water Safety Plan
Event Date: May 16, 2026**

The 2026 annual Stoked To Go Out ("STGO") Pier to Pier Swim will be held on **Saturday May 16, 2026**. The **STGO Race Team** has an agreement with Logistics Contractor, John Scull (808-782-3921), for turnkey Race Logistics and Water Safety services as detailed below.

Scope of Services and Responsibilities of Race Logistics Contracting Party (John Scull):

1. **Placement and Retrieval of Directional swim buoys on race course** - There shall be two buoys placed on the race course (as described below) before the 9:00 AM race start time. Utilize two buoys, chains, lines, weight blocks, shop vac and portable generator provided by Setup Events Company. Logistics Contractor Mo Peacock or designee on race morning. On race morning, place two buoys as follows:
 - a. One start/finish buoy immediately north of Crystal pier, offshore approximately even with the end of the pier. Approximately located near the surfing warning sign on the beach and outside breakers. Exact position should be site coordinated with Setup Events personnel on the beach and communication established via cell phone (Set Up Events Bill Scott 910-465-7077).
 - b. One start/finish buoy immediately south of Mercer's pier, offshore approximately even with the end of the pier. Approximately located near the surfing warning sign on the beach and outside breakers. Exact position should be site coordinated with Setup Events personnel on the beach and communication established via cell phone (Set Up Events Bill Scott 910-465-7077).
 - c. Retrieve all buoys, lines and cinder blocks post race. Return buoys to Setup Events. Coordinate this hand-off with Bill Scott.
2. **Water Safety**

- a. Wrightsville Beach Ocean Rescue (“WBOR”) - Sam Proffitt, Ocean Rescue Director WBOR, and WBOR staff will provide patrol services prior and during the event as outlined in the separate services contract between the Town of Wrightsville Beach and Stoked To Go Out. WBOR has jurisdiction over the Beach. The Event Operations Director and Logistics Contractor should establish clear lines of communication with Sam Proffitt (305) 528-9355) prior to the race start.
- b. Water Safety Crew and Safety Procedures
 - i. The Logistics Contractor, John Scull is responsible for recruiting a minimum of 15 members of the in-water safety crew, each with a surfboard or stand up paddle board (refer to section 2b ii below). Crew must be positioned in water at start and accompany swimmers the length of the race. The water safety crew must spread out along the length of the swimmers, stretching from the peloton to the slowest participants. Special attention must be focused on slow or weak participants and no participants should ever be left behind or unaccompanied. The Crew must provide all assistance required, including keeping swimmers in the race lane (outside the surf break). Water safety crew members must possess ocean rescue experience and/or competitive ocean swimming, surfing, SUP experience. Distressed participants must be shuttled to qualified Wrightsville Beach or New Hanover County EMS first responders on the beach. The Logistics Contractor shall compensate the crew using funds provided by the STGO Event Operations Director immediately after the race. Each crew member will receive \$40 plus two post race social event tickets.
 - ii. Surf boards / Stand up paddle boards - Logistics Contractor will ensure adequate surfboards / stand up paddle boards on hand for all crew members and/or ensure team members supply their own equipment..
 - iii. Swimmer Count Control - Setup Events is responsible for a water-entry count of all participants at race start. Each finishing swimmer is counted upon crossing the finish line and pre and post race counts are balanced prior to completion of the event or water safety team leaving the water as a means of accounting for all participants.

- iv. Stoked To Go Out contracts with New Hanover County to provide EMS services on site during the event and is insured by HUB International Insurance Services Inc.
- v. The United State Coast Guard has reviewed and approved the Stoked To Go Out CG 4423 Marine Event Application for 2026 and will have a vessel in the water at the race start and present along the route.

3. Event Check-in and Beach Logistics

- a. Logistics Contractor will retrieve and transport the following materials to Race Day sign in location at Bluewater Waterfront Grill prior to 6:30 AM on race day. The STGO Event Operations Director will secure volunteers to manage check-in.
 - i. T-Shirts
 - ii. Swim Caps
 - iii. Swag Bags
 - iv. Post Event Social Drink Tickets
 - v. Other inserts
 - vi. STGO Banner
 - vii. Check in table and chairs
- b. Race Day Check-In Chip Pickup Bluewater Waterfront Grill - The following materials must be picked up from the STGO Race Headquarters and transported by the Logistics Contractor.
 - i. STGO Tent - Delivery and set up (prior to 6:30 AM on race day), take down and return to STGO Race Headquarters post event.
 - ii. STGO Banner - Retrieve from STGO Race Headquarters and hang on fence at designated parking lot entry located at the Marina street lot entrance at Bluewater Waterfront Grill prior to 6:30 AM on race day. Take down post race and return to the STGO Race Headquarters.
 - iii. Two folding tables and plastic chairs

- iv. Retrieval of any remaining race materials at 9:00 AM and transport to race finish prior to end of race.
- c. Beach Finish Logistics
 - i. STGO Tent - A STGO beach tent shall be transported to the finish area by the Logistics Contractor prior to the race. Responsibility includes setup, take down and transport post race to the STGO Race Headquarters.
 - ii. Prizes - The following prizes, retrieved from the STGO Race Headquarters will be transported to the race finish prior to race start. Unused prizes must be collected and returned to the STGO Race Headquarters.
 - 1. Pint Glasses
 - 2. Towels
 - 3. Caps

Responsibilities of the Stoked To Go Out Race Team as pertains to the Logistics Contractor:

- 1. The STGO Race Team is led by Event Director Rick Liston. The Event Operations Director provides direction and support for the Logistics Contractors Scope of service as well as managing pre and post race event activities and operations in general.
- 2. The STGO Race Team will provide funding for all expenses incurred by the Logistics Contractor i.e. Water Safety Crew, Beach Logistics Crew, Gas, Materials, etc.
- 3. The STGO Race Team will provide use of a 21 ft. Grady White Outboard boat for use in buoy placement/retrieval if needed.
- 4. The STGO Race Team will provide Logistics Contractor use of Ford F150 pickup for material transport if required. A beach driving permit is provided.
- 5. The STGO Race Team requests four (4) beach driving permits for the morning of the event.



Town of Wrightsville Beach

321 Causeway Drive, PO Box 626, Wrightsville Beach, NC 28480 (910) 256 - 7900

REQUEST FOR OFF-DUTY PUBLIC SAFETY EMPLOYMENT

Off-Duty Employment is strictly voluntary; thus, all requests may not be filled.

Services Requested:

☐ Fire Department

☒ Ocean Rescue

☐ Police Department

☐ Park Ranger

Purpose of Request

Event Name/Purpose of Contract: Stoked To Go Out Event WBOR Beach Presence and Patrol

Description of Activity: 1.7 Mile open water swim between Crystal Pier to Johnny Mercer's

Date of Event: 05/22/2027

Start Time: 09:00

☒ AM ☐ PM

End Time: 10:40

☒ AM ☐ PM

Contact Information

Name of contact person present at event: R Liston / John Scull

Cell# 919-623-4088

Name of Applicant: Rick Liston

Cell# 919-623-4088

Applicant's Relation to Activity: Event Owner Sponsor

Billing Information

Business Name: Stoked To Go Out ®

Telephone: 919-623-4088

Billing Address: 8 Lookout Harbor, Wrightsville Beach, NC 28480

Street Address: 8 Lookout Harbor, Wrightsville Beach, NC 28480

Contract Rates (Four-Hour Minimum)

Contact Information		Description	Qty Req	Rate	FOR OFFICE USE ONLY
(910) 256-7920	Chief Matt Holland	Firefighters		@ \$50.00/hour	\$
(910) 256-7920	Sam Proffitt, OR Director	Ski/Operator/Swimmer	1	@ \$150.00/hour	\$
		OR Vehicle & Operator	1	@ \$100.00/hour	\$
(910) 256-7945	Lt. Brian Neague	Police Officers		@ \$50.00/hour	\$
		Police Vehicle		@ \$50.00/day	\$
		Park Ranger		@ \$50.00/hour	\$
		Park Ranger Vehicle		@ \$50.00/day	\$
					\$
Total Contract Amount					\$

Please provide a summary of expected duties. Additional notes may be continued on the back of this form.

*The applicant understands that all employees may be called back to active duty in the event of an emergency.
A prorated invoice will be generated if such an instance should arise.*

CANCELLATION NOTICE: A 24-hour cancellation notice is required. If you need to cancel the request, call the contact number listed above. If the applicant fails to comply with the 24-hour cancellation notice, payment is due in full. The applicant hereby agrees to the terms listed above and payment of services incurred under this agreement.

[Signature]
Signature of Applicant

06/19/2025

Date

FOR TOWB STAFF USE ONLY:

Approved by Fire Chief

Date

Approved by Police Chief

Date

Approved by Town Manager

Date

Invoice mailed (initial, date)

Payment received (initial, date)

PERMIT REQUIRED? ☐ FILMING ☐ SPECIAL EVENT ☐ NONE REQUIRED



Town of Wrightsville Beach
North Carolina
321 Causeway Drive
Wrightsville Beach, NC 28480
910-256-7900

To: Mayor Dull and Board of Aldermen
From: Brian Murray, Finance Officer
Subject: Purchasing and Contracting Policy Update
Date: August 18, 2026

BACKGROUND

The Town's current Purchasing and Contracting Policy was adopted on October 9, 2018. Since that time, State purchasing and construction requirements have changed, costs have increased, and several provisions in the existing policy have become outdated, inconsistent, or unnecessarily burdensome. The current policy requires purchase orders beginning at \$500, multiple quotes beginning at \$1,000, and uses different approval thresholds for purchases, service contracts, and professional services.

Staff also reviewed the Town's actual purchase order activity. Of 489 purchase orders issued during the year reviewed, 257, or 53%, were \$2,500 or less but represented only 2.3% of total PO dollars. This demonstrated that a significant amount of administrative effort is being devoted to relatively low-level transactions.

The proposed policy modernizes these procedures while maintaining oversight. It raises the PO threshold to \$1,000, allows greater use of blanket POs and transaction-based exemptions, and requires documented competitive quotations beginning at \$10,000. It also updates the policy to reflect current State bidding thresholds and clarifies contract authority, construction requirements, professional services, grants, credit cards, surplus property, and project contingencies.

The changes do not create new spending authority. The Board continues to control expenditures through the annual budget, project ordinances, and budget amendments, and delegated authority applies only after sufficient funds have been appropriated. The revised policy is intended to improve efficiency while preserving budgetary control, preaudit compliance, competitive procurement, and Board oversight.

RECOMMENDATION

Staff recommends adoption of the revised Purchasing and Contracting Policy effective August 18, 2026, superseding the policy adopted October 9, 2018. The updated policy aligns Town procedures with current law and operations while eliminating outdated and duplicative processes.



TOWN OF WRIGHTSVILLE BEACH

PURCHASING AND CONTRACTING POLICY

Draft for Board Consideration | Proposed Adoption: August 18, 2026
Supersedes the Purchasing and Contracting Policy adopted October 9, 2018

Contents

- I. Purpose, Scope, and Responsibilities
- II. Budgetary Control, Preaudit, and Encumbrances
- III. Purchase Orders and No-PO Transactions
- IV. Blanket Purchase Orders
- V. Local Purchasing and Competitive Quotations
- VI. State Bidding Requirements and Procurement Exceptions
- VII. Contracts and Contracting Authority
- VIII. Professional and Qualifications-Based Services
- IX. Construction and Repair Contracts
- X. Credit Cards and Vendor Charge Accounts
- XI. Emergency Purchases
- XII. Federal, State, and Grant-Funded Purchases
- XIII. Receipt, Invoice Approval, and Payment
- XIV. Surplus Property
- XV. Ethics, Conflicts, and Records
- XVI. Administration and Effective Date
- Appendix A Purchasing Quick Reference Matrix

ARTICLE I - PURPOSE, SCOPE, AND RESPONSIBILITIES

1. **Purpose.** The Town shall obtain goods, equipment, construction, repair work, and services in a manner that is lawful, economical, efficient, and fair. The purchasing process shall protect public funds while avoiding administrative requirements that do not provide a meaningful control or operational benefit.
2. **Scope.** This policy applies to all Town departments, funds, purchases, contracts, and other commitments of Town funds. When federal, State, grant, debt, or other funding requirements are more restrictive than this policy, the more restrictive requirement shall control.
3. **Board of Aldermen.** The Board adopts the budget and this policy, approves contracts and procurements at the thresholds established herein or when otherwise required by law, and retains all authority not delegated by this policy.
4. **Town Manager.** The Town Manager administers this policy, approves and executes contracts within delegated authority, approves project change orders as provided herein, and may establish administrative controls consistent with this policy.
5. **Finance Officer.** The Finance Officer is responsible for statutory preaudit and disbursement controls, budgetary monitoring, purchase order administration, blanket purchase orders, vendor charge account approval, procurement documentation, and other procedures necessary to implement this policy. The Finance Officer may execute contracts within the authority delegated by this policy.
6. **Department Heads.** Department heads are responsible for stewardship of their approved budgets, ensuring purchases serve an authorized public purpose, following applicable purchasing requirements, maintaining appropriate supporting documentation, and reviewing and approving departmental invoices and card transactions.

ARTICLE II - BUDGETARY CONTROL, PREAUDIT, AND ENCUMBRANCES

1. **Budgetary Control.** No obligation shall be incurred unless it is authorized by an appropriation and sufficient budgetary authority is available as required by the Local Government Budget and Fiscal Control Act, including G.S. 159-28.
2. **Preaudit.** Written contracts, written agreements requiring the payment of money, and written purchase orders shall be preaudited in the manner required by G.S. 159-28. The Finance Officer shall establish procedures to assure compliance with applicable preaudit requirements.
3. **No General PO Requirement.** A purchase order is an internal control and encumbrance tool; it is not required for every Town transaction. A transaction that does not require a purchase order under this policy remains subject to applicable budget, preaudit, purchasing, contract, and public-purpose requirements.
4. **Encumbrances.** The Finance Officer may use purchase orders, blanket purchase orders, contract encumbrances, manual encumbrances, or other lawful budgetary controls when useful to reserve funds or track outstanding commitments. Encumbrances shall be used where they provide meaningful information regarding available budget, particularly for significant equipment, projects, construction, and other commitments not immediately reflected in actual expenditures.
5. **Contract as Purchasing Authority.** When a properly authorized and preaudited written contract or agreement adequately documents the Town commitment, a separate purchase order is not required unless the Finance Officer determines that a purchase order is useful for budgetary, grant, project, vendor, or administrative tracking.

ARTICLE III - PURCHASE ORDERS AND NO-PO TRANSACTIONS

1. **General Threshold.** An individual purchase order is not required for a purchase of \$1,000 or less unless otherwise required by the Finance Officer. An individual purchase greater than \$1,000 requires a purchase order unless the transaction is exempt under this Article, is covered by an established blanket purchase order, or is fully documented by a written contract or agreement that the Finance Officer determines serves as the appropriate purchasing and budgetary control.
2. **Requisitions.** A purchase requisition is required only when an individual or blanket purchase order is required. Requisitions shall contain the information reasonably required by the Finance Officer to issue and account for the purchase order.
3. **Nature-of-Transaction Exemptions.** The following transactions generally do not require an individual purchase order regardless of amount. Applicable quotation, bidding, contract, preaudit, grant, and approval requirements remain in effect.

- Utilities, telecommunications, postage, freight, and recurring public-service charges.
 - Insurance premiums and related insurance program payments.
 - Payroll, employee benefits, payroll taxes, and other personnel-related disbursements.
 - Debt service, banking fees, merchant-processing fees, and other financial institution charges.
 - Employee travel, lodging, registrations, training, conferences, professional licenses, memberships, and dues when otherwise authorized.
 - Advertising, legal notices, subscriptions, publications, and similar recurring administrative charges.
 - Refunds, reimbursements, intergovernmental payments, court-ordered payments, and other payments for which a purchase order would not provide a meaningful purchasing control.
 - Routine fuel, tires, automotive parts, lubricants, and fleet/shop materials acquired for internal Town use and accounted for through balance-sheet, receivable, clearing, or other internal allocation accounts.
 - Payments made pursuant to a properly authorized and preaudited written contract, lease, subscription, license, or other agreement.
 - Purchases made within the authorized purpose and remaining amount of an established blanket purchase order.
 - Other recurring or administrative transaction types designated by the Finance Officer when an individual purchase order would not provide a meaningful control.
- 4. Finance Officer Discretion.** The Finance Officer may require a purchase order for any transaction when necessary for budget control, project or grant tracking, procurement documentation, asset acquisition, or other administrative purposes.
- 5. Capital Assets and Equipment.** No separate approval is required solely because an item is equipment or a capital asset when the expenditure has already been appropriated in the budget. The transaction remains subject to the purchase order, quotation, bidding, and contract authority requirements otherwise applicable. The Town capitalization threshold is \$10,000 unless separately amended by the Town.

ARTICLE IV - BLANKET PURCHASE ORDERS

- 1. Purpose.** The Finance Officer may establish a vendor-specific blanket purchase order for recurring purchases anticipated during the fiscal year when funds have been appropriated for the purpose and a blanket purchase order will reduce repetitive administrative work or improve budgetary tracking.
- 2. Use.** Individual purchases within the authorized purpose and remaining amount of a blanket purchase order do not require additional purchase orders. Departments shall reference the applicable blanket purchase order when submitting invoices or other supporting documentation.
- 3. Amount.** The face amount of a blanket purchase order is a not-to-exceed internal authorization and does not obligate the Town to spend the full amount. The Finance Officer may increase, decrease, amend, or close a blanket purchase order when consistent with available appropriations and applicable law.
- 4. Procurement Requirements.** A blanket purchase order shall not be used to divide a procurement or otherwise avoid a quotation, bidding, contract, or approval requirement. Any underlying contract or individual procurement remains subject to applicable law and this policy.

ARTICLE V - LOCAL PURCHASING AND COMPETITIVE QUOTATIONS

- 1. Purchases Below \$10,000.** Multiple competitive quotations are not required for purchases below \$10,000 unless the Finance Officer or Town Manager determines that competition is appropriate. Departments are nevertheless expected to exercise reasonable purchasing judgment and seek the best overall value for the Town. Employees should consider price, availability, quality, delivery, past performance, compatibility, and other relevant factors and should compare available pricing when practical. Nothing in this section requires departments to obtain or document multiple quotations for purchases below \$10,000.
- 2. Purchases \$10,000 to Below \$30,000.** For purchases of \$10,000 or more but less than \$30,000, at least two competitive quotations shall be obtained when reasonably available. Quotations may be written, electronic, published online pricing, catalog pricing, or otherwise documented. Award need not be made solely on lowest price when another offer provides better overall value to the Town.
- 3. Quotation Exception.** If two competitive quotations cannot reasonably be obtained, the department shall document the reason and receive approval from the Finance Officer or Town Manager to proceed. Competition may be waived when it is impractical, unavailable, unlikely to provide a financial or operational benefit, or when

a lawful procurement exception applies. This local exception does not waive any competition required by State or federal law.

- 4. General Service Contracts.** General service contracts are not ordinarily subject to the statutory informal and formal bidding requirements applicable to purchases of goods, equipment, materials, and construction or repair work. For general service contracts of \$30,000 or more but less than \$90,000, the Town Manager shall use a competitive process appropriate to the service when reasonably practical. Competitive proposals may consider qualifications, experience, availability, approach, continuity, and price. The Town Manager may authorize direct negotiation when competition is impractical or not in the Town's best interest.
- 5. Specifications.** Specifications shall be clear, reasonably related to the Town need, and should preserve competition where practical. Brand, model, or vendor-specific requirements may be used when standardization, compatibility, operational need, availability, or other legitimate considerations justify the restriction.
- 6. No Splitting.** No purchase, contract, or project shall be divided for the purpose of avoiding a quotation, bidding, approval, or other procurement requirement.

ARTICLE VI - STATE BIDDING REQUIREMENTS AND PROCUREMENT EXCEPTIONS

- 1. Informal Bidding.** G.S. 143-131 requires informal bids for construction or repair work and for purchases of apparatus, supplies, materials, or equipment costing \$30,000 or more but below the applicable formal bidding threshold. Informal bids shall be solicited, documented, and awarded as required by law.
- 2. Formal Bidding.** G.S. 143-129 requires formal bidding for purchases of apparatus, supplies, materials, or equipment of \$90,000 or more and for construction or repair work of \$500,000 or more. Formal procurements shall follow all applicable advertisement, bid opening, award, security, and other statutory requirements.
- 3. Common Exceptions.** The Town may use any procurement exception or alternative method authorized by law. Common examples include purchases from State or federal contracts, government-to-government purchases, certain competitive group purchasing programs, emergency purchases, used equipment, information technology contracts authorized by statute, sole-source or standardization purchases, fuel purchases, and previously bid or piggyback contracts. Any notice, finding, Board approval, or other condition required by the applicable statute shall be satisfied.
- 4. Fuel.** Routine fuel purchases do not require individual purchase orders under this policy. The statutory formal-bid exception for fuel does not eliminate the informal bidding requirements of G.S. 143-131 when those requirements apply.
- 5. Effect of Exception.** An exception from competitive bidding does not waive the Town's budgetary, preaudit, contract authority, public-purpose, documentation, or grant requirements.

ARTICLE VII - CONTRACTS AND CONTRACTING AUTHORITY

- 1. Written Contracts.** Municipal contracts shall be in writing as required by G.S. 160A-16. Contracts requiring the payment of money shall be submitted for preaudit and executed by an authorized Town official before they become binding, subject to applicable law.
- 2. Appropriation and Delegated Authority.** The contract authority delegated under this Article applies only when sufficient funds have previously been appropriated by the Board of Aldermen through the annual budget ordinance, a project ordinance, a budget amendment, or other lawful appropriation for the purpose of the contract. Through adoption of the budget and this policy, the Board authorizes the Finance Officer and Town Manager to administer approved appropriations and execute contracts within the authority delegated below without additional Board approval, unless Board action is otherwise required by law or this policy. If sufficient funds have not been appropriated for the proposed contract, the contract shall not be executed until the Board approves the necessary appropriation or budget amendment. Following such appropriation, the Finance Officer or Town Manager may execute the contract within the authority delegated by this Article without further Board approval, unless additional Board action is otherwise required.
- 3. Finance Officer Authority.** The Finance Officer is authorized to execute contracts and agreements with a total value of less than \$30,000, provided the procurement otherwise complies with this policy and applicable law.
- 4. Town Manager Authority - Goods and General Services.** Subject to Section 2 above, the Town Manager is authorized to execute contracts for goods, equipment, materials, and general services with a total value of \$30,000 or more but less than \$90,000, subject to all applicable procurement requirements.

- 5. Town Manager Authority - Construction and Repair.** Subject to Section 2 above, the Town Manager is authorized to execute construction and repair contracts with a total value of \$30,000 or more but less than \$500,000, subject to all applicable procurement requirements.
- 6. Board Approval and Appropriations.** Board action is required when: (a) sufficient funds have not previously been appropriated for the contract and a budget amendment or other appropriation is required; (b) the contract meets or exceeds a Board approval or award threshold established by this policy; (c) governing-board approval or award is required by State or federal law, grant condition, financing agreement, or other applicable requirement; or (d) the Town Manager or Finance Officer determines that the nature, scope, risk, or significance of a contract warrants Board consideration. When Board action is required solely because additional appropriation is necessary, approval of the appropriation authorizes the appropriate Town official to subsequently execute the contract within the delegated authority established by this Article without additional Board action.
- 7. Budgeted Capital Purchases.** The inclusion of equipment or another capital purchase in the adopted budget constitutes authorization to proceed with the purchase subject to the procurement, contract, and approval thresholds of this policy. No additional Board approval is required solely because the purchase is capital in nature.
- 8. Amendments.** Contract amendments shall be approved by the official authorized to execute the contract based on the revised total contract value. The Finance Officer may approve amendments when the revised total remains below \$30,000 and sufficient budget is available.
- 9. Project Change Orders.** The Town Manager may approve construction and project change orders within the total Board-approved project appropriation, including an approved contingency, provided the change does not materially alter the purpose or scope of the project. Board approval is required when additional appropriation is necessary, the project purpose or scope is materially changed, or Board action is otherwise required by law.
- 10. Contract Term.** The Town generally prefers contracts, subscriptions, licenses, and service agreements that correspond to the fiscal year or permit annual renewal to simplify budgeting and financial reporting. Multiyear agreements may be entered into when advantageous to the Town and authorized by law, including G.S. 160A-17.
- 11. Legal Review.** The Town Manager or Finance Officer may request review by the Town Attorney of any contract, agreement, solicitation, or procurement matter when legal review is considered appropriate based on the nature, complexity, risk, or circumstances of the transaction.
- 12. Contract Records.** Executed contracts and amendments shall be provided to Finance and maintained in accordance with Town records procedures. Electronic copies may be used as the official administrative copy when permitted by law.

ARTICLE VIII - PROFESSIONAL AND QUALIFICATIONS-BASED SERVICES

- 1. Mini-Brooks Act.** Architectural, engineering, surveying, construction management at risk, design-build, public-private partnership construction, and other services subject to Article 3D of Chapter 143 shall be procured on the basis of demonstrated competence and qualifications without regard to fee during the initial selection stage, followed by negotiation of a fair and reasonable fee, as required by law.
- 2. Projects Below \$50,000.** For a particular project with an estimated professional fee below \$50,000, the Town Manager may execute the written project-specific exemption authorized by the Board of Aldermen under the Town's adopted Mini-Brooks Act resolution. The exemption shall be documented before selection on a basis that would otherwise conflict with Article 3D.
- 3. Other Professional and Specialized Services.** For professional or specialized services not governed by the Mini-Brooks Act, selection may consider qualifications, expertise, continuity, confidentiality, availability, approach, prior performance, and price. Competitive proposals should be obtained when reasonably practical at the thresholds established in this policy, but direct selection may be approved by the Finance Officer or Town Manager when the nature of the service makes competitive pricing impractical or contrary to the Town's interests.
- 4. Contract Authority.** Signature and approval authority for professional services follows Article VII unless another statute, Board action, or funding requirement provides otherwise.

ARTICLE IX - CONSTRUCTION AND REPAIR CONTRACTS

- 1. General Requirements.** Construction and repair projects are subject to additional North Carolina public-contracting requirements beyond the general purchasing rules contained in this policy. Depending upon the

nature and value of the project, these requirements may include informal or formal competitive bidding, use of an authorized construction delivery method, performance and payment bonds, minority-business participation procedures, limitations on retainage, architect or engineer design requirements, minimum bid requirements, and restrictions on work performed by Town employees. The requirements summarized below shall apply when applicable, together with other requirements of North Carolina law.

- 2. Construction Bidding.** Construction and repair contracts of \$30,000 or more but less than \$500,000 are subject to the informal bidding requirements of G.S. 143-131. Construction and repair contracts of \$500,000 or more are subject to the formal bidding requirements of G.S. 143-129, unless a statutory exception applies. Informal and formal contracts shall be awarded in accordance with the applicable statutory requirements concerning responsible and responsive bidders, documentation, advertisement, and award.
- 3. Construction Methods for Building Projects.** When G.S. 143-128 applies, public building construction, alteration, and repair shall use a contracting method authorized by that statute. Authorized methods include single-prime contracting, separate-prime contracting, dual bidding, construction management at risk, design-build, design-build bridging, public-private partnership construction, and other methods authorized by law. The Town shall comply with any additional requirements applicable to the construction method selected.
- 4. Performance and Payment Bonds.** When the total amount of construction contracts awarded for a project exceeds \$300,000, the Town shall require a performance bond and payment bond from each contractor or construction manager at risk whose contract exceeds \$50,000. Each bond shall equal 100% of the applicable contract amount and shall be issued by a surety authorized to do business in North Carolina. The Town may require bonds on smaller projects when warranted by the nature or risk of the work.
- 5. Retainage.** The Town shall not withhold retainage on public construction contracts with total project costs below \$150,000. On projects of \$150,000 or more, retainage generally may not exceed 5% of a periodic payment and shall be reduced or released as required as the project reaches statutory completion milestones. Retainage shall otherwise be administered in accordance with G.S. 143-134.1.
- 6. Architect and Engineer Requirements.** Public-building plans and specifications shall be prepared and sealed by a registered architect or engineer when required by G.S. 133-1.1. Generally, this requirement applies to repairs exceeding \$300,000 when no major structural change is involved and to projects exceeding \$150,000 involving life-safety systems, major structural changes, construction of a new public building, or additions to a public building. Applicable statutory exceptions shall continue to apply.
- 7. Minority Business Participation.** The Town shall maintain and implement the minority-business participation goals and good-faith solicitation procedures required by North Carolina law for applicable building construction and repair projects. Required solicitation efforts, bidder affidavits, documentation, and reporting shall be completed in accordance with G.S. 143-128.2 and G.S. 143-131(b). The Town's established participation goal is ten percent (10%) unless otherwise amended or a different requirement applies to a particular funding source or project.
- 8. Force Account Work.** The Town may perform construction or repair work using permanent Town employees when authorized by G.S. 143-135. Under current law, a local-government force-account project may qualify when either total project cost does not exceed \$500,000 or total labor cost does not exceed \$200,000. Required Board authorization and cost records shall be maintained.
- 9. Minimum Bids for Formal Construction.** A construction or repair contract subject to formal bidding generally may not be awarded unless at least three competitive bids are received from qualified contractors. If fewer than three bids are received, the project shall be readvertised. Following the second solicitation, the Board may award the contract to the lowest responsible bidder even if fewer than three bids are received, as permitted by G.S. 143-132.

ARTICLE X - CREDIT CARDS AND VENDOR CHARGE ACCOUNTS

- 1. Departmental Credit Cards.** Town credit cards may be assigned to departments. The department head is responsible for custody of departmental cards, maintaining a reasonable check-in/check-out or other usage control, restricting use to authorized employees, and ensuring supporting documentation is submitted to Finance.
- 2. Vendor Charge Accounts.** The Town may maintain approved vendor charge accounts, including online, office-supply, hardware, automotive, and similar accounts. Establishment of a new Town credit or charge account requires approval of the Finance Officer.
- 3. Receipts and Documentation.** Employees shall submit itemized receipts, invoices, order confirmations, or other appropriate supporting documentation for card and charge-account purchases. Department heads shall

review purchases for public purpose, accuracy, and departmental budget responsibility before or as part of statement approval.

4. **Purchasing Rules Still Apply.** Use of a credit card, online account, vendor charge account, or other payment method does not by itself exempt a purchase from applicable quotation, bidding, contract, or approval requirements.
5. **Prohibited Uses.** Personal purchases, cash advances, and intentional division of purchases to avoid procurement requirements are prohibited. Lost or compromised cards or account credentials shall be reported promptly.
6. **Finance Administration.** Finance shall reconcile or review statements and supporting documentation and may suspend cards or vendor accounts for noncompliance. The Finance Officer is authorized to establish supplemental procedures required by Local Government Commission rules for electronic obligations, electronic payments, and related preaudit or disbursement controls.

ARTICLE XI - EMERGENCY PURCHASES

1. **Emergency.** An emergency procurement may be used when immediate action is necessary to protect public health or safety, prevent or limit damage to property, restore essential Town operations, or respond to another circumstance recognized by applicable law as an emergency.
2. **Authority.** A department head may obtain only the goods, equipment, repairs, or services reasonably necessary to address the immediate condition and shall notify the Town Manager and Finance Officer as soon as practical. The Town Manager may authorize additional emergency procurement as conditions require.
3. **Documentation.** Emergency purchases shall be documented after the immediate need has been addressed in the manner prescribed by the Finance Officer. Statutory bidding exceptions shall be used only when the legal conditions for the exception are met.

ARTICLE XII - FEDERAL, STATE, AND GRANT-FUNDED PURCHASES

1. **Funding Requirements.** Purchases financed in whole or in part with federal, State, grant, loan, or restricted funds shall comply with all procurement requirements imposed by the funding source in addition to this policy.
2. **More Restrictive Rule.** When this policy and a funding-source requirement differ, the more restrictive lawful requirement shall control. Federal or State procurement thresholds shall not be assumed to replace a more restrictive grant condition.
3. **Documentation.** Departments shall identify the funding source on purchasing documents and provide Finance with required procurement, debarment, conflict, minority participation, cost or price analysis, domestic preference, or other documentation applicable to the award.

ARTICLE XIII - RECEIPT, INVOICE APPROVAL, AND PAYMENT

1. **Department Approval and Coding.** The department receiving the goods or services shall review the invoice and supporting documentation to verify that the goods or services were received, quantities and prices are reasonable and accurate, and performance is satisfactory. The department head or authorized designee is responsible for assigning the appropriate fund, department, account, project, or other coding and for determining how the expenditure should be charged within the department's approved budget. Department heads are responsible for managing their departmental budgets and the accuracy and consistency of departmental expenditure coding. The department head or authorized designee shall approve payment.
2. **Finance Review.** Finance shall review invoices for required approvals, supporting documentation, mathematical accuracy, compliance with applicable purchasing and payment requirements, and overall accounting and budgetary compliance before disbursement. Finance may correct or question coding when necessary to ensure proper fund accounting, financial reporting, consistency with the Town's chart of accounts, grant or project accounting requirements, or other material accounting considerations. Finance is not responsible for managing individual departmental budgets or selecting expenditure accounts on behalf of departments.
3. **Central Administrative Invoices.** The Finance Officer may identify recurring central administrative invoices that may be coded and approved directly by Finance without separate departmental approval.
4. **Partial Payments.** Partial or progress payments may be made when goods or services have been satisfactorily received or completed and payment is permitted by the applicable contract and law.

- 5. Returns and Credits.** Departments are responsible for notifying Finance of returned goods, disputed charges, cancellations, refunds, or vendor credits so that the Town's records and outstanding commitments can be adjusted.

ARTICLE XIV - SURPLUS PROPERTY

- 1. Identification.** Departments shall notify the Finance Officer when Town personal property is no longer needed. Transfers between departments may be made with approval of the Town Manager or Finance Officer and appropriate asset records shall be updated.
- 2. Personal Property Below \$30,000.** Pursuant to G.S. 160A-266(c), the Board adopts the following administrative procedure for personal property valued at less than \$30,000 for any one item or group of similar items: the Town Manager may declare the property surplus, determine a reasonable fair market value, and authorize disposal by private sale, sealed bid, public or electronic auction, exchange, trade-in, salvage, or another lawful method designed to obtain reasonable value efficiently and economically. Finance shall maintain a record of property disposed of under this authority.
- 3. Property \$30,000 or More and Real Property.** Surplus personal property valued at \$30,000 or more and real property of any value shall be disposed of only after Board authorization and in accordance with the applicable procedures of Article 12 of Chapter 160A or other applicable law.
- 4. No-Value Property.** Property determined to have no value, property remaining unsold after reasonable disposal efforts, or property posing a health or safety threat may be discarded as permitted by law.
- 5. Employee Purchases.** Town employees shall not receive preferential access to surplus property. Employees may purchase surplus property only through a public or electronic auction or other competitive sale open to the general public on the same terms.

ARTICLE XV - ETHICS, CONFLICTS, AND RECORDS

- 1. Public Purpose and Private Gain.** Town purchasing authority shall be used only for authorized public purposes and shall not be used for private advantage, accommodation purchases, or personal gain.
- 2. Conflicts of Interest.** Employees and officials shall comply with all applicable conflict-of-interest laws and shall disclose actual or potential financial interests that could affect a procurement. Purchases from Town employees or businesses in which a Town employee has a financial interest are prohibited except when expressly permitted by law and specifically authorized by the Board.
- 3. Vendor Compliance.** Contracts shall include or obtain certifications required by applicable law, including E-Verify or other statutory requirements when applicable.
- 4. Records.** Purchasing and contracting records shall be maintained in accordance with applicable public records and records-retention requirements. Procurement files should contain documentation sufficient to demonstrate the basis for vendor selection and compliance with applicable purchasing requirements.

ARTICLE XVI - ADMINISTRATION AND EFFECTIVE DATE

- 1. Administrative Procedures.** The Finance Officer may issue forms, workflows, guidance, and administrative procedures necessary to implement this policy, including procedures for requisitions, purchase orders, blanket purchase orders, contract routing, credit cards, vendor charge accounts, electronic payments, invoice approval, and procurement documentation.
- 2. Changes in Law.** This policy is intended to comply with North Carolina law as amended from time to time. If a statutory threshold or legal requirement changes, the statute shall control immediately. The Finance Officer may update the administrative quick-reference matrix to reflect a change in law pending formal amendment of this policy when appropriate.
- 3. Interpretation.** Questions concerning the application of this policy shall be directed to the Finance Officer or Town Manager. Matters not specifically addressed shall be handled in accordance with applicable North Carolina law and lawful administrative procedures.
- 4. Effective Date.** This policy is effective upon adoption by the Board of Aldermen and supersedes the Town Purchasing and Contracting Policy adopted October 9, 2018.

APPENDIX A - PURCHASING QUICK REFERENCE MATRIX

Transaction / Amount	PO	Competition	Authority	Key Notes
Purchase ≤ \$1,000	No	None required	Department within budget	Unless Finance requires a PO for tracking.
\$1,000.01-\$9,999.99	Yes*	None required	Finance process	*Unless a no-PO category, blanket PO, or contract applies. Departments should still seek best overall value.
\$10,000-\$29,999.99	Yes*	2 quotes when reasonably available	Finance Officer contract authority < \$30,000	Document exception if two quotes are unavailable.
\$30,000-\$89,999.99 goods/equipment	Yes / contract	NC informal bids	Town Manager	G.S. 143-131; statutory exceptions may apply.
\$90,000+ goods/equipment	Yes / contract	NC formal bids	Board	G.S. 143-129; Board also handles statutory exceptions requiring Board action.
\$30,000-\$499,999.99 construction/repair	Yes / contract	NC informal bids	Town Manager	Construction-law requirements also apply.
\$500,000+ construction/repair	Yes / contract	NC formal bids	Board	Formal construction requirements apply.
General services \$30,000-\$89,999.99	Contract	Competitive process when practical	Town Manager	General services are not ordinarily subject to statutory Article 8 bidding.
General services \$90,000+	Contract	As appropriate / required	Board	Local Board threshold.
Mini-Brooks services	Contract	Qualifications-based	Per contract authority	Manager may issue project exemption below \$50,000 under adopted resolution.
Recurring vendor purchases	Blanket PO	Underlying rules still apply	Finance Officer establishes blanket	No duplicate individual PO within blanket scope.
Existing preaudited contract	No duplicate PO required	Procurement completed at contract award	Per contract authority	Finance may require a PO for tracking.
Project change order	No new PO unless Finance requires	N/A	Town Manager within approved project appropriation / contingency	Board if added appropriation, material scope change, or law requires.
Emergency	As practical	Emergency exception only if legal conditions met	Department / Manager as provided in policy	Notify Finance/Manager promptly; document afterward.
Grant-funded	Depends	Stricter funding rule controls	Per underlying authority	Funding-source requirements may override Town procedure.

Common no-PO transaction categories include utilities, insurance, payroll/benefits, debt service and banking fees, travel/registration/dues, refunds and intergovernmental payments, routine fleet fuel/tires/parts handled through internal balance-sheet or receivable accounts, payments under a properly preaudited contract, and purchases under an established blanket PO. Applicable bidding and contract rules still apply.

Primary statutory references (as amended): G.S. 159-28; G.S. 143-128 through 143-135; G.S. 143-64.31 through 143-64.34; G.S. 160A-16, 160A-17, and 160A-265 through 160A-271; G.S. 44A-26; G.S. 133-1.1.