



**Wrightsville Beach Board of Alderman
REGULAR MEETING**

5:30 PM THURSDAY, MAY 9, 2024

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. Consider approval of the minutes of the open and closed sessions of 4-11-24, the 4-15-24 budget workshop and the 4-19-24 special called meeting.
- b. Consider approval of special events as recommended by the Parks & Recreation Advisory Committee.
- c. Acknowledgment of departmental quarterly reports for the months of January, February and March, 2024.
- d. Adoption of Resolution (2024) 2331 declaring parking meter heads surplus and authorizing the sale on GovDeals.

6. Presentations--None.

7. Public Hearing

- a. Conduct a public hearing and consider approval of a pier and dock exception for 502-504 N. Channel Drive.

8. Regular Agenda

- a. Consider adoption of Resolution (2024) 2323 adopting the WB Bicycle and Pedestrian Plan.
- b. Consider adoption of Ordinance (2024) 1859 amending the Beach and Shore Ordinance 92.18 (D) to change the time of day when bicycles are prohibited on the beach strand.
- c. Discussion of the FY24/25 budget process and consider setting a public hearing on the budget for June 13, 2024.
- d. Consider an update to the commemorative bench program, as recommended by the Parks & Recreation Advisory Committee.

9. Other Items and Reports

10. Closed Session

- a. Consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege as provided under NCGS 43-318(A)(3).

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

APRIL 11, 2024, 5:30PM

TOWN HALL COUNCIL CHAMBERS, 321 CAUSEWAY DRIVE, WRIGHTSVILLE BEACH

The meeting was called to order at 5:30pm by Mayor Mills. After the Pledge of Allegiance, the invocation was provided by John McIntyre, Senior Pastor, Wrightsville Beach Baptist Church. The following were present:

Board of Aldermen

F. Darryl Mills, Mayor
Hank Miller, Mayor Pro-tem
Jeff DeGroote, Alderman
Ken Dull, Alderman
Vivian (Zeke) Partin, Alderman

Staff

Brian E. Edes, Town Attorney
Tony Wilson, Acting Town Manager
Lance G. Heater, Town Clerk

PUBLIC COMMENTS – *None.*

CONSENT AGENDA

Upon motion by Miller, seconded by Partin and approved unanimously, the consent agenda was approved. It consisted of 1) the open and closed session minutes of the 3-14-24 regular meeting and the open session minutes of the 3-15-24 budget workshop; and 2) acknowledgement of previously-approved special events for May.

PRESENTATIONS

The Board heard a presentation from the Cape Fear Sail & Power Squadron and considered adoption of Resolution (2024) 2328 declaring the week of May 18-24 as Safe Boating Week. Present to speak on the importance of boating safety and in particular, the use of automatic inflatable life vests, were David Parker, Safety Officer, Joan Payne, Squadron Commander, and Otis White, Immediate Past Commander. Upon motion, duly seconded and by unanimous vote, the Resolution was adopted.

PUBLIC HEARING – *None.*

CONSIDER AUTHORIZING THE ACTING TOWN MANAGER TO ENTER INTO A CONTRACT WITH E&V COMMUNICATIONS TO DEVELOP A STRATEGIC COMMUNICATIONS PLAN AND APPROVAL OF BUDGET ORDINANCE (2024) 619-B FUNDING THE PLAN

Wilson presented a proposal from E&V Communication, which he stated was to help the Town develop a set of core messages and principles, with the goal being to enhance communication with the residents and businesses in the Town by proactively identifying emerging issues, improving long-range communication strategies and communicating more effectively the identified key issues, policy decisions made, and actions taken by the Board. The estimated cost of the project was \$32,500. The Mayor noted that the purpose of the initiative was to better provide information, not to promote anything. In response to a question from Edes, Wilson stated that the deliverable product would be a written plan. Upon motion by Dull, seconded by DeGroote and carried unanimously, the Board approved Budget Ordinance (2024) 619-B.

CONSIDER A REQUEST FROM THE FEDERAL POINT HISTORY CENTER FOR A DONATION IN THE AMOUNT OF \$500 TO BE USED TO INSTALL A HIGHWAY MARKER FOR THE SEABREEZE COMMUNITY

The Mayor noted that this was a request from a member of the Town Council of Carolina Beach. Wilson stated that the unveiling ceremony for the marker was scheduled for May 31, 2024 and that the Center was a qualifying 501(c)(3) organization under the U.S. Internal Revenue Code. The Mayor expressed concern regarding setting a precedent for such donations. Dull stated that the approval would be a show of good will toward a neighboring locality. Edes stated that State statute dictated that such donations be for a public purpose and that the donation fund a function which the locality would have the authority to do on its own initiative. Upon motion by Dull, seconded by Miller and carried unanimously, the donation was approved.

DISCUSSION AND CONSIDERATION OF CONTRACTING WITH AN EXECUTIVE RECRUITMENT FIRM FOR THE CITY MANAGER SEARCH AND SELECTION PROCESS AND CONSIDER APPROVAL OF BUDGET ORDINANCE (2024) 621-B FUNDING THE CONTRACT

The Mayor noted that Timothy Owens had retired as Town Manager in January and that, although the Town had advertised the position since the beginning of March, the Town had not received the number of applications that the Board would have expected to receive. Therefore, the Board was considering hiring a firm to assist with the recruitment and selection process. In response to a question from Miller, Heater indicated that the four firms which had submitted proposals had all been highly recommended by other cities in the State which had utilized their services. Dull noted that Developmental Associates had proposed a 2 month timeframe, a competitive price and a 2 year guarantee, which differentiated the firm from the others. Partin noted that Developmental Associates was a North Carolina firm and that their proposed vetting process differed from the other firms. Upon motion by Partin, seconded by Miller and carried unanimously, the Board 1) approved the selection of Developmental Associates; 2) authorized the Acting Town Manager to execute a contract with the firm pending review and approval of the contract by the Town Attorney; and 3) approved Budget Ordinance (2024) 621-B funding the contract.

CONSIDER APPROVAL OF RESOLUTION (2024) 2329 EXEMPTING THE TOWN FROM THE REQUIREMENTS OF NCGS 143-64.31 TO ALLOW FOR THE PROCUREMENT OF ENGINEERING SERVICES TO DESIGN A NEW SIDEWALK ALONG THE SOUTHERN SIDE OF CAUSEWAY DRIVE FROM ISLAND DRIVE TO LIVE OAK DRIVE AND CONSIDER ADOPTION OF BUDGET ORDINANCE (2024) 620-B FUNDING THE PROJECT

Edes noted that the Town was allowed to exempt itself from the RFQ process for projects of this nature which are less than \$50,000 and that the proposed Resolution would allow for the exemption. Wilson stated that the proposal would design a sidewalk which would provide a continuous pedestrian connection from Live Oak Drive to Island Drive. The proposal from Cape Fear Engineering would provide for engineering design of the project, with an estimated cost of \$19,700. Upon motion by Dull, seconded by Miller and carried unanimously, the Resolution was approved.

CONSIDER APPROVAL OF RESOLUTION (2024) 2330 IN SUPPORT OF THE NORTH CAROLINA DEPARTMENT OF TRANSPORTATION'S (NCDOT) APPLICATION TO THE U.S. DEPARTMENT OF TRANSPORTATION'S MULTIMODAL PROJECT DISCRETIONARY GRANT (MPDG) FOR THE REPLACEMENT OF THE CAPE FEAR MEMORIAL BRIDGE

Prior to consideration of the item, the Board unanimously approved amending the agenda to consider it. Upon motion by Miller, seconded by Dull and carried unanimously, the Resolution was approved.

OTHER ITEMS AND REPORTS

- A. **Mayor Mills:** stated 1) he had met with the Mason's Inlet preservation group, which with the assistance of elected officials, had funded the rerouting and improvement of Mason's Inlet to begin discussions on the re-issuance of the permit allowing for the work; 2) he had attended the meeting of the Port, Waterway and Beach Commission in which it was reported that both the Mason's Inlet project and the Wrightsville Beach nourishment project were complete and that Congressman Rouzer's legislation appeared to be making progress which would make Masonboro Inlet exempt from the CBRA requirements; and 3) noted that the Town had been informed that the Causeway Bridge would need to be completely closed for two nights the week of April 22 in preparation for the close out of the project. The consensus of the Board was that the closure should not take place on a weekend and should be done in the early part of the week.
- B. **Mayor Pro Tem Miller:** noted 1) it was important that the 3 bridge replacement project be contracted through a construction manager at-risk contracting method and there are efforts being made at the State level to authorize two additional projects to use this method; and 2) the Bridge Replacement Committee had met on 4/8.
- C. **Alderman DeGroote:** reported 1) that he had met with Sue Bulluck of the Chamber and had begun looking at the 2024-25 ROT budget in order to carve out certain sectors for funding; and 2) asked Police Chief Squires to report on the status of two abandoned vessels.
- D. **Alderman Dull:** stated that 1) he continued to work with Wilson and Public Works Director Bill Fay on Asheville Street drainage issues; and 2) reported on the status of merger discussions with the CFPUA.
- E. **Alderman Partin:** reported 1) reported that ROT tax collections through February had shown a 3.4% increase over the previous year; and 2) reported on the status of the Lighting Ordinance being worked on by the Ad Hoc Committee.
- F. **Acting Town Manager Wilson:** reminded the Board of the budget workshop scheduled for April 15 and provided updates on the work being done to the Public Safety Building and Public Works Building.
- G. **Town Attorney Edes:** nothing to report.
- H. **Town Clerk Heater:** nothing to report.

CLOSED SESSION TO CONSULT WITH AN ATTORNEY EMPLOYED OR RETAINED BY THE PUBLIC BODY IN ORDER TO PRESERVE THE ATTORNEY-CLIENT PRIVILEGE AS PROVIDED UNDER NCGS 143-318.11(A)(3) AND TO CONSIDER A PERSONNEL MATTER AS PROVIDED UNDER NCGS 143-318.11(A)(6)

At 6:35pm Partin made a motion to enter into closed session for the purpose of consulting with an attorney as provided under NCGS 143-318.11(A)(3) and to consider a personnel matter as provided under NCGS 143-318.11(A)(6). The motion was seconded by Miller and carried unanimously.

Upon motion by Miller, seconded by Partin and carried unanimously, the Board returned to open session at 7:04pm.

There was no action taken as a result of the closed session.

There being no further business, the meeting was adjourned at 7:04pm.

Respectfully submitted,

Lance G. Heater, Town Clerk

BOARD OF ALDERMEN MINUTES

APRIL 15, 2024, 9:00AM

TOWN HALL CONFERENCE ROOM, 321 CAUSEWAY DRIVE, WRIGHTSVILLE BEACH

A duly-noticed special called meeting of the Board of Aldermen was called to order at 9:00am by Mayor Mills. The following were present:

Board of Aldermen

F. Darryl Mills, Mayor
Hank Miller, Mayor Pro-tem
Jeff DeGroote, Alderman
Ken Dull, Alderman (absent)
Vivian (Zeke) Partin, Alderman

Staff

Tony Wilson, Acting Town Manager
Lance G. Heater, Town Clerk
Katie Ryan, Recreation Program Supervisor
Matt Holland, Acting Fire Chief
David Squires, Police Chief
Brian Murray, Finance Director
Bill Fay, Public Works Director

BUDGET WORKSHOP

Wilson reviewed adjustments to the draft budget which had been made following the 3-15-24 workshop as follows: 1) increased property/liability insurance \$14,000 (NCLM); 2) added \$150,000 for Bulkhead improvements (Public Works Streets; 3) funded Strategic Communication Plan into current budget year (\$32,500); 4) added PIO position to the Governing Body Budget (\$72,000); 5) parking revenue increase by (\$250,000); 6) balanced general fund with fund balance appropriation (\$404,690); and 6) balanced water/sewer fund with reserve balance appropriation (\$1,130,909).

GOVERNING BODY

Miller raised the issue of the contribution to the CIP for beaches and inlets and suggested that a portion of the \$750,000 be redirected to bulkhead repair. Mills suggested that perhaps a portion could be redirected to bulkhead repair given that there was currently in excess of \$6 million in the CIP for beach nourishment. The recent study of bulkhead by Andrew Engineering suggested that the need for bulkhead repair exceeded the amount proposed in the draft budget. It was the consensus of the Board that the \$750,000 be redirected to bulkhead repair. The Board also suggested that the stipends for the Board of Aldermen be increased in proportion to the increase granted to employees.

In discussing outside agencies, it was suggested that the Town ask for certification of 501(c)(3) status and financial statements from agencies to which the Town provides benefits (such as nominal lease arrangements). The Board asked the staff to write a letter to such agencies asking for the information.

GENERAL ADMINISTRATION

Wilson reviewed the salary adjustments being proposed by neighboring localities and noted that it was extremely difficult for the Town to hire any position at the hiring rate and often even difficult to hire at the midpoint of the salary range. DeGroote stated that it seemed the Town was always trying to catch up with surrounding localities and it should be the goal for the Town to be seen as the leader, which would help with hiring, retention and morale. It was the consensus of the Board that the 8% COLA contained in the draft budget be retained, with the possibility of adding a 2% merit increase at a future meeting.

INFORMATION TECHNOLOGY

Wilson stated that, although the Town was completely satisfied by the contracted services provided by Infranet Technology, it may need to also have in-house capability at some point. There was an extensive discussion of the functionality of the camera system, with the Board expressing strong support for ensuring that the system was working properly.

PUBLIC WORKS

Fay reviewed the draft budget for stormwater, fleet maintenance and building maintenance. It was the consensus of the Board to increase the contribution to the CIP for forklift replacement from \$10,000 to \$25,000. In response to questions, Wilson stated that \$300,000 currently was accumulated in the CIP for Town Hall renovations and that \$100,000 was accumulated for a fueling station at the Public Works facility. Regarding Wynn Plaza improvements, Wilson recommended that nothing be done until following the bridge replacement projects.

There was a discussion regarding fleet maintenance, in which Fay reiterated support for the continuation of in-house services due to logistical and cost issues. Fay expressed appreciation to the Board for its support of pay increases, stating that it had helped with employee retention.

POLICE DEPARTMENT

Squires also expressed support for continuation of in-house vehicle servicing and noted that median rents in the State increased 16% over the past year, noting that many of the Town's employees were renters.

Squires briefly reviewed his departmental budget, as originally presented on 3/15, noting that the cost for deputies to assist in the bar district had increased by \$10 per hour. Miller suggested that it would be necessary to increase resources to respond to issues relating to noise, traffic, speeding and bar district issues. Squires stated that if he were to add 4 positions, it would increase manpower by 25% for each shift. Squires noted that he had given a directive to increase efforts toward nuisance issues and had seen an increase in citations for such things as noise, human waste, and dog issues.

There was an extended discussion regarding the concern of citizens regarding nuisance issues, with the consensus being that the Board supported increased enforcement. The Board requested that information be provided at the next budget meeting on funding increased enforcement efforts regarding these issues.

The meeting was adjourned at 10:38am.

Respectfully submitted,

Lance G. Heater, Town Clerk

BOARD OF ALDERMEN MINUTES

APRIL 19, 2024, 9:00AM

TOWN HALL CONFERENCE ROOM, 321 CAUSEWAY DRIVE, WRIGHTSVILLE BEACH

A duly-noticed special called meeting of the Board of Aldermen was called to order at 10:00am by Mayor Mills. The following were present:

Board of Aldermen

F. Darryl Mills, Mayor
Hank Miller, Mayor Pro-tem
Jeff DeGroote, Alderman
Ken Dull, Alderman (absent)
Vivian (Zeke) Partin, Alderman

Staff

Lance G. Heater, Town Clerk
Tosha Campbell, Human Resources Officer

Consultants

Stephen Straus (via Zoom)
Martha Paige (via Zoom)

DISCUSSION WITH DEVELOPMENTAL ASSOCIATES

Stephen Straus, of Developmental Associates, made a presentation to the Board regarding the process that the company would follow in conducting the Town Manager search process. Straus introduced Martha Paige, who would be working with him on the project. Straus outlined the first steps that would be provided: 1) to obtain information on the challenges facing the Town from the Board; 2) obtain the same information from department heads, if approved by the Board; and 3) although not recommended, obtain input from members of the public. After discussion, the Board agreed to allow input from the department heads, but determined that as their elected representatives, the Board could adequately represent the public.

The next steps outlined were: 1) to prepare a job ad along with an electronic brochure; 2) recruitment (30-35 day process); 4) analysis of all candidates (provided within 48 hours of job closing); 5) closed session meeting with the Board to discuss candidates in which the candidate list will be reduced to no more than fifteen; 6) have those candidates respond to an electronic survey and conduct interviews with those candidates in which pre-determined questions are asked; 7) conduct a second closed session meeting with the Board to discuss interview responses in which the candidate list will be reduced to no more than five; 8) conduct a skill-based assessment with those candidates; 9) in a closed session, hear feedback from assessors regarding the skill based assessments and analysis from a psychological assessment; 10) the Board conducts interviews with the candidates in closed session; 11) background investigation for the candidate who has been made a conditional offer of employment.

Paige solicited input from the Board on challenges and opportunities being faced by the Town over the next 1-3 years. Issues cited included: 1) water/sewer merger with the CFPUA; 2) bridge replacement projects; 3) quality of life issues such as noise, traffic, speeding, improper bicycle usage; 4) citizen communication; 5) managing citizen expectations; 6) safety; 7) filling vacancy of Fire Chief; 8) trustworthiness; 9) vision; and 10) managing a town with a population that swells from 2,500 to many times that number during major holidays. Characteristics for a new manager cited were 1) effective oral and written communication skills; 2) someone who assists the Board with developing a vision for the Town; 3) leadership skills; 4) staff assessment skills; 5) transparency; 6) trustworthiness; and 7) someone who has a clear understanding of the appropriate roles for the Board and the Manager.

In response to a question from Paige, the consensus of the Board was that there was no minimum period of service as a town manager that the Board has for applicants. Straus noted that his firm had seen that candidates who have a strong upside have often worked out better than those who may

have had more previous experience. There was a discussion regarding the compensation offered for the position, with Straus stating that he would research and get back to the Board on that issue. In response to a question from Miller, Straus stated that it is possible to structure incentive-based compensation, but that in his experience, few Boards were willing to put in the effort necessary to make that work. However, if the Board were doing annual planning with objectives being set, then compensation could in part be determined by assessing whether the objectives were met.

The meeting was adjourned at 11:35am.

Respectfully submitted,

Lance G. Heater, Town Clerk

Draft

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 Mills and Board of Aldermen
From: Katie Ryan, Recreation Program Supervisor 
Subject: Special Event Permit Applications
Date: May 3, 2024

Attached for the Board's consideration are the following special event permit applications. The Parks and Recreation Advisory Committee reviewed these applications at their May 2nd meeting and voted unanimously to recommend that the Board of Aldermen approve the applications.

SUNRISE WEDDINGS:

- 1) **Perkins**
Saturday, June 8, 2024, 7:30 am – 10:00 am (set up to tear down)
Beach access 2, Approx 15 people
- 2) **Harrington**
Saturday, June 14, 2024, 5:00 – 7:00 am (set up to tear down)
Beach access 36 – Oceanic Pier, Approx 15 people

These applications require Board of Aldermen approval because they start prior to 8:00 am.

RECURRING SPECIAL EVENTS:

- 3) **Surfers Healing**
Monday, August 19, 2024, 9:00 am – 3:30 pm (set up at 6:30 am)
Beach access 29 – Stone St. Approx 600 people throughout the event
- 4) **Cape Fear Habitat for Humanity Turkey Trot**
Thursday, November 28, 2024, 8:00 am 1 mile race, 8:30 am 5k race start
Town Hall and Loop, Approx 3,500 people

The Turkey Trot is a recurring special event requiring road closure of Salisbury Street, N. Lumina, and the outside westbound lane of Causeway Drive. Police support is required for traffic control.

- 5) NC Holiday Flotilla Day in the Park and Boat Parade & Fireworks**
Saturday, November 30, 2024, 10:00 am – 4:00 pm and 6:00 – 9:00 pm
WB Park, ICW, Banks Channel

- 6) Wrightsville Beach Baptist Church Easter Service in the Park**
Sunday, April 20, 2025
Wrightsville Beach Park Event Stage, Approx 200 - 300 people

The Wrightsville Beach Baptist Church Easter Service is a recurring special event in the park.

REQUESTED ACTION: Approve special event permit applications as presented.

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

Applications requiring Board of Aldermen approval must be submitted 60 days prior to the event.
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 Event

☐ Recurring Event

Fee Per Day:

Participants / Fee

☒ 1 - 25 \$130.00
☐ 26 - 100 \$180.00
☐ 101 - 199 \$250.00
☐ 200 - 400 \$400.00
☐ 401 - 600 \$500.00
☐ 601 - 1,000 \$600.00
☐ 1,001 - 2,000 \$700.00
☐ 2,001 - 3,000 \$800.00
☐ 3,001 - 4,000 \$900.00
☐ 4,001 + \$1,500.00

SEP Security Deposit:

Yes ☐ No ☐

Security Deposit Amount:

Participants / Fee

☐ 200 - 400 \$200.00
☐ 401 - 600 \$500.00
☐ 601 - 1,000 \$1,000.00
☐ 1,001 - 2,000 \$1,500.00
☐ 2,001 + \$2,000.00

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:

wedding

2. Event Day and Date:

SATURDAY June 8, 2024

Timeframe needed: Set up time

7:30

☒ am ☐ pm

to Tear down time

10:00

☒ am ☐ pm

Event start time:

8:00

☒ am ☐ pm

End time:

9:00

☒ am ☐ pm

3. Estimated number of participants (including spectators):

15

4. Location:

Access #2

5. Individual making request:

Cindy Perkins

Complete Mailing Address:

7007 Cayman Ct Wilmington NC 28405

Phone Number:

910-233-2298

E-mail:

cimperkins@gmail.com

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

Cindy Perkins

Complete Mailing address:

see above

Phone Number:

E-mail:

7. Sponsoring organization/corporation (if applicable):

na

Contact:

Complete Mailing Address:

Phone Number:

E-mail:

8. Briefly describe provisions for the following:

Toilet facilities:

will use LOT 4

Trash disposal:

will remove any trash
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking:

6 - 8 cars

Electrical power and/or water needs:

9. Will food be served?

☒

If yes, has permit from Health Dept. been obtained?

Please explain:

Doughnuts / coffee / juice

FOR OFFICE USE ONLY

SEP Fee: \$130

PD Contract: _____

Facility Use Fee: _____

OR Contract: _____

Security Deposit: _____

COI: _____

Parking Fees: _____

TOTAL PAID: \$130

TOTAL DUE: _____

Check #: 8461

Begins prior to 8am
Restrooms open beginning at 7am
Paid parking begins at 9am

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: _____

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)? no

If yes, provide information specifying location and direction of noise-emulating devices along with proposed noise level, frequency, and duration: _____

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

If so, what company is providing the equipment: _____

Describe equipment in detail and provide a sketched plan: _____

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? _____

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: _____

Date: _____

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

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

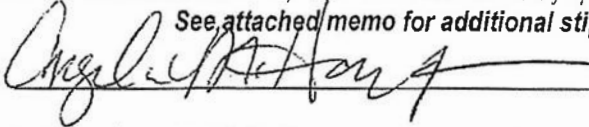
TOWN OF WRIGHTSVILLE BEACH, NC
SPECIAL EVENT PERMIT APPLICATION

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	1. Description of event: <u>Wedding</u>
PRAC Recommendation: ☒ Approve ☐ Approve w/ Conditions ☐ Do Not Approve	2. Event Day and Date: <u>June 14, 2024</u> Timeframe needed: Set up <u>5:00</u> ☒ am ☐ pm to Tear down <u>7:00</u> ☒ am ☐ pm Event start time: <u>6:00</u> ☒ am ☐ pm Event end time: <u>7:00</u> ☒ am ☐ pm
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	3. Estimated number of participants (including spectators): <u>15</u>
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	4. Location: <u>Crystal Pier Access 36</u>
Non-profit organization? Yes ☐ No ☒	5. Individual making request: <u>Angela Harrington</u> Complete Mailing Address: <u>1409 Airlie Road, Wilmington NC 28403</u> Phone Number: <u>910-386-8082</u> E-mail: <u>angela.daughtry@gmail.com</u>
Tax Exempt ID: _____	6. Individual who will be on site and in charge of activity: <u>Sheryl Light</u> Complete Mailing address: <u>708 Tanbridge Road, Wilmington NC 28405</u> Phone Number: <u>617-710-0706</u> E-mail: <u>sheryllight@yahoo.com</u>
Time between <u>prior</u> 8 am & 10 pm? <u>to 8am</u>	7. Sponsoring organization/corporation (if applicable): _____ Contact: _____ Complete Mailing Address: _____ Phone Number: _____ E-mail: _____
Number of Hours <u>2</u>	8. Briefly describe provisions for the following: Toilet facilities: <u>Will use public facilities Not available before 7am</u> Trash disposal: <u>no trash</u> (Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.) Parking: <u>Will use parking lot across the street from the Oceanic</u>
Rain date necessary? Yes ☐ No ☒	Electrical power and/or water needs: <u>Power for electric keyboard if possible, if not will bring battery operated keyboard</u>
Park Facility Reserved? Yes ☐ No ☒ Not Required	9. Will food be served? <u>No</u> If yes, has permit from Health Dept. been obtained? _____ Please explain: _____
Portable toilets needed? Yes ☐ No ☒ Not Required	FOR OFFICE USE ONLY
Trash Disposal Service? Yes ☐ No ☒ Not Required	SEP Fee: <u>\$130</u> PD Contract: <u>Fee</u>
Health Dept permit? Yes ☐ No ☒ Not Required	Facility Use Fee: _____ OR Contract: _____
	Security Deposit: _____ COI: _____
	Parking Fees: _____
	Traffic Cones: _____ TOTAL PAID: _____
	TOTAL DUE: <u>\$130</u> Check #: _____
	January 11, 2024

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>Small electric keyboard no loud noise</u>
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>electric piano used during wedding</u>
Number needed: _____ Vehicle permit issued to: _____	11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? <u>No</u> If so, what company is providing the equipment: _____ Describe equipment in detail and provide a sketched plan: _____
Vendors requested? If yes, attach a list of the vendors. 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>
*Full road closure required? Yes ☐ No ☒	13. Is police assistance necessary? <u>No</u> *Are you requesting the closing of any streets? <u>No</u> If so, please specify: _____
If yes, do you have NCDOT approval? Yes ☐ No ☒	<i>*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.</i> <i>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> <i>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> <i>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> <i>I agree to comply with all town ordinances, rules, regulations, and other applicable laws.</i> <i>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> <i>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> <i>I understand that if the event is cancelled, I will receive a refund of my application fee less \$15 administrative fee.</i> See attached memo for additional stipulations. Signature: <u></u> Date: <u>04/29/2024</u> This application is hereby approved, this the _____ day of _____, 20_____. _____ Special Events Coordinator, Town of Wrightsville Beach, North Carolina
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	

January 11, 2024

**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? Set up prior to 8 am

Number of Hours 8

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: Surfing event for children with autism

2. Event Day and Date: Monday, August 19, 2024

Timeframe needed: Set up 6:30 am ☒ ☐ am/pm to Tear down 4:00 pm ☐ ☒ am/pm

Event start time: 9:00 am ☒ ☐ am/pm Event end time: 3:30 pm ☐ ☒ am/pm

3. Estimated number of participants (including spectators): 600

4. Location: Stone Street Spread to Birmingham

5. Individual making request: Nikki M Bascome

Complete Mailing Address: 4104 Waylon Road Wilm NC 28411

Phone Number: 910 233-7011 E-mail: nikki.bascome@yahoo.com

6. Individual who will be on site and in charge of activity: Nikki M Bascome

Complete Mailing address: Same

Phone Number: _____ E-mail: _____

7. Sponsoring organization/corporation (if applicable): Surfers Healing NC

Contact: Nikki M Bascome

Complete Mailing Address: 4104 Waylon Road Wilm, NC 28411

Phone Number: 910 233 7011 E-mail: nikki.bascome@yahoo.com

8. Briefly describe provisions for the following:

Toilet facilities: 2 porta potties set-up at Birmingham access

Trash disposal: We will dispose of trash
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Parking is provided at Port City Community Church with shuttle service provided by Azalea Limo

Electrical power and/or water needs: none

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

Please explain: Donations from area restaurants

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SEP Fee: \$500

PD Contract: COI

Facility Use Fee: _____

OR Contract: Sand Wheelchairs

Security Deposit: \$500

COI: _____

Parking Fees: _____

Traffic Cones: _____

TOTAL PAID: \$1000

TOTAL DUE: \$1000

Check #: 1078 & 1079

FOR OFFICE USE ONLY

Site plan included?

☒ Yes ☐ No ☐ Not Required

Permit(s) needed for vehicle on the beach?

☒ Yes ☐ NoNumber needed: 2

Vehicle permit issued to:

N. K. Bascome

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

☒ Yes ☐ No*Full road closure required? ☐ Yes ☒ NoIf 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 requested?

☐ 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 and will face ocean as to not to disturb areaIf yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: low music and announcements9am-3pm facing ocean11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? YesIf so, what company is providing the equipment: We will provide our own tentDescribe equipment in detail and provide a sketched plan: We will have tents and tables set-up for registration, childrens area, PA, and life jacket area

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: Yes, t-shirt sales13. 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.

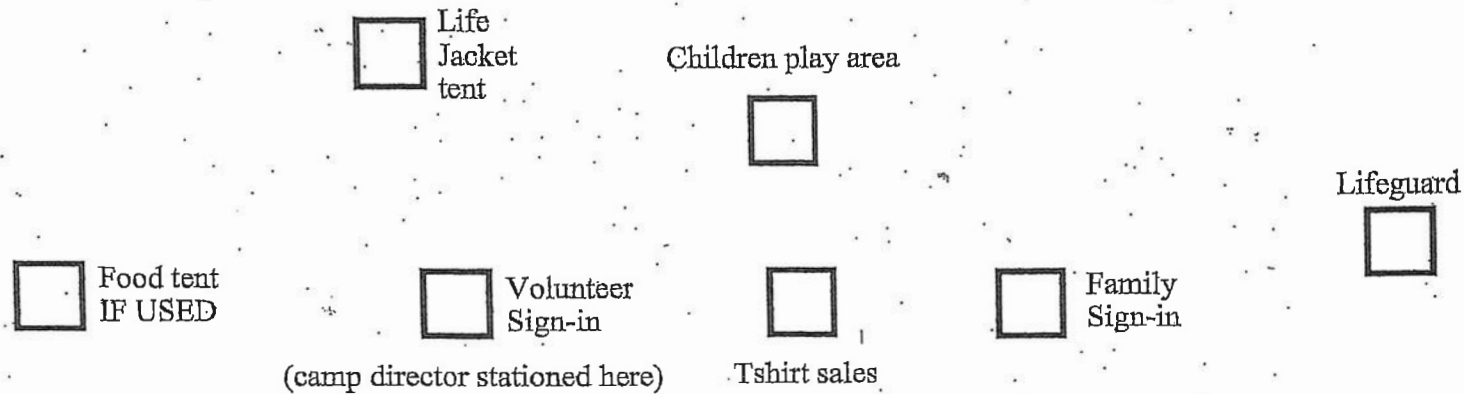
See attached memo for additional stipulations.

Signature: [Signature]Date: April 30, 2024

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

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

SURF ZONE



OCEAN RESCUE/POLICE RIGHT OF WAY

BIRMINGHAM

Port-a-potties

OCEANIC

STONE STREET

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 Set up
8 am & 10 pm? 5:00 amNumber of Hours 6

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 RequiredGFL

Health Dept permit?

Yes ☐ No ☒ Not Required1. Description of event: Habitat for Humanity Wrightsville Beach Turkey Trot2. Event Day and Date: Thursday, November 28, 2024Timeframe needed: Set up 5:00am am/pm to Tear down 11:00am am/pmEvent start time: 1Mile: 8am - 5K: 8:30am am/pm Event end time: 5K - 9:30am am/pm3. Estimated number of participants (including spectators): 3,5004. Location: The Loop at Wrightsville Beach --- 321 Causeway, Wrightsville Beach5. Individual making request: Colin Hackman on behalf of Habitat for HumanityComplete Mailing Address: 463 Vallie Ln, Wilmington, NC 28412Phone Number: 910-859-9500 E-mail: colin@its-go-time.com6. Individual who will be on site and in charge of activity: Colin HackmanComplete Mailing address: 463 Vallie Ln, Wilmington, NC 28412

Phone Number: _____ E-mail: _____

7. Sponsoring organization/corporation (if applicable): Cape Fear Habitat for HumanityContact: Alicia ScanlanComplete Mailing Address: 3310 Fredrickson Road, Wilmington, NC 28401Phone Number: 910-762-4744 E-mail: events@capefearhabitat.org

8. Briefly describe provisions for the following:

Toilet facilities: 50 Rentals from Port-A-Jon on empty fieldTrash disposal: 20 Trash cans from GFL - Habitat staff will walk entire event area for trash
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)Parking: On Target Staffing will assist with parking coordination. Parking available at Wrightsville Beach Museum,
Wrightsville Beach Municipal Complex & Park, Redix Parking Lots, Wrightsville Beach Baptist, Wrightsville United
Methodist, US Post Office.Electrical power and/or water needs: Go Time (timer) to use outlet in field.9. Will food be served? No If yes, has permit from Health Dept. been obtained? _____

Please explain: _____

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SEP Fee: \$900PD Contract: YesCOIFacility Use Fee: \$350

OR Contract: _____

FeesSecurity Deposit: \$2000

COI: _____

Pre event meetingParking Fees: -

\$

WBPD Contract SignatureTraffic Cones: -TOTAL PAID: \$3250SEP SignatureTOTAL DUE: \$3250Check #: 4428Rec'd 4/22/24

January 11, 2024

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: _____

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

☒ Yes No

*Full road closure required?

☒ Yes No

W. Salisbury

Outside westbound

Causeway

If yes, do you have NCDOT approval? Yes No

Police support requested?

☒ Yes No ☐ Not Required

PD Comments:

Required

Fire Department support requested?

Yes ☒ No ☐ Not Required

FD Comments:

No concerns

3/21/24 email

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)? _____

PA Sound System provided by Go Time for music and announcements

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: Beginning at 6:45am. Speakers will not be facing homes.11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? YES

If so, what company is providing the equipment: _____

Describe equipment in detail and provide a sketched plan: Pop Up Tents for Registration/Timing/Sponsors, Tables for Pop Up Tents, and a few small inflatable turkeys.

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: Habitat for Humanity shirts will be for sale/donation.13. Is police assistance necessary? Yes *Are you requesting the closing of any streets? YesIf so, please specify: Eastbound Salisbury, southbound Lumina, and the travel lane of westbound Causeway Drive. Coning to be provided by SCT.

*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.

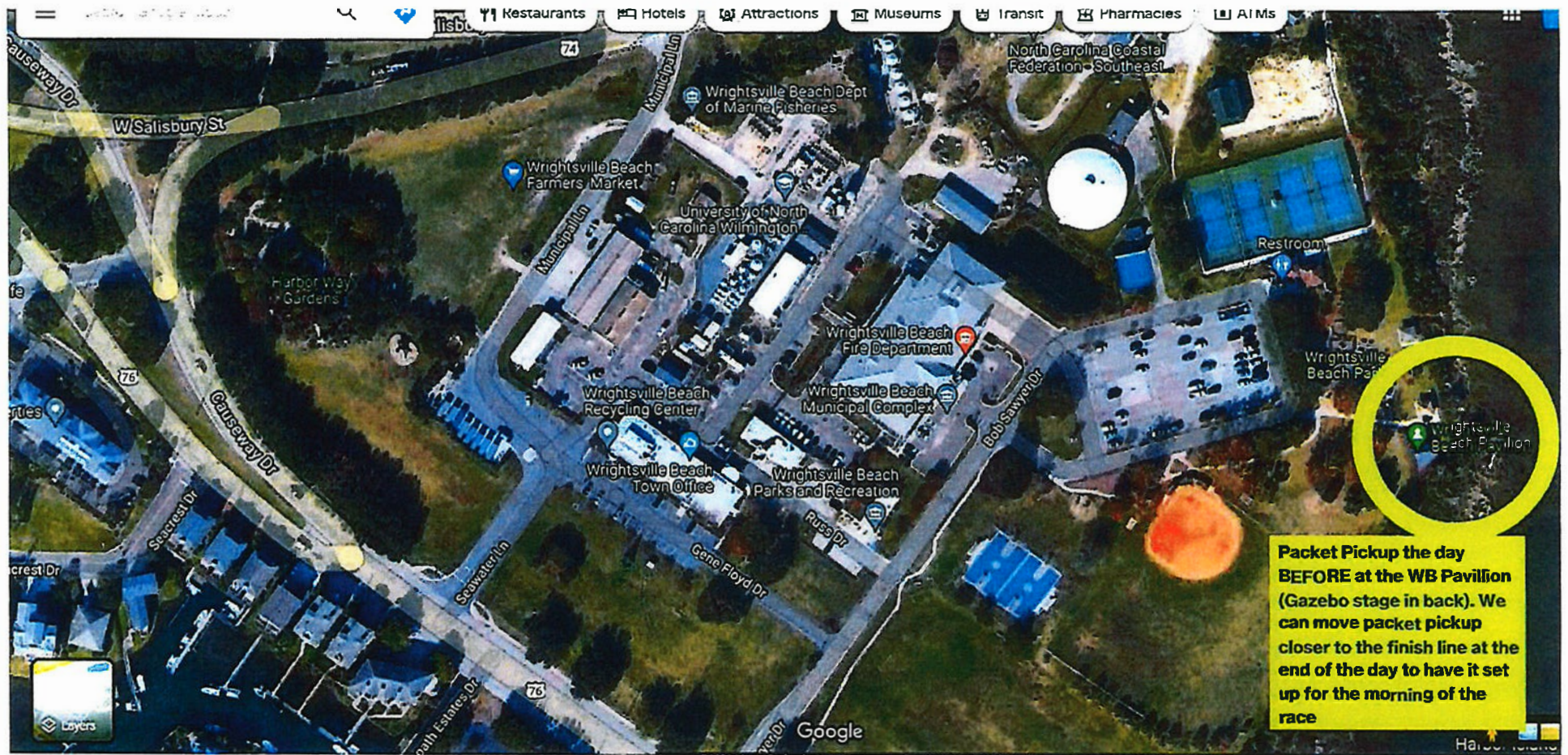
See attached memo for additional stipulations.Signature: M. Smith Date: 3/20/2024

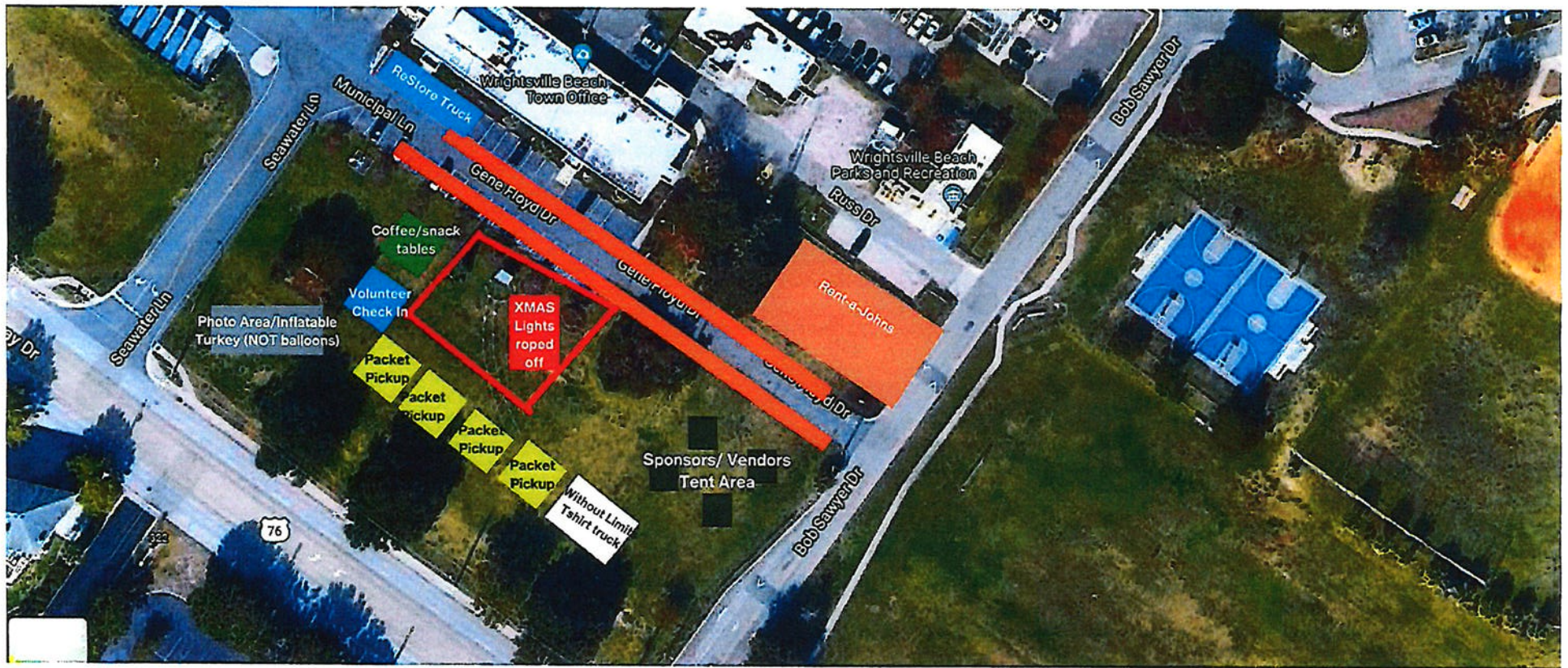
This application is hereby approved, this the _____ day of _____, 20_____.

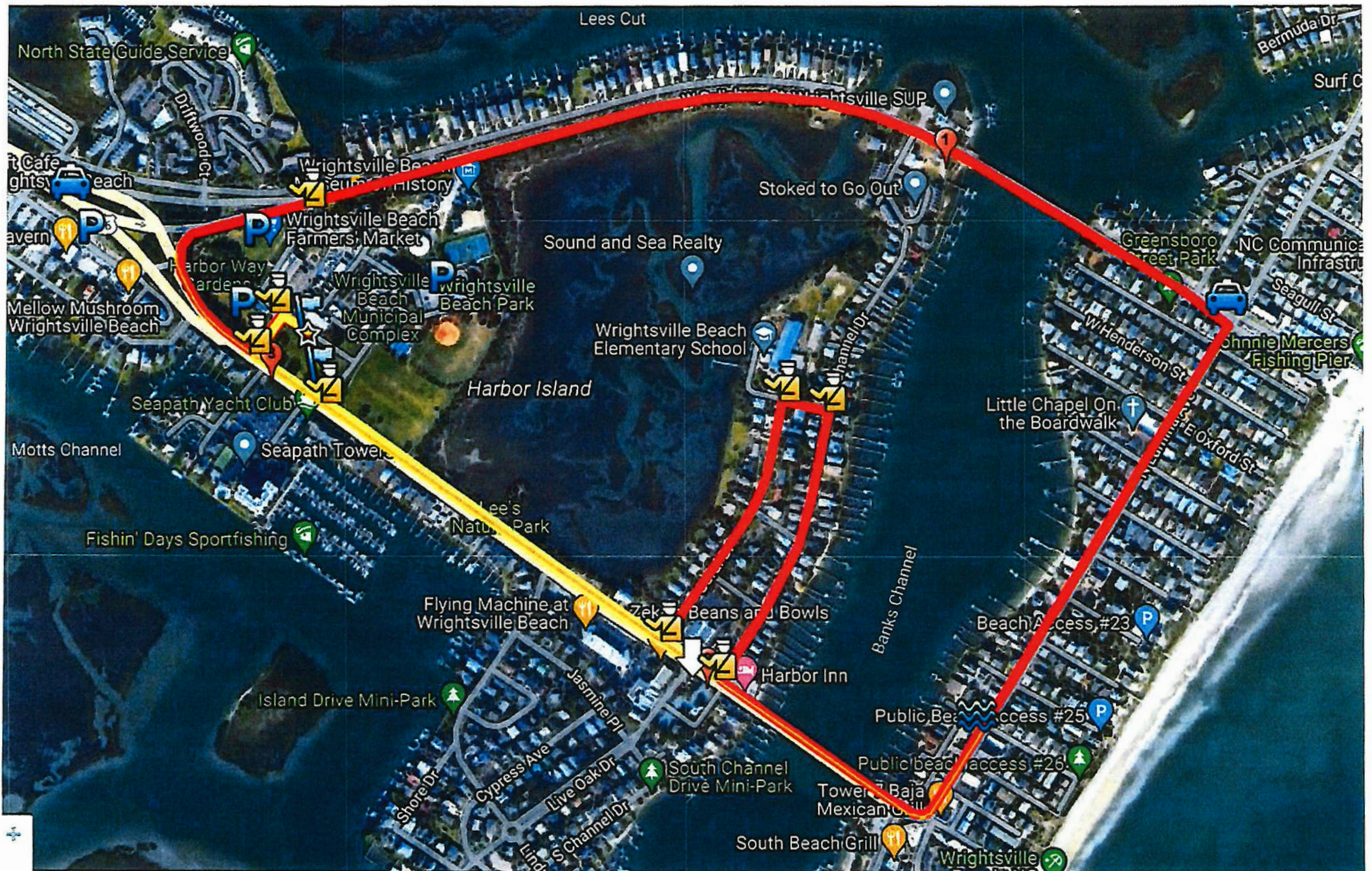
Special Events Coordinator, Town of Wrightsville Beach, North Carolina

January 11, 2024

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

Both Events

Non-profit organization?

Yes ☒ No ☐

Tax Exempt ID:

Time between Setup to
8 am & 10 pm? Progr. onNumber of Hours 10

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

TBD

Health Dept permit?

☒ Yes ☐ No ☐ Not Required

Vendor Food Trucks

1. Description of event: Day In The Park - NC Holiday Flotilla2. Event Day and Date: Sat Nov. 30th, 2024Timeframe needed: Set up 7:00 am/pm to Tear down 5:00 am/pmEvent start time: 10:00 am/pm Event end time: 4:00 am/pm3. Estimated number of participants (including spectators): 4,500 - 2,0004. Location: Wrightsville Beach Park5. Individual making request: Leni BoydComplete Mailing Address: PO Box 713 WB, NC 28480Phone Number: 919-601-7444 E-mail: LLBOYD@gmail.com6. Individual who will be on site and in charge of activity: Sam

Complete Mailing address:

Phone Number: E-mail:

7. Sponsoring organization/corporation (if applicable): NC Holiday FlotillaContact: Leni BoydComplete Mailing Address: SamPhone Number: Sam E-mail: Sam

8. Briefly describe provisions for the following:

Toilet facilities: Public & portableTrash disposal: Event organ to contract for collect & removal
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)Parking: public

Electrical power and/or water needs:

9. Will food be served? Yes If yes, has permit from Health Dept. been obtained? Vendor provide

Please explain:

FOR OFFICE USE ONLY

Day in Park # 700Parade SEP Fee: 1,500Facility Use Fee: 350Security Deposit: 2,000Parking Fees: -Traffic Cones: -TOTAL DUE: 4,550

PD Contract:

OR Contract:

COL:

TOTAL PAID:

Check #:

NCDOT permitCoast GuardCOIFeesMeetingWBPD / FDBridge Tender

January 11, 2024

Page 24 of 280

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: _____

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)? No

If yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: _____

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

If so, what company is providing the equipment: _____

Describe equipment in detail and provide a sketched plan: Tents, bunks, beams, food trailer, bouncy house, slides, children's activities, car show, etc.

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: Food and craft vendor sales13. Is police assistance necessary? Yes *Are you requesting the closing of any streets? NoIf so, please specify: Participation in Festival in Park activities

*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: 3/25/24

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

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

January 11, 2024

Page 25 of 280

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? YesNumber of Hours 3

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 Required1. Description of event: NC Holiday flotilla : Boat Parade2. Event Day and Date: Sat Nov 30th, 2024Timeframe needed: Set up 6:00 am/pm to Tear down 9:00 am/pm

Event start time: _____ am/pm Event end time: _____ am/pm

3. Estimated number of participants (including spectators): 20-30,0004. Location: ICW, Motts Channel, Barbs Channel5. Individual making request: Levi BoydComplete Mailing Address: Po Box 713 WB, NC 28480Phone Number: 919-601-7292 E-mail: LEBOYD@gmail.com

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

Complete Mailing address: SeePhone Number: 11 E-mail: 117. Sponsoring organization/corporation (if applicable): NC Holiday FlotillaContact: Levi BoydComplete Mailing Address: 11Phone Number: 11 E-mail: 11

8. Briefly describe provisions for the following:

Toilet facilities: N/ATrash disposal: N/A

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

Parking: public

Electrical power and/or water needs: _____

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

Please explain: _____

FOR OFFICE USE ONLY

SEP Fee:	_____	PD Contract:	_____	<u>See Day in Park App</u>
Facility Use Fee:	_____	OR Contract:	_____	
Security Deposit:	_____	COI:	_____	
Parking Fees:	_____			
Traffic Cones:	_____	TOTAL PAID:	_____	
TOTAL DUE:	_____	Check #:	_____	

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: _____

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)?

FireworksIf yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: Bird Island or similar location11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? No

If so, what company is providing the equipment: _____

Describe equipment in detail and provide a sketched plan: _____

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? Yes *Are you requesting the closing of any streets? NoIf so, please specify: PD Support for traffic control

*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: _____

Date: 3/25/24

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

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

January 11, 2024



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:

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Approve w/ Conditions ☐
Do Not Approve ☐

Participants / Fee Per Day:

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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? ☒

Number of Hours 4

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

WB Baptist

Health Dept permit?

Yes ☐ No ☒ Not Required

1. Description of event: Easter Service

Wrightsville Beach Baptist Church

2. Event Day and Date: 4/20/2025

Timeframe needed: Set up 8 ☒ am ☐ pm to Tear down 2 ☐ am ☒ pm

Event start time: 10 ☒ am ☐ pm Event end time: 12 ☐ am ☒ pm

3. Estimated number of participants (including spectators): 200-300

4. Location: Event Stage

5. Individual making request: Beth Walker

Complete Mailing Address: P.O. Box 21, Wrightsville Beach, NC 28480

Phone Number: 910-256-3682 E-mail: admin@wrightsvillebaptist.org

6. Individual who will be on site and in charge of activity: John McIntyre

Complete Mailing address: P.O. Box 21, Wrightsville Beach, NC 28480

Phone Number: 910-231-8991 E-mail: john@wrightsvillebaptist.org

7. Sponsoring organization/corporation (if applicable): WBBC

Contact: _____

Complete Mailing Address: _____

Phone Number: _____ E-mail: _____

8. Briefly describe provisions for the following:

Toilet facilities: Will rent portable toilet facilities

Trash disposal: will bring large trash cans onsite from Church
(Plastic and aluminum must be recycled. Use of styrofoam and glass is prohibited.)

Parking: Will utilize existing WB Paved and Rec parking and overflow field

Electrical power and/or water needs: _____

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

Please explain: WBBC will provide free sandwiches, coffee/water

FOR OFFICE USE ONLY

SEP Fee: <u>\$400</u>	PD Contract: _____
Facility Use Fee: <u>\$275</u>	OR Contract: _____
Security Deposit: <u>\$200</u>	COI: _____
Parking Fees: _____	
Traffic Cones: _____	TOTAL PAID: _____
TOTAL DUE: <u>\$975</u>	Check #: _____
<u>\$200</u>	<u>\$775 Due</u>
<u>\$200</u>	<u>See Dep ck # 52971 4/24/24</u>

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: _____

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 ☒ Submit10. Will there be any music, PA system, or loud activities (if any, briefly describe)? Band amplifierYes- music by WBBC music DirectorIf yes, provide information specifying location and direction of noise-emanating devices along with proposed noise level, frequency, and duration: Band on stage11. Will any banners, tents, stages, chairs, nets, decorations, etc., be used at this activity? YesIf so, what company is providing the equipment: WBBC - tables for food / coffee

Describe equipment in detail and provide a sketched plan: _____

2 Bounce housesWBBC will rent chairs

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 sale of food or drinks. Provided at no cost by WBBC13. 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.

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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.

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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.

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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: Ben Walker Date: 4/24/24

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

Special Events Coordinator, Town of Wrightsville Beach, North Carolina

COI prior to event (Bounce house COI)

January 11, 2024

Page 30 of 280

Wrightsville Beach Baptist Church Easter In the Park 2025





Town of Wrightsville Beach

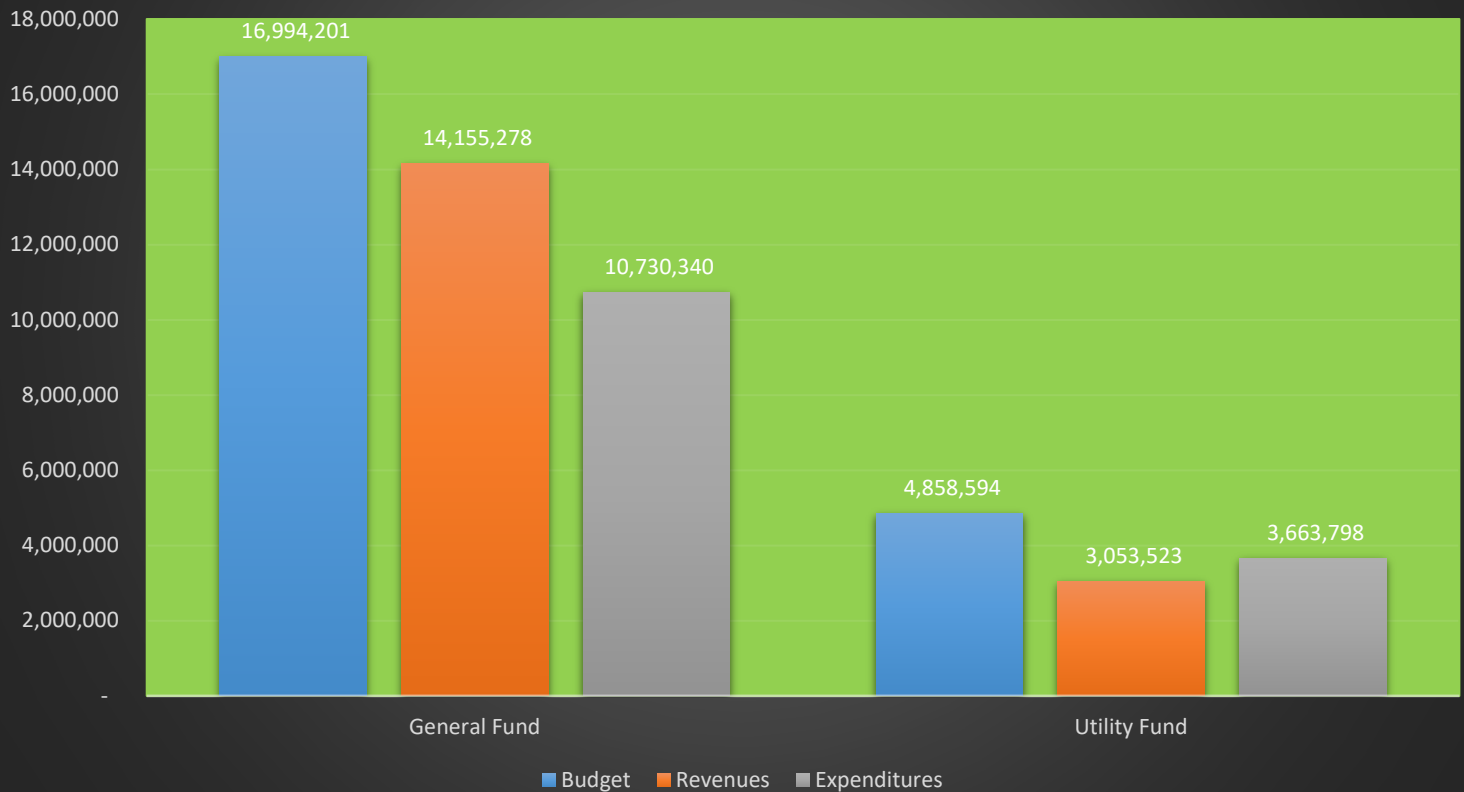
Finance and General Admin Department

Quarter 3, 2024 Update: May 9, 2024

Departmental Notables:

- The Town's investments have performed extremely well in the fiscal year-to-date; since July 2023, the First Citizens Wealth Management portfolio has increased by \$570,548 in value, and the Town's North Carolina Capital Management account since July has earned over \$1 million in interest.
- The Town of Wrightsville Beach hired new Human Resources Officer, Tosha Campbell to replace Cindy McGrady. We are very excited to have her onboard and she has already been a big help administratively. She has many great ideas on improving processes and how she can provide a greater benefit to our staff.
- The Town of Wrightsville Beach began its budgeting process in January of 2024. Finance Officer Murray developed revenue projections for fiscal year 24/25 and with acting Town Manager Tony Wilson met with each of the department heads to discuss their proposed budgets for next year. The budget is expected to be completed next month after three workshops with Town staff, the community, and the Board of Aldermen. The finance team would like to thank the Board for their input and assistance in creating a healthy and responsible budget that addresses both the Town's capital and operational needs.
- The Town completed construction of the new bulkheads at West Columbia Street and at Sweeney Avenue. The Town was able to make use of the State Construction Infrastructure grant that it received back in 2022, in the amount of \$250,000. The Town was also able to utilize \$175,000 in state Powell Bill funding for this project. All together the Town used \$425,000 of state funding to complete this \$475,000 project.
- The Town has sold over 2,200 of the 2024 Residential Hang Tags and Tax Decals.

Town of Wrightsville Beach Fiscal YTD Revenues & Expenditures As of March 31, 2024



Bank Balances as of March 31, 2024

FCB: General Operating	\$ 1,456,203.71
FCB: Parking Account	\$ 481,021.68
FCB: State Tax Drug Fund	\$ 15,294.10
FCB: Federal Forfeited Funds	\$ 8,303.01
FCB: General CIP Fund	\$ 4,029,619.33
FCB: Flex/HRA Fund	\$ 4,493.96
NC Capital Management Trust (investments)	\$ 29,307,353.66
FCB Wealth Management (investments)	\$ 15,816,949.66

Cumulative Balance for TOWB **\$ 51,119,239.11**

REVENUE				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
General Fund	15,980,644.00	16,994,201.02	14,155,278.12	16.71%
Water/Sewer	4,294,594.00	4,858,594.00	3,053,523.15	37.15%
Report Total	20,275,238.00	21,852,795.02	17,208,801.27	21.25%

GENERAL FUND EXPENDITURES				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
Governing Body	1,070,655.00	1,206,057.00	1,038,495.08	13.89%
General Administration	761,355.00	761,355.00	533,914.33	29.87%
Information Technology	478,441.00	530,941.00	420,425.69	20.81%
PW Admin	367,728.00	367,728.00	251,159.17	31.70%
PW - Fleet	366,030.00	366,030.00	214,331.52	41.44%
PW - Building Maint	1,019,640.00	1,359,640.00	711,138.23	47.70%
Police	3,582,923.00	3,626,578.02	2,270,056.87	37.40%
Fire - Emergency Prep	13,750.00	13,750.00	6,736.31	51.01%
Fire	2,187,124.00	2,187,124.00	1,525,219.10	30.26%
Ocean Rescue	626,500.00	626,500.00	415,368.06	33.70%
PW - Streets	611,379.00	740,379.00	499,922.82	32.48%
Parking	1,432,000.00	1,547,000.00	689,920.14	55.40%
PW - Environmental Svcs	1,876,885.00	1,986,885.00	1,172,573.79	40.98%
Planning/Inspections	654,545.00	654,545.00	370,476.02	43.40%
Parks/Rec - Programs	479,546.00	567,546.00	361,226.35	36.35%
Parks/Rec - Maintenance	452,143.00	452,143.00	249,376.44	44.85%
General Fund	15,980,644.00	16,994,201.02	10,730,339.92	36.86%

UTILITY ENTERPRISE EXPENSES				
	Original Budget	Current Budget	YTD Activity	Percent Remaining
Water	2,691,484.00	3,255,484.00	2,432,394.36	25.28%
Sewer	1,603,110.00	1,603,110.00	1,231,403.36	23.19%
Utility Fund	4,294,594.00	4,858,594.00	3,663,797.72	24.59%



Town of Wrightsville Beach, NC

Income Statement Account Summary

For Fiscal: 2023-2024 Period Ending: 03/31/2024

		Original	Current	MTD Activity	YTD Activity	Budget
		Total Budget	Total Budget			Remaining
Fund: 10 - GENERAL FUND						
Revenue						
10-3110	AD VAL TAXES - CURRENT YR	3,433,000.00	3,433,000.00	9,686.38	3,489,597.85	-56,597.85
10-3111	AD VAL TAXES - ALL PRIOR YEARS	5,000.00	5,000.00	592.20	13,418.61	-8,418.61
10-3114	MOTOR VEHICLE TAX	60,000.00	60,000.00	5,153.76	36,741.16	23,258.84
10-3115	INTERLOCAL AGREEMENT - CITY OF WILMI...	30,000.00	30,000.00	0.00	30,000.00	0.00
10-3210	DOG LICENSES	500.00	500.00	80.00	540.00	-40.00
10-3234	LOCAL SALES TAX ART 39	650,000.00	650,000.00	69,240.27	491,489.62	158,510.38
10-3235	HALF CENT SALES ART 40	225,000.00	225,000.00	27,826.97	177,581.20	47,418.80
10-3236	HALF CENT SALES ART 42	350,000.00	350,000.00	33,980.36	241,206.48	108,793.52
10-3237	EXTRA 1/2 CENT SALES TAX ART 44	0.00	0.00	0.19	-127.54	127.54
10-3261	CABLE TV FEE	45,000.00	45,000.00	11,030.64	22,901.72	22,098.28
10-3262	PARKING METERS	5,223,394.00	5,223,394.00	372,672.72	4,022,543.45	1,200,850.55
10-3263	RESIDENTIAL PARKING PASS	130,000.00	130,000.00	51,460.00	123,170.00	6,830.00
10-3264	COMMERCIAL 1 PARKING PASS	1,500.00	1,500.00	6,500.00	11,080.00	-9,580.00
10-3265	COMMERCIAL 2 PARKING PASS	8,000.00	8,000.00	2,400.00	2,400.00	5,600.00
10-3266	CONTRACTOR PARKING PASS	25,000.00	25,000.00	5,570.00	26,225.00	-1,225.00
10-3270	ROOM OCCUPANCY TAX (3%)	650,000.00	791,000.00	0.00	652,740.00	138,260.00
10-3280	MUNICIPAL VEHICLE TAX	10,000.00	10,000.00	2,340.80	6,551.68	3,448.32
10-3290	PENALTIES/INTEREST-TAXES	4,500.00	4,500.00	325.50	5,813.62	-1,313.62
10-3299	SALES TAX - CITY HOLD HARMLESS	185,000.00	185,000.00	22,095.51	129,122.03	55,877.97
10-3322	BEER & WINE TAX	8,000.00	8,000.00	0.00	0.00	8,000.00
10-3323	COURT FEES	1,000.00	1,000.00	103.50	1,482.67	-482.67
10-3324	UTILITIES FRANCHISE TAX	330,000.00	330,000.00	85,089.80	189,322.56	140,677.44
10-3343	BUILDING PERMITS	300,000.00	300,000.00	101,249.00	370,052.00	-70,052.00
10-3346	STATE BUILDING PERMIT FEE	200.00	200.00	193.00	490.00	-290.00
10-3347	BLDG PERM-ZONING COMPLIAN	4,000.00	4,000.00	500.00	2,700.00	1,300.00
10-3350	BUSINESS ON BEACH PERMIT	3,500.00	3,500.00	1,000.00	1,800.00	1,700.00
10-3605	SPECIAL EVENT PERMITS	0.00	0.00	5,154.00	23,493.50	-23,493.50
10-3647	FACILITY RESERVATIONS	0.00	0.00	2,938.96	14,073.96	-14,073.96
10-3648	FITNESS CLASSES	0.00	0.00	3,394.00	21,127.00	-21,127.00
10-3649	RECREATION PROGRAMS	0.00	0.00	13,949.40	161,264.40	-161,264.40
10-3650	RECREATION REVENUES	250,000.00	250,000.00	50.00	12,910.10	237,089.90
10-3651	RECREATION CONTRIBUTIONS	0.00	0.00	0.00	192.00	-192.00
10-3750	REFUSE COLLECTION CHARGES	1,000,000.00	1,000,000.00	0.00	705,569.40	294,430.60
10-3757	SOLID WASTE DISPOSAL TAX	1,750.00	1,750.00	0.00	999.32	750.68
10-3831	INTEREST ON INVESTMENTS	500,000.00	500,000.00	111,354.62	936,105.64	-436,105.64
10-3834	RENT - TOWN OWNED BUILDINGS	61,000.00	61,000.00	1,050.00	60,875.00	125.00
10-3835	SALE OF ASSETS	20,000.00	20,000.00	0.00	22,670.00	-2,670.00
10-3838	ABC NET REVENUES	650,000.00	650,000.00	12,537.48	328,458.60	321,541.40
10-3839	MISCELLANEOUS REVENUE	10,000.00	10,000.00	6,045.00	18,543.60	-8,543.60
10-3840	INSURANCE CLAIMS/REFUNDS	5,000.00	5,000.00	0.00	58.00	4,942.00
10-3841	VAR/CUP/CAMA/REZONE FEES	5,000.00	5,000.00	0.00	3,400.00	1,600.00
10-3842	CAMA PERMIT REIMBURSEMENT	1,000.00	1,000.00	220.00	330.00	670.00
10-3846	PARK PERMIT CC FEE	0.00	0.00	2,128.60	5,301.32	-5,301.32
10-3856	FARMERS' MKT MISC REV	0.00	0.00	0.00	576.00	-576.00
10-3857	FARMERS MARKET	18,000.00	18,000.00	-2,180.00	35,310.00	-17,310.00
10-3861	ABC GRANT - COPS	0.00	27,100.00	0.00	27,100.00	0.00
10-3865	WB SPECIALTY PLATES	5,000.00	5,000.00	0.00	3,700.00	1,300.00
10-3869	MIXED DRINK SURCHARGE	100,000.00	100,000.00	7,641.69	103,495.41	-3,495.41
10-3870	PKING METER CIVIL PENALTY	725,000.00	725,000.00	36,329.60	488,779.15	236,220.85
10-3873	CIVIL PENALTY - OTHER THAN ALCOHOL	15,000.00	15,000.00	250.00	7,379.00	7,621.00
10-3874	DOG CITATIONS	20,000.00	20,000.00	826.31	15,692.31	4,307.69

Income Statement

For Fiscal: 2023-2024 Period Ending: 03/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-3875	CIVIL CITATIONS - ALCOHOL/WASTE	40,000.00	40,000.00	800.00	22,660.09	17,339.91
10-3968	ARPA Reimbursement	0.00	428,500.21	0.00	428,500.21	0.00
10-3980	TRANSFER FR WATER & SEWER	230,000.00	230,000.00	0.00	230,000.00	0.00
10-3984	TRANSFER FR GFCIP	0.00	97,872.00	0.00	97,872.00	0.00
10-3985	TRANSFER OF STORMWATER FEES	330,000.00	330,000.00	0.00	330,000.00	0.00
10-3991	APPROPRIATED FUND BALANCE	311,300.00	630,384.81	0.00	0.00	630,384.81
Revenue Total:		15,980,644.00	16,994,201.02	1,011,580.26	14,155,278.12	2,838,922.90

Expense

DeptAcctCode: 4110 - Governing Body

10-4110-0801	ATTENDANCE FEES	37,620.00	37,620.00	3,135.00	27,305.85	10,314.15
10-4110-0900	FICA TAX EXPENSE	2,925.00	2,925.00	239.80	2,088.68	836.32
10-4110-1100	GROUP INSURANCE	8,500.00	8,500.00	619.86	6,890.88	1,609.12
10-4110-1801	PROFESSIONAL SERVICES	121,075.00	156,075.00	6,750.00	37,601.66	118,473.34
10-4110-1900	CONTRACTED SERVICES	20,000.00	20,000.00	1,706.01	6,179.40	13,820.60
10-4110-3100	TRAVEL & TRAINING	1,500.00	1,500.00	0.00	0.00	1,500.00
10-4110-3930	DUES & SUBSCRIPTIONS	13,785.00	13,785.00	0.00	8,222.00	5,563.00
10-4110-4500	INSURANCE & BONDS	24,000.00	24,000.00	0.00	15,947.38	8,052.62
10-4110-4900	MISCELLANEOUS	9,250.00	56,652.00	0.00	58,557.92	-1,905.92
10-4110-4930	TDA PROJECTS	52,000.00	105,000.00	23,989.39	95,701.31	9,298.69
10-4110-9663	TRANSFER TO GF CIP	780,000.00	780,000.00	0.00	780,000.00	0.00
DeptAcctCode: 4110 - Governing Body Total:		1,070,655.00	1,206,057.00	36,440.06	1,038,495.08	167,561.92

DeptAcctCode: 4120 - General Administration

10-4120-0000	SALARIES & WAGES	456,334.00	456,334.00	35,894.31	328,982.50	127,351.50
10-4120-0100	OVERTIME	3,000.00	3,000.00	0.00	1,051.39	1,948.61
10-4120-0300	LONGEVITY	500.00	500.00	0.00	500.00	0.00
10-4120-0900	FICA TAX EXPENSE	35,960.00	35,960.00	2,759.51	25,425.39	10,534.61
10-4120-1000	RETIREMENT	59,025.00	59,025.00	4,630.37	42,638.92	16,386.08
10-4120-1010	401-K CONTRIBUTIONS	18,375.00	18,375.00	1,214.24	11,572.13	6,802.87
10-4120-1100	GROUP INSURANCE	54,650.00	54,650.00	4,084.81	39,222.16	15,427.84
10-4120-1150	RETIREE HEALTH INSURANCE	12,120.00	12,120.00	826.65	7,534.50	4,585.50
10-4120-1170	RETIREE LIFE INSURANCE	1,386.00	1,386.00	0.00	0.00	1,386.00
10-4120-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	291.56	-291.56
10-4120-1801	PROFESSIONAL SERVICES	11,650.00	11,650.00	0.00	2,863.55	8,786.45
10-4120-1901	TAX COLLECTION FEES	35,000.00	35,000.00	557.70	27,858.02	7,141.98
10-4120-2600	DEPT SUPPLIES & MATERIALS	14,000.00	14,000.00	1,133.13	5,477.82	8,522.18
10-4120-3100	TRAVEL & TRAINING	16,550.00	16,550.00	1,216.51	12,164.87	4,385.13
10-4120-3200	CELL PHONE	2,340.00	2,340.00	129.94	1,632.66	707.34
10-4120-3220	POSTAGE	7,500.00	7,500.00	0.00	4,188.01	3,311.99
10-4120-3400	PRINTING	5,000.00	5,000.00	217.45	2,308.05	2,691.95
10-4120-3520	MAINT/REPAIR-EQUIPMENT	4,000.00	4,000.00	212.06	1,941.36	2,058.64
10-4120-3700	ADVERTISING	2,500.00	2,500.00	155.00	280.00	2,220.00
10-4120-3930	DUES & SUBSCRIPTIONS	3,965.00	3,965.00	0.00	3,459.77	505.23
10-4120-4310	BLDG & EQUIP RENTAL	2,500.00	2,500.00	541.35	1,624.05	875.95
10-4120-4500	INSURANCE & BONDS	15,000.00	15,000.00	0.00	12,897.62	2,102.38
DeptAcctCode: 4120 - General Administration Total:		761,355.00	761,355.00	53,573.03	533,914.33	227,440.67

DeptAcctCode: 4210 - Information Technology

10-4210-0000	SALARIES & WAGES	71,435.00	42,621.69	0.00	42,621.69	0.00
10-4210-0100	OVERTIME	500.00	500.00	0.00	551.11	-51.11
10-4210-0300	LONGEVITY	800.00	800.00	0.00	800.00	0.00
10-4210-0900	FICA TAX EXPENSE	6,205.00	3,217.34	0.00	3,217.34	0.00
10-4210-1000	RETIREMENT	9,886.00	5,672.53	0.00	5,672.53	0.00
10-4210-1010	401-K CONTRIBUTIONS	3,077.00	1,271.00	0.00	1,271.00	0.00
10-4210-1100	GROUP INSURANCE	9,108.00	9,108.00	651.41	7,208.55	1,899.45
10-4210-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	44.08	-44.08
10-4210-1801	PROFESSIONAL SERVICES	35,500.00	68,000.00	0.00	16,097.82	51,902.18
10-4210-1900	CONTRACTED SERVICES	38,950.00	100,583.83	19,192.20	76,398.64	24,185.19
10-4210-2300	MED SERVICES/PRESCRIP/WC	0.00	0.00	0.00	38.00	-38.00
10-4210-2600	DEPT SUPPLIES & MATERIALS	49,500.00	55,500.00	0.00	51,949.92	3,550.08

Income Statement

For Fiscal: 2023-2024 Period Ending: 03/31/2024

		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4210-3100	TRAVEL & TRAINING	5,050.00	1,236.61	0.00	1,236.61	0.00
10-4210-3210	PHONE/INTERNET/CABLE	33,280.00	33,280.00	4,345.66	30,429.21	2,850.79
10-4210-3520	MAINT/REPAIR-EQUIPMENT	167,020.00	167,020.00	9,968.65	150,217.78	16,802.22
10-4210-4310	EQUIPMENT RENTAL	11,830.00	11,830.00	554.77	9,480.41	2,349.59
10-4210-4500	INSURANCE & BONDS	7,000.00	7,000.00	0.00	6,151.81	848.19
10-4210-5000	CAPITAL OUTLAY	19,300.00	13,300.00	0.00	7,039.19	6,260.81
10-4210-9663	TRANSFER TO GF CIP	10,000.00	10,000.00	0.00	10,000.00	0.00
DeptAcctCode: 4210 - Information Technology Total:		478,441.00	530,941.00	34,712.69	420,425.69	110,515.31
DeptAcctCode: 4245 - Public Works - Administration						
10-4245-0000	SALARIES & WAGES	230,691.00	230,691.00	16,891.54	155,596.50	75,094.50
10-4245-0100	OVERTIME	2,800.00	2,800.00	0.00	28.88	2,771.12
10-4245-0300	LONGEVITY	1,000.00	1,000.00	0.00	900.00	100.00
10-4245-0900	FICA TAX EXPENSE	18,447.00	18,447.00	1,196.49	11,843.79	6,603.21
10-4245-1000	RETIREMENT	29,644.00	29,644.00	2,179.00	20,191.66	9,452.34
10-4245-1010	401-K CONTRIBUTIONS	9,340.00	9,340.00	675.65	5,992.70	3,347.30
10-4245-1100	GROUP INSURANCE	27,323.00	27,323.00	2,009.04	22,237.74	5,085.26
10-4245-1150	RETIREE HEALTH INSURANCE	4,000.00	4,000.00	926.96	9,625.60	-5,625.60
10-4245-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	144.87	-144.87
10-4245-1900	CONTRACTED SERVICES	8,260.00	8,260.00	101.59	4,862.33	3,397.67
10-4245-2160	UNIFORMS	950.00	950.00	68.48	544.93	405.07
10-4245-2300	MED SERVICES/PRESCRIP/WC	0.00	0.00	0.00	73.00	-73.00
10-4245-2600	DEPT SUPPLIES & MATERIALS	10,000.00	10,000.00	107.97	2,932.16	7,067.84
10-4245-3100	TRAVEL & TRAINING	11,773.00	11,773.00	730.92	6,664.02	5,108.98
10-4245-3200	CELL PHONE	1,500.00	1,500.00	107.70	811.84	688.16
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	500.00	500.00	0.00	0.00	500.00
10-4245-4500	INSURANCE & BONDS	10,000.00	10,000.00	0.00	8,709.15	1,290.85
DeptAcctCode: 4245 - Public Works - Administration Total:		367,728.00	367,728.00	24,995.34	251,159.17	116,568.83
DeptAcctCode: 4250 - Public Works - Fleet Maintenance						
10-4250-0000	SALARIES & WAGES	192,180.00	192,180.00	10,896.00	101,917.29	90,262.71
10-4250-0100	OVERTIME	2,000.00	2,000.00	0.00	2,584.73	-584.73
10-4250-0300	LONGEVITY	1,500.00	1,500.00	0.00	1,500.00	0.00
10-4250-0900	FICA TAX EXPENSE	14,970.00	14,970.00	768.78	7,503.25	7,466.75
10-4250-1000	RETIREMENT	24,953.00	24,953.00	1,405.58	13,674.23	11,278.77
10-4250-1010	401-K CONTRIBUTIONS	7,768.00	7,768.00	160.00	1,496.80	6,271.20
10-4250-1100	GROUP INSURANCE	27,323.00	27,323.00	1,369.58	12,145.52	15,177.48
10-4250-1150	RETIREE HEALTH INSURANCE	2,750.00	2,750.00	275.55	2,511.50	238.50
10-4250-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	113.90	-113.90
10-4250-1900	CONTRACTED SERVICES	8,500.00	8,500.00	0.00	4,213.59	4,286.41
10-4250-2160	UNIFORMS	6,050.00	6,050.00	186.52	2,278.00	3,772.00
10-4250-2300	MED SERVICES/PRESCRIP/WC	500.00	500.00	0.00	0.00	500.00
10-4250-2500	AUTO/EQUIP SUPPLIES	3,550.00	3,550.00	45.50	670.40	2,879.60
10-4250-2600	DEPT SUPPLIES & MATERIALS	10,000.00	10,000.00	59.29	4,299.68	5,700.32
10-4250-3100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	710.00	290.00
10-4250-3200	CELL PHONE	600.00	600.00	42.73	337.36	262.64
10-4250-3520	MAINT/REPAIR-EQUIPMENT	7,000.00	22,045.11	16.09	21,182.08	863.03
10-4250-3530	MAINT/REPAIR-AUTOS	2,000.00	2,000.00	314.64	645.00	1,355.00
10-4250-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	0.00	500.00
10-4250-4500	INSURANCE & BONDS	35,000.00	19,954.89	0.00	19,954.89	0.00
10-4250-5000	CAPITAL OUTLAY	17,886.00	17,886.00	0.00	16,593.30	1,292.70
DeptAcctCode: 4250 - Public Works - Fleet Maintenance Total:		366,030.00	366,030.00	15,540.26	214,331.52	151,698.48
DeptAcctCode: 4260 - Public Works - Building Maintenance						
10-4260-1900	CONTRACTED SERVICES	296,200.00	296,200.00	18,059.42	175,269.70	120,930.30
10-4260-2500	AUTO/EQUIP SUPPLIES	4,400.00	4,400.00	38.35	575.52	3,824.48
10-4260-2600	DEPT SUPPLIES & MATERIALS	50,000.00	50,000.00	3,964.52	28,011.74	21,988.26
10-4260-3200	CELL PHONE	540.00	540.00	0.00	0.00	540.00

Income Statement

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4260-3300	UTILITIES - BUILDINGS	200,000.00	200,000.00	10,033.16	91,236.10	108,763.90
10-4260-3301	WATER/SEWER UTILITIES	120,000.00	120,000.00	14,505.40	68,796.32	51,203.68
10-4260-3510	MAINT/REP PUB BUILDINGS	80,000.00	170,000.00	11,266.61	76,666.59	93,333.41
10-4260-3525	MAINT/REPAIR-GENERATORS	5,000.00	5,000.00	0.00	292.50	4,707.50
10-4260-3530	MAINT/REPAIR-AUTOS	3,500.00	3,500.00	0.00	0.00	3,500.00
10-4260-5000	CAPITAL OUTLAY	0.00	240,000.00	0.00	10,289.76	229,710.24
10-4260-9615	TRANSFER TO FUND 49	0.00	10,000.00	0.00	0.00	10,000.00
10-4260-9663	TRANSFER TO GF CIP	260,000.00	260,000.00	0.00	260,000.00	0.00
DeptAcctCode: 4260 - Public Works - Building Maintenance Total:		1,019,640.00	1,359,640.00	57,867.46	711,138.23	648,501.77
DeptAcctCode: 4310 - Police Department						
10-4310-0000	SALARIES & WAGES	1,986,654.00	1,986,654.00	136,743.92	1,275,523.19	711,130.81
10-4310-0100	OVERTIME	65,000.00	65,000.00	-8,248.33	52,879.29	12,120.71
10-4310-0200	WAGES-TEMP EMPLOYEES	10,000.00	10,000.00	0.00	0.00	10,000.00
10-4310-0300	LONGEVITY	3,900.00	3,900.00	0.00	3,000.00	900.00
10-4310-0400	SPECIAL SEPARATION ALLOWANCE	65,832.00	65,832.00	4,447.70	44,997.95	20,834.05
10-4310-0900	FICA TAX EXPENSE	154,933.00	154,933.00	11,190.96	105,661.04	49,271.96
10-4310-1000	RETIREMENT	278,293.00	278,293.00	20,070.96	190,271.10	88,021.90
10-4310-1010	401-K CONTRIBUTIONS	98,178.00	98,178.00	6,976.70	66,013.32	32,164.68
10-4310-1100	GROUP INSURANCE	282,336.00	282,336.00	17,563.26	171,088.37	111,247.63
10-4310-1150	RETIREE HEALTH INSURANCE	48,251.00	48,251.00	3,081.61	28,994.50	19,256.50
10-4310-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	1,049.36	-1,049.36
10-4310-1801	PROFESSIONAL SERVICES	22,500.00	22,500.00	0.00	3,080.00	19,420.00
10-4310-1900	CONTRACTED SERVICES	12,000.00	12,000.00	0.00	11,891.82	108.18
10-4310-2160	UNIFORMS	47,746.00	47,746.00	5,503.31	39,232.25	8,513.75
10-4310-2300	MED SERVICES/PRESCRIP/WC	500.00	500.00	0.00	0.00	500.00
10-4310-2500	AUTO/EQUIP SUPPLIES	69,000.00	69,000.00	4,847.30	45,260.75	23,739.25
10-4310-2600	DEPT SUPPLIES & MATERIALS	75,300.00	75,300.00	2,106.25	24,476.51	50,823.49
10-4310-3100	TRAVEL & TRAINING	33,000.00	33,000.00	369.00	7,505.38	25,494.62
10-4310-3201	TELEPHONE	9,000.00	9,000.00	992.70	7,559.86	1,440.14
10-4310-3220	POSTAGE	500.00	500.00	0.00	255.00	245.00
10-4310-3400	PRINTING	1,500.00	1,500.00	0.00	108.13	1,391.87
10-4310-3520	MAINT/REPAIR-EQUIPMENT	76,000.00	76,000.00	608.80	32,704.72	43,295.28
10-4310-3530	MAINT/REPAIR-AUTOS	35,000.00	35,000.00	885.37	15,666.11	19,333.89
10-4310-3540	MAINT/REPAIR-2-WAY RADIOS	18,000.00	18,000.00	0.00	0.00	18,000.00
10-4310-3700	ADVERTISING	3,000.00	3,000.00	0.00	874.33	2,125.67
10-4310-3900	PUBLIC RELATIONS	1,000.00	1,000.00	0.00	56.98	943.02
10-4310-3930	DUES & SUBSCRIPTIONS	8,900.00	8,900.00	0.99	1,573.96	7,326.04
10-4310-4310	BUILDING & EQUIP RENTAL	10,600.00	10,600.00	3,061.00	6,417.00	4,183.00
10-4310-4500	INSURANCE & BONDS	90,000.00	90,000.00	140.20	83,614.99	6,385.01
10-4310-5000	CAPITAL OUTLAY	76,000.00	119,655.02	0.00	50,300.96	69,354.06
DeptAcctCode: 4310 - Police Department Total:		3,582,923.00	3,626,578.02	210,341.70	2,270,056.87	1,356,521.15
DeptAcctCode: 4330 - Emergency Preparedness						
10-4330-1801	PROFESSIONAL SERVICES	6,000.00	6,000.00	0.00	2,128.75	3,871.25
10-4330-2600	DEPT SUPPLIES & MATERIALS	1,000.00	1,000.00	0.00	1,281.49	-281.49
10-4330-3100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	0.00	1,000.00
10-4330-3201	TELEPHONE	2,200.00	2,200.00	80.78	2,480.99	-280.99
10-4330-3400	PRINTING	2,800.00	2,800.00	0.00	458.11	2,341.89
10-4330-3520	MAINT/REPAIR-EQUIPMENT	500.00	500.00	0.00	386.97	113.03
10-4330-3700	ADVERTISING	250.00	250.00	0.00	0.00	250.00
DeptAcctCode: 4330 - Emergency Preparedness Total:		13,750.00	13,750.00	80.78	6,736.31	7,013.69
DeptAcctCode: 4340 - Fire Department						
10-4340-0000	SALARIES & WAGES	921,958.00	921,958.00	64,442.58	599,477.86	322,480.14
10-4340-0100	OVERTIME	95,000.00	95,000.00	3,159.36	64,597.18	30,402.82
10-4340-0200	WAGES-TEMP EMPLOYEES	85,000.00	85,000.00	4,780.86	69,099.58	15,900.42
10-4340-0300	LONGEVITY	2,500.00	2,500.00	0.00	2,500.00	0.00
10-4340-0803	WAGES-PAID ON CALL	70,000.00	70,000.00	2,880.00	27,064.15	42,935.85
10-4340-0900	FICA TAX EXPENSE	88,862.00	88,862.00	5,626.86	57,136.92	31,725.08
10-4340-1000	RETIREMENT	128,825.00	128,825.00	8,402.38	84,127.55	44,697.45

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4340-1010	401-K CONTRIBUTIONS	40,102.00	40,102.00	1,853.92	18,543.71	21,558.29
10-4340-1100	GROUP INSURANCE	132,060.00	132,060.00	8,085.35	83,039.92	49,020.08
10-4340-1150	RETIREE HEALTH INSURANCE	25,000.00	25,000.00	1,635.10	14,661.40	10,338.60
10-4340-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	521.57	-521.57
10-4340-1801	PROFESSIONAL SERVICES	12,500.00	12,500.00	264.00	2,253.00	10,247.00
10-4340-1900	CONTRACTED SERVICES	11,000.00	11,000.00	0.00	0.00	11,000.00
10-4340-2160	UNIFORMS	16,500.00	16,500.00	1,951.86	10,645.70	5,854.30
10-4340-2300	MED SERVICES/PRESCRIP/WC	0.00	0.00	0.00	399.00	-399.00
10-4340-2500	AUTO/EQUIP SUPPLIES	12,000.00	12,000.00	520.03	7,398.09	4,601.91
10-4340-2600	DEPT SUPPLIES & MATERIALS	43,500.00	43,500.00	1,240.83	31,100.70	12,399.30
10-4340-2601	LIFE SAFETY EQUIPMENT	70,000.00	70,000.00	0.00	58,663.49	11,336.51
10-4340-3100	TRAVEL & TRAINING	23,400.00	23,400.00	1,327.51	14,243.05	9,156.95
10-4340-3201	TELEPHONE	12,500.00	12,500.00	1,026.43	6,228.69	6,271.31
10-4340-3220	POSTAGE	200.00	200.00	0.00	132.56	67.44
10-4340-3400	PRINTING	2,000.00	2,000.00	0.00	527.89	1,472.11
10-4340-3520	MAINT/REPAIR-EQUIPMENT	12,000.00	12,000.00	475.00	9,608.94	2,391.06
10-4340-3530	MAINT/REPAIR-AUTOS	10,750.00	10,750.00	170.84	7,674.60	3,075.40
10-4340-3540	MAINT/REPAIR-2-WAY RADIOS	12,000.00	12,000.00	667.00	6,954.57	5,045.43
10-4340-3930	DUES & SUBSCRIPTIONS	4,750.00	4,750.00	0.00	1,978.88	2,771.12
10-4340-4500	INSURANCE & BONDS	85,000.00	85,000.00	114.20	81,611.58	3,388.42
10-4340-5000	EQUIPMENT	16,000.00	16,000.00	0.00	11,313.24	4,686.76
10-4340-7100	FCB PRINCIPAL - FIRE TRUCK	169,953.00	169,953.00	0.00	169,975.80	-22.80
10-4340-7200	FCB INTEREST - FIRE TRUCK	8,764.00	8,764.00	0.00	8,739.48	24.52
10-4340-9663	TRANSFER TO GF CIP	75,000.00	75,000.00	0.00	75,000.00	0.00
DeptAcctCode: 4340 - Fire Department Total:		2,187,124.00	2,187,124.00	108,624.11	1,525,219.10	661,904.90
DeptAcctCode: 4390 - Ocean Rescue						
10-4390-0200	WAGES-TEMP EMPLOYEES	430,000.00	430,000.00	17.30	267,612.88	162,387.12
10-4390-0900	FICA TAX EXPENSE	33,000.00	33,000.00	1.32	20,589.21	12,410.79
10-4390-1000	RETIREMENT	2,500.00	2,500.00	0.00	0.00	2,500.00
10-4390-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	260.09	-260.09
10-4390-1801	PROFESSIONAL SERVICES	8,000.00	8,000.00	195.00	349.75	7,650.25
10-4390-2160	UNIFORMS	10,000.00	10,000.00	0.00	0.00	10,000.00
10-4390-2500	AUTO/EQUIP SUPPLIES	10,000.00	10,000.00	227.55	8,422.02	1,577.98
10-4390-2600	DEPT SUPPLIES & MATERIALS	12,500.00	12,500.00	1.99	6,505.70	5,994.30
10-4390-3100	TRAVEL & TRAINING	3,000.00	3,000.00	0.00	3,308.51	-308.51
10-4390-3201	TELEPHONE	0.00	0.00	42.73	522.92	-522.92
10-4390-3400	PRINTING	250.00	250.00	63.70	63.70	186.30
10-4390-3520	MAINT/REPAIR-EQUIPMENT	20,000.00	20,000.00	3,089.49	9,795.65	10,204.35
10-4390-3530	MAINT/REPAIR-AUTOS	7,500.00	7,500.00	568.21	4,894.76	2,605.24
10-4390-3540	MAINT/REPAIR-2-WAY RADIOS	1,000.00	1,000.00	0.00	262.00	738.00
10-4390-3930	DUES & SUBSCRIPTIONS	500.00	500.00	0.00	500.00	0.00
10-4390-4500	INSURANCE & BONDS	25,000.00	25,000.00	0.00	25,420.85	-420.85
10-4390-5000	CAPITAL OUTLAY	47,250.00	47,250.00	22,878.00	50,860.02	-3,610.02
10-4390-9663	TRANSFER TO GF CIP	16,000.00	16,000.00	0.00	16,000.00	0.00
DeptAcctCode: 4390 - Ocean Rescue Total:		626,500.00	626,500.00	27,085.29	415,368.06	211,131.94
DeptAcctCode: 4510 - Public Works - Streets						
10-4510-0000	SALARIES & WAGES	214,718.00	214,718.00	13,467.73	129,245.87	85,472.13
10-4510-0100	OVERTIME	15,000.00	15,000.00	831.53	6,916.46	8,083.54
10-4510-0900	FICA TAX EXPENSE	18,032.00	18,032.00	1,087.77	10,361.74	7,670.26
10-4510-1000	RETIREMENT	29,579.00	29,579.00	1,844.61	17,564.93	12,014.07
10-4510-1010	401-K CONTRIBUTIONS	9,188.00	9,188.00	40.00	374.20	8,813.80
10-4510-1100	GROUP INSURANCE	64,522.00	61,086.33	3,270.77	32,538.59	28,547.74
10-4510-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	120.28	-120.28
10-4510-1801	PROFESSIONAL SERVICES	0.00	20,000.00	895.92	895.92	19,104.08
10-4510-1900	CONTRACTED SERVICES	7,200.00	36,200.00	2,073.00	18,211.23	17,988.77
10-4510-2160	UNIFORMS	9,000.00	9,000.00	339.64	5,193.42	3,806.58
10-4510-2300	MED SERVICES/PRESCRIP/WC	900.00	900.00	0.00	160.89	739.11
10-4510-2500	AUTO/EQUIP SUPPLIES	13,040.00	13,040.00	1,243.77	9,032.29	4,007.71
10-4510-2600	SUPPLIES-STREETS	27,000.00	27,000.00	195.45	22,942.15	4,057.85

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4510-3100	TRAVEL & TRAINING	2,000.00	2,000.00	0.00	0.00	2,000.00
10-4510-3200	CELL PHONE	4,000.00	4,000.00	251.71	2,004.69	1,995.31
10-4510-3520	MAINT/REPAIR-EQUIPMENT	5,000.00	5,000.00	70.98	70.98	4,929.02
10-4510-3530	MAINT/REPAIR-AUTOS	5,000.00	5,000.00	1,882.65	3,644.38	1,355.62
10-4510-3540	MAINT/REPAIR-2-WAY RADIOS	500.00	500.00	0.00	299.98	200.02
10-4510-3930	DUES & SUBSCRIPTIONS	100.00	100.00	0.00	0.00	100.00
10-4510-4310	BUILDING & EQUIP RENTAL	2,600.00	2,600.00	109.25	373.63	2,226.37
10-4510-4500	INSURANCE & BONDS	34,000.00	19,012.24	0.00	19,012.24	0.00
10-4510-5000	CAPITAL OUTLAY	0.00	98,423.43	34,723.97	90,981.15	7,442.28
10-4510-5900	STREET LIGHTS	60,000.00	60,000.00	5,690.86	39,977.80	20,022.20
10-4510-9663	TRANSFER TO GF CIP	90,000.00	90,000.00	0.00	90,000.00	0.00
DeptAcctCode: 4510 - Public Works - Streets Total:		611,379.00	740,379.00	68,019.61	499,922.82	240,456.18
DeptAcctCode: 4540 - Parking Enforcement						
10-4540-1801	PROFESSIONAL SERVICES	120,000.00	120,000.00	0.00	64,673.45	55,326.55
10-4540-1900	CONTRACTED SERVICES	492,000.00	517,000.00	22,981.91	250,081.06	266,918.94
10-4540-3050	OPERATING EXPENSES	800,000.00	800,000.00	21,212.56	355,165.63	444,834.37
10-4540-5000	CAPITAL OUTLAY	0.00	90,000.00	0.00	0.00	90,000.00
10-4540-9663	TRANSFER TO GF CIP	20,000.00	20,000.00	0.00	20,000.00	0.00
DeptAcctCode: 4540 - Parking Enforcement Total:		1,432,000.00	1,547,000.00	44,194.47	689,920.14	857,079.86
DeptAcctCode: 4710 - Public Works - Env't Svcs/Stormwater						
10-4710-0000	SALARIES & WAGES	184,590.00	184,590.00	13,816.39	120,376.68	64,213.32
10-4710-0100	OVERTIME	14,000.00	14,000.00	836.69	12,705.39	1,294.61
10-4710-0300	LONGEVITY	500.00	500.00	0.00	1,200.00	-700.00
10-4710-0900	FICA TAX EXPENSE	15,261.00	15,261.00	1,110.36	10,197.25	5,063.75
10-4710-1000	RETIREMENT	25,519.00	25,519.00	1,890.27	17,322.50	8,196.50
10-4710-1010	401-K CONTRIBUTIONS	7,944.00	7,944.00	459.58	4,004.28	3,939.72
10-4710-1100	GROUP INSURANCE	36,431.00	36,431.00	2,661.50	24,401.50	12,029.50
10-4710-1150	RETIREE HEALTH INSURANCE	29,500.00	29,500.00	1,377.75	13,223.50	16,276.50
10-4710-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	107.27	-107.27
10-4710-1900	CONTRACTED SERVICES	1,434,500.00	1,544,500.00	89,708.70	872,960.69	671,539.31
10-4710-2160	UNIFORMS	7,000.00	7,000.00	365.16	4,736.70	2,263.30
10-4710-2300	MED SERVICES/PRESCRIP/WC	0.00	0.00	0.00	176.00	-176.00
10-4710-2500	AUTO/EQUIP SUPPLIES	16,600.00	16,600.00	409.06	20,474.29	-3,874.29
10-4710-2600	DEPT SUPPLIES & MATERIALS	25,000.00	25,000.00	107.77	5,682.33	19,317.67
10-4710-3100	TRAVEL & TRAINING	1,000.00	1,000.00	0.00	350.00	650.00
10-4710-3200	CELL PHONE	3,740.00	3,740.00	237.66	1,849.58	1,890.42
10-4710-3520	MAINT/REPAIR-EQUIPMENT	10,000.00	10,000.00	6,425.87	8,225.55	1,774.45
10-4710-3530	MAINT/REPAIR-AUTOS	10,000.00	10,000.00	692.59	2,745.35	7,254.65
10-4710-3930	DUES & SUBSCRIPTIONS	300.00	300.00	0.00	0.00	300.00
10-4710-4500	INSURANCE & BONDS	35,000.00	35,000.00	0.00	31,834.93	3,165.07
10-4710-5000	CAPITAL OUTLAY	0.00	0.00	-8,115.22	0.00	0.00
10-4710-9663	TRANSFER TO GF CIP	20,000.00	20,000.00	0.00	20,000.00	0.00
DeptAcctCode: 4710 - Public Works - Env't Svcs/Stormwater Total:		1,876,885.00	1,986,885.00	111,984.13	1,172,573.79	814,311.21
DeptAcctCode: 4900 - Planning & Inspections						
10-4900-0000	SALARIES & WAGES	340,237.00	340,237.00	23,517.61	208,614.26	131,622.74
10-4900-0100	OVERTIME	10,200.00	10,200.00	837.79	5,634.37	4,565.63
10-4900-0200	WAGES-TEMP EMPLOYEES	20,000.00	20,000.00	0.00	13,335.69	6,664.31
10-4900-0300	LONGEVITY	2,000.00	2,000.00	0.00	1,500.00	500.00
10-4900-0900	FICA TAX EXPENSE	27,900.00	27,900.00	1,945.99	17,913.87	9,986.13
10-4900-1000	RETIREMENT	43,700.00	43,700.00	3,041.23	27,762.46	15,937.54
10-4900-1010	401-K CONTRIBUTIONS	14,500.00	14,500.00	792.70	7,411.17	7,088.83
10-4900-1100	GROUP INSURANCE	42,300.00	42,300.00	2,681.86	28,279.31	14,020.69
10-4900-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	200.34	-200.34
10-4900-1900	CONTRACTED SERVICES	10,000.00	30,000.00	0.00	0.00	30,000.00
10-4900-2150	HISTORIC LANDMARK COMM	2,000.00	2,000.00	0.00	0.00	2,000.00
10-4900-2160	UNIFORMS	1,000.00	1,000.00	216.64	1,094.63	-94.63
10-4900-2500	AUTO/EQUIP SUPPLIES	22,000.00	22,000.00	741.16	6,836.99	15,163.01
10-4900-2600	DEPT SUPPLIES & MATERIALS	14,500.00	14,500.00	598.07	2,951.89	11,548.11

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-4900-3100	TRAVEL & TRAINING	22,108.00	22,108.00	770.32	9,201.38	12,906.62
10-4900-3200	CELL PHONE	5,800.00	5,800.00	451.47	3,859.40	1,940.60
10-4900-3220	POSTAGE	5,800.00	5,800.00	0.00	2,825.78	2,974.22
10-4900-3400	PRINTING	4,800.00	4,800.00	0.00	2,129.33	2,670.67
10-4900-3520	MAINT/REPAIR-EQUIPMENT	3,000.00	3,000.00	325.13	1,554.96	1,445.04
10-4900-3530	MAINT/REPAIR-AUTOS	5,000.00	5,000.00	756.46	1,348.38	3,651.62
10-4900-3700	ADVERTISING	5,000.00	5,000.00	0.00	1,786.56	3,213.44
10-4900-3930	DUES & SUBSCRIPTIONS	1,200.00	1,200.00	115.08	460.08	739.92
10-4900-4500	INSURANCE & BONDS	41,000.00	21,000.00	0.00	15,487.17	5,512.83
10-4900-4800	STATE HOMEOWNERS REC FEE	500.00	500.00	153.00	288.00	212.00
10-4900-9663	TRANSFER TO GF CIP	10,000.00	10,000.00	0.00	10,000.00	0.00
DeptAcctCode: 4900 - Planning & Inspections Total:		654,545.00	654,545.00	36,944.51	370,476.02	284,068.98
DeptAcctCode: 6120 - Recreation Programs						
10-6120-0000	SALARIES & WAGES	120,539.00	120,539.00	9,499.44	88,227.65	32,311.35
10-6120-0100	OVERTIME	6,000.00	6,000.00	707.55	8,381.64	-2,381.64
10-6120-0200	WAGES-TEMP EMPLOYEES	64,230.00	64,230.00	4,951.25	35,707.52	28,522.48
10-6120-0300	LONGEVITY	1,200.00	1,200.00	0.00	1,200.00	0.00
10-6120-0900	FICA TAX EXPENSE	14,755.00	14,755.00	1,041.40	10,438.46	4,316.54
10-6120-1000	RETIREMENT	16,260.00	16,260.00	1,316.70	12,686.28	3,573.72
10-6120-1010	401-K CONTRIBUTIONS	5,062.00	5,062.00	263.82	2,570.40	2,491.60
10-6120-1100	GROUP INSURANCE	18,215.00	18,215.00	1,363.28	11,536.77	6,678.23
10-6120-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	74.75	-74.75
10-6120-1802	JUNIOR LIFEGUARD PROGRAM	16,000.00	16,000.00	0.00	18,073.45	-2,073.45
10-6120-1900	CONTRACTED SERVICES	134,165.00	134,165.00	18,209.00	73,039.50	61,125.50
10-6120-2160	UNIFORMS	1,500.00	1,500.00	0.00	1,141.36	358.64
10-6120-2300	MED SERVICES/PRESCRIP/WC	500.00	500.00	0.00	0.00	500.00
10-6120-2500	AUTO/EQUIP SUPPLIES	0.00	0.00	0.00	670.20	-670.20
10-6120-2600	DEPT SUPPLIES & MATERIALS	13,000.00	13,000.00	847.56	5,183.73	7,816.27
10-6120-2700	PURCHASES FOR RESALE	1,800.00	1,800.00	0.00	2,241.52	-441.52
10-6120-3100	TRAVEL & TRAINING	5,800.00	5,800.00	162.43	2,283.58	3,516.42
10-6120-3201	TELEPHONE	920.00	920.00	75.80	660.22	259.78
10-6120-3220	POSTAGE	300.00	300.00	0.00	0.00	300.00
10-6120-3400	PRINTING	1,500.00	1,500.00	96.16	537.91	962.09
10-6120-3520	MAINT/REPAIR-EQUIPMENT	500.00	500.00	61.50	362.37	137.63
10-6120-3530	MAINT/REPAIR-AUTOS	0.00	0.00	0.00	0.85	-0.85
10-6120-3700	ADVERTISING	3,400.00	3,400.00	0.00	2,500.80	899.20
10-6120-3930	DUES & SUBSCRIPTIONS	1,700.00	1,700.00	0.00	659.00	1,041.00
10-6120-4310	BUILDING & EQUIP RENTAL	3,000.00	3,000.00	0.00	800.00	2,200.00
10-6120-4500	INSURANCE & BONDS	21,000.00	21,000.00	0.00	23,923.24	-2,923.24
10-6120-4920	SPECIAL EVENTS	28,200.00	28,200.00	517.69	16,327.82	11,872.18
10-6120-5000	CAPITAL OUTLAY	0.00	88,000.00	0.00	41,997.33	46,002.67
DeptAcctCode: 6120 - Recreation Programs Total:		479,546.00	567,546.00	39,113.58	361,226.35	206,319.65
DeptAcctCode: 6130 - Parks Maintenance						
10-6130-0000	SALARIES & WAGES	159,108.00	159,108.00	8,295.90	84,505.47	74,602.53
10-6130-0100	OVERTIME	3,000.00	3,000.00	13.55	1,196.47	1,803.53
10-6130-0200	WAGES-TEMP EMPLOYEES	26,000.00	26,000.00	156.00	2,993.51	23,006.49
10-6130-0300	LONGEVITY	300.00	300.00	0.00	300.00	0.00
10-6130-0900	FICA TAX EXPENSE	14,029.00	14,029.00	648.68	6,815.42	7,213.58
10-6130-1000	RETIREMENT	20,830.00	20,830.00	925.19	10,498.09	10,331.91
10-6130-1010	401-K CONTRIBUTIONS	6,484.00	6,484.00	170.76	1,609.70	4,874.30
10-6130-1100	GROUP INSURANCE	36,430.00	36,430.00	1,370.22	16,406.94	20,023.06
10-6130-1150	RETIREE HEALTH INSURANCE	3,262.00	3,262.00	275.55	2,511.50	750.50
10-6130-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	78.26	-78.26
10-6130-1900	CONTRACTED SERVICES	34,225.00	34,225.00	511.92	18,384.49	15,840.51
10-6130-2160	UNIFORMS	6,700.00	6,700.00	218.00	2,834.30	3,865.70
10-6130-2200	BEACH STRAND MAINTENANCE	5,000.00	5,000.00	0.00	0.00	5,000.00
10-6130-2300	MED SERVICES/PRESCRIP/WC	500.00	500.00	0.00	433.00	67.00
10-6130-2500	AUTO/EQUIP SUPPLIES	9,865.00	9,865.00	400.70	4,312.61	5,552.39
10-6130-2600	DEPT SUPPLIES & MATERIALS	38,450.00	38,450.00	595.74	23,017.34	15,432.66

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
10-6130-3100	TRAVEL & TRAINING	1,150.00	1,150.00	0.00	558.00	592.00
10-6130-3200	CELL PHONE	1,300.00	1,300.00	142.30	1,049.86	250.14
10-6130-3510	MAINT/REP BLDGS & GROUNDS	23,500.00	23,500.00	1,550.84	15,147.34	8,352.66
10-6130-3520	MAINT/REPAIR-EQUIPMENT	4,000.00	4,000.00	136.23	728.50	3,271.50
10-6130-3530	MAINT/REPAIR-AUTOS	4,000.00	4,000.00	0.00	541.34	3,458.66
10-6130-3930	DUES & SUBSCRIPTIONS	510.00	510.00	0.00	0.00	510.00
10-6130-4500	INSURANCE & BONDS	13,000.00	13,000.00	0.00	14,954.30	-1,954.30
10-6130-9663	TRANSFER TO GF CIP	40,500.00	40,500.00	0.00	40,500.00	0.00
DeptAcctCode: 6130 - Parks Maintenance Total:		452,143.00	452,143.00	15,411.58	249,376.44	202,766.56
Expense Total:		15,980,644.00	16,994,201.02	884,928.60	10,730,339.92	6,263,861.10
Fund: 10 - GENERAL FUND Surplus (Deficit):		0.00	0.00	126,651.66	3,424,938.20	

Fund: 30 - WATER & SEWER

Revenue

30-3291	WATER USE-ESSENTIAL	500,000.00	500,000.00	30.00	365,059.37	134,940.63
30-3710	WATER USE-NON-ESSENTIAL	500,000.00	500,000.00	0.00	354,152.22	145,847.78
30-3711	SEWER USE	750,000.00	750,000.00	-315.78	607,137.70	142,862.30
30-3712	SYSTEM MAINTENANCE-WATER	733,840.00	733,840.00	0.00	501,292.95	232,547.05
30-3713	SYSTEM MAINTENANCE-SEWER	900,000.00	900,000.00	0.00	618,944.98	281,055.02
30-3730	WATER TAP FEES	8,000.00	8,000.00	700.00	11,200.00	-3,200.00
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	0.00	227,791.85	102,208.15
30-3741	WATER UTILITY OPERATION FEE	20,000.00	20,000.00	3,825.00	61,200.00	-41,200.00
30-3742	SEWER UTILITY OPERATION FEE	12,000.00	12,000.00	0.00	18,072.00	-6,072.00
30-3780	MISC REV-CUT ONS/CUTOFFS	5,000.00	5,000.00	0.00	2,150.00	2,850.00
30-3781	LATE PENALTIES	12,000.00	12,000.00	1,846.94	10,743.52	1,256.48
30-3782	CC FEES	5,000.00	5,000.00	1,012.00	6,192.00	-1,192.00
30-3831	INTEREST ON INVESTMENTS	50,000.00	50,000.00	20,027.92	183,581.59	-133,581.59
30-3834	RENT - WATER TANKS	80,000.00	80,000.00	3,060.77	83,919.97	-3,919.97
30-3839	MISC REV/PILINGS/BULK WTR	1,000.00	1,000.00	0.00	85.00	915.00
30-3991	APPROPRIATED SURPLUS	381,754.00	945,754.00	0.00	0.00	945,754.00
Revenue Total:		4,294,594.00	4,858,594.00	30,186.85	3,053,523.15	1,805,070.85

Expense

DeptAcctCode: 7130 - Water Department

30-7130-0000	SALARIES & WAGES	360,704.00	360,704.00	21,053.91	200,655.65	160,048.35
30-7130-0100	OVERTIME	15,000.00	15,000.00	1,119.99	7,708.45	7,291.55
30-7130-0200	WAGES-TEMP EMPLOYEES	0.00	0.00	0.00	739.47	-739.47
30-7130-0900	FICA TAX EXPENSE	29,479.00	29,479.00	1,684.21	15,719.09	13,759.91
30-7130-1000	RETIREMENT	49,517.00	49,517.00	2,694.50	25,236.48	24,280.52
30-7130-1010	401-K CONTRIBUTIONS	15,414.00	15,414.00	610.36	5,307.74	10,106.26
30-7130-1100	GROUP INSURANCE	72,861.00	72,861.00	3,354.47	33,623.73	39,237.27
30-7130-1150	RETIREE HEALTH INSURANCE	18,984.00	18,984.00	826.65	7,534.50	11,449.50
30-7130-1300	UNEMPLOYMENT INSURANCE	0.00	0.00	0.00	205.30	-205.30
30-7130-1900	CONTRACTED SERVICES	1,028,825.00	1,257,825.00	184,486.04	852,639.31	405,185.69
30-7130-1902	C/C PROCESSING FEE	10,000.00	10,000.00	298.85	9,259.09	740.91
30-7130-2160	UNIFORMS	13,000.00	13,000.00	534.74	7,918.28	5,081.72
30-7130-2300	MED SERVICES/PRESCRIP/WC	1,000.00	1,000.00	0.00	87.25	912.75
30-7130-2500	AUTO/EQUIP SUPPLIES	16,000.00	16,000.00	914.21	7,038.08	8,961.92
30-7130-2600	WATER SUPPL'S/MATERIALS	120,000.00	120,000.00	23,106.09	75,503.57	44,496.43
30-7130-3100	TRAVEL & TRAINING	5,000.00	5,000.00	0.00	5,455.39	-455.39
30-7130-3201	TELEPHONE	5,000.00	5,000.00	341.98	2,731.34	2,268.66
30-7130-3300	UTILITIES	86,000.00	86,000.00	4,565.13	46,494.39	39,505.61
30-7130-3510	MAINT/REPAIR BLDG-WATER	10,000.00	10,000.00	1,150.00	3,853.07	6,146.93
30-7130-3520	MAINT/REPAIR-EQUIPMENT	10,000.00	10,000.00	306.41	5,072.33	4,927.67
30-7130-3530	MAINT/REPAIR-AUTOS	5,000.00	5,000.00	67.44	3,693.68	1,306.32
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	44,307.83	-2,307.83
30-7130-3930	DUES & SUBSCRIPTIONS	1,000.00	1,000.00	0.00	1,394.00	-394.00
30-7130-4310	WATER EQUIP/BLDG RENTAL	3,000.00	3,000.00	0.00	0.00	3,000.00

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
30-7130-4500	INSURANCE & BONDS	28,000.00	28,000.00	1,173.16	24,878.03	3,121.97
30-7130-5000	CAPITAL OUTLAY	0.00	160,000.00	0.00	125,138.31	34,861.69
30-7130-9610	ADMIN CHGS BY GEN FUND	64,800.00	64,800.00	0.00	64,800.00	0.00
30-7130-9611	TRANSFER OF STORMWATER FEES TO GF	330,000.00	330,000.00	0.00	330,000.00	0.00
30-7130-9649	TRANSFER TO FUND 49	0.00	175,000.00	0.00	175,000.00	0.00
30-7130-9664	TRANSFER TO W/S CAP RES	350,400.00	350,400.00	0.00	350,400.00	0.00
DeptAcctCode: 7130 - Water Department Total:		2,691,484.00	3,255,484.00	248,288.14	2,432,394.36	823,089.64
DeptAcctCode: 7140 - Sewer Department						
30-7140-1900	CONTRACTED SERVICES	726,000.00	726,000.00	2,600.00	498,782.23	227,217.77
30-7140-2500	AUTO/EQUIP SUPPLIES	6,610.00	6,610.00	0.00	1,167.78	5,442.22
30-7140-2600	SEWER SUPPL'S & MATERIALS	20,000.00	20,000.00	476.47	16,647.64	3,352.36
30-7140-3300	UTILITIES - SEWER	25,000.00	25,000.00	1,970.92	17,099.95	7,900.05
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	8,687.76	16,312.24
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	20,100.00	-100.00
30-7140-7700	NEI PAYMENT	500,000.00	500,000.00	0.00	398,918.00	101,082.00
30-7140-9610	ADMIN CHGS BY GEN FUND	165,200.00	165,200.00	0.00	165,200.00	0.00
30-7140-9664	TRANSFER TO W/S CAP RES	104,800.00	104,800.00	0.00	104,800.00	0.00
DeptAcctCode: 7140 - Sewer Department Total:		1,603,110.00	1,603,110.00	5,047.39	1,231,403.36	371,706.64
Expense Total:		4,294,594.00	4,858,594.00	253,335.53	3,663,797.72	1,194,796.28
Fund: 30 - WATER & SEWER Surplus (Deficit):		0.00	0.00	-223,148.68	-610,274.57	
Fund: 41 - IT CAPITAL PROJECT						
Revenue						
41-3831	INTEREST EARNED	0.00	0.00	40.69	411.79	-411.79
41-3985	TRANSFER FROM FUND 10	0.00	101,956.77	0.00	101,956.77	0.00
Revenue Total:		0.00	101,956.77	40.69	102,368.56	-411.79
Expense						
DeptAcctCode: 4210 - Information Technology						
41-4210-5240	VIDEO SURVEILLANCE INFRASTRUCTURE	0.00	101,956.77	0.00	92,287.11	9,669.66
DeptAcctCode: 4210 - Information Technology Total:		0.00	101,956.77	0.00	92,287.11	9,669.66
Expense Total:		0.00	101,956.77	0.00	92,287.11	9,669.66
Fund: 41 - IT CAPITAL PROJECT Surplus (Deficit):		0.00	0.00	40.69	10,081.45	
Fund: 45 - WATER & SEWER PROJECTS						
Revenue						
45-3831	INTEREST EARNED	0.00	0.00	2,411.15	21,139.85	-21,139.85
45-3980	TRANSFER FROM WATER & SEWER FUND	0.00	138,566.18	0.00	138,566.18	0.00
Revenue Total:		0.00	138,566.18	2,411.15	159,706.03	-21,139.85
Expense						
DeptAcctCode: 7140 - Sewer Department						
45-7140-1900	CONTRACTED SERVICES	0.00	76,966.18	0.00	10,284.86	66,681.32
DeptAcctCode: 7140 - Sewer Department Total:		0.00	76,966.18	0.00	10,284.86	66,681.32
DeptAcctCode: 8180 - Water Projects						
45-8180-5993	RESILIENCE ASSESSMENT	0.00	61,600.00	0.00	0.00	61,600.00
DeptAcctCode: 8180 - Water Projects Total:		0.00	61,600.00	0.00	0.00	61,600.00
Expense Total:		0.00	138,566.18	0.00	10,284.86	128,281.32
Fund: 45 - WATER & SEWER PROJECTS Surplus (Deficit):		0.00	0.00	2,411.15	149,421.17	
Fund: 46 - PARKING IMPROVEMENTS						
Revenue						
46-3831	INTEREST EARNED	0.00	0.00	9.41	82.49	-82.49
Revenue Total:		0.00	0.00	9.41	82.49	-82.49
Fund: 46 - PARKING IMPROVEMENTS Total:		0.00	0.00	9.41	82.49	

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 48 - SALISBURY OCEAN ACCESS PARK PROJECT						
Revenue						
48-3831	INTEREST EARNED	0.00	0.00	644.58	5,650.60	-5,650.60
48-3985	TRANSFER FROM FUND 10	0.00	135,164.47	0.00	0.00	135,164.47
Revenue Total:		0.00	135,164.47	644.58	5,650.60	129,513.87
Expense						
DeptAcctCode: 6120 - Recreation Programs						
48-6120-1900	CONTRACTED SERVICES	0.00	135,164.47	0.00	0.00	135,164.47
DeptAcctCode: 6120 - Recreation Programs Total:		0.00	135,164.47	0.00	0.00	135,164.47
Expense Total:		0.00	135,164.47	0.00	0.00	135,164.47
Fund: 48 - SALISBURY OCEAN ACCESS PARK PROJECT Surplus (Deficit):		0.00	0.00	644.58	5,650.60	
Fund: 49 - MUNICIPAL CAMPUS IMPROVEMENTS						
Revenue						
49-3831	INTEREST EARNED	0.00	0.00	1,520.95	10,489.83	-10,489.83
49-3985	TRANSFER FROM FUND 10	0.00	247,000.00	0.00	237,000.00	10,000.00
49-3986	TRANSFER FROM FUND 30	0.00	175,000.00	0.00	175,000.00	0.00
49-3987	TRANSFER FROM FUND 49	0.00	30,000.00	0.00	0.00	30,000.00
Revenue Total:		0.00	452,000.00	1,520.95	422,489.83	29,510.17
Expense						
DeptAcctCode: 4260 - Public Works - Building Maintenance						
49-4260-1900	CONTRACTED WORK P&R	0.00	0.00	-1,491.12	0.00	0.00
49-4260-1901	CONTRACTED WORK PUB WORKS	0.00	272,000.00	4,823.36	35,540.02	236,459.98
49-4260-1902	Public Safety Building Improvements	0.00	45,000.00	0.00	3,185.00	41,815.00
49-4260-1903	Fleet Building Improvements	0.00	60,000.00	0.00	13,408.44	46,591.56
DeptAcctCode: 4260 - Public Works - Building Maintenance Total:		0.00	377,000.00	3,332.24	52,133.46	324,866.54
DeptAcctCode: 6130 - Parks Maintenance						
49-6130-1900	Parks Improvements	0.00	75,000.00	0.00	0.00	75,000.00
DeptAcctCode: 6130 - Parks Maintenance Total:		0.00	75,000.00	0.00	0.00	75,000.00
Expense Total:		0.00	452,000.00	3,332.24	52,133.46	399,866.54
Fund: 49 - MUNICIPAL CAMPUS IMPROVEMENTS Surplus (Deficit):		0.00	0.00	-1,811.29	370,356.37	
Fund: 50 - AMERICAN RESCUE PLAN						
Revenue						
50-3831	INTEREST EARNED	0.00	0.00	0.00	21,204.88	-21,204.88
50-3865	ARPA GRANT FUNDS	0.00	0.00	0.00	407,295.33	-407,295.33
Revenue Total:		0.00	0.00	0.00	428,500.21	-428,500.21
Expense						
DeptAcctCode: 9800 - Transfer to other Funds						
50-9800-9600	REIMBURSE GENERAL FUND	0.00	0.00	0.00	428,500.21	-428,500.21
DeptAcctCode: 9800 - Transfer to other Funds Total:		0.00	0.00	0.00	428,500.21	-428,500.21
Expense Total:		0.00	0.00	0.00	428,500.21	-428,500.21
Fund: 50 - AMERICAN RESCUE PLAN Surplus (Deficit):		0.00	0.00	0.00	0.00	
Fund: 51 - SCIF						
Revenue						
51-3831	INTEREST EARNED	0.00	0.00	46.26	5,254.20	-5,254.20
51-3865	SCIF FUNDS	0.00	250,000.00	0.00	250,000.00	0.00
Revenue Total:		0.00	250,000.00	46.26	255,254.20	-5,254.20
Expense						
DeptAcctCode: 4510 - Public Works - Streets						
51-4510-5000	Columbia/Sweeney Bulkhead	0.00	250,000.00	0.00	250,000.00	0.00
DeptAcctCode: 4510 - Public Works - Streets Total:		0.00	250,000.00	0.00	250,000.00	0.00
Expense Total:		0.00	250,000.00	0.00	250,000.00	0.00
Fund: 51 - SCIF Surplus (Deficit):		0.00	0.00	46.26	5,254.20	

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
Fund: 52 - PICKLEBALL & TENNIS CONFIG						
Revenue						
52-3831	INTEREST EARNED	0.00	0.00	1,566.87	14,308.38	-14,308.38
52-3845	WB Foundation Donations	0.00	0.00	0.00	18,128.00	-18,128.00
52-3865	NC PARTF GRANT FUNDS	0.00	400,000.00	0.00	0.00	400,000.00
52-3985	TRANSFER FROM FUND 10	0.00	400,000.00	0.00	400,000.00	0.00
Revenue Total:		0.00	800,000.00	1,566.87	432,436.38	367,563.62
Expense						
DeptAcctCode: 6120 - Recreation Programs						
52-6120-1900	CONTRACTED WORK	0.00	800,000.00	0.00	43,067.50	756,932.50
DeptAcctCode: 6120 - Recreation Programs Total:		0.00	800,000.00	0.00	43,067.50	756,932.50
Expense Total:		0.00	800,000.00	0.00	43,067.50	756,932.50
Fund: 52 - PICKLEBALL & TENNIS CONFIG Surplus (Deficit):		0.00	0.00	1,566.87	389,368.88	
Fund: 53 - Street Maintenance Fund						
Revenue						
53-3280	Municipal Vehicle Tax	0.00	0.00	12,289.20	34,081.32	-34,081.32
53-3831	INTEREST EARNED	0.00	0.00	538.89	9,456.09	-9,456.09
53-3865	POWELL BILL ALLOCATION	0.00	70,000.00	0.00	79,723.21	-9,723.21
53-3991	FUND BALANCE APPROPRIATED	0.00	180,000.00	0.00	0.00	180,000.00
Revenue Total:		0.00	250,000.00	12,828.09	123,260.62	126,739.38
Expense						
DeptAcctCode: 4510 - Public Works - Streets						
53-4510-5000	Columbia/Sweeney Bulkhead	0.00	175,000.00	0.00	175,000.00	0.00
53-4510-5001	Arrindale Street	0.00	75,000.00	0.00	61,200.00	13,800.00
DeptAcctCode: 4510 - Public Works - Streets Total:		0.00	250,000.00	0.00	236,200.00	13,800.00
Expense Total:		0.00	250,000.00	0.00	236,200.00	13,800.00
Fund: 53 - Street Maintenance Fund Surplus (Deficit):		0.00	0.00	12,828.09	-112,939.38	
Fund: 56 - BEACH MANAGEMENT PLAN						
Revenue						
56-3831	INTEREST EARNED	0.00	0.00	14.73	274.76	-274.76
56-3850	DIV OF COASTAL MGMT GRANT	0.00	18,750.00	0.00	18,750.00	0.00
56-3963	TOWN CONTRIBUTION	0.00	21,250.00	0.00	21,250.00	0.00
Revenue Total:		0.00	40,000.00	14.73	40,274.76	-274.76
Expense						
DeptAcctCode: 4110 - Governing Body						
56-4110-1800	CONSULTANT SERVICES	0.00	40,000.00	0.00	36,755.00	3,245.00
DeptAcctCode: 4110 - Governing Body Total:		0.00	40,000.00	0.00	36,755.00	3,245.00
Expense Total:		0.00	40,000.00	0.00	36,755.00	3,245.00
Fund: 56 - BEACH MANAGEMENT PLAN Surplus (Deficit):		0.00	0.00	14.73	3,519.76	
Fund: 57 - PUBLIC SAFETY CAPITAL PROJECT						
Revenue						
57-3831	INTEREST EARNED	0.00	0.00	71.19	1,285.93	-1,285.93
57-3984	TRANSFER FROM GF CIP	0.00	35,000.00	0.00	35,000.00	0.00
57-3985	TRANSFER FROM GF	0.00	92,500.00	0.00	92,500.00	0.00
Revenue Total:		0.00	127,500.00	71.19	128,785.93	-1,285.93
Expense						
DeptAcctCode: 4310 - Police Department						
57-4310-3520	MESSAGE BOARD REPAIR	0.00	8,000.00	0.00	7,659.00	341.00
DeptAcctCode: 4310 - Police Department Total:		0.00	8,000.00	0.00	7,659.00	341.00
DeptAcctCode: 4340 - Fire Department						
57-4340-5000	FIRE CHIEF VEHICLE	0.00	62,500.00	0.00	47,643.41	14,856.59
DeptAcctCode: 4340 - Fire Department Total:		0.00	62,500.00	0.00	47,643.41	14,856.59

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		Original Total Budget	Current Total Budget	MTD Activity	YTD Activity	Budget Remaining
DeptAcctCode: 4390 - Ocean Rescue						
57-4390-5000	OCEAN RESCUE TRUCK	0.00	57,000.00	1,200.00	55,359.09	1,640.91
	DeptAcctCode: 4390 - Ocean Rescue Total:	0.00	57,000.00	1,200.00	55,359.09	1,640.91
	Expense Total:	0.00	127,500.00	1,200.00	110,661.50	16,838.50
	Fund: 57 - PUBLIC SAFETY CAPITAL PROJECT Surplus (Deficit):	0.00	0.00	-1,128.81	18,124.43	
Fund: 63 - CAPITAL RES-GEN CIP						
Revenue						
63-3831	INTEREST EARNED	0.00	0.00	40,021.53	328,426.74	-328,426.74
63-3950	FROM GEN FUND - SANITATION	0.00	20,000.00	0.00	20,000.00	0.00
63-3951	FROM GF - IT	0.00	10,000.00	0.00	10,000.00	0.00
63-3952	FROM GEN FUND - FIRE DEPT	0.00	75,000.00	0.00	75,000.00	0.00
63-3953	FR GF - OCEAN RESCUE	0.00	16,000.00	0.00	16,000.00	0.00
63-3954	FR GF - PLANNING	0.00	10,000.00	0.00	10,000.00	0.00
63-3957	FR GF - PARKS MAINT	0.00	40,500.00	0.00	40,500.00	0.00
63-3960	FR GF - PW BLDG MAINT	0.00	260,000.00	0.00	260,000.00	0.00
63-3961	FR GF - PW STREETS	0.00	90,000.00	0.00	90,000.00	0.00
63-3962	FR GF - PARKING	0.00	20,000.00	0.00	20,000.00	0.00
63-3963	FR GF - GOV BODY BEACH/NLETS	0.00	780,000.00	0.00	780,000.00	0.00
63-3991	APPROPRIATED FUND BALANCE	0.00	127,872.00	0.00	0.00	127,872.00
	Revenue Total:	0.00	1,449,372.00	40,021.53	1,649,926.74	-200,554.74
Expense						
DeptAcctCode: 9800 - Transfer to other Funds						
63-9800-9610	TRANSFER TO GEN FUND	0.00	1,419,372.00	0.00	97,872.00	1,321,500.00
63-9800-9649	TRANSFER TO FUND 49	0.00	30,000.00	0.00	0.00	30,000.00
	DeptAcctCode: 9800 - Transfer to other Funds Total:	0.00	1,449,372.00	0.00	97,872.00	1,351,500.00
	Expense Total:	0.00	1,449,372.00	0.00	97,872.00	1,351,500.00
	Fund: 63 - CAPITAL RES-GEN CIP Surplus (Deficit):	0.00	0.00	40,021.53	1,552,054.74	
Fund: 64 - CAPITAL RES-W/S FUND						
Revenue						
64-3831	INTERST ON INVESTMENTS	0.00	0.00	14,250.91	116,273.14	-116,273.14
64-3980	TRANSFER FROM WATER/SEWER	0.00	455,200.00	0.00	455,200.00	0.00
	Revenue Total:	0.00	455,200.00	14,250.91	571,473.14	-116,273.14
Expense						
DeptAcctCode: 9800 - Transfer to other Funds						
64-9800-9630	TRANSFER TO FUND 30	0.00	455,200.00	0.00	0.00	455,200.00
	DeptAcctCode: 9800 - Transfer to other Funds Total:	0.00	455,200.00	0.00	0.00	455,200.00
	Expense Total:	0.00	455,200.00	0.00	0.00	455,200.00
	Fund: 64 - CAPITAL RES-W/S FUND Surplus (Deficit):	0.00	0.00	14,250.91	571,473.14	
Fund: 66 - CAPITAL RESERVE - SWWTP						
Revenue						
66-3831	INTEREST EARNED	0.00	0.00	7,692.16	67,432.43	-67,432.43
	Revenue Total:	0.00	0.00	7,692.16	67,432.43	-67,432.43
	Fund: 66 - CAPITAL RESERVE - SWWTP Total:	0.00	0.00	7,692.16	67,432.43	
	Total Surplus (Deficit):	0.00	0.00	-19,910.74	5,844,543.91	

Fund Summary

Fund	Original	Current	MTD Activity	YTD Activity	Budget
	Total Budget	Total Budget			Remaining
10 - GENERAL FUND	0.00	0.00	126,651.66	3,424,938.20	-3,424,938.20
30 - WATER & SEWER	0.00	0.00	-223,148.68	-610,274.57	610,274.57
41 - IT CAPITAL PROJECT	0.00	0.00	40.69	10,081.45	-10,081.45
45 - WATER & SEWER PROJE...	0.00	0.00	2,411.15	149,421.17	-149,421.17
46 - PARKING IMPROVEMEN...	0.00	0.00	9.41	82.49	-82.49
48 - SALISBURY OCEAN ACCE...	0.00	0.00	644.58	5,650.60	-5,650.60
49 - MUNICIPAL CAMPUS IM...	0.00	0.00	-1,811.29	370,356.37	-370,356.37
50 - AMERICAN RESCUE PLAN	0.00	0.00	0.00	0.00	0.00
51 - SCIF	0.00	0.00	46.26	5,254.20	-5,254.20
52 - PICKLEBALL & TENNIS C...	0.00	0.00	1,566.87	389,368.88	-389,368.88
53 - Street Maintenance Fund	0.00	0.00	12,828.09	-112,939.38	112,939.38
56 - BEACH MANAGEMENT P...	0.00	0.00	14.73	3,519.76	-3,519.76
57 - PUBLIC SAFETY CAPITAL ...	0.00	0.00	-1,128.81	18,124.43	-18,124.43
63 - CAPITAL RES-GEN CIP	0.00	0.00	40,021.53	1,552,054.74	-1,552,054.74
64 - CAPITAL RES-W/S FUND	0.00	0.00	14,250.91	571,473.14	-571,473.14
66 - CAPITAL RESERVE - SW...	0.00	0.00	7,692.16	67,432.43	-67,432.43
Total Surplus (Deficit):	0.00	0.00	-19,910.74	5,844,543.91	



Town of Wrightsville Beach, NC

Balance Sheet
Account Summary
As Of 03/31/2024

Account	Name	Balance
Fund: 10 - GENERAL FUND		
Assets		
10-1101	CASH ON DEPOSIT	28,470,467.81
10-1111	PETTY CASH - REGULAR	450.00
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	4,051.19
10-1211	TAXES REC-1ST PRIOR	2,944.68
10-1212	TAXES REC-2ND PRIOR YR	3,994.36
10-1213	TAXES REC-3RD PRIOR YR	4,984.43
10-1214	TAXES REC-4TH & PRIOR	27,710.72
10-1219	ALLOWANCE FOR DOUBTFUL ACCOUNTS 1	-32,822.23
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	106.19
10-1244	COUNTY SALES TX 2.25%	17,116.93
10-1245	2.5% LOCAL SALES TAX REIM	0.00
10-1246	GAS TAX REIMBURSABLE	0.00
10-1247	STATE SALES TAX 4.75%	36,357.73
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	A/R REFUSE FEES	20,709.44
10-1256	UNBILLED AR	44,680.30
10-1258	ACCOUNTS RECEIVABLE-MISC	0.00
10-1259	ALLOWANCE FOR DOUBTFUL ACCOUNTS /	-14,654.87
10-1260	Lease Receivable	50,993.80
10-1261	PREPAID UHC DEDUCTIBLES	0.00
10-1262	Accrued Interest Receivable	856.00
10-1268	P&R RECEIVABLE	50.00
10-1304	DUE FROM GOV UNITS-OTHER	0.00
10-1305	Due from other funds	0.00
10-1320	DUE To/fr PARKING PRG	0.00
10-1330	DUE FROM PUBLIC UTILITIES	0.00
10-1420	INVENTORY-MOTOR FUELS/OIL	53,994.92
10-1421	INVENTORY-PARTS & SUPPL'S	11,922.10
10-1560	PREPAID VACATION PAY	0.00
10-1561	PREPAID EXPENSES	0.00
10-1570	PREPAID EMPLOY INSURANCE	0.00
10-1990	ESTIMATED REVENUES	0.00
10-1998	ASSET CONTROL ACCOUNT	0.00
Total Assets:		28,704,338.50
		28,704,338.50
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
10-2119	AP PENDING-DUE TO POOL	139,392.08

Balance Sheet
As Of 03/31/2024

Account	Name	Balance
10-2130	Garden Club Funds	4,907.38
10-2131	Due to Church	0.00
10-2132	SECURITY DEPOSITS	12,450.00
10-2150	SALARIES & WAGES PAYABLE	0.00
10-2151	FICA TAXES PAYABLE	0.00
10-2152	FEDERAL W/H PAYABLE	0.00
10-2153	STATE WITHHOLDING PAYABLE	0.00
10-2154	RETIREMENT PAYABLE-NCLGRA	0.00
10-2155	HEALTH INS. PAYABLE	-9,352.87
10-2159	GARNISHMENTS	0.00
10-2160	MISCELLANEOUS GARNISHMENT	0.00
10-2161	COLONIAL INS PAYABLE	0.00
10-2162	RETIREE'S SPOUSE INS	0.00
10-2164	LIFE INSURANCE	164.41
10-2165	401-K CONTRIBUTIONS	0.00
10-2166	DENTAL INSURANCE	-2,416.40
10-2167	VISION INSURANCE	-386.57
10-2168	LTD/STD	-312.47
10-2169	FLEX TOWN ADVANCE	-2,601.31
10-2170	PRE-PAID LEGAL	0.00
10-2171	FLEX SPENDING ACCT	4,493.96
10-2172	FLEX DEFERRED BENEFITS	0.00
10-2173	401K - ROTH	-150.00
10-2174	HSA PR DEDUCTION	0.00
10-2175	ALLSTATE INSURANCE PAYABLE	-278.34
10-2176	401-K LOAN	-399.08
10-2178	HANOVER FED CRED UNION	0.00
10-2179	PAYROLL CORRECTION PAYABLE	0.00
10-2182	DEPENDENT CARE	293.22
10-2421	DUE TO EMPL ASSIST TRUST FUND	0.00
10-2621	DEFERRED INFLOW - LEASES	50,994.00
10-2830	RESERVE-PROPERTY TAXES	10,862.45
10-2900	APPROPRIATIONS	0.00
10-3878	STATE OF EMERG CIV PEN SCHOOL ALLOC	0.00
Total Liability:		207,660.46
Equity		
10-2990	FUND BALANCE	25,071,739.84
Total Beginning Equity:		25,071,739.84
Total Revenue		14,155,278.12
Total Expense		10,730,339.92
Revenues Over/Under Expenses		3,424,938.20
Total Equity and Current Surplus (Deficit):		28,496,678.04
Total Liabilities, Equity and Current Surplus (Deficit):		<u>28,704,338.50</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 30 - WATER & SEWER			
Assets			
30-1101	CASH ON DEPOSIT	5,061,535.70	
30-1111	PETTY CASH-WATER & SEWER	150.00	
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	5.43	
30-1244	COUNTY SALES TX 2.25%	4,135.17	
30-1245	2.5% LOCAL SALES TAX	0.00	
30-1247	STATE SALES TAX 4.75%	8,787.17	
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	25,160.60	
30-1256	UNBILLED AR	191,906.45	
30-1258	ACCOUNTS RECEIVABLE-MISC	0.00	
30-1259	ALLOWANCE FOR DOUBTFUL ACCOUNTS	-27,290.39	
30-1260	Lease Receivable	260,555.00	
30-1262	ACCRUED INTEREST RECEIVABLE	486.00	
30-1421	INVENTORY - PARTS & SUPPLIES	76,906.52	
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	-1,466.00	
30-1605	PENSION DEFERRAL	83,242.00	
30-1610	OPEB DEFERRED OUTFLOW	27,967.00	
30-1611	OPEB DEFERRED INFLOW	-79,079.00	
30-1740	SEWERAGE DISPOSAL PLANT	5,457,884.50	
30-1741	WATER PLANT DIST SYSTEM	4,484,077.81	
30-1742	PUMP HOUSE	33,337.40	
30-1751	PUMPS AND WELLS	312,954.81	
30-1752	MACHINERY & EQUIPMENT	1,327,767.56	
30-1760	VEHICLES	362,960.54	
30-1990	ESTIMATED REVENUES	0.00	
30-1998	ASSET CONTROL ACCOUNT	0.00	
	Total Assets:	17,611,984.27	<u>17,611,984.27</u>
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	34,872.19	
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	2,541.06	
30-2156	COMPENSATED ABSENCES PAYABLE	8,363.45	
30-2158	EMPLOYEE ASSISTANCE	0.00	
30-2159	GARNISHMENT	0.00	
30-2164	LIFE INSURANCE	-136.19	
30-2165	401K CONTRIB	0.00	
30-2166	DENTAL INSURANCE	-56.96	
30-2167	VISION INSURANCE	-11.66	

Balance Sheet

As Of 03/31/2024

Account	Name	Balance
30-2168	LTD/STD	-90.73
30-2169	FLEX SPEND	120.00
30-2171	OPEB	361,585.00
30-2172	PENSION LIABILITY - LGERS	127,632.00
30-2173	401K ROTH	150.00
30-2174	HSA PR DEDUCTION	0.00
30-2175	ALLSTATE INSURANCE PAYABLE	-173.01
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	267,114.00
30-2710	BONDS PAYABLE	0.00
30-2879	RESERVE	-1,078,170.94
30-2880	RESERVE FOR DEPRECIATION	8,054,484.12
30-2900	APPROPRIATIONS	0.00
30-2950	CONTRIB FROM MUNICIPALITY	99,935.73
30-2951	CONTRIB FROM CAP RES FUND	185,912.18
30-2960	CONTRIB FROM FED GOVT	1,490,855.00
30-2965	FEMA CONTRIB - FUND 32	16,519.00
30-2970	CONTRIB FROM STATE GOVT	579,556.00
30-2980	CONTRIB FROM PUBLIC	199,644.79
Total Liability:		10,350,645.03
Equity		
30-2990	FUND BALANCE	7,871,613.81
Total Beginning Equity:		7,871,613.81
Total Revenue		3,053,523.15
Total Expense		3,663,797.72
Revenues Over/Under Expenses		-610,274.57
Total Equity and Current Surplus (Deficit):		7,261,339.24
Total Liabilities, Equity and Current Surplus (Deficit):		<u>17,611,984.27</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 41 - IT CAPITAL PROJECT			
Assets			
41-1101	CASH ON DEPOSIT	10,383.14	
41-1244	COUNTY SALES TAX 2.25	211.72	
41-1247	STATE SALES TAX 4.75	449.91	
	Total Assets:	11,044.77	11,044.77
Liability			
41-2110	AP CURRENT YEAR	0.00	
41-2119	AP PENDING-DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
41-2990	FUND BALANCE	963.32	
	Total Beginning Equity:	963.32	
Total Revenue		102,368.56	
Total Expense		92,287.11	
Revenues Over/Under Expenses		10,081.45	
	Total Equity and Current Surplus (Deficit):	11,044.77	
	Total Liabilities, Equity and Current Surplus (Deficit):		11,044.77

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 45 - WATER & SEWER PROJECTS			
Assets			
45-1101	CASH ON DEPOSIT	615,269.83	
45-1244	COUNTY SALES TAX 2.25	93.97	
45-1247	STATE SALES TAX 4.75	199.68	
45-1500	CIP	-357,905.00	
	Total Assets:	257,658.48	257,658.48
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	108,237.31	
	Total Beginning Equity:	108,237.31	
Total Revenue		159,706.03	
Total Expense		10,284.86	
Revenues Over/Under Expenses		149,421.17	
	Total Equity and Current Surplus (Deficit):	257,658.48	
	Total Liabilities, Equity and Current Surplus (Deficit):		257,658.48

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 46 - PARKING IMPROVEMENTS			
Assets			
46-1101	CASH ON DEPOSIT	2,401.34	
	Total Assets:	2,401.34	2,401.34
Liability			
46-2110	A/P CURRENT YEAR	0.00	
46-2111	A/P PRIOR YEAR	0.00	
46-2119	AP PENDING-DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
46-2990	FUND BALANCE	2,318.85	
	Total Beginning Equity:	2,318.85	
Total Revenue		82.49	
Total Expense		0.00	
Revenues Over/Under Expenses		82.49	
	Total Equity and Current Surplus (Deficit):	2,401.34	
	Total Liabilities, Equity and Current Surplus (Deficit):		2,401.34

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 48 - SALISBURY OCEAN ACCESS PARK PROJECT			
Assets			
48-1101	CASH	164,480.72	
48-1244	COUNTY SALES TAX	125.20	
48-1247	STATE SALES TAX	266.85	
	Total Assets:	164,872.77	164,872.77
Liability			
48-2110	AP CURRENT YEAR	0.00	
48-2119	A/P PENDING - DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
48-2990	FUND BALANCE	159,222.17	
	Total Beginning Equity:	159,222.17	
Total Revenue		5,650.60	
Total Expense		0.00	
Revenues Over/Under Expenses		5,650.60	
	Total Equity and Current Surplus (Deficit):	164,872.77	
	Total Liabilities, Equity and Current Surplus (Deficit):		164,872.77

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 49 - MUNICIPAL CAMPUS IMPROVEMENTS			
Assets			
49-1101	CASH ON DEPOSIT	388,110.44	
49-1244	COUNTY SALES TAX	0.00	
49-1247	STATE SALES TAX	0.00	
	Total Assets:	388,110.44	<u>388,110.44</u>
Liability			
49-2119	AP PENDING DUE TO POOL	1,841.12	
	Total Liability:	1,841.12	
Equity			
49-2990	FUND BALANCE	15,912.95	
	Total Beginning Equity:	15,912.95	
Total Revenue		422,489.83	
Total Expense		52,133.46	
Revenues Over/Under Expenses		370,356.37	
	Total Equity and Current Surplus (Deficit):	386,269.32	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>388,110.44</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 50 - AMERICAN RESCUE PLAN			
Assets			
50-1101	CASH ON DEPOSIT	0.00	
50-1244	COUNTY SALES TAX	0.00	
50-1247	STATE SALES TAX	0.00	
	Total Assets:	0.00	0.00
Liability			
50-2119	AP PENDING DUE TO POOL	0.00	
50-2170	Unearned Revenue	0.00	
	Total Liability:	0.00	
Equity			
50-2990	FUND BALANCE	0.00	
	Total Beginning Equity:	0.00	
Total Revenue		428,500.21	
Total Expense		428,500.21	
Revenues Over/Under Expenses		0.00	
	Total Equity and Current Surplus (Deficit):	0.00	
	Total Liabilities, Equity and Current Surplus (Deficit):		0.00

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 51 - SCIF			
Assets			
51-1101	CASH ON DEPOSIT	11,804.73	
51-1244	COUNTY SALES TAX	0.00	
51-1247	STATE SALES TAX	0.00	
	Total Assets:	11,804.73	11,804.73
Liability			
51-2119	AP PENDING DUE TO POOL	0.00	
51-2170	Unearned Revenue	250,000.00	
	Total Liability:	250,000.00	
Equity			
51-2990	FUND BALANCE	-243,449.47	
	Total Beginning Equity:	-243,449.47	
Total Revenue		255,254.20	
Total Expense		250,000.00	
Revenues Over/Under Expenses		5,254.20	
	Total Equity and Current Surplus (Deficit):	-238,195.27	
	Total Liabilities, Equity and Current Surplus (Deficit):		11,804.73

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 52 - PICKLEBALL & TENNIS CONFIG			
Assets			
52-1101	CASH ON DEPOSIT	399,829.72	
52-1244	COUNTY SALES TAX	0.00	
52-1247	STATE SALES TAX	0.00	
	Total Assets:	399,829.72	<u>399,829.72</u>
Liability			
52-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
52-2990	FUND BALANCE	10,460.84	
	Total Beginning Equity:	10,460.84	
Total Revenue		432,436.38	
Total Expense		43,067.50	
Revenues Over/Under Expenses		389,368.88	
	Total Equity and Current Surplus (Deficit):	399,829.72	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>399,829.72</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 53 - Street Maintenance Fund			
Assets			
53-1101	CASH ON DEPOSIT	137,512.64	
	Total Assets:	137,512.64	137,512.64
Liability			
53-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
53-2990	FUND BALANCE	250,452.02	
	Total Beginning Equity:	250,452.02	
Total Revenue		123,260.62	
Total Expense		236,200.00	
Revenues Over/Under Expenses		-112,939.38	
	Total Equity and Current Surplus (Deficit):	137,512.64	
	Total Liabilities, Equity and Current Surplus (Deficit):		137,512.64

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 54 - Federal Asset Forfeiture			
Assets			
54-1101	CASH ON DEPOSIT	8,303.01	
	Total Assets:	8,303.01	8,303.01
Liability			
54-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
54-2990	FUND BALANCE	8,303.01	
	Total Beginning Equity:	8,303.01	
Total Revenue		0.00	
Revenues Over/Under Expenses		0.00	
	Total Equity and Current Surplus (Deficit):	8,303.01	
	Total Liabilities, Equity and Current Surplus (Deficit):		8,303.01

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 55 - Unauthorized Substance Tax			
Assets			
55-1101	CASH ON DEPOSIT	15,294.10	
	Total Assets:	15,294.10	15,294.10
Liability			
55-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
55-2990	FUND BALANCE	15,294.10	
	Total Beginning Equity:	15,294.10	
Total Revenue		0.00	
Revenues Over/Under Expenses		0.00	
	Total Equity and Current Surplus (Deficit):	15,294.10	
	Total Liabilities, Equity and Current Surplus (Deficit):		15,294.10

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 56 - BEACH MANAGEMENT PLAN			
Assets			
56-1101	CASH ON DEPOSIT	3,757.74	
	Total Assets:	3,757.74	3,757.74
Liability			
56-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
56-2990	FUND BALANCE	237.98	
	Total Beginning Equity:	237.98	
Total Revenue		40,274.76	
Total Expense		36,755.00	
Revenues Over/Under Expenses		3,519.76	
	Total Equity and Current Surplus (Deficit):	3,757.74	
	Total Liabilities, Equity and Current Surplus (Deficit):		3,757.74

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 57 - PUBLIC SAFETY CAPITAL PROJECT			
Assets			
57-1101	CASH ON DEPOSIT	18,165.65	
57-1244	COUNTY SALES TAX 2.25	122.47	
57-1247	STATE SALES TAX 4.75	260.23	
	Total Assets:	18,548.35	18,548.35
Liability			
57-2119	AP PENDING DUE TO POOL	0.00	
	Total Liability:	0.00	
Equity			
57-2990	FUND BALANCE	423.92	
	Total Beginning Equity:	423.92	
Total Revenue		128,785.93	
Total Expense		110,661.50	
Revenues Over/Under Expenses		18,124.43	
	Total Equity and Current Surplus (Deficit):	18,548.35	
	Total Liabilities, Equity and Current Surplus (Deficit):		18,548.35

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 63 - CAPITAL RES-GEN CIP			
Assets			
63-1101	CASH ON DEPOSIT	10,212,562.53	
63-1143	NC CAPITAL MGMT	0.00	
63-1990	ESTIMATED REVENUES	616,497.00	
	Total Assets:	10,829,059.53	<u>10,829,059.53</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	8,660,507.79	
	Total Beginning Equity:	8,660,507.79	
Total Revenue		1,649,926.74	
Total Expense		97,872.00	
Revenues Over/Under Expenses		1,552,054.74	
	Total Equity and Current Surplus (Deficit):	10,212,562.53	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>10,829,059.53</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 64 - CAPITAL RES-W/S FUND			
Assets			
64-1101	CASH ON DEPOSIT	3,636,500.46	
64-1143	NC CASH MANAGEMENT	0.00	
64-1240	STATE SALES TAX 4.5%	0.00	
64-1241	STATE SALES TAX 4% REIMB	0.00	
64-1243	LOCAL SALES TAX REIMB	0.00	
64-1250	OTHER TAX REIMBURSABLE	0.00	
64-1990	ESTIMATED REVENUES	3,826,382.00	
	Total Assets:	7,462,882.46	<u>7,462,882.46</u>
Liability			
64-2110	A/P CURRENT YEAR	0.00	
64-2119	AP PENDING-DUE TO POOL	0.00	
64-2900	APPROPRIATIONS	3,826,382.00	
	Total Liability:	3,826,382.00	
Equity			
64-2990	FUND BALANCE	3,065,027.32	
	Total Beginning Equity:	3,065,027.32	
Total Revenue		571,473.14	
Total Expense		0.00	
Revenues Over/Under Expenses		571,473.14	
	Total Equity and Current Surplus (Deficit):	3,636,500.46	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>7,462,882.46</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance	
Fund: 66 - CAPITAL RESERVE - SWWTP			
Assets			
66-1101	CASH ON DEPOSIT	1,962,859.55	
66-1140	INVESTMENTS	0.00	
66-1143	NC CASH MANAGEMENT	0.00	
	Total Assets:	1,962,859.55	<u>1,962,859.55</u>
Liability			
66-2110	AP CURRENT YEAR	0.00	
66-2119	AP PENDING-DUE TO POOL	0.00	
66-2900	APPROPRIATIONS	0.00	
	Total Liability:	0.00	
Equity			
66-2990	FUND BALANCE	1,895,427.12	
	Total Beginning Equity:	1,895,427.12	
Total Revenue		67,432.43	
Total Expense		0.00	
Revenues Over/Under Expenses		67,432.43	
	Total Equity and Current Surplus (Deficit):	1,962,859.55	
	Total Liabilities, Equity and Current Surplus (Deficit):		<u>1,962,859.55</u>

Balance Sheet

As Of 03/31/2024

Account	Name	Balance
Fund: 98 - CENTRAL DEPOSITORY		
Assets		
98-1101	CASH ON DEPOSIT	1,456,203.71
98-1102	FCB - PARKING ACCT	481,021.68
98-1232	FCB - STATE TAX DRUG FUND	15,294.10
98-1233	FCB - FEDERAL FORFEITED FUNDS	8,303.01
98-1234	FCB - SWWTP FUND	0.00
98-1235	FCB - WATER & SEWER FUND	0.00
98-1236	FCB - GENERAL FUND	4,029,619.33
98-1237	FCB - FSA/HRA ACCT	4,493.96
98-1252	NCCMT	29,307,353.66
98-1253	FCB - WEALTH MGMT	15,816,949.66
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	1,841.12
98-1381	DUE FROM FUND 10	139,392.08
98-1382	DUE FROM FUND 30	34,872.19
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:		51,295,344.50
		51,295,344.50
Liability		
98-2110	ACCOUNTS PAYABLE	176,105.39
98-2150	SALARIES & WAGES PAYABLE	0.00
98-2410	DUE TO FUND 10	28,421,344.74
98-2411	DUE TO FUND 30	5,110,658.77
98-2412	DUE TO FUND 40	0.00
98-2413	DUE TO FUND 41	10,383.14
98-2414	DUE TO FUND 42	0.00
98-2415	DUE TO FUND 45	615,269.83
98-2416	DUE TO FUND 62	0.00
98-2417	DUE TO FUND 63	10,212,562.53
98-2418	DUE TO FUND 64	3,636,500.46
98-2419	DUE TO FUND 66	1,962,859.55
98-2420	DUE TO FUND 67	0.00
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	2,401.34

Balance Sheet**As Of 03/31/2024**

Account	Name	Balance
98-2426	DUE TO FUND 69	0.00
98-2427	DUE TO FUND 47	0.00
98-2428	DUE TO FUND 48	164,480.72
98-2429	DUE TO FUND 49	388,110.44
98-2430	DUE TO FUND 50	0.00
98-2431	DUE TO FUND 49	0.00
98-2432	DUE TO FUND 51	11,804.73
98-2433	DUE TO FUND 52	399,829.72
98-2434	DUE TO FUND 53	137,512.64
98-2435	DUE TO FUND 54	8,303.01
98-2436	DUE TO FUND 55	15,294.10
98-2437	DUE TO FUND 56	3,757.74
98-2438	DUE TO FUND 57	18,165.65
Total Liability:		51,295,344.50

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>51,295,344.50</u>

Wrightsville Beach Fire Department

Quarterly Report

January – March 2024



Executive Summary

The first quarter of 2024 has been very productive for Wrightsville Beach Fire Department. Staff have been very busy with budget planning, training, and incident responses. The fire department responded to 2 structure fires in Wrightsville Beach's district and assisted the City of Wilmington with 2 additional fires. Captain Scott Anderson completed the Fire Rescue Management program at the University of North Carolina Charlotte. The fire department hosted a class taught by North Carolina Peer Support in which members from across the region gathered and discussed mental health issues amongst our peers.

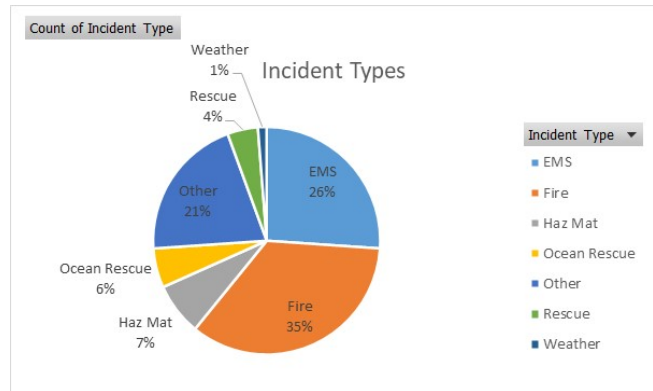
Full time Ocean Rescue staff have transitioned to their summer schedules and have begun patrolling the beach. Seven new lifeguard stands have been built and all 14 have been placed on the beach strand. Tryouts are currently being conducted and new members will be selected for the 2024 summer season.

Hurricane plans are currently being updated and fire department staff are currently exploring options for satellite communications in the event of a communication failure during a hurricane.

Incident Types

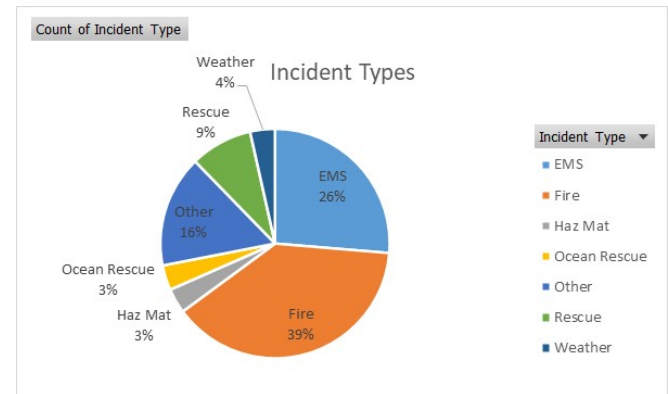
1st Quarter 2024

Row Labels	Count of Incident Type
EMS	42
Fire	56
Haz Mat	12
Ocean Rescue	9
Other	33
Rescue	7
Weather	2
Grand Total	161



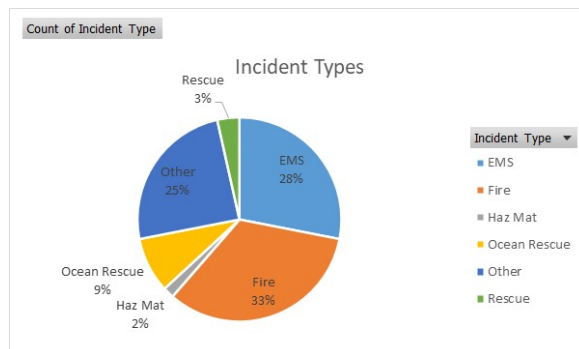
January -2024

Row Labels	Count of Incident Type
EMS	15
Fire	22
Haz Mat	2
Ocean Rescue	2
Other	9
Rescue	5
Weather	2
Grand Total	57



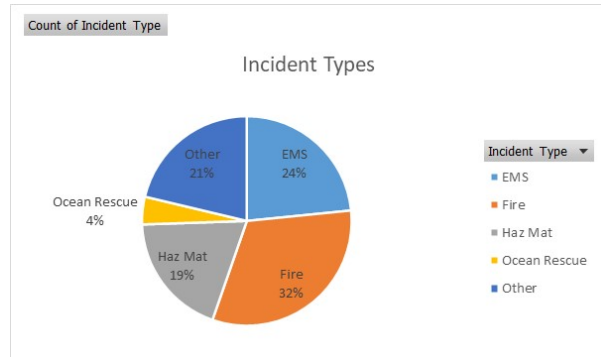
February -2024

Row Labels	Count of Incident Type
EMS	16
Fire	19
Haz Mat	1
Ocean Rescue	5
Other	14
Rescue	2
Grand Total	57



March 2024

Row Labels	Count of Incident Type
EMS	11
Fire	15
Haz Mat	9
Ocean Rescue	2
Other	10
Grand Total	47



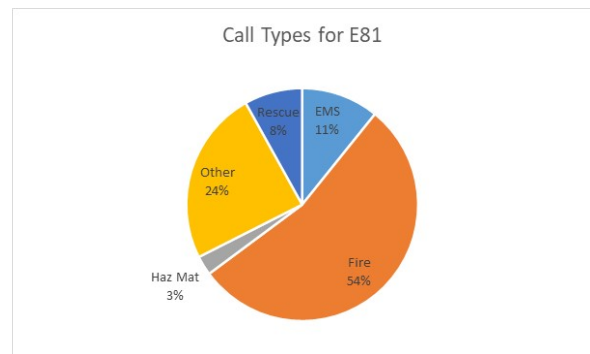
Response Times

WBFD Response Sheet

1st Quarter 2024

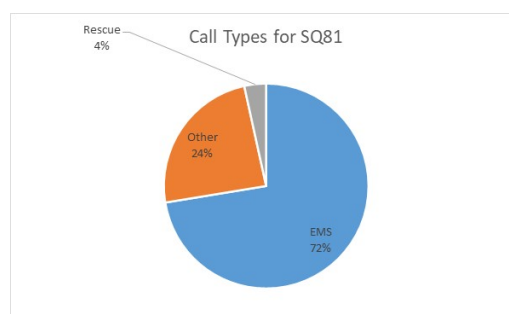
Engine 81

Row Labels	Count of Call Type
EMS	4
Fire	20
Haz Mat	1
Other	9
Rescue	3
Grand Total	37



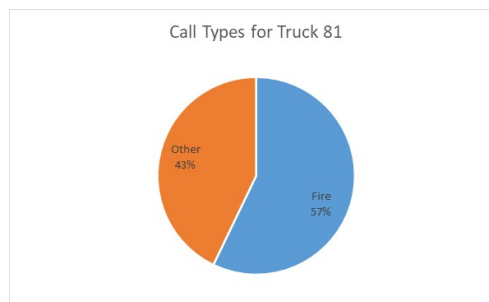
Squad 81

Row Labels	Count of Call Type
EMS	21
Other	7
Rescue	1
Grand Total	29



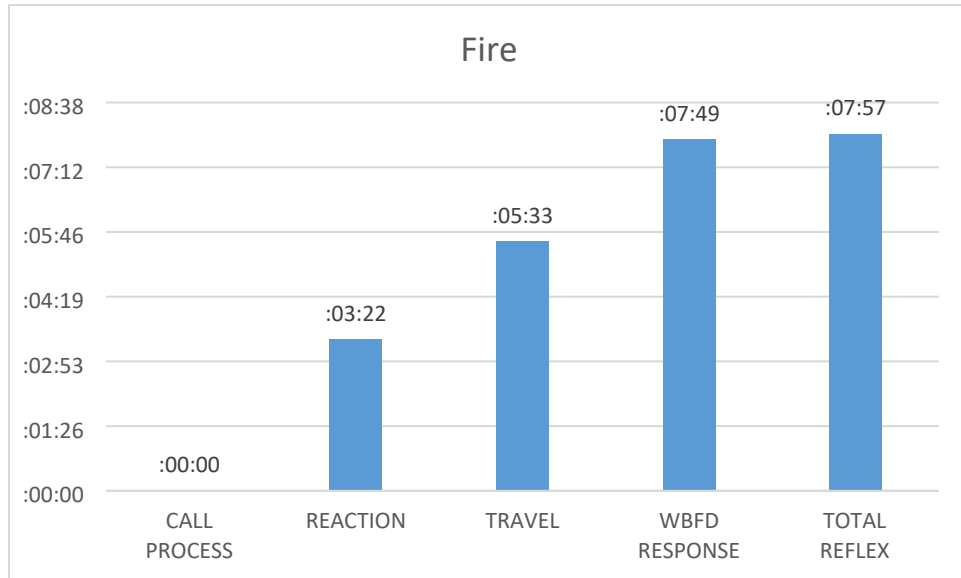
Truck 81

Row Labels	Count of Call Type
Fire	8
Other	6
Grand Total	14



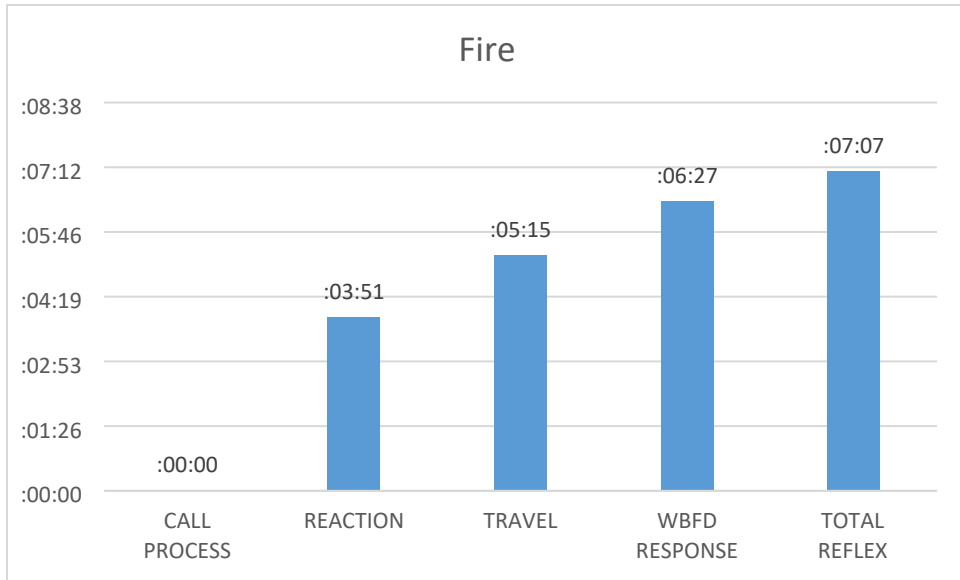
Response Times for 2020--

<i>Data Thresholds</i>	CALL PROCESS	REACTION	TRAVEL	WBFD RESPONSE	TOTAL REFLEX
<i>Lower</i>	0:00:05	0:00:00	0:00:15	0:00:15	0:00:15
<i>Upper</i>	0:10:00	0:10:00	0:08:00	0:10:00	0:12:00
Count	86	827	832	845	861
Records Analyzed	9.6%	92.3%	92.9%	94.3%	96.1%
Performance Goal	0:01:30	0:02:30	0:04:00	0:06:30	0:08:00
Goal Met	55.8%	66.5%	62.6%	70.8%	90.2%
Mean	0:01:53	0:02:10	0:03:36	0:05:31	0:05:46
Max	0:06:26	0:09:13	0:07:56	0:09:49	0:11:54
Min	0:00:10	0:00:01	0:00:18	0:00:17	0:00:30
Range	0:06:16	0:09:12	0:07:38	0:09:32	0:11:24
Std Dev	0:01:28	0:01:01	0:01:31	0:01:50	0:01:52
Baseline Performance					
50%	0:01:19	0:02:08	0:03:26	0:05:30	0:05:40
75%	0:02:52	0:02:41	0:04:36	0:06:42	0:06:50
80%	0:03:22	0:02:53	0:04:54	0:06:59	0:07:15
85%	0:03:39	0:03:03	0:05:16	0:07:29	0:07:37
90%	0:03:53	0:03:20	0:05:42	0:07:51	0:07:59
95%	0:04:27	0:03:42	0:06:17	0:08:40	0:09:04



Response Times for 2024

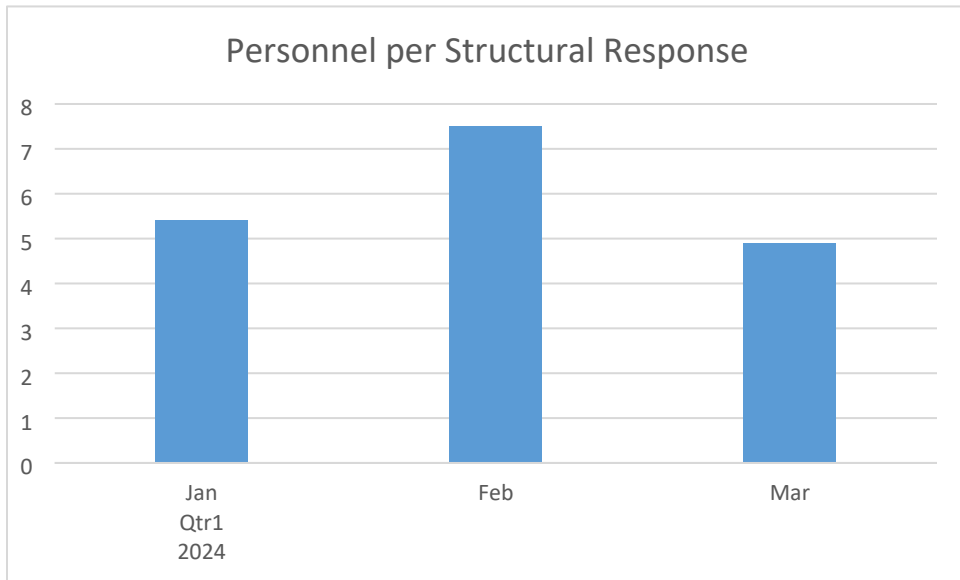
<i>Data Thresholds</i>	CALL PROCESS	REACTION	TRAVEL	WBFD RESPONSE	TOTAL REFLEX
<i>Lower</i>	0:00:05	0:00:00	0:00:15	0:00:15	0:00:15
<i>Upper</i>	0:10:00	0:10:00	0:08:00	0:10:00	0:12:00
Count	0	37	34	34	36
Records Analyzed	0.0%	29.4%	27.0%	27.0%	28.6%
Performance Goal	0:01:04	0:01:20	0:04:00	0:05:20	0:06:24
Goal Met	#DIV/0!	27.0%	79.4%	55.9%	83.3%
Mean	#DIV/0!	0:02:16	0:02:58	0:05:03	0:05:21
Max	0:00:00	0:05:02	0:06:32	0:09:36	0:10:45
Min	0:00:00	0:00:33	0:01:13	0:01:56	0:01:56
Range	0:00:00	0:04:29	0:05:19	0:07:40	0:08:49
Std Dev	#DIV/0!	0:01:09	0:01:25	0:01:37	0:02:00
Baseline					
Performance					
50%	#NUM!	0:02:09	0:02:42	0:05:11	0:05:17
75%	#NUM!	0:02:56	0:03:35	0:05:57	0:05:59
80%	#NUM!	0:03:06	0:04:03	0:05:59	0:06:01
85%	#NUM!	0:03:40	0:04:35	0:06:02	0:06:28
90%	#NUM!	0:03:51	0:05:15	0:06:27	0:07:07
95%	#NUM!	0:04:07	0:05:29	0:06:56	0:09:42



Personnel per Structural Response

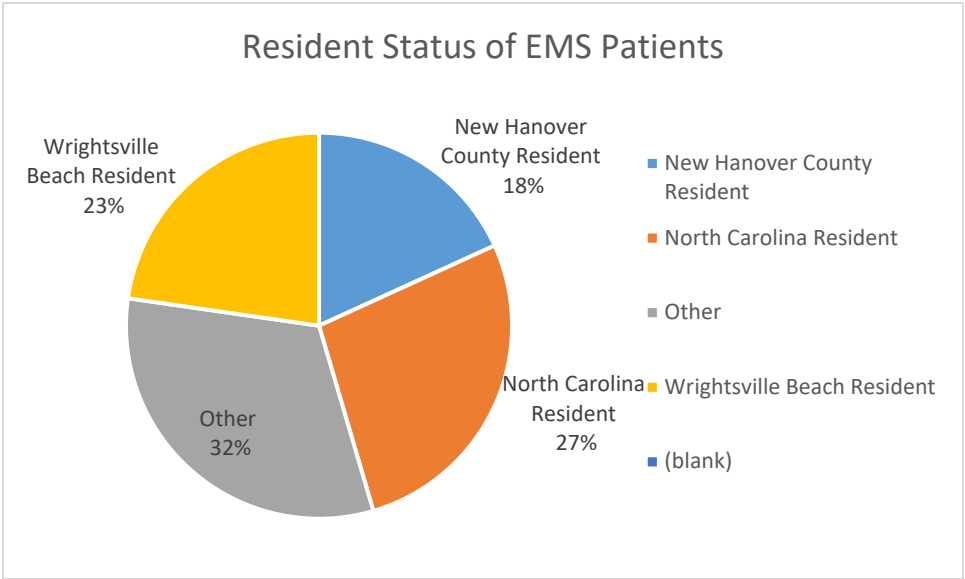
The information below depicts how many department personnel are at structural responses. Structural responses consist of structural fires and alarm activations. The standard for personnel response is sixteen.

2024



Resident Status of EMS Patients

2024



TOWN OF WRIGHTSVILLE BEACH PLANNING & PARKS DEPARTMENT

RECREATION PROGRAMS

Third Quarter Fiscal Year 2023-2024

January 2024

February 2024

March 2024



Katie Ryan, Parks and Recreation Program Supervisor

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
January 2024**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Cotillion	Recreation Center	1	3	4	1	3	4
Farmers' Market	Seawater Field			-			-
Junior Lifeguard	Beach Access 36			-			-
Performance Club Class/Camp	Recreation Center	7	7	14	21	21	42
Shag / Line Dancing	Recreation Center			-			-
WBOR Community Training	Public Safety Building			-			-
OTHER PROGRAMS TOTAL		8	10	18	22	24	46
Cardio Crunch (M-W-F)	Recreation Center	11	8	19	62	46	108
Running (KRTN)	Soccer Field	1	6	7	2	12	14
Tone & Stretch (T-Th)	Recreation Center	5	10	15	30	38	68
Youth Fitness - CBB Strength	Basketball Court			-			-
Barre-lates	Recreation Center	3	6	9	16	29	45
Yoga - Hatha (Gentle)	Recreation Center	10	10	20	36	51	87
Yoga - Vinyasa	Recreation Center	14	14	28	45	85	130
FITNESS TOTAL		44	54	98	191	261	452
** Basketball League - Adult	Basketball Court			-			-
Basketball - Youth	Basketball Court			-			-
** Flag Football League - Adult	Soccer/Recycle Flds			-			-
Flag Football League - Youth	Soccer Field			-			-
Lacrosse Camp	Soccer Field			-			-
Pickleball Lessons	Tennis Courts			-			-
Pickleball Open Play	Tennis Courts	45		45	585		585
Scoopers Lacrosse	Soccer Field	10	31	41	30	93	123
Soccer Shots	Soccer Field			-			-
Tennis Camp	Tennis Courts			-			-
Tennis Lessons - Tots	Tennis Courts			-			-
Tennis Lessons - Youth	Tennis Courts			-			-
Tennis Lessons - Adults	Tennis Courts			-			-
SPORTS TOTAL		55	31	86	615	93	708
GRAND TOTAL		107	95	202	828	378	1,206

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

SPECIAL EVENT PERMITS:	2
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT**

January 2024

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	50	200
Recreation Center	Private	2	1	1	2	45	45
Recreation Center	WB P&R Events				-		
Recycle Field	Flag Football				-		
Overflow Parking	Private	1		1	1	600	600
Shelters	Private				-		
Soccer Field	Private				-		
Soccer Field	WBP&R Activities				-		
Softball Field	Private				-		
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private				-		
TOTALS		7	1	3	4	695	845

* 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	
Event Stage	
Pickleball Courts	585
Recreation Center	729
Recycle Field	
Overflow Field	600
Shelters	
Soccer Field	137
Softball Field	
Tennis Courts	
Town Hall Field	
Wheelchair	

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

January 2024

Total Receipts Written - 324

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT				\$ -
BASKETBALL - YOUTH	\$ 1,892.00	\$ 5,122.00	\$ 182.00	\$ 6,832.00
BUSINESS ON BEACH PERMITS				\$ -
COTILLION	\$ 515.00	\$ 1,040.00		\$ 1,555.00
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
DONATIONS - PICKLEBALL COURTS				\$ -
FARMERS' MARKET FEES				\$ -
FARMERS' MARKET BAGS				\$ -
FITNESS - CARDIO / TONE	\$ 355.00	\$ 484.00		\$ 839.00
FITNESS - BARRE, YOGA, ETC.	\$ 660.00	\$ 1,144.00		\$ 1,804.00
FITNESS - YOUTH				\$ -
FLAG FOOTBALL - ADULT	\$ 600.00	\$ 12,000.00		\$ 12,600.00
FLAG FOOTBALL - YOUTH	\$ 2,423.00	\$ 7,289.00	\$ 536.00	\$ 9,176.00
JUNIOR LIFEGUARD	\$ 800.00			\$ 800.00
KIDS RUN THE NATION	\$ 252.00	\$ 918.00		\$ 1,170.00
LACROSSE CAMP				\$ -
LACROSSE - SCOOPERS	\$ 855.00	\$ 2,034.00		\$ 2,889.00
PERFORMANCE CLUB	\$ 3,320.00	\$ 11,300.00	\$ 240.00	\$ 14,380.00
PICKLEBALL LESSONS	\$ 200.00	\$ 528.00		\$ 728.00
RENTAL - EVENT STAGE	\$ 475.00			\$ 475.00
RENTAL - MISC OPEN AREAS		\$ 1,050.00		\$ 1,050.00
RENTAL - PICNIC SHELTERS	\$ 110.00	\$ 665.00		\$ 775.00
RENT - RECREATION CENTER	\$ 365.00	\$ 1,097.50		\$ 1,462.50
RENTAL - SOCCER FIELD	\$ 450.00			\$ 450.00
RENTAL - SOFTBALL FIELD				\$ -
SHAG / LINE DANCING				\$ -
SOCCER SHOTS		\$ 320.00		\$ 320.00
SPNSRS - MOVIE, CONCERT				\$ -
SPECIAL EVENT PERMITS	\$ 400.00	\$ 4,965.00		\$ 5,365.00
TENNIS - YOUTH & TOTS	\$ 400.00	\$ 285.00		\$ 685.00
TENNIS - ADULTS				\$ -
TENNIS CAMP				\$ -
T-SHIRTS, ETC.	\$ 42.00			\$ 42.00
WBOR COMMUNITY TRAINING				\$ -
JANUARY 2024	\$ 14,114.00	\$ 50,241.50	\$ 958.00	\$ 63,397.50
JANUARY 2023	\$ 16,909.00	\$ 38,631.00	\$ 901.00	\$ 54,639.00
BEHIND/AHEAD BY	\$ (2,795.00)	\$ 11,610.50	\$ 57.00	\$ 8,758.50

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
February 2024**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Cotillion	Recreation Center			-			-
Farmers' Market	Seawater Field			-			-
Junior Lifeguard	Beach Access 36			-			-
Performance Club Class/Camp	Recreation Center	10	19	29	23	50	73
Shag / Line Dancing	Recreation Center			-			-
WBOR Community Training	Public Safety Building			-			-
OTHER PROGRAMS TOTAL		10	19	29	23	50	73
Cardio Crunch (M-W-F)	Recreation Center	10	9	19	61	57	118
Running (KRTN)	Soccer Field	1	6	7	5	30	35
Tone & Stretch (T-Th)	Recreation Center	6	11	17	29	51	80
Youth Fitness - CBB Strength	Basketball Court			-			-
Barre-lates	Recreation Center	3	7	10	14	34	48
Yoga - Hatha (Gentle)	Recreation Center	8	11	19	21	62	83
Yoga - Vinyasa	Recreation Center	11	15	26	28	81	109
FITNESS TOTAL		39	59	98	158	315	473
** Basketball League - Adult	Basketball Court			-			-
Basketball - Youth	Basketball Court			-			-
** Flag Football League - Adult	Soccer/Recycle Flds	3	316	319	12	1,264	1,276
Flag Football League - Youth	Soccer Field			-			-
Lacrosse Camp	Soccer Field			-			-
Pickleball Lessons	Tennis Courts	5	10	15	10	20	30
Pickleball Open Play	Tennis Courts	45		45	495		495
Scoopers Lacrosse	Soccer Field	10	31	41	30	93	123
Soccer Shots	Soccer Field			-			-
Tennis Camp	Tennis Courts			-			-
Tennis Lessons - Tots	Tennis Courts	5	2	7	15	6	21
Tennis Lessons - Youth	Tennis Courts	4	3	7	12	9	21
Tennis Lessons - Adults	Tennis Courts			-			-
SPORTS TOTAL		72	362	434	574	1,392	1,966
GRAND TOTAL		121	440	561	755	1,757	2,512

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

SPECIAL EVENT PERMITS:	3
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT
February 2024**

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	50	200
Recreation Center	Private	1	1		1	60	60
Recreation Center	WB P&R Events				-		
Recycle Field	Flag Football	4	1		1	159	638
Overflow Parking	Private	2		2	2	220	220
Shelters	Private	2		2	2	48	48
Soccer Field	Private				-		
Soccer Field	WBP&R Activities				-		
Softball Field	Private				-		
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private	6		2	2	2	7
TOTALS		19	2	7	9	539	1,173

* 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	
Event Stage	
Pickleball Courts	525
Recreation Center	771
Recycle Field	638
Overflow Field	220
Shelters	48
Soccer Field	796
Softball Field	
Tennis Courts	42
Town Hall Field	
Wheelchair	7

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

February 2024

Total Receipts Written - 368

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT				\$ -
BASKETBALL - YOUTH	\$ 2,408.00	\$ 10,047.00	\$ 546.00	\$ 11,909.00
BUSINESS ON BEACH PERMITS	\$ 800.00			\$ 800.00
COTILLION	\$ 175.00	\$ 630.00	\$ 2,075.00	\$ (1,270.00)
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
DONATIONS - PICKLEBALL COURTS				\$ -
FARMERS' MARKET FEES	\$ 100.00	\$ 21,475.00	\$ 30.00	\$ 21,545.00
FARMERS' MARKET BAGS				\$ -
FITNESS - CARDIO / TONE	\$ 305.00	\$ 262.00		\$ 567.00
FITNESS - BARRE, YOGA, ETC.	\$ 666.00	\$ 1,598.00		\$ 2,264.00
FITNESS - YOUTH		\$ 153.00		\$ 153.00
FLAG FOOTBALL - ADULT			\$ 480.00	\$ (480.00)
FLAG FOOTBALL - YOUTH	\$ 1,548.00	\$ 5,516.00	\$ 546.00	\$ 6,518.00
JUNIOR LIFEGUARD	\$ 3,000.00	\$ 14,440.00		\$ 17,440.00
KIDS RUN THE NATION		\$ 540.00		\$ 540.00
LACROSSE CAMP		\$ 137.00		\$ 137.00
LACROSSE - SCOOPERS		\$ 113.00		\$ 113.00
PERFORMANCE CLUB	\$ 4,335.00	\$ 7,670.00	\$ 190.00	\$ 11,815.00
PICKLEBALL LESSONS			\$ 33.00	\$ (33.00)
RENTAL - EVENT STAGE		\$ 502.00		\$ 502.00
RENTAL - MISC OPEN AREAS				\$ -
RENTAL - PICNIC SHELTERS		\$ 885.00	\$ 95.00	\$ 790.00
RENT - RECREATION CENTER			\$ 200.00	\$ (200.00)
RENTAL - SOCCER FIELD		\$ 145.00	\$ 140.00	\$ 5.00
RENTAL - SOFTBALL FIELD		\$ 305.00		\$ 305.00
SHAG / LINE DANCING				\$ -
SOCCER SHOTS	\$ 140.00	\$ 160.00		\$ 300.00
SPNSRS - MOVIE, CONCERT				\$ -
SPECIAL EVENT PERMITS	\$ 930.00	\$ 1,770.00		\$ 2,700.00
TENNIS - YOUTH & TOTS	\$ 415.00	\$ 95.00		\$ 510.00
TENNIS - ADULTS				\$ -
TENNIS CAMP	\$ 420.00	\$ 750.00		\$ 1,170.00
T-SHIRTS, ETC.		\$ 15.00		\$ 15.00
WBOR COMMUNITY TRAINING				\$ -
FEBRUARY 2024	\$ 15,242.00	\$ 67,208.00	\$ 4,335.00	\$ 78,115.00
FEBRUARY 2023	\$ 14,789.00	\$ 51,910.50	\$ 1,054.00	\$ 65,645.50
BEHIND/AHEAD BY	\$ 453.00	\$ 15,297.50	\$ 3,281.00	\$ 12,469.50

**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
PROGRAMS AND ACTIVITIES PARTICIPATION REPORT
March 2024**

PROGRAMS / ACTIVITIES	FACILITY USED	INDIVIDUAL PARTICIPANTS			ATTENDANCE		
		WBR	NR	TOTAL	WBR	NR	TOTAL
Cotillion	Recreation Center			-			-
Farmers' Market	Seawater Field			-			-
Junior Lifeguard	Beach Access 36			-			-
Performance Club Class/Camp	Recreation Center	3	12	15	15	60	75
Shag / Line Dancing	Recreation Center			-			-
WBOR Community Training	Public Safety Building			-			-
OTHER PROGRAMS TOTAL		3	12	15	15	60	75
Cardio Crunch (M-W-F)	Recreation Center	10	10	20	62	58	120
Running (KRTN)	Soccer Field	1	6	7	2	12	14
Tone & Stretch (T-Th)	Recreation Center	5	9	14	21	33	54
Youth Fitness - CBB Strength	Basketball Court			-			-
Barre-lates	Recreation Center	4	8	12	17	31	48
Yoga - Hatha (Gentle)	Recreation Center	6	12	18	18	55	73
Yoga - Vinyasa	Recreation Center	13	15	28	47	78	125
FITNESS TOTAL		39	60	99	167	267	434
** Basketball League - Adult	Basketball Court			-			-
Basketball - Youth	Basketball Court	29	78	107	58	156	214
** Flag Football League - Adult	Soccer/Recycle Flds	3	316	319	3	316	319
Flag Football League - Youth	Soccer Field	26	76	102	78	228	306
Lacrosse Camp	Soccer Field			-			-
Pickleball Lessons	Tennis Courts			-			-
Pickleball Open Play	Tennis Courts	45		45	495		495
Scoopers Lacrosse	Soccer Field			-			-
Soccer Shots	Soccer Field			-			-
Tennis Camp	Tennis Courts			-			-
Tennis Lessons - Tots	Tennis Courts	5	2	7	15	6	21
Tennis Lessons - Youth	Tennis Courts	4	3	7	12	9	21
Tennis Lessons - Adults	Tennis Courts			-			-
SPORTS TOTAL		112	475	587	661	715	1,376
GRAND TOTAL		154	547	701	843	1,042	1,885

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

SPECIAL EVENT PERMITS:	15
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**WRIGHTSVILLE BEACH
PARKS AND RECREATION DEPARTMENT
FACILITY RESERVATIONS AND USAGE REPORT
March 2024**

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	1	1		1	200	200
Event Stage	Private				-		
*Recreation Center	AA	5		1	1	50	250
Recreation Center	Private	2	2		2	55	55
Recreation Center	WB P&R Events	1	1		1	60	60
Recycle Field	Flag Football	1	1		1	159	159
Overflow Parking	Private				-		
Shelters	Private	10	1	11	12	385	385
Soccer Field	Private	4	1		1	65	260
Soccer Field	WBP&R Activities				-		
Softball Field	Private	5	1	1	2	95	290
Town Hall Field	Private				-		
Town Hall Field	WB P&R Events				-		
Wheelchair	Private	18		7	7	7	39
TOTALS		47	8	20	28	1,076	1,698

* 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	214
Event Stage	200
Pickleball Courts	495
Recreation Center	860
Recycle Field	159
Overflow Field	
Shelters	385
Soccer Field	740
Softball Field	290
Tennis Courts	42
Town Hall Field	
Wheelchair	39

WRIGHTSVILLE BEACH PARKS AND RECREATION REVENUE

March 2024

Total Receipts Written - 188

PROGRAM	W.B. RES.	NON-RES.	REFUNDS	TOTAL
BASKETBALL - ADULT				\$ -
BASKETBALL - YOUTH	\$ 172.00	\$ 985.00	\$ 157.60	\$ 999.40
BUSINESS ON BEACH PERMITS	\$ 200.00	\$ 800.00		\$ 1,000.00
COTILLION				\$ -
DONATIONS				\$ -
DONATIONS - BENCHES				\$ -
DONATIONS - PICKLEBALL COURTS				\$ -
FARMERS' MARKET FEES		\$ 1,265.00	\$ 3,445.00	\$ (2,180.00)
FARMERS' MARKET BAGS				\$ -
FITNESS - CARDIO / TONE	\$ 420.00	\$ 444.00		\$ 864.00
FITNESS - BARRE, YOGA, ETC.	\$ 432.00	\$ 2,288.00		\$ 2,720.00
FITNESS - YOUTH				\$ -
FLAG FOOTBALL - ADULT				\$ -
FLAG FOOTBALL - YOUTH	\$ 344.00	\$ 1,970.00		\$ 2,314.00
JUNIOR LIFEGUARD	\$ 1,000.00	\$ 3,120.00		\$ 4,120.00
KIDS RUN THE NATION	\$ 282.00			\$ 282.00
LACROSSE CAMP	\$ 110.00	\$ 180.00		\$ 290.00
LACROSSE - SCOOPERS		\$ 791.00		\$ 791.00
PERFORMANCE CLUB	\$ 1,100.00	\$ 2,845.00		\$ 3,945.00
PICKLEBALL LESSONS				\$ -
RENTAL - EVENT STAGE		\$ 1,314.96		\$ 1,314.96
RENTAL - MISC OPEN AREAS	\$ 725.00	\$ 1,125.00		\$ 1,850.00
RENTAL - PICNIC SHELTERS		\$ 1,280.00	\$ 640.00	\$ 640.00
RENT - RECREATION CENTER	\$ 140.00			\$ 140.00
RENTAL - SOCCER FIELD				\$ -
RENTAL - SOFTBALL FIELD		\$ 244.00		\$ 244.00
SHAG / LINE DANCING				\$ -
SOCCER SHOTS		\$ 335.00	\$ 780.00	\$ (445.00)
SPNSRS - MOVIE, CONCERT				\$ -
SPECIAL EVENT PERMITS		\$ 7,354.00		\$ 7,354.00
TENNIS - YOUTH & TOTS	\$ 800.00	\$ 380.00		\$ 1,180.00
TENNIS - ADULTS				\$ -
TENNIS CAMP	\$ 210.00	\$ 230.00		\$ 440.00
T-SHIRTS, ETC.				\$ -
WBOR COMMUNITY TRAINING				\$ -
MARCH 2024	\$ 5,935.00	\$ 26,950.96	\$ 5,022.60	\$ 27,863.36
MARCH 2023	\$ 9,041.00	\$ 28,696.00	\$ 1,681.42	\$ 36,055.58
BEHIND/AHEAD BY	\$ (3,106.00)	\$ (1,745.04)	\$ 3,341.18	\$ (8,192.22)

Wrightsville Beach Parks and Recreation Revenue - FY 2023-2024

PROGRAM	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUNE	TOTAL
BASKETBALL - ADULT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
BASKETBALL - YOUTH	\$ 2,752.00	\$ 6,686.00	\$ 1,990.60	\$ -	\$ -	\$ 1,107.00	\$ 6,832.00	\$ 11,909.00	\$ 999.40				\$ 32,276.00
BUSINESS ON BEACH PERMITS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 800.00	\$ 1,000.00				\$ 1,800.00
COTILLION	\$ 1,470.00	\$ 980.00	\$ 1,150.00	\$ 85.00	\$ (285.00)	\$ 100.00	\$ 1,555.00	\$ (1,270.00)	\$ -				\$ 3,785.00
DONATIONS	\$ -	\$ 192.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ 192.00
DONATIONS - BENCHES	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
DONATIONS - PICKLEBALL COURTS	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
FARMERS' MARKET FEES	\$ 3,420.00	\$ 3,185.00	\$ 3,480.00	\$ 3,040.00	\$ 2,300.00	\$ 570.00	\$ -	\$ 21,545.00	\$ (2,180.00)				\$ 35,360.00
FARMERS' MARKET BAGS	\$ -	\$ 486.00	\$ -	\$ -	\$ 90.00	\$ -	\$ -	\$ -	\$ -				\$ 576.00
FITNESS - CARDIO / TONE	\$ 620.00	\$ 872.00	\$ 580.00	\$ 982.00	\$ 479.00	\$ 616.00	\$ 839.00	\$ 567.00	\$ 864.00				\$ 6,419.00
FITNESS - BARRE, YOGA, ETC.	\$ 1,520.00	\$ 2,274.00	\$ 2,302.00	\$ 1,783.00	\$ 1,732.00	\$ 1,999.00	\$ 1,804.00	\$ 2,264.00	\$ 2,720.00				\$ 18,398.00
FITNESS - YOUTH	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 153.00	\$ -				\$ 153.00
FLAG FOOTBALL - ADULT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 600.00	\$ 12,600.00	\$ (480.00)	\$ -				\$ 12,720.00
FLAG FOOTBALL - YOUTH	\$ 768.00	\$ (768.00)	\$ -	\$ -	\$ -	\$ 1,304.00	\$ 9,176.00	\$ 6,518.00	\$ 2,314.00				\$ 19,312.00
JUNIOR LIFEGUARD	\$ 1,070.00	\$ 585.00	\$ -	\$ -	\$ -	\$ -	\$ 800.00	\$ 17,440.00	\$ 4,120.00				\$ 24,015.00
KIDS RUN THE NATION	\$ 126.00	\$ 459.00	\$ 558.00	\$ -	\$ -	\$ -	\$ 1,170.00	\$ 540.00	\$ 282.00				\$ 3,135.00
LACROSSE CAMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 137.00	\$ 290.00				\$ 427.00
LACROSSE - SCOOPERS	\$ 1,248.00	\$ 4,856.00	\$ 1,754.00	\$ 2,722.00	\$ 226.00	\$ 999.00	\$ 2,889.00	\$ 113.00	\$ 791.00				\$ 15,598.00
PERFORMANCE CLUB	\$ 2,394.00	\$ 6,150.00	\$ 1,160.00	\$ 1,945.00	\$ 1,010.00	\$ 2,595.00	\$ 14,380.00	\$ 11,815.00	\$ 3,945.00				\$ 45,394.00
PICKLEBALL LESSONS	\$ -	\$ 728.00	\$ -	\$ 810.00	\$ -	\$ -	\$ 728.00	\$ (33.00)	\$ -				\$ 2,233.00
RENTAL - EVENT STAGE	\$ 180.00	\$ -	\$ 650.00	\$ (700.00)	\$ -	\$ 298.00	\$ 475.00	\$ 502.00	\$ 1,314.96				\$ 2,719.96
RENTAL - MISC OPEN AREAS	\$ 800.00	\$ -	\$ 825.00	\$ 375.00	\$ 725.00	\$ 350.00	\$ 1,050.00	\$ -	\$ 1,850.00				\$ 5,975.00
RENTAL - PICNIC SHELTERS	\$ 415.00	\$ 170.00	\$ 285.00	\$ 484.00	\$ (5.00)	\$ (200.00)	\$ 775.00	\$ 790.00	\$ 640.00				\$ 3,354.00
RENT - RECREATION CENTER	\$ 797.50	\$ -	\$ 1,017.50	\$ 400.00	\$ 145.00	\$ (200.00)	\$ 1,462.50	\$ (200.00)	\$ 140.00				\$ 3,562.50
RENTAL - SOCCER FIELD	\$ -	\$ 770.00	\$ 350.00	\$ -	\$ -	\$ -	\$ 450.00	\$ 5.00	\$ -				\$ 1,575.00
RENTAL - SOFTBALL FIELD	\$ -	\$ (280.00)	\$ 170.00	\$ (85.00)	\$ -	\$ -	\$ -	\$ 305.00	\$ 244.00				\$ 354.00
SHAG / LINE DANCING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
SOCCER SHOTS	\$ 805.00	\$ 880.00	\$ 1,820.00	\$ -	\$ -	\$ -	\$ 320.00	\$ 300.00	\$ (445.00)				\$ 3,680.00
SPNSRS - MOVIE, CONCERT	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
SPECIAL EVENT PERMITS	\$ 7,455.00	\$ (1,595.00)	\$ 3,704.00	\$ (2,065.00)	\$ (149.50)	\$ (850.00)	\$ 5,365.00	\$ 2,700.00	\$ 7,354.00				\$ 21,918.50
TENNIS - YOUTH & TOTS	\$ 80.00	\$ 635.00	\$ 710.00	\$ 2,405.00	\$ 430.00	\$ -	\$ 685.00	\$ 510.00	\$ 1,180.00				\$ 6,635.00
TENNIS - ADULTS	\$ -	\$ 190.00	\$ (190.00)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
TENNIS CAMP	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 1,170.00	\$ 440.00				\$ 1,610.00
T-SHIRTS, ETC.	\$ 145.00	\$ 251.00	\$ 85.00	\$ 68.25	\$ 288.75	\$ 180.00	\$ 42.00	\$ 15.00	\$ -				\$ 1,075.00
WBOR COMMUNITY TRAINING	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -				\$ -
TOTAL	\$ 26,065.50	\$ 27,706.00	\$ 22,401.10	\$ 12,249.25	\$ 6,986.25	\$ 9,468.00	\$ 63,397.50	\$ 78,115.00	\$ 27,863.36	\$ -	\$ -	\$ -	\$ 274,251.96



TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

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

MEMORANDUM

To: Mayor Mills and Members of the Board of Aldermen
From: Raquel Ivins, Department of Planning & Inspections 
Re: Executive Summary – 3rd Quarter Report for Fiscal Year 2023-2024
Date: 4/01/2024
Cc: Tony Wilson, Director of Planning & Parks

The Quarterly Report for the 3rd Quarter of Fiscal Year 2023-2024 is hereby submitted for your review. The Planning & Inspections Department processed an estimated total of 56 permits for the months of January, February, and March. The number of permits is a decrease from 118 issued in the same quarter last year. The permit revenue of issued permits was \$236,757. This is an increase from the \$66,980.00 spent in the same quarter last year. The total cost of construction was \$14,716,997.86, an increase from \$4,486,810.62 spent in the same quarter last year.

The Planning & Inspections Department completed 56 inspections and issued 1 CAMA Minor Development Permit. The Park Ranger issued 55 citations.

All totals reflect January 1, 2024 to March 31, 2024.

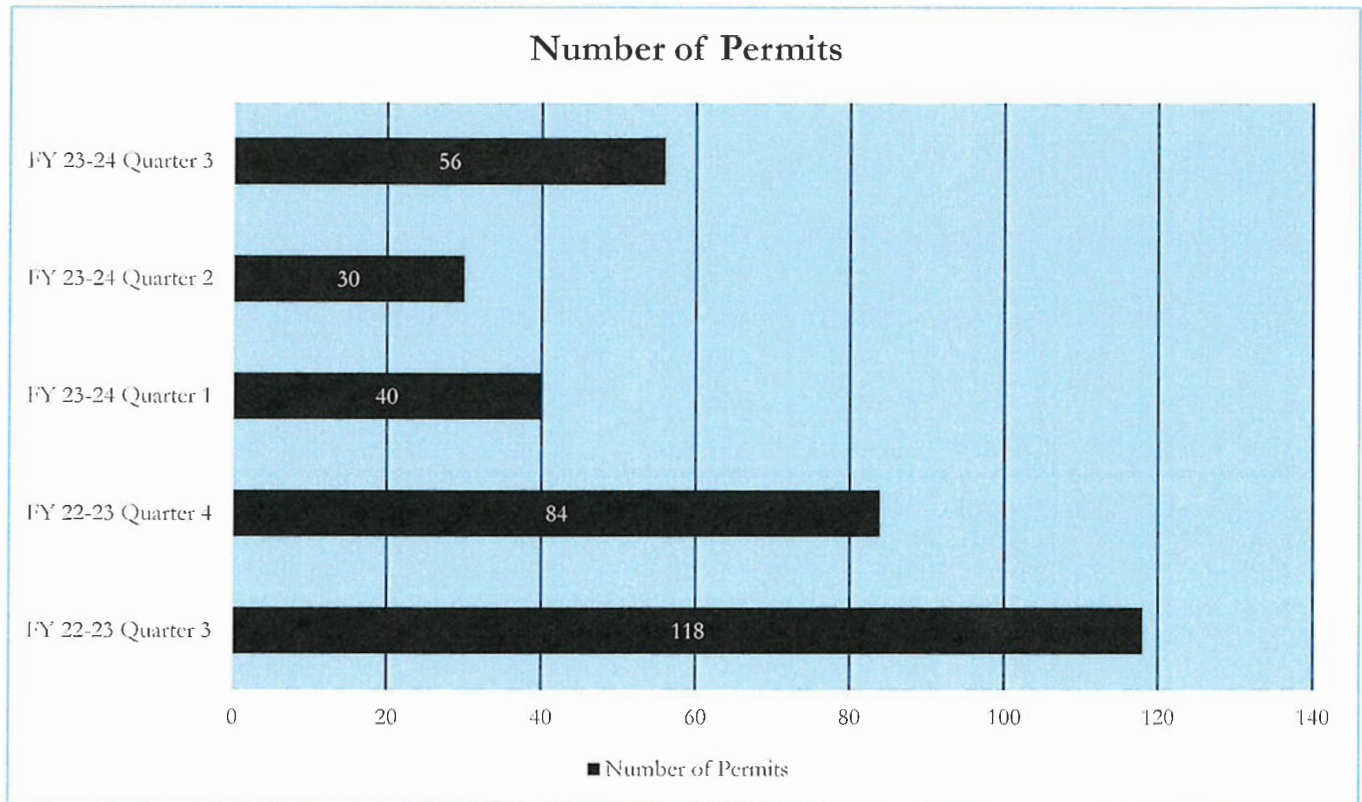
Attachments:

- Permitting Trend Graphs
- Park Ranger Trend Graphs



TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

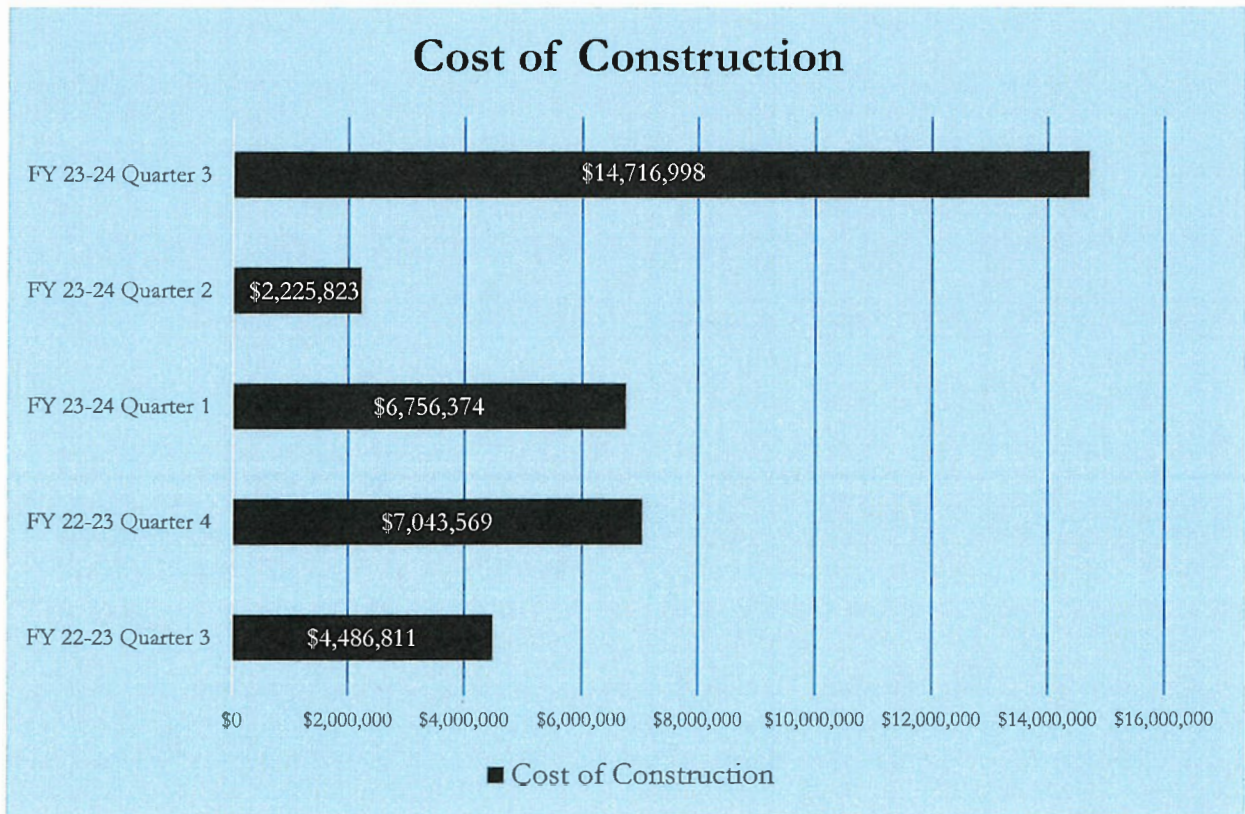
321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480





TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

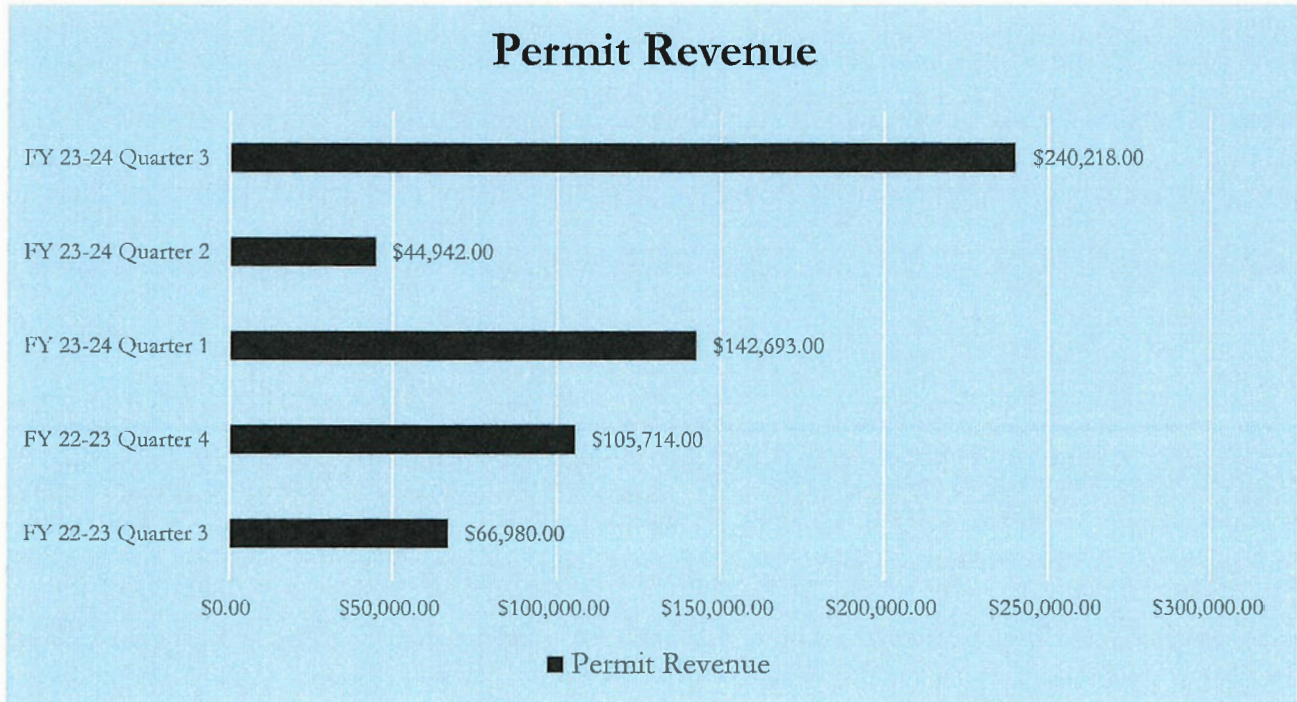
321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480





TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

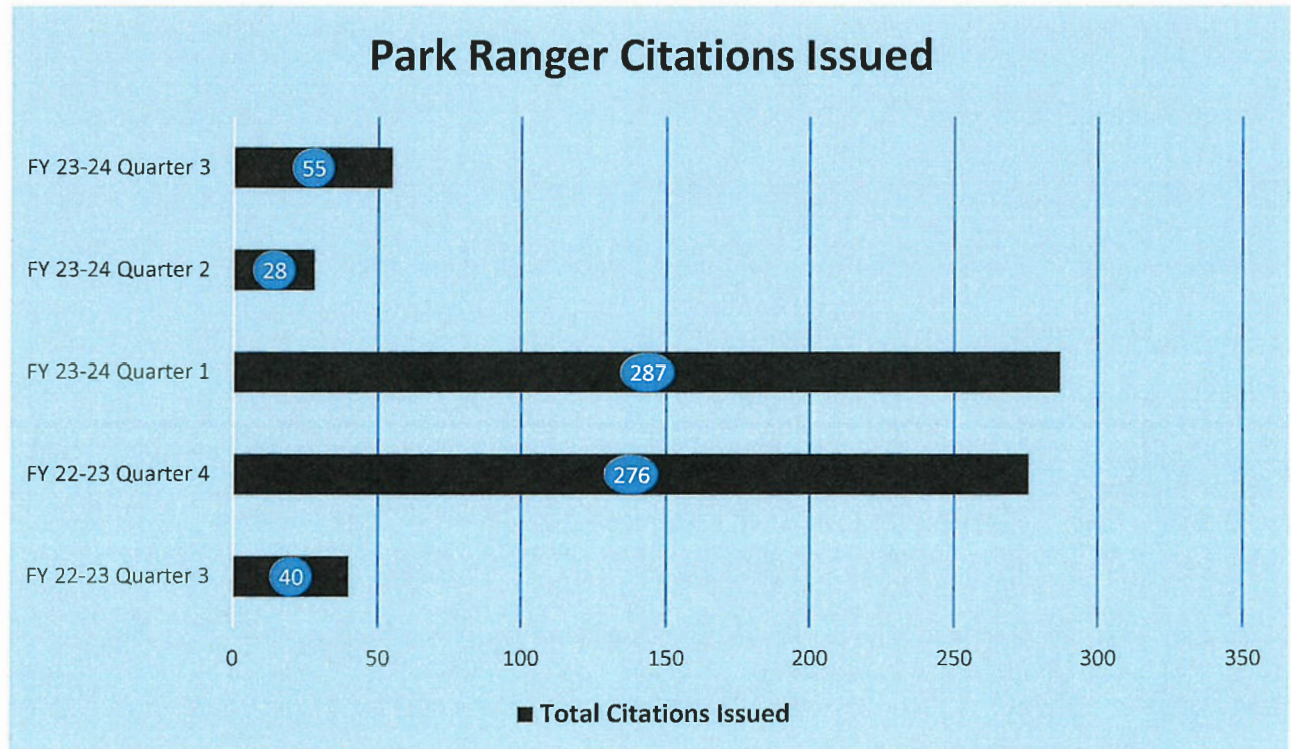
321 CAUSEWAY DRIVE P.O. BOX 626
WRIGHTSVILLE BEACH, N.C. 28480





TOWN OF WRIGHTSVILLE BEACH DEPARTMENT OF PLANNING & INSPECTIONS

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



Wrightsville Beach Police Department

Quarterly report Executive Summary

(January, February, March 2024)

Crime Report

Starting with the “bottom line” the total number of Group A and Group B offenses shrank when comparing this quarter to the previous quarter (28%) and to the same quarter in 2023 (27%).

While larceny offenses remained relatively unchanged, destruction of property, drug offenses and DWI offenses all went down both when compared to the previous quarter and the same quarter in 2023. DWIs however remain significantly higher than we should expect from previous years data (256 in 2023 vs 90 as an annual average for the previous 3 years).

You likely know that recently (in April 3) we received reports of larcenies from parked cars. We have taken four reports. Since then we have developed significant leads and expect a conclusion to the investigation in the near future. It remains important to note that in every case, the thieves took advantage of unlocked cars and passed by locked cars.

Community Concerns

As spring comes upon us, it is common to see an increase in citizen concerns related to noise, animal violations, and speeding. We have implemented a plan for all four patrol squads to dedicate time and attention to each of these issues in a manner that distributes the patrol presence broadly. In addition we will keep conducting speed studies and applying enforcement efforts guided by the data we develop. In this past quarter, we made 570 traffic stops and almost half of them were for speeding.

As part of our community outreach efforts, Chief Holland and I hosted a “pre-season” meetings to discuss shared challenges and expectations with leaders in the nightlife community and with hotel management. We also were very appreciative of the assistance we have received with updating our website.

WRIGHTSVILLE BEACH POLICE DEPARTMENT



3rd Quarter Report Jan/Feb/March 2024



Presented by:
Chief David Squires

WBPD National Incident Based Reporting System Report (NIBRS)											Previous Yr Same Quarter
		Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	4th - Apr. - June	1st - July - Sept.	2nd - Oct- Dec	3rd- Jan- Mar	Last Four	3rd Jan- Mar
GROUP A OFFENSES		2020	2021	2022	2023	2023	2023	2023	2024	TOTAL	2023
100	Kidnapping/Abduction		2		2		2			2	
120	Robbery		1	1							1
200	Arson										
210	Extortion/Blackmail			1	1	1				1	1
220	Burglary/Breaking & Entering	14	15	18	14		6	4	4	14	2
240	Motor Vehicle Theft	3	5	1	1	1				1	
250	Counterfeiting/Forgery	2	1	2	4		1		3	4	
270	Embezzlement	4	4	2	2			1	1	2	
280	Stolen Property Offenses	2	4		5		2		3	5	1
290	Destruction/Damage/Vandalism of Property	43	44	40	37	9	12	11	5	37	13
370	Pornography/Obscene Material			1	2			2		2	
510	Bribery										
520	Weapon Law Violations	6	9	4	14	6	3	2	3	14	3
720	Animal Cruelty	2	5	1	1	1				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)	2	3	1							
11B	Sex Offense (Sodomy)		2	1							
11C	Sex Offense (With Object)										
11D	Sex Offense (Fondling)		2	7	2		1		1	2	1
13A	Assault Offenses (Aggravated Assault)	6	14	6	10	1	6	2	1	10	
13B	Simple Assault	20	63	41	35	15	8	5	7	35	9
13C	Assault Offenses (Intimidation)	6	11	3	8	1	4		3	8	1
23A	Larceny (Pocket Picking)		1								
23B	Larceny (Purse Snatching)				1	1				1	
23C	Larceny (Shoplifting)	2	6	7	1	1				1	
23D	Larceny (Theft from a Building)	2		4	2			1	1	2	
23E	Larceny (Theft from a Coin Operated Machine)		1		1	1				1	
23F	Larceny/Theft Offenses (Theft from Motor Vehicle)	25	8	21	6	2	3		1	6	1
23G	Larceny (Theft of Motor Vehicle Parts)	1		2							
23H	Larceny/Theft Offenses (All other Larceny)	53	39	55	57	22	12	13	10	57	11
26A	Fraud Offenses (False Pretense/Swindle/Confidence Game)	14	18	11	6	1	2		3	6	4
26B	Fraud Offenses (Credit Card Fraud)	9	5	5	6		2	2	2	6	3
26C	Fraud Offenses (Impersonation)	3	2	2	4	2	1	1		4	
26D	Fraud Offenses (Welfare Fraud)										
26E	Fraud Offenses (Wire Fraud)	2	1		1		1			1	
26F	Fraud Offenses (Identity Theft)	1	1		1		1			1	2
26G	Fraud Offenses (Hacking/Computer Invasion)										

WBPD National Incident Based Reporting System Report (NIBRS)											Previous Yr Same Quarter
		Jan- Dec	Jan- Dec	Jan- Dec	Jan- Dec	4th - Apr. - June	1st - July - Sept.	2nd - Oct- Dec	3rd- Jan- Mar	Last Four	3rd Jan- Mar
GROUP A OFFENSES		2020	2021	2022	2023	2023	2023	2023	2024	TOTAL	2023
35A	Drug/Narcotic Offenses (Drug/Narcotic Violations)	58	66	31	61	25	12	16	8	61	14
35B	Drug/Narcotic Offenses (Drug Equipment Violations)	23	27	18	27	4	10	9	4	27	9
36A	Sex Offenses (Non-Forcible - Incest)										
36B	Sex Offense (Statutory Rape)				1		1			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		303	360	286	313	94	90	69	60	313	76
GROUP B OFFENSES											
90A	Bad Checks			1							1
90B	Curfew/Loitering/Vagrancy Violations										
90C	Disorderly Conduct	4	8	6	4	1	3			4	
90D	Driving Under the Influence (DWI)	74	102	93	256	80	54	73	49	256	66
90E	Drunkenness	15	21	10	36	13	9	6	8	36	5
90F	Family Offenses, Nonviolent				1		1			1	
90G	Liquor Law Violations	8	9	13	35	17	8	8	2	35	1
90H	Peeping Tom										
90J	Trespass of Real Property	18	14	17	10	3	3	1	3	10	5
90Z	All other Offenses	239	330	239	570	161	170	144	95	570	143
TOTAL GROUP B OFFENSES		358	484	379	912	275	248	232	157	912	221
TOTAL GROUP A & B OFFENSES		661	844	665	1225	369	338	301	217	1225	297

TOWB General Ordinance Violations											Previous Year
		Jan-Dec	Jan-Dec	Jan-Dec	Jan-Dec	Apr - June	July-Sept	Oct - Dec	Jan - Mar	Last Four	Jan - Mar
		2020	2021	2022	2023	2023	2023	2023	2024	TOTAL	2023
TRAFFIC CODE: CHAPTER 74											
74.02	Obstructing passage of other vehicles	4	3	0	0					0	
	Restricted Zone	1	0	0	2	2				2	
	Overtime Parking	0	0	1	0					0	
	Boat too close to beach/Anchoring of Vessels w/out Zoning	1	7	2	0					0	
	Fire Lane	0	0	0	0					0	
ANIMALS: CHAPTER 91											
91.11	Dogs running at large prohibited	94	222	221	119	28	65	17	9	119	10
91.08	Animal Waste	0	1	4	1				1	1	
91.08	Failure to License	4	7	8	6	5		1		6	2
91.13	Confinement of female dogs in heat	1	0	0	0					0	
BEACH AND SHORE REGULATIONS: CHAPTER 92											
92.02	Littering beaches prohibited	4	33	5	1		1			1	
92.03	Glass on Beach/Containers for food and drink	163	273	105	102	25	60	3	14	102	5
92.12	Use of surfboard or ski-board restricted	43	16	8	4	1	3			4	3
92.18	Use of vehicles on beach prohibited	2	6	2	1			1		1	2
	Cooking Device on Beach	1	0	0	4		4			4	
	Miscellaneous Beach Regulations	9	5	8	0					0	3
HEALTH AND SANITATION: CHAPTER 96											
96.01	Litter	15	14	4	1				1	1	
96.3	Human wastes	65	22	8	51	22	12	9	8	51	
	Miscellaneous	7	0	0	1	1				1	
NOISE: CHAPTER 97											
97.01	Loud, disturbing noises generally	12	21	6	0					0	
97.02	Noises declared unreasonably loud and disturbing	2	0	2	0					0	
STREETS AND SIDEWALKS: CHAPTER 99											
99.01	Assembling on sidewalks	0	0	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	701	1168	522	320	102	178	6	34	320	24
OFFENSES AGAINST MORALS											
132.2	Profane and boisterous language	0	1		0					0	
MISC. VIOLATIONS											
	Miscellaneous Other	3	62		10	1	2	2	5	10	2
GRAND TOTAL		1132	1861	906	623	187	325	39	72	623	51

TOWN OF WRIGHTSVILLE BEACH PUBLIC WORKS DEPARTMENT

Quarterly Report 2023-2024 January, February, March



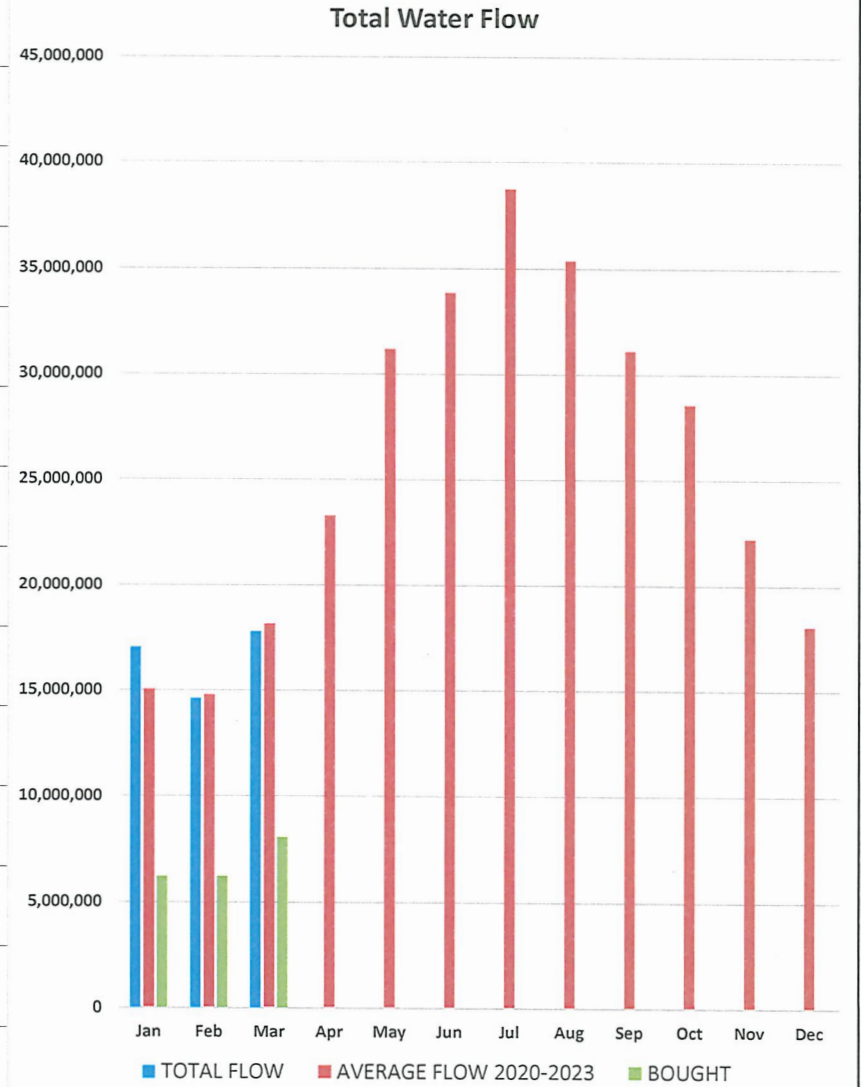
William E. Fay, Public Works Director

Water Department								
TOTAL WATER FLOW								
				Reporting Dates - 3rd Quarter 2024				

					Reporting Dates - 3rd Quarter 2024			

					Reporting Dates - 3rd Quarter 2024			

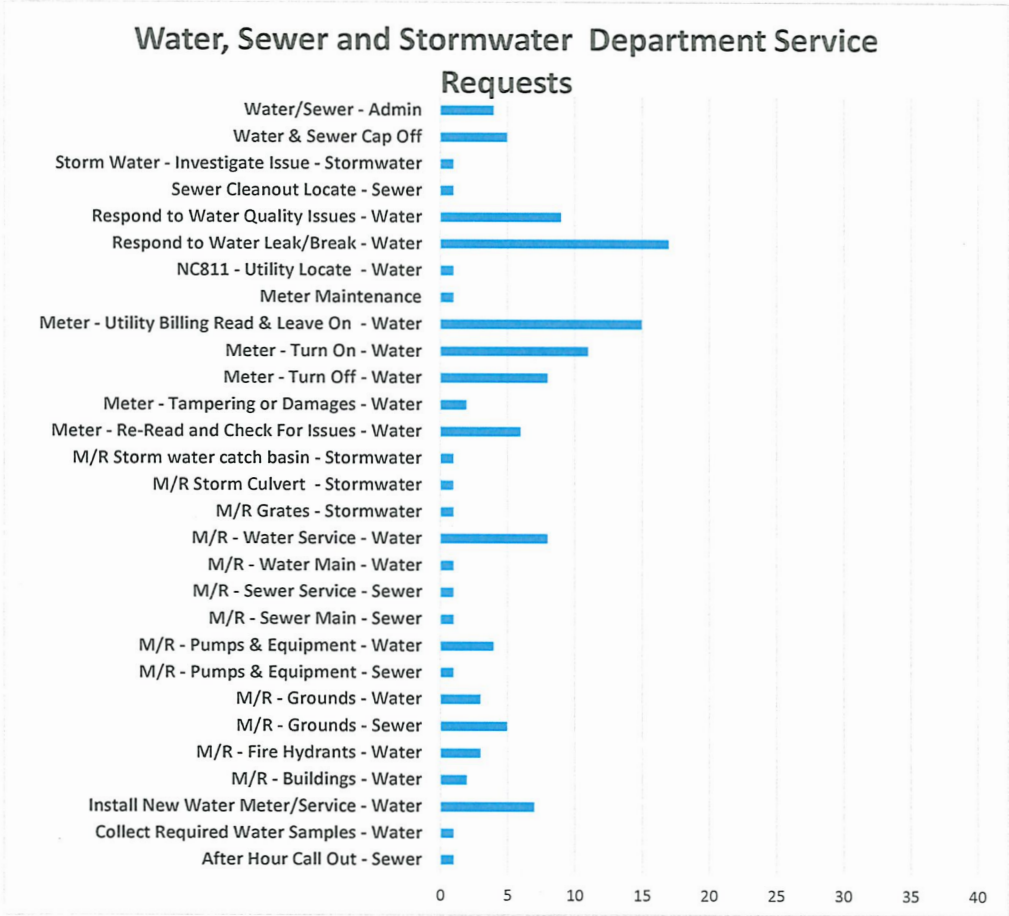
2024	TOTAL FLOW	AVERAGE FLOW 2020-2023	BOUGHT FROM CFPUA	% BOUGHT
Jan	17,044,000	15,030,889	6,196,000	36%
Feb	14,629,000	14,777,750	6,227,000	43%
Mar	17,799,000	18,155,000	8,066,000	45%
Apr		23,274,750		#DIV/0!
May		31,166,250		#DIV/0!
Jun		33,848,988		#DIV/0!
Jul		38,717,250		#DIV/0!
Aug		35,365,507		#DIV/0!
Sep		31,093,284		#DIV/0!
Oct		28,555,500		#DIV/0!
Nov		22,212,250		#DIV/0!
Dec		18,072,750		#DIV/0!
Totals	49,472,000	310,270,168	20,489,000	41%



Service Request Distribution By Request Type

Request Type	Count	Percentage
After Hour Call Out - Sewer	1	0.82%
Collect Required Water Samples - Water	1	0.82%
Install New Water Meter/Service - Water	7	5.74%
M/R - Buildings - Water	2	1.64%
M/R - Fire Hydrants - Water	3	2.46%
M/R - Grounds - Sewer	5	4.10%
M/R - Grounds - Water	3	2.46%
M/R - Pumps & Equipment - Sewer	1	0.82%
M/R - Pumps & Equipment - Water	4	3.28%
M/R - Sewer Main - Sewer	1	0.82%
M/R - Sewer Service - Sewer	1	0.82%
M/R - Water Main - Water	1	0.82%
M/R - Water Service - Water	8	6.56%
M/R Grates - Stormwater	1	0.82%
M/R Storm Culvert - Stormwater	1	0.82%
M/R Storm water catch basin - Stormwater	1	0.82%
Meter - Re-Read and Check For Issues - Water	6	4.92%
Meter - Tampering or Damages - Water	2	1.64%
Meter - Turn Off - Water	8	6.56%
Meter - Turn On - Water	11	9.02%
Meter - Utility Billing Read & Leave On - Water	15	12.30%
Meter Maintenance	1	0.82%
NC811 - Utility Locate - Water	1	0.82%
Respond to Water Leak/Break - Water	17	13.93%
Respond to Water Quality Issues - Water	9	7.38%
Sewer Cleanout Locate - Sewer	1	0.82%
Storm Water - Investigate Issue - Stormwater	1	0.82%
Water & Sewer Cap Off	5	4.10%
Water/Sewer - Admin	4	3.28%
	122	100.00%

Reporting Dates- 3rd Quarter 2024

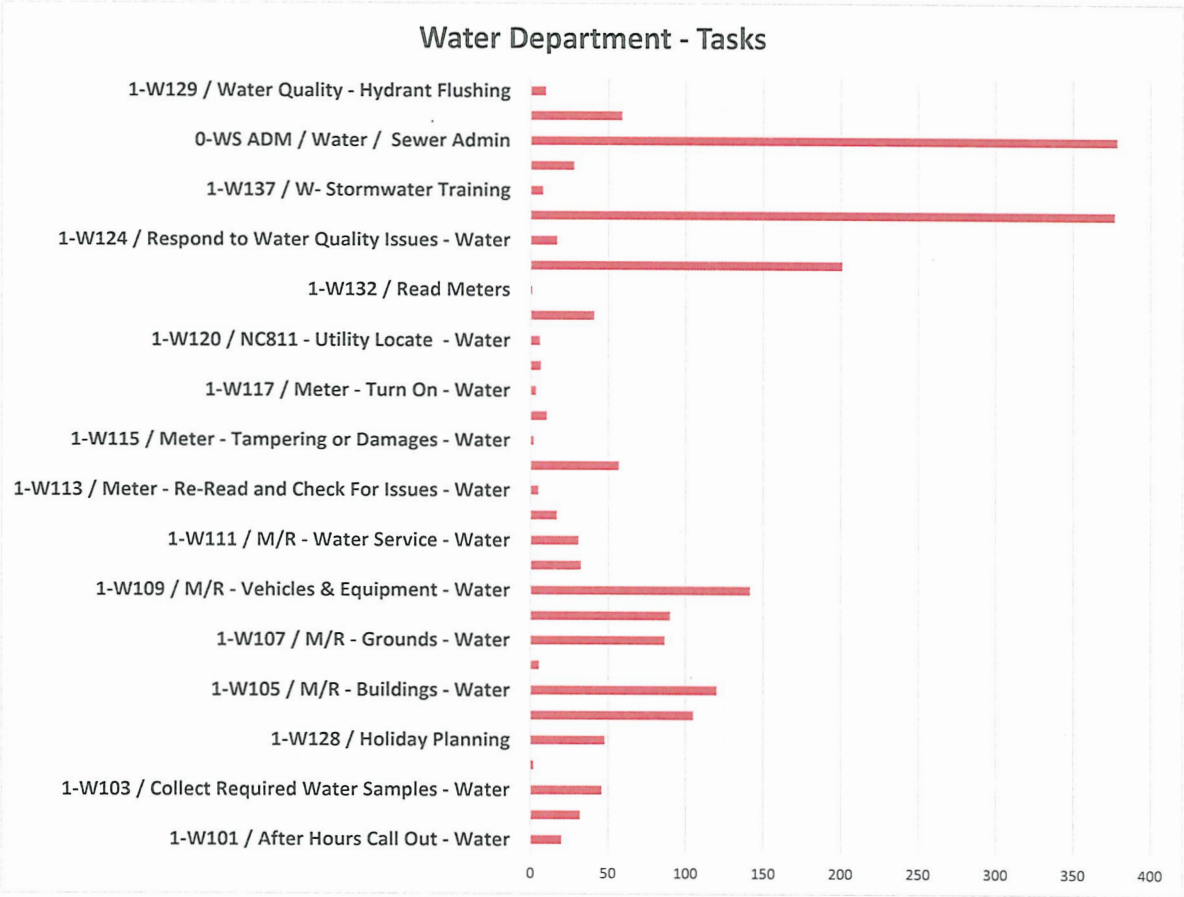


Water Department- Tasks

Water Department Tasks

Task Type	Labor Hours
1-W101 / After Hours Call Out - Water	20.00
W-134 / Certs and Training	32.00
1-W103 / Collect Required Water Samples - Water	46.00
1-W131 / Flush Well	2.00
1-W128 / Holiday Planning	48.00
1-W104 / Install New Water Meter/Service - Water	105.00
1-W105 / M/R - Buildings - Water	120.00
1-W106 / M/R - Fire Hydrants - Water	5.50
1-W107 / M/R - Grounds - Water	86.50
1-W108 / M/R - Pumps & Equipment - Water	90.00
1-W109 / M/R - Vehicles & Equipment - Water	141.50
1-W110 / M/R - Water Main - Water	32.50
1-W111 / M/R - Water Service - Water	31.00
1-W112 / Meter - Replacement - Water	17.00
1-W113 / Meter - Re-Read and Check For Issues - Water	5.00
1-W114 / Meter - Routine Scheduled Readings - Water	57.00
1-W115 / Meter - Tampering or Damages - Water	2.00
1-W116 / Meter - Turn Off - Water	10.50
1-W117 / Meter - Turn On - Water	3.50
1-W119 / Meter - Utility Billing Read & Leave On - Water	6.65
1-W120 / NC811 - Utility Locate - Water	6.00
1-W121 / Purchase Supplies - Water	41.00
1-W132 / Read Meters	1.00
1-W123 / Respond to Water Leak/Break - Water	201.00
1-W124 / Respond to Water Quality Issues - Water	17.00
1-W125 / Station - Rounds/Checks - Water	377.00
1-W137 / W- Stormwater Training	8.00
0-Traing / W/S Training	28.00
0-WS ADM / Water / Sewer Admin	378.50
1-W133 / Water and Sewer Cap Off	59.00
1-W129 / Water Quality - Hydrant Flushing	9.75
Total Hours	1,987.90

Reporting Dates - 3rd Quarter 2024

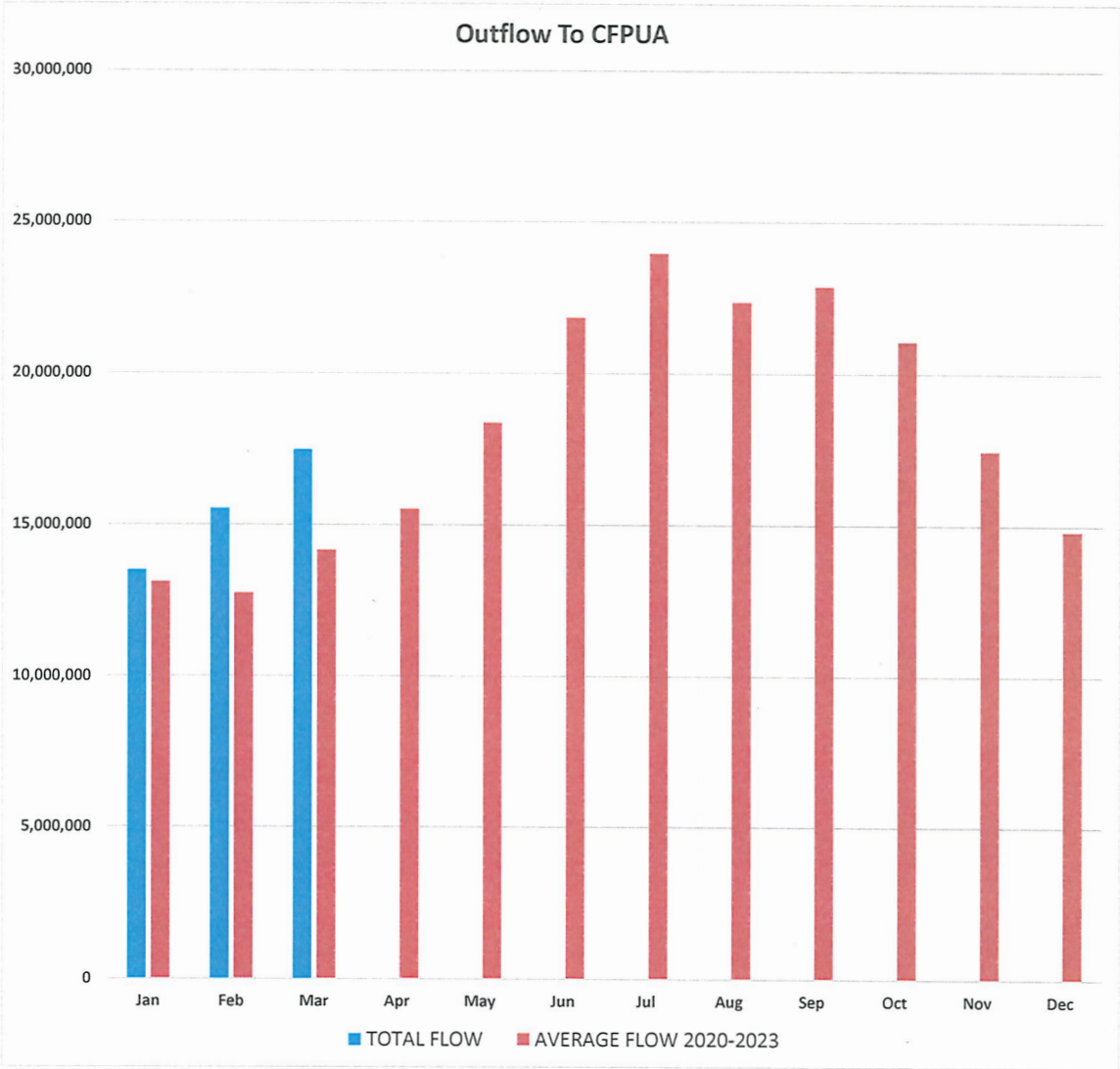


Sewer Department

OUTFLOW TO CFPUA

2024	TOTAL FLOW	AVERAGE FLOW 2020-2023
Jan	13,515,557	13,102,619
Feb	15,532,499	12,747,303
Mar	17,495,481	14,163,139
Apr		15,519,896
May		18,367,088
Jun		21,828,607
Jul		23,947,725
Aug		22,345,358
Sep		22,856,816
Oct		21,044,736
Nov		17,452,367
Dec		14,813,620
Totals	46,543,537	218,189,274

Reporting Dates - 3rd Quarter 2024

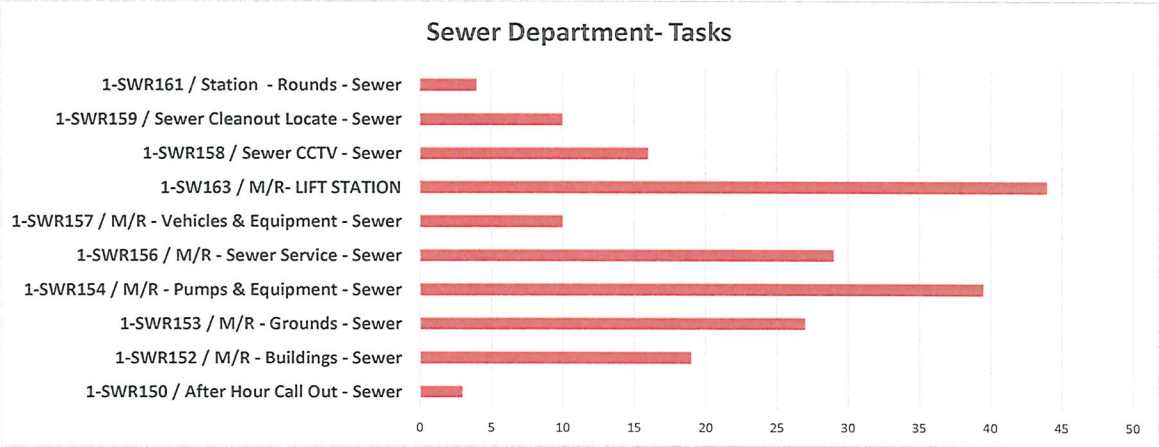


Sewer Department - Tasks

Sewer and Stormwater- Tasks

Task Type	Labor Hours
1-SWR150 / After Hour Call Out - Sewer	3.00
1-SWR152 / M/R - Buildings - Sewer	19.00
1-SWR153 / M/R - Grounds - Sewer	27.00
1-SWR154 / M/R - Pumps & Equipment - Sewer	39.50
1-SWR156 / M/R - Sewer Service - Sewer	29.00
1-SWR157 / M/R - Vehicles & Equipment - Sewer	10.00
1-SW163 / M/R- LIFT STATION	44.00
1-SWR158 / Sewer CCTV - Sewer	16.00
1-SWR159 / Sewer Cleanout Locate - Sewer	10.00
1-SWR161 / Station - Rounds - Sewer	4.00
Total Hours	201.50

Reporting Dates - 3rd Quarter 2024

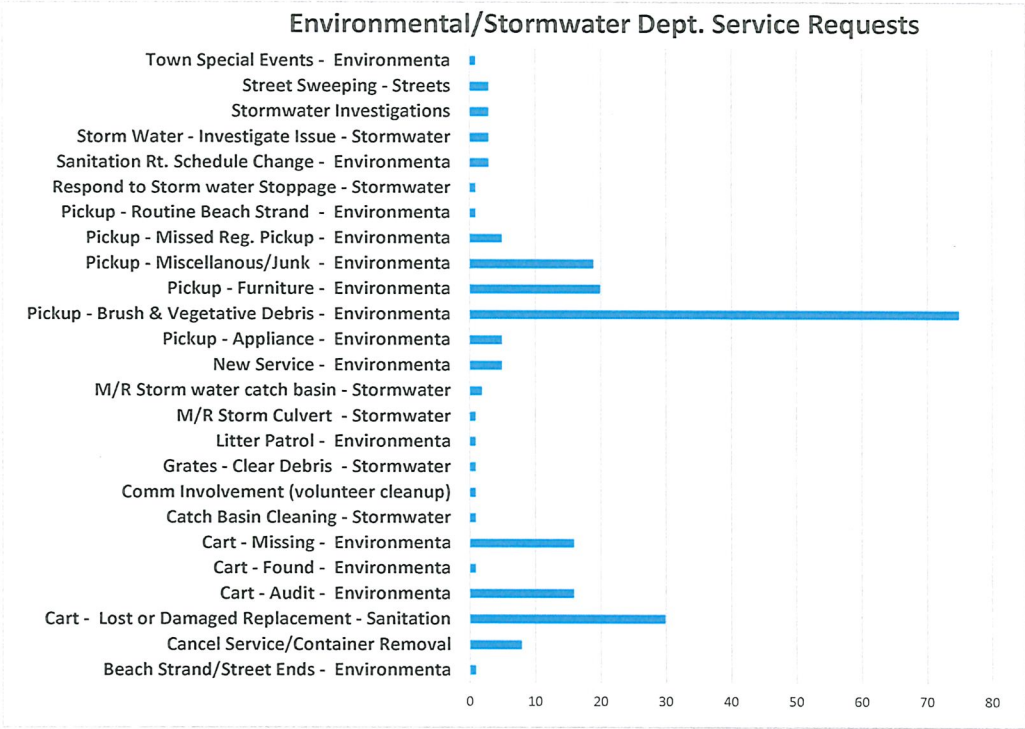


Environmental Services/Stormwater Department

Service Request Distribution By Request Type

Request Type	Count	Percentage
Beach Strand/Street Ends - Environmenta	1	0.45%
Cancel Service/Container Removal	8	3.59%
Cart - Lost or Damaged Replacement - Sanitation	30	13.45%
Cart - Audit - Environmenta	16	7.17%
Cart - Found - Environmenta	1	0.45%
Cart - Missing - Environmenta	16	7.17%
Catch Basin Cleaning - Stormwater	1	0.45%
Comm Involvement (volunteer cleanup)	1	0.45%
Grates - Clear Debris - Stormwater	1	0.45%
Litter Patrol - Environmenta	1	0.45%
M/R Storm Culvert - Stormwater	1	0.45%
M/R Storm water catch basin - Stormwater	2	0.90%
New Service - Environmenta	5	2.24%
Pickup - Appliance - Environmenta	5	2.24%
Pickup - Brush & Vegetative Debris - Environmenta	75	33.63%
Pickup - Furniture - Environmenta	20	8.97%
Pickup - Miscellaneous/Junk - Environmenta	19	8.52%
Pickup - Missed Reg. Pickup - Environmenta	5	2.24%
Pickup - Routine Beach Strand - Environmenta	1	0.45%
Respond to Storm water Stoppage - Stormwater	1	0.45%
Sanitation Rt. Schedule Change - Environmenta	3	1.35%
Storm Water - Investigate Issue - Stormwater	3	1.35%
Stormwater Investigations	3	1.35%
Street Sweeping - Streets	3	1.35%
Town Special Events - Environmenta	1	0.45%
Total Service Requests	223	100%

Reporting Dates - 3rd Quarter 2024



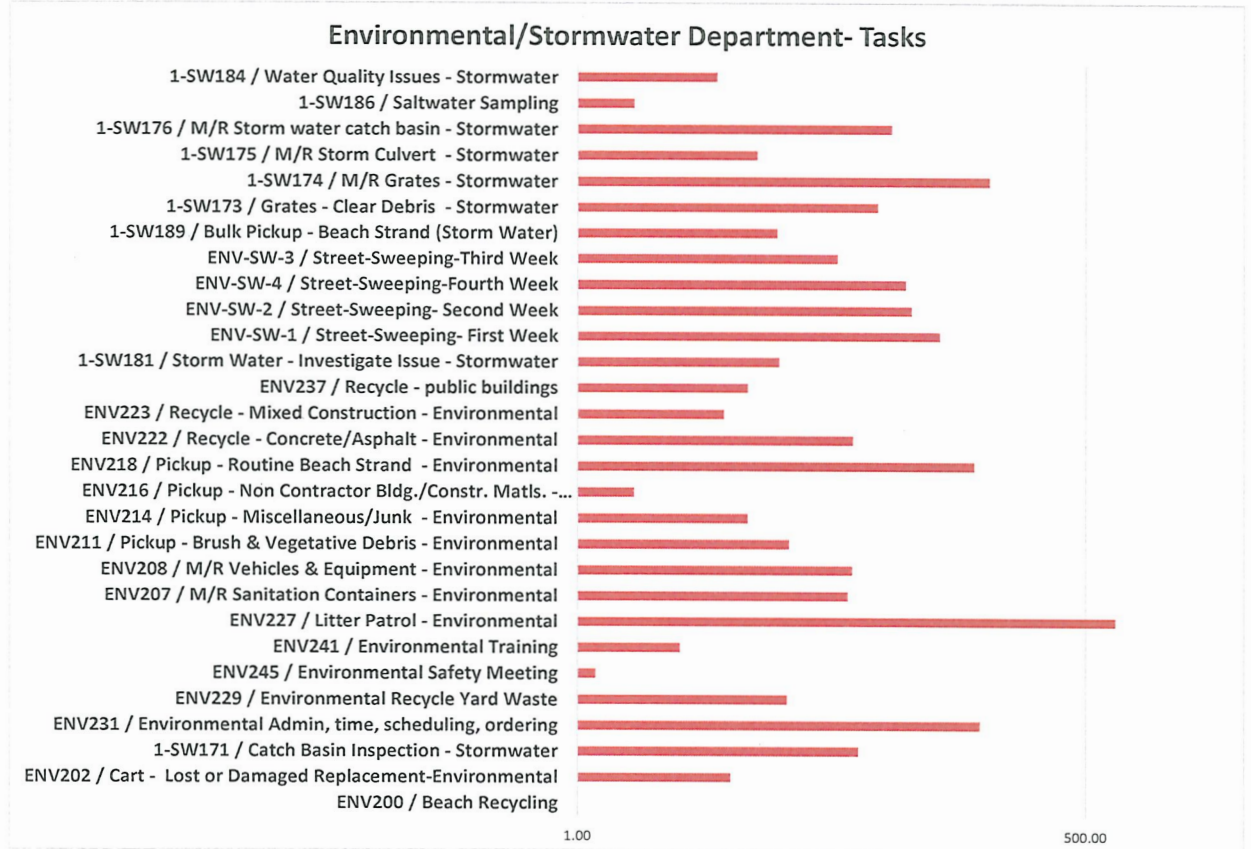
Environmental Services/Stormwater Department

Environmental Department Tasks

Task Type	Labor Hours
ENV200 / Beach Recycling	0.50
ENV202 / Cart - Lost or Damaged Replacement-Environmental	6.50
1-SW171 / Catch Basin Inspection - Stormwater	31.00
ENV231 / Environmental Admin, time, scheduling, ordering	137.75
ENV229 / Environmental Recycle Yard Waste	13.00
ENV245 / Environmental Safety Meeting	1.25
ENV241 / Environmental Training	3.50
ENV227 / Litter Patrol - Environmental	724.40
ENV207 / M/R Sanitation Containers - Environmental	27.25
ENV208 / M/R Vehicles & Equipment - Environmental	28.75
ENV211 / Pickup - Brush & Vegetative Debris - Environmental	13.25
ENV214 / Pickup - Miscellaneous/Junk - Environmental	8.00
ENV216 / Pickup - Non Contractor Bldg./Constr. Matls. - Environmental	2.00
ENV218 / Pickup - Routine Beach Strand - Environmental	128.50
ENV222 / Recycle - Concrete/Asphalt - Environmental	29.00
ENV223 / Recycle - Mixed Construction - Environmental	6.00
ENV237 / Recycle - public buildings	8.00
1-SW181 / Storm Water - Investigate Issue - Stormwater	11.75
ENV-SW-1 / Street-Sweeping- First Week	84.00
ENV-SW-2 / Street-Sweeping- Second Week	59.50
ENV-SW-4 / Street-Sweeping-Fourth Week	55.50
ENV-SW-3 / Street-Sweeping-Third Week	24.00
1-SW189 / Bulk Pickup - Beach Strand (Storm Water)	11.50
1-SW173 / Grates - Clear Debris - Stormwater	39.50
1-SW174 / M/R Grates - Stormwater	155.00
1-SW175 / M/R Storm Culvert - Stormwater	9.00
1-SW176 / M/R Storm water catch basin - Stormwater	46.75
1-SW186 / Saltwater Sampling	2.00
1-SW184 / Water Quality Issues - Stormwater	5.50

Total Labor Hours 1,672.65

Reporting Dates - 3rd Quarter 2024



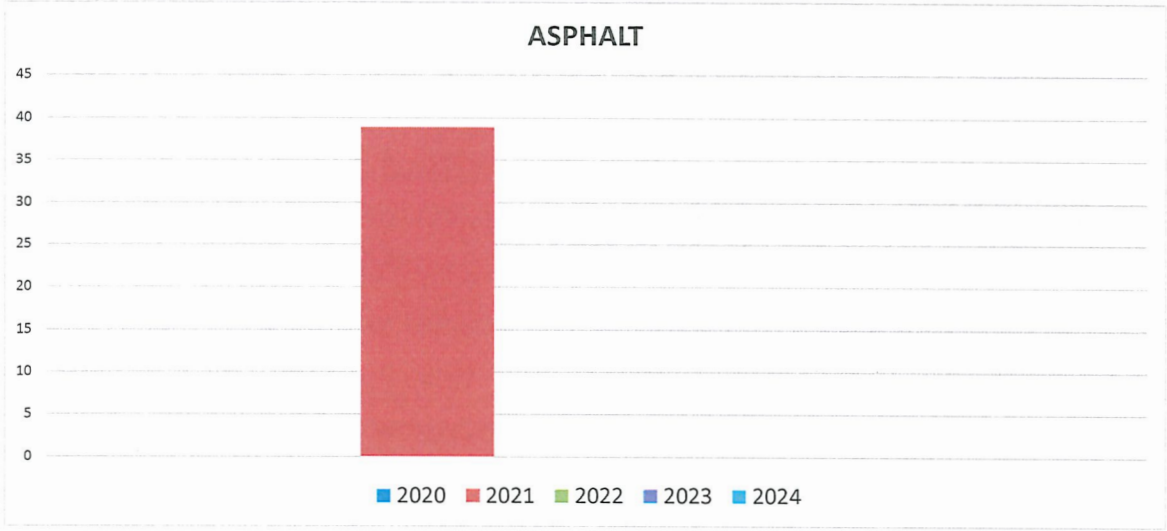
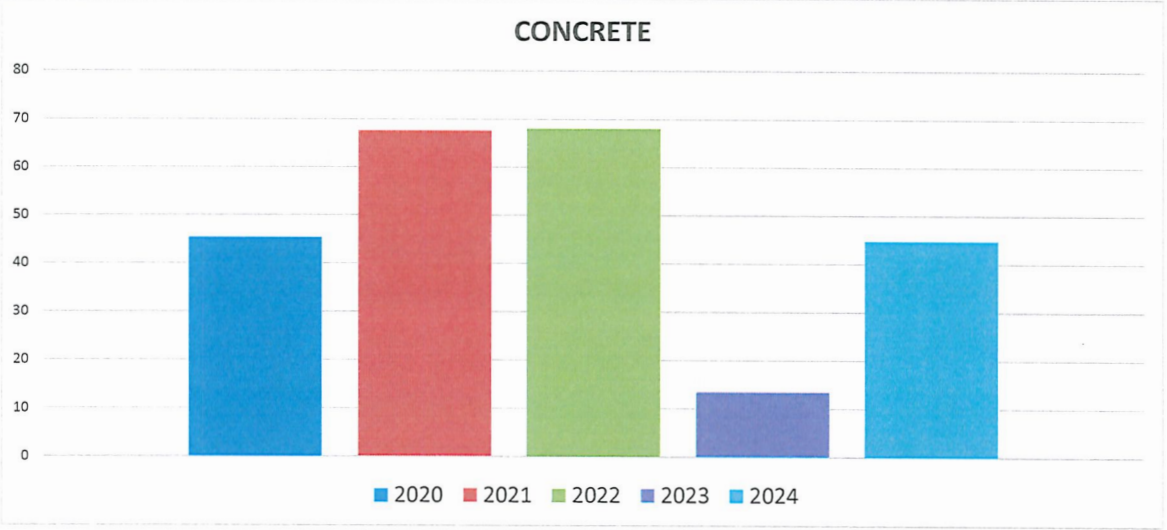
Environmental Services/Stormwater Department

Recycling

RECYCLING (Concrete)					
	2020	2021	2022	2023	2024
JANUARY	8.95	15.07	0	0	19.59
FEBRUARY	0	3.68	8.82	0	19.62
MARCH	0	20.55	7.62	8.36	5.55
APRIL	16.83	0	0	0	
MAY	0	20.69	0	0	
JUNE	0	7.6	8.24	0	
JULY	11.13	0	0	5.13	
AUGUST	0	0	16.2	0	
SEPTEMBER	15	3.34	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	0	0	27.21	0	
DECEMBER	8.46	0		0	
Totals	45.37	67.59	68.09	13.49	44.76

RECYCLING (Asphalt)					
	2020	2021	2022	2023	2024
JANUARY	0	0	0	0	0
FEBRUARY	0	0	0	0	0
MARCH	0	0	0	0	0
APRIL	0	0	0	0	
MAY	0	0	0	0	
JUNE	0	0	0	0	
JULY	0	0	0	0	
AUGUST	0	0	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	38.9	0	0	
NOVEMBER	0	0	0	0	
DECEMBER	0	0		0	
Totals	0	38.9	0	0	0

Reporting Dates - 3rd Quarter 2024

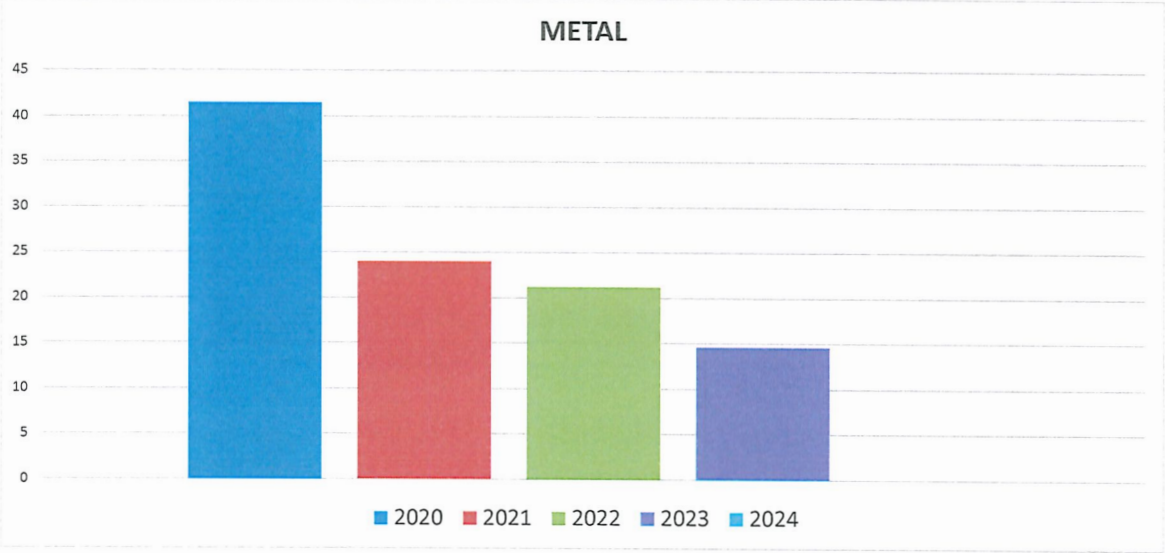


Environmental Services/Stormwater Department

Recycling

RECYCLING (Metal)					
	2020	2021	2022	2023	2024
JANUARY	6.13	0	0	1.88	0
FEBRUARY	0	5.24	1.62	0	0
MARCH	4	4.89	1.7	0	0
APRIL	2.53	0	3.41	0	
MAY	2.22	3.25	3.94	0	
JUNE	3.35	0	0	0	
JULY	0	0	0	0	
AUGUST	4.38	4.17	2.28	0	
SEPTEMBER	0	0	0	0	
OCTOBER	14.73	2.28	5.67	0	
NOVEMBER	4.18	0	2.6	0	
DECEMBER	0	4.13	0	12.72	
Totals	41.52	23.96	21.22	14.6	0

Reporting Dates - 3rd Quarter 2024



RECYCLING (Yard Debris)					
	2020	2021	2022	2023	2024
JANUARY	9.84	0	10.09	3.1	5.01
FEBRUARY	2.72	37.66	0	3.76	9.77
MARCH	0	3.97	4.26	3.78	4.47
APRIL	4.06	4.5	13.34	4.63	
MAY	4.6	0	0	0	
JUNE	6.38	0	0	5.61	
JULY	7.1	6.57	10.77	10.87	
AUGUST	50.17	0	0	0	
SEPTEMBER	0	4.07	0	0	
OCTOBER	20.29	8.97	1.5	2.66	
NOVEMBER	4.44	4.11	2.84		
DECEMBER	12.23	0	0		
Totals	121.83	69.85	42.8	34.41	19.25



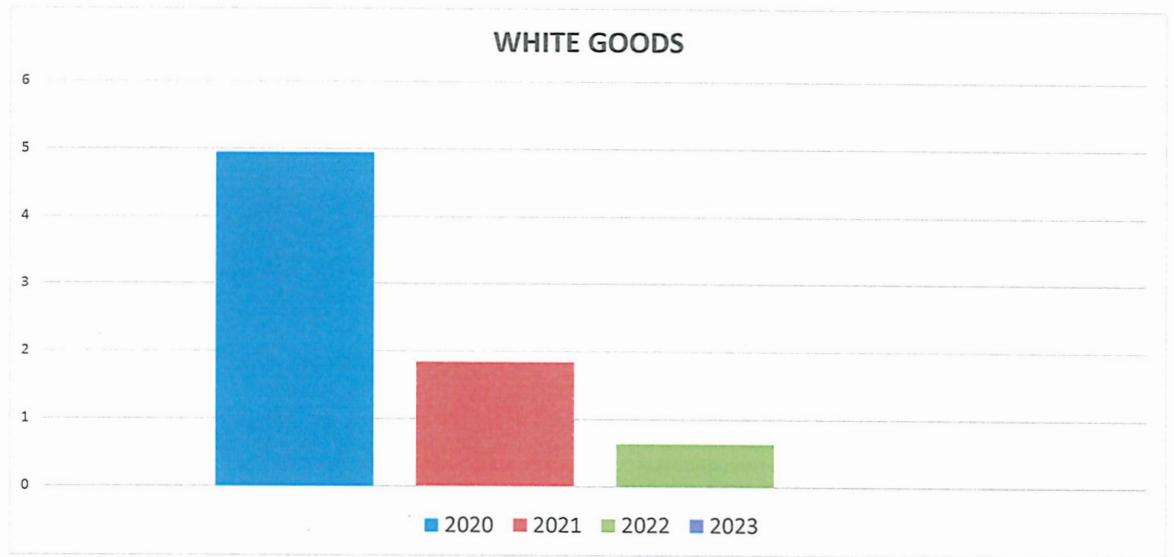
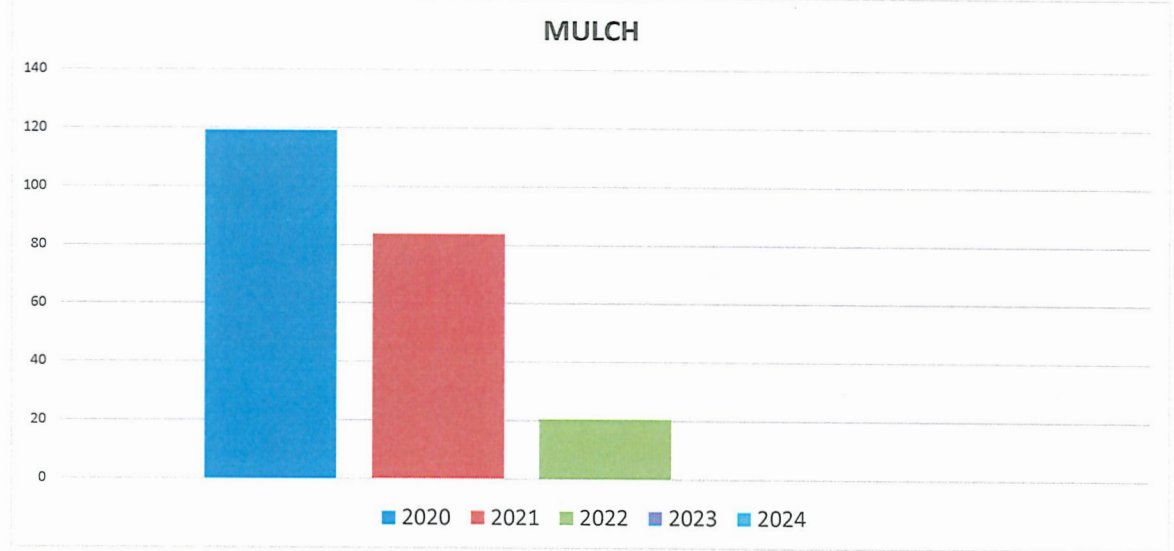
Environmental Services/Stormwater Department

Recycling

RECYCLING (Mulch)					
	2020	2021	2022	2023	2024
JANUARY	11.45	6.48	5.39	0	0
FEBRUARY	7.73	0	4.39	0	0
MARCH	9.18	12.75	0	0	0
APRIL	12.21	15.62	4.83	0	
MAY	7.45	4.33	0	0	
JUNE	6.19	10.59	0	0	
JULY	17.2	9.8	0	0	
AUGUST	26.94	0	1.28	0	
SEPTEMBER	4.59	3.42	0	0	
OCTOBER	11.72	5.18	0	0	
NOVEMBER	4.6	13.35	2.06	0	
DECEMBER	0	2.27	2.56	0	
Totals	119.26	83.79	20.51	0	0

RECYCLING (White Goods)					
	2020	2021	2022	2023	2024
JANUARY	0	0.64	0	0	0
FEBRUARY	0.39	0	0	0	0
MARCH	0	0	0.32	0	0
APRIL	0	0	0.32	0	
MAY	0	0	0	0	
JUNE	0	0	0	0	
JULY	4.13	0	0	0	
AUGUST	0	0.54	0	0	
SEPTEMBER	0	0	0	0	
OCTOBER	0	0	0	0	
NOVEMBER	0.43	0.33	0	0	
DECEMBER	0	0.33	0	0	
Totals	4.95	1.84	0.64	0	0

Reporting Dates - 3rd Quarter 2024

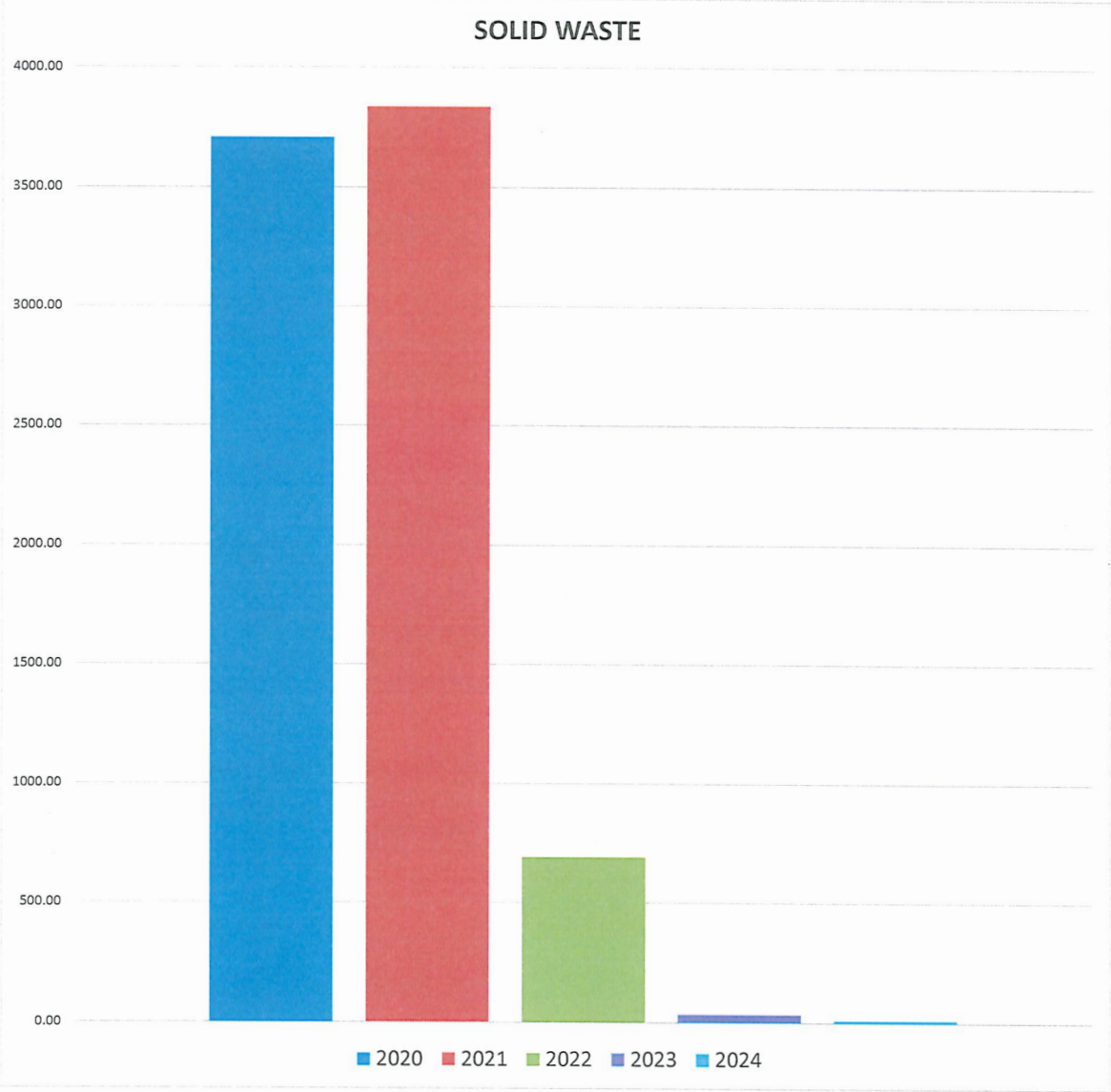


Environmental Services/Stormwater Department

Solid Waste

Municipal Solid Waste					
	2020	2021	2022	2023	2024
JANUARY	226.7	207.88	203.55	8.54	4.83
FEBRUARY	204.41	211.42	204.02	0	2.6
MARCH	237.76	280.43	251.29	3.09	3.44
APRIL	205.36	325.4	13.11	0	
MAY	323.19	354.34	6.2	5.38	
JUNE	429.48	475.39	2.73	0	
JULY	511.75	487.2	0	0	
AUGUST	444.94	408.37	4.71	0	
SEPTEMBER	357.37	348.06	3.31	0	
OCTOBER	292.22	264.85	1.69	8.93	
NOVEMBER	218.1	249.65	0	0	
DECEMBER	257.64	222.84	2.12	10.01	
Totals	3708.92	3835.83	692.73	35.95	10.87

Reporting Dates - 3rd Quarter 2024

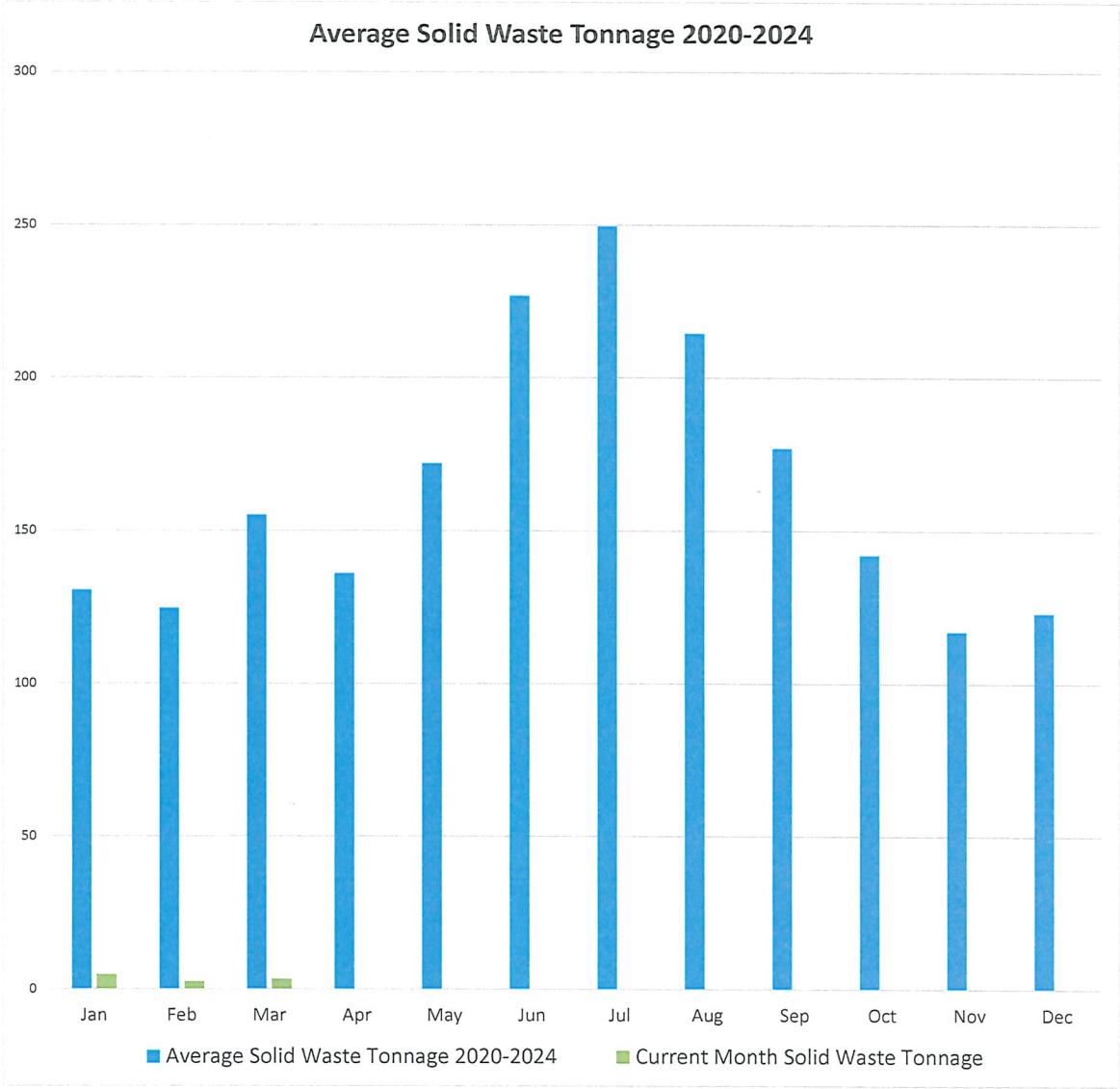


Environmental Services/Stormwater Department

Solid Waste Average

Month	Average Solid Waste Tonnage 2020-2024	Current Month Solid Waste Tonnage
Jan	130	4.83
Feb	124	2.6
Mar	155	3.44
Apr	136	
May	172	
Jun	227	
Jul	250	
Aug	215	
Sep	177	
Oct	142	
Nov	117	
Dec	123	

Reporting Dates - 3rd Quarter 2024



Fleet Maintenance Tasks

Fleet Maintenance Summary by Task

Task	Labor Hours
FLTADMIN / ADMINISTRATIVE DUTIES	113.75
FLTAST / ASSIST EMPLOYEE, DEPARTMENT	30.00
FLTBOOST / BOOST/JUMP-START VEHICLE/EQUIPMENT	0.75
FLTBLD / BUILDING/FLEET REPAIR/MAINT	1.00
FLTCLN / CLEANING/FLEET BUILDING	16.50
FLTDIAG / DIAGNOSTICS AUTOMOTIVE/HEAVY DUTY TRUCK	21.75
FUELPUR / FUEL / ORDER/PURCHASE, RECIEVE DELIVERY	1.00
FLTFLCD / FUEL CARD ACTION	4.50
FLTGOVDL / GOVDEALS / PREP.SALE,ETC.	10.50
FLTINV / INVENTORY/ ADD, ADJUST, PREFORM	0.50
LEAVE / LEAVE/VACATION/SICK	24.00
FLTSRS / M/R AIR BAG AND RESTRANT SYSTEM	4.50
FLTHVAC / M/R AIR CONDITIONING & HEATING SYSTEM	7.50
FLTATV-U / M/R ALL TERRAIN VEHICLE/UTILITY VEHICLE	23.50
FLTMRA / M/R AUTOMOTIVE/LT DUTY TRUCK	59.25
FLTBODY / M/R BODY/ TRIM, PANELS, DECALS	8.50
FLTBRAKE / M/R BRAKE SYSTEM	7.00
FLTBLDG / M/R BUILDING	35.00
FLTCHR / M/R CHARGING SYSTEM	0.25
FLTCOOL / M/R COOLING SYSTEM/ENGINE	10.75
FLTELEC / M/R ELECTRICAL SYSTEM	7.50
FLTEMISS / M/R EMISSION & FUEL SYSTEM	1.50
FLTENGME / M/R ENGINE MECHANICAL	12.50
FLTEXH / M/R EXHAUST SYSTEM	0.00
FLTIRE / M/R FIRE APPARATUS	9.50
FLTIREL / M/R FIRE APPARATUS LADDER	1.25
FUELPUMP / M/R FUELING STATION/ PUMPS, CARD READER, TANKS	4.00
FLTGEN / M/R GENERATOR	8.75
FLTHDEQ / M/R HEAVY DUTY EQUIPMENT	3.75
FLTHDTRK / M/R HEAVY DUTY TRUCK	1.00
FLTIGN / M/R IGNITION SYSTEM	1.25
FLTMOWER / M/R LAWNCARE/LANDSCAPING EQUIPMENT	3.00
FLTLIGHT / M/R LIGHTING SYSTEM	2.50
FLTLV / M/R LOW SPEED VEHICLE	21.50
FLTOR / M/R OCEAN RESCUE EQUIPMENT	3.00
FLTPSACC / M/R PUBLIC SAFETY EQUIPMENT/ACCESSORIES	6.50
FLTSWR / M/R SEWER EQUIPMENT	1.25
FLTSHOP / M/R SHOP EQUIPMENT	66.50
FLTSMENG / M/R SMALL ENGINES	1.25
FLTSTART / M/R STARTING SYSTEM	15.00
FLTSTR / M/R STEERING/SUSPENSION SYSTEM	18.50
FLTSWEEP / M/R STREET SWEEPER	26.25
FLTIRE / M/R TIRES, TUBES, LINERS	14.50
FLTPMS / M/R TPMS/TIRE PRESSURE MONITORING SYSTEM	2.25
FLTTRL / M/R TRAILER	6.75
FLTTRANS / M/R TRANSMISSION & TRANSAXLES SYSTEM	3.00
FLTBOAT / M/R WATERCRAFT/BOAT/PWC	1.00
FLTWHLCH / M/R WHEEL CHAIR (BEACH)	6.00
FLTWIPER / M/R WINDSHIELD WIPER/WASHER SYSTEM	1.25
FLTMEET / MEETING/ DEPARTMENTIAL/ BUSINESS	3.50
FLTPM / PM/ROUTINE	134.75
FLTPURCH / PURCHASE/ PARTS, SHOP SUPPLIES, EQUIPMENT, TOOLS	16.00
FLTRPT / REPORTS/FLEET MAINT/FUEL/ DATA	12.25
FLTSAFE / SAFETY MEETING/Fleet Maintenance	1.00
FLTTAGS / TITLE/TAGS PROCESSING , DMV	2.75
FLTTRN / TRAINING	38.00
FLTTPORT / TRANSPORT VEHICLE, EQUIPMENT	3.50
FLTUPFIT / UPFIT VEHICLE/EQUIPMENT	104.50
FLTFLUID / VEHICLE FUNCTIONAL FLUIDS/ ADD/CHECK	1.50
FLTINSP / VEHICLE INSPECTION (NC EMISSION/SAFETY)	10.00
FLTREPL / VEHICLE/EQUIPMENT REPLACEMENT	1.50
FLTWELD / WELDING/FABRICATION	10.25
Total Hours	971.00

Reporting Dates - 3rd Quarter 2024



FUEL SUMMARY REPORT
TOWN OF WRIGHTSVILLE BEACH


Transaction Period:

01/01/2024 - 01/31/2024

Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		67.64	\$182.27		188.97	\$538.33		\$720.60
POLICE	10-4310-2500		1391.42	\$3,741.66		0	\$0.00		\$3,741.66
OCEAN RESCUE	10-4390-2500		2.74	\$6.34		0	\$0.00		\$6.34
PARKS PROGRAMS	10-6120-2500		0	\$0.00		0	\$0.00		\$0.00
PARKS MAINTENANCE	10-6130-2500		150.81	\$409.38		0	\$0.00		\$409.38
WATER	30-7130-2500		216.95	\$583.66		72.73	\$204.06		\$787.72
SEWER	30-7140-2500		0	\$0.00		11.81	\$33.12		\$33.12
ENVT.SERVICES/STORMWATER	10-4710-2500		232.82	\$630.78		365.04	\$1,024.15		\$1,654.93
FLEET MAINTENANCE	10-4250-2500		20.15	\$55.35		0	\$0.00		\$55.35
STREETS	10-4510-2500		386.21	\$1,048.24		0	\$0.00		\$1,048.24
PLANNING & INSPECTIONS	10-4900-2500		294.2	\$824.72		0	\$0.00		\$824.72
PARKING MANAGEMENT	10-4540-3050		0	\$0.00		0	\$0.00		\$0.00
BUILDING MAINTENANCE	10-4260-2500		11.55	\$31.73		0	\$0.00		\$31.73
		TL QTY=	2774.49		TL QTY=	638.55		Total: \$	\$9,313.79
		TOTAL GAS COST		\$7,514.13	TOTAL DIESEL COST		\$1,799.66		

FUEL SUMMARY REPORT

TOWN OF WRIGHTSVILLE BEACH

02/01/2024 - 02/29/2024



Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		55.28	\$157.71		101.41	\$309.26		\$466.97
POLICE	10-4310-2500		1580.64	\$4,490.90		0	\$0.00		\$4,490.90
OCEAN RESCUE	10-4390-2500		16.85	\$46.28		0	\$0.00		\$46.28
PARKS PROGRAMS	10-6120-2500		0	\$0.00		0	\$0.00		\$0.00
PARKS MAINTENANCE	10-6130-2500		178.33	\$504.96		0	\$0.00		\$504.96
WATER	30-7130-2500		154.42	\$443.41		6.53	\$20.81		\$464.22
SEWER	30-7140-2500		0	\$0.00		64.13	\$204.47		\$204.47
ENV.T.SERVICES/STORMWATER	10-4710-2500		353.73	\$1,014.97		67.43	\$189.19		\$1,204.16
FLEET MAINTENANCE	10-4250-2500		25.69	\$75.46		0	\$0.00		\$75.46
STREETS	10-4510-2500		267	\$745.69		0	\$0.00		\$745.69
PLANNING & INSPECTIONS	10-4900-2500		264.7	\$751.72		0	\$0.00		\$751.72
PARKING MANAGEMENT	10-4540-3050		0	\$0.00		0	\$0.00		\$0.00
BUILDING MAINTENANCE	10-4260-2500		36	\$98.87		0	\$0.00		\$98.87
		TL QTY=	2932.64		TL QTY=	239.5		Total: \$	\$9,053.70
		TOTAL GAS COST		\$8,329.97	TOTAL DIESEL COST		\$723.73		

FUEL SUMMARY REPORT

TOWN OF WRIGHTSVILLE BEACH



Transaction Period:

03/01/2024 - 03/31/2024

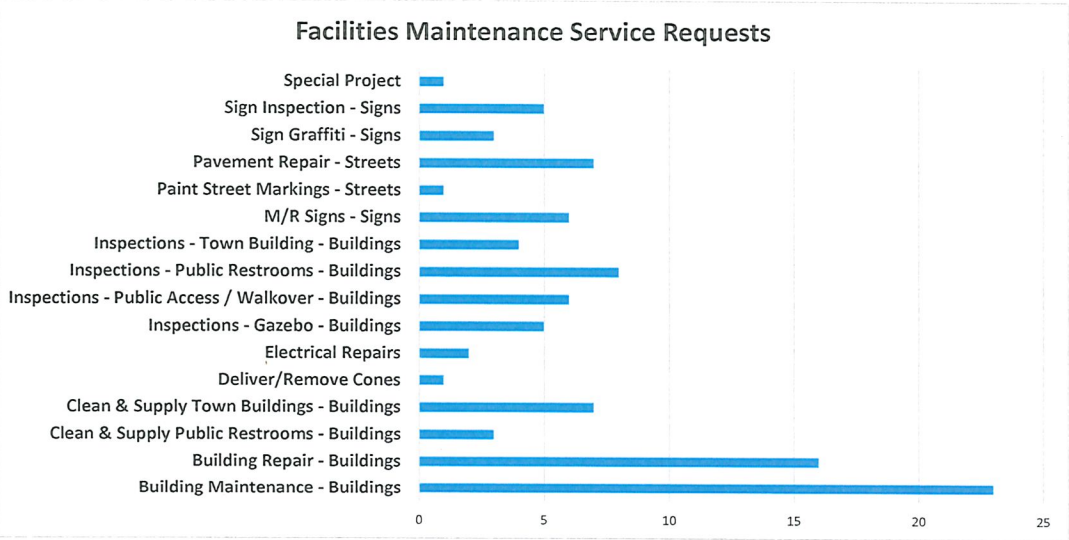
Department:	Account		Quantity	Cost		Quantity	Cost		Total Cost
			Gas			Diesel			
FIRE	10-4340-2500		65.06	\$194.56		77.49	\$241.53		\$436.09
POLICE	10-4310-2500		1573.94	\$4,678.01		0	\$0.00		\$4,678.01
OCEAN RESCUE	10-4390-2500		60.31	\$181.73		0	\$0.00		\$181.73
PARKS PROGRAMS	10-6120-2500		0	\$0.00		0	\$0.00		\$0.00
PARKS MAINTENANCE	10-6130-2500		128.65	\$388.38		0	\$0.00		\$388.38
WATER	30-7130-2500		128.05	\$378.01		0	\$0.00		\$378.01
SEWER	30-7140-2500		0	\$0.00		0	\$0.00		\$0.00
ENVT.SERVICES/STORMWATER	10-4710-2500		386.85	\$1,148.54		352.28	\$1,095.55		\$2,244.09
FLEET MAINTENANCE	10-4250-2500		14.94	\$45.50		0	\$0.00		\$45.50
STREETS	10-4510-2500		416.5	\$1,243.77		0	\$0.00		\$1,243.77
PLANNING & INSPECTIONS	10-4900-2500		239.94	\$717.16		0	\$0.00		\$717.16
PARKING MANAGEMENT	10-4540-3050		44.02	\$130.65		0	\$0.00		\$130.65
BUILDING MAINTENANCE	10-4260-2500		12.59	\$38.35		0	\$0.00		\$38.35
		TL QTY=	3070.85		TL QTY=	429.77		Total: \$	\$10,481.74
		TOTAL GAS COST		\$9,144.66	TOTAL DIESEL COST		\$1,337.08		

Facilities Maintenance

Service Request Distribution By Request Type

Request Type	Count	Percentage
Building Maintenance - Buildings	23	23.47%
Building Repair - Buildings	16	16.33%
Clean & Supply Public Restrooms - Buildings	3	3.06%
Clean & Supply Town Buildings - Buildings	7	7.14%
Deliver/Remove Cones	1	1.02%
Electrical Repairs	2	2.04%
Inspections - Gazebo - Buildings	5	5.10%
Inspections - Public Access / Walkover - Buildings	6	6.12%
Inspections - Public Restrooms - Buildings	8	8.16%
Inspections - Town Building - Buildings	4	4.08%
M/R Signs - Signs	6	6.12%
Paint Street Markings - Streets	1	1.02%
Pavement Repair - Streets	7	7.14%
Sign Graffiti - Signs	3	3.06%
Sign Inspection - Signs	5	5.10%
Special Project	1	1.02%
Total Service Requests	98	100.00%

Reporting Dates - 3rd Quarter 2024

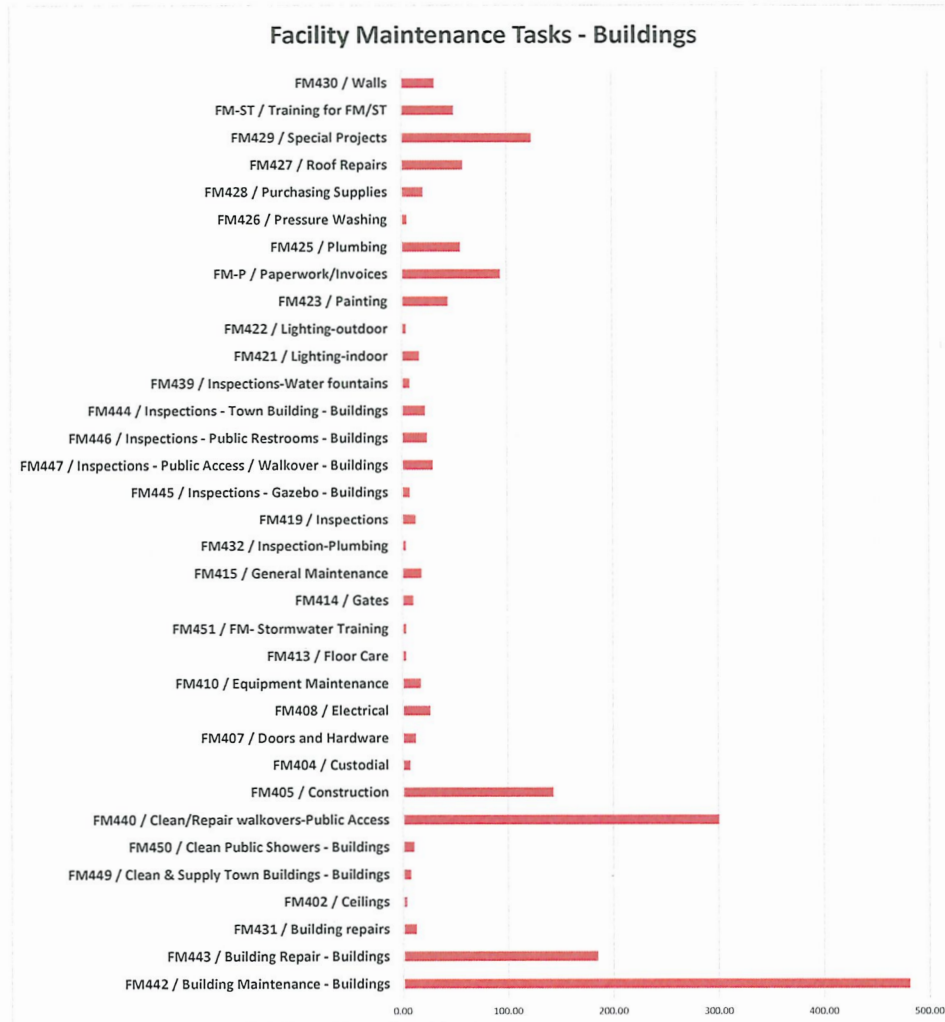


Facility Maintenance

Facility Maintenance Summary by Task

Reporting Dates - 3rd Quarter 2024

Task / Buildings	Labor Hours
FM442 / Building Maintenance - Buildings	481.50
FM443 / Building Repair - Buildings	185.00
FM431 / Building repairs	13.00
FM402 / Ceilings	4.00
FM449 / Clean & Supply Town Buildings - Buildings	8.00
FM450 / Clean Public Showers - Buildings	11.00
FM440 / Clean/Repair walkovers-Public Access	300.50
FM405 / Construction	143.50
FM404 / Custodial	7.50
FM407 / Doors and Hardware	13.00
FM408 / Electrical	27.00
FM410 / Equipment Maintenance	18.00
FM413 / Floor Care	4.00
FM451 / FM- Stormwater Training	4.00
FM414 / Gates	11.00
FM415 / General Maintenance	19.00
FM432 / Inspection-Plumbing	4.00
FM419 / Inspections	13.50
FM445 / Inspections - Gazebo - Buildings	8.00
FM447 / Inspections - Public Access / Walkover - Buildings	30.00
FM446 / Inspections - Public Restrooms - Buildings	24.50
FM444 / Inspections - Town Building - Buildings	22.50
FM439 / Inspections-Water fountains	8.00
FM421 / Lighting-indoor	17.00
FM422 / Lighting-outdoor	4.50
FM423 / Painting	44.50
FM-P / Paperwork/Invoices	94.25
FM425 / Plumbing	56.50
FM426 / Pressure Washing	6.00
FM428 / Purchasing Supplies	21.00
FM427 / Roof Repairs	59.00
FM429 / Special Projects	124.25
FM-ST / Training for FM/ST	50.50
FM430 / Walls	32.00
	1,870.00

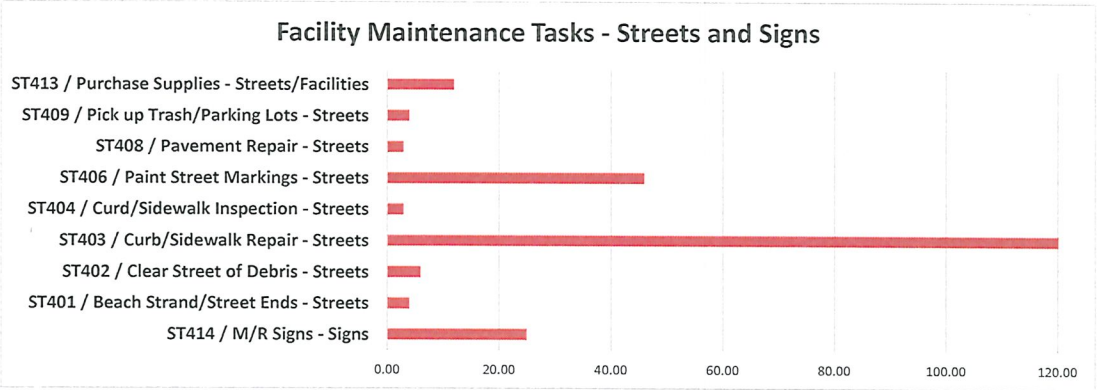


Facility Maintenance

Facility Maintenance Summary by Task

Task / Streets and Signs	Labor Hours
ST414 / M/R Signs - Signs	25.00
ST401 / Beach Strand/Street Ends - Streets	4.00
ST402 / Clear Street of Debris - Streets	6.00
ST403 / Curb/Sidewalk Repair - Streets	177.50
ST404 / Curd/Sidewalk Inspection - Streets	3.00
ST406 / Paint Street Markings - Streets	46.00
ST408 / Pavement Repair - Streets	3.00
ST409 / Pick up Trash/Parking Lots - Streets	4.00
ST413 / Purchase Supplies - Streets/Facilities	12.00
Total Labor Hours	280.50

Reporting Dates - 3rd Quarter 2024



Town of Wrightsville Beach

Office of the Town Manager
321 Causeway Dr
Wrightsville Beach, NC 28480

MEMORANDUM

TO: Mayor Mills and Board Members
FROM: Tony Wilson, Interim Town Manager *TW*
SUBJECT: Parking Meter Head Sale
DATE: April 25, 2024

General Administration is requesting approval to sell approximately 200 parking meter heads on Gov Deals.



Recommendation:

Discussion and consideration of the sale of parking meter heads.

Action:

Consider the approval of the sale of 200 parking meter heads.

RESOLUTION NO. (2024) 2331

Board of Aldermen
Town of Wrightsville Beach, North Carolina
Date: May 9, 2024



A RESOLUTION OF THE BOARD OF ALDERMEN OF
THE TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA
DECLARING CERTAIN PERSONAL PROPERTY SURPLUS AND AUTHORIZING
THE SALE OF PERSONAL PROPERTY BY ELECTRONIC AUCTION

WHEREAS, the Wrightsville Beach Board of Aldermen by adoption of this Resolution has determined that property owned by the Town is surplus to the Town's needs; and

WHEREAS, North Carolina General Statute 160A-270 allows the Town to authorize an appropriate Town official to dispose of personal property belonging to the Town by electronic auction; and

WHEREAS, the Town has engaged GovDeals to conduct the auction sale electronically; and

WHEREAS, pursuant to NCGS 160A-270, the Town is offering for sale the following items:

200 MK3 Parking Meter Heads

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the Town of Wrightsville Beach that the above listed item of personal property is hereby declared surplus; and

BE IT FURTHER RESOLVED that the Town Manager shall be and is hereby authorized to dispose of this surplus property in accordance with statutory requirements; and

BE IT FURTHER RESOLVED that all items shall be sold on an "as is" and "where is" basis and the Town makes no guarantee or assumes no responsibility for this item.

This Resolution adopted this 9th day of May, 2024.

F. Darryl Mills, Mayor

ATTEST:

Lance G. Heater, Town Clerk

(SEAL)

F. Darryl Mills
Mayor

Ken Dull
Alderman

Zeke Partin
Alderman



Hank Miller
Mayor Pro Tem

Jeff DeGroote
Alderman

Town of Wrightsville Beach

Post Office Box 626
321 Causeway Drive
Wrightsville Beach, North Carolina 28480

MEMORANDUM

To: Mayor Mills and Board Members
From: Tony Wilson, Acting Town Manager *TW*
Re: Consideration of an Exception for a Pier Proposal for 502 and 504 North Channel Drive
Date: April 26, 2024

Background:

The Planning and Inspections Department received a request for a Pier and Dock exception from B & D Investments, LLC (Owner of 502 N. Channel Dr.) and Linda B. Crew (Owner of 504 N. Channel Dr.) for the attached proposed pier and dock plan. The Attorneys representing the property owners at 502 N Channel Drive is Ryal W. Tayloe with Ward and Smith and Matthew A. Nichols representing the owners of 504 N. Channel. The proposed redesign of the adjacent residential docks and pier will consist of a new shared boat docking facility for 502 and 504 N. Channel Dr. The existing and redesigned shared docks at 502 and 504 N. Channel will not be in the applicant's property lines projected. It will be closer than 15 feet of the property lines extended, the dock will be closer than 15 feet to the existing pier located at 504 N Channel Drive. Each property owner will have 1 boat lift and 1 wet slip. However, the property owners of 502 and 504 North Channel Avenue will provide a notarized written approval for the proposed pier if the Town will provide an exception for the location of the pier.

Revised Site Plan:

The site plan for 502 and 504 North Channel Drive has been revised since the January 11, 2024 Planning Board meeting. During that meeting, board members requested that the covered gazebo on 502 North Channel be moved to the north side and the wet slip be eliminated. The pier/dock, wet slip and boat lift are in the same location at 504 North Channel. The property owner have approval for the proposed location of the pier and dock from the property owners of 506 North Channel Drive.

Applicable Sections of Town Code:

§150.12 General Pier and Dock Construction Requirements:

(A) All construction, repairs or modification of any pier or dock shall be governed by the following regulations. No pier, dock or other structure shall be constructed which:

- 1) Is not within the applicant's property lines projected. An exception may be made in unusual cases where notarized written approval by adjacent property owners allows the construction or where joint ownership of a facility to be constructed exists.
- 2) Is closer to the owner's property lines extended than 15 feet, except as provided above. All pilings or dolphins, single or multiple, used in any way for mooring, shall conform to this setback requirement.
- 3) Is within 15 feet of any other pier other than one which is a part of the same mooring field.

Planning Staff Summary:

The proposed pier is not compliant with §150.12 General Pier and Dock Construction Requirements. The pier is not within the applicant's lines projected, it will be closer than 15 feet of the property lines extended, will be closer than 15 feet to the existing pier at 504 N Channel. The property owners at 502 and 504 N. Channel will provide a notarized written approval for the proposed pier if the town provides the exceptions required for the piers.

150.21 EXCEPTIONS AUTHORIZED.

The Board of Aldermen, at its discretion and as a result of careful study of unusual and difficult situations which occur, may waive certain limitations as to dimensions and location if it appears to be clearly in the best public interest and safety. Provided that the Board of Alderman shall not be authorized by this exception to permit a pier to be constructed beyond the pier line as shown on the official pier line map. The construction of a pier or dock by the town at the terminus of streets or public areas shall not be limited by the requirements of this chapter.

502 N. Channel Pier and Dock History:

Listed below is an overview of the series of attempts by the owners of 502 N Channel to construct a pier at this location:

- (1.) August 6, 2004, Town granted an encroachment agreement for the pier and dock.
- (2) April 27, 2006, the encroachment agreement is withdrawn. Local residents objected to the permit
- (3) September 21, 2006, Coastal Resources Commission grants a variance for 502 N Channel
- (4) May 25, 2010, Consideration of an exception to 150.12 for 502 N Channel Drive. Board of Aldermen denied this request.
- (5) May 21, 2012, Town issues a building permit for a pier that does not require any exceptions from the property owner.

Public Notice:

The legal advertisement announcing the May 9, 2024 Board meeting concerning a Pier and dock exception for 502 and 504 North Channel ran on April 26, 2024. The site was posted on April 26 2024 and letters were sent out to adjacent property owners.

Planning Board meeting:

This agenda item was discussed at the January 9, 2024, Planning Board meeting. At that meeting the Planning Board requested the applicants make changes to the pier and dock plans and bring them to the board for review at the March 5, 2024 meeting. This agenda item was discussed again at the March 5, 2024 Planning Board meeting. During the discussion changes were made to the original pier and dock plan submitted by the applicants. The Planning Board still had concerns about the two docks connected and recommended that the applicants bring back another design for one dock that could be shared by the two property owners. During the discussion the applicants decided to move this agenda item to the Board of Aldermen without a Planning Board recommendation.

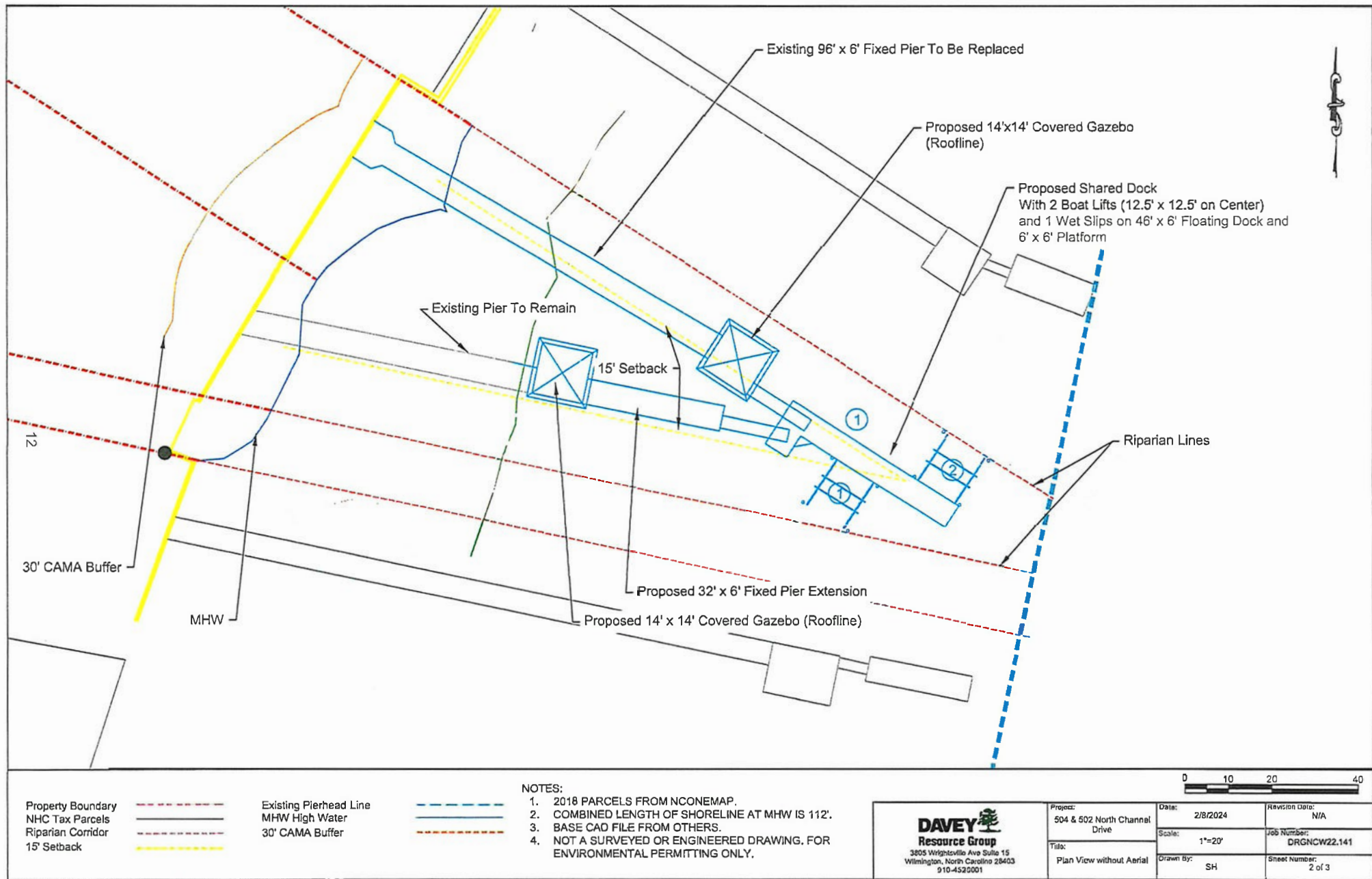
Staff Recommendation:

Review and consider the proposed pier and dock exceptions for 502 and 504 North Channel Drive.

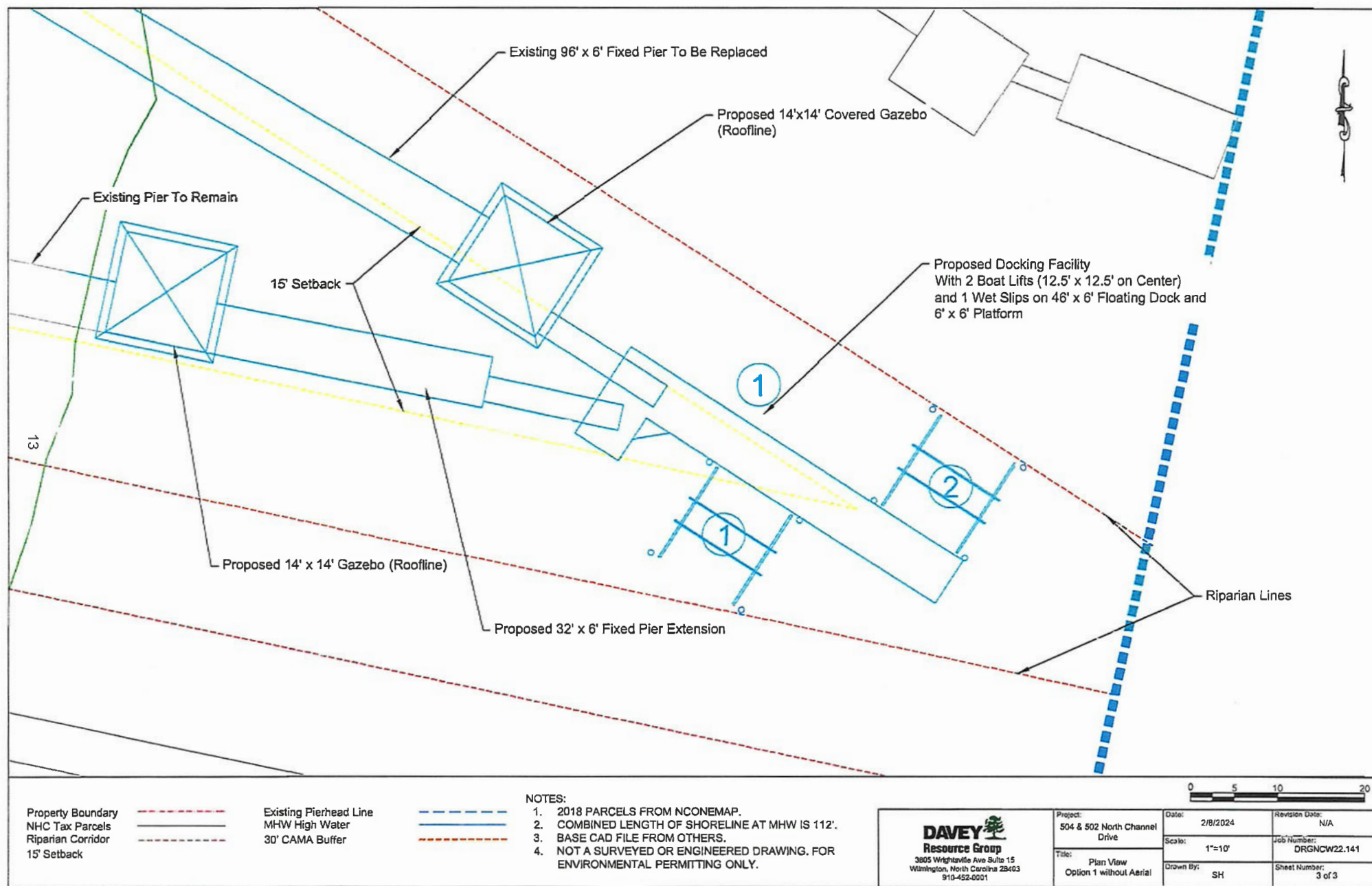
Attachments:

1. 502 and 504 North Channel Proposed Pier Plan
2. August 6, 2004 , Approved Encroachment Agreement
3. April 27, 2006, Pier and Dock Exception Denied
4. March 25, 2010, Pier and Dock Exception Denied
5. May 12, 2011, BOA review the request
6. May 21, 2012, building permit issued for pier and dock.
7. 5th Avenue Quitclaim Deed

502 and 504 North Channel Proposed Pier Plan



C:\CAMA\2022 CAMA FILES\DRGNCW22.141 -- 504 N. Channel Dr, Linda S Grews\504 N Channel Dr.dwg



N.C. DIVISION OF COASTAL MANAGEMENT
ADJACENT RIPARIAN PROPERTY OWNER NOTIFICATION/WAIVER FORM
CERTIFIED MAIL · RETURN RECEIPT REQUESTED or HAND DELIVERY

(Top portion to be completed by owner or their agent)

Name of Property Owner: Calvin F Wells
Address of Property: 506 N. Channel Dr
Mailing Address of Owner: 1925 Ashbrook Dr
Owner's email: CalvinFwells@gmail.com Owner's Phone#: 910-612-1064
Agent's Name: _____ Agent Phone#: _____
Agent's Email: _____

ADJACENT RIPARIAN PROPERTY OWNER'S CERTIFICATION
(Bottom portion to be completed by the Adjacent Property Owner)

I hereby certify that I own property adjacent to the above referenced property. The individual applying for this permit has described to me, as shown on the attached drawing, the development they are proposing. A description or drawing, with dimensions, must be provided with this letter.

X I DO NOT have objections to this proposal. _____ I DO have objections to this proposal.

If you have objections to what is being proposed, you must notify the N.C. Division of Coastal Management (DCM) in writing within 10 days of receipt of this notice. Correspondence should be mailed to 943 Washington Square Mall, Washington, NC 27889. DCM representatives can also be contacted at (252) 946-6481. No response is considered the same as no objection if you have been notified by Certified Mail.

WAIVER SECTION

I understand that any proposed pier, dock, mooring pilings, boat ramp, breakwater, boathouse, lift, or groin must be set back a minimum distance of 15' from my area of riparian access unless waived by me (this does not apply to bulkheads or riprap revetments). (If you wish to waive the setback, you **must sign** the appropriate blank below.)

I DO wish to waive some/all of the 15' setback

[Signature]
Signature of Adjacent Riparian Property Owner

-OR-

I do not wish to waive the 15' setback requirement (initial the blank) _____

Signature of Adjacent Riparian Property Owner: _____

Typed/Printed name of ARPO: Calvin F Wells

Mailing Address of ARPO: 1925 Ashbrook Dr. Wilmington NC 28403

ARPO's email: CalvinFwells@gmail.com ARPO's Phone#: 910-612-1064

Date: 1/25/24 *waiver is valid for up to one year from ARPO's Signature*

**LAW OFFICE OF
MATTHEW A. NICHOLS**

3205 Randall Parkway, Suite 104
Wilmington, NC 28403

Ph: (910) 508-7476
Email: matt@mattnicholslaw.com

VIA HAND DELIVERY

November 30, 2023

Tony Wilson
Planning Director
Town of Wrightsville Beach
321 Causeway Drive
Municipal Complex, Town Hall
Wrightsville Beach, NC 28480

Re: APPLICATION FOR AN EXCEPTION REQUEST – PIER AND DOCK
502 and 504 N. Channel Drive, Wrightsville Beach, NC
(PARID R05720-002-006-000 and R05720-002-005-000)

Dear Tony:

With regard to the above-referenced properties, please find enclosed for filing with the Town an Application for an Exception Request – Pier and Dock pursuant to Town Ordinance §150.21, including the following:

1. Application for an Exception Request – Pier and Dock with attached Exhibit A and Exhibit B (plan sheets);
2. List of property owners within 150 feet of the subject parcels;
3. Two sets of postage paid envelopes addressed to property owners within 150 feet of the subject parcels; and,
4. A check in the amount of \$500.00 for the Exception Request application filing fee.

Please let me know if there are any additional forms or documents that are required to be submitted to the Town with this application and we will promptly provide the additional documents or information.

Tony Wilson
Planning Director
Town of Wrightsville Beach
November 30, 2023
Page 2

We kindly request that this matter be placed on the Town of Wrightsville Beach Planning Board's next available Meeting Agenda for review and consideration.

Thank you for your time and attention to this matter.

Respectfully submitted,



Matthew A. Nichols

Enclosures

MN/nc

CC: Timothy W. Owens, Town Manager
(via email: towens@towb.org)

Robert O'Quinn, Town Planner
(via email: roquinn@towb.org)

Ryal W. Tayloe, Attorney for B&D Investments, LLC
(via email: RWT@wardandsmith.com)

**EXCEPTION REQUEST -- PIER AND DOCK
(TOWN ORDINANCE § 150.21)**

APPLICANT INFORMATION

Property Owners: Linda B. Grew (and successors), as Family Trustee of the Robert S. Grew 2020 Legacy Trust
w/a/d September 2, 2020 (owner of 504 N. Channel Dr.); and B&D Investments, LLC (owner of
502 N. Channel Dr.)

Owner Mailing Address	Linda B. Grew 504 N. Channel Dr. Wrightsville Beach, NC 28480 Phone: (910) 508-7476 (agent)	B&D Investments, LLC 502 N. Channel Dr. Wrightsville Beach, NC 28480 Phone: (910) 794-4828 (agent)
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Representative/Agent for Owner
(ATTACH AUTHORITY FOR APPOINTMENT OF AGENT)

Agent Address and Phone Number:	Attorney for Linda B. Grew: Matthew A. Nichols Law Office of Matthew A. Nichols 3205 Randall Parkway, Suite 104 Wilmington, NC 28403 Phone: (910) 508-7476 Email: matt@mattnicholslaw.com	Attorney for B&D Investments, LLC: Ryal W. Tayloe Ward and Smith, P.A. P.O. Box 7068 Wilmington, NC 28406-7068 Phone: (910) 794-4828 Email: rwt@wardandsmith.com
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PROJECT LOCATION AND DESCRIPTION

Address: 502 and 504 N. Channel Dr.
Parcel ID: R05720-002-006-000 and R05720-002-005-000

Describe project:

Proposed redesign of adjacent docks and pier for new shared boat docking
facility for 502 and 504 N. Channel Dr. For residential use only.

REQUESTED EXCEPTION

Applicants request an exception from the following ordinance sections:

UDO §§ 150.05(B), 150.12(A)(2), and any other applicable provisions of Town Code Chapter 150.

Describe the nature of the requested exception and the justification for same:
Please see attached Exhibit A.

Proposed Construction Date To be determined.

Estimated Completion Date To be determined.

OTHER ATTACHMENTS REQUIRED WITH APPLICATION

1. A Site Plan with sufficient detail to fully illustrate the requested exception.
2. A list of property owners within 150 feet of the boundaries of the subject parcel(s) and two (2) envelopes for one of these property owners and the proper amount of first-class U.S. postage.
3. The processing fee for an Exception Request – Plot and Dook application is \$500. A check payable to the 'Town of Wrightsville Beach must accompany this application.
4. An Authority for Appointment of Agent form when applicable.

SIGNATURE

This signature accompanies the application, fee and site plan, which comprise the Exception Request-- Prior and Dock Application to the Town of Wrightsville Beach.

) understand that the fee for this application is non-refundable.) LBS (initial)

***I furthermore certify that I am authorized to grant and do in fact grant permission to Planning Staff and his/her agents to enter on the aforementioned lands in connection with evaluating information related to this permit application. ** LAG (Initial)

Linda B. Grow, Family Trustee
Owner's Signature
Linda B. Grow, Family Trustee

11/29/23
Date


Representative Agent
Matthew A. Nichols, Attorney for Linda B. Crow, Family Trustee

11/30/23
Date

Date of Submission to Town

Amendments to the original application have been initialed and dated where they appear. This application supersedes the original application as signed and dated above.

Owner's Signature

Date _____

Representative/Agent

Date _____

Date of Re-Submission to Town

OTHER ATTACHMENTS REQUIRED WITH APPLICATION

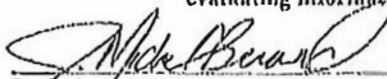
1. A Site Plan with sufficient detail to fully illustrate the requested exception.
2. A list of property owners within 150 feet of the boundaries of the subject parcel(s) and two (2) envelopes for each of these property owners and the proper amount of first-class U.S. postage.
3. The processing fee for an Exception Request - Pier and Dock application is \$500. A check payable to the Town of Wrightsville Beach must accompany this application.
4. An Authority for Appointment of Agent form when applicable.

SIGNATURE

This signature accompanies the application, fee and site plan, which comprise the Exception Request - Pier and Dock Application to the Town of Wrightsville Beach.

I understand that the fee for this application is non-refundable. _____ (Initial)

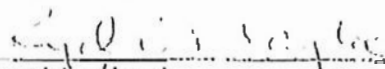
I furthermore certify that I am authorized to grant and do in fact grant permission to Planning Staff and his/her agents to enter on the aforementioned lands in connection with evaluating information related to this permit application. _____ (Initial)



Owner's Signature

B&D Investments, LLC

11-29-2023
Date



Representative/Agent

Ryal W. Taylor, Attorney for B&D Investments, LLC

11-29-2023
Date

Date of Submission to Town

Amendments to the original application have been initialed and dated where they appear. This application supersedes the original application as signed and dated above.

Owner's Signature

Date

Representative/Agent

Date

Date of Re-Submission to Town

Town of Wrightsville Beach

AUTHORITY FOR APPOINTMENT OF AGENT

The undersigned owner does hereby appoint Ryal W. Tayloe as his, her, or its exclusive agent for the purpose of petitioning the Town of Wrightsville Beach for approval of Exception Request -- Pier and Dock, as applicable to the property having the address of 502 N. Channel Dr. and described in the attached petition.

The owner does hereby covenant and agree with the Town of Wrightsville Beach that said agent has the authority to do the following acts for and on behalf of the owner:

- (1) To submit a proper petition and the required supplemental materials; and
- (2) To appear at public meetings to give representation and commitments on behalf of the owner; and
- (3) To accept conditions or recommendations made for the issuance of the Exception Request -- Pier and Dock on the owner's property; and
- (4) To act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition.

This agency agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment.

Date: 11-29-2023

Agent's Name, Address & Telephone:

Ryal W. Tayloe

Ward and Smith, P.A.

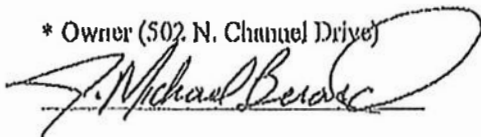
P.O. Box 7068

Wilmington, NC 28406-7068

Phone: (910) 794-4828

Email: rwt@wardandsmith.com

* Owner (502 N. Channel Drive)



B&D Investments LLC

* If the owner is an individual, the owner (or all owners if there is more than one) must sign the authorization. If a corporation, print the name of the corporation and have signed by an authorized officer. If a partnership, print the name of the partnership and have signed by an authorized partner.

Town of Wrightsville Beach

AUTHORITY FOR APPOINTMENT OF AGENT

The undersigned owner does hereby appoint Matthew A. Nichols as his, her, or its exclusive agent for the purpose of petitioning the Town of Wrightsville Beach for approval of Exception Request -- Pier and Dock, as applicable to the property having the address of 504 N. Channel Dr. and described in the attached petition.

The owner does hereby covenant and agree with the Town of Wrightsville Beach that said agent has the authority to do the following acts for and on behalf of the owner:

- (1) To submit a proper petition and the required supplemental materials; and
- (2) To appear at public meetings to give representation and commitments on behalf of the owner; and
- (3) To accept conditions or recommendations made for the issuance of the Exception Request -- Pier and Dock on the owner's property; and
- (4) To act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition.

This agency agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment.

Date: 11/29/23

Agent's Name, Address & Telephone:

Matthew A. Nichols

Law Office of Matthew A. Nichols

3205 Randall Parkway, Suite 104

Wilmington, NC 28403

Phone: (910) 508-7476

Email: matt@matthenicholslaw.com

* Owner (504 N. Channel Drive)

Linda B. Grew, Family Trustee

Linda B. Grew, Family Trustee

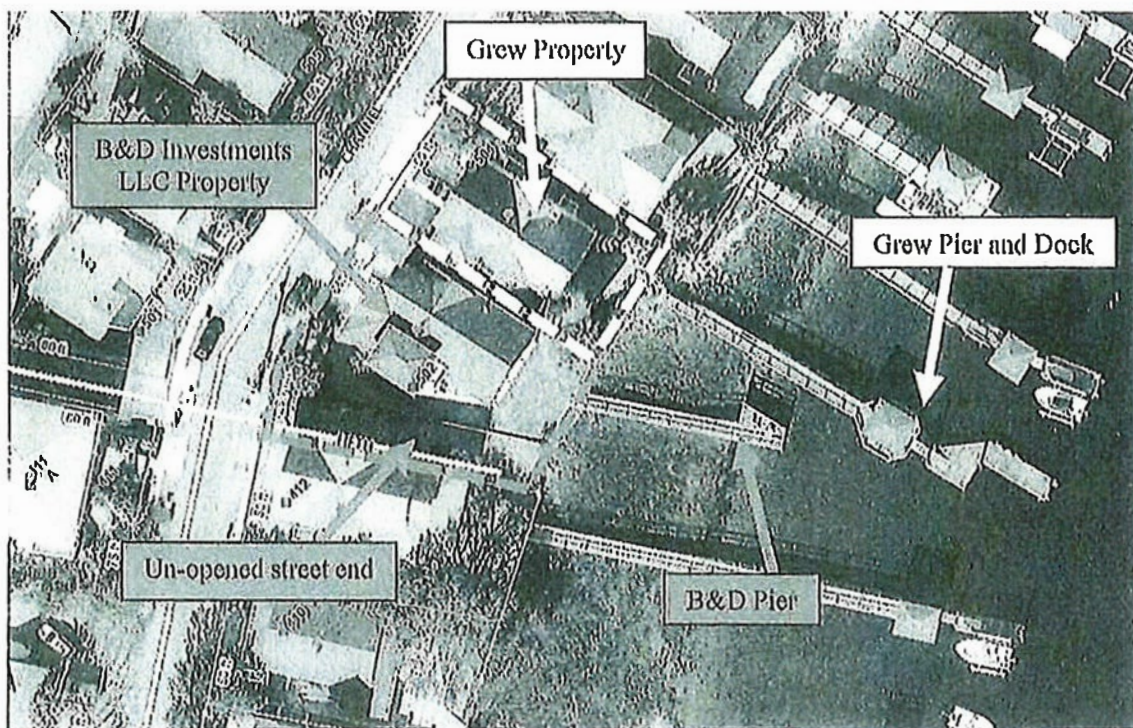
* If the owner is an individual, the owner (or all owners if there is more than one) must sign the authorization. If a corporation, print the name of the corporation and have signed by an authorized officer. If a partnership, print the name of the partnership and have signed by an authorized partner.

Exhibit A

Describe the nature of the requested exception and the justification for same:

As shown in the screenshot from New Hanover County GIS below, the Applicants own adjacent properties on N. Channel Drive. Due to the unique shape of the coastline, lot configuration, water depths, and an un-opened street end in this particular vicinity, the property located at 502 N. Channel Dr. (B&D Investments, LLC Property) does not have an adequate area within which to construct a functional boat docking facility. Accordingly, B&D currently uses a boat slip on the existing Grew pier and dock pursuant to a Joint Dock Use Agreement recorded on September 23, 2013, in Book 5771 at Page 1276, New Hanover County Registry.

Existing Conditions:

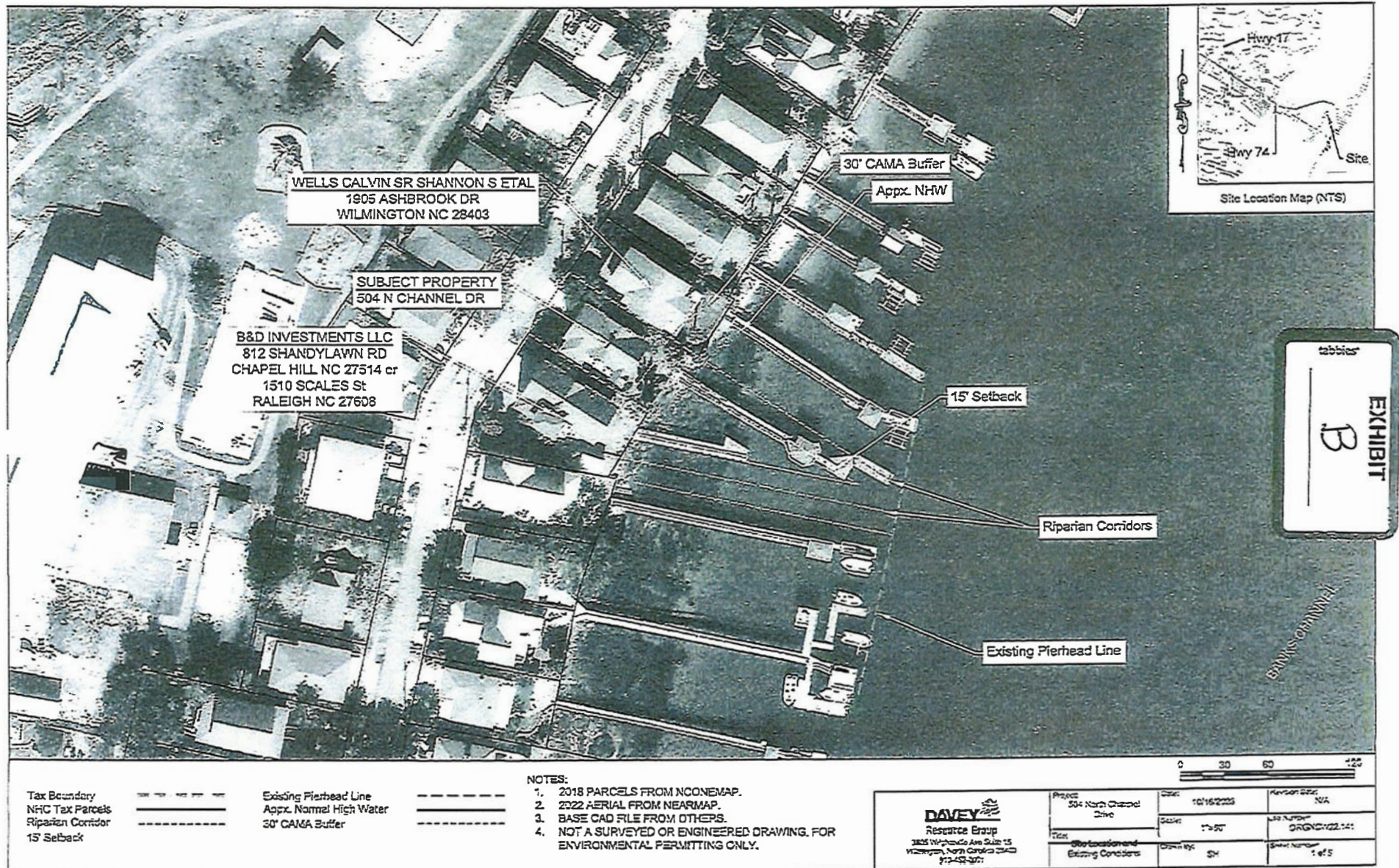


The Grew pier and dock is in need of renovation, and the parties would like to improve and create a more efficiently designed shared dock facility, consistent with current NCDIEQ-DCM (CAMA) rules and regulations. The Applicants have worked together with Davey Resource Group to create a new pier and shared dock design, which is shown on Exhibit B (plan sheets) attached hereto.

In order to construct this proposed redesigned shared dock facility, the Applicants would need an exception to UDO sections §§150.05(B) and 150.12(A)(2) due to the location of the Town's riparian area adjacent to the un-opened street end in this vicinity, adjacent to 502 N. Channel Dr. This un-opened street end appears to have never been opened or used as a public

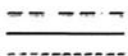
street. The pier and dock plans illustrate where the proposed pier improvements encroach slightly into the Town's 15' riparian setback of the un-opened street end. Depending upon the size of the vessel, docking a boat within proposed B&D boat slip no. 2 could overlap into the riparian area of the closed street end; however, it is anticipated that this encroachment would be minor and the boat slip would likely not be used on a regular and permanent basis, and rather would generally function as a temporary docking area for guests or day-dockage as an alternative to use of the boat lift in proposed B&D slip no. 1.

Accordingly, based upon the foregoing and the proposed shared dock design, the Applicants are respectfully requesting an exception to UDO §§ 150.05(B), 150.12(A)(2) and any other applicable provisions of Chapter 150 of the Town Ordinances in order to accommodate the proposed pier and joint dock design. No negative impacts are anticipated from this proposed exception. Further, the proposed pier and joint docking facility does not pose any potential public safety, navigability or water access concerns, and the proposed facility is subject to and must meet all NCDEQ-DCM (CAMA) review and permitting procedures and requirements.

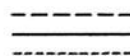




Tax Boundary
NHC Tax Parcels
Riparian Corridor
15' Setback



Existing Pierhead Line
Appx. Normal High Water
30' CAMA Buffer



NOTES:

1. 2018 PARCELS FROM NOONEMAP.
2. BASE CAD FILE FROM OTHERS.
3. NOT A SURVEYED OR ENGINEERED DRAWING. FOR ENVIRONMENTAL PERMITTING ONLY.

DAVEY
Resource Group
3825 Wakefield Ave Suite 15
Wilmington, North Carolina 28403
919-432-4001

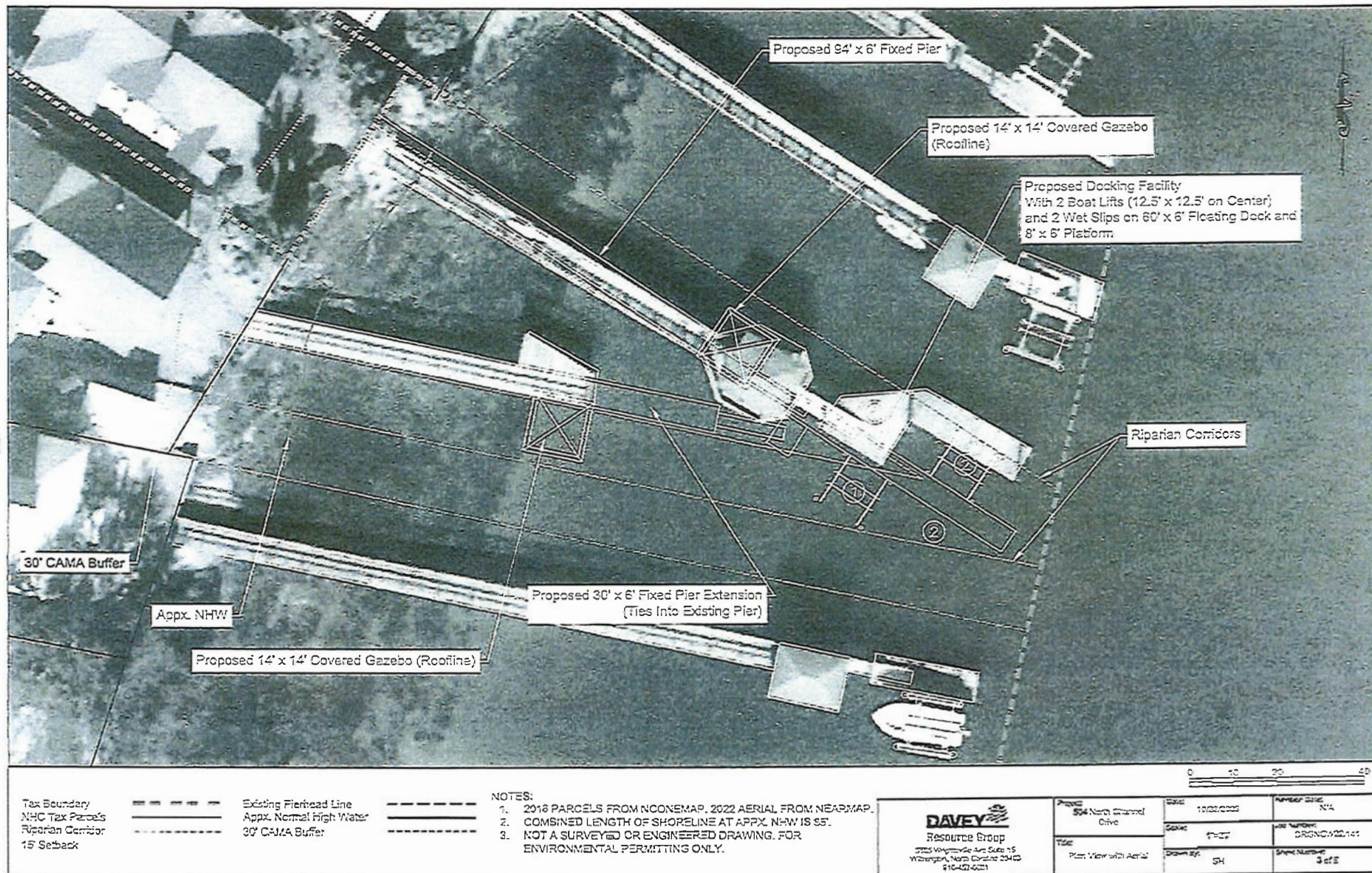
Project: 504 North Channel Drive
Title: Existing View Data

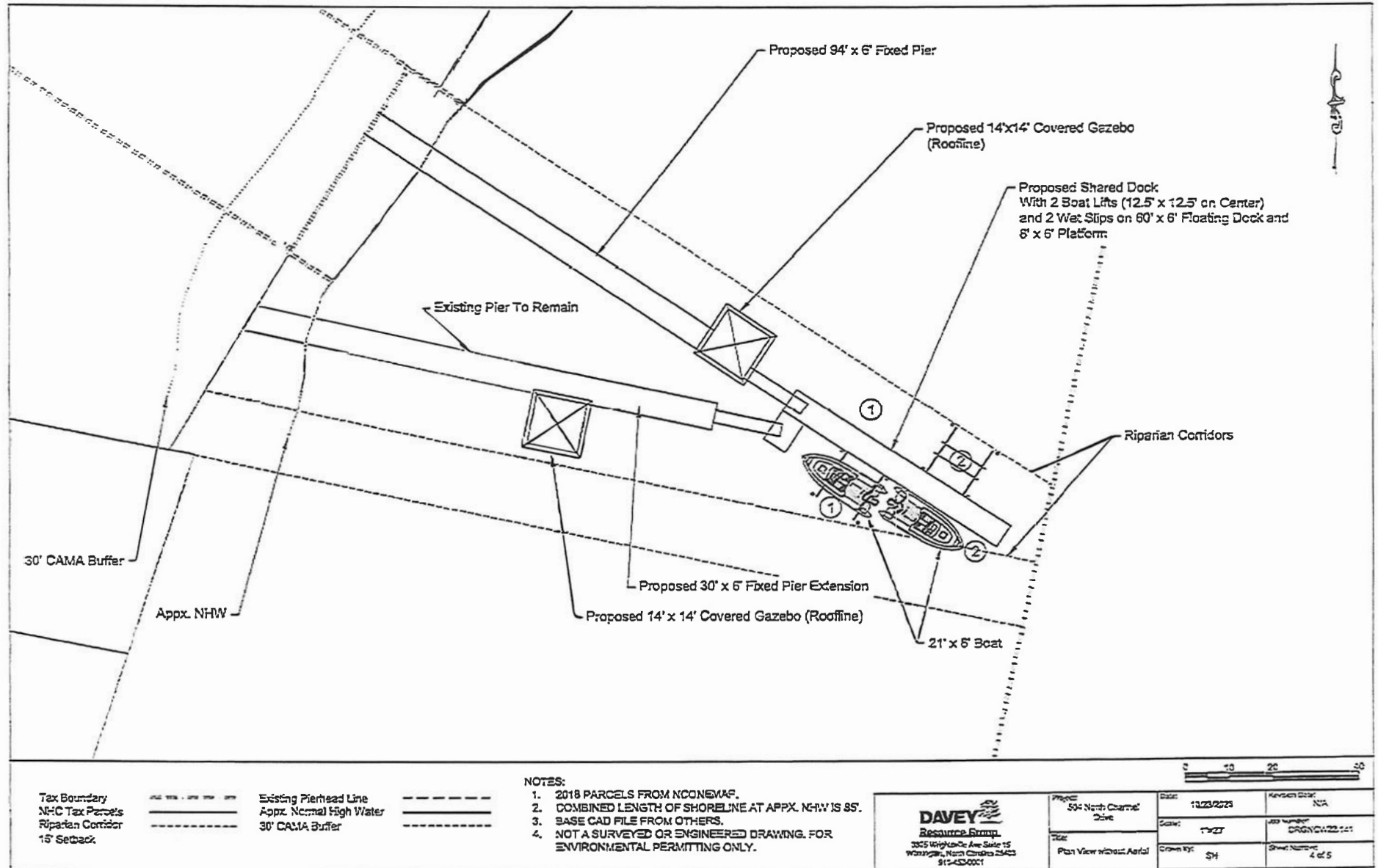
Date: 1/02/2023
Scale: 1"=40'
Drawn By: SN

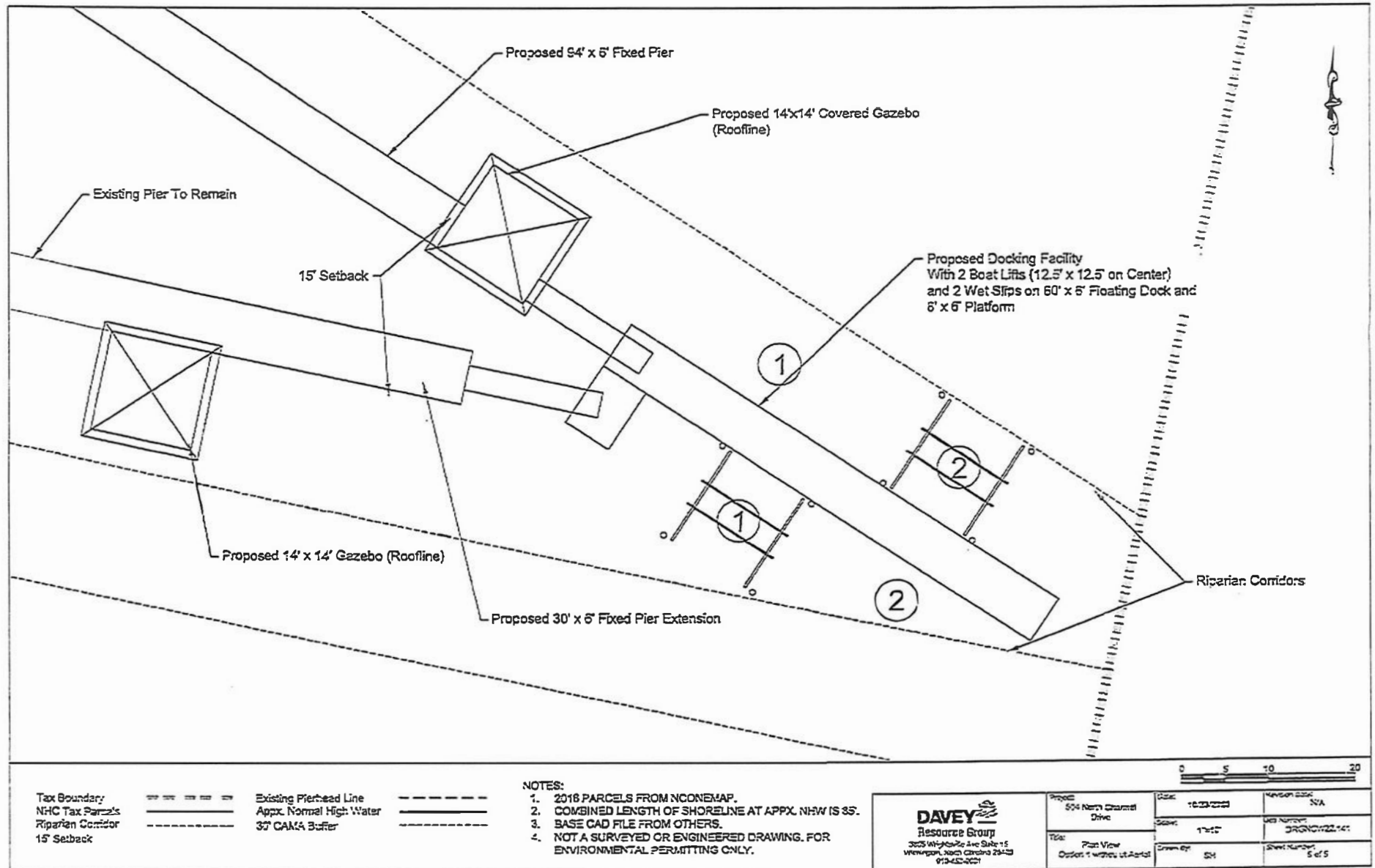
Revision Code: N/A
NHC Number: DRGNC152.1-01
Sheet Number: 2 of 5

0 15 30 50

2023/01/02 CAMA FILED DRGNC152.1-01 - 504 N. CHANNEL DR, LINDS & GRIFFIN IN CHARGE OF

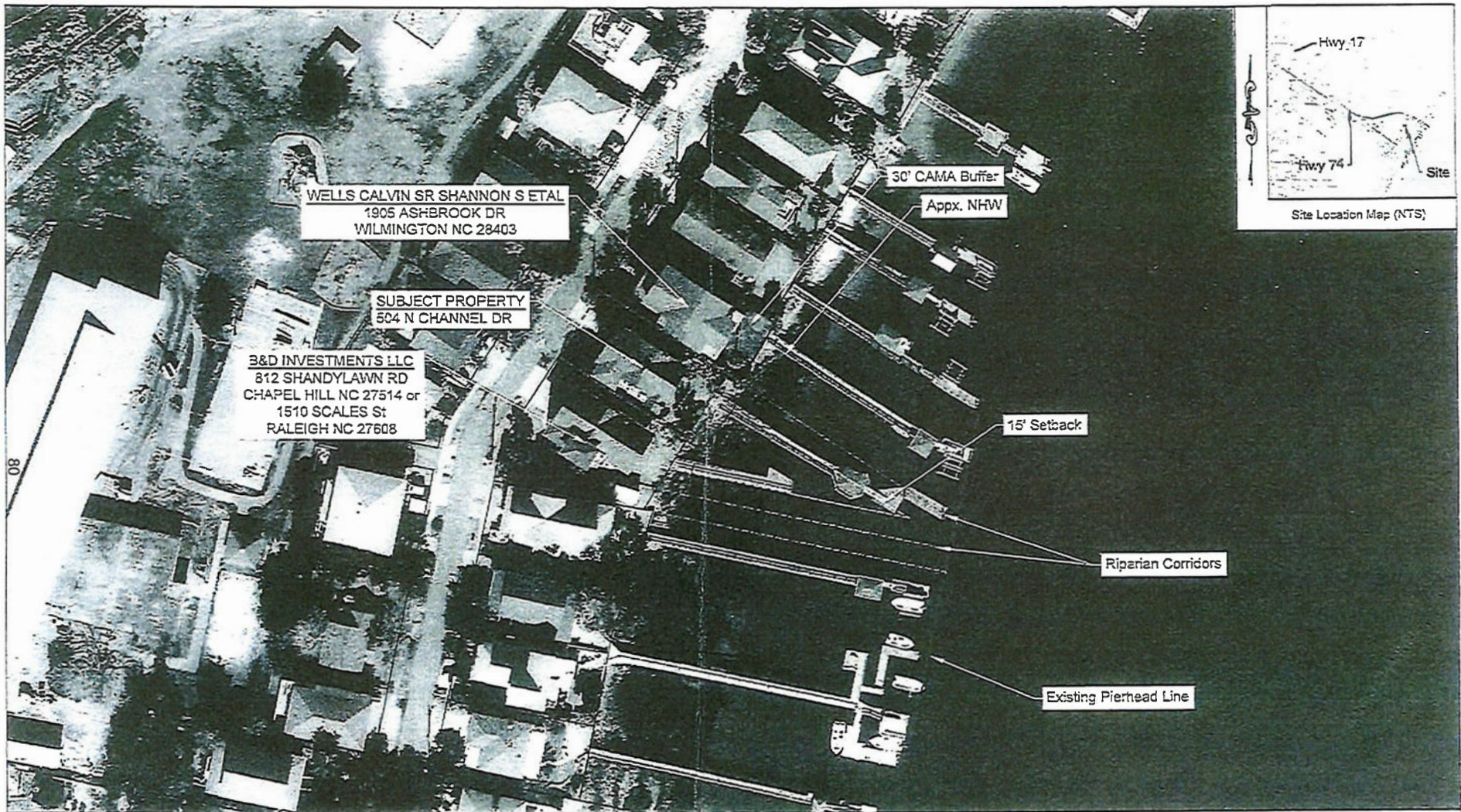






Property Owners within 150 feet

Owner	Mailing Address		Property Address	PARID
AMELIA HUTCHINS	511 CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	511 CHANNEL DR N	R05720-003-006-000
ANDREW S BRYAN	6501 WAKEFALLS DR	WAKE FOREST NC 27587	501 CHANNEL DR N	R05720-003-002-000
NICOLA HILDEBRAND	411 N CHANNEL DR UNIT A	WRIGHTSVILLE BEACH NC 28480	411 CHANNEL DR	R05720-004-005-001
KENT ANDERSON KAY ANDERSON	1919 LONDON LN	WILMINGTON NC 28405	510 CHANNEL DR N	R05720-002-002-000
JLM HOLDINGS LLC	1622 COUNTRY CLUB RD	WILMINGTON NC 28403	508 CHANNEL DR N	R05720-002-003-000
JOHN M BATES CAROL A BATES	505 N CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	505 CHANNEL DR N	R05720-003-004-000
LINDA B GREW TRUSTEE ETAL	2740 SAINT MARYS ST	RALEIGH NC 27609	504 CHANNEL DR N	R05720-002-005-000
CALVIN WELLS SR SHANNON S WELLS ETAL	1905 ASHBROOK DR	WILMINGTON NC 28403	506 CHANNEL DR N	R05720-002-004-000
NAVASSA GUANO LLC	1204 QUEENS RD	CHARLOTTE NC 28207	412 CHANNEL DR N	R05720-005-001-000
CALVIN F WELLS JR ELIZABETH W WELLS	1712 COUNTRY CLUB RD	WILMINGTON NC 28403	507 CHANNEL DR N	R05720-003-005-000
DAVID H HINDS ANNE C HINDS	7308 DENLY CT	WILMINGTON NC 28411	503 CHANNEL DR N	R05720-003-003-000
JOHN ANDERSON OVERTON	6311 TOWLES RD	WILMINGTON NC 28409	407 CHANNEL DR N	R05720-004-004-000
411 NORTH CHANNEL DRIVE COA	PO BOX 661	WRIGHTSVILLE BEACH NC 28480	411 CHANNEL DR N	R05720-004-005-000
ELIZABETH W SKEMP	408 N CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	408 CHANNEL DR N	R05720-005-003-000
STEPHEN C VANETTEN TRACIE M VANETTEN	410 N CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	410 CHANNEL DR N	R05720-005-002-000
PAMELA S RIGSBY HOWARD RIGSBY	10200 OLD CREEDMOOR RD	RALEIGH NC 27613	411 CHANNEL DR N	R05720-004-005-002
B & D INVESTMENTS LLC	812 SHADYLAWN RD	CHAPEL HILL NC 27514	502 CHANNEL DR N	R05720-002-006-000
ROBERT A STOKLEY ANNE N STOKLEY	512 N CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	512 CHANNEL DR N	R05720-002-001-000
ROBERT L PULLEN SHARON L PULLEN	2000 OLD CRAWFORD RD	WAKE FOREST NC 27587	406 CHANNEL DR N	R05720-005-003-001
NEW HAN CNTY BD OF EDUCATION	6410 CAROLINA BEACH RD	WILMINGTON NC 28412	220 CORAL DR	R05720-003-001-000
JOHN P WOFFORD ELLEN M WOFFORD	405 N CHANNEL DR	WRIGHTSVILLE BEACH NC 28480	405 CHANNEL DR N	R05720-004-003-000
JENNIFER C FAYED MICHAEL E FAYED	6016 DEAS DR	BELMONT NC 28012	513 CHANNEL DR N	R05720-003-007-000



31

Tax Boundary
NHC Tax Parcels
Riparian Corridor
15' Setback

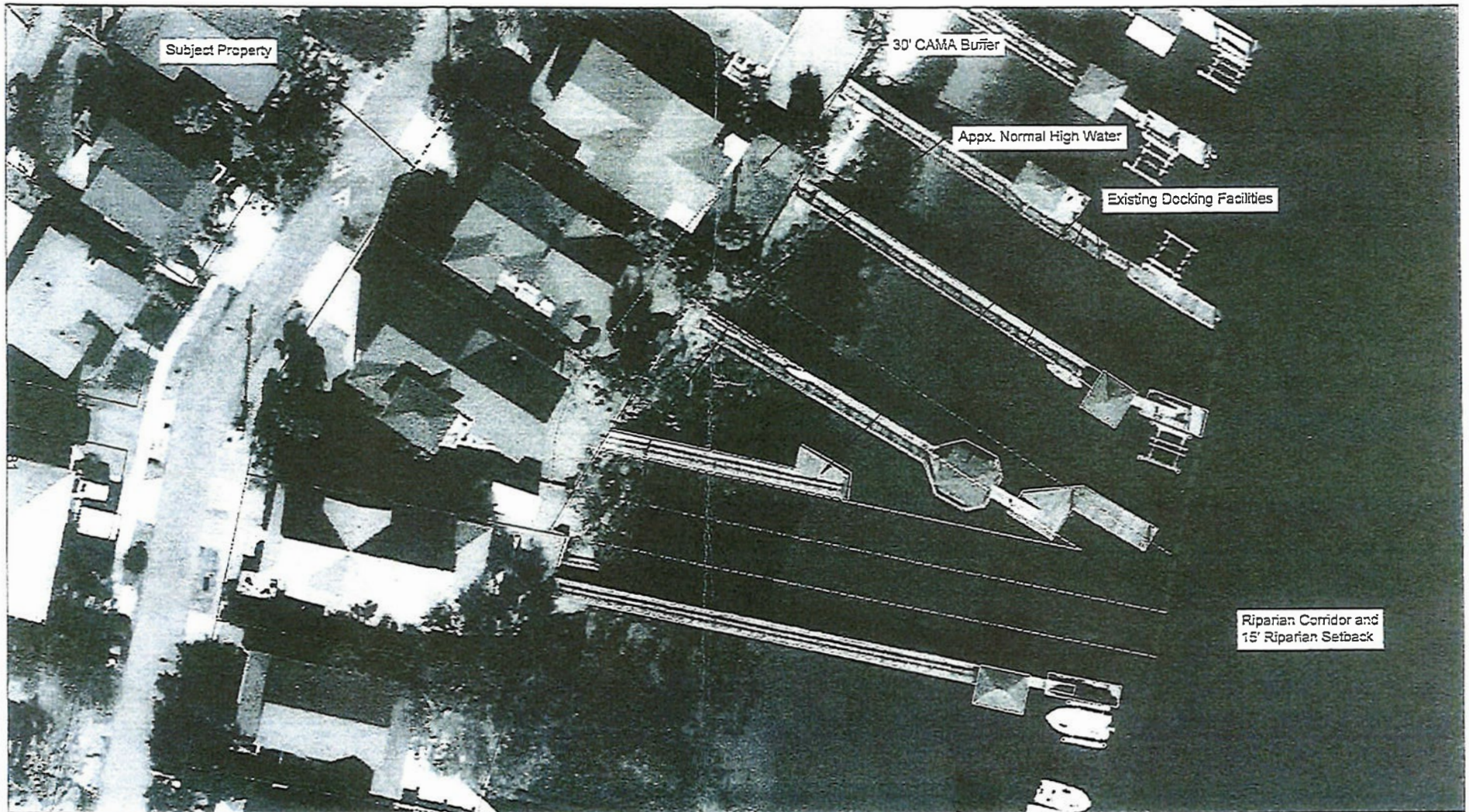
Existing Pierhead Line
Appx. Normal High Water
30' CAMA Buffer

NOTES:

1. 2015 PARCELS FROM NCONEMAP.
2. 2022 AERIAL FROM NEARMAP.
3. BASE CAD FILE FROM OTHERS.
4. NOT A SURVEYED OR ENGINEERED DRAWING. FOR ENVIRONMENTAL PERMITTING ONLY.

DAVEY
Resource Group
3025 Wyndward Ave Suite 15
Wilmington North Carolina 28403
910-462-3001

Project:	504 North Channel Drive	Date:	10/16/2023	Revision Code:	N/A
Title:	Site Location and Existing Conditions	Scale:	1"=50'	Job Number:	DR010022-1-1
Drawn By:	SH	Sheet Number:	1 of 3		



Tax Boundary
 NHC Tax Parcels
 Riparian Corridor
 15' Setback

Existing Pierhead Line
 Appx. Normal High Water
 30' CAMA Buffer

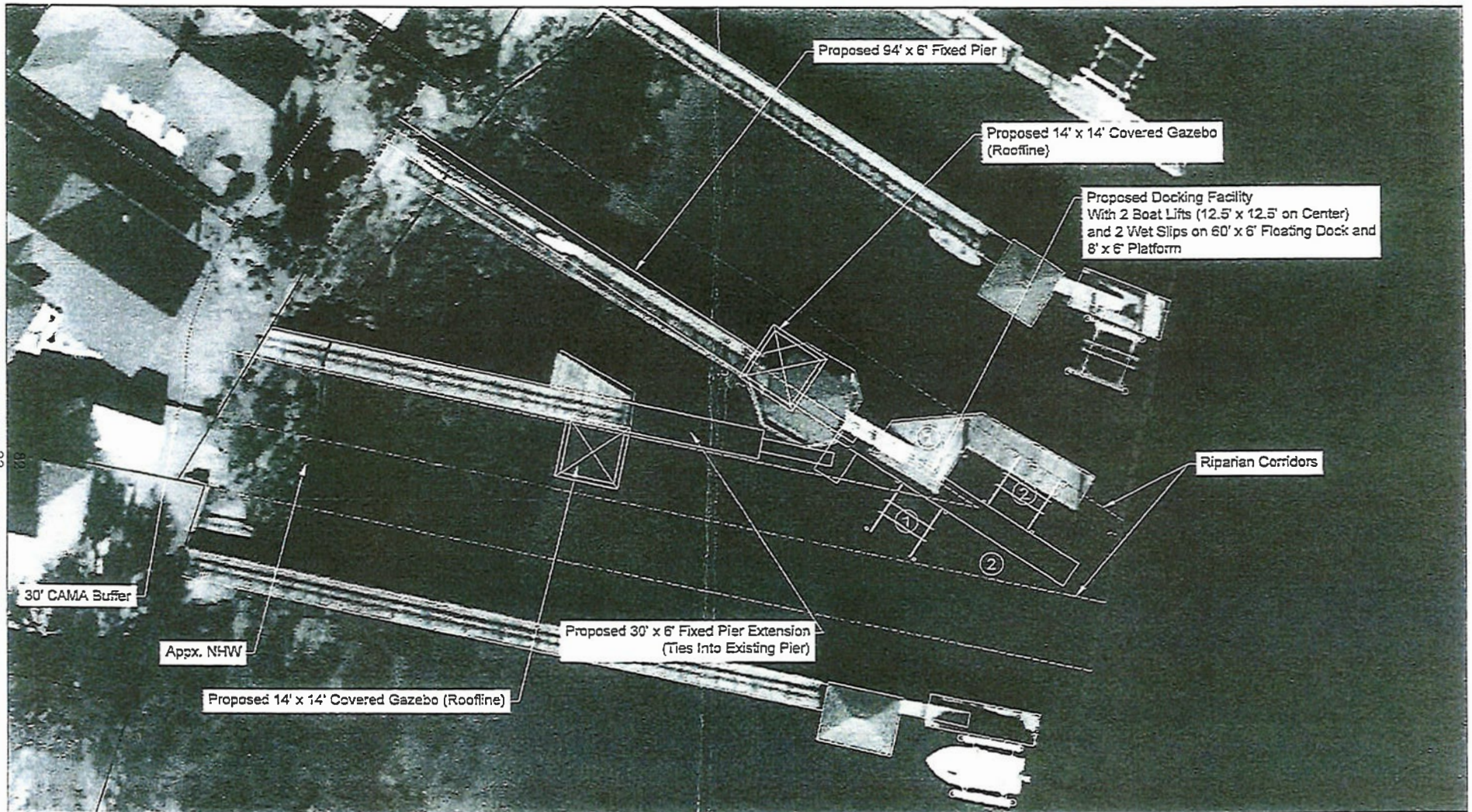
NOTES:

1. 2016 PARCELS FROM NOONEMAP.
2. BASE CAD FILE FROM OTHERS.
3. NOT A SURVEYED OR ENGINEERED DRAWING. FOR ENVIRONMENTAL PERMITTING ONLY.

DAVEY
 Resource Group
 2505 Wyndham Ave. Suite 15
 Washington, North Carolina 28080
 919.485.0001

Project	504 North Channel Drive	Date	10/23/2023	Project Lead	N/A
Scale	1"=30'	Scale	1"=30'	Scale	1"=30'
Title	Existing View Detail	Drawn By	SW	Sheet Number	2 of 4

\\camac\2023 CAMA FILES\2023\2023.141 - 504 N. Channel Dr. 10/23/23 & 10/23/23 N. Channel Dr. 10/23/23



Tax Boundary
 NHC Tax Parcels
 Riparian Corridor
 15' Setback

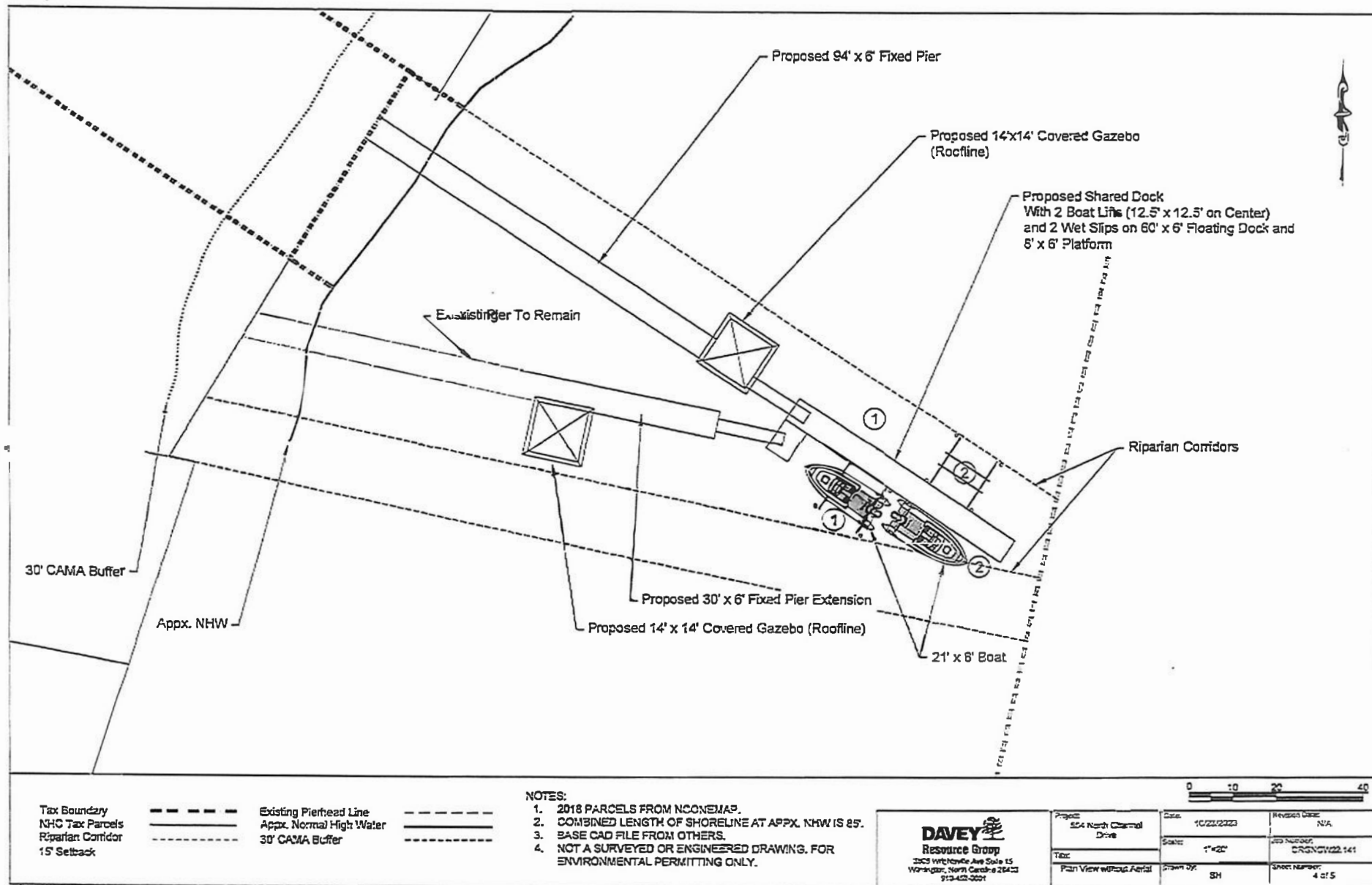
Existing Pierhead Line
 Appx. Normal High Water
 30' CAMA Buffer

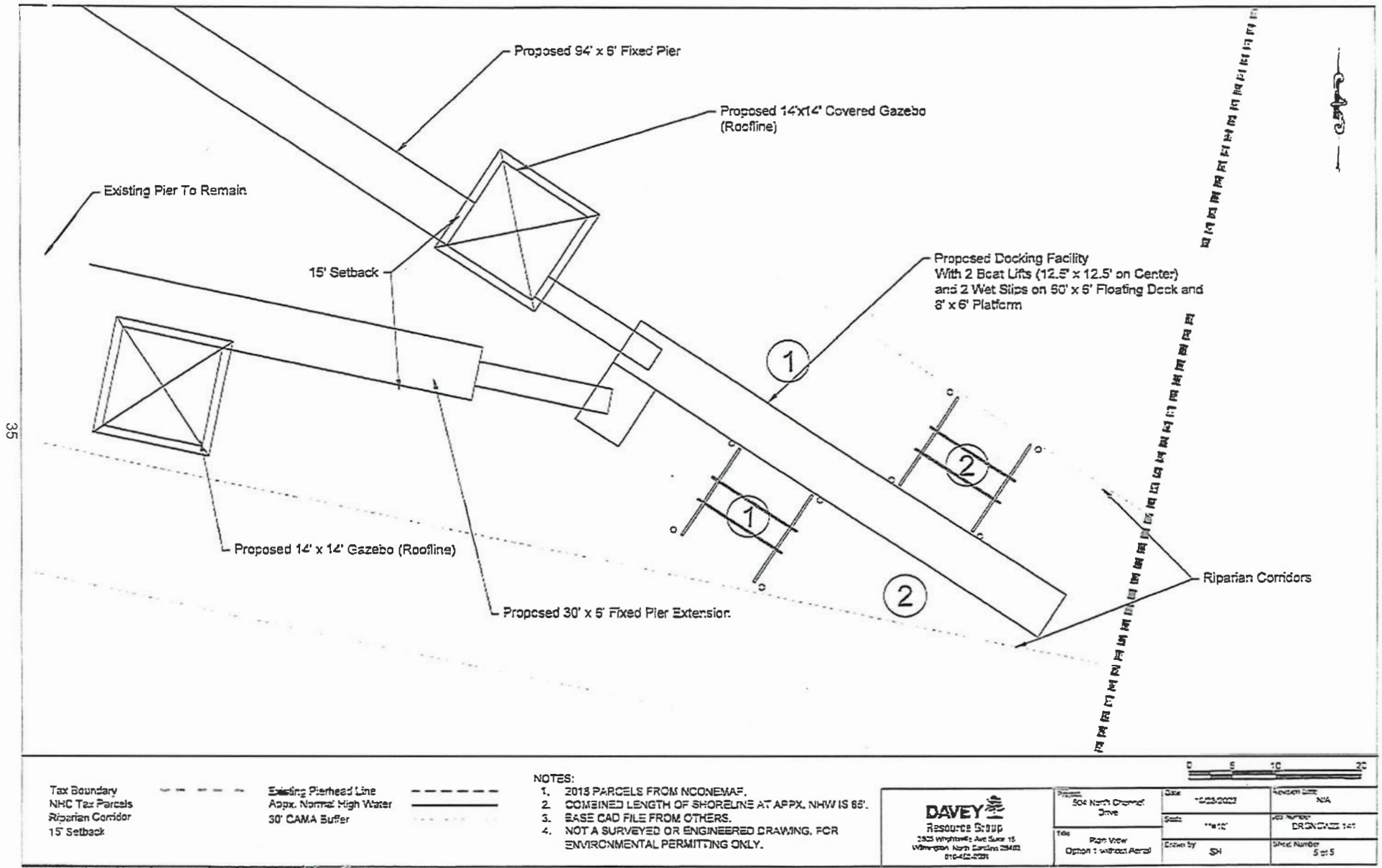
NOTES:

1. 2018 PARCELS FROM NCDEM, 2022 AERIAL FROM NEARMAP.
2. COMBINED LENGTH OF SHORELINE AT APPX. N-HW IS 85'.
3. NOT A SURVEYED OR ENGINEERED DRAWING. FOR ENVIRONMENTAL PERMITTING ONLY.

DAVEY
 Resources Group
 2655 W. Highway 101, Suite 101
 Wilmington, North Carolina 28403
 910-352-4000

Project	504 North Channel Drive	Date	10/23/2023	Revised	N/A
Scale	1"=20'	Scale	1"=20'	Scale	1"=20'
Drawn by	SH	Drawn by	SH	Drawn by	SH
Sheet Number	2 of 5	Sheet Number	2 of 5	Sheet Number	2 of 5





August 6, 2004, Approved Encroachment Agreement

STATE OF NORTH CAROLINA

ENCROACHMENT AGREEMENT

COUNTY OF NEW HANOVER

THIS AGREEMENT made this 6th day of August, 2004 by and between TOWN OF WRIGHTSVILLE BEACH, a North Carolina municipal corporation, having an address of 321 Causeway Drive, Wrightsville Beach, North Carolina 28480 (hereinafter called "Grantor" or "Town") and B&D INVESTMENTS, LLC, a North Carolina limited liability company having an address of _____ (hereinafter called "Grantee").

W I T N E S S E T H:

WHEREAS, the Grantee desires to encroach on the Town's riparian corridor extending in an eastward direction between the north and south lines of Fifth Avenue extended into the waters of Banks Channel, as more particularly shown on that map entitled "Survey Exclusively for B & D Investment Developed by Double Dimension, LLC" prepared by Arnold W. Carson, PLS PC, a copy of which marked Exhibit "A" is attached hereto and incorporated herein by reference; and

WHEREAS, it is to the material advantage of the Grantee to effect this encroachment and Grantee has represented that such use will not substantially impair or hinder the Town's use of its property; and

WHEREAS, the Town in the exercise of the authority conferred upon it by law, is willing to permit the encroachment subject to the conditions stated in this Agreement.

NOW, THEREFORE, IT IS AGREED that the Grantor hereby grants to the Grantee the right and privilege to make this encroachment pursuant to N.C. General Statute 160A-273 and the Code of Ordinances of the Town of Wrightsville Beach, North Carolina, subject to the following:

1. The permitted encroachment shall be as follows:
 - A. The proposed pier to encroach within the riparian corridor shall be constructed as shown on Exhibit "A" attached.
 - B. All parts of the pier encroaching into the Town's riparian corridor shall be made removable in the event the Town requires relocation or removal of the encroachment.
 - C. The docking system shall be a single floating dock parallel to the riparian corridor.
 - D. The proposed gazebo as shown on Exhibit "A" attached shall have no roof and shall not be

enclosed in any fashion whatsoever.

2. The design, construction, installation, operation, maintenance and use of the above-described facility shall be accomplished in accordance with plans and specifications reviewed by the Town Manager or her designee.

3. The Grantee shall design, construct, install and use the encroaching facilities in a safe and proper manner and shall maintain the facilities in a safe and proper condition at all times so that the facilities will not interfere with or endanger the use of the property or surrounding area by the Town or general public. Nor will the Grantee obstruct or interfere with proper maintenance or use of the Town's property and facilities. If at any time the Town shall require the repair, removal, alteration or change in the location and/or design of the encroachment or of its own property and facilities, the Grantee shall at the Town's option promptly repair, alter, remove and/or replace the encroachment without any cost to the Town, or reimburse the Town in full for all costs incurred for the repair, alteration, removal and/or replacement of said encroachment.

5. To the fullest extent permitted by law, Grantee shall release, indemnify, keep and save harmless the Town, its agents, officials and employees, from any and all responsibility or liability for any and all damage or injury of any kind or nature whatever (including death resulting therefrom) to all persons, whether agents, officials or employees of the Town or third persons, and to all property proximately caused by, incident to, resulting from, arising out of, or occurring in connection with, directly or indirectly, the design, construction, installation, maintenance or use by Grantee (or by any person acting for the Grantee or for whom the Grantee is or is alleged to be in any way responsible) whether such claim may be based in whole or in part upon contract, tort (including alleged active or passive negligence or participation in the wrong), or upon any alleged breach of any duty or obligation on the part of the Grantee, its agents, officials and employees or otherwise. The provisions of this section shall include any claims for equitable relief or for damages (compensatory or punitive) against the Town, its agents, officials and employees including alleged injury to the business of any claimant and shall include any and all losses, damages, injuries, settlements, judgments, decrees, awards, fines, penalties, claims, costs and expenses. Expenses as used herein shall include without limitation the costs incurred by the Town, its agents, officials and employees, in connection with investigating any claim or defending any action, and shall also include reasonable attorneys' fees by reason of the assertion of any such claim against the Town, its agents, officials or employees. The Grantee expressly understands and agrees that any performance bond or insurance protection required by the Grantee or the Town shall in no way limit the Grantee's responsibility to release, indemnify, keep and save harmless and defend the Town as herein provided. The intention of the parties is to apply and

construe broadly in favor of the Town the foregoing provisions subject to the limitations, if any, set forth in N.C.G.S. §22B-1.

6. Grantee shall take out and maintain during the life of this Agreement comprehensive general liability insurance in an amount not less than \$1,000,000 for injuries, including accidental death, and/or property damage for any one occurrence. The insurance must be written on an occurrence basis and must provide for protection against liability arising from the encroachment by Grantee or his contractors upon the public right-of-way. Grantee shall also purchase and maintain contractual liability insurance for protection against liability assumed under the indemnity provisions of this Agreement in an amount not less than that specified above for comprehensive general liability insurance. The Grantee shall furnish the schedule of insurance carried under this Agreement in the form of a document attested by the insurance carrier or his agent stating and itemizing the several coverages as provided above. The Grantee shall have the appropriate insurance carriers attach a copy of the contractual liability endorsements required evidencing the fact that they are providing this coverage. The insurance carrier shall also certify on these documents that it will notify the Town by registered mail at least ten (10) days prior to any cancellation or non-renewal of these coverages. The Town reserves the right to inspect any policy and to approve its form, including all exclusions and endorsements.

7. The Grantee agrees to restore all areas disturbed by the construction, installation, operation, maintenance and use of this encroachment to a condition satisfactory to the Town Manager or her designee. When any such activity disturbs the ground surface or the existing groundcover (improved or unimproved), the Grantee agrees to remove, repair, restore and/or replace the ground surface and cover to a condition satisfactory to the Town Manager or her designee.

8. The Grantee agrees to obtain all the necessary permits, pay any associated permit fees, and assume the actual cost of any inspection of the work required by local, state or federal law, rule or regulation or considered to be necessary by the Town Manager or her designee.

9. The Grantee agrees to have available at the construction site at all times during construction, copies of all required permits and a copy of this Agreement evidencing approval by the Town.

10. In the case of noncompliance with any term of this Agreement by the Grantee, the Town reserves the right to stop all work until the facility has either been brought into compliance or been removed from the Town's utility easement, right-of-way, street or other property and to recover from Grantee all the Town's associated costs and expenses.

11. This Agreement shall become void if actual construction of the work contemplated herein is not begun within one (1) year from the date of formal authorization by the Town unless the time is extended by the Town.

12. This Agreement shall remain subject to outstanding franchise agreements and the Town Charter provisions related to the granting of franchises. Nothing herein shall be construed to grant any exclusive or perpetual right or property interest to Grantee in or to any area or property which either belongs to the Town or is dedicated to public use.

13. At the termination of this Encroachment Agreement for whatever cause, Grantee shall remove all personal property and/or improvements placed in the public right-of-way, shall restore the Town's property to its original condition (ordinary wear and tear excepted), and shall pay all costs related to such removal and restoration so that the Town's property and the areas dedicated to public use will be returned to the exclusive use of the Town and the public after removal of the encroachment.

14. This Agreement may not be assigned or transferred without the express written approval of the Town. Any obligations of the Grantee under this Agreement shall be binding upon Grantee's heirs, successors, agents, officials, employees, independent contractors and subcontractors and upon any permitted assignees. The Town consents to an assignment of this Agreement by the Grantee to a subsequent purchaser. Grantee shall notify the Town of the name and address of such subsequent purchaser.

15. Grantee will comply with any and all applicable federal, state and local standards, regulations, laws, statutes and ordinances regarding toxic, hazardous and solid wastes and any other pollutants; soil erosion and sedimentation control; public and private nuisances; health or safety; and zoning, subdivision or other land use regulations. Grantee will take all reasonably necessary, proper or required safety, preventative and remedial measures in accordance with any and all orders and directives from the North Carolina Department of Human Resources, the United States Environmental Protection Agency, the North Carolina Department of Environmental Management, Health Departments, and any other federal, state or local agency having jurisdiction, to ensure the prompt prevention or cessation (now or in the future) of violations of either the applicable provisions of such standards, regulations, laws, statutes and ordinances or any permits or conditions issued thereunder.

16. Grantee, for purposes of this Agreement, is an independent contractor and not an agent of the Town. As such the Grantee shall not be entitled to any Town employment benefits (including vacation, sick leave, insurance, workmen's compensation or pension and retirement benefits), and the Town shall not assume

vicarious liability for Grantee's acts or omissions.

17. No paid employee of the Town shall have a personal or financial interest, direct or indirect, as a contracting party or otherwise, in the performance of work for Grantee.

18. The Town's failure to insist upon the strict performance of any provision of this Agreement, or to exercise any right based upon a breach thereof, or the acceptance of any performance during such breach, shall not constitute a waiver of any rights under this Agreement.

19. All of the terms and conditions contained herein shall be interpreted in accordance with the laws of the State of North Carolina. In the event of a conflict between the various terms and conditions contained herein or between these terms and other applicable provisions, then the more particular shall prevail over the general and the more stringent or higher standard shall prevail over the less stringent or lower standard.

20. This Agreement constitutes the entire understanding of the parties.

21. The parties will make and execute all further instruments and documents required to carry out the purposes and intent of this Agreement.

22. This Agreement is governmental in nature for the benefit of the public and is not intended to be for private profit or gain. Any fees charged hereunder are intended to reflect as closely as possible the Town's actual cost and neither party intends to waive the Town's sovereign immunity by reason of this Agreement.

23. If any section, subsection, paragraph, sentence, clause, phrase or portion of this Agreement is for any reason held invalid, unlawful or unconstitutional by any court of competent jurisdiction, such portion shall be deemed severable and such holding shall not affect the validity of the remaining portions hereof.

24. This Agreement shall not be modified or otherwise amended except in writing signed by the parties.

25. The designations Grantee, Grantor and Town as used herein shall include singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, each of the parties to this Agreement has caused the same to be executed the day and year first above written.

SIGNATURES ON THE FOLLOWING PAGE



(SEAL)

GRANTOR:

TOWN OF WRIGHTSVILLE BEACH, NORTH
CAROLINA

By:

Query Roberts, Jr.
Mayor

ATTEST:

Sylvia J. Holloman
Town Clerk

APPROVED AS TO FORM:

Jim C. Wussell, Jr.
Town Attorney

GRANTEE:

B&D INVESTMENTS, LLC

By:

[Signature] (SEAL)

NORTH CAROLINA

COUNTY OF NEW HANOVER

I, Carol H. Waldman, a Notary
Public, do hereby certify that
Sylvia J. Holloman personally came before me
this day and acknowledged that she is Town Clerk of the Town of
Wrightsville Beach, North Carolina, and that by authority duly given

and as an act of the municipal corporation the foregoing instrument was signed in its name by Avery Roberts Jr., its Mayor, sealed with its corporate seal, and attested by her self as its Town Clerk.

WITNESS my hand and notarial seal this 16th day of ~~June~~ ^{August}, 2004.

Carol H. Waldman

Notary Public

My Commission Expires:

July 1, 2006
(SEAL)

STATE OF NORTH CAROLINA

COUNTY OF New Hanover

I, W. DANIEL MARTIN JR., a Notary Public, do hereby certify that LOUIS DWORSKY, authorized representative of B&D INVESTMENTS, LLC, personally appeared before me this day and acknowledged the due execution of the foregoing Encroachment Agreement on behalf of B&D INVESTMENTS, LLC for the purposes therein set forth.

~~June~~ ^{August} WITNESS my hand and notarial seal this the 6th day of ~~June~~, 2004.

[Signature]
Notary Public

My Commission Expires:

April 3, 2007
(SEAL)

JCH\wchcl\dworsky



April 27, 2006, Pier and Dock
Exception Denied

STATE OF NORTH CAROLINA

TOWN OF WRIGHTSVILLE BEACH
BEFORE THE BOARD OF ALDERMEN

COUNTY OF NEW HANOVER

In Re: Request by B&D)
Investments, LLC for Waivers)
From the Provisions of)
Chapter 150 of the Town Code)
to Construct a Pier Adjacent)
to 502 North Channel Drive,)
Wrightsville Beach, North)
Carolina,)

**ORDER AFFIRMING DEVELOPMENT
CODE ADMINISTRATOR'S DECISION**

THIS MATTER came on for hearing before the Town of Wrightsville Beach Board of Alderman ("Board") at its regular meeting held on April 27, 2006 to consider a request from B&D Investments, LLC ("B&D") the owner of property designated as Lots 66 and 67, Development Number 2, Shore Acres, as shown on that map recorded in Map Book 3 at Page 1, New Hanover County Registry and having an address of 502 North Channel Drive (the "Property") for waivers from certain provisions of Chapter 150 of the Wrightsville Beach Code of Ordinances and from the applicable provisions of the Coastal Area Management Act. Mayor Robert O'Quinn was excused from any consideration of this issue by the Board and Mayor Pro Tem Miastkowski chaired the proceedings following the Mayor's departure. The Petitioner B&D applied to the Board pursuant to the provisions of Sec. 150.21 for exceptions from the provisions of Town Ordinances §150.12(1), §150.12(2), §150.12(4) and §150.05(c). In addition, B&D requested that the Town waive its set-back rights under 15A NCAC §§ 7H.0208(b)(6)(L). The Board having heard and considered the testimony of the witnesses, having reviewed and considered the evidence presented and after consideration of the arguments of B&D, who appeared through its attorney, Michael Green, makes the following

Findings of Fact and Conclusions and enters the following Order regarding this proceeding:

FINDINGS OF FACT

1. The construction of piers and docks within the Town of Wrightsville Beach is regulated under the provisions of Chapter 150 of the Code of the Town of Wrightsville Beach, North Carolina (the "Town Code").

2. Sec. 150.12 includes in part the following requirements which a property owner must meet in constructing a pier or dock:

§ 150.12 GENERAL PIER AND DOCK CONSTRUCTION REQUIREMENTS.

(A) All construction, repair, or modification of any pier or dock shall be governed by the following regulations. No pier, dock, or other structure shall be constructed which:

(1) Is not within the applicant's property lines projected. An exception may be made in unusual cases where notarized written approval by adjacent property owners allows the construction or where joint ownership of a facility to be constructed exists.

(2) Is closer to the owner's property lines extended than 15 feet, except as provided above. All pilings or dolphins, single or multiple, used in any way for mooring, shall conform to this setback requirement.

(4) Is within 15 feet of any other pier other than one which is a part of the same mooring system.

3. Additionally, Sec. 150.05(C) restricts the mooring of boats or vessels beyond any street ends and the pierhead-line within the Town. That Section provides specifically as follows:

§ 150.05 MOORING OF BOATS AND CONSTRUCTION OF PIERS.

(C) It shall be unlawful for any person, firm, or corporation to set pilings for the mooring of boats or vessels of any kind or to moor boats or vessels of any kind, either permanently or temporarily, at or beyond any street ends or street rights-of-way between the shore and the pier-head line within the town.

4. The rules and regulations promulgated under the provisions of the Coastal Area Management Act require piers and docks to be constructed at least 15 feet from the riparian corridor of the adjacent property owner. 15A NCAC §§ 7H.0208(b)(6)(L) allows the Town to waive this setback requirement if it chooses to do so.

5. Sec. 150.21 of the Town Code permits the Board of Aldermen to waive certain of the requirements found in Chapter 150 of the Town Code. This section provides in part as follows:

§ 150.21 EXCEPTIONS AUTHORIZED.

The Board of Aldermen, at its discretion and as a result of careful study of unusual and difficult situations which occur, may waive certain limitations as to dimensions and location if it appears to be clearly in the best public interest and safety. Provided that the Board of Alderman shall not be authorized by this exception to permit a pier to be constructed beyond the pier line as shown on the official pier line map. The construction of a pier or dock by the town at the terminus of streets or public areas shall not be limited by the requirements of this chapter.

6. B&D submitted a request to the Town to construct a pier adjacent to the Property, such construction being shown on that map attached hereto labeled Exhibit "A". The proposed pier as reflected on Exhibit "A" attached, is to be constructed in part as follows:

(a) The proposed pier is not within the property lines of B&D projected as required by Sec. 150.12(a)(1) of the Town Code;

(b) The proposed pier is not 15 feet from B&D's property lines extended as required by Sec. 150.12(a)(2), but rather is proposed to be constructed immediately north of and adjacent to the northern riparian line of Fifth Avenue, the property owned by the Town;

(c) The pier proposed by B&D is within 15 feet of the pier located adjacent to the property to the north of B&D, that property being owned by Deborah E. Walker and having an address of 504 North Channel Drive;

(d) The pier as proposed by B&D provides for the mooring of vessels within the street right-of-way of Fifth Avenue extended in violation of the provisions of Sec. 150.05(C);

(e) B&D must acquire a waiver from the Town of the 15 foot setback from the Town's riparian corridor as required under regulations promulgated pursuant to the North Carolina Coastal Area Management Act.

7. B&D asked the Board to waive the provisions of Sec. 150.05 and Sec. 150.12 which are violated by its proposed plan as described above and further asked the Town to waive the 15 foot setback mandated under the regulations adopted pursuant to the Coastal Area Management Act.

8. B&D presented no evidence to support a finding by the Board that the requested waiver was in the best public interest and safety.

9. The request by B&D, if granted, would set a precedent that would justify similar waivers at other street ends throughout the Town of Wrightsville Beach, a situation that the Board finds clearly not in the best public interest and safety.

10. Further, it is not in the best public interest and safety to permit vessels to be moored within the riparian corridor of Fifth Avenue as proposed by B&D. The Town's riparian corridor could be blocked in whole or in part by vessels moored as proposed by B&D, depending on the width of the vessel.

11. The pier, as proposed by B&D, is not 15 feet from the adjacent pier of Deborah E. Walker to the north and as such, the granting of the requested exception is not in the best public interest and safety.

Based on the foregoing Findings of Fact, the Board of Aldermen makes the following:

CONCLUSIONS

12. All parties are properly before this Board, the request for an exception was timely submitted, and the Board has jurisdiction to consider the request.

13. At issue before the Board is whether the Board should grant the exceptions pursuant to the provisions of Sec. 150.21 of the Town Code as requested by B&D.

14. In addition, B&D has requested the Town to waive the required 15 foot setback established under the provisions of the Coastal Area Management Act.

15. This Board is of the opinion and concludes that granting the exceptions from the provisions of Chapter 150 as requested by B&D is not in the best public interest and safety.

16. Further, this Board concludes that it is not within the best public interest and safety for the Town to waive the 15 foot setback required under the provisions of the Coastal Area Management Act.

VOTE BY THE BOARD

After due deliberation and consideration of the evidence presented, the law and the Town's Code, the Board upon motion duly seconded, unanimously voted to deny the requested exceptions.

ORDER

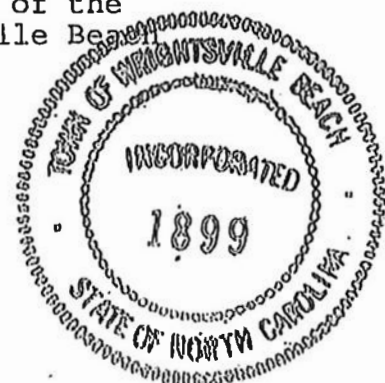
Based on the foregoing Findings of Fact and Conclusions reached by the Board after due consideration and vote, IT IS HEREBY ORDERED that the exceptions from the provisions of Chapter 150 requested by B&D are denied. It is further ordered that the requested waiver of the 15 foot setback under the provisions of the North Carolina Coastal Area Management Act is denied.

This 5th day of ^{July}~~June~~, 2006 for the hearing and vote held on April 27, 2006.

Edward Miastkowski
Edward Miastkowski, Mayor Pro Tem
Board of Aldermen of the
Town of Wrightsville Beach

Date filed with Town Clerk: ^{July}~~June~~ 5, 2006

JCN/wrbch/H05-116-001



March 25, 2010, Pier and Dock Exception Denied

Mr. Rhodenhiser reviewed a list of projects that included:

- Bicycle Facilities: No. 1 of the top ten projects is bicycle lane restriping of the Heide-Trask Drawbridge at Wrightsville Beach.
- Roadway Safety: No. 6 on the list is W17 – Salisbury Street roundabout at Lumina Avenue; and No. 23 on the list is W16 – Salisbury Street roundabout at Causeway Drive.

Alderman Sisson asked if all the work and public input would fall apart if the jurisdictions that have the ability to regulate land use don't have transportation as one of their guiding principles. Mr. Rhodenhiser stated that they wanted to make sure that it was clear that everything has to be tied together with transportation planners and land use planners working together. Mr. Mello stated that they were making a concerted effort to better integrate land use and transportation planning and this plan will expound on that and offer some additional options.

Mayor Cignotti referenced the TIGER grant that we didn't get for the bicycle path and asked what the next step would be. Mr. Mello said the TIGER Grant process was viewed as extremely successful by the federal government and they want to look at that as a new way to award transportation funds on a continuing basis through a competitive grant process so he will continue, with Board support, to submit those projects for funding as additional grant opportunities become available. When asked about the time span for the City and County to bring the bike path to the Heidi-Trask Bridge, Mr. Mello said they were currently designing the UNCW portion of the Cross City Trail from South College Road to Mallard and Rose Avenues; the next phase would be from Burke Avenue to the Heidi-Trask Drawbridge along Eastwood Road; assuming funding continues at current levels, it should be done in the next couple of years. The Board thanked Mr. Mello and Mr. Rhodenhiser for the presentation.

PUBLIC HEARING FOR CONSIDERATION OF AN EXCEPTION TO SECTION 150.12: GENERAL PIER & DOCK CONSTRUCTION; FOR PROPERTY LOCATED AT 502 NORTH CHANNEL DRIVE.

Mayor Cignotti opened the public hearing at 6:35 p.m. and administered the oath to those wishing to address the subject.

Planning and Parks Director Tony Wilson reviewed the following information: *Background: On behalf of B&D Investments, LLC, ECS Carolinas, LLP submitted an Exception request to Section 150.12 General Pier and Dock Construction Requirements for the proposed construction of a private pier and Jet-Dock or boatlift for property located at 502 North Channel Drive. The applicant has proposed two options: 1) a private pier with a Jet-Dock; or 2) a private pier with a boatlift. This request was received by the Planning and Inspections Department on March 4, 2010. The proposed private pier and Jet-Dock/boat lift does not meet the applicable requirements set forth in Section 150.12 subsections (A)(1) and (A)(2) in the following manners:*

- 1) *The proposed pier and jet-dock/boatlift will encroach into the required setbacks from the owner's extended property lines. According to Subsection (A)(2), a pier or dock may not be located within 15 feet of the property lines extended.*
- 2) *Both the proposed jet-dock and boatlift extend beyond the triangle formed by the extended property lines as determined by the Town.*

A similar proposal was submitted by B&D Investments to the Town in 2006 requesting an exception to Section 150.12 General Pier and Dock Construction Requirements (A)(1) and (A)(4) and Section 150.05 Construction of Piers (C). That request was denied with a 4-0 vote. Due to the inconsistency with Section 150.12 (A)(1) and (A)(2), the Planning Staff recommends the Board of Aldermen deny the request for an exception. Using slides, Mr. Wilson showed the area in question and said Wrightsville Beach is an adjacent property owner and has to sign off on anything within 15 feet. He stated that the Town and CAMA look at property line extensions differently. He then read excerpts from Section 150.12 and Section 150.21.

Attorney George Rountree said: "I believe you will find the configuration of North Channel Drive at this particular area such that my client, B&D, has no opportunity at all for a dock. It seems to me that your exception provision is designed exactly for a case such as this where the geography of the land, in consideration of the method the Town has used to determine the riparian corridor, is exactly the situation that would seem to require, and I hope you agree, that an exception be made to the regulatory scheme you've adopted. If the request from B&D is not granted, there will not be a pier for this riparian land owner. One of the essential rights of owning land in North Carolina adjacent to navigable waters is the right of getting to deep water with a pier. I'm not here to criticize the method the Town has used to determine riparian corridors; what I am here to do is ask you, under the circumstances presented by the geography of North Channel Drive, that you avoid the denial of any opportunity of the owner of 502 ever to have a pier. Those of you who have been here for a while will remember the long history of requests of B&D for some relief. I have not been involved in any of those prior requests. What I do know is that my client has hired Rob Myers, who will go over the exact dimensions of what is proposed because he drew the proposal. None of them before you in the past has been as brief in distance and has avoided the land of Ms. Walker to the north as this particular proposal. If you look casually at the proposal, you will see that Ms Walker's pier not only extends past 15 feet from the riparian corridor of my client but also extends within the corridor and that was done by permission. I've been involved in this, however, long enough to understand that Ms. Walker will never give permission. Fortunately, as I view this, the proposal does not come within 15 feet of Ms. Walker's riparian corridor. So, I argue to you that she has no dog in this fight; the dog in the fight is with the Town because the Town owns the riparian corridor extending eastward from the stub end of Fifth Avenue, of which the Town got from Shore Acres Company in the 1920s or early 1930s. I ask you, under all the circumstances, to determine that the fair and equitable thing to do is to allow this land owner an opportunity to put up a pier. It seems to me that the pier that has the boat lift is the least problematic for the Town. *I obviously have talked to your Town Attorney who was kind enough to give me a couple of suggestions about concerns that you might have. One of them is that he felt the Town would be concerned about the capacity of either proposal to permit a vessel to dock on the south side of the proposal and, therefore, go right into the riparian corridor of the Town. So, by letter, in writing, pursuant to authority of my client, my client has agreed that my client will put on record at the Registry of this county, a covenant running with the land that would make it unlawful and objectionable by the Town for any vessel at any time, or any object at any time, to be more aversed on or at that facility that impinges in any way upon the riparian corridor of the Town. Obviously, it doesn't take into consideration the 15 feet, but looking at the way the land lies and the configuration of the riparian corridor for each of the tracks, it does not require a great deal of thought to understand that there isn't any room for anything else.*"

Mr. Rountree continued: "Obviously, if the Town approves the exception, the next step for my client is to make application to the Coastal Resources Commission for a CAMA permit; and, at that point, Ms. Walker, if she wants to object, has a forum with which to object to the permit. But here tonight, the party hurt by the proposal is the Town as an owner of land, not Ms. Walker and not Mr. Taylor. Now, were I either one of them, I would not want a pier close to mine either. It's kind of like 'I've got mine; I don't want you to have yours.' I understand that logic, but I don't think it's fair; I don't think it's reasonable; I don't think it's intended by your ordinances. A draconian application of the provisions of your ordinance would prevent my client from securing any access to the water by a pier. I know that each of you has encountered situations in which fairness and equity dictates some compromise with the strict letter of a proposed regulatory impact. I hope that you will find after Rob Myers explains to you the footage and the impact of each proposal, that the situation, as presented, and the proposal presented by me on behalf of my client warrants your favorable consideration."

With Mr. Rountree holding up a drawing, Mr. Myers said, "To reduce the amount of structure, instead of the initial approach, with all that structure out in the public trust and potential navigational issues, we incorporated dredging limits. To be able to put those dredging limits in place and avoid the wetland impacts, we had to be 10 feet off of the wetland marsh. We basically came up with a low profile pier going out just to that 10-foot area just beyond the marsh and incorporated a boatlift. The boatlift would be slightly to the north of the pier so the bow would actually be on the northern side of the pier and would allow easier access plus it would preclude anybody from docking on the side of the boatlift, especially with barnacles and such on the side of these pilings" When Mr. Rountree referenced the riparian corridor at the end of the Town's corridor and Ms. Walker's corridor, Mr. Myers said, "As you can see, extending the southern line to the Town's pierhead line, that's consistent with the way the Town does it and that's the way the Division of Coastal Management establishes that line." Mr. Rountree said he wanted to deal with the Town's method; not to change it but to show why the Town's method is such that equity suggests approval of the request. He said, "Show us where the Town's method for the 15 feet – the stub at the east end of Fifth Avenue – how that impacts the Walker riparian corridor and what it does to cut off the riparian corridor of B&D." Mr. Myers said, "The riparian line is going to be extended out to the pierhead line so all we have to work with is that corridor; we have to maintain the setback from her riparian line so we need to hug that riparian line to the Town's shared line with B&D and that's where the encroachment is requested. According to this, the way DCM runs the riparian line, we're meeting the 15-foot setback from that interpretation of the line; we're also meeting greater than 15-foot setback from the existing pier to the north."

Mr. Rountree said, "The riparian corridor of 502 runs right through the pierhead of Ms. Walker and that pier was constructed with the consent of the predecessor in title to B&D; so we're not contesting at this hearing, at this time, that there's any illegality of Ms. Walker. We're just asking the Town, under these circumstances, to allow us to put in a shorter pier." Mr. Myers stated that at the time when they originally proposed it in 2006, he didn't think they realized that dredging was an option. He said that's when they sat down with the Division of Coastal Management with the District Manager at the time and came up with something that would be consistent to reduce all that structure out there and to address all that potential navigational concern – just incorporate the dredging with a small enough structure out there just to get a small pier and some sort of dock with a boatlift.

Mr. Rountree showed the jet proposal and said the concern with the jet proposal is that it might admit some vessel docking or berthing on the south side that would impinge directly into the riparian corridor of the extension at Fifth Avenue.

Mr. Bob Robinson, 609 North Channel Drive, said, *"The reason I'm here is when I bought the property in Shore Acres, one of the things that caught my attention was the fact that, although the house I own is not directly on the water, I was told there were streets that gave me access to the water. I had written to CAMA when they first proposed this thing saying this is not just public land, this is my access that you're talking about. So, with all due consideration of Mr. Rountree and the Town's property, basically, anything that would impinge upon my free access to the water, at that point, is essentially demeaning the value of my property. I object to that, particularly part of it. This particular pier that he's proposing is substantially less and I don't know whether or not the blockage there would really be a problem for people like myself who wanted access to the water; I can't really see it in that particular picture but my concerns are more as a property owner."*

Ms. Debra Walker, 504 North Channel Drive, adjacent to the property that B&D Development owns, said, *"Mr. Rountree said some things that were not actually factual. I have tried very hard to negotiate an agreement with B&D Development and, at four times already, have drawn plans that I have agreed to them building, and every time we have an agreement, he then submits a plan that is absolutely against what we verbally agreed on – as is this one. And I truly, up until I saw these plans, had intended to come here and support him building a dock because, I've tried to negotiate with him and he had said that he would pay my attorney's fees, which to date, have been about \$50,000 trying to fight this. And I decided that I would try to compromise with them as long as they would pay for the attorney's fees, so I'm not profiting; I am just coming even with what I've spent and if we could get letters in the files for CAMA and for the Town that said at any future date, whether I own the property or someone else bought the property from me, that they would be able to rebuild my dock exactly as it is, which would also allow him to rebuild his dock exactly as I agree to, in case of a hurricane or damage or just needed repairs. I had sent him all this information and they came back with a drawing and then my attorneys and I sent him a drawing and said we will agree to come this far out if you will meet the other criteria that we asked for; which the only thing that would really benefit me was I asked that he replace my floating dock so that I knew that it could be replaced and there would be no questions because it's in need of repair. So, if you'll notice on the drawing, the problem is that if you look at the little yellow line where the first starting of the dredging starts, let's start with the dredging problem. I was one of the owners of Atlantic Diving Marine Contractors – we built Johnny Mercer's Pier; we do underwater erosion control projects and I've been out of that business for awhile but I was doing that off and on for ten years. So, dredging is something I understand and building piers and docks are something I understand a lot about. In the diagram they have here, their proposed dredging limit, if you'll notice where the diagonal starts and stops; starts to the south of the Town's riparian corridor. If you'll notice the north end of that – the proposed dredging limits – they go right under my boat dock; under my slips; under my pilings. What I do know from being in that business and consulting with engineers; that for every four feet you dredge, you must stay at least twelve feet off of any existing structure in order not to cause a collapse of that structure. And so, they've got their dredging actually going under where my boats are and right up under my pilings and my dock. And, obviously, that's not even common sense that that would be an acceptable thing. The letters I put there (A, B and C), that's about twelve feet off of my existing structures. If dredging were to occur from there over, I would not have had any problem with that had they met any of the other criteria that we outlined."*

Ms. Walker continued: "If you'll notice also where the entire jet dock that they have drawn here, whether it was a jet dock or a boatlift – and honestly a boatlift would have been more palatable to me as well because a giant twenty-three-foot by eight and a half foot long black structure in the middle of the water right in front of my house just really isn't that appealing, but I had told him prior to coming here that I would allow him to build – you see this yellow line here – right where the dredging starts. If he went with that plan that he had and went to that point that I would actually accept that if he paid my attorneys fees and replaced my floating dock and we had the letters on file. So, all these things he's been aware of since our first negotiation after this; and also, the whole proposed jet dock, if you'll notice, is almost completely within my property line extension much less my 15-foot setbacks. So, I had actually agreed that he could come into my 15-foot setbacks with those stipulations. The other thing Mr. Rountree said is that they should be entitled to a dock. We've been to Court and the Judge dismissed their case against me; so apparently, the Judge disagrees with Mr. Rountree that they're entitled to a dock. He also disagrees with them that my dock is a trespass or was improperly built; it was built with the permission of the CRC and the Town; it's built exactly as we said it was going to be. And the other problem: geography as he said is not the problem; the problem is the fact that B&D bought a lot that is thirty-five feet of waterfront. All the rest of us have ... in Wrightsville Beach, well, that's not exactly true; there are some other people that are in this situation in other sections, but he bought a thirty-five-foot wide lot; the rest of us spent significantly more money and paid for a lot that's fifty feet across. Fifty feet across means that they can meet the fifteen-foot setbacks on either side. Had he done that; if his lot was even straight, not even in a curve, there is no way he could meet the setbacks for the Town of Wrightsville Beach or for CRC; even if there was no curve whatsoever ... his property line extensions didn't meet forty feet out. So, as CAMA people have said before in one of these hearings, all he would ever be entitled to, to be able to meet the setbacks for the Town, would be a twenty-foot long dock. The other thing was the CRC has already denied his permit; so, you guys have denied it five times, I believe it's been five times; each time he's come with a different proposal. The only reason I've seen a plan that I could actually study before I got here is because Mr. Taylor emailed it to me. He came and got it from the Town because I couldn't even get them to send me – cause they knew that once I saw it and it wasn't what we'd agreed to, that there would be a problem. So they never sent me even a proposal to show me what they were trying to put there. I actually would still, if they would do what they said they were going to do; pay me what it's cost me; put in my floating dock; us get letters on file; I would still allow them, with the Town's permission of course, to build a dock that went to that first yellow line where they start the dredging, if they didn't dredge. It's what I've been telling them for four years and tens of thousands of dollars for me and probably I don't know how much, hundreds of thousands for them, to fight something that I've agreed to all along. Of course, the Town would still have to give up their 15-foot setbacks in order to do that. And I will not agree to any of it, of course, unless he pays me what it's cost me because it's been a financial hardship for me. It's cost me more money than I have made in the last couple of years."

Mr. William Taylor, 412 North Channel Drive, said, "I purchased this property in July of 2008 and at the time, I was made well aware of the pier matter by the former owner Sabra McNeill. She was extremely open and honest with me. She shared with me her strong opposition to a similar request by B&D by her subsequent litigation with B&D and her extremely difficult and very costly dealings with B&D. She advised me of the changing nature of their story and further advised me to remain very guarded as relative to prospective actions of B&D. Last June, I was approached by one of the B&D owners concerning his desire for a pier – they've got a naïve new owner – let's try again."

May 12, 2011, BOA
Review the Request

Alderman Sisson said, "I don't think that we really care about the access to those back parking spaces except that we don't want you to have to back out onto Causeway Drive under any circumstances. So, as you said, the Superior Court could decide on where the easement is and where it isn't. As far as perception goes, I would prefer to see a lower division between those areas rather than a six-foot fence. But it certainly doesn't give me any heartburn to see some sort of concrete barrier back there separating the two areas provided that we agree that Mr. Wallace has the ten parking spaces." Mr. Richardson agreed that Mr. Wallace has ten parking spaces. So then the easement through The Landing gives him access to both sets of parking spaces. That to me seems to solve the problem and if the church agrees to move the dumpsters, which doesn't necessarily have to be part of this if we give him the two-space parking exemption, then between you, you've solved that problem, too."

With no further comment from the public, the hearing was closed at 7:56 p.m.

Mr. Raney said, "It seems to me that the dumpster is really not an issue, so I would leave that out of your deliberation; if you can make it work with either the five parking spaces or the ten parking spaces with the exemption, then you can do that."

Alderman Sisson made the motion to approve the conditional use permit with the contingency that the concrete barrier between the entrance through The Landing and the existing parking spaces on the west side of the building be removed to give freer access to those parking spaces to prevent any backing out onto Causeway Drive; and to grant the two-space exemption to the operation of the Daily Grind. He said, "If we do both of those things, I think we can make the findings of fact we have to make in order to grant a conditional use permit." Mayor Pro Tem Weeks expressed the need for an "Entry Only" sign or something so that people can only pull in and go out – a one way entrance off of Causeway Drive and then you'd egress out the back. Following clarification from Mr. Raney that the Board could require the direction of the entrance and exit, Alderman Sisson said, Then I'm fine with adding that to the motion in order to make the finding that it doesn't conflict with the public welfare."

Mayor Cignotti then clarified for the record: "We're recommending approval of the conditional use permit for the coffee shop with an exception for two parking spaces based on the ten that they have; along with eliminating the cement wall; and directional signage to improve safety in the parking lot showing that it is entrance only off of Causeway Drive." The motion was then seconded by Alderman Blair and unanimously approved.

Mayor Pro Tem Weeks asked if Public Works would consider putting in the budget for this year to build a sidewalk from the corner of Live Oak down to that piece of property – about 120 plus or minus feet. She said, "If he's counting on a lot of pedestrian traffic, it would be nice to have that corner sidewalk tie into that."

PUBLIC HEARING FOR INPUT REGARDING A PIER PROPOSAL FOR 502 NORTH CHANNEL DRIVE.

Mr. Wilson stated that staff typically signs off on this type of request because it was not for a variance or an exception but since it had been a hot issue in the past, staff wanted to bring it to the Board of Alderman for their input.

Mr. Wilson reviewed the following background information: *"The Planning and Inspections Department received a request for a preliminary plan review from B&D Investment, LLC for their proposed pier and dock plan for a pier to be located at 502 North Channel Drive. The proposed pier will be located fifteen feet from the southern property line extended and fifteen feet from the Town's Fifth Avenue right of way. The proposed pier will encroach into the riparian corridor to the north at 504 North Channel Drive. However, Deborah Walker, property owner of 504 North Channel Drive provided notarized written approval for the proposed pier."* Mr. Wilson noted that this would take a general permit from CAMA and with that permit they could have up to two boats there.

Mayor Pro Tem Weeks clarified that it was a piling pier with no floating docks. Mr. Wilson confirmed that. When asked if they could extend a floating dock out, Mr. Wilson replied, "No, the floating dock couldn't go in here; you can park a boat there but you can't have a structure. Following a review with our Town Attorney, staff believes this proposal is consistent with our ordinances and CAMA." Mr. Wilson noted that he did have concern expressed by a citizen (Mr. Taylor) who lives on the other side of Fifth Avenue. He said the Board could make comments on the proposal that would be submitted to CAMA.

Mayor Pro Tem Weeks asked if they could put a boat lift in to the right and Mr. Wilson replied, "No, they couldn't put a boat lift but they could park a boat there." Alderman Blair asked if a beam from their boat could go into our riparian area and Mr. Wilson said it could. Alderman Blair then asked what the low tide depth was at the end of the pier. Mr. Wilson replied, "There could be some issues with dredging there; they could get a permit and do dredging there if it did meet the requirements to put a larger boat in there."

Mayor Cignotti opened the public hearing at 8:09 p.m.

Mr. Michael Berard, property owner of 502 North Channel, said, "We have coordinated with Robb Mairs of CAMA and talked with Tony (Wilson) several times to reduce the size of the pier so it makes sense to work with our north neighbor and to stay fifteen feet away from Fifth Avenue. We are not asking to dredge; we're not asking to put a boat there, I don't think you can get a boat in there unless you dredge. We just want a place that we can go to sit out and have a cocktail. That's all we're asking for."

Mayor Pro Tem Weeks stated that she lived three doors down and she wanted to say how disappointed she was in the process that led up to this. She said she didn't think the property owner was a very good neighbor in the beginning but she was glad that it came to a resolution.

Ms. Debbie Walker, adjacent property owner, said, "We've kind of come to this agreement out of financial necessity for me. I can live with what he is proposing to do. We have another agreement and I'm giving up my setbacks as long as our other agreement goes through. My question is, if our other agreement doesn't go through, do I have fifteen days to withdraw giving them permission." Alderman Sisson stated that the Board was just commenting tonight and it would be up to CAMA to answer that question. A brief discussion followed regarding the possibility of delaying Mr. Wilson's approval until the agreement is finalized.

With no further comment from the public, the hearing was closed at 8:11 p.m.

Alderman Collins said she was glad that it meets the Town's requirements and she hoped the neighbors would be able to work something out.

Mayor Cignotti asked if, in the future, one of the homes is sold and the pier is destroyed, would they be allowed to build it back to where it was if it is intruding. Mr. Wilson stated that if it was more than 50% destroyed, they would have to comply with the rules and regulations and have to get the adjacent property owner's approval again. He said he didn't know if the document would change things or whether it would go with the land. Mr. Raney stated that the Town's ordinance just requires a signed and notarized statement but it doesn't say whether it is recorded or not. He said if it is in the nature of an easement and it gets recorded then it may convey some sort of permanent property rights that go with the property; otherwise, it doesn't.

Mayor Cignotti stated that he would like for us to look at our ordinances and look further into how we approach these issues because he felt it causes more congestion, safety issues and questions years down the line. Alderman Sisson agreed with the need to look at our ordinances and make sure they give the Board maximum flexibility, but as far as this issue was concerned, he was happy to see it put to bed.

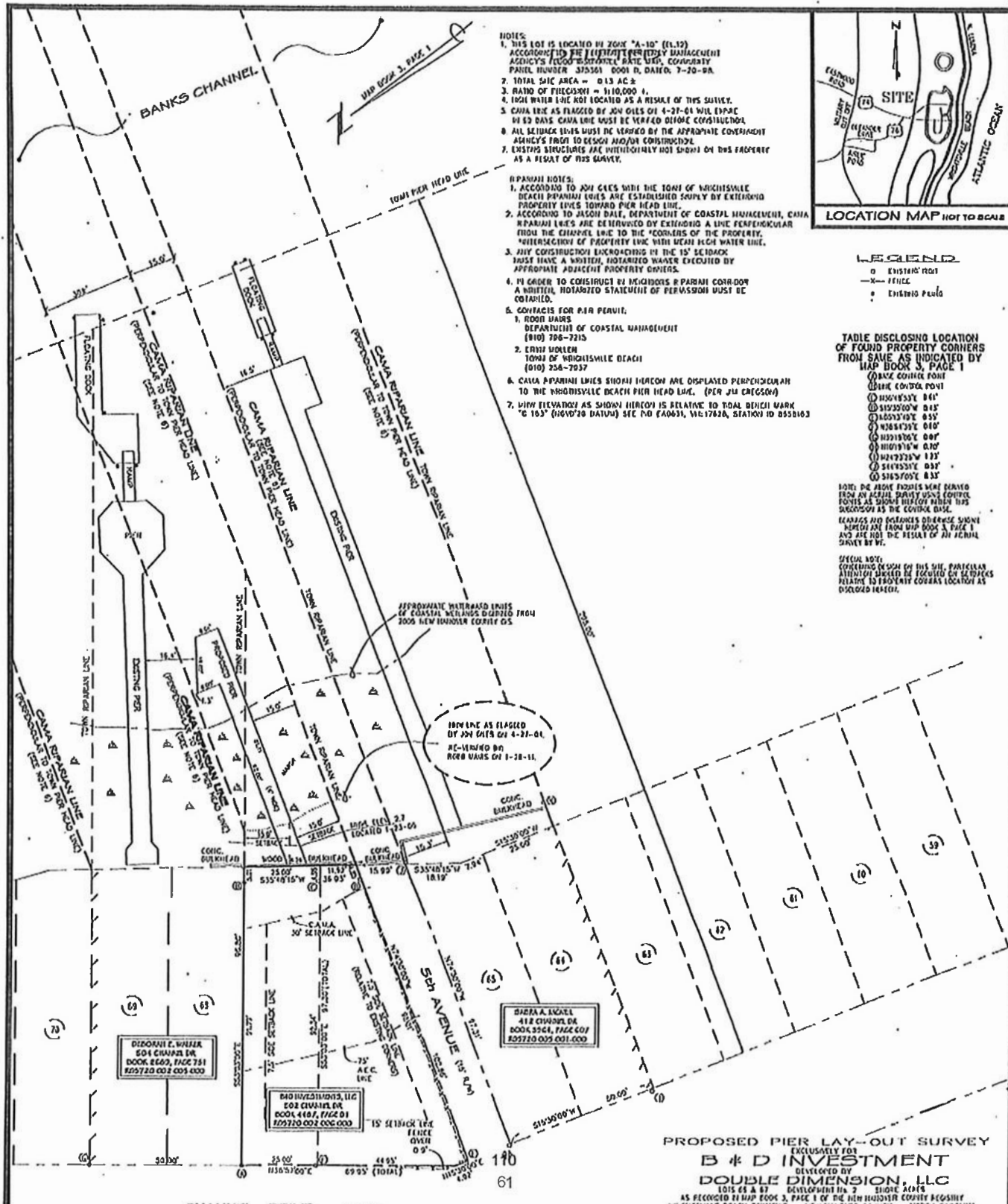
Meeting recessed at 8:14 p.m. and reconvened at 8:19 p.m.

WRIGHTSVILLE BEACH BEAUTIFICATION PROJECT PROPOSAL.

Mr. Simpson referenced the Wrightsville Beach Beautification Project Group's interest in creating a small garden at the corner of Seawater Lane and West Salisbury Street. He said this was brought to the Board's attention at the last meeting and the Board had some questions at that time; so Mrs. Linda Brown was here to explain the scope of the project and answer questions.

Mrs. Brown stated that she would like to withdraw the area that was requested and instead, in memory of Fred Matt with the funds that the Beautification Project had collected, they would like to landscape both sides of the new stage area for the community. She noted that this area was already irrigated. When asked about the tall palm trees, she said a palm tree was moved and placed in another location of the park to make room for the stage but there is a palm tree still on the right hand side of the stage. Mrs. Brown said in keeping with the palm tree that's on the right side, they would like to put two more palm trees to balance it out. She said the Landscape Contractor is willing to do the whole stage area and clean up the area behind the stage and mulch the flower beds where the trees are that surround closest to the stage. When asked what kind of plants would be used, she said it would be indigenous plants like in the drawing; they would use the lantana, the knock out roses, and sabal palms. Mrs. Brown said once those are established, the watering would be minimal and, if they get permission to do the project, they would like to have someone from Public Works there when the plantings are going in to make sure they are not getting too close to any of the waterlines in that area.

Alderman Collins noted that the sabal palms were the large palms. She asked if the Group wanted to add two more of those. Mrs. Brown replied, "We'd like to; one was removed from that area. So we'd like to put one on the other side of the stage just to balance it out."



CONSENT TO PIER AT 502 CHANNEL DRIVE

The undersigned, Deborah E. Walker, owner of the property located at 504 Channel Drive, Wrightsville Beach, North Carolina, does hereby give her consent to the construction and installation of the pier proposed by B&D Investments, LLC, owner of the property at 502 Channel Drive, that has been submitted to the Town of Wrightsville Beach for approval by B&D as shown on Exhibit A attached hereto and incorporated herein by reference. I specifically consent to the pier being constructed within my riparian corridor designated as "Town Riparian Line" and within 15 feet of the "CAMA Riparian Line", all as shown on Exhibit A.

This the 21st day of April, 2011.

Deborah E. Walker
Deborah E. Walker

Henry COUNTY, SOUTH CAROLINA

I certify that the following person personally appeared before me this day, acknowledging to me that she signed the foregoing document for the purpose(s) stated therein and, if other than in an individual capacity, in the capacity indicated having been first authorized to do so: Deborah E. Walker.

Date 4-21-11

Jennell Cato Rles
Notary Public
My commission expires:
11-15-2021





Notary seal or stamp must appear within this box.

ND: 4841-1898-1897, v. 1

May 21, 2012, building permit
issued for pier and dock

TOWN OF WRIGHTSVILLE BEACH APPLICATION FOR PERMIT (PA7-2007)

FILE COPY

Any change or changes in development, construction, or land use activities as represented in this application and/or accompanying plans will require a re-evaluation and modification of this permit. Applicants, property owners, authorized agents and/or contractors are responsible for compliance with any and all permit conditions. Applications for new/alterd service and irrigation will need to be accompanied by a Water, Sewer and Trash Service Addendum.

TYPE OF PERMIT ☐ BUILDING ☐ PLUMBING ☒ PIERS, DOCKS, BULKHEADS
☐ SIGN ☐ DEMOLITION ☐ IRRIGATION

TYPE OF IMPROVEMENT: ☒ ERECT ☐ ALTER ☐ SUB. IMPROVEMENT
☐ REPAIR ☐ ACCESSORY ☐ RETROFIT-ELEVATE

LOCATION OF WORK: _____ ZONE _____

PROPERTY OWNER: Bo D Investments

OWNER'S ADDRESS: 2327 Pansy St. 502 N Channel ZIP 28480

OWNER PHONE: (919) 949-3222 FAX: _____

UNIT TYPE: ☐ MULTI-FAMILY ☐ DUPLEX ☒ SINGLE FAMILY DWELLING

STRUCTURE USE: ☐ RESIDENTIAL ☐ COMMERCIAL ☐ GOVERNMENT

CONTRACTOR NAME: Terry North

CONTRACTOR ADDRESS: 634 W. Wrightsville Ave CITY Wilmington NC ZIP 28403

CONTRACTOR PHONE: (910) 231-8514 FAX: 256-6392

AS PER TITLE 11, A PRIVILEGE LICENSE IS REQUIRED PL # _____ EXP _____

STATE LICENSE NO. _____ EXP _____

*PROJECT DESCRIPTION: Erect pier

COST OF PROJECT \$ 11,200 - NO. OF PILING _____

WATER TAP SIZE _____ SEWER TAP SIZE _____

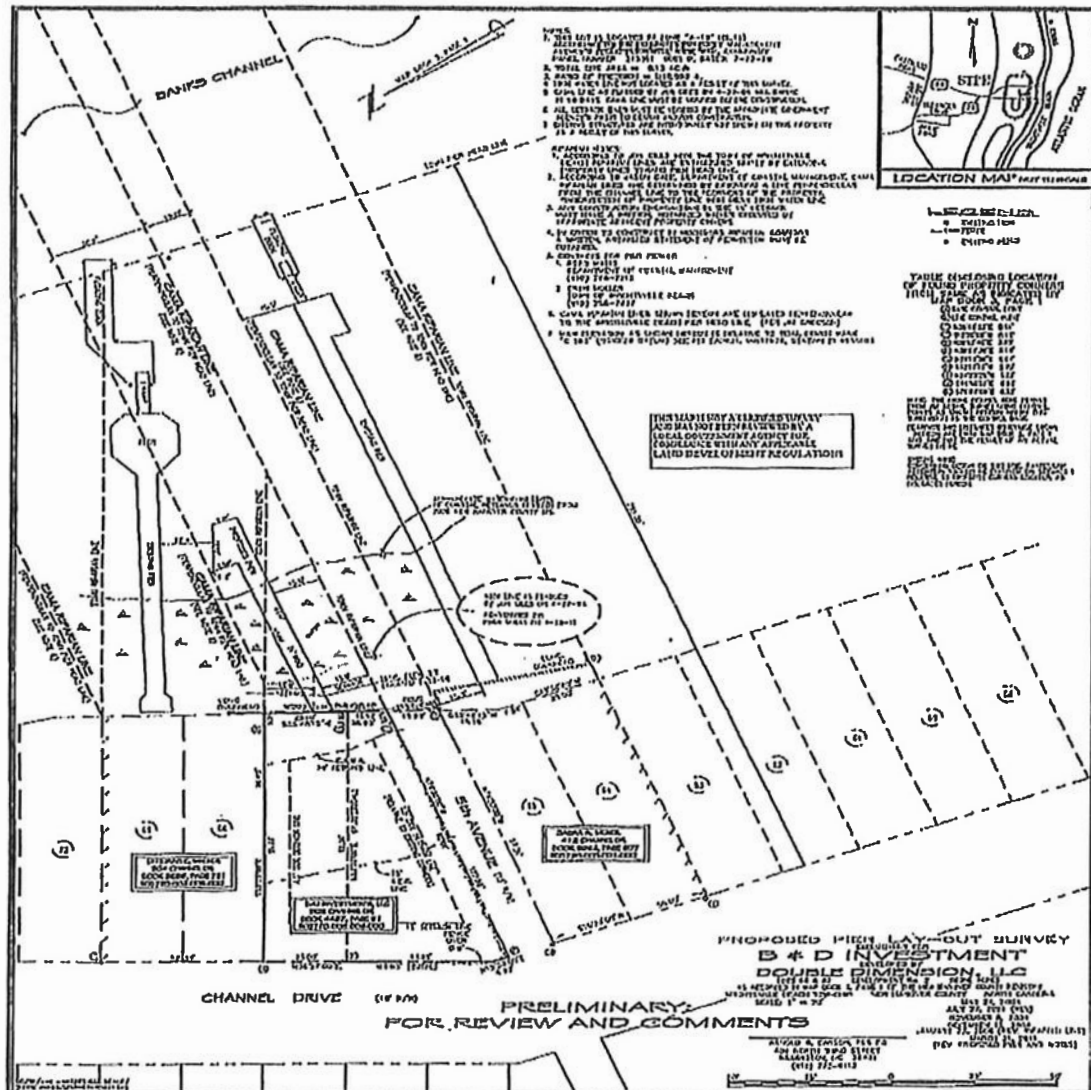
APPLICANT SIGNATURE g. m. s. DATE 5/21/12

FOR OFFICE USE ONLY

CONDITIONS: <u>AS per exhibit A</u>		PERMIT #
<u>Meet Town's pier & dock ordinance</u>		
<u>Provide AS-built survey at final</u>		
<u>15' seabuck</u>		
WATER TAP FEES	WATER IMPACT FEE	
IRRIGATION TAP FEE	IRRIGATION IMPACT FEE	
SEWER TAP FEES	PILING FEES \$25 each	TOTAL \$ _____
PERMIT FEE	NCHMR FEE	\$10.00
TOTAL \$ <u>225.00</u> <u>check</u>	NOT PAID ()	PAID (<u>X</u>)
*Forms required:	RECEIVED COMPLETE BY: <u>[Signature]</u> DATE <u>5-21-12</u>	
☐ Zoning Compliance	CODE AUTHORIZATION BY: _____ DATE _____	
☐ CAMA	CAMA AUTHORIZATION BY: _____ DATE _____	
☐ Site Plan / Survey	☐ New Const Checklist	
ZONING APPROVED BY: _____	DATE: _____	ZONING PERMIT NUMBER: _____

OVERSIGHT BY ANY INSPECTOR SHALL NOT LEGALIZE ANY VIOLATIONS

EXHIBIT A





McAMA / DREDGE & F GENERAL PERMIT

New ☐ Modification ☐ Complete Reissue ☐ Partial Reissue

Previous permit # _____
Date previous permit issued _____

As authorized by the State of North Carolina, Department of Environment and Natural Resources and the Coastal Resources Commission in an area of environmental concern pursuant to 15A NCAC

7H.1200

☒ Rules attached.

Applicant Name B & D Investments, LLC Derard

Project Location: County New Hanover

Address 2324 Pansy St.

Street Address/ State Road/ Lot #(s) _____

City Huntsville State AL ZIP 35801

502 Channel Drive

Phone # (919) 949-3722 Fax # _____

Subdivision _____

Authorized Agent Jimmy North

City Wrightsville Beach ZIP 28480

Affected ☒ CW ☒ EW ☒ FTA ☐ ES ☐ PTE

Phone # (919) 231-8514 River Basin Cape Fear

AEC () ☐ OEA ☐ HHF ☐ IH ☐ UBA ☐ N/A

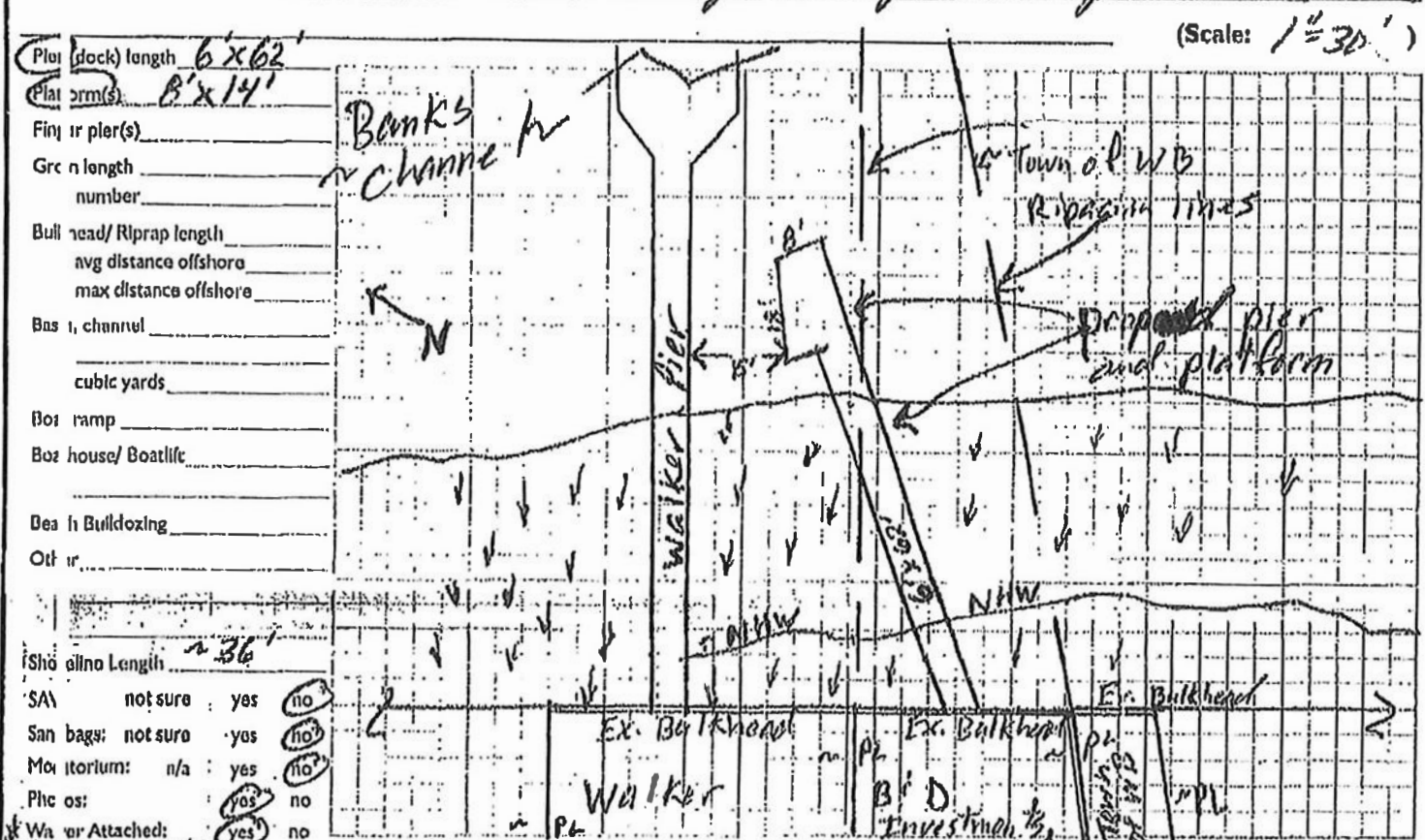
Adj. Wtr. Body Banks Channel (nat (mar)/unkn)

☐ PWS ☐ DFC

Closest Maj. Wtr. Body Greenville Sound

ORW yes ☒ PNA yes ☒ Crit.Hab. yes ☒

Type of Project/ Activity Construction of a private pier and platform. (209 sq)

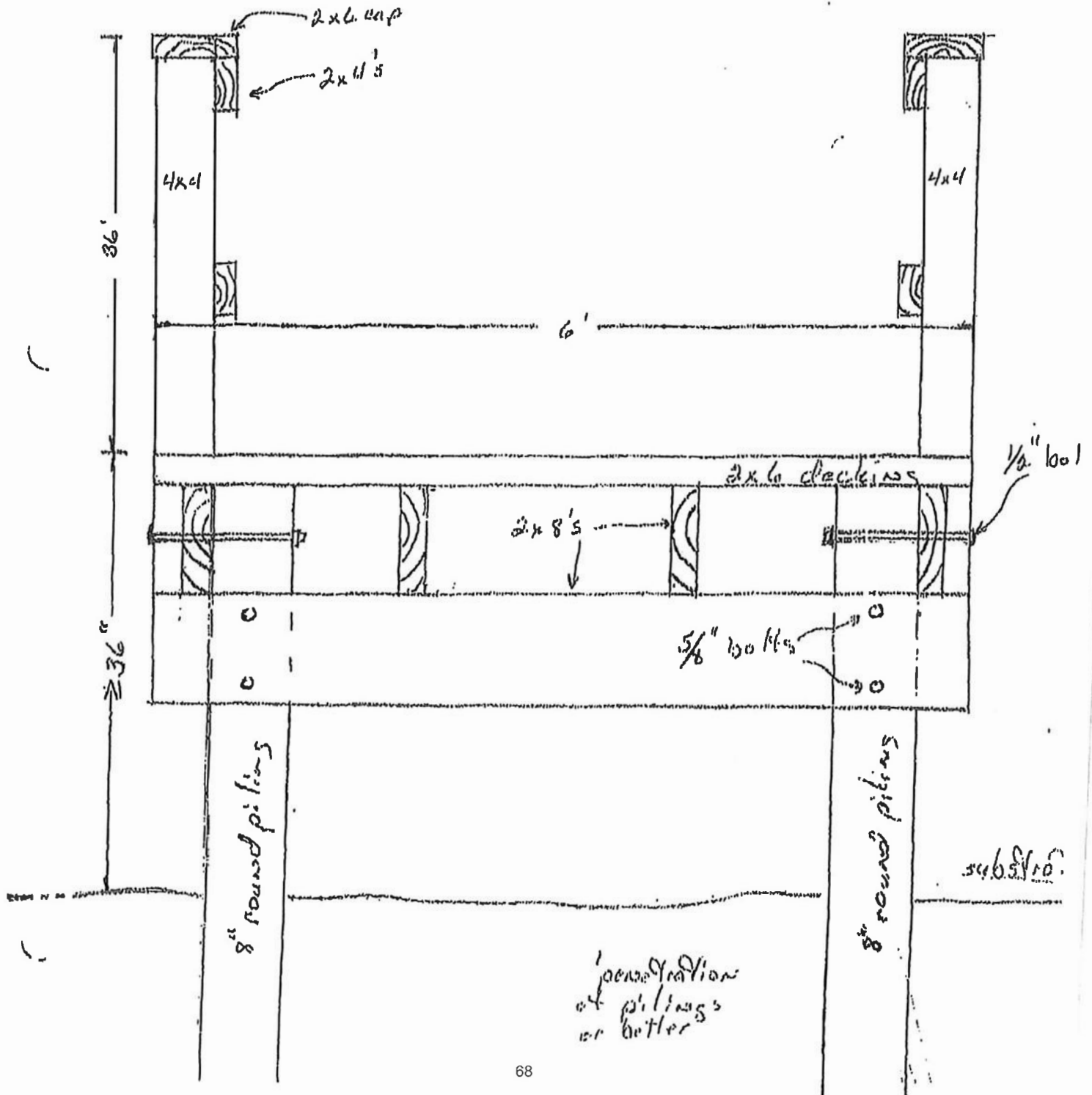


Shoreline Length ~36'
SAI not sure yes ☒ no ☐
San bags not sure yes ☒ no ☐
Monitoring n/a yes ☒ no ☐
Photos yes ☒ no ☐
Waiver Attached: ☒ yes ☐ no
See agreement ☒ yes ☐ no
A building permit may be required by: Town of Wrightsville Beach ☐ See note on back regarding River Basin rules.
Notes/ Special Conditions Rules 7H.1200 apply. * Work shall be done in accordance with attached Riparian Easement Agreement dated April 19th, 2012.

Agent or Applicant Printed Name Jimmy North
Signature [Signature]
Please read compliance statement on back of permit **
\$ 200
Application Fee(s)
Check # 18274 116 67

Permit Officer's Signature [Signature]
Issuing Date 05/10/12
Expiration Date 09/10/12
Local Planning Jurisdiction Town of Wrightsville Beach 0-051011
River File Name

x-section of pier.



TOWN OF WRIGHTSVILLE BEACH

P A Y M E N T

Date: 5/29/2012

Time: 12:05 PM

Jimmy North- Coastal Marine
6314 Wrightsville Ave
Pier And Dock 502 n Channel

Cash:	\$0.00
Check:	\$225.00
Charge:	\$0.00
MoneyOrder:	\$0.00
Total Fee:	\$225.00
Total Paid:	\$225.00
Change Due:	\$0.00

1 BLDGP BUILDING PERMIT \$225.00

Operator: 81
Receipt#: 36152

T H A N K Y O U !

502 N. Channel - applied for
CMAA Major w/ DCM

CERTIFIED MAIL - RETURN RECEIPT REQUESTED

DIVISION OF COASTAL MANAGEMENT
ADJACENT RIPARIAN PROPERTY OWNER STATEMENT

I hereby certify that I own property adjacent to B & D Investment's
(Name of Property Owner)
property located at 502 North Channel
(Lot, Block, Road, etc.)
on Banks Channel, in Wrightsville Beach, N.C.
(Waterbody) (Town and/or County)
Applicant's phone #: _____ Mailing Address: _____

He/She has described to me as shown below the development he/she is proposing at that location,
and I have no objections to the proposal.

DESCRIPTION AND/OR DRAWING OF PROPOSED DEVELOPMENT:

(Individual proposing development must fill in description below or attach a site drawing)

A 6' x 62' pier with a 8' x 14' deck area at the
end of pier.

No comments
EKW
5.10.2012

If you have objections to what is being proposed, you must notify the Division of Coastal Management (DCM) in writing
within 10 days of receipt of this notice. Correspondence should be mailed to 127 Cardinal Drive Ext. Wilmington, NC
DCM representatives can also be contacted at (910) 796-7215.

No response is considered the same as no objection if you have been notified by Certified Mail

(Property Owner Information)

[Signature]
Signature

Tracy North (agent)
Print or Type Name

6314 Wrightsville Ave
Mailing Address

Wilmington, N.C. 28403
City / State / Zip

Telephone Number 910-231-8514

Date 5/8/11

(Riparian Property Owner Information)

Signature

Print or Type Name

Mailing Address

City / State / Zip

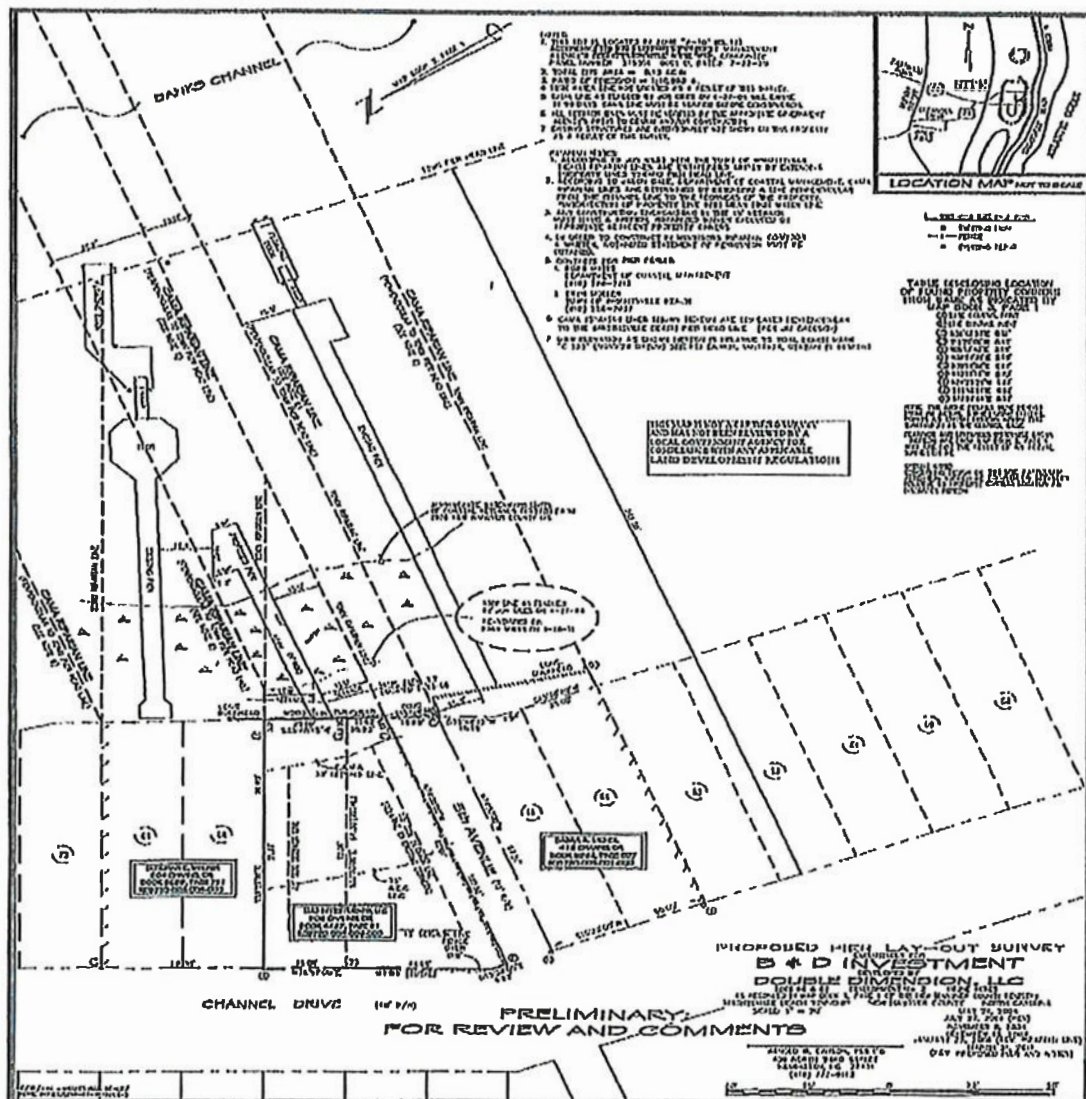
Telephone Number _____

Date _____

127 Cardinal Drive Ext., Wilmington, North Carolina 28405-3845
Phone: 910-796-7215 \ FAX: 910-395-3964 \ Internet: www.nccoastalmanagement.net

An Equal Opportunity \ Affirmative Action Employer - 50% Recycled \ 10% Post Consumer Paper

EXHIBIT A



5th Avenue Quitclaim Deed

⑤
17
20 RS

2009 \$10.00



FOR REGISTRATION REGISTER OF DEEDS
JENNIFER H. MACNEISH
NEW HANOVER COUNTY NC
2009 AUG 12 11 39 37 AM
BK 5431 PG 658-660 FEE \$17 00
NC REV STAMP \$20 00
INSTRUMENT # 2009029098

Area 20 - Adjacent to
PT R05720-002-006-000

\$10.00 RS

Preparer of this document has made no title
examination and makes no representations or
certifications as to any matters affecting title

STATE OF NORTH CAROLINA

COUNTY OF NEW HANOVER

**QUITCLAIM DEED AND
ASSIGNMENT OF
RIGHTS OF REVERTER**

Prepared by: Geoffrey A. Losee, Esquire
Return to: Rountree, Losee & Baldwin, LLP
P.O. Box 1409, Wilmington, NC 28402-1409

THIS DEED, made and entered into this 15th day of July, 2009, by and between **Shore Acres Company**, a North Carolina Company, hereinafter called Grantor, and **B & D Investments, LLC**, hereinafter called Grantee, whose permanent mailing address is 1510 Scales St., Raleigh, North Carolina 27608.

WITNESSETH:

That said Grantor, for and in consideration of the sum of Ten Dollars (\$10 00) to him in hand paid, the receipt and sufficiency of which is hereby acknowledged, has remised and released and by these presents does remise, release, convey, and forever quitclaim unto the Grantee, his heirs and/or successors and assigns, all right, title, claim and interest of the Grantor in and to a certain lot or parcel of land lying and being in and more particularly described as follows:

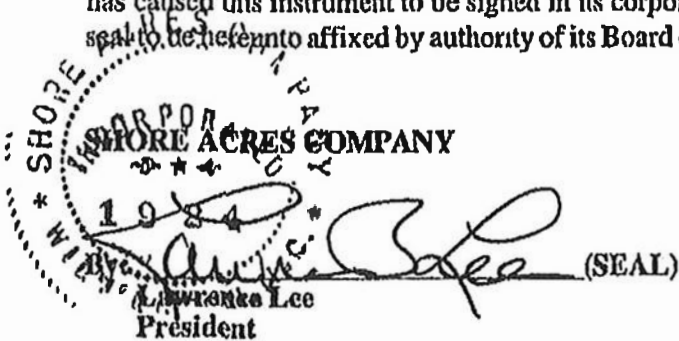
That parcel being all of that portion of 5th Avenue lying and being situated between the eastern right of way of Channel Drive and, as extended eastwardly between Lots 65 and 66, the mean high water line of Banks Channel, all as more particularly shown on the Map entitled "Harbor Island Development No. 2 Shore Acres" recorded in Map Book 3 at Page 1 in the Office of the Register of Deeds of New Hanover County, North Carolina.

Together with an assignment and conveyance of any and all Rights of Reverter that arise out of, touch or concern the property conveyed herein

To have and to hold the aforesaid lot or parcel of land and all privileges thereunto belonging to him, the Grantee, his heirs and/or successors and assigns, free and discharged from all right, title, claim or interest of the Grantor or anyone claiming by, through or under him

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal, or if corporate has caused this instrument to be signed in its corporate name by its duly authorized officers and its seal to be hereunto affixed by authority of its Board of Directors, the day and year first above written.



STATE OF GEORGIA

COUNTY OF CHATHAM

I, Deborah J. Blackston, a Notary Public of the State and County aforesaid, certify that Lawrence Lee personally came before me this day and acknowledged that he is President of Shore Acres Company, a North Carolina corporation, and that by authority duly given and as the act of the corporation, the foregoing instrument was signed in its name by its President.

Witness my hand and official stamp or seal, this the 15 day of July 2009

Deborah J. Blackston
NOTARY PUBLIC
DEBORAH J. BLACKSTON
Notary Public, Chatham County, GA
My Commission Expires 2/21/11





JENNIFER H MACNEISH
REGISTER OF DEEDS, NEW HANOVER
216 NORTH SECOND STREET

WILMINGTON, NC 28401

Filed For Registration: 08/12/2009 11:39:37 AM

Book: RE 5431 Page 658-660

Document No.: 2009029098

3 PGS \$17.00

NC REAL ESTATE EXCISE TAX: \$20.00

Recorder: JOHNSON, CAROLYN

State of North Carolina, County of New Hanover

PLEASE RETAIN YELLOW TRAILER PAGE WITH ORIGINAL DOCUMENT.

2009029098

2009029098

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 Mills and Board of Aldermen

From: Katie Ryan, Recreation Program Supervisor 

Subject: Town of Wrightsville Beach Bicycle and Pedestrian Plan

Date: May 3, 2024

BACKGROUND: In August 2022, the Town of Wrightsville Beach was awarded a grant by the North Carolina Department of Transportation (NCDOT) to develop a comprehensive bicycle and pedestrian plan. The Board appointed the Parks and Recreation Advisory Committee in February 2023 to serve as the steering committee for the project. Kimley-Horn was the consultant assigned by the NCDOT to develop the plan with NCDOT and Wilmington Metropolitan Planning Organization (WMPO) staff participating in the committee meetings and development process.

After reviewing the draft document, the Parks and Recreation Advisory Committee recommends that the Board of Aldermen adopt the Town of Wrightsville Beach Bicycle and Pedestrian Plan as presented.

Starla Couso from Kimley-Horn will present the plan and provide information regarding development of the final product.

REQUESTED ACTION: Consider approval of Resolution (2024) 2323 adopting the Town of Wrightsville Beach Bicycle and Pedestrian Plan.

RESOLUTION NO. (2024) 2323



Board of Aldermen
Town of Wrightsville Beach, North Carolina
Date: May 9, 2024

A RESOLUTION OF THE BOARD OF ALDERMEN
OF THE TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA
ADOPTING THE WRIGHTSVILLE BEACH BICYCLE AND PEDESTRIAN PLAN

WHEREAS, the Town of Wrightsville Beach received funding from the North Carolina Department of Transportation's (NCDOT) Integrated Mobility Division (IMD) and the Transportation Planning Division for the development of a comprehensive municipal bicycle and pedestrian plan, which may serve as a component of the Cape Fear Region's comprehensive transportation plan; and

WHEREAS, the Wilmington Metropolitan Planning Organization (WMPO) was created to conduct transportation planning in a continuous, cooperative and comprehensive manner in accordance with 23 U.S.C. 134 and 49 U.S.C. 1607; and

WHEREAS, the WMPO is comprised of representatives from the City of Wilmington, Town of Carolina Beach, Town of Kure Beach, Town of Wrightsville Beach, Town of Belville, Town of Leland, Town of Navassa, New Hanover County, Brunswick County, Pender County, Cape Fear Transit Authority and the North Carolina Board of Transportation; and

WHEREAS, the WMPO and the Town of Wrightsville Beach with the consultant, Kimley Horne collaboratively began the Town of Wrightsville Beach Bicycle and Pedestrian Plan development process in February 24, 2023; and

WHEREAS, the study included a field inventory of existing conditions, public outreach efforts through the design process and preparation of design plans, and recommendations for bicycle and pedestrian facility improvements; and

WHEREAS, the Wrightsville Beach Bicycle and Pedestrian Plan will be used as a general guideline to improve bicycle and pedestrian facilities throughout the Town of Wrightsville Beach provided that the implementation or requested implementation of any part of this plan be the subject of a public hearing and approval by the Board of Aldermen prior to submission.

NOW, THEREFORE, BE IT RESOLVED that the Board of Aldermen of the Town of Wrightsville Beach, North Carolina, does hereby adopt the Wrightsville Beach Bicycle and Pedestrian Plan, attached hereto as Exhibit A.

This Resolution duly adopted this 9th day of May, 2024.

F. Darryl Mills, MAYOR

ATTEST:

Lance Heater, Town Clerk



Wrightsville Beach

Bicycle and Pedestrian Plan

Board of Aldermen

Plan Adoption Meeting | May 9, 2024

The Plan | Process



The Plan | Key Elements



Projects

Bicycle and pedestrian
facility recommendations

Prioritization

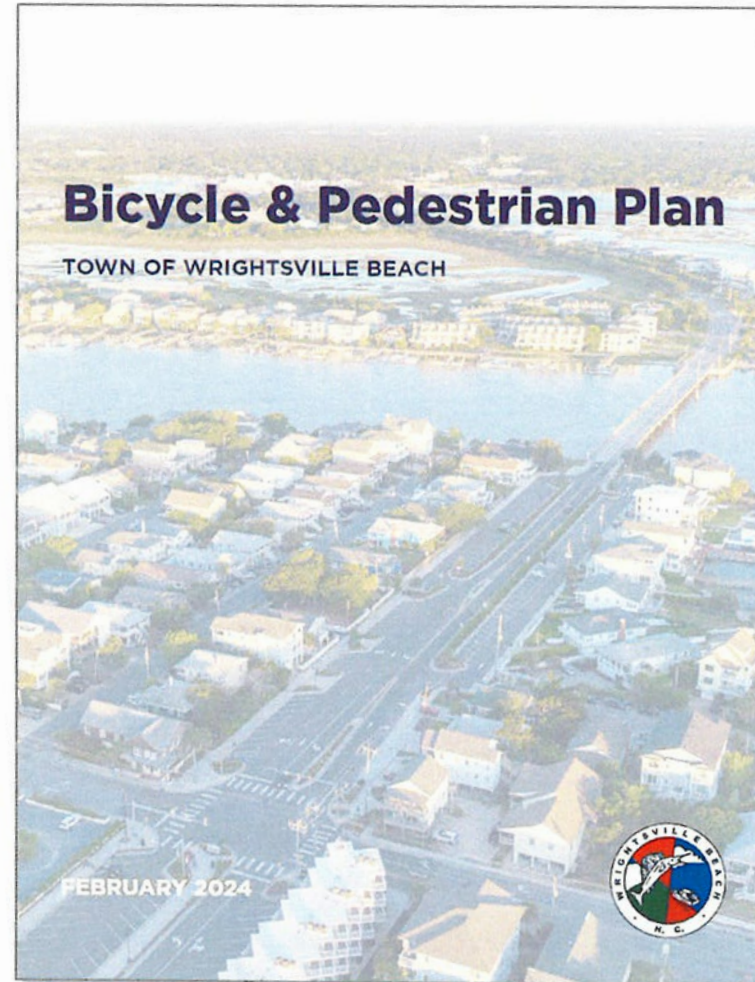
Guidance for how
Wrightsville Beach
prioritizes investment

Policy

Policy and programmatic
recommendations to support
the vision

The Plan

- Introduction
- Existing Conditions
- Public Outreach
- Recommendations
- Implementation



Vision and Goals

“Our vision is to create a safe, accessible, and connected bicycle and pedestrian network in and around Wrightsville Beach for people of all ages and abilities. The Wrightsville Beach Bicycle and Pedestrian Plan will consider the unique environment and geographic challenges and focus on safe connections in the town and broader region.”

- Accessibility
- Connectivity
- Economic Development
- Environment
- Equity
- Public Health
- Safety

Existing Conditions

DEMOGRAPHICS

The following pages provide a glimpse into the demographic trends of the Town of Wrightsville Beach including population, race and ethnicity, age, income and poverty, and education attainment.

Population

The population of Wrightsville Beach has consistently stayed around 2,500 residents since 2010. Since Wrightsville Beach is a coastal community, there are influxes of people during peak, summer seasons. The seasonal population is estimated to be around 5,000 people; however, during any given day during the summer, the population could reach nearly 41,000 people. With almost 41,000 people, the number of vehicles, bicycles, and pedestrians will greatly impact the transportation system.

2,593
Permanent Residents

4,960
Seasonal Population

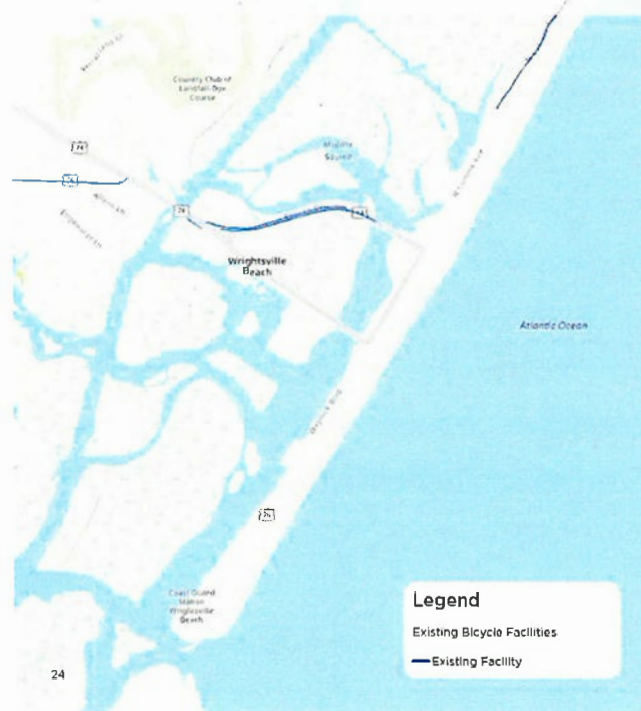
41,725
Peak Day Population

Source: Wrightsville Beach CAMA Feb. 2019



Existing Bicycle Facilities

Currently, the Town of Wrightsville Beach has only a few bicycle facilities. Pelican Drive is the only corridor that has shared lane markings. On West Salisbury Street and North Lumina Avenue there are paved shoulders. In Wrightsville Beach, there are approximately 2.5 miles of existing bicycle facilities.



Existing Pedestrian Facilities

Wrightsville Beach has an impressive existing pedestrian network. With pedestrian facilities along the major corridors, the existing network is fairly well-connected. In Wrightsville Beach, there are a little more than 11 miles of existing pedestrian facilities (including sidewalks on private property).



Public Engagement

PUBLIC WORKSHOPS

There were two public workshops held to gather information from the community. The following section provides an overview of the input collected from each workshop.

Workshop #1

On May 17, 2023, the Wrightsville Beach Bicycle and Pedestrian Plan's planning process was introduced to the public at a workshop-style public meeting. The event featured a combination of information and activity-based stations designed to educate attendees on the bicycle and pedestrian planning process, engage in interactive activities, and gather tangible feedback to guide the plan's development.

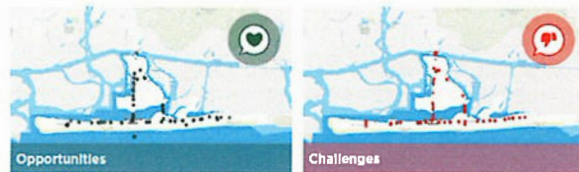
60+
Participants

150+
Data Points

150+
Comments

MAPPING ACTIVITY

At the workshop, participants were asked to provide feedback on a mapping activity. The activity prompted participants to identify areas where there are opportunities and challenges associated with biking or walking around town. The following summary outlines the input received on the mapping activity.



The opportunities identified focused on creating new facilities to address safety concerns. The following bullets highlight the key takeaways:

- Eliminate parking to make room for bicycle or pedestrian infrastructure
- Create high visibility crosswalks or bike boxes to increase visibility of pedestrians or cyclists
- Use current right-of-way to install dedicated bicycle lanes or multi-use pathways

The challenges identified focused on enforcement and safety issues. The following bullets highlight the key takeaways:

- Existing facilities are too narrow for people to walk and bike side by side
- There are no buffers between bicycles and vehicles
- Speed limits are too high

Workshop #2

On August 23, 2023, the second public workshop was held for the Wrightsville Beach Bicycle and Pedestrian Plan. This workshop focused on participants identifying their top three facility recommendations and rating the entire collection of projects based on how well they address the needs and concerns identified in the first workshop. The workshop participants were also invited to share any additional ideas or concerns about the plan.

25+
Participants

160+
Data Points

20+
Comments

RECOMMENDATIONS

The draft sidewalk, bicycle, and multi-use path recommendations were presented to the public for review. The workshop participants were prompted to answer a series of questions about each type of recommendation and given the opportunity to identify additional needs.

SIDEWALK

Sidewalks are paved pathways for pedestrians on the side of a roadway. The sidewalk recommendations focused on connections on one or both sides of existing roadways based on the environmental constraints and right-of-way availability.

Workshop participants were asked to rate the sidewalk recommendations on a scale of one to five based on how well the proposed recommendations address biking and walking issues, with one being "not at all" and five being "completely." The average rating was 4.0.

The participants were also asked to identify their top three priority projects. The top three sidewalk projects include:

- North Lumina Avenue from Moore's Inlet to Beach Public Access #2
- Causeway Drive from Seacrest Drive to Coral Drive
- Gaps along South Lumina Avenue from Iula Street to Sprunt Street



Level of Comfort

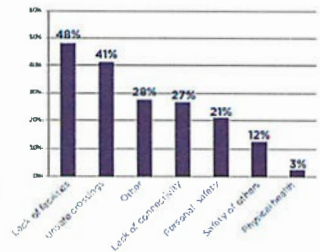
As part of the survey, participants were asked how comfortable they feel walking or biking around Wrightsville Beach. This question helped establish a baseline for how the community perceives the existing infrastructure. It also highlighted areas for improvement regarding safety, comfort, and accessibility. The results are summarized below.

Walking level of comfort

- 20% Fearless
- 67% Confident
- 13% Interested, but concerned
- >1% Uninterested

87% of survey participants feel fearless or confident walking around Wrightsville Beach. This indicates that the existing sidewalk infrastructure is supportive of people who would like to walk.

What existing obstacles prevent you from walking in Wrightsville Beach?

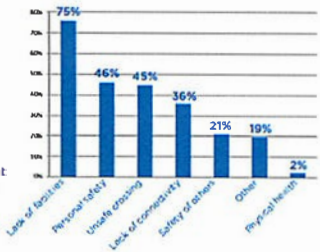


Biking level of comfort

- 8% Fearless
- 36% Confident
- 49% Interested, but concerned
- 7% Uninterested

49% of survey participants were interested, but concerned about biking in Wrightsville Beach. 75% of survey participants indicated that the lack of dedicated bicycle facilities is a major obstacle to biking around the town.

What existing obstacles prevent you from biking in Wrightsville Beach?



Steering Committee & Partners

- Parks and Recreation Advisory Committee
- Town Staff
- NCDOT IMD
- Wilmington Urban Area Metropolitan Planning Organizations (WMPO)

Facility Recommendations

Proposed Bicycle Facility List

The following table highlights the proposed bicycle facilities recommended as part of this plan. The map on the following page also includes the committed projects that NCDOT is actively funding.

ID	Name	Facility	From	To	Length (miles)
A	N Lumina Avenue	Bike Lane	Causeway Drive	W Salisbury Street	0.58
B	W Salisbury Street	Sharrow	W Salisbury Street Bridge	Public Beach Access #16	0.25
C	N Lumina Avenue	Bike Lane	W Salisbury Street	Parmele Boulevard	0.29
D	N Lumina Avenue	Sharrow	Parmele Boulevard	S Ridge Lane	0.52
E	Old Causeway Drive	Bike Lane	Keel Street	Causeway Drive	0.14
F	S Lumina Avenue	Bike Lane	Jack Parker Boulevard	Sunset Avenue	0.49
G	S Lumina Avenue	Sharrow	Sunset Avenue	Sprunt Street	0.44
H	S Lumina Avenue	Sharrow	Snyder Street	Causeway Drive	0.39
I	N Channel Drive	Sharrow	Causeway Drive	End of Street	0.45
J	Parmele Boulevard	Sharrow	N Lumina Avenue	End of Street	0.35

COMMITTED STIP PROJECT

The current [State Transportation Improvement Plan \(STIP\) 2024 - 2033](#) identifies the transportation projects that will receive funding. The funding for BL-0075 was awarded by the WMPO through its annual direct attributable program. In Wrightsville Beach, there is currently one bicycle and pedestrian project that is already in construction and assumed to be committed.

STIP ID: BL-0075

Construction Year: 2024

Description: Installation of on-street bicycle lanes and pedestrian crosswalks along US 76 (Causeway Drive) and US 74 (West Salisbury Street) in Wrightsville Beach.

Proposed Bicycle Facilities

The proposed bicycle recommendations aim to create safe, connected facilities for residents and visitors alike. The proposed facilities reinforce the desire of the community to have dedicated bicycle facilities separated from vehicles and pedestrians.



Plan Recommendations

The plan recommendations include a variety of pedestrian and bicycle facilities. There were over 30 projects identified as part of this plan.



Prioritization

Project Results

The table below shows the pedestrian, bicycle, and multi-use pathway corridor recommendations in priority tiers. The projects were prioritized based on the evaluation criteria described on the preceding page.

	Type	ID & Name	From	To
NEAR-TERM	Pedestrian	(D) N Lumina Avenue	Moore's Inlet	Public Beach Access #2
	Pedestrian	(F) Causeway Drive	Seacrest Drive	Coral Drive
	Bicycle	(A) N Lumina Avenue	Causeway Drive	W Salisbury Street
	Bicycle	(B) W Salisbury Street	Salisbury Street Bridge	Public Beach Access #16
	Bicycle	(C) N Lumina Avenue	W Salisbury Street	Parmelee Boulevard
MID-TERM	MUP	(D) Causeway Drive	W Salisbury Street	Waynick Boulevard
	MUP	(B) Waynick Boulevard	Sunset Avenue	Causeway Drive
	Pedestrian	(A) Seashore Street	Waynick Boulevard	S Lumina Avenue
	Pedestrian	(B) Snyder Street	Waynick Boulevard	S Lumina Avenue
	Bicycle	(E) Old Causeway Drive	Keel Street	Causeway Drive
LONG-TERM	Bicycle	(G) S Lumina Avenue	Sunset Avenue	Sprunt Street
	Bicycle	(D) N Lumina Avenue	Parmelee Boulevard	S Ridge Lane
	MUP	(A) Harbor Island Loop	Causeway Drive	W Salisbury Street
	MUP	(E) W Salisbury Street	Causeway Drive	N Lumina Avenue
	Pedestrian	(C) S Lumina Avenue	Iula Street	Sprunt Street
LONG-TERM	Pedestrian	(E) Pelican Drive	Driftwood Court	Keel Street
	Bicycle	(F) S Lumina Avenue	Jack Parker Boulevard	Sunset Avenue
	Bicycle	(H) S Lumina Avenue	Snyder Street	Causeway Drive
	Bicycle	(I) N Channel Drive	Causeway Drive	End of Street
	Bicycle	(J) Parmelee Boulevard	N Lumina Avenue	End of Street
	MUP	(C) Causeway Drive	Wrightsville Avenue	Old Causeway Drive

Prioritized Recommendations

The project prioritization led to the identification of near-, mid-, and long-term recommendations. This prioritization process is meant to be dynamic and flexible. Future iterations of the project prioritization should reflect the community values at the time of prioritization.



PRIORITIZATION

Prioritization Criteria

By using a quantitative methodology, the project recommendations were sorted into three prioritization tiers: near-, mid-, and long-term. Typically, near-term projects are identified to be initiated or completed prior to the mid- and long-term projects; however, the prioritization should be flexible to allow for implementation due to changes in available resources, public priorities, or time.

NCDOT priorities for Strategic Transportation Prioritization (SPOT) methodology was the initial starting point to identify the prioritization criteria used in the Wrightsville Beach Bicycle and Pedestrian Plan. With guidance from the plan's steering committee, the prioritization criteria and weights were modified to reflect public sentiment. By using a framework that is similar to NCDOT, Wrightsville Beach can actively pursue state funding, as these projects actively demonstrate the alignment with state priorities.

- 30% SAFETY**
This criteria created a composite score by analyzing the number of crashes, crash severity, and incidents involving a bicycle or pedestrian. The projects along more dangerous corridors received a higher score.
- 25% ACCESSIBILITY AND CONNECTIVITY**
This criteria identified the geographic proximity to key destinations and connectivity to the existing active transportation network. The projects that connected to existing sidewalks or bicycle facilities within a specified proximity received a higher score.
- 25% PUBLIC INPUT**
This criteria combined all the public feedback collected during public engagement to identify project priorities. The projects identified as higher priority receive a higher score.
- 15% COST EFFECTIVENESS**
This criteria used the NCDOT 2019 cost estimation tool to create a planning-level cost estimate. The combined total score of all prioritization criteria was divided by the cost estimate. The higher the benefit relative to the cost, the higher the score.
- 5% DEMAND AND DENSITY**
This criteria used a spatial analysis of demographic groups within a specified distance from the project location. The projects that impacted the most people received a higher score.

Policies and Programs

PROGRAMS

To complement the identification of linear project recommendations, encouraging the town to consider programs that support bicycle and pedestrian culture within the community is equally important. Investments in these programs in coordination with infrastructure improvements, will further safety, education, and awareness.

Education

The following programs are primarily focused on educational opportunities to promote biking and walking.

BE A LOOKER

"Be a Looker" is a program of Go Coast, WMPD's Transportation Demand Management program. Like the statewide program, Watch for Me NC, "Be a Looker" educates the public on best practices and laws related to bicycle and pedestrian safety and aims to foster a safe and respectful culture around walking and biking. The materials may be requested through Go Coast, which provides alternative and sustainable transportation options to those who live, work, and play in the region.

<https://www.gocoastnc.org/bealooker/>

LET'S GO NC!

Let's Go NC! is a program designed to assist instructors in encouraging and teaching safe pedestrian and bicycle behaviors. The curriculum helps children develop skills to promote active transportation choices. The all-in-one package of lesson plans, materials, activities, and instructional videos will help encourage children to develop safe behaviors to be carried into adulthood. Let's Go Walking! and Let's Go Biking! cover five target areas each. The skills and concepts are created for various developmental levels of children.

<https://connect.ncdot.gov/projects/BikePed/Pages/LetsGoNC.aspx>

SAFE ROUTES TO SCHOOL

Safe Routes to School (SRTS) program focuses on making walking or biking to school safer and more accessible for children, especially children with a disability. The SRTS program can improve the overall quality of children's health, mitigate traffic congestion near schools, and improve the environment and air quality.

<http://guide.saferroutesinfo.org/introduction/index.cfm>

WATCH FOR ME NC

The Watch for Me NC program aims to reduce bicycle and pedestrian crashes through a comprehensive approach that blends public education, community engagement, and law enforcement. The program is scalable to communities based on the size and geographic context. The program builds local capacity through training, planning workshops, and exchanging information with peers.

<https://www.watchformens.org/>

Encouragement

The following programs and events are primarily focused on encouraging biking and walking through supportive measures. These programs should be considered in tandem with implementing the project recommendations identified in this plan. The Town of Wrightsville Beach should consider the following encouragement programs. The town's dedication and passion for a community approach was heavily relayed at each meeting for the Wrightsville Beach Bicycle and Pedestrian Plan.

BICYCLE PARKING

Parking for bicycles is a critical strategy for promoting and encouraging bicycling in any community. By providing convenient, secure bicycle parking, people could be more likely to replace car trips with bicycle trips. Not only does providing bicycle parking encourage people to bike, it also establishes the town as a bicycle-friendly community. Guidance on bike parking, including site planning for short and long-term parking, rack selection, and placement can be found in the Association of Pedestrian and Bicycle Professionals (APBP) Essentials of Bike Parking.

https://www.apbp.org/assets/docs/EssentialsOfBikeParking_FINAL.pdf

BIKE FRIENDLY COMMUNITY DESIGNATION

The Bicycle Friendly Community program provides guidance to make communities more vibrant destinations to bike and walk. Sponsored by the League of American Bicyclists, the Bicycle Friendly Community has a checklist for current and aspiring bicycle-friendly communities. The Town of Wrightsville Beach should consider assessing the criteria and work towards submitting an application.

<https://bikelogic.org/bfc/community/>

MICROMOBILITY OR BIKE SHARE

Shared micromobility or "bike share" are an emerging transportation option that can increase walking and biking. Establishing a bike share program could bolster the safety, livability, and sustainability of the community without the personal investment in a bicycle. While micromobility solutions may be more applicable in a denser, urban area, the Town of Wrightsville Beach could consider exploring a bicycle share in the future if there is community desire.

OPEN STREETS EVENTS

Open streets initiatives temporarily close streets to automobile traffic, so that people may use them for other activities, such as walking, jogging, bicycling, skating, and dancing. Inspired by the "Ciclovías" in Central and South America, open streets events are designed to encourage residents to rethink public spaces, understanding that our streets can have a multitude of uses.

<https://openstreetsproject.org/>

POLICIES

Similar to program recommendations, policy recommendations will help address other aspects of promoting walking or biking in Wrightsville Beach. A policy typically determines how the physical space is allocated between public and private entities. The policy recommendations are tangible actions that the town can take to create safer opportunities to walk or bike. The following policies will help align the community sentiment for safer, more-accessible spaces.

Complete Streets Policy

North Carolina's "Complete Streets" Policy directs NCDOT to consider various modes of transportation when building new projects or improving existing infrastructure. Understanding the evaluation methodology will set up the town to successfully coordinate with partners and communicate community-needs within the Complete Streets elements. The [Complete Streets Implementation Guide](#) provides a comprehensive approach for incorporating Complete Streets into planning, design, programming, and maintenance.

<https://connect.ncdot.gov/projects/BikePed/Pages/CompleteStreets.aspx>

NACTO

The [National Association of City Transportation Officials](#) (NACTO) is an association of 100 American cities and transit agencies that exchanges ideas and best practices to collectively approach transportation issues. NACTO publishes resources for transportation practitioners, policy-makers, and advocates. The design guides help address the multitude of applications for bicycle, pedestrian, and transit facilities. The Town should reference the NACTO publications—particularly the [Designing for All Ages & Abilities](#), [Don't Give Up at the Intersection](#), [Urban Bikeway Design](#)—for best practices as they relate to Wrightsville Beach.

<https://nacto.org/publications/#design-guides-design-guidance>

Code of Ordinances

The Wrightsville Beach [Code of Ordinances](#) are local laws that are enforced by local governments. They are enacted by vote, typically by a council. The town should review its ordinance to define and encourage standards as they relate to walking or biking. The review should consider the following elements:

- Add bicycle parking to policies and design standards
- Require the addition of sidewalks into private site development
- Consider adding language to promote the connectivity between sidewalk and bicycle facilities
- Include specific language on sidewalk requirements in street design
- Include specific language on bicycle lane requirements in street design

<https://codebook.amlaw.com/codes/wrightsvillebeach/latest/overview>

More design guidelines can be found in the Plan's Appendix.

Actions and Funding

ACTION PLAN

The key to successful implementation is the continuous dedication of and partnership between town staff and elected officials, NCDOT, and other regional planning partners like WMPO. Through partnerships, Wrightsville Beach can pursue programmatic efforts to further improve the active transportation network. The following action table helps establish a framework to move the recommendations in this plan into design, construction, and implementation. The list of actions is extensive but not fully comprehensive. The Town of Wrightsville Beach should consider new opportunities as they arise.

Characteristics

Actions require different levels of resource allocation, including time and cost. While some actions have greater impact on further active transportation, they might be more expensive or take longer to implement or fully realize. For each program or policy, the time, cost, and impact are identified. This exercise illustrates the variety of tradeoffs that could be made.

COST

How much will it cost to initiate and maintain this action?

Less Cost More Cost

TIME

How much time will be required to execute this action?

Less Time More Time

IMPACT

How likely will this action make the town more walkable and bikeable?

Less Impact More Impact

Action	Cost	Time	Impact
Adopt the Wrightsville Beach Bicycle and Pedestrian Plan	\$	🕒	🚲
Apply for state and federal grants to fund installation of bicycle and pedestrian facilities	\$	🕒	🚲
Ensure future roadway improvements include suitable bicycle and pedestrian facilities	\$	🕒	🚲
Establish a data-driven process for determining priority projects every year	\$\$\$	🕒	🚲

Action	Cost	Time	Impact
Conduct a bicycle or walk audit to determine high-risk areas along existing facilities	\$	🕒	🚲
Identify intersections where low-cost improvements would provide the most benefit	\$	🕒	🚲
Establish dedicated funding in the Capital Investment Program (CIP) for bicycle and pedestrian facilities	\$\$\$	🕒	🚲
Establish a bicycle and pedestrian facility maintenance plan	\$	🕒	🚲
Implement signal detection for bicyclists at signalized intersections	\$\$\$	🕒	🚲
Reduce the Town-wide speed limit to 25 miles per hour	\$	🕒	🚲
Review and update the Code of Ordinances to outline the standards for biking and walking in Wrightsville Beach	\$\$\$	🕒	🚲
Adopt a local Complete Streets and Traffic Calming policy	\$	🕒	🚲
Establish a Safe Routes to School (SRTS) task force	\$	🕒	🚲
Become a Watch for Me NC partner community	\$	🕒	🚲
Partner with safety campaigns and enforcement programs to increase awareness through Watch for Me NC	\$\$\$	🕒	🚲
Organize events that encourage biking or walking throughout the Town	\$\$\$	🕒	🚲
Include wayfinding signage to show destinations accessible by foot or bike	\$\$\$	🕒	🚲
Coordinate with WMPO to include recommendations in the Metropolitan Transportation Plan	\$	🕒	🚲
Coordinate with NCDOT IMD to participate in the Bicycle and Pedestrian Count Program	\$\$\$	🕒	🚲
Coordinate with NCDOT Division 3 on roadway resurfacing schedule	\$	🕒	🚲

FUNDING

To fully implement the plan, leveraging all available funding opportunities will be essential. The following section outlines the local, state, federal, or private funding sources that Wrightsville Beach can pursue or better leverage. The categories of funding are outlined below.



Active Transportation Infrastructure Investment Program

The [Active Transportation Infrastructure Investment Program \(ATBIP\)](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atbip/) is a new competitive grant program through the Infrastructure Investment and Jobs Act (IIJA). There are two types of grants: Planning and Design grants and Construction grants. The goal of the program is to integrate active transportation facilities with transit service, where appropriate, to improve access to public transportation.

https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atbip/

Community Development Block Grant

The [Community Development Block Grant \(CDBG\)](https://www.commerce.nc.gov/grants-incentives/public-infrastructure-funds/infrastructure-federal-cdbg-economic-development) Program provides annual grants on a formula basis to states, cities, and counties to develop viable communities by providing decent housing, suitable living environments, and expanding economic opportunities for low- and moderate-income persons. The state CDBG funds are provided by the U.S. Department of Housing and Urban Development (HUD). The CDBG Program infrastructure funds are administered by the North Carolina Department of Environmental Quality.

<https://www.commerce.nc.gov/grants-incentives/public-infrastructure-funds/infrastructure-federal-cdbg-economic-development>

Capital Investment Program

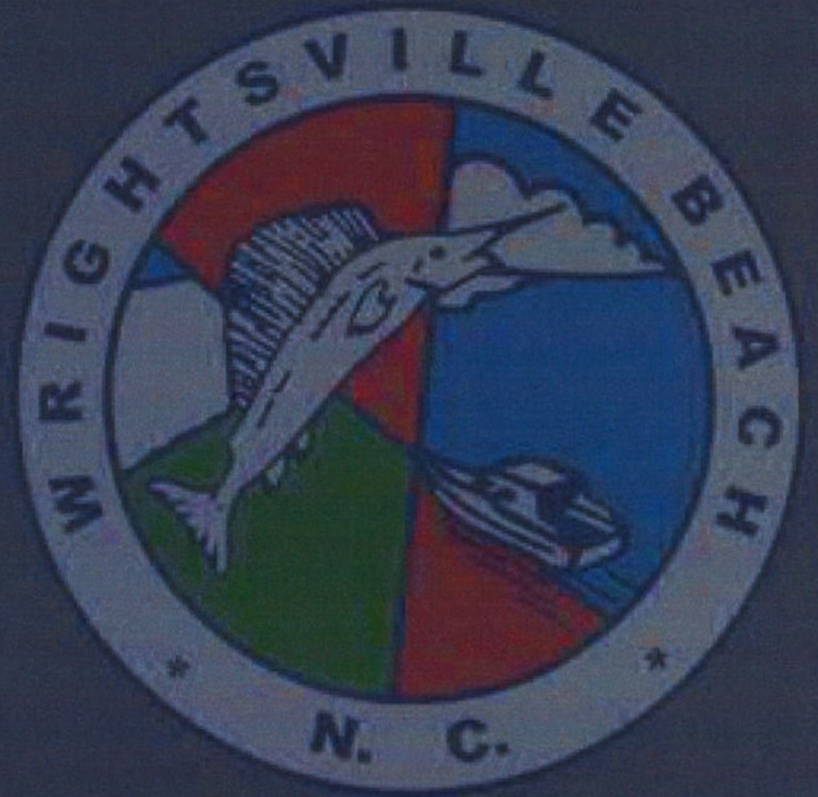
The town's annual budget in fiscal year (FY) 2022 - 2023 was nearly \$14.4 million. The projects and programs described in this plan can be included as a separate allocation in future years to create a dedicated, local funding source for active transportation projects. While the town's budget is limited, explicitly including a source of funding for bicycle and pedestrian projects will create a dedicated funding source for the Town of Wrightsville Beach.

<https://www.townofwrightsvillebeach.com/DocumentCenter/View/6434/Town-of-Wrightsville-Beach---FY-2022-ACERbudget>

Thank you!

Board of Aldermen

Plan Adoption Meeting | May 9, 2024



Bicycle & Pedestrian Plan

TOWN OF WRIGHTSVILLE BEACH

FEBRUARY 2024



ACKNOWLEDGMENTS

We extend our sincere appreciation to the residents, visitors, elected officials, town staff, North Carolina Department of Transportation Integrated Mobility Division (NCDOT IMD) staff, the Wilmington Urban Area Metropolitan Planning Organization (WMPO) staff, and stakeholders who all participated in the planning process and guided the development of this Bicycle and Pedestrian Plan. The time, commitment, and input are all greatly appreciated.

STEERING COMMITTEE

Bridget Bendjy	Parks and Recreation Advisory Committee
James Chaffins	Parks and Recreation Advisory Committee
Sonya Henry	Parks and Recreation Advisory Committee
Casey Reid Keen	Parks and Recreation Advisory Committee
Kim Nguyen	NCDOT Integrated Mobility Division
Katie Ryan	Town of Wrightsville Beach Recreation Program Supervisor
Jeff W. Turpin	Parks and Recreation Advisory Committee
Sami Winter	Parks and Recreation Advisory Committee
Cherry Woodbury	Parks and Recreation Advisory Committee



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EXECUTIVE SUMMARY

Project Overview

The Wrightsville Beach Bicycle and Pedestrian Plan is a community-driven initiative that establishes the vision for walking and biking in our town. The plan identified the existing needs and challenges to develop tailored recommendations to create a safer, more connected, and accessible transportation network for people of all ages and abilities. The Wrightsville Beach Bicycle and Pedestrian Plan provides guidance on future investments for projects, programs, and policies. The plan provides actionable strategies to make Wrightsville Beach more competitive for future funding opportunities.

Background

The development of the Wrightsville Beach Bicycle and Pedestrian Plan was funded through a grant awarded by the North Carolina Department of Transportation's Integrated Mobility Division (NCDOT IMD). Through the Multimodal Planning Program, NCDOT IMD encourages communities to plan their bicycle and pedestrian network at the local and county levels. To date, more than \$8.1 million has been awarded across the state for bicycle and pedestrian plans.

Plan Process

The Wrightsville Beach Bicycle and Pedestrian Plan included three key phases: vision and needs, recommendations, and documentation. Throughout the plan's development, public engagement played a critical role in refining the identified recommendations, strategies, and actions.

Engagement

The plan was built on a strong foundation of community engagement and input. The desire to improve biking and walking in the community led to well-attended public engagement events. The approach to gathering community input revolved around two public workshops and one online survey.

Recommendations

The plan recommendations include a comprehensive package of pedestrian and bicycle facility types. The diversity of project types helps create a balanced network that prioritizes safety and connectivity. The recommendations were developed in partnership with the plan's steering committee, public input, and staff feedback.

Implementation

The Wrightsville Beach Bicycle and Pedestrian Plan included a robust prioritization process that is consistent with the priorities of NCDOT's Strategic Transportation Prioritization (SPOT) methodology. The projects were grouped into near-, mid-, and long-term priorities. The prioritization is meant to be a dynamic and flexible tool that changes with the priorities of the community. The results of the prioritization reflect the community's current needs and desires.

The plan also provides a variety of programs and policies to support the implementation of project recommendations. With a blend of strategies to enhance mobility, Wrightsville Beach can actively pursue opportunities to fund bicycle and pedestrian projects.

Plan Recommendations

The plan recommendations include a variety of pedestrian and bicycle facilities. There were over 30 projects identified as part of this plan.



01

Introduction

THE PLAN

The Wrightsville Beach Bicycle and Pedestrian Plan is a community-driven plan to improve biking and walking in our community. The plan identifies the vision for Wrightsville Beach to guide future investments and decisions for bicycle and pedestrian facilities and programs. The Wrightsville Beach Bicycle and Pedestrian Plan includes realistic and tangible strategies to make the town a safer, more accessible, and better connected community.

THE BACKGROUND

The North Carolina Department of Transportation Integrated Mobility Division (NCDOT IMD) awarded a grant to the Town of Wrightsville Beach to develop a Bicycle and Pedestrian Plan. Through the Multimodal Planning Program, NCDOT IMD encourages the development and maintenance of bicycle, pedestrian, and multimodal network plans at the local and county levels. Over \$8.1 million have been awarded to more than 230 municipalities and six counties across North Carolina for bicycle and pedestrian plans.

THE PROCESS

The planning process includes three distinct phases. Throughout the Plan's development, there were key touch points with the public to identify needs, challenges, and opportunities as well as refine recommendations, actions, and strategies.

Step 1

MARCH 2023 - MAY 2023

The first step in the planning process is to identify the community vision for Wrightsville Beach. The vision should direct each subsequent step of the process and be used to affirm the plan's success. The plan's goals further help define success by highlighting the priorities of the community.

In this phase, a review of the socioeconomic and demographic trends, mobility patterns, and environmental constraints helped establish the planning context to inform future recommendations development.

Step 2

JUNE 2023 - SEPTEMBER 2023

After identifying the needs and challenges in the existing conditions, the draft bicycle, pedestrian, and intersection recommendations were created. The recommendations were reviewed and refined by both the plan's steering committee and members of the public.

Step 3

OCTOBER 2023 - MARCH 2024

The final stage of the planning process is plan documentation. This phase includes presenting the draft plan to the steering committee and NCDOT IMD. Both the steering committee and IMD had the opportunity to review and provide comment on the draft plan. After review and revision, the plan was presented to the Board of Alderman for adoption in [insert date].



THE VISION

“Our vision is to create a safe, accessible, and connected bicycle and pedestrian network in and around Wrightsville Beach for people of all ages and abilities. The Wrightsville Beach Bicycle and Pedestrian Plan will consider the unique environmental and geographic challenges and focus on safe connections in the town and broader region.”

OUR GOALS

As part of the visioning process, the steering committee helped identify and establish the plan’s goals. The goals were referenced and used to form the development of the project, program, and policy recommendations.

Accessibility

Create a network that people of all ages and abilities can use.

Connectivity

Ensure that the system connects new and existing facilities.

Economic Development

Connect people with businesses and opportunities to make the town a more attractive place to invest.

Environment

Protect existing natural features and provide mindful ways for people to interact with the environment.

Equity

Seek fairness in mobility to meet the needs of all community members.

Public Health

Emphasize how an active transportation contributes to the overall well-being of people who live in, work in, and visit the town.

Safety

Promote the safety of everyone, regardless of ability, age, income, or background.

STUDY AREA

The Town of Wrightsville Beach is located along the eastern seaboard of New Hanover County in southeastern North Carolina. Wrightsville Beach is approximately 4-miles long. In this plan, the “study area” refers to the town’s corporate limits of Wrightsville Beach. While the plan considered regional connections, the main focus of this planning effort was concentrated in the town’s boundary.



THE BENEFITS

By providing a quality bicycle and pedestrian network, residents and visitors have an alternative to driving. A well-connected network helps create a safer, healthier, and more vibrant place to live, work, and visit. The Wrightsville Beach Bicycle and Pedestrian plan identifies six benefits, which are a result of a strong active transportation network. These benefits are based on the pillars found in North Carolina's Bicycle and Pedestrian Plan, [WalkBikeNC](https://www.ncdot.gov/bikeped/walkbikenc/default.aspx).

Economy

When safe facilities are provided for pedestrians and bicyclists, people can spend less money on motorized transportation and more money on goods and services. Improving the active transportation network can also increase tourism, property values, retail sales, and promote job creation.

Mobility

Mobility is the equitable and safe availability of transportation options for all people. By investing in a variety of facility types, communities can empower residents and visitors to travel how they want. A quality active transportation network can provide more choices and increase recreation opportunities.

Environment

To be a steward of the environment means protecting natural resources and integrating strategies to leverage the environment. If more people are using active transportation modes, there will be less noise pollution, lower levels of vehicle emissions, cleaner air, and stronger ecosystems.

Quality of Life

The bikability and walkability of a community is a strong indicator of livability. In communities where people can be regularly seen biking or walking, there is a sense that the area is a friendly and safe place to live and visit. Providing appropriate facilities can both strengthen community relationships and contribute to a sense of place.

Health

Walking and biking are forms of physical activities that residents and visitors can benefit from. Regular practice of these types of exercises are well-known to help prevent or reduce the risk of obesity, heart disease, diabetes, and mental health problems.

Safety

Safe travel conditions result from effective design, enforcement, and education. While some residents may already feel relatively safe biking or walking, there are opportunities to further improve the safety for the entire community. People of all ages and abilities should be able to safely bike and walk around the town.

<https://www.ncdot.gov/bikeped/walkbikenc/default.aspx>

PREVIOUS PLAN REVIEW

Reviewing previous planning efforts is a critical step in understanding the context of Wrightsville Beach—and the wider region—in order to leverage the recommendations that have already been identified. The following section outlines the several other planning efforts that contain recommendations that were carried forward as part of this plan. All recommendations listed are summarized from their respective documents.

■ Parks, Recreation, and Open Space Master Plan

The goal of the Parks, Recreation, and Open Space Master Plan (2020) is to guide the future efforts of the Town of Wrightsville Beach's Planning and Parks department on how to expand and enhance their park system. The plan's stated goals were to assess the current state of local recreation assets, to stimulate discussion amongst the citizens of Wrightsville Beach and the users of local parks, and to establish a list of recommendations to implement in the next decade.

RELEVANT RECOMMENDATIONS

- Establishment of a system of multi-use trails throughout the town
- Improve pedestrian crossings near the Wrightsville Beach Park and town hall
- Creation of the Parks Promenade multi-use trail

■ Community Transportation Plan

The Wrightsville Beach Community Transportation Plan (WB-CTP) 2013 is a collaborative effort between the Town of Wrightsville Beach, the Wilmington Urban Area Metropolitan Planning Organization (WMPO) and the NCDOT to create a long-range vision for the area's transportation requirements. A community transportation plan is a long-range planning document that assesses current community needs and provides actionable recommendations. The WB-CTP seeks to blend the needs of pedestrians, bicyclists, motorists, and emergency service providers to create solutions to the transportation needs of the community.

RELEVANT RECOMMENDATIONS

- Add multi-use paths along Causeway Drive and Salisbury Street on Harbor Island
- Add a HAWK signal to the East terminus of Pelican Drive
- Provide a bike connection under the Heide Trask Bridge
- Create better pedestrian treatments at the intersection of Waynick Avenue / Lumina Drive / Stone Street / Causeway Drive
- Add a multi-use path along Waynick Avenue in South Beach
- Add sharrows to Sunset Avenue and South Lumina Avenue
- Add crosswalks in many different places in South Beach
- Add a multi-use path on North Lumina Avenue in Center Beach

■ Cape Fear Moving Forward 2045

Cape Fear Moving Forward 2045 is a plan to create a fiscally constrained and realistic 25-year transportation plan for the WMPO. Cape Fear Moving Forward 2045 includes recommendations for all modes of transportation including aviation, bicycle and pedestrian, ferry, freight, rail, public transportation, and roadway projects to address the needs of the region. The goals for the WMPO area are to create a safe, realistic, efficient and reliable multimodal network.

RELEVANT RECOMMENDATIONS

- Add sharrows on Causeway Drive
- Causeway Drive bicycle and streetscape improvements and street diet
- Add sharrows on Lumina Avenue
- Crosswalk improvements at the intersection of N Lumina Avenue and Causeway Drive
- Realign sidewalks on the Heide Trask Bridge
- Add bicycle lanes on Waynick Boulevard
- Add crosswalk improvements on Causeway Drive and Salisbury Street

Pelican Drive & Salisbury Street Bicycle Plan

This bicycle plan was created by the Town of Wrightsville Beach with the collaboration of WMPO in 2009. The town has historically high levels of bicycle and pedestrian travel that is only increasing with the completion of multi-use trails connecting downtown Wilmington to Wrightsville Beach. This plan specifically focuses on solutions to increase the safety of users from the Heide Trask Bridge to the North Beach area of the barrier island in Wrightsville Beach.

RELEVANT RECOMMENDATIONS

- Create a multi-use path on the north side of the Heide Trask Bridge
- Place a two-phased mid-block crossing just west of Sea Water Lane
- Make a high visibility crosswalk just west of Kenans Creek Bridge
- Construct standalone bicycle and pedestrian bridges on both the Kenans Creek Bridge and the Banks Channel Bridge

■ CAMA Land Use Plan

The Coastal Area Management Act (CAMA) of 1974 dictates that all coastal counties create a land use plan that takes into account the sensitive ecosystems that lay on North Carolina's coastline. Additionally, each town and city is required to have a comprehensive plan that is the foundation for zoning ordinances. The CAMA Land Use Plan for Wrightsville Beach satisfies both of those requirements and sets the goals and vision of the town for the future.

RELEVANT RECOMMENDATIONS

- Place signage on existing bike routes
- Review current bike plan and seek grants for improvements to the system
- Work with local and state agencies to identify a solution to the overcrowding of the John Nesbitt Loop

■ River to Sea Bikeway Master Plan

The River to Sea Bikeway Master Plan 2013 includes a set of multi-use paths that connect Downtown Wilmington and Wrightsville Beach whose alignment follows the historic Beach Car Line. The plan details the chosen alignment and the recommendations for improvements along it. The plan also includes ideas on how the trail should be implemented and managed.

RELEVANT RECOMMENDATIONS

- Add sharrows on Heide Trask Bridge from terminus of recommended Wrightsville Avenue greenway to Keel Street
- Add sharrows under Heide Trask Bridge on east side along Marina Street from Old Causeway Drive to marina
- Add sharrows along West Salisbury Street from eastern-most terminus of Pelican Drive, crossing Kenans Creek Bridge and Banks Channel Bridge
- Add bike lanes along West Salisbury Street from Banks Channel Bridge to terminus at North Lumina Avenue

02

Existing Conditions

THE CONTEXT

The existing conditions chapter is intended to provide a snapshot of the current characteristics, conditions, and mobility considerations for the Town of Wrightsville Beach as they relate to biking and walking. The chapter is divided into three major sections: demographics, mobility, and assets and challenges. Together, this framework provides a strong foundation for understanding the current context of biking and walking around town.

THE DATA

As part of the existing conditions, a variety of data sources were used to understand the current community context in order to better plan for future needs. The data in this chapter was provided by the Town of Wrightsville Beach, New Hanover County, the WMPO, NCDOT, and the 2021 American Community Survey (ACS) 5-Year Estimates unless otherwise noted.

DEMOGRAPHICS

The following pages provide a glimpse into the demographic trends of the Town of Wrightsville Beach including population, race and ethnicity, age, income and poverty, and education attainment.

Population

The population of Wrightsville Beach has consistently stayed around 2,500 residents since 2010. Since Wrightsville Beach is a coastal community, there are influxes of people during peak, summer seasons. The seasonal population is estimated to around 5,000 people; however, during any given day during the summer, the population could reach nearly 41,000 people. With almost 41,000 people, the number of vehicles, bicycles, and pedestrians will greatly impact the transportation system.



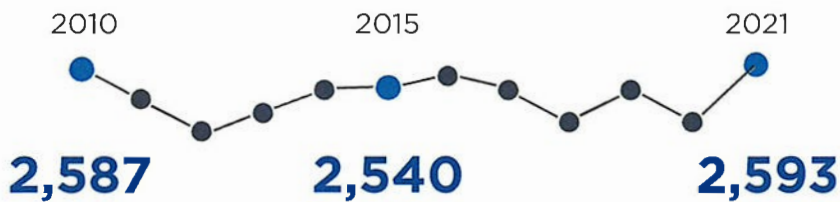
2,593

Permanent Residents



4,960

Seasonal Population



41,725

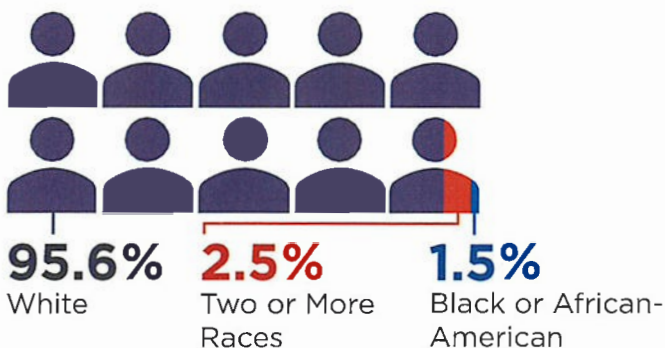
Peak Day Population

Source: Wrightsville Beach CAMA Plan 2019



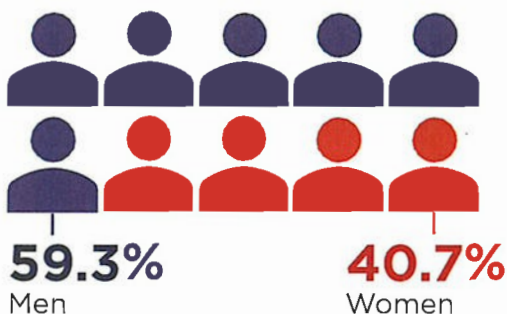
Race and Ethnicity

Race and ethnicity help establish the context of the community. Nearly 4% of residents identify with a race other than white.



Gender and Age

Understanding the relative age of a community can highlight the need for facilities that accommodate younger or older people. Building a community for people to age in place will make the town more attractive to a wider variety of people.



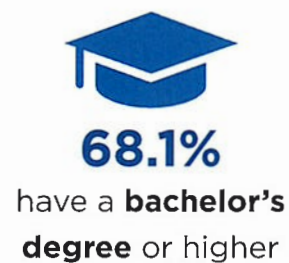
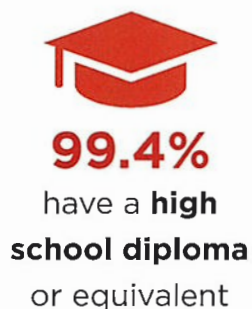
Income and Poverty

Considering income and poverty during any planning process is essential. The median household income in Wrightsville Beach is higher than in New Hanover County. The percent of households in poverty in Wrightsville Beach is lower than New Hanover County.



Education

Education or educational attainment is another interesting data point for any community. In Wrightsville Beach, nearly the entire population has at least a high school diploma or equivalent. More than 50% have a bachelor's degree or higher.

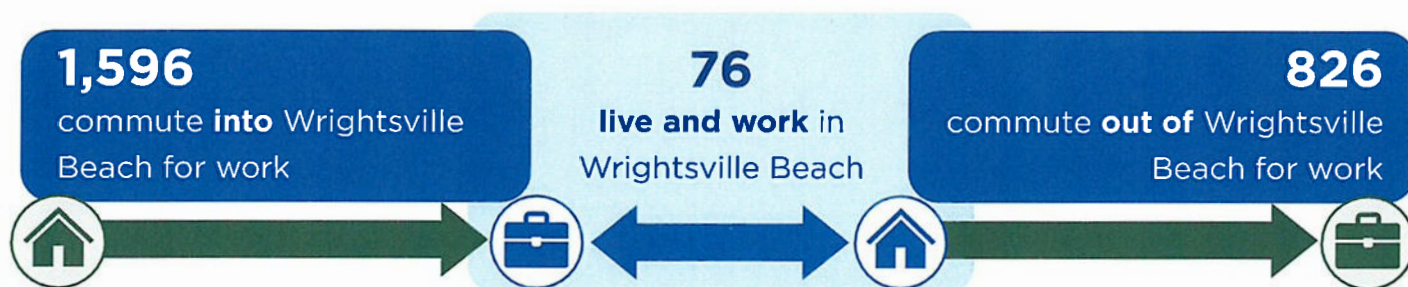


MOBILITY

The mobility characteristics highlight how people move in and around Wrightsville Beach. The mobility conditions focus on commuting statistics, bicycle and pedestrian crashes, and key destinations in the town. The following sections outline each facet of mobility in greater detail.

Commute Flows

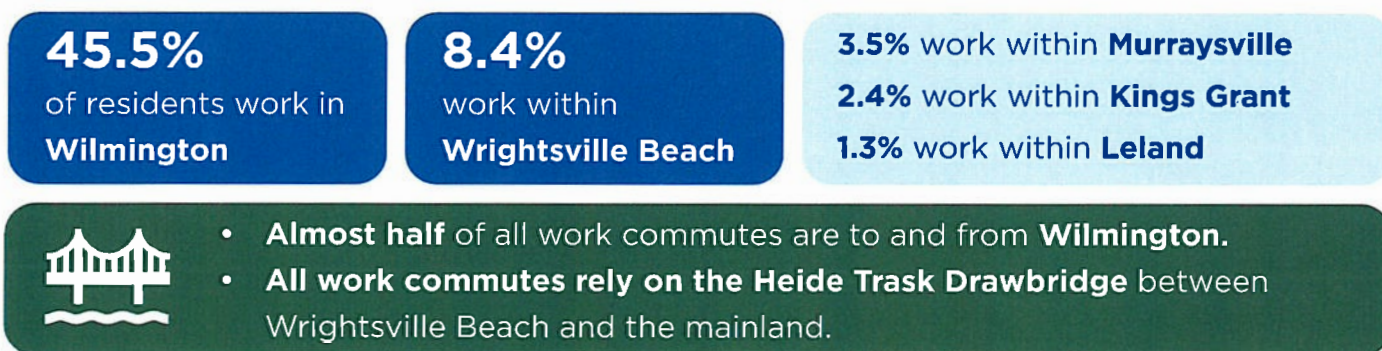
The following graphic shows the “in-flow, out-flow” of commuters in Wrightsville Beach. Most people commute into Wrightsville Beach for work. Less than 100 people live and work in Wrightsville Beach. This highlights the need for good regional connections to other parts of New Hanover County.



Source: OnTheMap 2020 (All Jobs)

Commute Destinations

Understanding commuting destinations is equally important as knowing how many people are commuting. The following details provide more insight into where people are commuting for work.



Source: OnTheMap 2020 (All Jobs by Places)

Commute Modes

Mode split is another important mobility characteristic. More than 80% of residents commute by car, truck, or van. With nearly 826 commuters leaving Wrightsville Beach to go to work, the high number of drivers is unsurprising. A little more than 2% of commuters walk to work. The mode split for commuting is indicative that most people walk or bike for recreation purposes rather than for work trips.



2.1%

commute **by walking**



0.0%

commute **by bicycle**



85.1%

commute **by car, truck, or van**



11.9%

work from **home**

- Most people **drive to work**, but a significant amount **walk to work**.
- Countywide, only **0.6%** commute **by walking** and **0.5%** commute **by bicycle**.

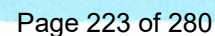


Annual Average Daily Traffic

The annual average daily traffic (AADT) shows the average number of vehicles per day (vpd). The following map shows the AADT in 2021. In Wrightsville Beach, Causeway Drive has the highest volume of traffic with nearly 20,000 vehicles a day.



The pedestrian crashes map shows the crashes involving a pedestrian based on police-reported collisions from 2007 to 2022. There were 16 reported crashes involving a pedestrian. The majority of the crashes resulted in a suspected minor injury or possible injury. The majority of pedestrian crashes are along Causeway Drive or North Lumina Avenue.



Bicycle Crashes

The bicycle crashes map shows the crashes involving a cyclist based on police-reported collisions from 2007 to 2022. There were 27 reported crashes involving a cyclist. The majority of the crashes resulted in a suspected minor injury or possible injury. The majority of crashes occur along North Lumina Avenue. Other corridors with a high number of crashes include Waynick Boulevard and Causeway Drive.



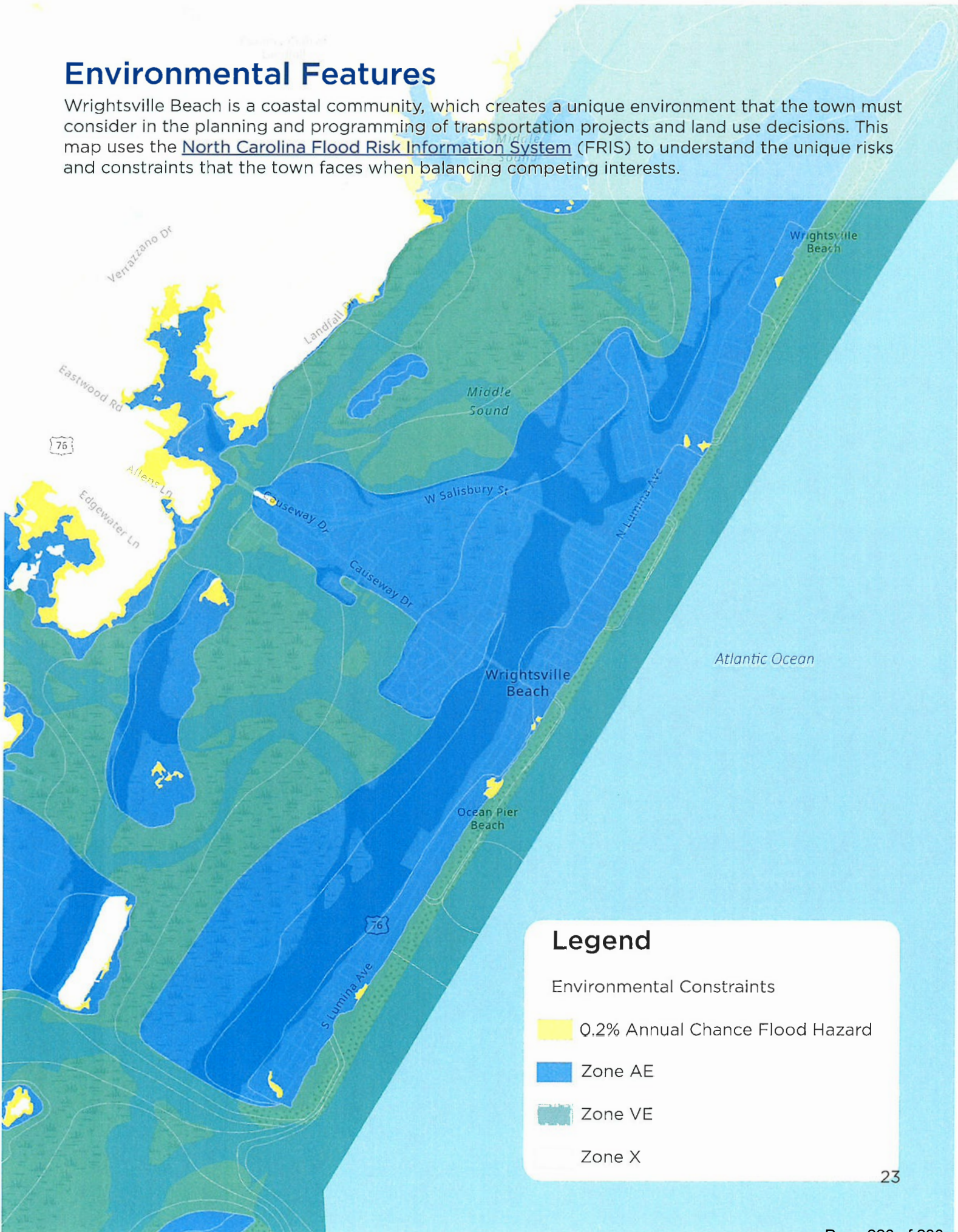
Bicycle Suitability

The WMPO scored roadway segments for “bicycle friendliness.” These scores apply to cyclists who are experienced in operating on the roadway network with motorized vehicles. While all bicyclists must use their own judgment to determine what route is best for them, the scores provide valuable insight into the bicycle friendliness of the town overall.



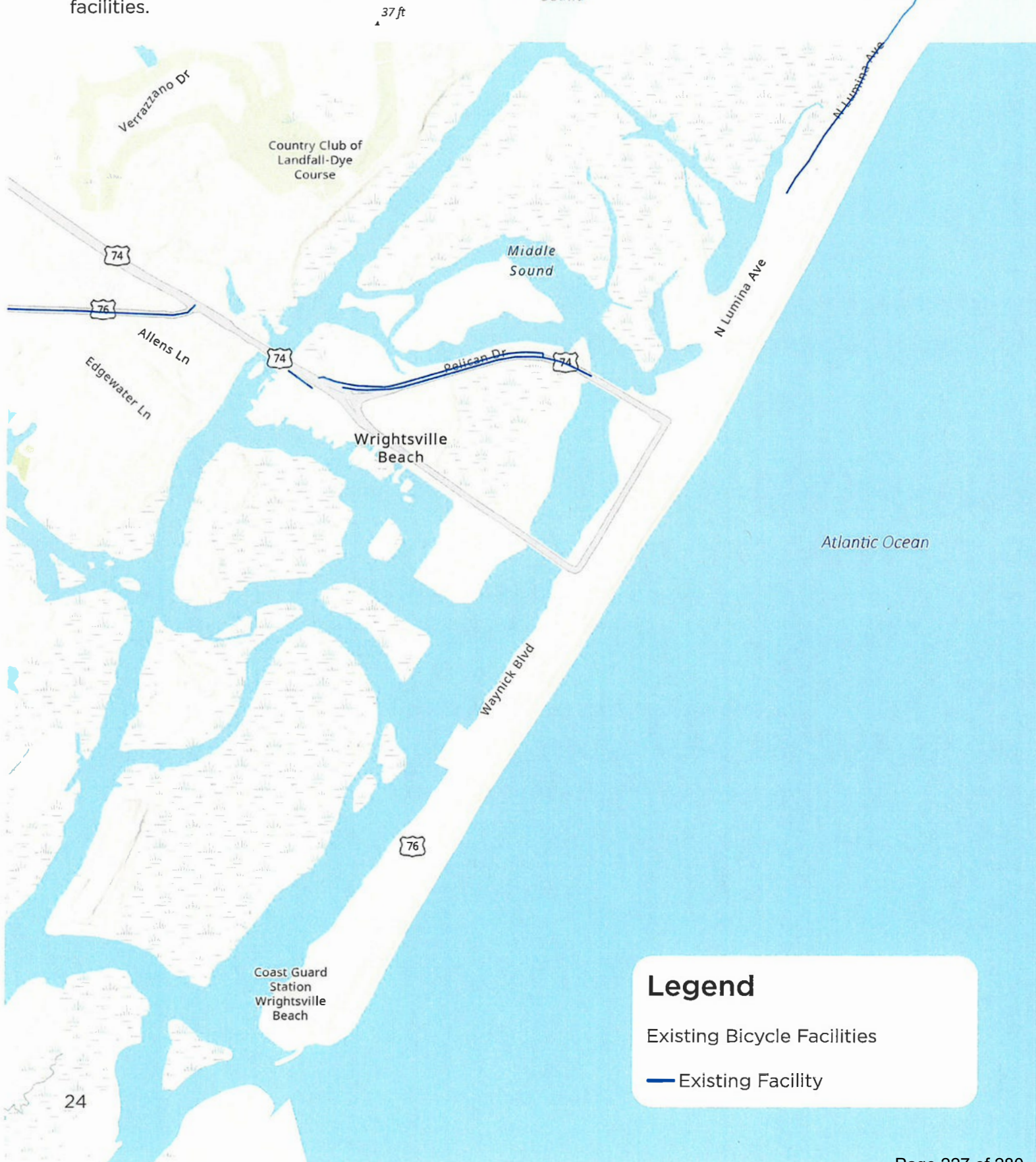
Environmental Features

Wrightsville Beach is a coastal community, which creates a unique environment that the town must consider in the planning and programming of transportation projects and land use decisions. This map uses the [North Carolina Flood Risk Information System \(FRIS\)](#) to understand the unique risks and constraints that the town faces when balancing competing interests.



Existing Bicycle Facilities

Currently, the Town of Wrightsville Beach has only a few bicycle facilities. Pelican Drive is the only corridor that has shared lane markings. On West Salisbury Street and North Lumina Avenue there are paved shoulders. In Wrightsville Beach, there are approximately 2.5 miles of existing bicycle facilities.





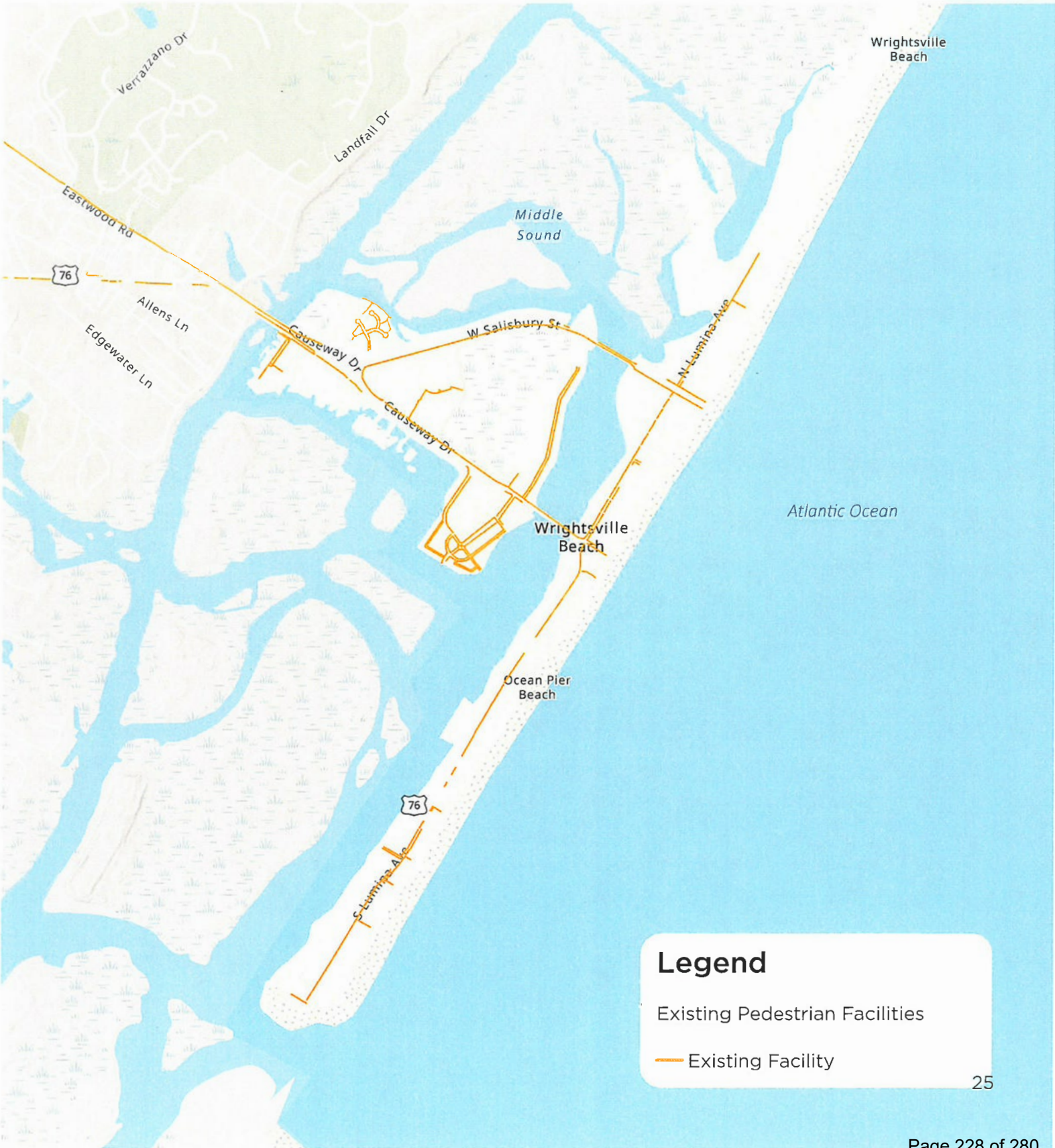
Lee Dr

Country Club of
Landfall

Existing Pedestrian Facilities

Wrightsville Beach has an impressive existing pedestrian network. With pedestrian facilities along the major corridors, the existing network is fairly well-connected. In Wrightsville Beach, there are a little more than 11 miles of existing pedestrian facilities (including sidewalks on private property).

37 ft



ASSETS AND OPPORTUNITIES

A crucial component of the planning process involves identifying opportunities and assets to drive the development of recommendations. Similarly, associated challenges facing the community should also be assessed to consider the unique limitations of the town. The following characteristics were identified through a review of existing conditions, input from the public and steering committee, and guidance from the town staff.

Assets

In Wrightsville Beach, the strengths of the existing bicycle and pedestrian network include the existing, well-maintained infrastructure that is already in place.

A unique asset is the John T. Nesbitt Loop or “The Loop” around Harbor Island. The 2.5-mile path circles the heart of town. The Loop is popular primarily with walkers or runners. As a key community feature, The Loop provides a strong foundation for the pedestrian network.



COMMUNITY ASSETS

- A scenic environment and features of a coastal community
- An active biking and walking community
- A robust pedestrian or sidewalk network

COMMUNITY DESTINATIONS

- “The Loop”
- Wrightsville Beach Park
- Wrightsville Beach Farmers’ Market
- Wrightsville Beach Elementary School
- Wrightsville Beach Municipal Complex
- Wrightsville Beach Shoreline
- Wrightsville Beach Museum of History



Opportunities

The Town of Wrightsville Beach faces a unique blend of challenges. The opportunities to improve the bicycle and pedestrian network depends heavily on the associated tradeoffs between vehicular and other modes of transportation including biking and walking. The following constraints identified reflect the current challenges.

CHALLENGES

- Balancing the space for vehicular traffic and bicycle and pedestrian facilities
- Accounting for the influx of people during peak, summer seasons
- Creating a variety of shared and dedicated facilities
- Providing safe crossing opportunities for pedestrians and bicyclists
- Considering the removal of vehicular parking for the creation of bicycle and/or pedestrian facilities
- Maintaining existing bicycle and pedestrian facilities and signage
- Connecting gaps between existing facilities
- Enforcing the proper use of facilities
- Considering the use of facilities by people of all ages and abilities especially children going to and from school
- Considering the differences between a traditional bike and an electric-bike when planning facilities



Kids Crossing at Causeway Drive and Lumina Avenue



Town Signage on Sidewalk



Banks Channel Bridge on Causeway Drive

03

Public Outreach

THE APPROACH

The Wrightsville Beach Bicycle and Pedestrian Plan is a community-oriented planning effort dependent on the feedback gathered throughout the planning process. The plan is tailored to fulfill the needs and desires of the community by enhancing bicycle and pedestrian facilities in the Town of Wrightsville Beach. The approach to gathering community input included two major in-person outreach events. The first focused on identifying opportunities and challenges. The second focused on gathering feedback on the draft bicycle, pedestrian, and multi-use path recommendations. In addition to the in-person workshops, a public survey was launched in between the workshops to provide community members an opportunity to virtually engage.

THE RESULTS

The number of responses and quality of engagement was largely credited to the Wrightsville Beach staff and steering committee members who encouraged participation throughout the planning process. The outreach results—both in-person and virtually—demonstrated the excitement around active transportation facilities to enhance safety and improve the overall quality of life for residents and visitors alike.

PUBLIC WORKSHOPS

There were two public workshops held to gather information from the community. The following section provides an overview of the input collected from each workshop.

Workshop #1

On May 17, 2023, the Wrightsville Beach Bicycle and Pedestrian Plan's planning process was introduced to the public at a workshop-style public meeting. The event featured a combination of information and activity-based stations designed to educate attendees on the bicycle and pedestrian planning process, engage in interactive activities, and gather tangible feedback to guide the plan's development.



60+

Participants



150+

Data Points



150+

Comments

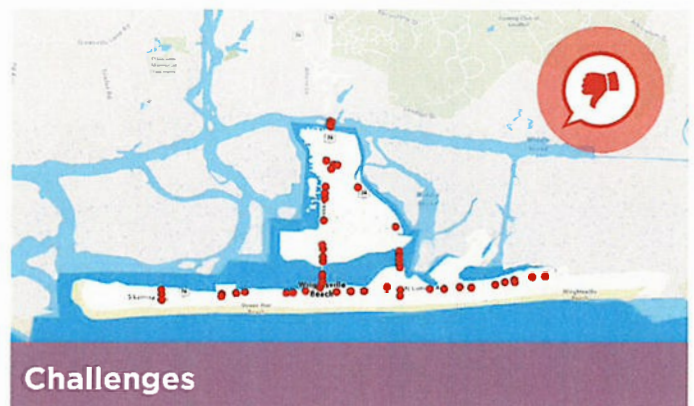
MAPPING ACTIVITY

At the workshop, participants were asked to provide feedback on a mapping activity. The activity prompted participants to identify areas where there are opportunities and challenges associated with biking or walking around town. The following summary outlines the input received on the mapping activity.



The opportunities identified focused on creating new facilities to address safety concerns. The following bullets highlight the key takeaways:

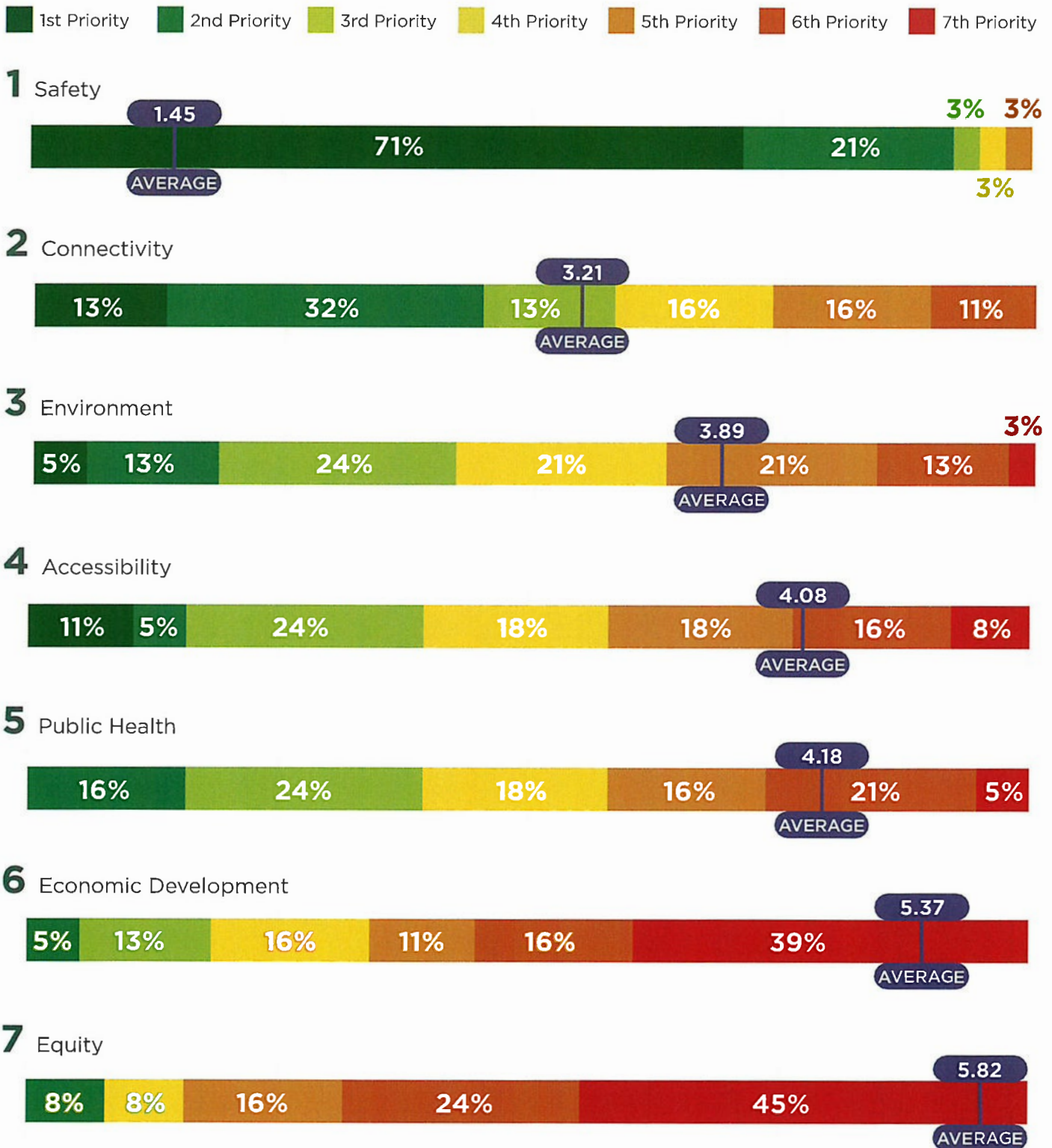
- Eliminate parking to make room for bicycle or pedestrian infrastructure
- Create high visibility crosswalks or bike boxes to increase visibility of pedestrians or cyclists
- Use current right-of-way to install dedicated bicycle lanes or multi-use pathways



The challenges identified focused on enforcement and safety issues. The following bullets highlight the key takeaways:

- Existing facilities are too narrow for people to walk and bike side by side
- There are no buffers between bicycles and vehicles
- Speed limits are too high

A component of the workshop included a priority setting exercise. Participants were asked to prioritize the plan's goals on a scale of one to seven (with one being the highest priority). The Town of Wrightsville Beach recognizes that all of the plan's goals are important; however, understanding the communities priorities helps refine and evaluate the recommendations in later stages of the plan. If the average score is closer to one, the higher the priority.



Workshop #2

On August 23, 2023, the second public workshop was held for the Wrightsville Beach Bicycle and Pedestrian Plan. This workshop focused on participants identifying their top three facility recommendations and rating the entire collection of projects based on how well they address the needs and concerns identified in the first workshop. The workshop participants were also invited to share any additional ideas or concerns about the plan.



25+

Participants



160+

Data Points



20+

Comments

RECOMMENDATIONS

The draft sidewalk, bicycle, and multi-use path recommendations were presented to the public for review. The workshop participants were prompted to answer a series of questions about each type of recommendation and given the opportunity to identify additional needs.

SIDEWALK

Sidewalks are paved pathways for pedestrians on the side of a roadway. The sidewalk recommendations focused on connections on one or both sides of existing roadways based on the environmental constraints and right-of-way availability.

Workshop participants were asked to rate the sidewalk recommendations on a scale of one to five based on how well the proposed recommendations address biking and walking issues, with one being “not at all” and five being “completely.” The average rating was 4.0.

The participants were also asked to identify their top three priority projects. The top three sidewalk projects include:

- North Lumina Avenue from Moore’s Inlet to Beach Public Access #2
- Causeway Drive from Seacrest Drive to Coral Drive
- Gaps along South Lumina Avenue from Lula Street to Sprunt Street



BICYCLE

There are several bicycle facility types. The bicycle facilities in this plan, primarily focus on bicycle lanes and sharrows. The bicycle recommendations focused on connections on one or both sides of existing roadways based on the environmental constraints and right-of-way availability.

Workshop participants were asked to rate the recommendations on a scale of one to five based on how well the proposed recommendations address biking and walking issues. The average rating was 4.1.

The participants were also asked to identify their top three priority projects. The top three bicycle projects include:

- North Lumina Avenue from Causeway Drive and West Salisbury Street
- North Lumina Avenue from West Salisbury Street and Parmele Boulevard
- West Salisbury Street from the West Salisbury Street Bridge to Public Beach Access #16



MULTI-USE PATH

A multi-use pathway is a facility that may be used by bicyclists, pedestrians, and non-motorized users. The multi-use path recommendations focused on providing safe, dedication facilities for people of all ages and abilities.

Workshop participants were asked to rate the recommendations on a scale of one to five based on how well the proposed recommendations address biking and walking issues. The average rating was 3.5.

The participants were also asked to identify their top three priority projects. The top three multi-use path projects include:

- Waynick Boulevard from South Lumina Avenue to Causeway Drive
- Causeway Drive from Wrightsville Avenue to Old Causeway Drive
- Additional facilities on The Loop



ONLINE SURVEY

The Wrightsville Beach Bicycle and Pedestrian Plan launched an online, public survey between July 28, 2023 and August 31, 2023. The online survey blended questions from the first and second public workshops in order to gather more input on the community's vision and priorities. Survey participants were also asked to identify opportunities or challenges associated with biking or walking in Wrightsville Beach.



600+
Participants



7,400+
Data Points



380+
Comments

To start the survey, participants were asked to identify their affiliation with Wrightsville Beach. Survey participants could identify as many affiliations as applicable. This question was used to gauge who was reached as part of the engagement effort. Of those who took the survey, 85% of all participants either live (full- or part-time), work, or own a business in Wrightsville Beach. The other 15% of participants identified as either not working or living in Wrightsville Beach. There were two participants that skipped the question.

At the onset of the survey, participants were asked how often they currently walk or bike in Wrightsville Beach. This question established a base level for understanding how many people actively bike or walk in the town. This question helped validate assumptions about how often people are walking or biking for a trip not related to a commute.



What is your affiliation with
Wrightsville Beach?

- 47%** I'm a full-time resident here
- 34%** I'm a part-time resident here
- 3%** I work here
- 2%** I own a business here

85%

of survey
participants live
(full- or part-time),
work, or own a
business



How often do you walk or bike in
Wrightsville Beach?

- 57%** Bike a few times a week or daily
- 15%** Bike every day
- 42%** Bike a few times a week
- 92%** Walk a few times a week or daily
- 54%** Walk every day
- 38%** Walk a few times a week

Level of Comfort

As part of the survey, participants were asked how comfortable they feel walking or biking around Wrightsville Beach. This question helped establish a baseline for how the community perceives the existing infrastructure. It also highlighted areas for improvement regarding safety, comfort, and accessibility. The results are summarized below.

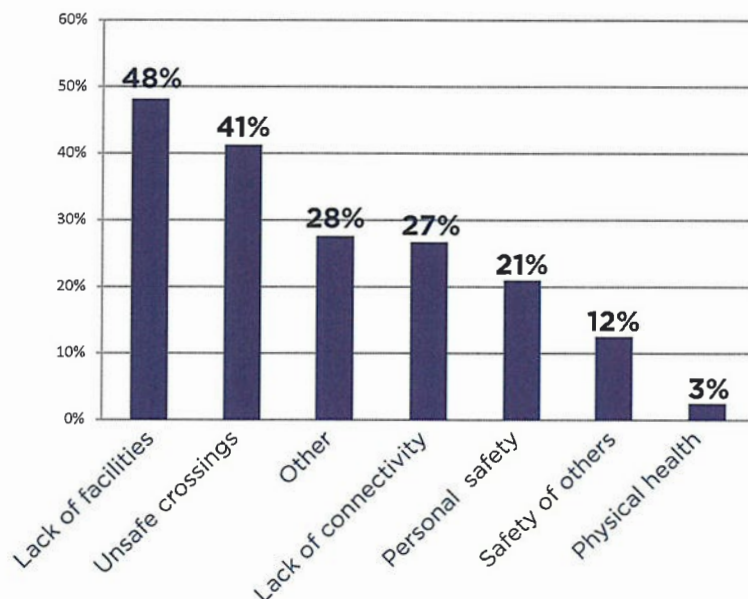


Walking level of comfort

- 20%** Fearless
- 67%** Confident
- 13%** Interested, but concerned
- >1%** Uninterested

87% of survey participants feel fearless or confident walking around Wrightsville Beach. This indicates that the existing sidewalk infrastructure is supportive of people who would like to walk.

What existing obstacles prevent you from walking in Wrightsville Beach?

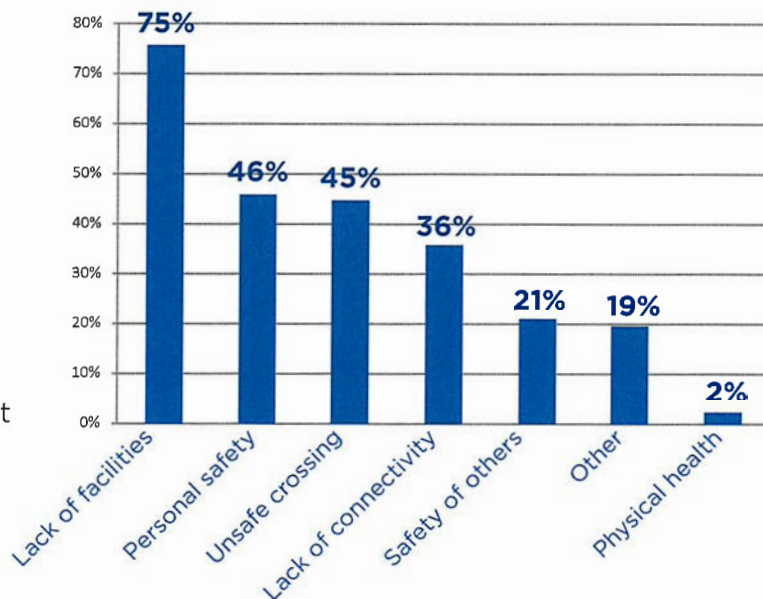


Biking level of comfort

- 8%** Fearless
- 36%** Confident
- 49%** Interested, but concerned
- 7%** Uninterested

49% of survey participants were interested, but concerned about biking in Wrightsville Beach. 75% of survey participants indicated that the lack of dedicated bicycle facilities is a major obstacle to biking around the town.

What existing obstacles prevent you from biking in Wrightsville Beach?



STEERING COMMITTEE

The plan's steering committee acted as a decision-making body and provided guidance at critical milestones of the planning process. The committee consisted of the Wrightsville Beach Parks & Recreation Advisory Committee, Wrightsville Beach town staff, and NCDOT IMD. The WMPO also provided input and support during the plan's development process. The roles of the steering committee included:

- Acting as a conduit for community organizations and members to provide a voice during the planning process
- Assisting with the development of the Wrightsville Beach Bicycle and Pedestrian Plan
- Giving feedback on the plan's elements and recommendations
- Providing local insight and local context to refine the plan

Meeting Overviews

The plan's steering committee met four times over the course of the plan's development.

The project kickoff meeting was held on April 3, 2023. The purpose of the meeting was to provide the steering committee with an overview of the project development process and anticipated timeline of the planning process. The committee members provided input through an interactive activity to identify strengths, challenges, opportunities, risks, and expectations (SCORE). This discussion set the tone for the overall planning process.

The second steering committee meeting was held on May 15, 2023. The committee members crafted a vision statement and priorities for the Wrightsville Beach Bicycle and Pedestrian Plan. A high-level review of existing conditions was presented. The existing conditions outlined the socioeconomic conditions, demographic factors, and transportation considerations.

The third steering committee meeting was held on July 17, 2023. During this meeting, the committee reviewed the public workshop summary and draft recommendations. The steering committee members provided initial feedback on the draft recommendations, which were ultimately refined to incorporate their input.

The final steering committee meeting was held on October 2, 2023. The final meeting reviewed the online survey summary, the second public workshop results, and the draft prioritization criteria. This meeting was the last meeting before a draft of the plan was released to Wrightsville Beach town staff for review.

04

Recommendations

THE DEVELOPMENT

The following chapter highlights the recommended corridor improvements, including sidewalks, bicycle facilities, multi-use pathways, and intersection projects. After the recommendations were developed, the public vetted and provided input on the draft recommendations. The recommendations identified in this chapter represent the culmination of all outreach efforts including the findings from the existing conditions analysis, and the feedback from town staff and the plan's steering committee. In the recommendations chapter, each facility type includes a description, unique features, and general design characteristics.

FACILITY TYPES

The following recommendations are divided into four facility types: dedicated pedestrian facilities, dedicated bicycle facilities, multi-use pathways, and intersection improvements. On the following pages, each of the facility types has a dedicated section that includes a project table and a map.

Pedestrian Facilities

A sidewalk is a paved pathway for pedestrians, on one or both sides of an existing roadway. The following characteristics are typical or advantageous of pedestrian facilities:

- Creating a continuous pathway at both sides of an intersection
- Filling gaps to provide connectivity between key destinations
- Building off of the existing pedestrian network

The following design characteristics were considered:

- The standard sidewalk is at least 6 feet wide



Multi-Use Pathways

A multi-use pathway—also referred to as a shared-use pathway—is a facility that may be used by bicyclists, pedestrians, and other non-motorized users. They are separated from the roadway by a physical barrier or open space. The following characteristics are typical or advantageous of multi-use pathways:

- Buffering bicyclists, pedestrians, or other non-motorized users from vehicular traffic
- Creating facilities for people of all ages and abilities
- Sharing space between a variety of non-motorized users

The following design characteristics were considered:

- The standard multi-use path is between 10 to 12 feet wide



Bicycle Facilities

There are a variety of bicycle facility types. To create a complete bicycle network, the types of users and different facilities must be considered. A combination of facilities should be used to complement various skill levels.

SKILL LEVEL



- Child Cyclist. These users typically have little to no experience on the road.
- Basic Adult Cyclist. These users are typically less secure about riding in traffic without dedicated bicycle facilities.
- Advanced Cyclist. These users are the most experienced and confident on the road.

BICYCLE LANE

A bicycle lane is a marked travel lane along a portion of the roadway that has been designated for exclusive use for bicyclists. The following characteristics are typical or unique about a standard bicycle lane:

- Considering during design phase of roadway projects to add buffered or protected lanes
- Creating a dedicated space for bicyclists to create separation between vehicles
- Increasing predictability of bicyclists, pedestrians, and motorists interactions



The following design characteristics were considered:

- The standard bicycle lane is at least 5 feet wide
- The standard buffer width for a buffered bicycle lane is at least 2 feet wide

SHARED LANE MARKING (SHARROW)

A shared lane marking is a street marking denoting where a bicyclist may use the entire lane with vehicles. The following characteristics are typical or unique about a sharrow:

- Considering the addition of other signage to alert other roadway users of the potential presence of a bicyclist
- Considering that no additional right-of-way acquisition is necessary



Intersection and Crossings

An intersection or crossing improvement is dependent on the surrounding context. Improving an intersection or crossing can be a cost-effective solution to promote connectivity and safety. The following improvements should be considered:

PEDESTRIAN CROSSING IMPROVEMENT

A pedestrian crossing improvement could include high-visibility crosswalks, ADA ramps, curb extensions, and pedestrian refuge island.



SIGNAL IMPROVEMENTS

A signal improvement could include infrastructure to support crossing or reconfiguring existing infrastructure. New infrastructure could include pedestrian pushbuttons, pedestrian countdowns, or audible signals. The re-timing or reconfiguring of existing infrastructure could include pedestrian signal timing, concurrent signal timing, or right-turn-on-red restrictions.



BICYCLE BOX

A bicycle box is a designated, painted area in front of a traffic lane with a signalized intersection that provides bicyclists a visible and safe way to get in front of traffic during a red light.



Supportive Infrastructure

To create a complete active transportation network, other supportive infrastructure should be considered. This could include the following:

- Benches
- Bicycle parking and storage
- Signage and wayfinding
- Water fountains
- Bicycle repair stations
- Placemaking features including street trees, murals or public art, or other streetscape measures



Proposed Pedestrian Facility List

The following table highlights the proposed pedestrian facilities recommended as part of this plan.

ID	Name	Facility	From	To	Length (miles)
A	Seashore Street	Safe Crossing	Waynick Boulevard	S Lumina Avenue	0.02
B	Snyder Street	Safe Crossing	Waynick Boulevard	S Lumina Avenue	0.02
C	S Lumina Avenue	Sidewalk	Iula Street	Sprunt Street	0.16
D	N Lumina Avenue	Sidewalk	Moore's Inlet	Beach Public Access #2	1.13
E	Pelican Drive	Sidewalk	Driftwood Court	Keel Street	0.13
F	Causeway Drive	Sidewalk	Seacrest Drive	Coral Drive	0.53



Proposed Pedestrian Facilities

The proposed pedestrian recommendations focus on closing the existing gaps in the sidewalk network. By connecting key portions of the network, pedestrians can safely access all areas of the town. The new facilities should be complimented by safe crossing opportunities.

37 ft



Legend

Pedestrian Recommendations

Existing Sidewalk

Proposed Sidewalk

Proposed Bicycle Facility List

The following table highlights the proposed bicycle facilities recommended as part of this plan. The map on the following page also includes the committed projects that NCDOT is actively funding.

ID	Name	Facility	From	To	Length (miles)
A	N Lumina Avenue	Bike Lane	Causeway Drive	W Salisbury Street	0.58
B	W Salisbury Street	Sharrow	W Salisbury Street Bridge	Public Beach Access #16	0.25
C	N Lumina Avenue	Bike Lane	W Salisbury Street	Parmelee Boulevard	0.29
D	N Lumina Avenue	Sharrow	Parmelee Boulevard	S Ridge Lane	0.52
E	Old Causeway Drive	Bike Lane	Keel Street	Causeway Drive	0.14
F	S Lumina Avenue	Bike Lane	Jack Parker Boulevard	Sunset Avenue	0.49
G	S Lumina Avenue	Sharrow	Sunset Avenue	Sprunt Street	0.44
H	S Lumina Avenue	Sharrow	Snyder Street	Causeway Drive	0.39
I	N Channel Drive	Sharrow	Causeway Drive	End of Street	0.45
J	Parmelee Boulevard	Sharrow	N Lumina Avenue	End of Street	0.35

COMMITTED STIP PROJECT

The current [State Transportation Improvement Plan](#) (STIP) 2024 - 2033 identifies the transportation projects that will receive funding. The funding for BL-0075 was awarded by the WMPO through it's annual direct attributable program. In Wrightsville Beach, there is currently one bicycle and pedestrian project that is already in construction and assumed to be committed.

STIP ID: BL-0075

Construction Year: 2024

Description: Installation of on-street bicycle lanes and pedestrian crosswalks along US 76 (Causeway Drive) and US 74 (West Salisbury Street) in Wrightsville Beach.

$\cdot ee Dr$

fresh
Middle
strians
Sound



Proposed Multi-Use Path Facility List

The following table highlights the proposed multi-use pathway (MUP) facilities recommended as part of this plan.

ID	Name	Facility	From	To	Length (miles)
A	Harbor Island Loop	MUP	Causeway Drive	W Salisbury Street	0.37
B	Waynick Boulevard	MUP	Sunset Avenue	Causeway Drive	1.24
C	Causeway Drive	MUP	Wrightsville Avenue	Old Causeway Drive	0.59
D	Causeway Drive	MUP	W Salisbury Street	Waynick Boulevard	0.90
E	W Salisbury Street	MUP	Causeway Drive	N Lumina Ave	1.07

Proposed Multi-Use Path Facilities

The proposed multi-use pathway recommendations reinforce the need for wider facilities for both pedestrians and bicyclists. While there are currently plans to create a bicycle lane on Causeway Drive, the long-term vision for the community is a wide multi-use path over both bridges to the beach.



Proposed Intersection Recommendations List

The following table highlights the proposed intersection recommendations that are a part of this plan.

ID	Location
A	Albright Street at S Lumina Avenue
B	Sunset Avenue at S Lumina Avenue
C	W Columbia Street at N Lumina Avenue
D	W Fayetteville St/E Fayetteville St at N Lumina Avenue
E	River to Sea Bikeway at Pelican Drive
F	Stone Street at Lumina Avenue
G	Causeway Drive at Waynick Boulevard
H	Causeway Drive at Marina Street
I	Old Causeway Drive at Causeway Drive
J	Causeway Drive near Island Drive
K	Causeway Drive at Bob Sawyer Drive
L	Causeway Drive at George Antley Drive (Seawater Lane)
M	Public Beach Access #36 at S Lumina Avenue

Proposed Intersection Recommendations

The proposed intersection recommendations would allow bicycles and pedestrians to safely cross a corridor. The recommendations should consider NCDOT's best practices and design guidelines for intersection improvements.

Middle
Sound

37 ft



Legend

Intersection Recommendations

- Proposed Improvement

DEMONSTRATION CORRIDORS

The following demonstration corridors are projects that are analyzed in greater detail. These projects were identified as high-priority projects that are critical to achieving the vision of the Bicycle and Pedestrian Plan for Wrightsville Beach.

COST ESTIMATE

The planning-level cost estimates listed for each corridor were developed using the 2019 NCDOT Bicycle-Pedestrian Cost Estimation Tool. The cost shown below are inflated to current year dollars. The tool considers a variety of factors and characteristics to generate a cost estimate that includes design, right-of-way acquisition, utilities, and construction. During the preliminary engineering phase of a project, a more accurate cost estimate should be created.

Causeway Drive

SEACREST DRIVE TO CORAL DRIVE

EXISTING CONDITIONS

Causeway Drive is the main corridor through Wrightsville Beach. Currently, Causeway Drive is a four-lane cross-section with a two-way turn lane until it reaches the Banks Channel Bridge. On Harbor Island, there are numerous key destinations including the Wrightsville Beach Loop. On the channel side, there are no existing sidewalks. Other existing conditions include:

- AADT*: 15,500
- Speed Limit: 35 mph
- Right-of-Way: 70 feet

RECOMMENDATION

The identified project segment would add sidewalks along the channel side and recommend providing safe crossing opportunities from one side of Causeway Drive to the other.



FACILITY	Sidewalk
PROJECT ID	F
COST ESTIMATE	\$1,759,000
LENGTH	0.53 miles

Preferred Cross-Section



*Annual Average Daily Traffic (in vehicles per day)

N Lumina Avenue

MOORE'S INLET TO PUBLIC BEACH ACCESS #2

EXISTING CONDITIONS

North Lumina Avenue is a two-lane corridor that is heavily traveled by pedestrians, bicyclists, and vehicles. There are pockets of existing parking along this section of North Lumina Avenue. This corridor connects many residential areas to the central part of the island with shopping and retail opportunities. Other existing conditions include:

- AADT: 5,000
- Speed Limit: 25 mph
- Right-of-Way: 30 feet

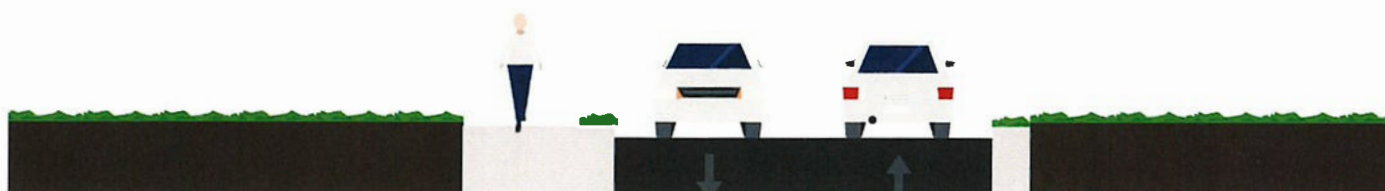
RECOMMENDATION

The identified project segment would add sidewalks along North Lumina Avenue. It would connect to existing sidewalk at the beach access point #8. The available parking may have to be reduced to accommodate the sidewalk. The connection would allow pedestrians to safely travel to and from the north part of the island.



FACILITY	Sidewalk
PROJECT ID	D
COST ESTIMATE	\$1,628,000
LENGTH	1.13 miles

Preferred Cross-Section



N Lumina Avenue

CAUSEWAY DRIVE TO W SALISBURY STREET

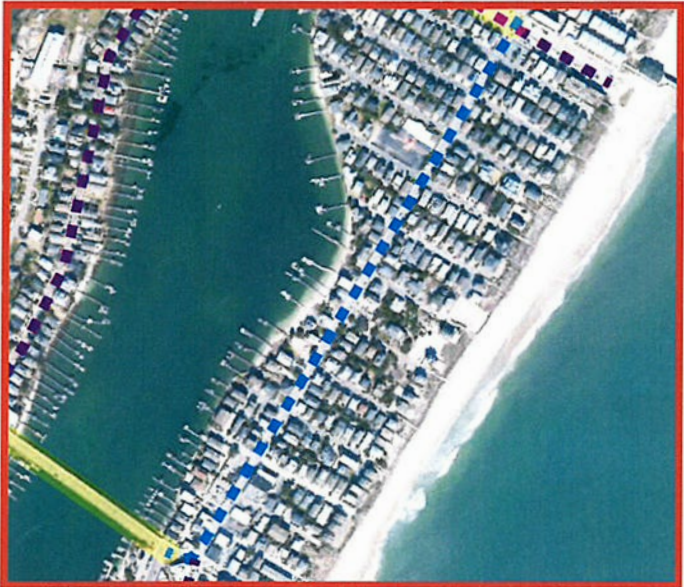
EXISTING CONDITIONS

This section of North Lumina Avenue is a heavily traveled corridor for pedestrians, bicyclists, and vehicles. Between Causeway Drive and West Salisbury Street, North Lumina Avenue is a two-lane cross section with parking on both sides. This section of North Lumina has restaurants, hotels, a grocery store, and public parking lots. Other existing conditions include:

- AADT: 5,100
- Speed Limit: 25 mph
- Right-of-Way: 45 feet

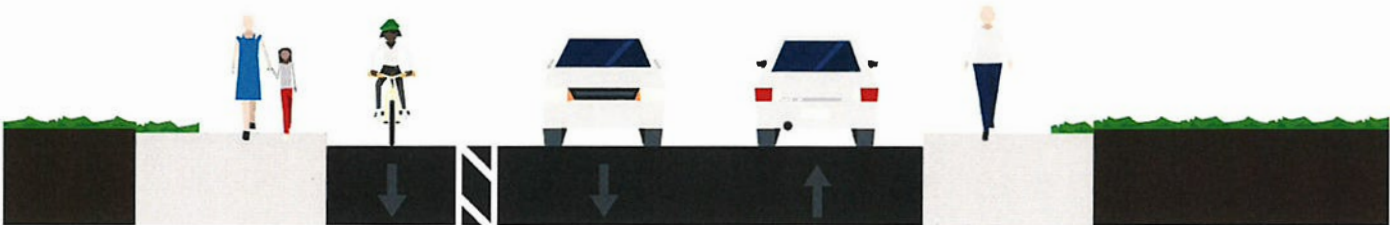
RECOMMENDATION

The identified project segment would add a bicycle lane on one side of the street. Currently, the north side parking is closed on weekends and holidays allowing for bicycles and pedestrians on the loop. The addition of a bicycle lane on this section would require the removal of on-street parking along the corridor. A dedicated bicycle facility should be supplemented by adequate signage, markings, and bicycle parking. During public engagement, this particular section of North Lumina Avenue was heavily cited by residents as a top priority corridor.



FACILITY	Bicycle Lane
PROJECT ID	A
COST ESTIMATE	\$1,444,000
LENGTH	0.58 miles

Preferred Cross-Section



N Lumina Avenue

W SALISBURY STREET TO PARMELE BOULEVARD

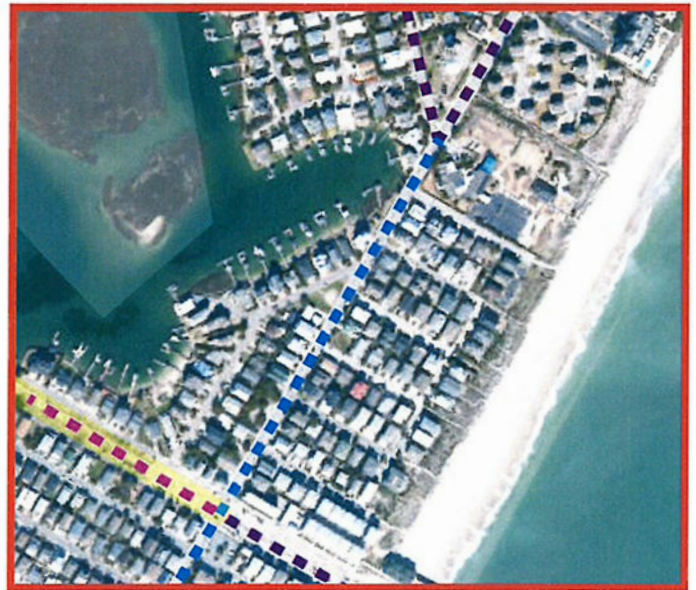
EXISTING CONDITIONS

This section of North Lumina Avenue is a two-lane corridor with dedicated right-turn lanes at West Salisbury Street. There is on-street parking and sidewalks on both sides of the corridor. This section of North Lumina Avenue connects the north side of the island to Harbor Island via West Salisbury Street. Other existing conditions include:

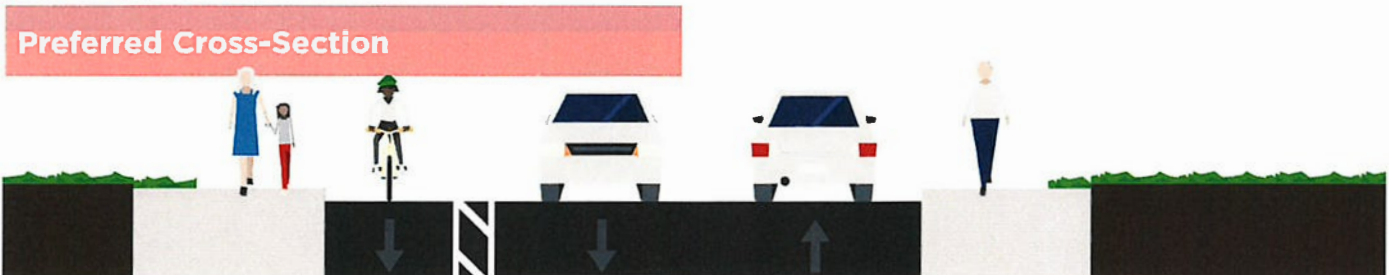
- AADT: 5,000
- Speed Limit: 25 mph
- Right-of-Way: 30 - 50 feet

RECOMMENDATION

The identified project segment would add a bicycle lane on one side of the street. The addition of a bicycle lane would require the removal of on-street parking along the corridor. At West Salisbury Street, a bike-box may be required to allow bicyclists to safely make a left turn at the signalized intersection. During public engagement, this section of North Lumina Avenue was a priority for many residents.



FACILITY	Bicycle Lane
PROJECT ID	C
COST ESTIMATE	\$2,133,000
LENGTH	0.29 miles



Waynick Boulevard

SUNSET AVENUE TO CAUSEWAY DRIVE

EXISTING CONDITIONS

Waynick Boulevard is a primary corridor on the Banks Channel side. Waynick Boulevard is a four-lane cross-section with parking on one side of the street. There are several marked crosswalks across Waynick Boulevard that connect the channel with the beach. Other existing conditions include:

- AADT: 8,600
- Speed Limit: 35 mph
- Right-of-Way: 65 feet

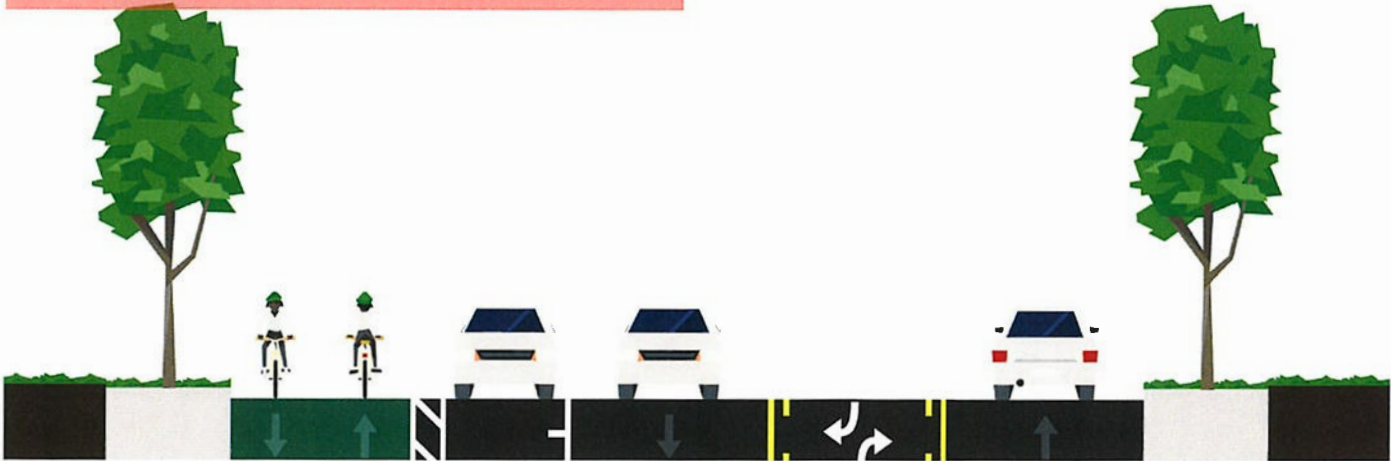
RECOMMENDATION

The identified project segment would add a multi-use pathway between Sunset and Causeway Drive. This multi-use pathway would be used by both pedestrians and bicyclists. The addition of a multi-use pathway would require a road diet, meaning a vehicle travel lane would be removed. The proposed cross-section is shown below. A multi-use pathway on Waynick Boulevard would provide a safe connection for both pedestrians and bicycles.



FACILITY	Multi-Use Path
PROJECT ID	B
COST ESTIMATE	\$3,631,000
LENGTH	1.24 miles

Preferred Cross-Section



Causeway Drive

W SALISBURY STREET TO WAYNICK BOULEVARD

EXISTING CONDITIONS

Causeway Drive is the main corridor through Wrightsville Beach. Currently, Causeway Drive is a four-lane cross-section with a two-way turn lane until it reaches the Banks Channel Bridge. On Harbor Island, there are numerous key destinations including the Wrightsville Beach Loop. There is a sidewalk on one side of Causeway Drive. There are currently plans to add a bicycle lane on this section of Causeway Drive. Other existing conditions include:

- AADT: 15,500
- Speed Limit: 35 mph
- Right-of-Way: 55 - 70 feet



RECOMMENDATION

The identified project segment would add a multi-use pathway on Causeway Drive. This project reflects the long-term vision of the community. While there is already a project to add bicycle lanes on this portion of Causeway Drive, a more protected facility is desired by the community.

FACILITY	Multi-Use Path
PROJECT ID	D
COST ESTIMATE	\$3,250,000
LENGTH	0.90 miles

Preferred Cross-Section

The following cross-sections are preliminary designs from NCDOT (September 2023). The town should continue to coordinate with NCDOT during the development and finalization of these plans.

Causeway Drive - Banks Channel Bridge



Causeway Drive - Banks Channel Bridge Approach



05

Implementation

THE FOUNDATION

The early engagement opportunities and existing conditions helped create the foundation for the facility recommendations. In order to help prioritize the recommended projects, a quantitative process was created to identify a path forward. The goal of the prioritization process is to provide the town with a guide to plan for future investments. The prioritization is meant to be a dynamic process that changes with community values over time.

The prioritization for the Wrightsville Beach Bicycle and Pedestrian was initially developed using the priorities of the state as a starting point. This will make the town's projects more competitive in the future to receive state funding. The prioritization will help establish the foundation for the town to begin building a complete, accessible active transportation network.

PRIORITIZATION

Prioritization Criteria

By using a quantitative methodology, the project recommendations were sorted into three prioritization tiers: near-, mid-, and long-term. Typically, near-term projects are identified to be initiated or completed prior to the mid- and long-term projects; however, the prioritization should be flexible to allow for implementation due to changes in available resources, public priorities, or time.

NCDOT priorities for Strategic Transportation Prioritization (SPOT) methodology was the initial starting point to identify the prioritization criteria used in the Wrightsville Beach Bicycle and Pedestrian Plan. With guidance from the plan's steering committee, the prioritization criteria and weights were modified to reflect public sentiment. By using a framework that is similar to NCDOT, Wrightsville Beach can actively pursue state funding, as these projects actively demonstrate the alignment with state priorities.

30%

SAFETY

This criteria created a composite score by analyzing the number of crashes, crash severity, and incidents involving a bicycle or pedestrian. The projects along more dangerous corridors received a higher score.

25%

ACCESSIBILITY AND CONNECTIVITY

This criteria identified the geographic proximity to key destinations and connectivity to the existing active transportation network. The projects that connected to existing sidewalks or bicycle facilities within a specified proximity received a higher score.

25%

PUBLIC INPUT

This criteria combined all the public feedback collected during public engagement to identify project priorities. The projects identified as higher priority receive a higher score.

15%

COST EFFECTIVENESS

This criteria used the NCDOT 2019 cost estimation tool to create a planning-level cost estimate. The combined total score of all prioritization criteria was divided by the cost estimate. The higher the benefit relative to the cost, the higher the score.

5%

DEMAND AND DENSITY

This criteria used a spatial analysis of demographic groups within a specified distance from the project location. The projects that impacted the most people received a higher score.

Project Results

The table below shows the pedestrian, bicycle, and multi-use pathway corridor recommendations in priority tiers. The projects were prioritized based on the evaluation criteria described on the preceding page.

	Type	ID & Name	From	To
NEAR-TERM	Pedestrian	(D) N Lumina Avenue	Moore's Inlet	Public Beach Access #2
	Pedestrian	(F) Causeway Drive	Seacrest Drive	Coral Drive
	Bicycle	(A) N Lumina Avenue	Causeway Drive	W Salisbury Street
	Bicycle	(B) W Salisbury Street	Salisbury Street Bridge	Public Beach Access #16
	Bicycle	(C) N Lumina Avenue	W Salisbury Street	Parmeale Boulevard
	MUP	(D) Causeway Drive	W Salisbury Street	Waynick Boulevard
	MUP	(B) Waynick Boulevard	Sunset Avenue	Causeway Drive
MID-TERM	Pedestrian	(A) Seashore Street	Waynick Boulevard	S Lumina Avenue
	Pedestrian	(B) Snyder Street	Waynick Boulevard	S Lumina Avenue
	Bicycle	(E) Old Causeway Drive	Keel Street	Causeway Drive
	Bicycle	(G) S Lumina Avenue	Sunset Avenue	Sprunt Street
	Bicycle	(D) N Lumina Avenue	Parmeale Boulevard	S Ridge Lane
	MUP	(A) Harbor Island Loop	Causeway Drive	W Salisbury Street
	MUP	(E) W Salisbury Street	Causeway Drive	N Lumina Avenue
LONG-TERM	Pedestrian	(C) S Lumina Avenue	Iula Street	Sprunt Street
	Pedestrian	(E) Pelican Drive	Driftwood Court	Keel Street
	Bicycle	(F) S Lumina Avenue	Jack Parker Boulevard	Sunset Avenue
	Bicycle	(H) S Lumina Avenue	Snyder Street	Causeway Drive
	Bicycle	(I) N Channel Drive	Causeway Drive	End of Street
	Bicycle	(J) Parmele Boulevard	N Lumina Avenue	End of Street
	MUP	(C) Causeway Drive	Wrightsville Avenue	Old Causeway Drive

Prioritized Recommendations

The project prioritization led to the identification of near-, mid-, and long-term recommendations. This prioritization process is meant to be dynamic and flexible. Future iterations of the project prioritization should reflect the community values at the time of prioritization.



PROGRAMS

To compliment the identification of linear project recommendations, encouraging the town to consider programs that support bicycle and pedestrian culture within the community is equally important. Investments in these programs in coordination with infrastructure improvements, will further safety, education, and awareness.

Education

The following programs are primarily focused on educational opportunities to promote biking and walking.

BE A LOOKER

“Be a Looker” is a program of Go Coast, WMPO’s Transportation Demand Management program. Like the statewide program, Watch for Me NC, “Be a Looker” educates the public on best practices and laws related to bicycle and pedestrian safety and aims to foster a safe and respectful culture around walking and biking. The materials may be requested through Go Coast, which provides alternative and sustainable transportation options to those who live, work, and play in the region.

<https://www.gocoastnc.org/bealooker/>

LET’S GO NC!

Let’s Go NC! is a program designed to assist instructors in encouraging and teaching safe pedestrian and bicycle behaviors. The curriculum helps children develop skills to promote active transportation choices. The all-in-one package of lesson plans, materials, activities, and instructional videos will help encourage children to develop safe behaviors to be carried into adulthood. Let’s Go Walking! and Let’s Go Biking! cover five target areas each. The skills and concepts are created for various developmental levels of children.

<https://connect.ncdot.gov/projects/BikePed/Pages/LetsGoNC.aspx>

SAFE ROUTES TO SCHOOL

Safe Routes to School (SRTS) program focuses on making walking or biking to school safer and more accessible for children, especially children with a disability. The SRTS program can improve the overall quality of children’s health, mitigate traffic congestion near schools, and improve the environment and air quality.

<http://guide.saferoutesinfo.org/introduction/index.cfm>

WATCH FOR ME NC

The Watch for Me NC program aims to reduce bicycle and pedestrian crashes through a comprehensive approach that blends public education, community engagement, and law enforcement. The program is scalable to communities based on the size and geographic context. The program builds local capacity through training, planning workshops, and exchanging information with peers.

58 <https://www.watchformenc.org/>

Encouragement

The following programs and events are primarily focused on encouraging biking and walking through supportive measures. These programs should be considered in tandem with implementing the project recommendations identified in this plan. The Town of Wrightsville Beach should consider the following encouragement programs. The town's dedication and passion for a community approach was heavily relayed at each meeting for the Wrightsville Beach Bicycle and Pedestrian Plan.

BICYCLE PARKING

Parking for bicycles is a critical strategy for promoting and encouraging bicycling in any community. By providing convenient, secure bicycle parking, people could be more likely to replace car trips with bicycle trips. Not only does providing bicycle parking encourage people to bike, it also establishes the town as a bicycle-friendly community. Guidance on bike parking, including site planning for short and long-term parking, rack selection, and placement can be found in the Association of Pedestrian and Bicycle Professionals (APBP) Essentials of Bike Parking.

https://www.apbp.org/assets/docs/EssentialsofBikeParking_FINAL.pdf

BIKE FRIENDLY COMMUNITY DESIGNATION

The Bicycle Friendly Community program provides guidance to make communities more vibrant destinations to bike and walk. Sponsored by the League of American Bicyclists, the Bicycle Friendly Community has a checklist for current and aspiring bicycle-friendly communities. The Town of Wrightsville Beach should consider assessing the criteria and work towards submitting an application.

<https://bikeleague.org/bfa/community/>

MICROMOBILITY OR BIKE SHARE

Shared micromobility or "bike share" are an emerging transportation option that can increase walking and biking. Establishing a bike share program could bolster the safety, livability, and sustainability of the community without the personal investment in a bicycle. While micromobility solutions may be more applicable in a denser, urban area, the Town of Wrightsville Beach could consider exploring a bicycle share in the future if there is community desire.

OPEN STREETS EVENTS

Open streets initiatives temporarily close streets to automobile traffic, so that people may use them for other activities, such as walking, jogging, bicycling, skating, and dancing. Inspired by the "Ciclovías" in Central and South America, open streets events are designed to encourage residents to rethink public spaces, understanding that our streets can have a multitude of uses.

<https://openstreetsproject.org/>

THEMED BIKING EVENTS

Biking events encourage active transportation and present opportunities for residents to socialize over shared experiences. Local advocacy groups and/or the Town can promote biking by hosting themed bike rides. Events can be centered around holidays, local festivals, or coincide with national events such as Earth Day and National Trails Day. For many communities, these events lead to regularly scheduled bike rides.

WALK OR BIKE TO SCHOOL

A walk or bike to school day are events that encourage students and parents to walk or bike to school together. Typically, these events highlight the environmental and health benefits associated with walking or biking to school. NCDOT's Bicycle Helmet Initiative is a program that helps local governments, nonprofits, schools, law enforcement, etc. distribute free helmets to low-income children as well as provide an educational component for safety in preparation for National Bike or Walk to School Day. National Bike to School Day occurs in May as part of Bike Month (also in May). Walk to School Day occurs in October.

WAYFINDING SIGNAGE

Another important aspect of a complete transportation network is wayfinding signage for both bicycles and pedestrians. Creating a wayfinding system that consists of signage or pavement markings to help guide bikers or walkers to their destination is crucial. For bicycles, signs are typically placed at decision points along a bicycle route or other key locations that lead to a designated, safe route.

Evaluation

The following program is primarily focused on evaluating biking and walking. This program is important to understand and quantify the existing demand or to understand how facility recommendations are changing behaviors in Wrightsville Beach.

COUNT PROGRAM

A pedestrian or bicycle count program provides non-motorized travel information along roadways. A count program helps communities understand how much existing bicycle or pedestrian traffic there is. Communities that show clear evidence of high-activity are more likely to receive funding for projects. The Town of Wrightsville Beach should coordinate with regional and state partners to explore pedestrian or bicycle counting programs.

POLICIES

Similar to program recommendations, policy recommendations will help address other aspects of promoting walking or biking in Wrightsville Beach. A policy typically determines how the physical space is allocated between public and private entities. The policy recommendations are tangible actions that the town can take to create safer opportunities to walk or bike. The following policies will help align the community sentiment for safer, more-accessible spaces.

Complete Streets Policy

North Carolina's "[Complete Streets Policy](#)" directs NCDOT to consider various modes of transportation when building new projects or improving existing infrastructure. Understanding the evaluation methodology will set up the town to successfully coordinate with partners and communicate community-needs within the Complete Streets elements. The [Complete Streets Implementation Guide](#) provides a comprehensive approach for incorporating Complete Streets into planning, design, programming, and maintenance.

<https://connect.ncdot.gov/projects/BikePed/Pages/Complete-Streets.aspx>

NACTO

The [National Association of City Transportation Officials](#) (NACTO) is an association of 100 American cities and transit agencies that exchanges ideas and best practices to collectively approach transportation issues. NACTO publishes resources for transportation practitioners, policy-makers, and advocates. The design guides help address the multitude of applications for bicycle, pedestrian, and transit facilities. The Town should reference the NACTO publications—particularly the Designing for All Ages & Abilities, Don't Give Up at the Intersection, Urban Bikeway Design—for best practices as they relate to Wrightsville Beach.

<https://nacto.org/publications/#design-guides-design-guidance>

Code of Ordinances

The Wrightsville Beach [Code of Ordinances](#) are local laws that are enforced by local governments. They are enacted by vote, typically by a council. The town should review its' ordinance to define and encourage standards as they relate to walking or biking. The review should consider the following elements:

- Add bicycle parking to policies and design standards
- Require the addition of sidewalks into private site development
- Consider adding language to promote the connectivity between sidewalk and bicycle facilities
- Include specific language on sidewalk requirements in street design
- Include specific language on bicycle lane requirements in street design

<https://codelibrary.amlegal.com/codes/wrightsvillebeach/latest/overview>

More design guidelines can be found in the Plan's Appendix.

ACTION PLAN

The key to successful implementation is the continuous dedication of and partnership between town staff and elected officials, NCDOT, and other regional planning partners like WMPO. Through partnerships, Wrightsville Beach can pursue programmatic efforts to further improve the active transportation network. The following action table helps establish a framework to move the recommendations in this plan into design, construction, and implementation. The list of actions is extensive but not fully comprehensive. The Town of Wrightsville Beach should consider new opportunities as they arise.

Characteristics

Actions require different levels of resource allocation, including time and cost. While some actions have greater impact on further active transportation, they might be more expensive or take longer to implement or fully realize. For each program or policy, the time, cost, and impact are identified. This exercise illustrates the variety of tradeoffs that could be made.

COST

How much will it cost to initiate and maintain this action?



TIME

How much time will be required to execute this action?



IMPACT

How likely will this action make the town more walkable and bikeable?



Action	Cost	Time	Impact
Adopt the Wrightsville Beach Bicycle and Pedestrian Plan	\$		
Apply for state and federal grants to fund installation of bicycle and pedestrian facilities	\$		
Ensure future roadway improvements include suitable bicycle and pedestrian facilities	\$		
Establish a data-driven process for determining priority projects every year	\$\$		

Action	Cost	Time	Impact
Conduct a bicycle or walk audit to determine high-risk areas along existing facilities	\$ \$		
Identify intersections where low-cost improvements would provide the most benefit	\$		
Establish dedicated funding in the Capital Investment Program (CIP) for bicycle and pedestrian facilities	\$ \$ \$		
Establish a bicycle and pedestrian facility maintenance plan	\$		
Implement signal detection for bicyclists at signalized intersections	\$ \$ \$		
Reduce the Town-wide speed limit to 25 miles per hour	\$		
Review and update the Code of Ordinances to outline the standards for biking and walking in Wrightsville Beach	\$ \$		
Adopt a local Complete Streets and Traffic Calming policy	\$		
Establish a Safe Routes to School (SRTS) task force	\$		
Become a Watch for Me NC partner community	\$		
Partner with safety campaigns and enforcement programs to increase awareness through Watch for Me NC	\$ \$		
Organize events that encourage biking or walking throughout the Town	\$ \$		
Include wayfinding signage to show destinations accessible by foot or bike	\$ \$		
Coordinate with WMPO to include recommendations in the Metropolitan Transportation Plan	\$		
Coordinate with NCDOT IMD to participate in the Bicycle and Pedestrian Count Program	\$ \$		
Coordinate with NCDOT Division 3 on roadway resurfacing schedule	\$		

FUNDING

To fully implement the plan, leveraging all available funding opportunities will be essential. The following section outlines the local, state, federal, or private funding sources that Wrightsville Beach can pursue or better leverage. The categories of funding are outlined below.

Local



Nonprofit



State



Private



Federal



Active Transportation Infrastructure Investment Program

The [Active Transportation Infrastructure Investment Program](https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/) (ATIIP) is a new competitive grant program through the Infrastructure Investment and Jobs Act (IIJA). There are two types of grants: Planning and Design grants and Construction grants. The goal of the program is to integrate active transportation facilities with transit service, where appropriate, to improve access to public transportation.

https://www.fhwa.dot.gov/environment/bicycle_pedestrian/atiip/



Community Development Block Grant

The [Community Development Block Grant](https://www.commerce.nc.gov/grants-incentives/public-infrastructure-funds/infrastructure-federal-cdbg-economic-development) (CDBG) Program provides annual grants on a formula basis to states, cities, and counties to develop viable communities by providing decent housing, suitable living environments, and expanding economic opportunities for low- and moderate-income persons. The state CDBG funds are provided by the U.S. Department of Housing and Urban Development (HUD). The CDBG Program infrastructure funds are administered by the North Carolina Department of Environmental Quality.

<https://www.commerce.nc.gov/grants-incentives/public-infrastructure-funds/infrastructure-federal-cdbg-economic-development>



Capital Investment Program

The town's annual budget in fiscal year (FY) 2022 - 2023 was nearly \$14.4 million. The projects and programs described in this plan can be included as a separate allocation in future years to create a dedicated, local funding source for active transportation projects. While the town's budget is limited, explicitly including a source of funding for bicycle and pedestrian projects will create a dedicated funding source for the Town of Wrightsville Beach.

<https://www.townofwrightsvillebeach.com/DocumentCenter/View/6434/Town-of-Wrightsville-Beach---FY-2022-ACFR?bidId=>



Powell Bill Funds

The [North Carolina State Street-Aid Program](#) (Powell Bill) provides funding for eligible municipalities based on the number and mileage of locally-maintained roadways. For FY 2023 - 2024, the Town of Wrightsville Beach estimates receiving \$71,482 in Powell Bill Funding. While the primary function of the Powell Bill is to assist in funding local street resurfacing projects, these funds could also be used for the planning, maintenance, or construction of sidewalks, bicycle facilities, and multi-use pathways. The Powell Bill funds may be pursued as a match for future iterations of this plan.

<https://connect.ncdot.gov/municipalities/State-Street-Aid/pages/default.aspx>



Highway Maintenance Improvement Program

The [Highway Maintenance Improvement Program](#) (HMIP) contains NCDOT's 5-year maintenance plan for pavement road rehabilitation and resurfacing projects. The roadways scheduled for improvements under the HMIP are prime candidates for the additional bicycle or pedestrian improvements, if they are not already included. The Town of Wrightsville Beach can monitor projects on the HMIP and coordinate with regional NCDOT staff to coordinate on specific improvements.

<https://connect.ncdot.gov/resources/Asset-Management/HMIP/Pages/default.aspx>



Infrastructure Investment and Jobs Act

The federal [Infrastructure Investment and Jobs Act](#) (IIJA) infrastructure package was signed into law in November 2021. It provides \$550 billion dollars over FY 2022 - 2026. The IIJA also known as the Bipartisan Infrastructure Law (BIL) authorizes transportation funding for highway, transit, rail, bicycle and pedestrian, and safety programs and infrastructure. The IIJA is administered jointly by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). FHWA distributes funding to both NCDOT and directly to MPOs through a variety of grant programs.

https://www.fhwa.dot.gov/bipartisan-infrastructure-law/metro_planning.cfm



National Endowment for the Arts

The [National Endowment for the Arts](#) (NEA) "Our Towns" is a creative place-making grant program. While these grants require a partnership component, grant awards range between \$25,000 to \$150,000. A focus area for FY 2024 will be in arts, culture, or design projects that address health, transportation, or infrastructure within a community. The Town should coordinate with New Hanover County, WMPO, or NCDOT IMD to identify eligible projects.

<https://www.arts.gov/grants/our-town>



Nonprofit Organizations

Nonprofit organizations could also be a source of funding for bicycle and pedestrian facilities. By working with nonprofits, Wrightsville Beach can build lasting local, regional, and national partnerships while also identifying new funding opportunities. In some communities, these partnerships have led to the completion of small-scale projects including wayfinding, bicycle rack installation, or improvements to existing facilities. These organizations could include Blue Cross Blue Shield of North Carolina, the North Carolina Community Foundation, or local nonprofits.



Private Development

The Town should consider updating its Comprehensive Plan or Coastal Area Management Act of 1974 (CAMA) Plan to encourage private developers to include pedestrian or bicycle infrastructure during the development of site plans. This will allow the town to build the active transportation network by coordinating with new, local developments. The infrastructure requirements could specify the inclusion of both on- and off-street facilities, pedestrian benches, bicycle racks, or lighting. This funding strategy could alleviate constraints on the town's limited local funding sources.



Parks and Recreation Trust Fund

The [North Carolina Parks and Recreation Trust Fund](https://www.ncparks.gov/about-us/grants/parks-and-recreation-trust-fund) (PARTF) matches grants to local governments for local parks, state park improvements, and public beach access. The grant requires a 50% match from the applicant. A local government can request a maximum of \$500,000 with each application. The PARTF funds can be used to improve or build facilities for public use or to acquire land for public parks. These funds can also be used to improve the accessibility of existing facilities, which includes bringing them in compliance with current ADA standards.

<https://www.ncparks.gov/about-us/grants/parks-and-recreation-trust-fund>



RAISE Grant

The [Rebuilding American Infrastructure with Sustainability and Equity](https://www.transportation.gov/RAISEgrants) (RAISE) Grant will award more than \$1.5 billion in grant projects in FY 2023. Projects eligible for a RAISE Grant include capital and planning projects. A capital project includes multimodal projects, roads or bridges, public transportation, or passenger rail and freight rail. Planning projects include the planning, preparation, or design of eligible surface transportation projects. If projects are located in rural areas, up to 100% of the project cost may be funded by the grant. The town should coordinate with New Hanover County, WMPO, and NCDOT IMD to identify eligible planning or construction projects and submit a formal application.

<https://www.transportation.gov/RAISEgrants>



Recreational Trails Program Grant

The [Recreational Trails Program](#) (RTP) Grant is a federal grant program intended to help fund trails and trail-related recreational needs. This grant cannot be used to build or maintain sidewalks. The maximum grant amount is \$100,000 and there is a 25% match. The application should be for a project that is construction ready or “shovel-ready” projects. For FY 2023, the RTP Grant awarded \$1.49 million.

<https://trails.nc.gov/trail-grants/apply-grant>



Rivers, Trails, and Conservation Assistance Program

The National Parks Service (NPS) [Rivers, Trails and Conservation Assistance Program](#) supports community-led natural resource conservation and outdoor recreation projects across the nation. Although RTCA is not a traditional funding program, NPS staff provide planning, design and technical expertise for trails and outdoor recreation projects. Depending on the project scale, RTCA can invest up to four years of planning and project development assistance.

<https://www.nps.gov/orgs/rtca/apply.htm>



Safe Routes to School Program

The [Safe Routes to School](#) (SRTS) Non-Infrastructure Program uses federal funds to fund projects from one to three years. The purpose of the program is to encourage children to walk or bike to school, make walking or biking safer, and facilitate the implementation of projects that benefit the environment around schools. The awards range from \$50,000 to \$500,000 per project. This funding may be used to support community-wide, regional, or statewide programs. While NCDOT IMD may fund projects at 100%, a local match may be required if there is significant demand for available funds.

<https://connect.ncdot.gov/projects/BikePed/Pages/Non-Infrastructure-Alternatives-Program.aspx>



Safe Streets and Roads for All Grant Program

The [Safe Streets and Roads for All \(SS4A\)](#) Grant Program is a discretionary program established under the IIJA. Between FY 2022 - 2026, the SS4A Grant Program will award \$5 billion in funds. The SS4A program funds local, regional, and Tribal initiatives through grants to prevent serious injuries and deaths on roadways. There are two types of grants communities can apply for: planning and demonstration grants or implementation grants. Planning and demonstration grants can be used to develop or create an action plan or conduct activities that will inform an action plan. The implementation grants fund projects identified in an action plan that addresses roadway safety problems.

<https://www.transportation.gov/grants/SS4A>



Strategic Mobility Formula

The [Strategic Transportation Investment Law](#) (2013) allocates funding using the Strategic Mobility Formula. The formula is a data-driven, performance-based process that prioritizes projects for state and federal funding. The formula is used to create NCDOT's State Transportation Improvement Plan (STIP). The STIP is updated every 2 years. The town should coordinate with regional and state partners to submit bicycle and pedestrian projects for prioritization and funding.

<https://www.ncdot.gov/initiatives-policies/Transportation/stip/Pages/stip-resources.aspx>



Spot Safety Program

The Spot Safety Program is funded with state funding sources to address safety, operational, and potential safety issues. The Safety Oversight Committee (SOC) uses a set of safety-related criteria to review and recommend projects to the Board of Transportation (BOT) for approval and funding.

<https://connect.ncdot.gov/resources/safety/pages/nc-highway-safety-program-and-projects.aspx>



Surface Transportation Block Grant Program

The [Surface Transportation Block Grant Program](#) (STBGP) provides funding on highway, bridge and tunnel, bicycle and pedestrian, and transit projects. The Surface Transportation Block Grant Program Direct Attributable (STBGP-DA) and Transportation Alternative Set Aside Direct Attributable (TASA-DA) are federal funding sources distributed by the WMPO. The member jurisdictions of the WMPO are eligible to apply for these funds through a competitive funding process that prioritizes locally administered projects in the region. Wrightsville Beach has successfully secured funding through this program before and should continue to partner with the WMPO on active transportation projects. This grant program requires a minimum 20% local match.

<https://www.wmpo.org/%20stp-datap-da/>



Transportation Bonds

A transportation bond generates revenue from a tax increase on property values. In the state of North Carolina, a bond referendum must be approved by local council and then voted on by residents. The funds generated from the transportation bond can be used towards sidewalks, bicycle facilities, or roadway projects.

CONCLUSION

By completing this plan, the Town of Wrightsville Beach is prioritizing the importance of providing safe, connected, and accessible bicycle and pedestrian facilities in the community. The recommendations outlined in the plan provide residents and visitors alike with connections to community features and destinations throughout the town. The Town of Wrightsville Beach should continue to invest in the active transportation network to create a more vibrant community. Through the commitment and dedication of town staff and community members, this plan will act as a guide for the town to create a transportation network for people of all ages and abilities.

F. Darryl Mills
Mayor

Ken Dull
Alderman

Zeke Partin
Alderman



Hank Miller
Mayor Pro Tem

Jeff DeGroote
Alderman

Town of Wrightsville Beach

Post Office Box 626
321 Causeway Drive
Wrightsville Beach, North Carolina 28480

April 27, 2024
MEMORANDUM

To: Mayor Mills and Board of Aldermen
From: Tony Wilson, Acting Town Manager *TW*
Re: Discussion to consider adoption of a Modified Beach and Shore Ordinance

Agenda Item:

Attached is a revised Beach and Shore Ordinance Change to 92.18 (D). The change would allow bicycles to be on the beach before 10:00 a.m. and after 5:00 p.m. The current ordinance is 9:00 a.m. to 6:00 p.m.

Action Item:

1. Discuss the item and ask questions
2. Consider approving Ordinance No. (2024) 1859

ORDINANCE NO. (2024) 1859

Board of Aldermen
Town of Wrightsville Beach, North Carolina
Date: May 9, 2024

AN ORDINANCE OF THE BOARD OF ALDERMEN OF
THE TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA
AMENDING CHAPTER 92.18 (D) OF THE CODE OF ORDINANCES,
TOWN OF WRIGHTSVILLE BEACH, NORTH CAROLINA

The Board of Aldermen of the Town of Wrightsville Beach, North Carolina, doth ordain:

1. That § 92.18 (D) of the Code of Ordinances, Town of Wrightsville Beach, is hereby amended to read as follows:

§ 92.18 USE OF VEHICLES ON BEACH PROHIBITED.

(D) Bicycles (excluding those equipped with a throttle) are permitted on the beach strand at any time between October 1 and April 1. Between April 1 and October 1, bicycles are prohibited on the beach strand between the hours of ~~9:00 a.m. and 6:00 p.m.~~ **10:00 a.m. and 5:00 p.m.**

2. If this ordinance or the application thereof to any person or circumstance is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given separate effect and to that end the provisions of this ordinance are declared to be severable.

3. Any ordinance or any part of the ordinance in conflict with this Ordinance, to the extent of such conflict, is hereby repealed.

4. This Ordinance is adopted in the interest of public health, safety and general welfare of the inhabitants of the Town of Wrightsville Beach, North Carolina, and shall be in full force and effect from and after its adoption.

This Ordinance adopted this 9th day of May, 2024.

F. Darryl Mills, Mayor

ATTEST:

Lance G. Heater, Town Clerk

(SEAL)

APPROVED AS TO FORM:

Town Attorney



F. Darryl Mills
Mayor

Hank Miller
Mayor Pro Tem

Ken Dull
Alderman

Jeff DeGroot
Alderman

Zeke Partin
Alderman

Town of Wrightsville Beach

Post Office Box 626
321 Causeway Drive
Wrightsville Beach, North Carolina 28480

April 26, 2024

MEMORANDUM

To: Mayor Mills and Board Members
From: Tony Wilson, Acting Town Manager *TW*
Re: Discussion on FY24/25 Budget and set the Budget public Hearing for June 13, 2024

Agenda Item:

The Town will hold a Budget workshop on May 16, 2024. At each June meeting the Board holds a public hearing and considers the adoption of the budget. I am requesting that we schedule a public hearing for June 13, 2024.

Action Item:

1. Consider setting the FY24/25 Budget public hearing for June 13th.

Attachment:

1. Budget Calendar



BUDGET CALENDAR 2024/2025

January 12	Distribution of budget preparation instructions and forms to department heads showing current year expenditures through December 31, 2023.
January 19	Human Resource Officer calculates personnel and insurance costs. Computer entry of personnel costs, printout of preliminary revenue estimates. All given to Department Heads for entry.
February 9	Town Manager/Finance Officer to complete preliminary revenue estimates.
February 8	Overview of Budget Calendar and Schedule Needed Workshops at BOA meeting. Set public hearing for March for input from public (Regular Board Meeting)
February 16	<u>DEPARTMENTS SUBMIT COMPLETED BUDGET REQUESTS (computer sheets and backup sheets for accounts).</u>
February 21, 22 and 23	Town Manager and Finance Officer review departmental requests with department heads.

March 1	Finance Office verifies departmental requests for accuracy and completes computer entry of verified departmental requests.
March 8	Finance Officer distributes printout of departmental requests and preliminary revenue estimates to Town Manager & Department Heads.
March 14	Overview of Budget Process to date at BOA meeting. Preliminary Budget Public Hearing at BOA meeting. Set Budget workshops if needed. (Regular Board Meeting) (Determine new meeting date)
March 15th	(8:30am) Department Heads Present Budgets to Board (Determine new meeting date)
April 5	Draft Budget Complete.
April 11	Overview of Budget Calendar and Schedule Needed Workshops at BOA meeting. (Regular Board Meeting)
April 15-19	BOA to consider budget workshop this week.
April 22 – April 26	BOA to consider budget workshop this week.
April 29 – May 3	BOA to consider budget workshop this week.
May 13 – May 17	BOA to consider budget workshop this week.
May 21	Town Manager advertises in local paper (May 21) the date that the proposed budget will be delivered to the Board (May 21) and the date of the budget

public hearing (June 13). Budget delivered to Board and filed with the Clerk on May 21.

Budget Calendar Continued

May 21	Town Manager advertises the budget public hearing for June 13 in local paper.
June 13	Public hearing on Manager's recommended budget. Consider the adoption of Budget or hold a recessed meeting for adoption (Regular Board meeting).
June 13 – June 30	Finance Office prints, collates, binds, and distributes 2024-2025 budget books to Board of Aldermen and Department Heads.

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 Mills and Board of Aldermen

From: Katie Ryan, Recreation Program Supervisor *Kate*

Subject: Commemorative Bench Program

Date: May 3, 2024

BACKGROUND: The Town initiated the Commemorative Bench Program in August 2019. Twenty-nine benches were built and installed through the program that allowed individuals to sponsor a bench for \$600. This amount covered the cost of the bench and a plaque. At that time there were 16 benches already on the beach donated through scout projects or other individual donors.

Many of the benches have been lost or consumed by the dunes. With the beach renourishment complete and the sand fencing and sea oat planting projects nearing completion, we would like to resume the commemorative bench program and add benches as we're able with the changing beach conditions.

The Parks and Recreation Advisory Committee reviewed the program and voted unanimously to recommend that the Town resume the Commemorative Bench Program building benches with treated lumber and installing bronze memorial plaques on the back of the bench. They also recommend increasing the cost of the sponsorship to \$1,000 to cover the bench, bronze plaque, and staff time.

REQUESTED ACTION: Discuss Commemorative Bench Program and provide direction to staff.



TOWN OF WRIGHTSVILLE BEACH

COMMEMORATIVE BENCH PROGRAM GUIDELINES AND SPONSOR AGREEMENT

The Town of Wrightsville Beach receives numerous requests from individuals and groups that would like to honor their loved ones with a bench at one of the ~~44~~ 43 public beach accesses. Many accesses have the appropriate space to install a bench without disrupting the dunes or interfering with emergency vehicle access. Other accesses, while they may seem to be a good location, are not conducive to the space requirements needed, and past experience installing benches in these locations has resulted in the loss of the bench either completely or partially due to beach erosion. Quite often they become consumed by the dune which is a natural barrier to the destructive forces of wind and waves and our first line of defense against coastal storms and beach erosion. These locations may be inspected periodically to determine whether or not a bench may be added.

In an effort to provide benches where appropriate and to accept donor requests, the Town of Wrightsville Beach has established guidelines for commemorative bench sponsorships. The Planning and Parks Department maintains a list of benches that are on the beach strand and coordinates the acceptance of the bench sponsorship fee and the production and installation of a commemorative plaque to be installed on the bench front apron.

The Commemorative Bench Program Guidelines and Sponsor Agreement is provided to insure that the Sponsor understands and accepts the terms and conditions for the Town's acceptance of a bench sponsorship.

- 1) Donor must complete a Request to Sponsor Commemorative Bench form and submit it to the Town of Wrightsville Beach Parks & Recreation office along with the sponsorship fee of ~~\$600.00~~ \$1,000. The request will then be submitted to the Wrightsville Beach Board of Aldermen for approval and acceptance.
- 2) Upon approval and acceptance by the Board of Aldermen, Parks and Recreation staff will purchase and install the commemorative bench and plaque with inscription as approved by the Board of Aldermen.
- 3) Donor shall acquire no right, title, or interest in the bench. Donor acknowledges and understands that the Bench will be open and available for general public use in a manner consistent with Town policy and practices.
- 4) The Donor further agrees that the bench is the property of the Town. The Town is under no obligation to repair, replace, relocate, or remove the bench if it becomes lost, damaged, or consumed by the dune. The Town may remove the bench at any time and for any reason. If the bench is lost or removed, the Donor shall not be entitled to a refund of the sponsorship fee.

The undersigned agrees to the terms and conditions as set forth in this Commemorative Bench Program Guidelines and Sponsor Agreement.

This the _____ day of _____, 20_____.

Donor (print name)

Recreation Program Supervisor (print name)

Donor Signature

Recreation Program Supervisor Signature