



# Town of Southern Shores

## "A Town of Volunteers"

6 Skyline Road, Southern Shores, NC 27949

Telephone: (252) 261-2394 Fax: (252) 261-0452

Web Site: southernshores.org

E-mail: info@southernshores.org

### Council Meeting

June 4, 2002

7:00 p.m.-Pitts Center

1. Mayor pro tem Campbell called the meeting to order at 7:00 p.m. Mayor Sutherland was in Europe and Town Clerk Carrie Gordin had a death in the family.
2. Mayor pro tem Campbell led the Pledge of Allegiance
3. Mayor pro tem Campbell asked that a moment of silence be held for the families of Carrie Gordin son's finance, Judy McCarthy, Margaret Burns, Julia Cox and Ralph Wight.
4. Mayor pro tem Campbell presented the Consent Agenda. Councilman Denny made a motion to approve as presented. Councilman Kennedy seconded. Approved 4 to 0. T. Gjestson announced that Paul Terry has been promoted by Chief Pledger from Corporal to Sergeant.
5. Amy Huggins, president elect gave a presentation on the Dare County Arts Council. Theme this year is "Art is Community". She asked to be included at \$1,000.00 in this year's budget. Mayor pro tem Campbell explained the Town's policy is we are not allowed to spend money other then for public purposes, however we will give you our support and urge our citizens and ourselves to give financial support.
6. Public Comment – Mayor pro tem Campbell explained that a new process for public comments will begin tonight with a signup sheet and those wishing to speak need to come to the podium and address council. The attorney will handle the public comment section of the meeting. Attorney McRee stated no one has signed up to speak.
7. Planning Board Recap-5/21/02  
  
Dan Shields, chairman, stated that a Planning Workshop has been scheduled for 2:00 p.m. June 5<sup>th</sup> to develop the final draft amendment for buffers and landscaping for the commercial zone & conditional uses.
  - a. The Planning Board recommends approval to station a Mobile Cardiac Catherization and Angiography Laboratory at the North Beach Medical Center located at 2 Juniper Trail on a temporary basis (6-8 months) until it can be placed permanently at Regional Medical Center. Approved 4 to 0.

Planning Board Recap cont'd

- b. The Planning Board recommends the application for conditional use to conduct swimming lessons at Christen Buchert's home at 151 Holly Trail to be considered at a public hearing. This application is in conjunction with the Zoning Ordinance amendment for swimming lessons as a conditional use, which is presently before Council. Hearing has been set for July Council meeting.
- c. Jim Winebarger's appointment to the Planning Board expired 1 June 2002 and he is moving from the area. Board request alternate Jay Russell be appointed as a permanent member of the Planning Board for a 3-year term
- d. Appointment of alternates (2) Council approved Jay Russell permanent member with David Peckens alternate for a 3-year term ending 6/4/05 and Carlos Gomez to fulfill Elsa Edwards term ending 4/7/03. Approved 4 to 0
- e. Hazard Mitigation Plan needs to be updated The Planning Board will assist. Councilman Kennedy asked M. Hejduk if they needed help with the plan? M. Hejduk stated Lee Padrick is drafting changes for Planning Board and Council to review and adopt in July.

He reported the Board looked at the lights modification made to the Southern Shores Crossing.

Pat Storey requested some explanation and definitions and she seemed satisfied with those explanations.

Councilman Kennedy asked M. Hejduk what stage Southern Shores Crossings was in? Is Blinken going to ask to open some of the stores before getting a CO? Mike stated the project is 80/85% complete and each individual renter must come in and get a building permit, until Blinken gets septic approval no one gets a permit.

8. Public Hearing – Proposed zoning amendment- Section 12.04 B.2 Powers and Duties of Board of Adjustment- Variance notification of abutting and across the street property owners.

Mayor pro tem Campbell opened the public hearing at 7:30 p.m. He asked if anyone had signed up to speak. Attorney McRee called Pat Storey.

Pat Storey, Vice Chair of Board of Adjustments, stated that she was surprised that the proposed amendment was not initially brought to the attention of either the chairman of the Board of Adjustment or the Town Clerk who serves as BOA secretary and who is charged with the responsibility for the mechanics of the operation.

On behalf of Bob Siegel, Chairman of the BOA who could not attend tonight and her, she thanked the members of the Planning Board who somewhat revised the text to provide for notice being sent by certified rather than regular mail. She suggested that the wording follow that used for applications for conditional use permits. The applicant provides a listing of abutting and immediately across the street property owners. Notice is then sent via certified mail by the Town using Town letterhead and envelopes. This precludes the use of possibly haphazardly prepared envelopes supplied by the applicant. To cover the additional costs incurred (approximately \$4.00 each per certified letter) and clerical time, the application fee could be doubled from the current \$25 to \$50. In any event, before voting on the ordinance amendment as proposed, it is suggested that further thought be given both to the rewording and to raising the application fee.

Public Hearing cont'd

Mayor pro tem Campbell asked if words need to be changed is there any rush to approve tonight? Mayor pro tem Campbell suggested that the planning Board review and reword and have it presented at the special meeting on June 25. Councilman Denny suggested tabling the issue to allow the Planning Board to work on it and get comments from the Board of Adjustment.

Mayor pro tem Campbell closed the public hearing at 7:40 p.m. It was agreed to send the draft amendment back to the Planning Board for further review.

9. Old Business

- a. Traffic Issues – DOT meeting July 18<sup>th</sup> Pitts Center 7 p.m. Chicahauk turn signal will be installed this week.
- b. Roads Project Update – Councilman Denny stated it is taking a long time but progress is being made. Anticipates laying asphalt late next week.
- c. Long Range Plan - will be discussed at the July 25 workshop.
- d. Town Hall Construction Update – T. Gjestson reported the carpet will be complete in 2 to 3 days and painting is in progress.
- e. Retreat Update- Several items have been completed, nothing new.
- f. Maritime Forest/Vegetation Committee Report- Campbell reported Chairman Dick Wood is out of the county we will defer to workshop June 25.

Mayor pro tem Campbell asked Councilman Kennedy what is the status of the right-of-way amendment, Councilman Kennedy stated that another draft will be available for the June 25 workshop.

10. New Business

- a. Submission of proposed Budget FY 2002-2003, Public Hearing – June 25, 2002, 7:00 p.m. – Pitts Center. T. Gjestson presented the proposed FY 2002-2003 conservative budget with the recommendation to keep the tax rate at 18 cents with a \$2,833,350.00 budget, 9.3% below this year's current budget.

Mayor pro tem Campbell thanked T. Gjestson stated it was outstanding, Tom put a lot of work into it.

Mayor pro tem Campbell presented a budget ordinance to amend the Ocean Rescue Life Guard Service budget. He stated the contract was over budget due to the need for additional shark watch. Councilman Denny made a motion to accept and Councilman Kennedy second. Approved 4-0.

Councilman Denny asked if the meeting for a public hearing on the proposed Budget FY 2002-2003 will be June 25, 2002 at 9 a.m. to be followed by the workshop? Councilman Smith recommended change to 7:00 p.m. so more people could attend all agreed that the public hearing would be at night and the workshop will be at the usual time (9:00 a.m.). T. Gjestson stated the public hearing for the budget is already advertised and will need to re-advertise with the correct time.

- a. Landscaping contract – Town Hall and remote sites- T. Gjestson announced Brendan Leonard of Southern Pines Landscaping has been awarded the contract.

New Business cont'd

- b. Parking for ocean access – Councilman Denny explained Southern Shores Civic Association provides some parking to beaches and Chicahawk has one beach parking area for their members. There is some parking on certain streets with town parking permits. There is a problem in Sea Crest Village (Ave.'s) by the SSCA crossovers in that there is no place to park off the road. There is preparation being done for off street parking to provide some improved parking for our citizens.
- c. Set public hearings – July 2, 2002 public hearings will be held for proposed lighting ordinance for commercial signs and conditional uses and the hazard mitigation plan. Councilman Denny requests that the public hearings on the proposed zoning amendment for conditional use-swimming lessons, for property located at 151 Holly Trail be held at the recessed meeting for the Budget Hearing June 25, 2002 at 7:00 p.m. Council agreed.

11. Council's Agenda

Councilman Denny-none

Councilman Kennedy-none

Councilman Smith stated looking at the overall budget he feels we can reduce taxes again. We are still keeping an undesignated fund balance between three-quarters and 100% of one year in reserve. When talking about taxpayer's money. He would rather see it in their pocket than the governments and this is no reflection on anyone here. He feels you leave it in the undesignated fund balance it is easy to find projects to spend the money on. He will not support a budget that does not reduce taxes. He stated the streets budget can easily be reduced by \$100,000. He stated we are also experiencing a building boom, revenues are flowing, and the expected 2003 First Flight celebration next year, should bring in plenty of money.

Councilman Smith read a letter to the editor in the Coastland Times, stating that mayor and council members of the Town of Southern Shores were not at the Memorial Day service at the Town Cemetery. Councilman Smith stated he was out of town the last two Memorial Days, however he has attended the services in past years.

Councilman Denny stated he was amused that someone who spent 38 years in military service and Memorial Day morning he was on civil air patrol is not patriotic.

Mayor pro tem Campbell announced he will be attending as the Town's representative to Town Hall Day June 11-Raleigh. They will be urging the Governor and State Representatives to release local municipalities' money. Councilman Smith asked is there any legal way to go after the state for the money? Campbell stated there are many different opinions. I. McRee commented that other larger municipalities are hoping to get the money in other ways than suing.

Mayor pro tem Campbell announced the NC Community Foundation need to dispose \$500 dollars from the Kern Pitts Fund, which has grown to over \$10,000. The distribution will go to the Town's Historical Committee for displaying items in the Pitts Center.

Council Agenda cont'd

Mayor pro tem Campbell made the following announcements:

- The SSCA/SSBC Grand Opening of the Loblolly Marina June 9<sup>th</sup> 4:00 p.m.
- The SSVFD will have a 20<sup>th</sup> Anniversary celebration June 23; all of Council is invited
- DOT meeting, July 18<sup>th</sup>.
- DOT sent an ordinance to change the speed limit from Skyline south to 158 to 35mph. Council will consider at the special meeting June 25.
- Town of Southern Shores has been accepted to the Government Access Channel (channel 20), joining the Towns of Nags Head, Kill Devil Hills, Manteo and the County with Kitty Hawk and Duck considering participating.

PD no report

Fire Chief Bakken presented the monthly fire report. Brush fires are up due to the dry conditions. A ban has been put on all burning until future notice.

13. Town Manager's Agenda

T. Gjestson reported he met Tuesday June 4<sup>th</sup> with hurricane volunteers including a number of nurses. There were a number of individuals who are willing to do FEMA paper work and other things as needed. The county's re-entry policy was reviewed.

Councilman Kennedy asked when Charter will be done with their digging. Mayor pro tem Campbell stated the completion is expected to be August.

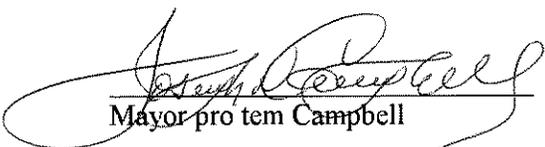
14. Town Attorney's Agenda

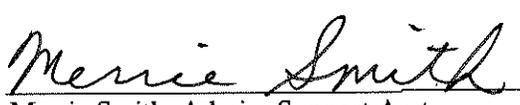
Ike McRee stated the hearing for the pending law suit for the Bowlin matter is July 15 in District Court. He stated he would file a motion for summary of judgement. Regarding the Franchi case his lawyer is asking to depose a Town Official, which under the rules Council will have to determine who that Town official will be to answer some predetermined questions, some will be objected to on grounds that one person cannot testify on what intent of the body (Town Council) was. Councilman Kennedy asked since the State joined in the PWC case will there be any money from them? I. McRee stated no but that they would defend their statue.

Councilman Kennedy moved to recess the meeting at 8:30 p.m. to 7 p.m. June 25. Approved 4 to 0.

ATTEST:

Respectfully submitted:

  
Mayor pro tem Campbell

  
Merrie Smith, Admin. Support Asst.



# TOWN OF SOUTHERN SHORES

Sign in for Public Hearing : BOARD OF ADJUSTMENT 12.04 B.2.

Date: 6/4/02

NAME	ADDRESS
Pat STOREY	362 Sea Dafe Tr.

**PUBLIC HEARING**  
**SOUTHERN SHORES TOWN COUNCIL MEETING**  
**JUNE 4, 2002**

Article XII – Board of Adjustment  
Section 12.04 B.2

- I was surprised that the proposed amendment was not initially brought to the attention of either the chairman of the Board of Adjustment or the Town Clerk who serves as BOA secretary and who is charged with responsibility for the mechanics of the operation.
- Thanks to the members of the Planning Board who somewhat revised the text to provide for notice being sent by certified rather than regular mail.
- It is suggested that the wording follow that used for applications for Conditional Use Permits. The applicant provides a listing of abutting and immediately-across-the-street property owners. Notice is then sent via certified mail by the town using town letterhead and envelopes. This precludes the use of possibly haphazardly prepared envelopes supplied by the applicant.
- To cover the additional costs incurred (approximately \$4.00 each per certified letter) and clerical time, the application fee could be doubled from the current \$25 to \$50.
- In any event, before voting on the ordinance amendment as proposed, it is suggested that further thought be given both to rewording and to raising the application fee.

P. Storey, Vice Chair  
Board of Adjustment

6/2/02

**SOUTHERN SHORES FIRE DEPARTMENT**  
15 S. Dogwood Trail  
Southern Shores, NC 27949

Jim Morrison, Chairman

Dave Bakken, Chief

**MONTHLY REPORT TO TOWN -FIRE CALLS FOR 2001-02**

<b>CALLS ANSWERED</b>	<b>MAY</b>	<b>FY2001-02</b>
STRUCTURE 111	2	57
PROP O/S STRUCTURE 112	0	1
VEHICLE FIRE 131	0	1
BRUSH FIRE 142	1	20
EMS 311	14	177
RESCUE 300	0	11
VEHICLE ACCIDENT 322	1	21
SERVICE CALL 500	0	4
GOOD INTENT 600	2	14
FALSE MALFUNTION 735	2	6
FALSE UNINTENTIONAL 740	5	57
HAZARDOUS CONDITION 400	4	8
OTHER 900	0	5
<b>TOTAL CALLS</b>	<b>31</b>	<b>378</b>
MUTUAL AID GIVEN	7	82
MUTUAL AID RECEIVED	8	88
CASUALTIES	0	0
PROPERTY LOSS \$	0	0
VOLUNTEER HOURS	983	12391

**TOWN OF SOUTHERN SHORES**

**TAX DEPARTMENT MONTHLY REPORT**

**MONTH:** May, 2002

**DATE:** June 4, 2002

COLLECTIONS

MONTH TO DATE

Current Year – 2001	\$	6,634.81
Prior Years – 1979-2000	\$	136.99
Interest	\$	159.91

YEAR TO DATE

Current Year – 2001	\$	909,952.02
Prior Years – 1979-2000	\$	11,670.60
Interest	\$	2,139.13

**TOWN OF SOUTHERN SHORES  
TAX DEPARTMENT**

**DATE:** June 4, 2002

PICKUPS

March Levy	\$ 4,214.98
April Levy	\$ 4,590.84
C Slowikowski	\$ 8.77
C Slowikowski	\$ 10.82
C Slowikowski	\$ 15.82
M Sillies	\$ 10.80

RELEASES

W R Brick	\$ 8.27
B McPherson	\$ 7.41
F Klahre	\$ 15.52
B Showalter	\$ 9.97
Weatherire Const	\$ 16.19
M Sillies	\$ 32.40
C Jernigan	\$ 6.17

TOTAL \$ 8,852.03

\$ 95.93

May 02



TOWN OF SOUTHERN SHORES  
"A Town of Volunteers"  
6 Skyline Rd, Southern Shores

Monthly Code Enforcement & Building Summary  
May, 2002

**Summary**

# New houses permitted this month	6	Estimated Value	\$ 1,976,000.00
Additions, Remodels and Other permits	28	Estimated Value	\$ 435,155.00
Total	34	Total	\$ 2,411,155.00
New CO issued this month	9	Total Homes YTD FY 2001	2018
		Total Homes as of FY 2000	1917
Total Permits for the FY 2001	318	Total Fees Collected	\$ 155,585.94

**SOUTHERN SHORES**

<u>Type of Construction</u>	<u>Number</u>	<u>Est. Cost</u>	<u>Permit Fees</u>
New Construction	6	\$ 1,976,000.00	\$ 10,845.18
Additons/Alterations	7	\$ 276,600.00	\$ 1,289.78
Other Permit Types	18	\$ 135,155.00	\$ 1,102.50
Add to Permits	2	\$ 23,400.00	\$ 186.82
Reinspection fees			
Plan Review Fees	16	\$ 1,210.00	
CAMA minor permits	1		\$ 100.00
		\$ 2,412,365.00	\$ 13,524.28

**MARTIN'S POINT**

<u>Type of Construction</u>	<u>Number</u>	<u>Est. Cost</u>	<u>Permit Fees</u>
New Commercial	0		
**Additions/Alteration	0		
Other	1	300	50
			\$ 50.00

\*\* We will be reporting certificates of occupancy issued & possible additions to open permits for MP.

Respectfully submitted,

Michael J Hejduk  
Code Enforcement Administrator

## Council Workshop Planning Board Recap

PLANNING BOARD MEETING RECAP

05/21/02

Prepared by Dan Shields for Council Workshop 05/28/02

The May meeting of the Southern Shores Planning Board was called to order at 7:30 P.M. Mon 20 May 2002. A quorum of the Board was in attendance.

1. The Draft amendment for Buffers and Landscaping was discussed. A Planning Workshop has been scheduled for 2:00 P.M. June 5th for development of the final draft.
2. Ms. Yvonne Burdick from Regional Medical Center and Ms. Donna Newton from North Beach Mobile Cardiac Cath Lab. gave a presentation on their request to station a Mobile Cardiac Catheterization and Angiography Laboratory at the North Beach Center located at 2 Juniper Trail. The Mobile unit will be stationed there one day a week for 6-8 months while the Regional Medical Center undergoes renovation. This will provide a medical service that does not exist on the Outer Banks at the present time. The Planning Board recommends approval of this request.
3. Mr. Branch W. Vincent, III, attorney for Ms. Christen Buchert, submitted an application for conditional use to conduct swimming lessons at her home. This application is in conjunction with the Zoning Ordinance amendment for conditional use presently before Council. The Planning Board recommends this application be approved.
4. Mr. Jim Winebarger's appointment to the Planning Board expires 1 June 2002. Mr. Winebarger is moving from the area. Request alternate Mr. Jay Russell be appointed a permanent member of the Planning Board. This leaves us with no alternates. Request two alternates be appointed at the June Council meeting.
5. We discussed the requirements to update the Hazard Mitigation Plan. The Planning Board will assist in the update of this plan.
6. The Board members went outside to observe the lights at Southern Shores Crossing. Mr. Blinken stated that he will submit a revised site plan.
7. Mrs. Pat Story requested an explanation of some definitions in the Zoning Ordinance. She seemed satisfied with the explanation.

Dan G. Shields

Chairman, Planning Board  
Southern Shores, NC

**COPY**



April 26, 2002

The Honorable Paul Sutherland, Mayor  
Town of Southern Shores  
98 Poteskeet Trail  
Southern Shores, NC 27949

P.O. Box 2300  
104 Sir Walter Raleigh Street  
Manteo, North Carolina 27954

Dear Mayor Sutherland:

We are writing regarding much needed support for comprehensive cultural arts programming throughout Dare County. Each year we approach local townships in an effort to increase awareness as to our role in the community and to seek assistance to help fund our programs. We have prepared a small packet of information for you to review.

With the loss of Federal and State funding in the past year, your support is needed now more than ever. As we canvas the County with arts events, we feel we can provide an opportunity to bring our community together and to express itself in the healing powers of music, performance, literature, and visual arts. Your Arts Council has invested in the cultural life of this community. This investment endeavors to enhance the quality of our lives and testifies to the genius and resilience of the creative spirit.

We are seeking \$1,000 from each municipality in an effort to maintain the quality of programming for 2002-03 in all areas of the arts. Your allocation of \$1,000 will assist us in providing a two-week in-school residency in all Dare County schools by the Even Exchange Dance Theater. In 2001, the Dare County Arts Council provided cultural events and programs to over 4,700 students, 31,000 Dare County residents and 250,000 visitors. The arts enhance the quality of life for every citizen, and in turn educate our youth about individuality, integrity and humanity.

Thank you in advance for your continued support of the enrichment of our community through the arts and more particularly your understanding of how important it is this year to support the Dare County Arts Council because **ART IS COMMUNITY**. Should you have any further questions or comments, feel free to contact me at 473-5558.

Sincerely,

A handwritten signature in black ink that reads 'Kent Godwin'.

Kent Godwin, President  
Dare County Arts Council

RECORDS RETENTION AND DISPOSITION SCHEDULE AMENDMENT

STATEWIDE AMENDMENT

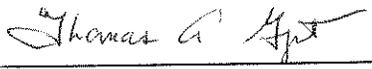
MUNICIPAL SCHEDULE

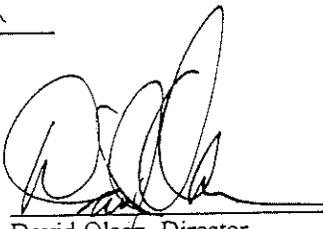
STANDARD-3. BUDGET AND FISCAL RECORDS  
STANDARD-13. PERSONNEL RECORDS

Amend the Municipal Records Retention and Disposition Schedule by adding item 62a, Powell Bill Records, and amending item 61, Payroll, and item 62 Payroll Deduction Records, in Standard-3. Budget and Fiscal Records, as shown on substitute, page 20. Also, replace Standard-13. Personnel Records, with substituted pages, 53-59a, dated February 25, 2002.

APPROVAL RECOMMENDED

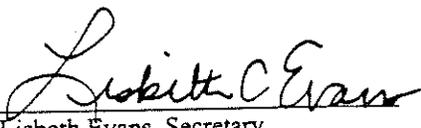
  
\_\_\_\_\_  
Carrie Gordon  
City/Town Clerk

  
\_\_\_\_\_  
Thomas A. Apt  
Chief Administrative Officer  
City Manager

  
\_\_\_\_\_  
David Olson, Director  
Division of Historical Resources

APPROVED

  
\_\_\_\_\_  
Joseph W. Campbell  
Mayor

  
\_\_\_\_\_  
Lisbeth Evans, Secretary  
Department of Cultural Resources

February 25, 2002

DISPOSITION INSTRUCTIONS: Destroy in office after 3 years.

58. MONTHLY BUDGET REPORTS FILE. Monthly budget reports and related records.

DISPOSITION INSTRUCTIONS: Destroy in office after 3 years and when released from all audits, whichever occurs later.

59. PAID CHECKS, PAID BILLS/VOUCHERS FILE. Documentation of individual account transactions.

DISPOSITION INSTRUCTIONS: Destroy in office after 3 years and when released from all audits, whichever occurs later.

60. PARKING FILE. Records concerning parking facilities and parking bonds.

DISPOSITION INSTRUCTIONS: Destroy in office when superseded or obsolete.

- \*61. PAYROLL FILE. Payroll records containing information such as the name, social security number, number of hours worked, compensation rate, deductions, and total wages paid each employee per payroll period. Includes individual and group employee earning records and payroll registers showing earnings and deductions for each pay period.

DISPOSITION INSTRUCTIONS:

- a) Transfer administrative data documenting personnel actions to appropriate individual personnel files when action is approved.
- b) Destroy in office remaining records after 7 years and when released from all audits, whichever occurs later.

- \*62. PAYROLL DEDUCTIONS FILE. Records used to start, modify, or stop all voluntary or required deductions from payroll. Includes bank payments, savings plans, insurance, association dues, W-4 forms, orders of garnishment, etc. Used as proof the employee approved of the deduction(s).

DISPOSITION INSTRUCTIONS: Destroy in office 7 years after being canceled or superseded.

- \*62a. POWELL BILL RECORDS. Records include certified statements, expenditures reports, information sheets, financial statement submitted to the North Carolina Department of Transportation and all other related documentation.

DISPOSITION INSTRUCTIONS: Destroy in office after 3 years if released from all audits.

63. PRICE QUOTATIONS FILE. Documents listing cost of goods and services.

DISPOSITION INSTRUCTIONS: Destroy in office when superseded or obsolete.

64. PROCUREMENTS AND PURCHASING FILE. Records concerning procurements and purchases for the office. File may include purchase orders and requests, correspondence, shipping information, and other related records.

DISPOSITION INSTRUCTIONS: Destroy in office after 3 years and when released from all audits, whichever occurs later.

65. PURCHASING REPORTS FILE. Listing of purchase orders.

DISPOSITION INSTRUCTIONS: Destroy in office after 1 year.

\*Amended February 25, 2002



## Town of Southern Shores

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6 Skyline Road, Southern Shores, NC 27949

Telephone: (252) 261-2394 Fax: (252) 261-0452

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BO 01/02-5

### AN ORDINANCE TO AMEND THE BUDGET ORDINANCE FOR FISCAL YEAR 2001/2002

**BE IT ORDAINED**, by the Council of the Town of Southern Shores that the Budget Ordinance for the fiscal year ending June 30, 2002 is hereby amended as follows:

#### SECTION I. Appropriations:

The amount appropriated for the Ocean Rescue is hereby increased by \$2,000.00 to \$117,000.00.

#### SECTION II. Estimated Revenues:

An amount totaling \$2,000.00 is hereby appropriated from the Undesignated Fund Balance.

Total appropriations and total estimated revenue for fiscal year 01/02 now each equal \$3,127,070.00.

Adopted this 4<sup>th</sup> day of June 2002.

SEAL

ATTEST:

Carin Dordin  
Town Clerk

Paul Sutherland  
Paul Sutherland, Mayor  
Joe Campbell Mayor pro tem



2002/2003 Budget Message  
June 4, 2002

To: The Town Council And Citizens of Southern Shores

From: Town Manager, Southern Shores

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We prepare our budget again this year against a backdrop of serious state budget problems. Faced with a more than \$1 billion budget shortfall, the state has placed into escrow certain municipal and county revenues and reimbursements. Included are about \$60,000 in Southern Shores funds. If the state chooses to do the same for the 2002/2003 fiscal year they could be taking close to \$165,000 in Town of Southern Shores money. No one can predict what the governor and legislature will do but it is obvious that solving the state's fiscal problems for the long run will require forceful, extensive action on the part of our state leaders. We urge our citizens to write the governor and their state legislators asking them to release our money from escrow and to cease taking further local funds to solve state deficiencies. In the interim, I suggest Town Council delay a vote on our 2002/2003 budget until June 25 to hold a hearing and to allow additional time to see what the state will do with its budget.

Another significant problem area is medical cost increases for the coming fiscal year. We have been advised by our carrier that medical premiums will increase by 38% effective July 1, 2002. To keep our employees whole we recommend increases in our cafeteria plan credits from \$350.00 to \$483.00 per month and continued Town payment of "employee only" medical premiums. These changes will add \$56,000 to our employee benefits cost in the 2002/2003 budget. In addition we recommend a 2.8% COLA in September 2002 and merit increases of up to 2.2% based on individual performance, at a total cost of \$37,000.

This past fiscal year has seen significant improvements to our Town's facilities and organization. We constructed a 30'X100' public works building behind the south fire station to house our various equipment for police and public works activities. We hired and equipped a new maintenance technician to mow our right of ways and multi-use paths among other assignments. We hired a new police officer, increasing our coverage significantly and bringing our force to full complement. We conducted a remodeling of Town Hall, expanding and redecorating the seventeen year old facility, adding storage and expansion space. We conducted a significant roads program this year, focusing on Trinitie Trail and Duck Woods Drive. Those activities aside, we continue to have a very sound financial picture.