

Town of Swansboro
Board of Commissioners
October 22, 2024, Regular Meeting Minutes

In attendance: Mayor John Davis, Mayor Pro Tem William Justice, Commissioner Jeffrey Conaway, Commissioner Pat Turner, Commissioner Joseph Brown, and Commissioner Douglas Eckendorf.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 6:00 pm. Mayor Davis along with the Sea Scouts led the Pledge of Allegiance.

Public Comment

Citizens were offered an opportunity to address the Board regarding items listed on the agenda. No comments were given.

Adoption of Agenda and Consent Items

On a motion by Commissioner Conaway, seconded by Commissioner Brown, the agenda as amended to add First Baptist Church Grant Award and the following consent items were approved unanimously.

- July 9, 2024, Regular Meeting Minutes
- July 13, 2024, Special Meeting Minutes
- July 30, 2024, Special Meeting Minutes
- July 30, 2024, Closed Session Minutes
- Ordinance Amendment #5 to the Swansboro Bicentennial Park Boardwalk Extension with Public Day Docks Project
- Budget Ordinance Amendment #2025-3

Appointments/Recognitions/Presentations

Western North Carolina Hurricane Relief Efforts

Austin Alves delivered a presentation recounting his experiences aiding communities devastated by Hurricane Helene. He described the immense destruction, including flooded roads, displaced families, and overwhelmed emergency services, painting a vivid picture of resilience and community spirit. Mr. Austin emphasized the selflessness of volunteers, many working without formal backing, and the pride and resourcefulness of the affected residents.

He shared stories of personal encounters, including rescuing stranded individuals, facing logistical challenges like inadequate storage, and supporting efforts to provide essential supplies and winter clothing.

Mullet Festival Recognitions

Mayor Davis shared that the 70th annual Mullet Festival was a tremendous success, and on behalf of the Board expressed heartfelt appreciation to the staff and volunteers who made it all possible. From police and fire departments to public works and volunteers, everyone demonstrated exceptional dedication and professionalism in ensuring a smooth event for the thousands of attendees. The mayor highlighted their efforts in managing logistics, keeping the streets clean, and handling unexpected challenges, such as fire and parking issues. Special recognition was given to the leadership of the Parks and Recreation Department, the effective handling of emergencies, and the contributions of both young and experienced volunteers. The upbeat and energetic attitudes of everyone involved, along with memorable moments like the first mullet toss competition and impromptu dance performances, were key to the festival's success.

In addition to the event's smooth operation, the parade was a highlight, with outstanding participation from the community. The Mayor's Choice award went to Swansboro Baseball and Softball Association, praised for their energetic and well-behaved children. The Swansboro High School marching band was recognized for their stellar performance. The Best in Show award was presented to the Swansboro High School cheerleaders, with special thanks to their parents and coaches, while the Most Creative award went to the Swansboro Elementary School PTO, who were acknowledged for their creativity, and Best Mascot Award went to the Mystery Machine/Carolina Party.

Employee Recognitions & Oaths

Fire Chief Randall introduced two new fire captains to the department. Captain Brandon Barnett, who joined in March, brings extensive experience from Jacksonville and Hoover and holds an associate's degree in public administration and fire management. He was awarded the 2024 Columns and Towers Hall of Fame award. Captain Bowden, who just joined this week, has over 15 years of experience, including 10 years with the Hillsborough Fire Department and most recently as fire chief for New Hope and Orange County. Both captains are expected to make significant contributions to the department's leadership and community impact.

Police Chief Taylor introduced Jason Rodriguez, a new officer with 10 years of experience, including service in the Marine Corps and with the Military Police aboard Camp Lejeune. Mayor Davis administered the oath of office.

Coastal Carolina Veterans Memorial Garden Update

Mary Pat Smey updated the Board on the Coastal Carolina Veterans Memorial Guard's progress in creating a memorial to honor veterans. The project, initiated in 2019 and supported by a local land donation, evolved from a granite to a glass-panel design,

featuring military branch imagery. The first phase, which includes the monument, parking, and lighting, was underway, with future plans for ceremonial spaces, educational displays, and themed gardens. Funded by a state grant and local donations, the memorial aims to provide a lasting tribute to veterans and foster community pride.

First Baptist Church Grant Award

Luke Brakefield, Lead Pastor of First Baptist Church expressed gratitude for Swansboro's unity in aiding Western North Carolina, highlighting the collaborative efforts of local organizations, civic groups, and town leadership. However, the reason for his attendance was to report that the church's annual Harvest Day offering raised \$40,000, with \$15,000 allocated to support first responders. After consulting with fire, police, and sheriff's departments, the funds were divided equally and were used to purchase automated intake valves for fire engines, duty uniforms for police officers, and drones for the sheriff's department to assist in searches. Pastor Brakefield emphasized the church's commitment to supporting those who serve the community and expressed appreciation for the opportunity to give back.

The board took a recess from 7:01 to 7:08 pm.

Public Hearing

Special Use Permit/ Brezza Lofts, Lot 8 Ward Farm Town Center

The following individuals were sworn in by Town Clerk Fender:

Planner Rebecca Brehmer, Suzanne Nelson, John Plageman and John Harmon.

Planner Brehmer reviewed that Proforma Ward Farm Lot 8, LLC had applied for a special use permit to construct Townhome dwellings on Lot 8 of the Ward Farm Town Center. The property was a 1.21-acre parcel and was zoned B-3, Traditional Business, and Townhome Dwellings were allowed in the B-3 zone with issuance of a Special Use Permit.

Additionally, Ms. Brehmer shared that the applicant had completed and received approval of the required text amendments at the Board's May 28, 2024, regular meeting to the UDO before applying for a Special Use Permit to ensure compliance with development guidelines. The Brezza Lofts Site Plan had been reviewed by the Technical Review Committee, which included staff department heads and ONWASA representatives, and the necessary changes had been made to meet zoning, building, and fire codes. The proposed townhome development included 16 units, 4 parking spaces per unit, and a private community pool, aligning with Town Ordinance Section 152.210 and the Future Land Use Map that designated Ward Farm as a Traditional Town Center. The Planning Board had unanimously recommended approval at their October 3, 2024 meeting.

The evidentiary hearing was opened at 7:18 pm.

Attorney Rasberry explained a North Carolina State Bar ethics rule regarding the unauthorized practice of law, noting that individuals representing others in judicial or local government hearings must avoid performing actions typically reserved for licensed attorneys. To ensure compliance, he confirmed with Mr. Plageman that he would appear solely as a petitioner, providing factual testimony and responding to board members' questions. Mr. Plageman agreed.

Mr. Plageman reviewed that the project aimed to provide an extension of the historic downtown area and support the development of Ward Farm as a mixed-use community. While Lot 8 was exempt from the mixed-use requirement, he reaffirmed his commitment to the vision, noting that Lot 7 will include commercial spaces on the ground floor with residential units above, as part of Phase 2.

Suzanne Nelson shared that she was a commercial real estate appraiser with Reality Services of Eastern North Carolina Inc. As indicated in her report, that there would not be a negative impact on the value for any of the abutting properties.

In response to inquiries from the Board, Mr. Plageman clarified the following:

- Lot 8 consisted of a 4-unit building and a 12-unit building, which were to be constructed together, not in multiple phases.
- Future phases were planned to include 20% commercial space, with commercial units on the ground floor and residential units above. The timeline for additional phases was uncertain, but the intent was to begin after sales activity on Lot 8 commenced.
- There was no estimate provided for unit prices, as market studies and appraisals were ongoing to avoid overbuilding or underbuilding. Prices were expected to align with the cost of nearby homes and developments. Efforts were made to ensure pricing did not disrupt the market or skew affordability in the surrounding areas.

John Carman of 206 Ward Road raised concerns about the claim that the construction of the proposed townhomes would not affect the property values of nearby properties. He questioned the studies supporting this assertion and pointed out that the area is not developed like downtown, highlighting that townhomes were not currently part of the downtown landscape. Harmon requested clarification on how the determination about property values was made.

Mrs. Nelson explained that her analysis involved finding similar townhome developments and examining the sales and resale of properties to assess their impact on surrounding properties. If comparable data was unavailable, she considered how the tax

value of the area had been affected since the development. She noted that the analysis was based on data she had pulled, though it was separate from the analysis she had previously conducted.

Mr. Carman spoke again, and expressed frustration, explaining that he chose to purchase his property based on the promise of a business community being developed in front of his home, not residential townhomes. He was concerned that the construction of the townhomes would negatively impact on the property value of existing homes in the area. He also mentioned his displeasure with the idea of having townhome residents' back porches, which could be cluttered, as his new view, instead of the business community that was originally promised. While he didn't have a specific question, he was frustrated with the change in plans and the potential impact on property values.

The evidentiary hearing was closed at 7:28 pm.

In reviewing the special use permit, the Board gave due regard to the nature and state of all adjacent structures and uses, and the districts within which the proposed use was to be located and made the following findings of fact concerning the request.

- (1) The special use is allowed pursuant to § [152.210](#) and meets all the required conditions and specifications, including without limitation, those set out in § [152.211](#).

After many text amendments by the applicant that were previously approved, the request will meet the standards of the Unified Development Ordinance.
Passed unanimously upon a motion made by Commissioner Eckendorf, seconded by Mayor Pro Tem Justice.

- (2) The special use will not materially endanger the public health or safety if located where proposed and developed according to the plan as submitted and approved. Site Plan was verified by engineers and went through the Town's internal Technical Review Committee to ensure it meets all fire and building code and requirements.

Passed unanimously upon a motion made by Commissioner Eckendorf, seconded by Commissioner Turner.

- (3) The special use will not substantially injure the value of adjoining or abutting property. OR the special use is a public necessity.

A sealed appraisal report was supplied by Suzanne H. Nelson, MAI.

Passed 4:1 upon a motion made by Commissioner Eckendorf, seconded by Commissioner Turner. Ayes: Eckendorf, Turner, Justice, Conaway. No: Brown

- (4) The location and character of the special use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is located. The special use shall demonstrate conformance to the Land Use Plan or other plan

in effect at the time and address impacts of the project as required by G.S. §160A-382(b).

The proposed development was two-story townhome units. The CAMA Future Land Use Plan identifies the area as Traditional Town Center, the same as the Historic Downtown. Traditional Town Center (TTC) designation was characterized by a mix of residential, commercial, and civic uses in the historic downtown central business district or TTC node. Redevelopment or new development should be compatible with and embody the desired heart of “Swansboro” character. The intent of identifying Ward Farm as a Traditional Town Center was to make it an extension of our downtown area. Going along with that point, the use was in harmony with the area in which it was located as Ward Farm development plan includes adding multifamily development on this Lot 8.

Passed 4:1 upon a motion made by Commissioner Eckendorf, seconded by Commissioner Turner. Ayes: Eckendorf, Turner, Justice, Conaway. No: Brown

Based on the foregoing Findings of Fact and Conclusions of Law, and upon the votes recorded above, the Board of Commissioners of the Town of Swansboro has determined, and rules, that the requested Special Use Permit was hereby approved.

Business Non-Consent

Advanced Life Support Enhancement Update

Fire Chief Randall reviewed that at its August 6, 2024, meeting, the Onslow County Peer Review Committee (PRC) approved the Swansboro Fire Department's enhancement to the ALS—Paramedic Level of first responder services. Per the EMS System plan, the next course of action was to develop an agreement with the County to begin these services. Chief Randall shared that the program is progressing well, with strong support from EMS providers and the community. The next major milestone is the county board of commissioners' review and potential approval of the program, scheduled for a future meeting.

To move forward, the program requires state approval to operate at an Advanced Life Support (ALS) level, either at the intermediate or paramedic level. This approval was contingent on acquiring specific equipment, with cardiac monitors being the most significant purchase. Chief Randall emphasized the importance of addressing these requirements promptly. Additionally, collaboration with Holly Ridge Fire and Rescue on a cost-share agreement to procure the needed equipment was requested. This agreement would also facilitate budget amendments once the program's agreements are adopted and executed.

On a motion by Commissioner Brown, seconded by Commissioner Eckendorf, approval for the town manager and fire chief to draft and execute a cost-share agreement with Holly Ridge Fire Rescue for an EMS plan-related purchase was unanimously approved.

Self-Contained Breathing Apparatus Sale and Acquisition

Fire Chief Randall reviewed that it had been identified that the fire department could not effectively operate with other agencies with the Self-Contained Breathing Apparatus (SCBA) that were purchased in December 2022 using ARP funds. Chief Randall cited safety concerns during fire responses and noted that transitioning to SCOTT SCBAs, commonly used in the region, would resolve this issue.

Chief Randall proposed selling its current SCBAs to Summerville Bunnlevel Fire and Rescue for \$200,000, with a five-year payment plan offsetting the lease cost of new Scott equipment through a community leasing program with Rhinehart Fire Services. This cost-neutral arrangement, with no immediate budget impact, includes using the existing SCBAs until the new ones arrive and ensuring all equipment sold meets operational standards. The transition will enhance safety, improve mutual aid compatibility, and align the department with regional partners.

On a motion by Commissioner Turner, seconded by Commissioner Brown, the board unanimously approved the following:

- Surplus the current MSA Self-Contained Breathing Apparatus.
- Town Manager and Fire Chief to execute a sales agreement with Summerville Bunnlevel Fire & Rescue Inc.
- To acquire new SCOTT Self-Contained Breathing Apparatus, through Rhinehart Fire Services in the amount of \$300,200.15.
- Seek financing with Community Leasing Partners, a division of Community First National Bank, for the amount \$260,183.15.

Proposal to Establish a Fund Balance Policy

Finance Director Johnson reviewed that the Board of Commissioners directed staff to create a Fund Balance Policy to protect against short-term revenue fluctuations and respond to unforeseen emergencies. This policy would serve as a guideline for maintaining adequate reserves, managing unforeseen events, and supporting sound fiscal management practices. Mrs. Johnson proposed maintaining a minimum fund balance of 50% of general fund expenditure, higher than the Local Government Commission's 34% threshold, to enhance financial stability and improve borrowing

terms. A comparative analysis of peer towns supported this target, though concerns were raised about its aggressiveness. Projections indicated a 54% fund balance for June 2024, but final figures await audit completion.

Commissioners debated linking the policy to potential tax rate adjustments, emphasizing the importance of returning value to taxpayers through improved services or reduced taxes. Ultimately, they agreed to table approval of the policy after the audit.

Monthly Financial Report as of September 30, 2024

Finance Director Johnson reviewed details from the monthly financial report, attached herein with the power point presentation of the meeting. No significant concerns were raised.

Future Agenda Topics

Future agenda items were shared for visibility and comments. In addition, an opportunity was provided for the board to introduce items of interest and subsequent direction for placement on future agendas. The following items were addressed:

- Policy for Non-profit funding requests

Public Comment

Ruth White of 506 W. Shore Drive spoke on behalf of Swansboro pickleball players. She highlighted the significant growth of the sport locally, noting its increase from a handful of players in 2019 to 236 registered participants. She expressed gratitude for the town's allocation of funds to resurface courts, install six permanent pickleball courts, and create a nearby multi-use court. However, she voiced concerns about the potential reallocation of these funds to other purposes. She inquired about deadlines for spending the allocated money and whether any meetings had been scheduled to vote on the project.

Mayor Davis shared that the board's intent was to secure new pickleball courts using the allocated \$150,000 but noted that if a more cost-effective solution emerged, they would consider reallocating the funds for other uses. Commissioner Brown shared that while the pickleball project is secure, there are higher priorities for expiring funds, and he encouraged collaboration with the Recreation Department to move the process forward while ensuring accountability.

Junior Freeman of 714 W. Corbett Avenue commented that after studying the Stormwater Enterprise Fund, it appeared that efforts to manage it had become inefficient, with the cost of staff time exceeding the value of the work being done, effectively chasing pennies for dollars.

Manager's Comments

Manager Barlow shared that the Dockwalk Extension project would start soon, and the grant deadline will be met. Additionally, One Stop early voting had begun at the recreation center, and unfortunately there were parking issues and schedule trouble which resulted in cancellation of some reservations and programs. Mold remediation at the Visitors Center would begin in November.

Board Comments

All Board members expressed their happiness and appreciation to staff for the success of the Mullet Festival and the opening parade. It was also mentioned that the new information booth at the festival was a great idea.

Closed Session

On a motion by Commissioner Brown, seconded by Commissioner Eckendorf the board entered closed session at 8:42 pm pursuant to NCGS 138.143-11 (a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

Pursuant to a motion duly made and seconded in closed session the board returned to open session.

Adjournment

On a motion by Commissioner Conaway, seconded by Mayor Pro Tem Justice, the meeting adjourned at 9:44 pm.

Regular Meeting October 22, 2024



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1. Please turn cell phones to “off” or “vibrate”.

2. The Board offers the public three opportunities to speak during the meeting:

A comment period is offered at the beginning and end of the meeting. Please note that a separate opportunity is provided for those items requiring a public hearing.

Public Hearing(s) – There are 1 public hearings scheduled for this meeting.

2

PUBLIC COMMENT

Citizen opportunity to address the Board for items listed on the agenda.

3

AGENDA AND CONSENT ITEMS

Action Needed: Motion to Adopt the Agenda as prepared (or amended) and approval of the Consent Items

4

Western North Carolina Hurricane Relief Efforts

Presenter: Austin Alves

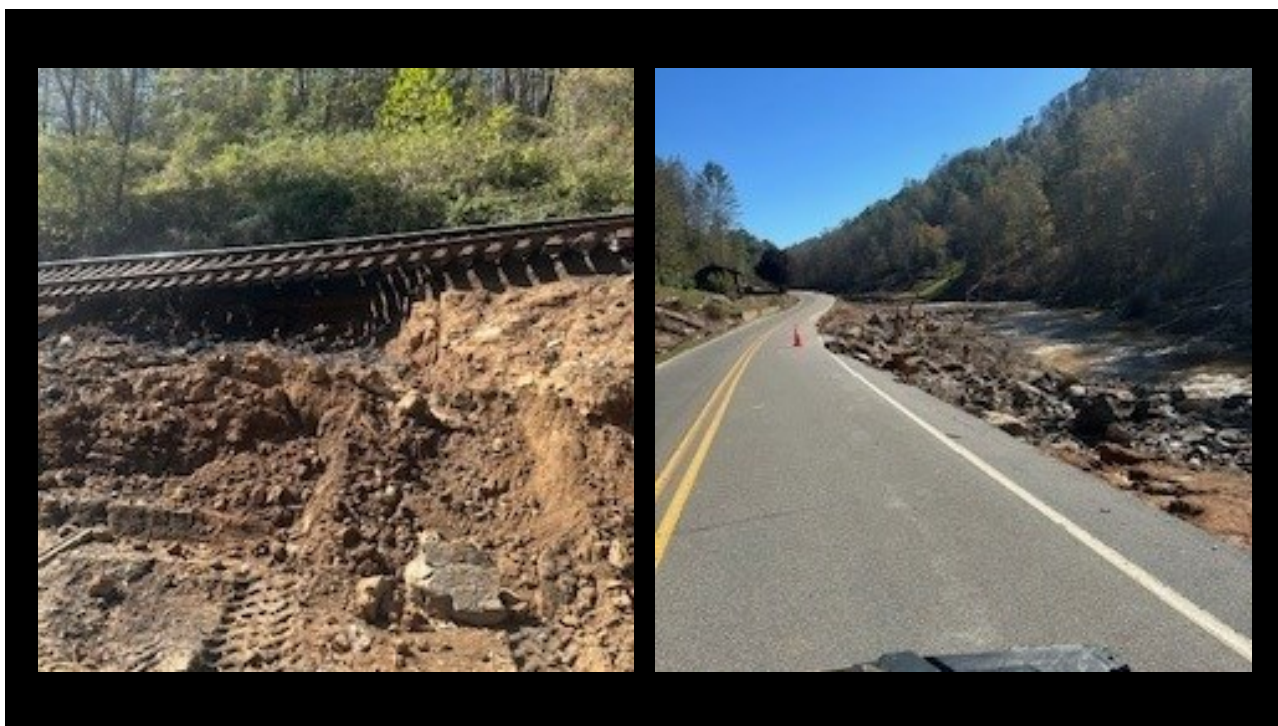
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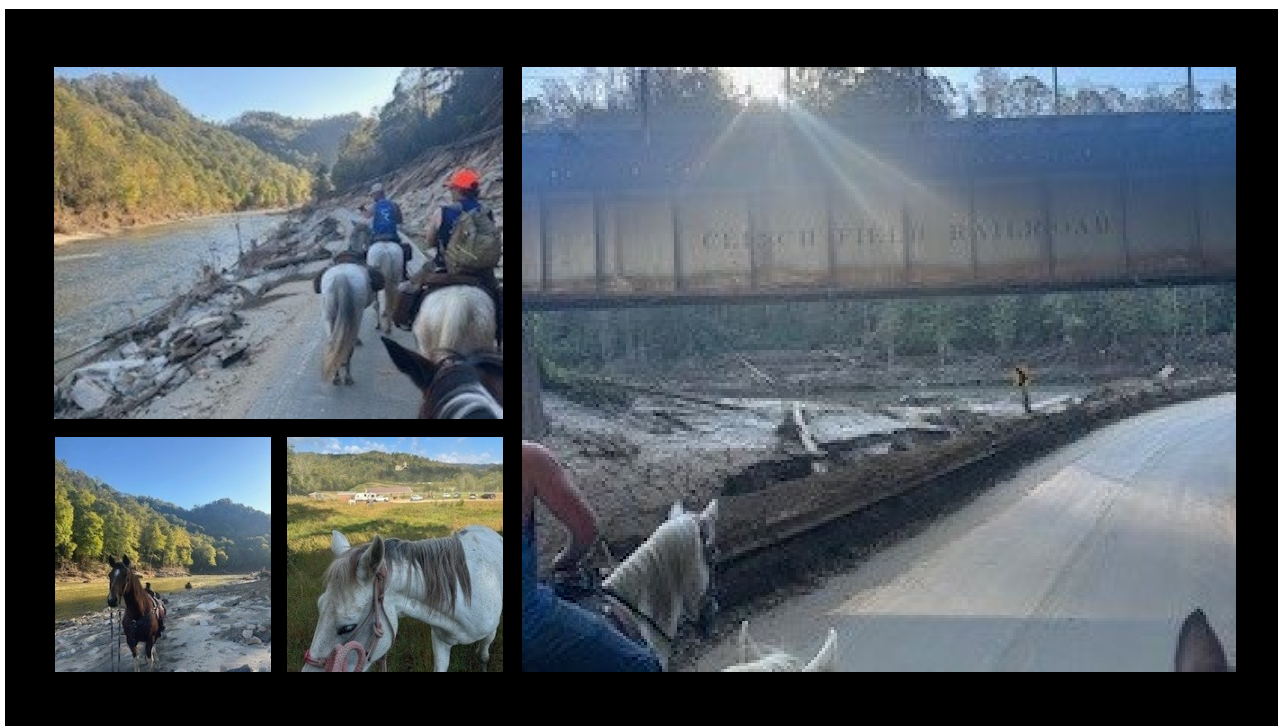
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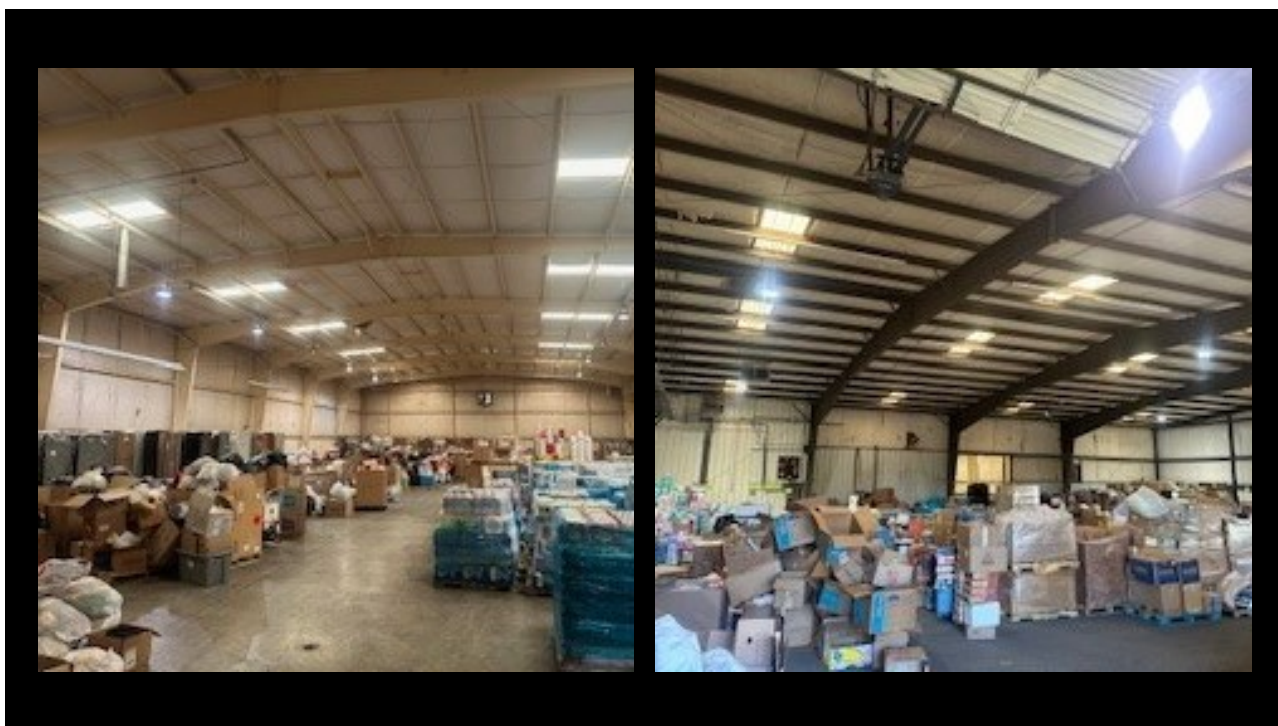
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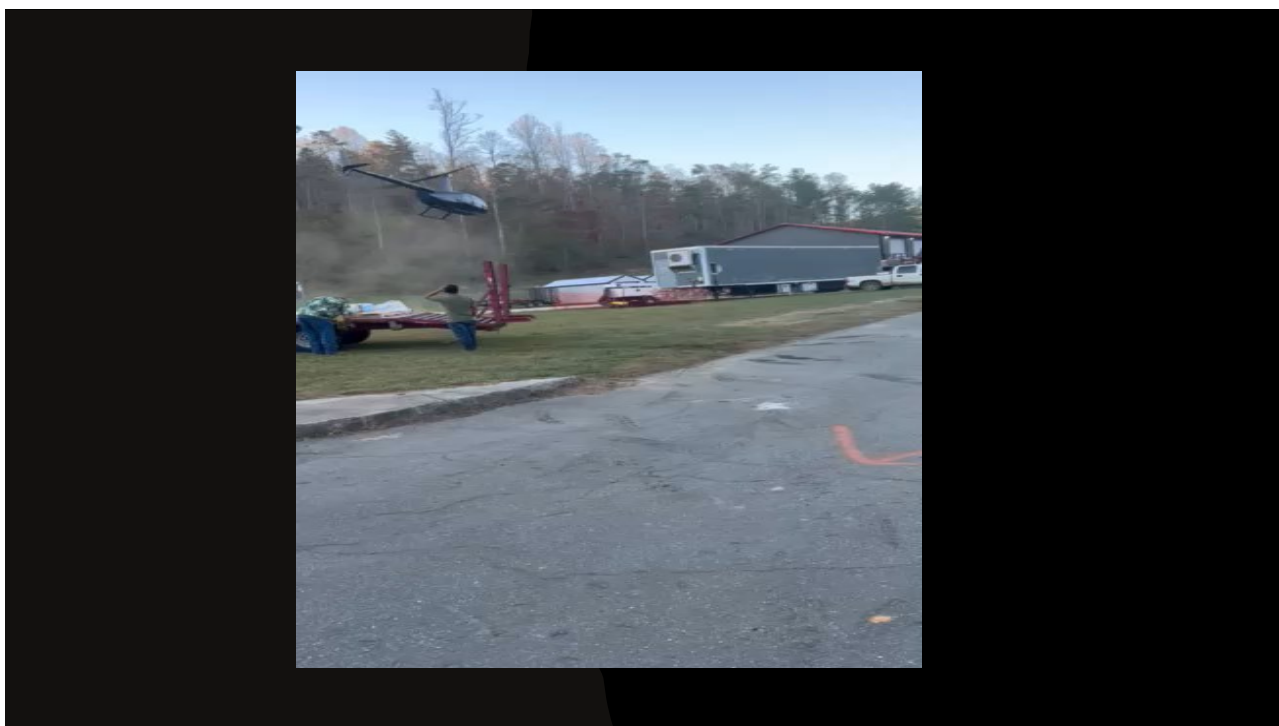
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Mullet Festival Recognitions

Presenter: Mayor John Davis

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Mullet Festival
2024



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Mayors Choice
Swansboro Baseball
And Softball
Association



17

Best Performance
Swansboro High
School Marching
Band



18

Best in Show
**Swansboro High
School Cheerleaders**



19

Most Creative
**Swansboro Elementary
Pirates!**



20

Best Animal or Mascot



The Mystery Machine

21

Employee Recognitions & Oaths

Presenter: Jacob Randall – Fire Chief & Dwayne Taylor – Police Chief

22

**Coastal Carolina Veterans Memorial
Garden Update**

23

**Coastal Carolina
VETERANS
MEMORIAL GARDENS
Swansboro, NC**

24

- **MISSION:** to recognize, remember & honor the heroic service and sacrifice of our veterans...to serve as a lighthouse for all veterans
- **VISION:** to create a solemn, living reminder of the immeasurable sacrifices of our veterans & their families...a peaceful sanctuary for locals & visitors to gather & reflect
- **VALUES:** * Honor * Inspire * Reflect * Educate

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OUR HISTORY

- 2018 - LtCol Brown took the lead on the mayor's desire to have a local park serving the thousands of veterans in the Swansboro area
- Task Force incorporated in 2019 – achieved non-profit 501c3 status
- Explored options- land, design, funding
- Sept 2023 Jeff Bailey gifted VMG 3 acres ETJ/ball fields-adjacent
- Name changes to represent greater area
- Design changes for flexibility and cost – granite – glass
- 2024 received NC Grant – seed money to finalize design and begin land development & construction

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DESIGN

- ELEVATED PLATFORM
- RAISED STONE BASE
- GLASS ENCLOSURE
- 8 ETCHED GLASS PANELS
- 7 INSCRIBED MOTTOS
- 7 SERVICE MEDALLIONS
- 3 FLAG POLES
- UPLIGHTING



27

PLANNING FOR THE FUTURE

- Central monument, parking, lighting, landscaping
- Ceremonial space, benches, donor brick paths
- Battlefield cross memorial
- Interactive displays & educational pavilion/programs
- Reflection pool and therapy gardens
- Thematic gardens/features honoring: community veterans & heroes, military families, 1st responders, women warriors, mental health/PTSD, post 9-11 engagements etc....

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FUNDING THE MEMORIAL

- Sponsorship opportunities: inscribed bricks/pavers, benches, sculptures
- Pursuing private/foundation donations and local government/agency grants
- Partnerships with local schools and civic groups
- Memberships and Subscriptions

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EVIDENTIARY HEARING

Special Use Permit/ Brezza Lofts, Lot 8 Ward Farm Town Center

Proforma Ward Farm Lot 8, LLC has applied for a special use permit to construct Townhome dwellings on Lot of the Ward Farm Town Center. The property is a 1.21-acre parcel and is zoned B-3, Traditional Business, and Townhome Dwellings are allowed in the B-3 zone with issuance of a Special Use Permit.

Recommended Action:

1. Hold evidentiary hearing

2. Motion to approve/deny the Special Use Permit based on Section 152.210

Presenter: Rebecca Brehmer, CFM, CZO – Town Planner

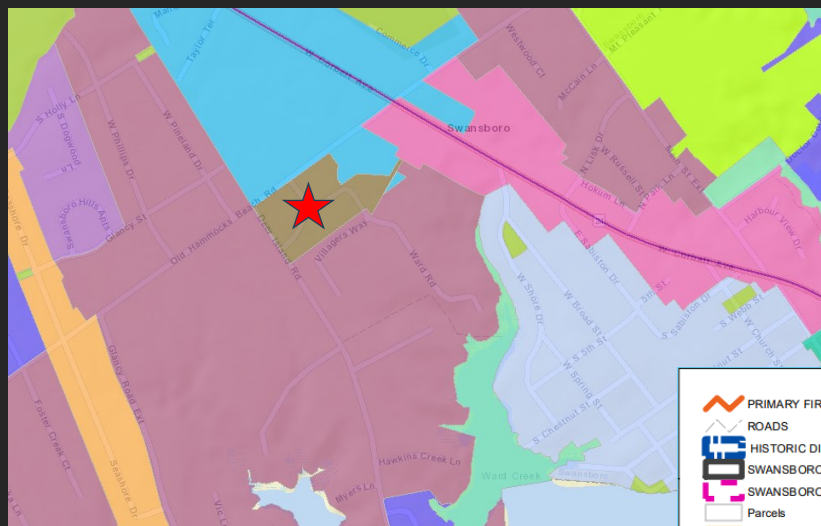
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WARD FARM BREZZA LOFTS



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ZONING MAP



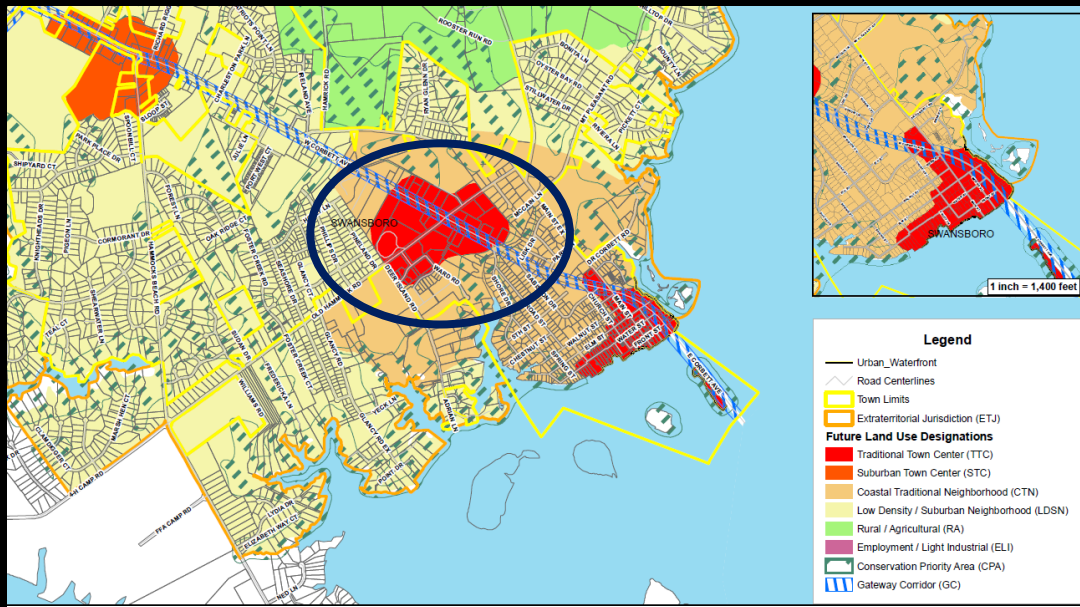
Presenter: Rebecca Brehmer,
Projects/Planning Coordinator, CFM, CZO

Town Limits Map

PRIMARY FIRE DISTRICT	B-1	M-1	R-20SF
ROADS	B-2	MHS	R-40SF
HISTORIC DISTRICT	B-2HDO	MHS-15SF	R-6
SWANSBORO CITY LIMITS	B-3	O-I	R-6SF
SWANSBORO ETJ	CON	PUD	R-8SF
Parcels	G/E	R-10SF	RA
NC COUNTIES			COUNTY
			WATER

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CAMA FUTURE LAND USE PLAN



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5

Item III - b.

TRADITIONAL TOWN CENTER (TTC)

When most people talk about Swansboro, they are talking about the historic district, businesses on Front Street and surrounding “old town” residential neighborhood. Homes and businesses stand side-by-side in a historical development pattern and complement, rather than detract from each other. Many older residential homes have been converted into businesses, with second -story residential, with a working marina directly adjacent. This is an area where uses are mixed both vertically and horizontally.

This active, vibrant part of the community is both a window into the past and provides character that defines the community. Using traditional pattern and character to influence future development of small-lot single family homes in other parts of Swansboro, fulfills a strong desire by many in the community to connect people to destinations, especially by non-motorized means.

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Example of downtown development.



Example of downtown development.

Future Land Use | 41

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WARD FARM BREZZA LOFTS



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WARD FARM BREZZA LOFTS



37

WARD FARM BREZZA LOFTS



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WARD FARM BREZZA LOFTS



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NEW BUSINESS/NON-CONSENT

Advanced Life Support Enhancement Update

At its August 6, 2024, meeting, the Onslow County Peer Review Committee (PRC) approved the Swansboro Fire Department's enhancement to the ALS—Paramedic Level of first responder services. Per the EMS System plan, the next course of action was to develop an agreement with the County to begin these services.

Recommended Action:

- 1. Approval of establishing an EMS Department for budgeting.*
- 2. Approval for the town manager and fire chief to draft and execute a cost-share agreement with Holly Ridge Fire and Rescue for an EMS plan-related purchase.*
- 3. Approval of allocation for funding to begin necessary equipment and supply purchases to enhance the Paramedic level, not exceeding \$150,000.*

Presenter: Jacob Randall – Fire Chief

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NEW BUSINESS/NON-CONSENT

Self-Contained Breathing Apparatus Sale and Acquisition

Through an assessment of our operational capabilities, we have identified the inability to effectively operate with other agencies with the Self-Contained Breathing Apparatus (SCBA) that was purchased in December 2022 using ARP funds.

Recommended Action:

1. Approval to surplus the current MSA Self-Contained Breathing Apparatus.
2. Approval for the Town Manager and Fire Chief to execute a sales agreement with Summerville Bunnleve Fire & Rescue Inc.
3. Approval to acquire ne SCOTT Self-Contained Apparatus, through Rhinehart Fire Services in the amount of \$3000,2000.15.
4. Approval to seek financing with Community Leasing Partners, a division of Community First National Bank, For the amount \$260,183.15

Presenter: Jacob Randall – Fire Chief

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NEW BUSINESS/NON-CONSENT

Proposal to Establish a Fund Balance Policy

The Board of Commissioners directed staff to create a Fund Balance Policy to protect against short- term revenue fluctuations and respond to unforeseen emergencies. This policy will serve as a guideline for maintaining adequate reserves, managing unforeseen events, and supporting sound fiscal management practices.

Recommended Action: Motion to approve the Fund Balance Policy as written.

Presenter: Sonia Johnson – Finance Director

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NEW BUSINESS/NON-CONSENT

Financial Report

Presenter: Sonia Johnson – Finance Director

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**TOWN OF SWANSBORO
FINANCIAL REPORT
(AS OF SEPTEMBER 30, 2024)**

REVENUES

EXPENDITURES

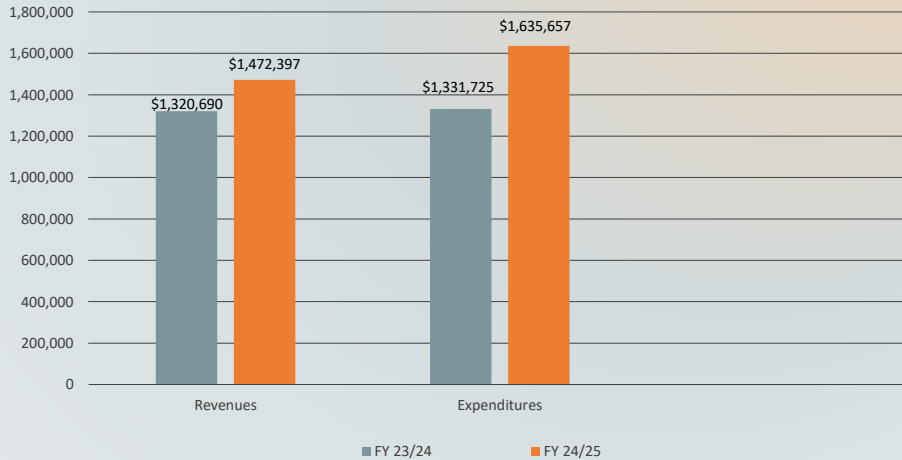
LOAN PAYMENTS

INVESTMENTS

44

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF SEPTEMBER 30, 2024)**

GENERAL FUND



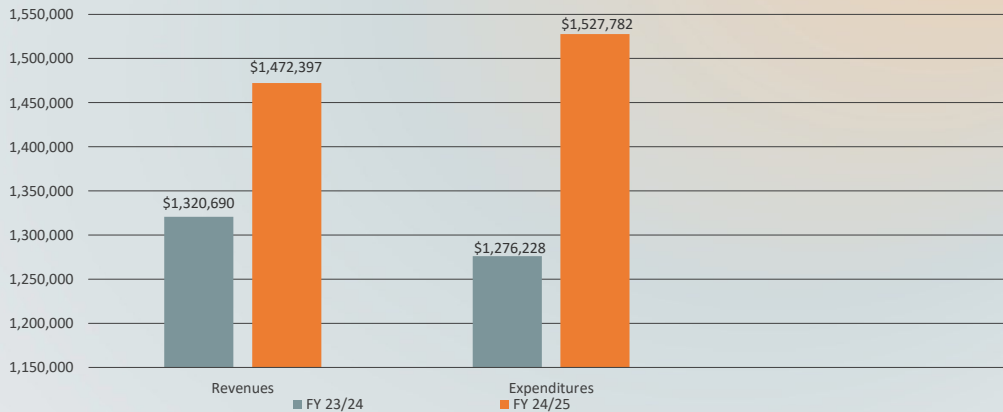
ENCUMBRANCES INCLUDED
Total Excess of Revenues Over Expenditures **-\$163,260**

45

**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF SEPTEMBER 30, 2024)**

(ACTUAL)

GENERAL FUND



(ENCUMBRANCES NOT INCLUDED)
Total Excess of Revenues Over Expenditures **-\$55,385**

46

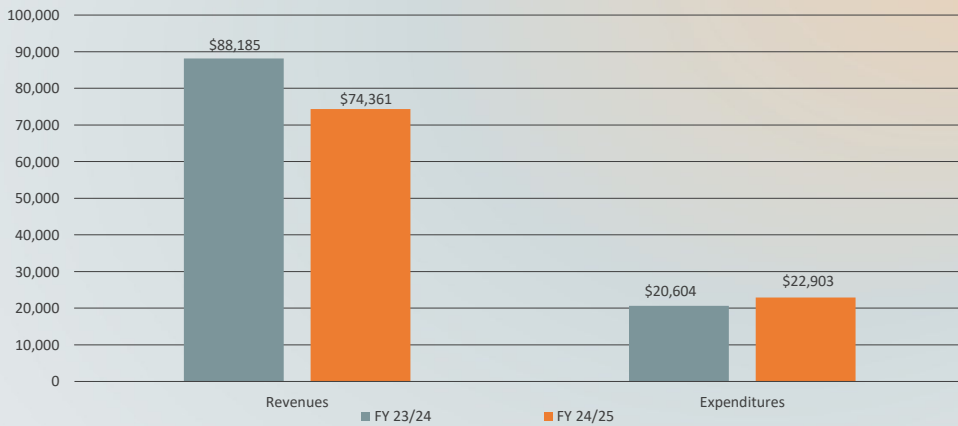
DEPT.	BUDGET	YTD ACTUAL	(PURCHASE ORDERS) ENCUMBERED BALANCE	SPENT % September 30, 2024
GOVERNING BODY	25,195	11,759	570	48.9%
ADMIN SERVICES	429,552	105,689	188	24.6%
FINANCE	315,178	61,248	250	19.5%
LEGAL	59,300	3,512		5.9%
PUBLIC BUILDINGS	364,723	56,800	17,991	20.5%
FIRE	2,008,046	326,803	24,231	17.5%
PERMITTING	288,270	97,546	546	34.0%
PLANNING	86,293	14,718		17.1%
POLICE	1,344,996	237,179	8,269	18.2%
PUBLIC WORKS-STREETS	1,498,086	206,159	31,232	15.8%
POWELL BILL-STREETS	191,791	1,486	400	1.0%
PARKS & RECREATION	486,086	75,309	8,276	17.2%
DOWNTOWN FACILITIES	130,326	19,349	430	15.2%
EMERGENCY MANAGEMENT	10,850	6,063	1,830	72.7%
FESTIVALS & EVENTS	134,635	22,282	12,986	26.2%
NON DEPARTMENTAL	544,864	281,880	676	51.9%
TOTAL	7,918,191	1,527,782	107,875	20.66%

**

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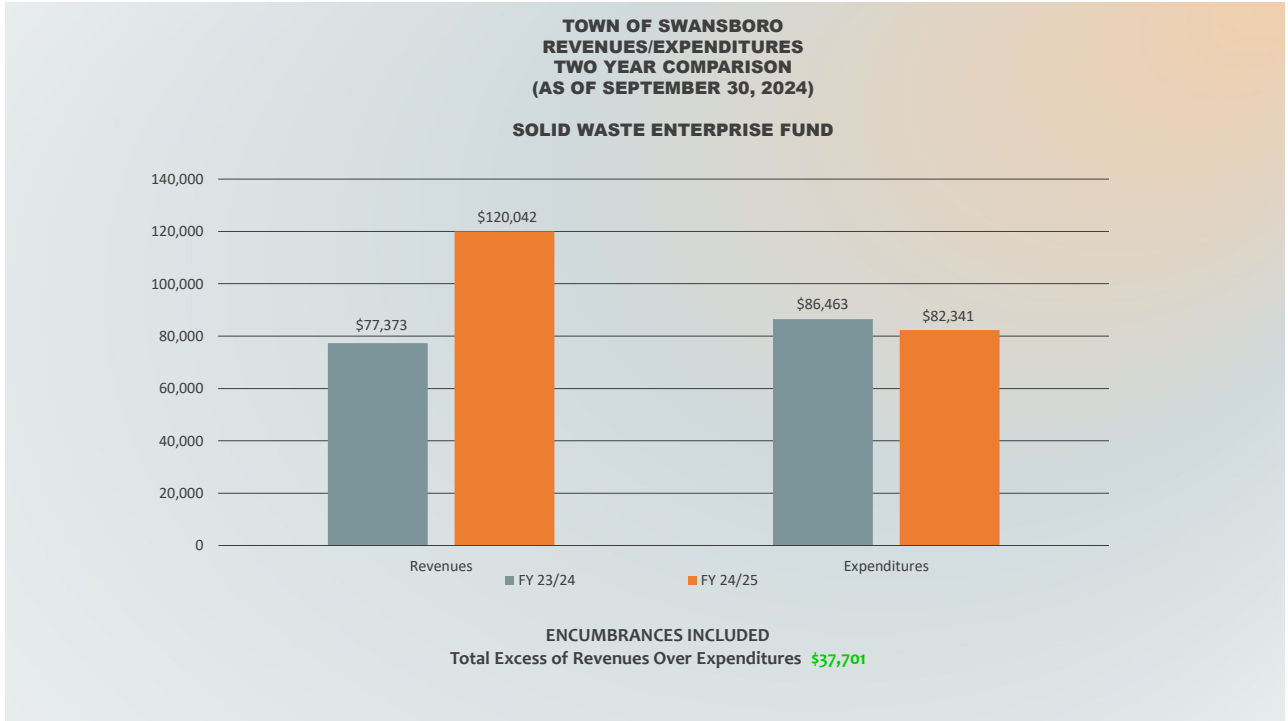
**TOWN OF SWANSBORO
REVENUES/EXPENDITURES
TWO YEAR COMPARISON
(AS OF SEPTEMBER 30, 2024)**

STORMWATER ENTERPRISE FUND



ENCUMBRANCES INCLUDED
Total Excess of Revenues Over Expenditures **\$54,458**

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**TOWN OF SWANSBORO
LOAN REPORT
(AS OF SEPTEMBER 30, 2024)**

Item	Principal Balance	Interest Rate	End Date	Annual Debt Service
Town Hall/Tanker	\$317,275	2.69	03/21/2028	\$84,724
Public Safety Facility	\$40,000	2.58	12/22/2024	\$42,064
Fire Truck	\$136,806	2.08	11/01/2026	\$47,512
Sleeping Quarters	\$75,000	2.43	12/14/2026	\$28,038
Grapple Truck/Town Hall Generator	\$47,106	1.72	6/25/2025	\$47,917
Vehicles(Police & Fire Department) & Software	\$45,495	1.84	7/15/2026	\$23,377
Cab Tractor/Dump Truck	\$254,500	4.82	4/3/2029	\$58,491
Total Debt	\$916,182			\$332,123

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**TOWN OF SWANSBORO
CASH & INVESTMENTS REPORT
(AS OF SEPTEMBER 30, 2024)**

CASH & INVESTMENTS

BANK	BALANCE	INTEREST RATE
First Citizens Bank	\$417,770	.05%
NC CMT-General	\$5,730,274	5.07%
TD Bank (SCIF Funds for EOC & Sidewalks)	\$9,345,829	5.10%

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GRANT UPDATE

	Budget	YTD Expenditures	Encumbrances	Unencumbered
American Rescue Plan Act Fund	\$1,102,599	\$1,029,592	\$9,269	\$63,738
Swansboro Bicentennial Park Boardwalk Extension	\$302,800	\$156,440	\$0	\$146,360
Emergency Operation Center	\$9,260,606	\$20,190	\$0	\$9,240,416
Emmertton School Repairs	\$424,000	\$90,723	\$0	\$333,277
Stormwater Master Plan	\$400,000	\$91,063	\$0	\$308,937
Total Outstanding Grants	\$11,490,005	\$1,388,008	\$9,269	\$10,092,728

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Any Questions

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NEW BUSINESS/NON-CONSENT

Future Agenda Items

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

Action Needed: Discuss and provide any guidance.

Presenter: Alissa Fender, MMC – Town Clerk

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PUBLIC COMMENT

Citizen opportunity to address the Board.

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MANAGER'S COMMENTS

Town Manager
Jonathan Barlow

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BOARD COMMENTS

Mayor John Davis
Mayor Pro William Justice
Commissioner Jeffrey Conaway
Commissioner Douglas Eckendorf
Commissioner Joseph Brown
Commissioner Patricia Turner

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CLOSED SESSION

Motion to enter closed session pursuant to NCGS 138.143-11 (a)(5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.

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ADJOURN