



TOWN COUNCIL AGENDA

RESCHEDULED REGULAR MEETING

October 22, 2018 @ 6:00 p.m.

**Asterisks indicate documentation is included in agenda packet*

Call to Order – Mayor Bloszinsky

Invocation & Pledge of Allegiance – Pastor Dan Keck, Kure Memorial Lutheran Church

APPROVAL OF CONSENT AGENDA ITEMS

1. *Resolution designating applicant's agent for FEMA reimbursement as Finance Officer Arlen Copenhaver and Karen Gilley, Finance Specialist
2. *Allow TDA to use \$40,000 of rollover funds for marketing campaign to let people know we are open for business
3. Close Town Hall at noon for the day on Wednesday, November 21, 2018 to allow employees to attend annual appreciation luncheon
4. Minutes:
 - *September 24, 2018 regular
 - *October 12, 2018 regular
 - October 12, 2018 closed

Consent agenda items are voted on as one item. If a member of Council wishes to discuss an individual item, a motion must be made and approved to move the item to the agenda.

ADOPTION OF THE AGENDA

AWARD PRESENTATION

*Mayor Bloszinsky – 15 minute break for reception

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

DISCUSSION AND CONSIDERATION OF PRESENTATIONS TO COUNCIL

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Community Center Committee
2. Marketing Committee
3. Planning & Zoning Commission
4. Shoreline Access and Beach Protection Committee
5. Non-town Committee Reports



TOWN COUNCIL AGENDA

RESCHEDULED REGULAR MEETING

October 22, 2018 @ 6:00 p.m.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration
 - a. *Resolution R18-10 Approval of Matching funds in the amount of \$2,508 for CWMTF grant
 - b. *Authorization to expend \$3,674 from the Storm Water Fund for CWMTF grant project management services by NC Coastal Federation
2. Building Department
3. Finance Department
4. Fire Department
5. Police Department
6. Public Works Department
7. Recreation

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. *Re-entry process for emergencies (Oliver)
2. *Storm post review with Department Heads (Heglar)
3. Town app versus Facebook page versus email blast for emergencies for notification (Whitley)
4. *Proposed text amendment to Chapter 19 (Zoning), Article VI (Signs), Section 373 (Exceptions) to add new subsection 9 on freestanding and monument signs
 - *If amendment adopted, requires motion to adopt associated Zoning consistence statement, as presented
5. Parking update (Whitley)
6. Town facility construction project update (Oliver)
 - *Two change orders for facility project: (Oliver)
 - a. \$6,463.00 to change layout in one admin office requested by Town Clerk
 - b. \$8,846.00 to add two ADA door operators at Town Hall/Police complex

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. *Storm Water Community Flooding (Ellen)
2. Update on the 2019 Coastal Storm Damage Reduction (CSDR) Project (Oliver)
3. November Council meeting Tuesday the 20th
This is week of Thanksgiving, does the meeting need to be rescheduled?

MAYOR UPDATES (no action required)

COMMISSIONER ITEMS (no action required)

CLOSED SESSION, if needed

ADJOURNMENT

CONSENT AGENDA

FEMA RESOLUTION

APPLICANT ASSURANCES

The applicant hereby assures and certifies that it will comply with the FEMA regulations, policies, guidelines and requirements including OMB's Circulars No. A-95 and A-102, and FMC 74-4, as they relate to the application, acceptance and use of Federal funds for this Federally assisted project. Also, the Applicant gives assurance and certifies with respect to and as a condition for the grant that:

1. It possesses legal authority to apply for the grant, and to finance and construct the proposed facilities; that a resolution, motion or similar action has been duly adopted or passed as an official act of the applicant's governing body, authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the person identified as the official representative of the applicant to act in connection with the application and to provide such additional information as may be required.
2. It will comply with the provisions of: Executive Order 11988, relating to Floodplain Management and Executive Order 11990, relating to Protection of Wetlands.
3. It will have sufficient funds available to meet the non-Federal share of the cost for construction projects. Sufficient funds will be available when construction is completed to assure effective operation and maintenance of the facility for the purpose constructed.
4. It will not enter into a construction contract(s) for the project or undertake other activities until the conditions of the grant program(s) have been met.
5. It will provide and maintain competent and adequate architectural engineering supervision and inspection at the construction site to insure that the completed work conforms with the approved plans and specifications; that it will furnish progress reports and such other information as the Federal grantor agency may need.
6. It will operate and maintain the facility in accordance with the minimum standards as may be required or prescribed by the applicable Federal, State and local agencies for the maintenance and operation of such facilities.
7. It will give the grantor agency and the Comptroller General, through any authorized representative, access to and the right to examine all records, books, papers, or documents related to the grant.
8. It will require the facility to be designed to comply with the "American Standard Specifications for Making Buildings and Facilities Accessible to, and Usable by the Physically Handicapped," Number A117.1-1961, as modified (41 CFR 101-17-7031). The applicant will be responsible for conducting inspections to insure compliance with these specifications by the contractor.
9. It will cause work on the project to be commenced within a reasonable time after receipt of notification from the approving Federal agency that funds have been approved and will see that work on the project will be prosecuted to completion with reasonable diligence.
10. It will not dispose of or encumber its title or other interests in the site and facilities during the period of Federal interest or while the Government holds bonds, whichever is the longer.
11. It agrees to comply with Section 311, P.L. 93-288 and with Title VI of the Civil Rights Act of 1964 (P.L. 83-352) and in accordance with Title VI of the Act, no person in the United States shall, on the ground of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be otherwise subjected to discrimination under any program or activity for which the applicant receives Federal financial assistance and will immediately take any measures necessary to effectuate this agreement. If any real property or structure is provided or improved with the aid of Federal financial assistance extended to the Applicant, this assurance shall obligate the Applicant, or in the case of any transfer of such property, any transferee, for the period during which the real property or structure is used for a purpose for which the Federal financial assistance is extended or for another purpose involving the provision of similar services or benefits.
12. It will establish safeguards to prohibit employees from using their positions for a purpose that is or gives the appearance of being motivated by a desire for private gain for themselves or others, particularly those with whom they have family, business, or other ties.
13. It will comply with the requirements of Title II and Title III of the Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (P.L. 91-646) which provides for fair and equitable treatment of persons displaced as a result of Federal and Federally assisted programs.
14. It will comply with all requirements imposed by the Federal grantor agency concerning special requirements of law, program requirements, and other administrative requirements approved in accordance with OMB Circular A-102, P.L. 93-288 as amended, and applicable Federal Regulations.
15. It will comply with the provisions of the Hatch Act which limit the political activity of employees.
16. It will comply with the minimum wage and maximum hours provisions of the Federal Fair Labor Standards Act, as they apply to hospital and educational institution employees of State and local governments.
17. (To the best of his/her knowledge and belief) the disaster relief work described on each Federal Emergency Management Agency (FEMA) Project Application for which Federal Financial assistance is requested is eligible in accordance with the criteria contained in 44 Code of Federal Regulations, Part 206, and applicable FEMA Handbooks.
18. The emergency or disaster relief work therein described for which Federal Assistance is requested hereunder does not or will not duplicate benefits received for the same loss from another source.
19. It will (1) provide without cost to the United States all lands, easements and rights-of-way necessary for accomplishments of the approved work; (2) hold and save the United States free from damages due to the approved work or Federal funding.
20. This assurance is given in consideration of and for the purpose of obtaining any and all Federal grants, loans, reimbursements, advances, contracts, property, discounts of other Federal financial assistance extended after the date hereof to the Applicant by FEMA, that such Federal Financial assistance will be extended in reliance on the representations and agreements made in this assurance and that the United States shall have the right to seek judicial enforcement of this assurance. This assurance is binding on the applicant, its successors, transferees, and assignees, and the person or persons whose signatures appear on the reverse as authorized to sign this assurance on behalf of the applicant.
21. It will comply with the flood insurance purchase requirements of Section 102(a) of the Flood Disaster Protection Act of 1973, Public Law 93-234, 87 Stat. 975, approved December 31, 1973. Section 102(a) requires, on and after March 2, 1975, the purchase of flood insurance in communities where such insurance is available as a condition for the receipt of any Federal financial assistance for construction or acquisition purposes for use in any area that has been identified by the Director, Federal Emergency Management Agency as an area having special flood hazards. The phrase "Federal financial assistance" includes any form of loan, grant, guaranty, insurance payment, rebate, subsidy, disaster assistance loan or grant, or any other form of direct or indirect Federal assistance.
22. It will comply with the insurance requirements of Section 314, PL 93-288, to obtain and maintain any other insurance as may be reasonable, adequate, and necessary to protect against further loss to any property which was replaced, restored, repaired, or constructed with this assistance.
23. It will defer funding of any projects involving flexible funding until FEMA makes a favorable environmental clearance, if this is required.
24. It will assist the Federal grantor agency in its compliance with Section 106 of the National Historic Preservation Act of 1966, as amended, (16 U.S.C. 470), Executive Order 11593, and the Archeological and Historic Preservation Act of 1966 (16 U.S.C. 469a-1 et seq.) by (a) consulting with the State Historic Preservation Officer on the conduct of investigations, as necessary, to identify properties listed in or eligible for inclusion in the National Register of Historic places that are subject to adverse effects (see 36 CFR Part 800.8) by the activity, and notifying the Federal grantor agency of the existence of any such properties, and by (b) complying with all requirements established by the Federal grantor agency to avoid or mitigate adverse effects upon such properties.
25. It will, for any repairs or construction financed herewith, comply with applicable standards of safety, decency and sanitation and in conformity with applicable codes, specifications and standards; and, will evaluate the natural hazards in areas in which the proceeds of the grant or loan are to be used and take appropriate action to mitigate such hazards, including safe land use and construction practices.

STATE ASSURANCES

The State agrees to take any necessary action within State capabilities to require compliance with these assurances and agreements by the applicant or to assume responsibility to the Federal government for any deficiencies not resolved to the satisfaction of the Regional Director.

TDA ROLLOVER FUNDS

Nancy Avery

From: Kim Hufham <KHufham@wilmingtonandbeaches.com>
Sent: Thursday, October 11, 2018 4:03 PM
To: Craig Bloszinsky
Cc: John Ellen; Heglar, David W; Joseph Whitley; Allen Oliver; Arlen Copenhaver; Nancy Avery
Subject: RE: Kure Beach Response to Hurricane Recovery Marketing Request

Thank you Craig and KB council. We are moving forward with plan and should be able to kick it off in the next couple of weeks.

Kim

Kim Hufham

President/CEO

New Hanover County Tourism Development Authority

505 Nutt Street, Unit A

Wilmington, NC 28401

Phone: (910) 332-8746

From: Craig Bloszinsky [mailto:c.bloszinsky@townofkurebeach.org]
Sent: Thursday, October 11, 2018 3:57 PM
To: Kim Hufham <KHufham@wilmingtonandbeaches.com>
Cc: John Ellen <j.ellen@townofkurebeach.org>; Heglar, David W <HeglarDW@Corning.com>; Joseph Whitley <j.whitley@townofkurebeach.org>; Allen Oliver <a.oliver@townofkurebeach.org>; Arlen Copenhaver <a.copenhaver@townofkurebeach.org>; Nancy Avery <n.avery@townofkurebeach.org>
Subject: Kure Beach Response to Hurricane Recovery Marketing Request

Kim, Kure Beach Council approves a contribution of \$40K from our holdback funds towards the new campaign for Hurricane Recovery.

Regards
Craig Bloszinsky
Mayor Kure Beach

Get [Outlook for iOS](#)

Nancy Avery

From: John Ellen
Sent: Sunday, October 7, 2018 11:52 AM
To: David Heglar; Allen Oliver; Craig Bloszinsky; Joseph Whitley
Cc: Nancy Avery; Arlen Copenhaver; Nikki Keely
Subject: Re: WCVB Post-Hurricane Press Release - FINAL

Great recommendation. I agree.

John E.

Get [Outlook for iOS](#)

From: David Heglar <d.heglar@townofkurebeach.org>
Sent: Sunday, October 7, 2018 7:52 AM
To: Allen Oliver; Craig Bloszinsky; Joseph Whitley; John Ellen
Cc: Nancy Avery; Arlen Copenhaver; Nikki Keely
Subject: Re: WCVB Post-Hurricane Press Release - FINAL

Agree - and like that we can use this for something we prepared for!!

Get [Outlook for iOS](#)

From: Allen Oliver
Sent: Friday, October 5, 2018 11:45:51 AM
To: Craig Bloszinsky; David Heglar; Joseph Whitley; John Ellen
Cc: Nancy Avery; Arlen Copenhaver; Nikki Keely
Subject: Re: WCVB Post-Hurricane Press Release - FINAL

I'm agree with your recommendation.

Allen

Allen Oliver, Commissioner
Town of Kure Beach
336-963-3533

From: Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Sent: Friday, October 5, 2018 11:33 AM
To: David Heglar; Joseph Whitley; John Ellen; Allen Oliver
Cc: Nancy Avery; Arlen Copenhaver; Nikki Keely
Subject: Fwd: WCVB Post-Hurricane Press Release - FINAL

Team, FYI. The message is going out that our area is open for business. TDA has designed a campaign to let people know we are not inundated by water as some folks still believe. Focus is to let people know that as long as they plan family events for the upcoming holidays we are open, as they think of next spring bookings

we are open and there is no need to go elsewhere. We all know the dependencies for jobs, sales tax, rot tax, ABC revenue, etal, all of these are important parts of our financial system and beach health.

TDA has asked each area to support this expanded effort. I want us to consider a few things specifically, our dependencies, our reason to not release holdback funds so we could reopen after a major storm, the fact that TDA does have their own legally required holdback that is not part of this equation.

We currently have \$103,116 in our TDA holdback account from prior years actions. TDA funds at \$300K are being diverted but the entire program design is for approx. \$460K which would leave about \$160K to come from the community holdbacks. I believe to be true to our actions on with holding we need to contribute, based on that I would suggest \$40K as a quarter share of the beaches and city. I need to respond with our position by the 12th of Oct. please let me know your thought or support so we can conclude this activity.

Regards
Craig

From: Natalie English <english@wilmingtonchamber.org>
Sent: Thursday, October 4, 2018 5:38 PM
To: 'Kim Hufham'; 'Angela Rhodes'; 'Anne Brodsky'; 'Bill Blair'; 'bill.saffo@wilmingtonnc.gov'; Craig Bloszinsky; 'Daniel Perkins'; 'Jason Bryant'; 'Joe Benson'; 'LeAnn Pierce'; 'Lisa Wurtzbacher'; 'Nicolas Montoya'; 'Pat Kusek'; 'Peggy Sloan'; 'TeDra George'; 'verandas4@aol.com'
Subject: RE: WCVB Post-Hurricane Press Release - FINAL

I have tweeted and posted on Facebook.

Natalie Haskins English, CCE, CCEC, IOM
President and CEO
Wilmington Chamber of Commerce

@NatalieHEnglish



Thanks to Our Top Investors

 New Hanover Regional Medical Center			
 Willard Houston & Co., CPAs, PLLC			
AT&T North Carolina First Citizens Bank & Trust Pathfinder Wealth Consulting	BB&T LS3P Associates	Cape Fear Community College Murchison, Taylor & Gibson, PLLC PhRMA RSM US LLP	Cloudwyze UNC Wilmington Coastal Beverage Co. NC State Ports Authority

From: Kim Hufham <KHufham@wilmingtonandbeaches.com>

Sent: Thursday, October 04, 2018 2:27 PM

To: Angela Rhodes <angelalovescatch@gmail.com>; Anne Brodsky <rentals@palmaidrealtync.com>; Bill Blair <bblair@towb.org>; bill.saffo@wilmingtonnc.gov; Craig Bloszinsky <c.bloszinsky@tokb.org>; Daniel Perkins <danielperkins@hilton.com>; Jason Bryant <jsbryant@bryantre.com>; Joe Benson <joe.benson@carolinabeach.org>; Kim Hufham <KHufham@wilmingtonandbeaches.com>; LeAnn Pierce <info@driftersreef.com>; Lisa Wurtzbacher <lwurtzbacher@nhcgov.com>; Natalie English <english@wilmingtonchamber.org>; Nicolas Montoya <nicolasm@blockade-runner.com>; Pat Kusek <pkusek@nhcgov.com>; Peggy Sloan <peggy.sloan@ncaquariums.com>; TeDra George <tedra.george@hilton.com>; verandas4@aol.com

Subject: FW: WCVB Post-Hurricane Press Release - FINAL

Please see attached press release that was distributed this morning. Thank you for your attendance and input at today's meeting.

Kim

Kim Hufham

President/CEO

New Hanover County Tourism Development Authority

505 Nutt Street, Unit A

Wilmington, NC 28401

Phone: (910) 332-8746

From: Dana Edwards [<mailto:dedwards@fwv-us.com>]

Sent: Thursday, October 4, 2018 1:52 PM

To: Kim Hufham <KHufham@wilmingtonandbeaches.com>

Cc: Leah Knepper <lknepper@fwv-us.com>

Subject: WCVB Post-Hurricane Press Release - FINAL

Kim,

Please find attached the final press release that was distributed this morning to send to the board.

Let us know if you have any questions.

Thanks,

Dana

DANA EDWARDS

ACCOUNT SUPERVISOR

direct:919.277.1179

cell:972.832.4369



AWARD PRESENTATION



**APPLICATION TO GOVERNOR'S OFFICE FOR
OLD NORTH STATE AWARD
FOR JIM DUGAN**

Submitted April 18, 2018 by Mayor Bloszinsky

Mr. Jim Dugan started with the Town of Kure Beach Fire Department as a volunteer firefighter in October of 1996, after retiring from over three decades of service as a firefighter with the Toledo, Ohio Fire Department. He continues to serve as a volunteer firefighter today, twenty-two years later.

Since joining the Kure Beach Fire Department, he has been the training officer for both the Fire Department and Ocean Rescue division. Mr. Dugan has trained more than 400 lifeguards in CPR/AED, and has also trained over 60 firefighters. This training assisted the Kure Beach Fire Department in becoming a much higher trained and professional department than most towns of similar size.

Mr. Dugan also serves on the Fire Department Board of Commissioners and the Relief Fund Board of Commissioners. It is safe to say that Mr. Dugan has made a huge contribution of his time to serving the Town.

Mr. Dugan served as an elected official on the Town Council from 1999 - 2011 and again from 2016-2017 for a total of fourteen years. During this time, he served in the position of Mayor Pro Tem. He is so dedicated that when he left as a commissioner, he continued to oversee the completion of the Ocean Front Park project that the Town began while he was on Council. He donated countless volunteer hours to this project.

Mr. Dugan continues to train town staff in CPR and offers the same training to the community.

He is a volunteer and serves on the governing board of the Federal Point Historic Preservation Society.

Mr. Dugan is a volunteer diver at the North Carolina Fort Fisher Aquarium and has been a volunteer diver with the North Carolina State Archaeology Natural and Cultural Underwater Archaeology Branch for many years.

Mr. Dugan possesses an easy going personality and is one of those rare individuals that gives his time for the pleasure of serving and not for his ego or own hidden agendas. He embodies a person that had a career in public service and continued to make the same contribution in his retirement years. He has served the Town of Kure Beach and its citizens for a total of 22 plus years and is still going strong. He is well respected by all and certainly deserving of the Governor's prestigious Old North State Award.

On behalf of the Kure Beach Town Council, please accept this application for consideration.

DEPARTMENT
BUSINESS

CWMTF GRANT RESOLUTION



KURE BEACH TOWN COUNCIL
TOWN OF KURE BEACH, NC

*R*ESOLUTION R18-10

**A RESOLUTION ALLOCATING MATCHING FUNDS TO CWMTF PLANNING
GRANT PROJECT 17-804**

WHEREAS, the Town of Kure Beach applied for and was awarded a planning grant through the Clean Water Management Trust Fund (Project 17-804) to engage in a project to protect the quality of surface water; and,

WHEREAS, the Town will use grant funds and matching commitments to conduct a site specific feasibility study for possible installation of storm water infiltration systems in or adjacent to the dune area at six storm water outfalls; generate a site specific infiltration system design for each site deemed feasible; design a long term plan to monitor captured and treated storm water from the outfall areas and appropriate watersheds including the amount of reduction of pollutants and fecal bacteria concentrations; create a budget and cost estimate to create and install infiltration systems at each site deemed feasible; identify funding sources for proposed installation and oversee planning activities and report into the CWMTF; and,

WHEREAS, the Town agrees to conduct said project approved by the CWMTF board for the purposes and according to the scope of work, conditions and schedule as agreed; and

WHEREAS, the Town of Kure Beach is committed to good storm water management practices to protect the valuable resource of the Atlantic Ocean and associated sand beach

NOW, THEREFORE BE IT RESOLVED by the Kure Beach Town Council that it allocates cash matching funds in the amount of \$2,508 and in-kind contribution of \$1,840 for the CWMTF Project 17-804 for completion by May 31, 2019.

Adopted by the Kure Beach Town Council this 22 day of October, 2018.

Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

Town of Kure Beach - Phase I - Planning and Design of Storm Water Infiltration System

PROJECT BUDGET

2.7.2017


SOW Tasks	Labor (S&B only)	Mapping/GIF Expenses	Suplies	Consultants			Permits	Project Admin	TOTAL	Funding Source				TOTAL
				AECOM	NCSU-A&LS	NCDOT-HED				CWMTF	Kure Beach		NCDOT-HED (In-Kind)	
											Cash	In-Kind		
1. Conduct feasibility study		4,000		8,700	4,800	1,200	100	720	19,520	15,692	1,908	720	1,200	19,520
2. Design site specific infiltration system mechanism				3,800	4,350	600		240	8,990	8,150		240	600	8,990
3. Design monitoring plan	400				3,150			240	3,790	3,150		640		3,790
4. Create construct budget/cost estimate				1,200	1,200	1,200		240	3,840	2,400		240	1,200	3,840
5. Identify Phase II funding sources								600	600		600			600
TOTAL	400	4,000		13,700	13,500	3,000	100	2,040	36,740	29,392	2,508	1,840	3,000	36,740

Matching Resources Table					
Source: Name of organization providing matching funds	Origin of Matching Funds	Matching Funds Applied to	Amount	Funds Committed as of Application	
				Yes	No
Town of Kure Beach	2017/18 Annual Budget	Town of Kure Beach	4,348	X	
NCDOT-HED	2017/18 Annual Budget	State - NCDOT	3,000	X	

**AUTHORIZATION TO EXPEND \$3,674 FOR CWMTF GRANT
MANAGEMENT**



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk 
RE: Agenda items #1a and 1b under Department Head business
DATE: October 19, 2018

Background

In 2017, Council approved submitting a grant application to Clean Water Management Trust Fund (CWMTF) to conduct a feasibility study to determine whether six beach access locations from E to J Avenues would be conducive to installation of storm water infiltration systems. The Town has received swimming alerts in recent years at both F and H Avenue accesses.

The Town has four of these systems on Atlantic Avenue at L, M and K Avenues in the dunes near the boardwalk and one in the Ocean Front Park site. These systems capture and treat the first ½ inch of every rain event by filtering bacteria through rocks and sand. These systems were an innovative approach to inhibit bacteria from entering the ocean through the outfalls and produced successful results during monitoring in the first three years.

NCSU and NCDOT were instrumental in designing and installing the current systems. They have both agreed to participate in this feasibility study to see if and how we can capture more for treatment and containment for a slower release into the outfall pipe. This section of town has more narrow dunes and less depth to the water tables, thus the feasibility period first to run necessary tests and develop a design.

The grant was awarded in January 2018 with a cash match by the Town of \$2,508 and an in-kind match for Public Works staff time for any physical assistance needed. Total grant is \$36,740. The grant was written such that the Town Clerk would manage the project, however due to other time commitments such as the construction project, a CAMA grant to pave parking lots and staffing issues, I have not been able to focus on this. I had to request an extension that was granted through May 2019. With other time drains coming at me that involve moving staff back into the new facilities, breakdown and return of construction trailers and training time needed for two new hires starting in November of this year and regular day to day duties, I am concerned that I cannot devote the necessary time to this project.

Action requested by staff

Authorization from Council to expend \$3,674 to pay NC Coastal Federation to:

- Manage the project team
- Research potential sources of funding to construct what the project team recommends
- Provide public information and engagement to help the Town publicize project outcomes
- Assist with preparation of permit applications for recommendations

- Ensure that project deliverables identified in the scope of work are completed on time and within budget

Funding required
Storm Water Fund

Comments for consideration

I ask Council's support on this request. NC Coastal Federation performs this service on a regular basis and is well known and respected by the grant partners. They can provide valuable insight and assistance with keeping this project on task since we have such a short time frame to get it completed. If someone else cannot manage this project, funding will need to be returned to the CWMTF, possibly giving the Town a bad reputation for future grant requests.

Nancy Avery

From: Todd Miller <toddm@nccoast.org>
Sent: Wednesday, October 17, 2018 4:09 PM
To: Nancy Avery
Cc: Lauren Kolodij; Rachael Carlisle
Subject: Project Management

Nancy,

Thank you for requesting our assistance in managing and completing CWMTF Project No. 2017-804. The services the federation will provide to the Town will include project team management, research on potential sources of funding to construct retrofits the project team recommends, public information and engagement to help the town publicize project outcomes, and assistance with preparing permit applications for retrofits that are recommended. The federation will make sure that project deliverables identified in the scope of work are completed on time and budget.

Our fee for managing this project will not exceed 10 percent of the total project cost. Total project cost is \$36,740. That means our fee will not exceed \$3,674. We will invoice the Town to be reimbursed for our time and expenses when the project is successfully completed. In our invoice, we will document staff costs as well as project expenses (travel, printing, etc.) that the federation has incurred to complete the project.

We do anticipate that our actual salary and operating expenses will exceed the amount of our fee. If that happens, then any expenses will be the federation's contribution to this project. We applaud the Town for taking on this project to enhance coastal water quality.

Please let me know if this acceptable. We can execute a simple memorandum of agreement once your board approves this expense.

Thank you.

Todd



Todd Miller, Executive Director
(252) 393-8185 (o)
(252) 241-0191 (c)
3609 Highway 24 (Ocean)
Newport, NC 28570

Get the latest coastal news at [Coastal Review Online](#)

The background of the slide is a light, textured surface with several water droplets and bubbles of various sizes scattered across it. Some are in the upper left, some in the lower right, and others in the center. The droplets have a soft, realistic appearance with highlights and shadows.

TOWN OF KURE BEACH

FEASIBILITY STUDY

FUNDED BY CLEAN WATER MANAGEMENT TRUST FUND GRANT



PURPOSE OF FEASIBILITY STUDY

BACTERIA CONTAMINATION ENTERING THE OCEAN

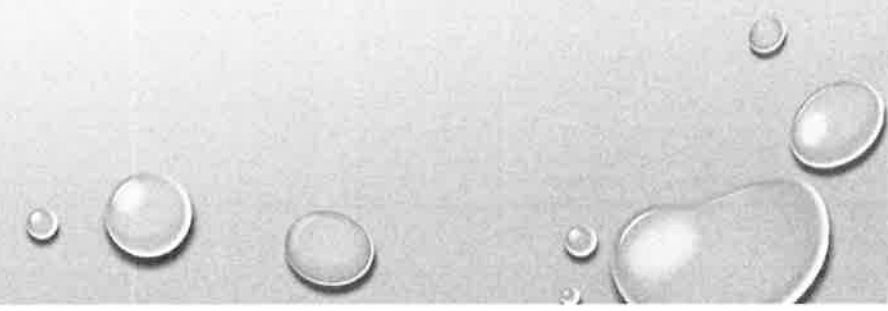
INHIBIT BACTERIA AND CONTAMINATION
LEVELS BEFORE STORM WATER ENTERS THE
OCEAN VIA THE OUTFALLS

INTEGRITY OF OUTFALLS

REDUCE THE VOLUME OF STORM WATER
RUNNING THROUGH THE OUTFALLS,
PARTICULARLY IN HEAVIER RAIN EVENTS

REDUCE USE OF OUTFALLS

LIMIT OR REDUCE THE NUMBER OF TIMES
STORM WATER RUNS THROUGH THE
OUTFALLS





**OVERALL
PROJECT**

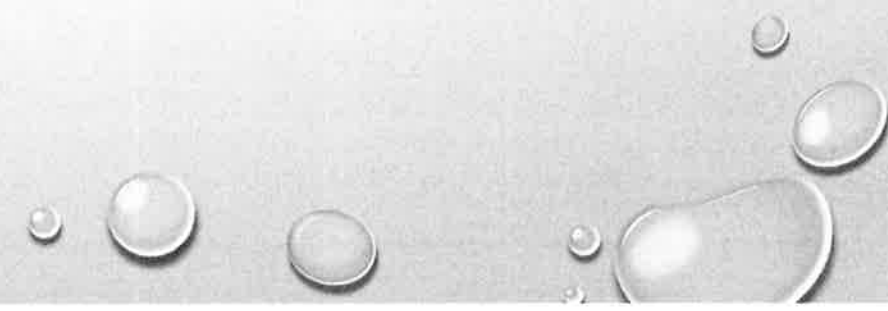
PHASE ONE

**FEASIBILITY AND DESIGN
STUDY**

<TWO PHASES>

PHASE TWO

**CONSTRUCT AND
INSTALL SYSTEMS AT
SITES DEEMED
FEASIBILITY**





PHASE ONE FEASIBILITY STUDY

I

SITE SPECIFIC STUDY

CONDUCT SITE SPECIFIC STUDY RE THE
FEASIBILITY OF INSTALLING STORM WATER
INFILTRATION SYSTEMS IN OR ADJACENT
TO DUNE SYSTEMS AND OR BEACH
ACCESS PARKING LOTS

II

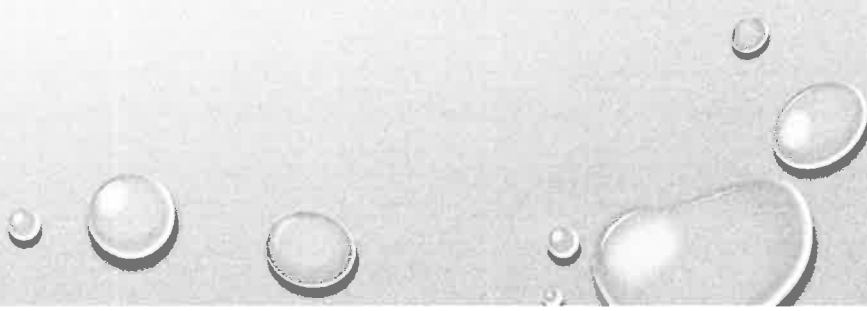
SITE SPECIFIC DESIGNS

GENERATE SITE SPECIFIC DESIGN FOR
STORM WATER INFILTRATION SYSTEMS
AT SITES DEEMED FEASIBLE FOR
INSTALLATION

III

LONG TERM MONITORING PLAN

DEVELOP METHOD TO MONITOR OUTFALL
BACTERIA LEVELS AND STORM WATER
FLOW VOLUMES AND WATERSHEDS TO
INCLUDE AMOUNT OF REDUCTION OF
POLLUTANTS AND FECAL BACTERIA
CONCENTRATIONS AND ENSURE NO
NEGATIVE IMPACT ON WATER TABLE
SOURCES





PHASE ONE FEASIBILITY STUDY (CONTINUED)

IV

BUDGET COST ESTIMATE

**CREATE BUDGET/COST ESTIMATE TO
CONSTRUCT AND INSTALL STORM WATER
INFILTRATION SYSTEMS AT EACH FEASIBLE SITE**

V

FUNDING SOURCES

**IDENTIFY FUNDING SOURCES FOR PROPOSED
CONSTRUCTION PROJECT**

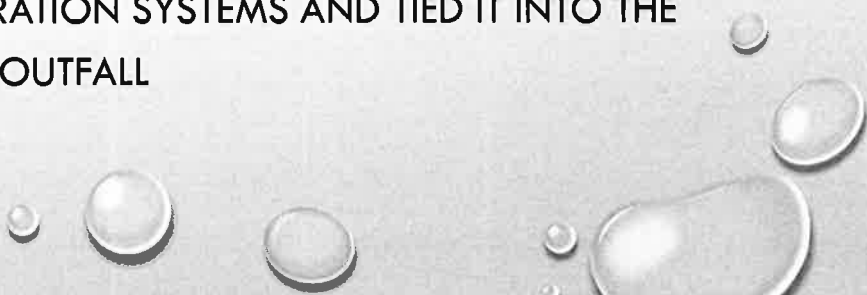




CURRENT STATUS STORM WATER INFILTRATION SYSTEMS

IN 2005, A COLLABORATIVE EFFORT BETWEEN NC DOT, NC STATE AND THE TOWN RESULTED IN INSTALLATION OF STORM WATER INFILTRATION SYSTEMS AT THREE OCEANFRONT LOCATIONS IN THE DUNES ON ATLANTIC AVENUE AT L, M AND K AVENUES. THESE SYSTEMS COLLECT, TREAT AND MOSTLY CONTAIN THE FIRST ½ INCH OF EACH RAIN EVENT

IN 2012, THE TOWN INSTALLED A STORM WATER INFILTRATION SYSTEM AS PART OF DEVELOPMENT OF A PUBLIC PARK ON LAND LOCATED ACROSS THE STREET FROM THE OCEAN IN THE SAME AREA AS OTHER INFILTRATION SYSTEMS AND TIED IT INTO THE SAME OUTFALL



MONITORING RESULTS

NC STATE PERFORMED MONITORING ON THE THREE SYSTEMS LOCATED IN THE DUNES OFF OF ATLANTIC AVENUE AT L, M AND K AVENUES WITH THESE RESULTS:

'RESULTS HAVE BEEN PROMISING, WITH A 100% CAPTURE RATING AT SITE L, 96% AT SITE M (MEANING ONLY 4% OF THE STORM WATER HAS BYPASSED THE SYSTEM IN FIVE YEARS), AND AN 80% CAPTURE RATE AT SITE K. IN ADDITION, BACTERIA LEVELS IN THE GROUNDWATER HAVE REMAINED MOSTLY BELOW THE STATE MAXIMUM FOR TIER 1 RECREATIONAL WATERS. NATURAL DUNE HYDROLOGY HAS BEEN MAINTAINED AT EACH SITE, WITH THE ONLY OBSERVABLE IMPACTS OCCURRING DURING AND SHORTLY AFTER INFILTRATION EVENTS. . .' DR. BURCHELL, NCSU

NEXT LOGICAL STEP

THE NEXT LOGICAL STEP IS TO EXPAND THE NUMBER OF STORM WATER INFILTRATION SYSTEMS, WHICH COULD BE DONE IN TWO PHASES:

PHASE I – PLANNING AND DESIGN

- INVOLVES ASSESSING FEASIBILITY AND DESIGN OF ADDITIONAL SYSTEMS AT STORM WATER OUTFALLS LOCATED ALONG THE SOUTHERN END OF THE BEACH AT F, G, H, I AND J AVENUES

PHASE II – CONSTRUCTION, INSTALLATION AND MONITORING

- IF RESULT OF FEASIBILITY STUDY INDICATES POTENTIAL FOR MORE INFILTRATION SYSTEMS AT SOUTHERN END OF TOWN, THEN FIND FUNDING TO CONSTRUCT, INSTALL AND MONITOR THEM

AREA SOUTH OF PIER AT K AVENUE

THE AREA SOUTH OF THE PIER AT K AVENUE CONTAINS FIVE STORM WATER OUTFALL SITES THAT MIGHT HANDLE STORM WATER INFILTRATION SYSTEM(S). THE SAND DUNES IN THIS AREA HAVE NEITHER THE HEIGHT NOR WIDTH OF THOSE IN THE NORTH END OF TOWN WHERE CURRENT SYSTEMS ARE INSTALLED. THE PURPOSE OF THE FEASIBILITY STUDY WILL BE TO IDENTIFY WHETHER A DIFFERENT DESIGN IS NEEDED OR TO CONSIDER ALTERNATIVE LOCATIONS, SUCH AS BETWEEN THE DUNES AND THE END OF THE BEACH ACCESS PARKING AREAS.

EACH OF THESE SITES HAVE AN UNPAVED PARKING LOT. (NOTE: TWO (E AND I) WILL SOON BE PAVED AS THE RESULT OF ANOTHER GRANT)

THE SITE OF THE STORM WATER OUTFALLS ARE F, G, H, I AND J AVENUE BEACH ACCESSES.

E AVENUE, ANOTHER ACCESS WE ARE CONSIDERING, DOES NOT HAVE A SEPARATE OUTFALL PIPE.

BACTERIA AND CONTAMINATION CONCERNS

TOURISM, BEACH AND SWIMMING ACTIVITIES ALONG THE THREE MILE ATLANTIC OCEAN WITHIN THE TOWN'S CORPORATE LIMITS ARE INTEGRAL TO THE TOWN'S ECONOMIC HEALTH. NC STATE TOURISM STATISTICS INDICATE 800,000 TOURISTS VISIT THE AREA ANNUALLY. THIS LEADS TO INCREASED POTENTIAL FOR BACTERIAL CONTAMINANTS AND OTHER STORM WATER POLLUTANTS TO ENTER THE RECREATIONAL BEACH AREAS FOLLOWING A RAIN EVENT. ON SEPTEMBER 29, 2016, NC DEQ ISSUED A SWIMMING ALERT FOR TWO LOCATIONS SOUTH OF THE K AVENUE PIER (F AND H AVENUE ACCESSES). BACTERIA LEVELS IN THE OCEAN WATER EXCEEDED THE STATE'S AND EPA'S RECREATIONAL WATER QUALITY STANDARDS. STORM WATER FLOWS INTO THE DRAINAGE AND OUTFALL SYSTEM, SO IT IS IMPERATIVE THAT THE MAJORITY OF THESE POLLUTANTS BE DIVERTED FROM THE BEACH AND OCEAN FOR THE HEALTH OF RESIDENTS AND VISITORS AS WELL AS BIRD, FISH AND SEA TURTLE POPULATIONS DEPENDENT ON THE BEACH SAND AND OCEAN WATERS. ANY INFILTRATION SYSTEM CONSIDERED FOR THE AREA MUST ALSO NOT BE DETRIMENTAL TO DRINKING WATER TABLES LOCATED BENEATH THE DUNES AND PARKING AREAS. THE RECREATIONAL BEACH AREAS ARE CLASSIFIED AS SURFACE WATER CLASSIFICATION SALTWATER/PRIMARY RECREATION AND SWIMMING.

QUESTIONS TO BE ANSWERED

REDUCE LEVEL OF BACTERIA

HOW CAN WE REDUCE LEVEL OF BACTERIA AT THE OUTFALLS?

IS THERE A WAY TO CAPTURE AND TREAT MORE THAN FIRST ½ INCH OF EACH RAIN EVENT?

WOULD 'DOUBLING DOWN' ON SYSTEMS ALLOW MORE TO BE TREATED – SUCH AS ONE IN THE DUNES AND ANOTHER IN PARKING ACCESS AS RUN OFF FROM THE STREET WOULD GO THROUGH THE SYSTEM IN THE PARKING LOT AND OTHER STORM WATER WOULD BE CLEANED BY SYSTEM IN DUNES.

WATER FLOW THROUGH OUTFALLS

WOULD A LARGER INFILTRATION SYSTEM CAPTURE AND CONTAIN MORE WATER FOR SLOWER RELEASE AND OR MORE CONTAINMENT IN DUNES/GROUND?

WOULD ADDITIONAL SYSTEMS IN SAME AREA CAPTURE AND HOLD MORE FOR SLOW RELEASE INTO THE DUNES AND NOT THE OUTFALL?

IS THERE ANOTHER MECHANISM FOR CAPTURING AND CONTAINING MORE STORM WATER FLOW TO EITHER ABSORB OR SLOW WATER FLOW?

REDUCE IMPACT OF HIGH VOLUME WATER FLOW TO OUTFALLS

TOWN HAD TO REPLACE ALL 15 OUTFALLS AFTER HURRICANE MATHEW IN 2016 AT COST OF \$175,000

TOWN IS ALSO HAVING TO REPLACE ALL 15 OUTFALLS AFTER HURRICANE FLORENCE IN 2018

NEED INNOVATIVE THINKING TO CAPTURE AND RETAIN MORE VOLUMES OF RAIN AND STORM WATER FLOW FOR SLOWER RELEASE AND OR ABSORPTION IN DUNES OR GROUND

IS THERE WAY TO SLOW THE VOLUME AND THE FORCE OF THE STORM WATER COMING THROUGH THE PIPES?

OLD BUSINESS

OLD BUSINESS
RE-ENTRY PROCESS FOR EMERGENCIES

RECOMMENDATION ON RE-ENTRY PROCESS FOR EMERGENCIES

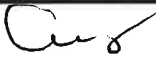
Submitted by Commissioner Oliver, Finance Officer Copenhaver and Town Clerk Avery

Effective January 1, 2019

- Town Hall staff will mail two identification items (ID) either in the form of a decal, sticker or hang tag to each property owner to be included with the monthly utility bill
- Color of the identification item will change each year, will show the town logo, and be marked with something like 'Emergency Re-entry' and the year
- Any resident/renter/property owner that wants more than two IDs may purchase them for \$20 each (for their grown children, for example)
- Any one that loses an ID may purchase another one for \$20 each
- Town Hall will sell additional IDs until August 31 of each year – after that they are not available
- New property owners will be given two IDs when they set up their new utility account

The team did not make a recommendation as to whether the form of ID for re-entry is mandatory or not.

Nancy Avery

From: Nancy Avery 
Sent: Tuesday, September 25, 2018 6:20 PM
To: Craig Bloszinsky; David Heglar; Joseph Whitley; John Ellen
Cc: Allen Oliver; Arlen Copenhaver; Mandy Sanders
Subject: decals, stickers and storms

Mayor and Commissioners,

Commissioner Oliver, Finance Officer Copenhaver and I met today to discuss the exciting topic of decals and stickers. Commissioner Oliver started us out by focusing on the purpose for a decal/sticker, which is to provide easier identification of residents/property owners at the bridge to reduce lines of traffic and level of stress for staff and volunteers assisting at the bridge during emergency situations. These are our recommendations:

Effective January 1, 2019

- Town Hall staff will mail two identification items (ID) either in the form of a decal, sticker or hang tag to each property owner to be included with the monthly utility bill
- Color of the identification item will change each year, will show the town logo, and be marked with something like 'Emergency Re-entry' and the year
- Any resident/renter/property owner that wants more than two IDs may purchase them for \$20 each (for their grown children, for example)
- Any one that loses an ID may purchase another one for \$20 each
- Town Hall will sell additional IDs until August 31 of each year – after that they are not available
- New property owners will be given two IDs when they set up their new utility account

We discussed at length whether it should be a decal/sticker or a hang tag. The most important point is that it be easily recognizable as the car approaches. Arlen and Allen, correct me if I am wrong, but I think we finally agreed a hang tag would work better because it could eventually be used for other things, such as if Council allows residential only parking on streets, or moves to paid parking. Hang tags could have 'Emergency Re-entry' printed on one side and 'Parking Pass' on the other. One issue staff runs into with the stickers, is that folks put them on their cars, then the car is sold or in an accident or given to a family member and they need another sticker. The hangtag is easy to move from car to car. Residents could even give it to a contractor doing work on their house for parking in the street, if Council sets up residential parking in the street.

We also discussed whether it was necessary to re-issue IDs each year or only once and give residents a sturdier one. We agreed we thought it best to re-issue each year.

The reason we set an end date on selling the IDs is to prevent the three day marathon we had in town hall with Florence where it took 7 staff members and a volunteer to keep up with phone calls and selling decals. Neither Arlen nor myself ever had a moment to prepare for the storm, talk to our staff about the storm and what they should do, give staff a lunch break or get any other work done. It put us extremely behind on posting water bill payments and getting the money into the bank, for an example. Staff is just now catching up on that.

Allen and Arlen – now that I think about it, I don't think we discussed whether it should be mandatory at the bridge or not or whether there should be an attempt to sell them at the bridge. If we give two passes to each household and make it mandatory, it should cut down on some of the walk-in traffic to purchase additional ones.

Switching to a hangtag and mailing them will cost more than the current system. Revenue from sales of decals is usually around \$5-7 thousand (correct me Arlen, if I am wrong). This year was an exception. By increasing the price to \$20 and

allowing folks to buy additional ones, we should still have some revenue. I think we have to weigh the possible revenue against amount of staff time that is used selling decals, particularly when a storm is approaching.

We purchase 2,500 decals each year at a cost of \$720. We rarely sell even close to all the decals. A mailing will cost about \$700 -- \$1,000 more when combined with the utility bill and the cost of envelopes. Cost of hangtags will more than double because we need to order two per household, so about 4,200, and they will be about 20 cents more for each. But with this approach, staff gets them to each household the first month of the year and then the property owner is responsible for having the hangtag. Out of town property owners don't have to make an effort to remember to buy one when here. They can decide to give them to renters or buy additional ones.

So, food for thought and I will put this on the October Council agenda.

Also didn't mean to write so much -- got carried away.

Nancy Avery
Town Clerk
Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 (office)
910-458-7421 (fax)
910-707-2016 (direct)
910-443-0410 (cell)
n.avery@tokb.org
www.townofkurebeach.org

OLD BUSINESS
STORM POST REVIEW MEETING WITH
DEPARTMENT HEADS

Nancy Avery

From: Craig Bloszinsky
Sent: Tuesday, October 16, 2018 10:33 AM
To: Nancy Avery; David Heglar
Subject: Re: Post review notes - please provide feedback by 10/16 End of Day

Yes, add it to the agenda, let David summarize for any specific actions that council should consider, those that are part of the emergency plan can be mentioned but addressed in that approval process.

David, let me know if you disagree.

Craig

Craig

From: Nancy Avery <n.avery@townofkurebeach.org>
Sent: Monday, October 15, 2018 3:42 PM
To: David Heglar; Craig Bloszinsky
Subject: Fwd: Post review notes - please provide feedback by 10/16 End of Day

Do you want this or anything about the storm on the October agenda?

Nancy Avery
Town Clerk
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 office
910-458-7421 fax
910-707-2016 direct
910-443-0410 cell
n.avery@tokb.org
www.townofkurebeach.org

Begin forwarded message:

From: David Heglar <d.heglar@townofkurebeach.org>
Date: October 12, 2018 at 3:18:36 PM EDT
To: Jim Mesimer <j.mesimer@townofkurebeach.org>, Mike Bowden <m.bowden@townofkurebeach.org>, Ed Kennedy <e.kennedy@townofkurebeach.org>, Arlen Copenhaver <a.copenhaver@townofkurebeach.org>, Nancy Avery <n.avery@townofkurebeach.org>, John Batson <j.batson@townofkurebeach.org>, Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Subject: Post review notes - please provide feedback by 10/16 End of Day

Notes from the Hurricane Review from Department Heads:

Craig, John, Arlen, Nancy, Jimmie, Mike, Ed, David

Working through the chain of command

Public Works

Council support - need additional generators - (lease vs buy)

Informational signs

Debris - got out of hand - how do we support this from Council perspective

Debris monitoring firm - how will this impact with FEMA

Admin

Preparation time for the storm - we have to change the process for decals

Council is already working this issue - impact of decals

What with the new buildings can be done to be added

Satellite phone - consideration

Fiber optics for internet - will have 3 backups with internet in new building

Finance

Decal thing and process needs to be updated

Building inspection

Damage assessment worked - need to document more detail on the damage reporting

Council

Great job on the storm by staff

Communication was very good to citizens

Leadership getting out to the teams in the job

Communication with Duke on the issues - helped get power back up

Pictures on Facebook

Emergency Manager

Incident command training - discussions

Needs -

Freezers

Satellite phone

Get Outlook for iOS

OLD BUSINESS

**PROPOSED AMENDMENT CODE OF
ORDINANCES**

Proposed New Ordinance

Sec. 19-373. – Exceptions

(9)

Freestanding or monument signs for existing homeowner associations of more than 4 lots noting only entrances, and/or common areas designated for owners use i.e. pool, parking lot, tennis court, clubhouse, etc. Signs shall be limited to 32 square feet and up to 8' tall, shall be illuminated from the exterior only, and shall be constructed of the same material to have a similar look of the homes located within the HOA. No sign shall contain any changeable copy system. When using this exception, no more than 2 signs per entrance and/or common areas are allowed.

Permitting process of Sec. 19-374 applies.

END



CURRENT ORDINANCE

Section 19-373 of Chapter 19, *Exceptions*, Article VI, *Signs*

Sec. 19-373.- Exceptions.

The signs listed below are excluded from these regulations:

- (1) Signs not exceeding four (4) square feet in area and bearing only property numbers, post office box numbers, names of occupants of premises, or other identification of premises not having commercial connotations and are on owner's property.
- (2) Flags, signs, and insignias of any governmental agency, except where displayed in connection with commercial promotion; items in this category are not to exceed thirty-two (32) square feet.
- (3) Signs directing and guiding traffic, parking and safety signs on private property, but bearing no advertising matter. Items in this category are not to exceed six (6) square feet.
- (4) Yard sale and for sale signs which are temporary. Items in this category are not to exceed six (6) square feet. All signs in this category must be set off street right-of-way in all zones except commercial. All signs in this category in the commercial district must be set back three (3) feet from the right-of-way. If three (3) feet is not available the sign must be behind the sidewalk or attached to the structure.
- (5) Signs located on church property not exceeding thirty-two (32) square feet. A maximum of two (2) church signs directing persons to churches located within the town not exceeding four (4) square feet each.
- (6) Current residential monument signs erected prior to 2008 are allowed. Monument signs must be approved and are subject to the subdivision approval process.
- (7) During the period beginning on the thirtieth (30th) day before the beginning date of "one-stop" early voting and ending on the tenth (10th) day after the primary, run-off, general or election day, political signs may be erected on any privately owned premises. Political signs may not exceed six (6) square feet in size. Political signs will not be allowed within the right-of-way in the town limits or any publicly owned property. Political signs in the extraterritorial jurisdiction shall be placed near the tree line from the edge of the road. Political signs may not be erected within fifty (50) feet of the town hall or polling place twenty-four (24) hours prior to the scheduled election subject to limits imposed by the New Hanover County Board of Elections.
- (8) Historically significant signs. The Federal Point Historic Preservation Society, the committee charged with protecting historical districts, may nominate signs located in

such districts as historically significant signs. The town council shall hold a public hearing and make final determination as to the historical significance of such nominated sign, and if such sign is found to be historically significant, then the prohibition herein shall not regulate such sign. However, such sign may only be maintained and shall not be enlarged, diminished or significantly changed, and in the event of such notification of change, it shall lose the protection as an historically significant sign.

(Ord. of 8-19-03; Ord. of 6-16-09; Ord. of 10-20-09; Ord. of 3-15-11, # 3; Ord. of 4-21-16)



**KURE BEACH
TOWN COUNCIL**

Council Meeting Date: OCTOBER 22,
2018

Council agenda Item# 4 Old Business

Date(s) Public Hearing(s) held:
October 22, 2018

CONSISTENCY STATEMENT 18-03

**ZONING CONSISTENCY STATEMENT
N.C.G.S. 160A-383**

- X Consideration of proposed text amendment to the Town of Kure Beach Code of Ordinances:
1. Chapter 19 Zoning, Article VI, Section 373 Exceptions
- X The proposed text amendment is **CONSISTENT WITH** the objectives/policies of the Town of Kure Beach Land Use Plan ("LUP")

The Kure Beach Town Council, after conducting a public hearing on the matter, finds that proposed amendment to Chapter 19 (Zoning) of the Town Code of Ordinances, Article VI (Signs), Section 373 (Exceptions) additional subsection 9 (Freestanding or Monument Signs) provides that freestanding or monument signs, under specified conditions and for certain existing homeowner associations ("HOAs"), shall be excluded from Chapter 19's sign regulations. The proposed amendment will help deter unauthorized use of HOA common areas and addresses the repair and replacement of current non-conforming HOA signage. The Town Council also finds that adopting the proposed amendment is consistent with the goal on land use compatibility as set forth in Part 3, Section 2.B. of the LUP which provides, in pertinent part, as follows:

Kure Beach desires to snure (consistency) with the historic small town nature of the community ...and will work to ...ensure that any uses of the land and water minimize negative envrionematl impacts and avoid risks to public health, safety and welfare....

Based on these findings, the Town Council concludes that adopting the amendment is reasonable and in the public interest.

Attest:

Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

TOWN FACILITY CONSTRUCTION PROJECT STATUS UPDATE

Constructive Building Solutions, LLC.

Construction Narrative #5

October 15, 2018

I. INTRODUCTION

This report is prepared by Constructive Building Solutions, LLC. (“CBS”) for the Town of Kure Beach regarding the design and construction of the New Fire Station – Town Hall/ Police Station Renovations (“Project”).

II. ANALYSIS

A. Activities

The following activities occurred during the construction period from August 1, 2018 through October 9, 2018:

Fire Station

- Exterior Envelope near Completion
- Electrical and Mechanical Overhead Equipment Installation
- Completed Drywall at Walls; Drywall at Ceilings Progressing
- Ceiling Grid near Completion
- Paint Priming Begun
- Hard Tile near Completion
- Overhead Doors Hung

Town Hall/ Police Station

- Roof Panels/Siding/Boxing/Window Installation Continuing
- Drywall Continuing
- Electrical and Mechanical Rough-In near Completion
- Fluid Applied Weather Resistive Barrier near Completion
- Drywall Installation Continues

Site Work

- Site Work Layout
- Parking Lot Grading
- Preparation for Underground Electrical
- Storm Water Piping and Evaluation of Existing Pipe Joints
- Apparatus Bay Entry Slab Installation

B. Schedule

The project schedule was heavily impacted by the approach and landfall of Hurricane Florence on September 14, 2018. Site preparation, storm days, and the overall effect on material delivery and labor resources combined to create delays on the project.

Thomas Construction has submitted a time extension request for weather days and Sundays (non-work days) for the time period prior to Florence. CBS has reviewed the request and recommends a time extension of 13 days based on the weather data for excessive rain during this period. CBS does not recommend a time extension based on Sunday work since CBS has been informed that the Town Ordinance preventing work on Sundays was in place at the time of the bid and no change in the ordinance has occurred during the construction period. Thomas Construction is preparing a request for a contract time extension due to Hurricane Florence.

Thomas Construction submitted a revised schedule dated September 26, 2018 that provides for a scheduled project completion on January 4, 2019. This date is not in conformance with the original contract completion date of November 19, 2018, however; as discussed above the contract date will be extended due to weather delays.

C. Submittals

Pay Application #8 of \$378,681.81 for work through July 31, 2018 has been submitted and payment recommended by the Architect and CBS. The total work completed through July 31, 2018 is \$2,892,643.36 leaving a balance to finish of \$1,646,441.81. This represents a completion percentage of 65%.

Thomas Construction has submitted Pay Application #9 of \$443,841.08 for work through September 30, 2018. Pay Application #9 is currently being reviewed by the Architect and CBS. The pay application as submitted represents a completion percentage of 76%.

D. Budget

Change Orders in the amount of \$20,635.00 have been approved to date.

The existing storm drain has been exposed and evaluated. A proposed repair detail has been developed by the design team and a proposed cost of \$5,766.00 submitted by Thomas Construction. CBS has reviewed the proposals and recommends proceeding with the repair.

III. CONCLUSION


To date, the Project is in good standing with regard to budget. The project is currently scheduled for completion on January 4, 2019 with the Fire Station completion scheduled for November 29, 2018; Town Hall occupancy is currently scheduled for December 6, 2018.

**OLD BUSINESS
TOWN FACILITY CONSTRUCTION
PROJECT
TWO CHANGE ORDERS**

CHANGE ORDER – ADMIN OFFICE - \$6,463



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk 
RE: Agenda item #1a under Old Business Business
DATE: October 19, 2018

Background

On August 28, 2018, I toured the Town Hall expansion/renovation site for the first time since construction began. I noticed that an inside hallway had been added for an outside entry door coming into the admin section from the front entrance. This hallway caused the office next to it to end up with dimensions of 9 x 10.9 feet making it a small, cramped work space. There are storage closets in the expansion that are larger than this office. Additionally, the placement of the hallway gives a blind entryway from the outside into the admin section as no one in the three offices in this area has a direct (or any) line of sight of the door. I am not comfortable with that for security reasons. In our discussion meetings with the architect, I never requested a hallway and intended for that outside entry to open into the office itself as a reception office. I am not sure how this happened, but will accept some responsibility as I did not catch it on the blue prints, though reading blue prints is not my specialty.

I asked the project manager, Commissioner Oliver and Building Inspector Batson for an estimate to remove the partial wall that makes up the hallway and wall off the outside entry, if needed, to obtain more space in this office.

I recognize we are moving along on this project and don't in any way want to hold anything up nor add to the cost, but the purpose of the expansion for me was adequate office space for now and future needs. I do not see this office space as adequate for file cabinets and seating for both council members, staff and the public. It is similar in size to the offices in the trailer in which we had to use desks from the police department because we couldn't fit the desks we have for town hall in them.

The cost of this change request is \$6,463 with half of that relating to electrical costs to change lighting in the office and former hallway. The project manager stated we might be able to negotiate to reduce it by at least \$1,000 and suggested Council might approve an amount not to exceed \$6,463. Approximately \$20,000 in change orders have been requested and approved to date.

Action requested by staff

Authorization from Council to proceed with increasing the size of this office at a cost not to exceed \$6,643

Funding required

Funds would come from construction project contingency

Comments for consideration

I would appreciate Council's support on this request. I do not make it lightly.

Nancy Avery

From: Nancy Avery
Sent: Tuesday, August 28, 2018 4:46 PM
To: Chris Lumpkin
Cc: Matt Oakley; John Batson; Allen Oliver; Mandy Sanders
Subject: request
Attachments: Admin office TH wall change.pdf

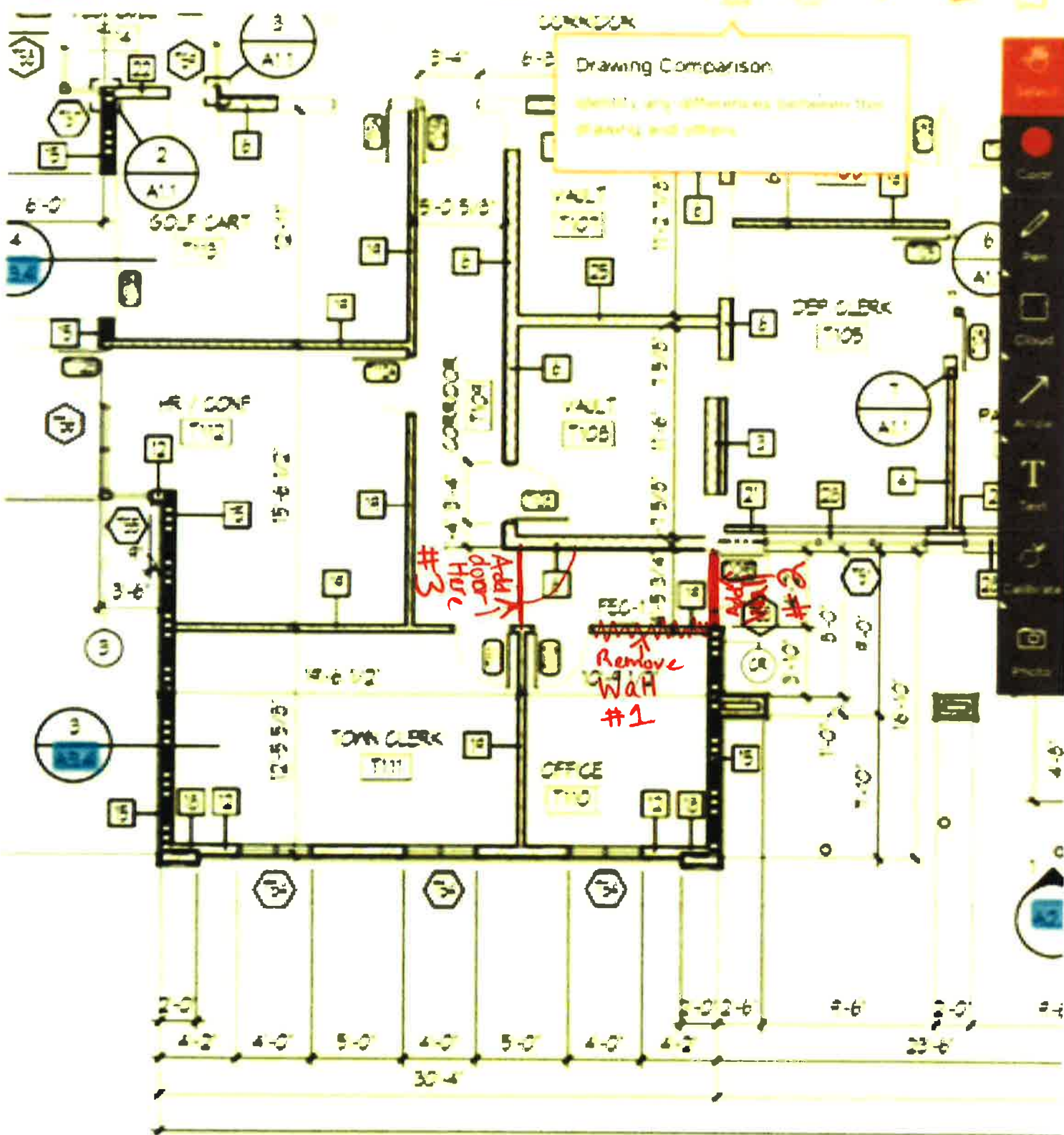
Chris – as per our conversation today, attached is a mock-up of a change I would like to see to office T110 in the administration area of Town Hall. I realize we are deep into the process, but the small size of that office is bothering me. It isn't much larger than one of the storage closets in the facility. I accept responsibility for not realizing how small it would be as drawn on the plans.

I would like to see cost and time delay involved in a change order to:

- 1) Remove existing wall between office T110 and the hallway to open up the size of that office
- 2) Wall in section designated as the outside entrance (I originally asked to keep the outside entrance, but am willing to forgo it to get more space in this office)
- 3) Put a door into office T110 in this area

Thanks and let me know how many cases of Extra Strength Excedrin I need to send.

Nancy Avery
Town Clerk
Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 (office)
910-458-7421 (fax)
910-707-2016 (direct)
910-443-0410 (cell)
n.avery@tokb.org
www.townofkurebeach.org



EVATION - A

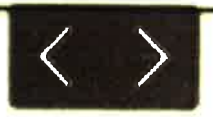
Now

9 x 10.9

Size of office in trailer

after

9 x 16.0





Change Order Proposal: 22
 Date: 10/3/18

Kure Beach Fire Dept/TH

DESCRIPTION	QUANTITY	UNIT	UNIT / LABOR	LABOR	UNIT / MATERIAL	MATERIAL	UNIT / SUBCONTRACT	SUBCONTRACT	TOTAL
Revisions to Office T110 & Corridor T109				\$ -		\$ -		\$ -	\$ -
New Door Frame / New Door for office T110	1	ea		\$ -		\$ -	\$ 888	\$ 888	\$ 888
Labor to install frame	1	ea		\$ -		\$ -	\$ 50	\$ 50	\$ 50
Delete installation of storefront door T109B	1	ea		\$ -		\$ -	\$ (600)	\$ (600)	\$ (600)
Electrical Rework for corridor	1	ea		\$ -		\$ -	\$ 2,930	\$ 2,930	\$ 2,930
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
Drywall - Demo and New Drywall	1	ea		\$ -		\$ -	\$ 2,817	\$ 2,817	\$ 2,817
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
UNIT SUBTOTALS				\$ -		\$ -		\$ 6,085	\$ 6,085

Sales Tax	7.00%	\$ -
Labor Burden	38.50%	\$ -
Builders Risk Ins	0.37%	\$ 23
SUBTOTAL		\$ 6,108
Profit / Fee	5.00%	\$ 305
Bond	0.78%	\$ 50
GRAND TOTAL		\$ 6,463

CLARIFICATIONS / QUALIFICATIONS

This change order proposal is solely based on the usual cost elements such as labor, material, tools, and equipment as per the original contract.

The change in scope represented by this COP will result in an add/decrease of 0 days to Overall Project Schedule.

This change order proposal includes the following Clarifications:

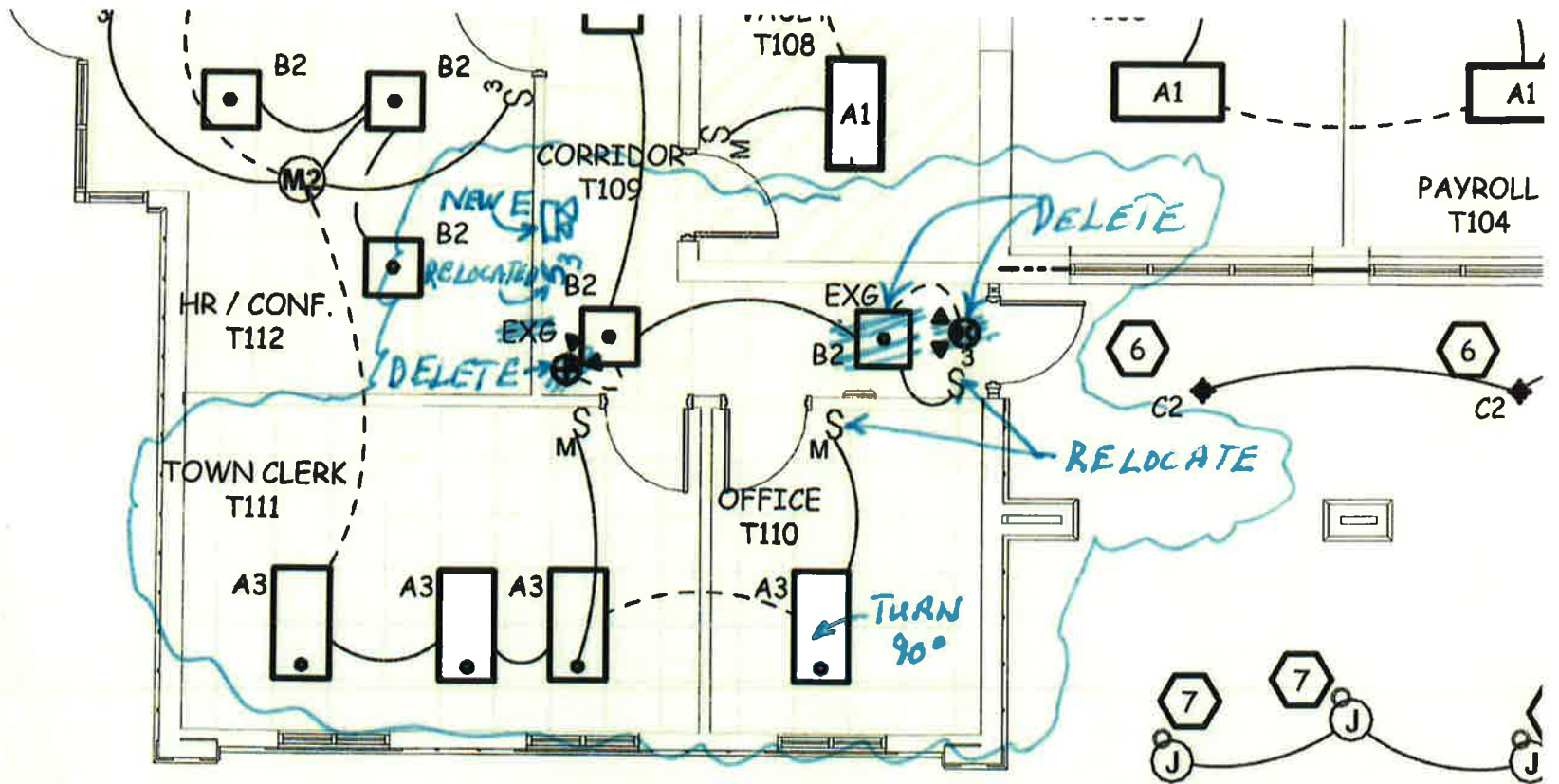
Per Owner Request to change Office T110 and Corridor T109 we have included the electrical, drywall, and door changes.

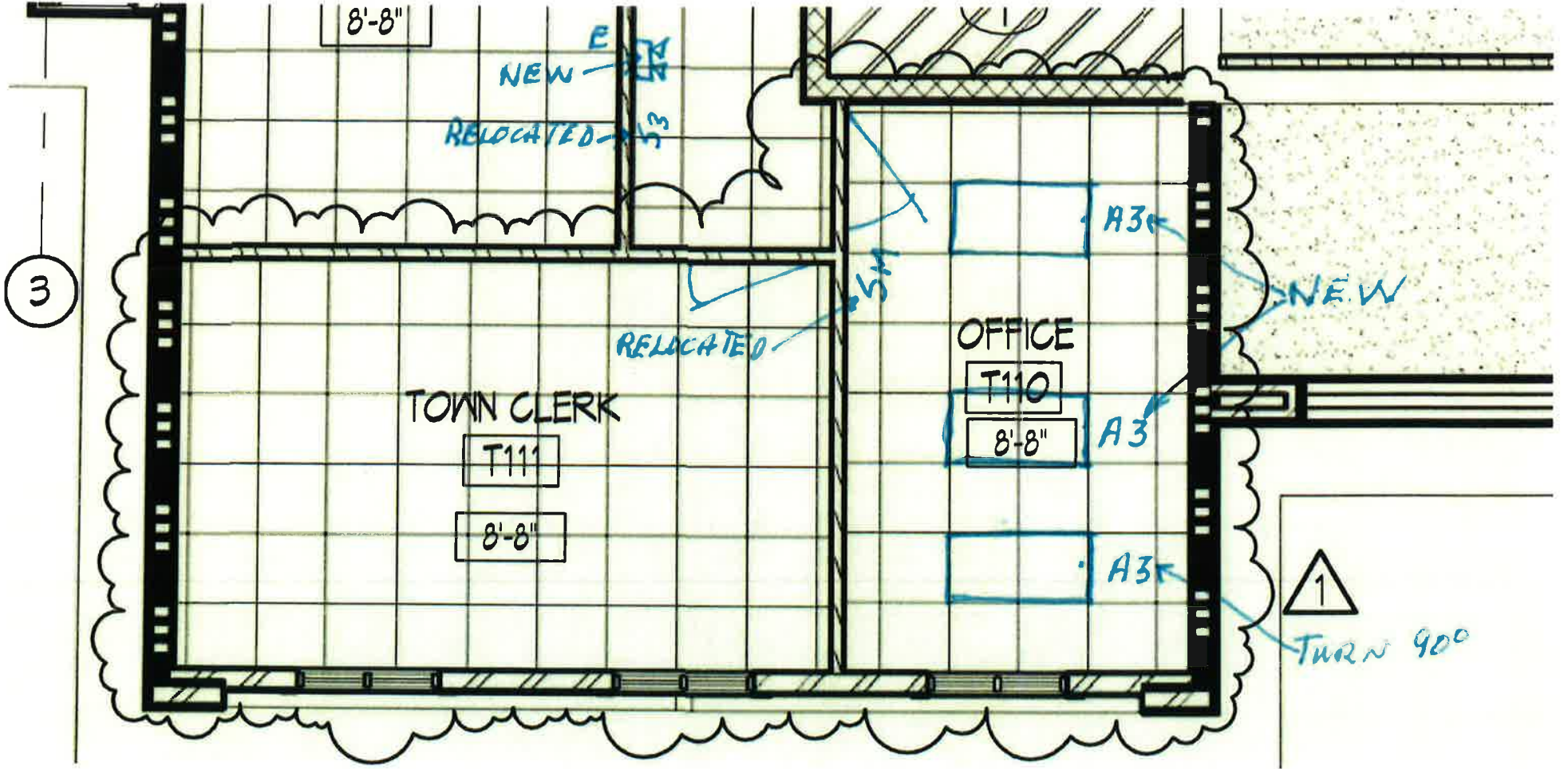
There is no impact to mechanical scope.

The exterior door to be turned over to Owner. The wood door delivery will take approximately 8 weeks

Need approval and NTP w/ changes by 10/16/18 to avoid impacting the job and additional GCs.

Owner Acceptance - Sign & Date





LANEY

ELECTRICAL CONSTRUCTION

LETTER OF TRANSMITTAL/MEMO

Stuart D. Laney Jr., President
Robert R. Wiggs, Vice President
Allen G. Peterson, Vice President
NC Electrical License 24336-U

PO Box 10382
Wilmington, NC 28404
Phone # 910-798-1280
Fax # 910-798-2829

DATE: October 8, 2018

TO: Thomas Construction Group

ATT: Kaitlyn Morgan

RE: Kure Beach Town Hall

MESSAGE:

Please see attachment for quote/breakdown to remodel office T110 in the town hall.

The fixtures may be a twelve week delivery item.

Yours Truly



Stuart D. Laney, Jr.

Laney Electrical Construction, Inc.

Change Proposal Form

Date:

Project:

Subcontract: Electrical

Address: Wilmington, NC

Description of Change:

Materials

Direct Cost of Materials	\$1,081.90
Overhead & Profit <u>10</u> %	\$ 108.19
Sales Tax <u>7</u> %	\$ <u>75.73</u>
SUBTOTAL OF MATERIALS	\$1,265.82

Labor

Total Man Hours: 37.76 @ 31.25 Hr.	\$1,180.00
Overhead & Profit 10%	\$ 118.00
Payroll Taxes & Insurance 31%	\$ <u>365.80</u>
LABOR SUBTOTAL	\$1,663.80

Equipment Rental

Equipment Rental:	\$
Overhead & Profit _____%	\$
RENTAL SUBTOTAL	\$

Subcontractors

Subcontractors	\$
Overhead & Profit _____%	\$
SUBCONTRACTORS SUBTOTAL	\$

SUBTOTAL OF PROPOSAL

\$2,929.62

TOTAL OF CHANGE PROPOSAL

\$2,930.00

CONTRACTOR'S SIGNATURE:


President

**Project: 300083 - Kure Beach Town Hall/Police
 Contemplated Change Order # 16
 Change opening T110 from RH to LH per owner revision 1.**

1	Single Door #T110.R	Corridor T109 to Office T110	LH
1	3070 1 3/4 WD 5502 QK NR RCWM N PC UNKN LH (CL; HN)		
1	SGL F 16 4 534 3070 CRS KD LH (345U; ASA; WS6; SUA)		

Section Totals

08 11 13 Hollow Metal Doors & Frames	135.00
08 14 16 Flush Wood Doors	695.00
Pre-Tax Total	830.00

Taxes

NCNH3 - NC - NEW HANOVER COUNTY	18.68
NCST - NC - North Carolina State Tax	39.43
Tax Total	58.11
Grand Total	888.11

Kaitlyn Morgan

From: Ryan Moore <ryanmooresglass@outlook.com>
Sent: Friday, October 12, 2018 3:42 PM
To: Kaitlyn Morgan
Subject: RE: IMPORTANT: Delete Installation of Storefront Door T109B

\$600.00 to deduct T109B

Sent from Mail for Windows 10

From: Kaitlyn Morgan <kmorgan@thomasconstructiongroup.com>
Sent: Friday, October 12, 2018 11:32:21 AM
To: ryanmooresglass@outlook.com
Cc: Harold Haggard
Subject: IMPORTANT: Delete Installation of Storefront Door T109B

Could you please send me that change order. I need to submit to the owner today.

Kaitlyn Morgan
Assistant Project Manager

Thomas Construction Group, LLC
Wilmington, NC | Charleston, SC

m. 910 386 1258 · o. 910 799 2295
f. 910 799 2072

Kure Beach Rework T110
Job Number: 5122
Bid Summary: Default
Extension By Phase

Item #	Description	Quantity	Price	U	Ext Price	Labor Hr	U	Ext Lab Hr
-- 02 Wire & Cable --								
2926	12/2 Alum MC Cable w/Green Ground Wire	20.00	540.00	M	10.80	13.00	M	0.26
2932	3/8" SS Flex/BX Conn	4.00	85.00	C	3.40	0.02	E	0.08
8275	3/8" 1-Hole Strap	4.00	12.70	C	0.51	0.04	E	0.16
T0001	Rework Wiring	1.00	500.00	E	500.00	32.00	E	32.00
-- 02 Wire & Cable Total --					514.71			32.50
-- 04 Light Fixtures & Lamps --								
8372	Hangers	10.00	0.50	E	5.00	0.05	E	0.50
A3	Fixture A3	2.00	240.00	E	480.00	1.50	E	3.00
E	Fixture E	1.00	75.00	E	75.00	1.00	E	1.00
-- 04 Light Fixtures & Lamps Total --					560.00			4.50
-- 05 Wiring Devices & Covers --								
2573	4" Square Deep Box (1/2 & 3/4 KO's)	2.00	127.95	C	2.56	0.20	E	0.40
2741	4" Square-1G Tile Ring-3/4"D	1.00	52.97	C	0.53	0.05	E	0.05
4790	4" Square Flat Blank Cover	1.00	36.25	C	0.36	0.02	E	0.02
8615	Ground Screw	2.00	5.00	C	0.10	0.00	E	0.00
1242106	Caddy RB Hanger	1.00	3.00	E	3.00	0.05	E	0.05
-- 05 Wiring Devices & Covers Total --					6.55			0.52
-- 07 Misc --								
6874	1/4X4 Toggle Bolt	2.00	32.17	C	0.64	12.00	C	0.24
-- 07 Misc Total --					0.64			0.24
Job Total					1,081.90			37.76

* Target, Labor column 3



SubContractor's Change Order Request Summary (Sheet "A")	
Project #	Kure Beach Furr corridor wall
<div style="border: 1px solid black; padding: 5px; margin: 10px auto; width: 80%;">Division 9 of the Carolinas 6336 Oleander Drive Suite 2 Wilmington, NC Zip Code 28403</div>	
C.O.R. Total*	\$2,817
<hr/>	
(Signature here): <u>Michael Garrison</u>	Date: 5/23/2018
(Type name here): <u>Michael Garrison</u>	

SubContractor Summary - (Sheet "B")

Division 9 of the Carolinas
6336 Oleander Dr Suite 2
Wilmington, NC 28403
Zip 28403

Summary of SubContractor's Self Performed Work

(1.) (= line c from Sheet "C").	Total Material*	\$	207.49
(2.) (=Line c. from Sheet "D").	Total Labor*	\$	2,242.50
(3.) (= line c. from Sheet "E").	Total Equipment*	\$	-
(4.) (=lines 1 + 2 + 3)	Total - Self Performed Work*	\$	2,449.99

Summary of other Quoted Work (subcontracts)

(5.) Quote - Subcontractor #1		\$	-
(6.) Quote - Subcontractor #2		\$	-
(7.) Quote - Subcontractor #3		\$	-
(8.) (lines 5 + 6 + 7)	Total - Quoted (subcontract) Work*	\$	-

(9.) (lines 4 + 8)	Total - Self Performed & Quoted (subcontract) Work* (less bond, ins, & OH&P)	\$	2,449.99
--------------------	---	-----------	-----------------

(10.) (on line 9)	(15 % max)	15% OH&P	\$	367.50
-------------------	------------	----------	----	--------

(11.) (lines 9 + 10)	Total All Work* including OH&P	\$	2,817.49
----------------------	---	-----------	-----------------

(12.) (on line 11.)	(if applicable)	0% Bond*	\$	-
---------------------	-----------------	----------	----	---

(13.) (on line 11.)	(if applicable)	0% Ins.*	\$	-
---------------------	-----------------	----------	----	---

(14.) (lines 12 + 13)	Total - Bonds & Insurance*	\$	-
-----------------------	---------------------------------------	-----------	----------

(15.) (lines 11 + 14)	C.O.R. Total - All Work*	\$	2,817.49
-----------------------	---------------------------------	-----------	-----------------

* Do Not Round Off Numbers

SubContractor Material Break Down - (Sheet "C")

Material/Item Description	Quantity	Unit	Price*	Unit	Extension*
6" exterior track	10	/ ln.ft.	@ \$ 1.00	ea.	= \$ 10.00
6" exterior studs	32	/ ln.ft.	@ \$ 1.10	ea.	= \$ 35.20
plywood	1	/ sheet	@ \$ 39.70	ea.	= \$ 39.70
plywood screws	40	/ ea.	@ \$ 0.15	ea.	= \$ 6.00
shots and pins	15	/ ea.	@ \$ 0.25	ea.	= \$ 3.75
framing screws	50	/ ea.	@ \$ 0.02	ea.	= \$ 1.00
3 5/8" track	10	/ ln.ft.	@ \$ 0.38	l/ft	= \$ 3.80
3 5/8" studs	80	/ ln.ft.	@ \$ 0.42	l/ft	= \$ 33.60
drywall	64	/ sq/ft	@ \$ 0.49	l/ft	= \$ 31.36
insulation	64	/ sq.ft.	@ \$ 0.29	l/ft	= \$ 18.56
drywall mud	1	/ box	@ \$ 7.50	l/ft	= \$ 7.50
drywall tape	1	/ roll	@ \$ 1.95	l/ft	= \$ 1.95
drywall screws	75	/ ea.	@ \$ 0.02	l/ft	= \$ 1.50
		/ ea.	@ \$ -	ea.	= \$ -
		/ l/ft	@ \$ -	l/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ sq/ft	@ \$ -	sq/ft	= \$ -
		/ tons	@ \$ -	cu/yds	= \$ -
		/ cu/yds	@ \$ -	cu/yds	= \$ -
		/ cu/yds	@ \$ -	cu/yds	= \$ -
		/ tons	@ \$ -	tons	= \$ -
		/ tons	@ \$ -	tons	= \$ -
		/ gals	@ \$ -	gals	= \$ -
		/ gals	@ \$ -	gals	= \$ -
		/ gals	@ \$ -	gals	= \$ -
a. Subtotal Material*					\$ 193.92
b. <input type="text" value="7"/> % Sales Tax					\$ 13.57
c. Total Material*					\$ 207.49

* Do Not Round Off Numbers

SubContractor Labor Break Down (Sheet "D")

Labor Description	Time	Unit	Cost	Unit	Extension*
Demo interior wall	19	/hr	@ \$ 25.00	/hr	= \$ 475.00
Framing interior and exterior wall	12	/hr	@ \$ 25.00	/hr	= \$ 300.00
sheathing exterior wall	4	/hr	@ \$ 25.00	/hr	= \$ 100.00
drywall hanging interior and exterior	12	/hr	@ \$ 25.00	/hr	= \$ 300.00
drywall finishing	12	/hr	@ \$ 25.00	/hr	= \$ 300.00
Stock & Clean Labor	6	/hr	@ \$ 25.00	/hr	= \$ 150.00
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
		/hr	@ \$ -	/hr	= \$ -
a. Subtotal Labor*			\$	1,625.00	
(on Line a. - maximum 40%)	b. 38%	Burden	\$	617.50	
(lines a. + c.)	c. Total Labor		\$	2,242.50	

* Do Not Round Off Numbers

SubContractor Equipment Break Down (Sheet "E")

Equipment Type	Rental Per Hour		Rental Per Day		Rental Per Week		Extension*
	Hour(s)	Charge	# Day(s)	Charge	# Week(s)	Charge	
	/hr(s)	@ \$ - /hr	day(s)	@ _____ /day	/wk(s)	@ _____ /wk(s)	
	/hr(s)	@ \$ - /hr	day(s)	@ _____ /day	/wk(s)	@ \$ - /wk(s)	\$ -
	/hr(s)	@ \$ - /hr	day(s)	@ \$ - /day	/wk(s)	@ \$ - /wk(s)	\$ -
	/hr(s)	@ \$ - /hr	day(s)	@ \$ - /day	/wk(s)	@ \$ - /wk(s)	\$ -
	/hr(s)	@ \$ - /hr	day(s)	@ \$ - /day	/wk(s)	@ \$ - /wk(s)	\$ -
	/hr(s)	@ \$ - /hr	day(s)	@ \$ - /day	/wk(s)	@ \$ - /wk(s)	\$ -
	/hr(s)	@ \$ - /hr	day(s)	@ \$ - /day	/wk(s)	@ \$ - /wk(s)	\$ -
					a.	Subtotal Equipment*	\$ -
(No sales tax charge on contractor owned equipment)			(lines a. _____)		b.	7 % Sales Tax	\$ -
			(lines a. + b. _____)		c.	Total Equipment*	\$ -

* Do Not Round Off Numbers

**CHANGE ORDER – 2 ADA DOOR
OPERATORS**

\$8,846

Nancy Avery

From: Allen Oliver
Sent: Thursday, October 18, 2018 3:31 PM
To: Nancy Avery
Subject: Fwd: Kure Beach Town Hall & Fire Station - PCO #21 - Add ADA Door Operators - TH-PD.pdf
Attachments: PCO #21 - Add ADA Door Operators - TH-PD.pdf

Is it too late to add this to the change orders to be approved for Monday night. If the agenda is final I will request to add it to the agenda Monday night.

Thanks,

Allen

Allen Oliver, Commissioner
Town of Kure Beach
336-963-3533

From: Chris Lumpkin <clumpkin@constructivebuildingsolutions.com>
Sent: Thursday, October 18, 2018 3:22:06 PM
To: John Batson; Allen Oliver
Cc: dbrown@constructivebuildingsolutions.com
Subject: FW: Kure Beach Town Hall & Fire Station - PCO #21 - Add ADA Door Operators - TH-PD.pdf

See COP for Additional ADA door operators.

Chris Lumpkin

Principal



p: 910-799-9225

f: 910-799-9056

a: 4032 Masonboro Loop Road, Wilmington, Suite 101 NC 28409

e: clumpkin@constructivebuildingsolutions.com

w: www.constructivebuildingsolutions.com

From: Kaitlyn Morgan [mailto:kmorgan@thomasconstructiongroup.com]
Sent: Thursday, October 18, 2018 12:37 PM
To: Matt Oakley <mattoakley@oakleycollier.com>; Chris Lumpkin <clumpkin@constructivebuildingsolutions.com>
Cc: Harold Haggard <hhaggard@thomasconstructiongroup.com>; Donald Turner <Donald@thomasconstructiongroup.com>
Subject: Kure Beach Town Hall & Fire Station - PCO #21 - Add ADA Door Operators - TH-PD.pdf
Importance: High

Matt and Chris,

Please see the attached potential change order "PCO #21 – Add ADA Door Operators – Town Hall & Police Station."

Please note these are a long lead item. Please take this into consideration when sending this information to the Town of Kure Beach.

Thank you

Kaitlyn Morgan
Assistant Project Manager

Thomas Construction Group, LLC
Wilmington, NC | Charleston, SC

m. 910 386 1258 · o. 910 799 2295
f. 910 799 2072



Change Order Proposal: 21

Date: 10/3/18

Kure Beach Fire Dept/TH

DESCRIPTION	QUANTITY	UNIT	UNIT / LABOR	LABOR	UNIT / MATERIAL	MATERIAL	UNIT / SUBCONTRACT	SUBCONTRACT	TOTAL
Add ADA Door Operators Town Hall / Police Station				\$ -		\$ -		\$ -	\$ -
Material for 2 Door Operators at Town Hall / Police	1	ea		\$ -		\$ -	6,313	6,313	6,313
Labor to Install Door Operators	1	ea		\$ -		\$ -	400	400	400
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
Electrical power and rough In - Labor and Material	1	ea		\$ -		\$ -	1,616	1,616	1,616
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
				\$ -		\$ -		\$ -	\$ -
UNIT SUBTOTALS				\$ -		\$ -		8,329	8,329

Sales Tax	7.00%	\$ -
Labor Burden	38.50%	\$ -
Builders Risk Ins	0.37%	\$ 31
SUBTOTAL		\$ 8,360
Profit / Fee	5.00%	\$ 418
Bond	0.78%	\$ 68
GRAND TOTAL		\$ 8,846

CLARIFICATIONS / QUALIFICATIONS

This change order proposal is solely based on the usual cost elements such as labor, material, tools, and equipment as per the original contract.

The change in scope represented by this COP will result in an add/decrease of 0 days to Overall Project Schedule.

This change order proposal includes the following Clarifications:

This change order adds 2 ADA automatic door operators to the town hall/police station.

Owner Acceptance - Sign & Date

**Project: 300083 - Kure Beach Town Hall/Police
 Contemplated Change Order # 15
 Add auto operators at T175A & T123A.**

-1	Single Door #T123A		Exterior from Lobby T123			LHR
1	Single Door #T123A		Exterior from Lobby T123			LHR
1	Power Operator	8418 PUSH 36"		RH	ALM	HA
2	Actuator	2-659-0172			US32D	HA
1	Receiver	2-659-0183				HA
2	Wireless Transmitter	2-659-0184			BLACK	HA
-1	Pair Doors #T175A		Porch T100 from Council Meeting T175			RHRA
1	Pair Doors #T175A		Porch T100 from Council Meeting T175			RHRA
1	Power Operator	8418 PUSH 36"		LH	ALM	HA
2	Actuator	2-659-0172			US32D	HA
1	Receiver	2-659-0183				HA
2	Wireless Transmitter	2-659-0184			BLACK	HA

Section Totals

08 71 00 Door Hardware	5,900.00
	<hr/>
	Pre-Tax Total
	5,900.00

Taxes

NCNH3 - NC - NEW HANOVER COUNTY	132.75
NCST - NC - North Carolina State Tax	280.25
	<hr/>
	Tax Total
	413.00
	<hr/> <hr/>
	Grand Total
	6,313.00

8418 Single Operator



Features:

- Single person installation
- Pre-drilled mounting holes for ease of installation
- Built-in adjustable door stop for protection against wind or abusive environments
- Interfaces with electric door hardware
- Operates as a mechanical closer if power is disconnected
- Obstacle recognition upon opening and closing
- On-board power supply
- Blow open function for smoke ventilation
- Boost on close - selectable on/off

Notes:

- Must specify push or pull side mount
- Specify handing

Also Available:

- Simultaneous Pair (8419)
- Independent Pair (8420)
- Double Egress Simultaneous Pair (8421)
- Double Egress Independent Pair (8422)
- Single Operator paired with 5100 Series Mechanical Closer (8423)

PRODUCT SPECIFICATIONS

ELECTRICAL POWER REQUIREMENTS: CURRENT DRAW: AUXILIARY OUTPUT VOLTAGE: FUZE TYPE: ELECTRIC LOCK RELAY TYPE: LOCK RELAY RATING:

115 VAC 60 HZ
3.0A
24 VDC 500mA
2.0A, 5 x 20mm, Slo-Blo
Form "C" SPDT
5.0A @ 28 VDC

DIMENSIONS SIZE: REVEAL: MAX DOOR WEIGHT: STANDARD DOOR SIZES:

5" h x 4-1/2" d x Door Opening Width + 3"
Up to 12" standard
350 lbs
Single: 36"- 48" / Double: 60"- 96"

MECHANICAL SPRING ADJUSTMENT: MAX DEGREE OF SWING: ON/OFF/HOLD OPEN SWITCH: SWING DIRECTION: OPERATING TEMPERATURE:

5 lbs to 20 lbs closing force
180 degrees
Standard
Inswing/Outswing
- 40 degrees F to +140 degrees F

PARAMETERS HOLD OPEN TIME: BUILT-IN-STOP: FIRE ALARM INPUT: INTERNAL DISPLAY: MEMORY TYPE: ADJUSTABLE SWING DEGREE:

1 sec to continuous
Manual swing to 180 degrees/ Power swing to 100 degrees
FA input shunts swing activations until FACP is manually reset
LCD
Flash Upgradeable
80 degrees to 180 degrees

CERTIFICATIONS ANSI: WARRANTY: UL/CUL: UL10C:

Meets A156.19
2 years
Listed for up to 3 hours
Positive Pressure Rated

FINISHES ALM: DBZ:

Aluminum (ALM)
Dark Bronze (DBZ)

2-659-0172

4.5" Square Actuator
Push to Open Text and Logo

Features:

- Hard wired and wireless (hard wired standard)
- Beveled edges
- Graphics embossed onto the faceplate for durability
- 304 grade stainless steel scratch resistant finish

Note:

For wireless version, must order receiver and transmitter separately.



PRODUCT SPECIFICATIONS

FINISH:

US32D with blue text and logo

FACEPLATE:

16 gauge, 304 stainless steel

BACKPLATE:

1/8" thick aluminum

FASTENERS:

6 - 3/2" x 1" and 8 - 3/2" x 1" Allen Head mounting screws

CHERRY SWITCH:

Single-pole, 15A/COM/NO/NC contacts

COMPATIBLE WIRELESS

FREQUENCIES:

433 MHz

2-659-0183

433 MHz Receiver

About:

- Universally compatible with any type of automatic door application
- Used for wireless activation or sequencing of doors
- Receiver can be programmed with up to 100 transmitters
- Activation of transmitter utilizes a rolling code providing a protected signal

Features:

- Optional delay - no delay programming
- Toggle or pulse mode selectable by DIP switch
- Red LED on receiver verifies transmission and delivers troubleshooting assistance



PRODUCT SPECIFICATIONS

FREQUENCY:
433 MHz

INPUT VOLTAGE:
12 to 24 VAC/VDC

RADIO CONTROL TYPE:
Digital
EMITTED RADIO POWER:
-28.7dBm (transmitter)

NUMBER OF TRANSMITTERS PER RECEIVER:
100 maximum transmitters

LED FUNCTIONS:
Red=Relay Activity
Blue=Receiver/Transmitter Learn

DIMENSIONS:
Receiver - 2.75" x 2.125" x 1.0"



HAGER

COMPANIES

One Family. One Brand. One Vision.

PRODUCT SPECIFICATIONS

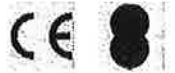
For more information visit www.hager.com

2-659-0184

3-Volt Hard Wired to Actuator
One Button Transmitter

About:

- To be used with 2-659-0183 Receiver
- Universally compatible with any type of automatic door application
- Used for wireless activation of doors



PRODUCT SPECIFICATIONS

FREQUENCY:
433 MHz

INPUT VOLTAGE:
12 to 24 VAC/VDC

RADIO CONTROL TYPE:
Digital

EMITTED RADIO POWER:
-28.7dBm (transmitter)

NUMBER OF TRANSMITTERS PER RECEIVER:
100 maximum transmitters

LED FUNCTIONS:
Red=Relay Activity
Blue=Receiver/Transmitter Learn

DIMENSIONS:
Transmitter - 2.75" x 1.375" x 0.6"

Laney Electrical Construction, Inc.

Change Proposal Form

Date: August 31, 2018

Project: Kure Beach Town Hall/Police Station

Subcontract: Electrical

Address: Kure Beach, NC

Description of Change: Add ADA Door Power

Materials

Direct Cost of Materials	\$287.05
Overhead & Profit 10_ %	\$ 28.71
Sales Tax <u>7%</u>	<u>\$ 20.09</u>
SUBTOTAL OF MATERIALS	\$335.85

Labor

Total Man Hours: 29.05@ 31.25Hr.	\$907.81
Overhead & Profit 10%	\$ 90.78
Payroll Taxes & Insurance 31%	<u>\$281.42</u>
LABOR SUBTOTAL	\$1,280.10

Equipment Rental

Equipment Rental:	\$
Overhead & Profit ____%	\$
RENTAL SUBTOTAL	\$

Subcontractors

Subcontractors	\$
Overhead & Profit ____%	\$
SUBCONTRACTORS SUBTOTAL	\$

SUBTOTAL OF PROPOSAL \$1,615.95

TOTAL OF CHANGE PROPOSAL \$1,616.00

CONTRACTOR'S SIGNATURE:

President

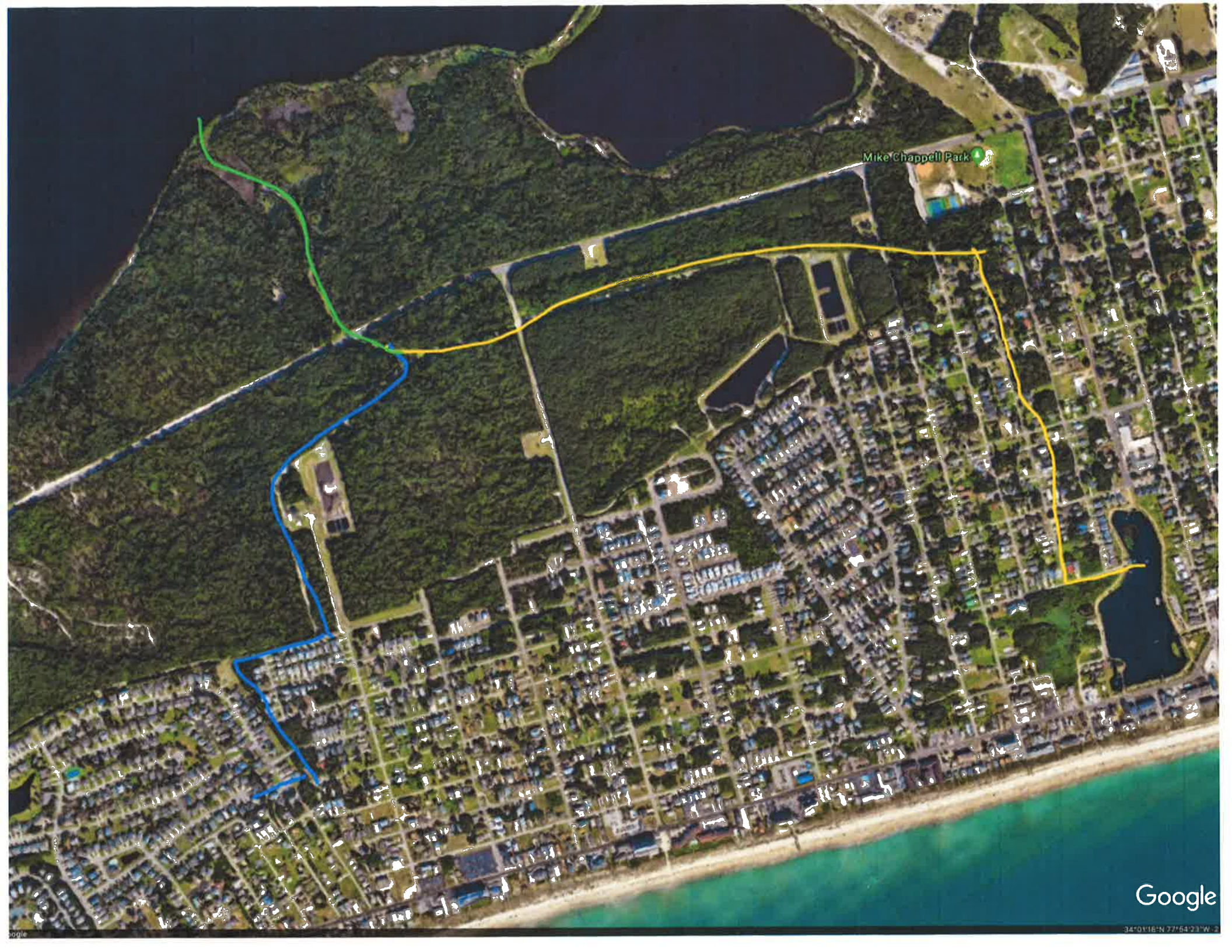
Kure Beach Add ADA Door Power
Job Number: 5120
Bid Summary: Default
Extension By Phase

Item #	Description	Quantity	Price U	Ext Price	Labor Hr U	Ext Lab Hr
--- 01 Raceway, Ftgs, & Boxes ---						
1001	3/4" EMT	200.00	40.78 C	81.56	6.00 C	12.00
1497	3/4" Comp Steel Insul Throat Conn	8.00	40.15 C	3.21	0.12 E	0.96
2279	3/4" 1-Hole Strap	25.00	10.87 C	2.72	0.05 E	1.25
1234868	3/4" Compression Steel Coupling	25.00	52.53 C	13.13	0.00 E	0.00
--- 01 Raceway, Ftgs, & Boxes Total ---				100.62		14.21
--- 02 Wire & Cable ---						
2786	#14 THHN CU Solid Wire	1,100.00	82.83 M	91.11	8.64 M	9.50
2926	12/2 Alum MC Cable w/Green Ground Wire	110.00	540.00 M	59.40	15.60 M	1.72
2932	3/8" SS Flex/BX Conn	4.00	85.00 C	3.40	0.02 E	0.08
8275	3/8" 1-Hole Strap	22.00	12.70 C	2.79	0.05 E	1.10
--- 02 Wire & Cable Total ---				156.70		12.50
--- 05 Wiring Devices & Covers ---						
2573	4" Square Deep Box (1/2 & 3/4 KO's)	6.00	127.96 C	7.68	0.24 E	1.44
2741	4" Square-1G Tile Ring-3/4"D	6.00	52.95 C	3.18	0.06 E	0.58
4674	1G Plastic Blank Plate	2.00	28.31 C	0.57	0.14 E	0.28
6615	Ground Screw	6.00	5.00 C	0.30	0.00 E	0.00
1242106	Caddy RB Hanger	6.00	3.00 E	18.00	0.06 E	0.36
--- 05 Wiring Devices & Covers Total ---				29.73		2.44
Job Total				287.05		29.05

* Target, Labor column 3

NEW BUSINESS

NEW BUSINESS
STORM WATER COMMUNITY FLOODING



Mike Chappell Park

MINUTES



TOWN COUNCIL MINUTES

SPECIAL MEETING

OCTOBER 12, 2018 @ 5 PM

The Kure Beach Town Council held a special meeting on Friday, October 12, 2018 at 5 pm. The Town Attorney was present and there was a quorum of Council members present.

COUNCIL MEMBERS PRESENT

Mayor Craig Bloszinsky
Mayor Pro Tem (MPT) David Heglar
Commissioner Joseph Whitley
Commissioner John Ellen
Commissioner Allen Oliver

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Town Clerk – Nancy Avery
Building Inspector – John Batson
Public Works Director – Jimmy Mesimer

Mayor Bloszinsky called the special meeting to order at 5 pm stating the purpose was to hold a closed session to consult with the Town Attorney, as per N.C.G.S. 143-318.11(a)(3). Notice was posted at Town Hall and on the Town's website on October 10 at 3:30 pm and notification was provided to the Sunshine List, thus meeting Open Meetings laws.

MOTION – Commissioner Ellen motioned to go into closed session at 5:01 pm as per N.C.G.S. 143-318.11(a)(3)

SECOND – Commissioner Whitley

VOTE – Unanimous

MOTION – MPT Heglar motioned to return to open session at 5:38 pm

SECOND – Commissioner Whitley

VOTE – Unanimous

MOTION – MPT motioned to adjourn at 5:39 pm

SECOND – Commissioner Ellen

VOTE - Unanimous

ATTEST: _____
Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. A recording of the meeting is available on the town's website under government>council.



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

The Kure Beach Town Council held its regular meeting on Monday, September 24, 2018. Mayor Bloszinsky called the meeting to order at 6:00 pm. Pastor Chris Howell, Kure Beach Baptist Church, led the invocation and Pledge of Allegiance.

COUNCIL MEMBERS PRESENT

Mayor Craig Bloszinsky
Mayor Pro Tem (MPT) David Heglar
Commissioner Joseph Whitley
Commissioner Allen Oliver
Commissioner John Ellen

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Town Clerk – Nancy Avery
Finance Officer – Arlen Copenhaver
Deputy Town Clerk – Mandy Sanders
Building Inspector – John Batson
Fire Chief – Ed Kennedy
Police Chief – Mike Bowden
Public Works Director – Jimmy Mesimer
Recreation Director – Nikki Keely

APPROVAL OF CONSENT AGENDA ITEMS

1. Proclamation P18-03 Constitution Week September 17 – 23
2. Change order for facility improvement project in amount of \$12,989.00
3. Minutes:
 - August 21, 2018 Regular meeting
 - September 10 – 19, 2018 Emergency meeting

MOTION – Commissioner Oliver made the motion to adopt the consent agenda as presented

SECOND – Commissioner Whitley

VOTE - Unanimous

ADOPTION OF THE AGENDA

MOTION – MPT Heglar made the motion to adopt the agenda as presented

SECOND – Commissioner Oliver

VOTE - Unanimous



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. Rick Zeckendorf, 121 Surftrider Circle, said:
 - The Town did a fantastic job through the storm
 - He has only lived here three months and he has never seen anything quite like the communication and great leadership shown

2. Mary Ann Hitter, 437 Settlers Lane, said:
 - Ditto what he (Mr. Zeckendorf) said
 - Thank you for a wonderful job

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Community Center Committee
Co-chairperson Linda Brett –Kell stated:
 - The barbeque did not net as much this year as last year because it was such a beautiful beach day
 - A lot of new people came
 - Thank you to Council members and staff that helped
 - The committee is sponsoring Coffee with the Mayor this Saturday

2. Planning & Zoning Commission
Possible proposed text amendment to Chapter 19 (Zoning), Article VI, Section 373 (Exceptions)

Building Inspector Batson stated:

- Council should have the proposed amendment and signed consistency statement as approved by Planning and Zoning
- Purpose of the amendment is that some Homeowners Association (HOA) have signs that are not in compliance
- Recently a HOA wanted to replace an old sign and he couldn't issue a permit because the size was against code
- This amendment will allow that sign
- This is an exception to the sign ordinance
- This amendment solves the problem for any HOA

MOTION – MPT Heglar made the motion to move the October Council meeting from Tuesday the 16th to Monday, the 22nd at 6 pm and schedule a public hearing on the proposed zoning amendment at 5 pm the same day

SECOND – Commissioner Whitley

VOTE - Unanimous



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

3. Shoreline Access and Beach Protection Committee

Chairperson Dennis Panicalli said:

- Most beach signs were lost during the storm
- The committee will do an inventory

Commissioner Oliver stated a cost estimate for replacement will be needed for FEMA reimbursement.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Building Department

Building Inspector Batson stated he has received about 150 property storm damage reports so far

2. Police Department

Chief Bowden stated:

- One vehicle flooded during the storm that will need to be replaced at an approximate cost of \$35,000
- Public Works Director Mesimer and staff did an excellent job during the storm clearing out storm drains

3. Public Works Department

Public Works Director Mesimer reported:

- Telemetry for the wells was lost due to the storm with an expected repair cost of \$30,000 maximum
- A few storm drains washed away

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Water meter replacement project

Public Works Director Mesimer stated he spoke with another vendor on pricing and he has spoken with an engineer to handle the bid process

2. Parking:

- Drawing layout for parking bumpers on three medians (E, I and 6 Avenues) to September meeting for Council approval
- Additional parking spaces
- Public information sessions

Commissioner Whitley said:

- He will send an email to the parking committee to get together to set dates for the public information sessions



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

- He would still like a firm line of February to have everything ready for next summer season

3 Landscaping plan for facility improvement project

Commissioner Oliver stated everyone received a copy of the plan

- He received no negative comments
- Irrigation and sleeving has begun
- He will provide a contract that also includes a one year maintenance in the price

4. Authority to Commissioner Oliver to approve change orders up to certain amount for facility improvement project

Commissioner Oliver stated:

- We have approved several different things in the consent agenda
- Sometimes we need to move forward with things rather quickly
- It would help in not holding anything up
- He doesn't have an amount in mind

Finance Officer Copenhaver commented:

- We only need to watch the amount of contingency and stay within that amount
- For example, the landscaping is not included in the project budget
- He suggests an amount not to exceed \$10,000

MOTION – Commissioner Ellen made the motion to authorize Commissioner Oliver to approve change orders up to \$5,000

SECOND – MPT Heglar

VOTE -Unanimous

5. Hurricane Florence status and recap

MPT Heglar stated:

- The dune line did a great job and shows what beach nourishment does
- There was some damage to property from storm water outfalls
- Staff did a great job restoring services and allowing access to the town
- Duke Power came in and the Fire Department had a list ready for them and they had the main line back on Sunday afternoon
- It took a while longer for individual homes to get power but the majority had power back by Monday night
- Public Works picked up bad, stinky trash Wednesday through Friday
- Some beach accesses were damaged and are blocked off for safety
- We worked with Carolina Beach about bridge access



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

- Carolina Beach had more issues such as unsafe drinking water, more lasting storm water issues because of the lake and an isolated downtown due to flooding
- Communication was a huge challenge during the storm
- The 911 center burned up all of its computers during the storm
- There were 18-20 hours when Verizon and AT&T cell service was down so Department Heads were communicating face to face
- There needs to be a push on the county and its equipment
- Prediction on Monday, September 10 was a Category 4
- That changed on Thursday 9 am to a Category 2
- We actually experienced a Category 1 storm with sustained wind speed in the 70 mph range which is a low Category 1
- For all those that said they shouldn't have evacuated, they based that decision on a Category 4 and that was the right decision
- Staff did an outstanding job even though faced with many challenges in the facilities
- We lost the roof on one place and a part of a roof at another building
- Business owners worked well with the town during the storm
- We will give staff a few weeks to catch up at home and work, then will meet with Department Heads to recap

Mayor Bloszinsky asked how many beach accesses and outfalls were lost.

Building Inspector Batson replied five or six.

Public Works Director Mesimer said all outfalls were lost.

Mayor Bloszinsky said:

- That while local internet was lost, we had someone remote that posted the alerts
- When citizens evacuate we don't have to spend time worrying about rescue operations and that allows us to focus on infrastructure
- There was some disagreement about requirement for decals at the bridge

Commissioner Oliver said he and MPT Heglar rode to the entry point and Kure Beach vehicles breezed through because officers could easily see the sticker.

CONSENSUS: appoint Commissioner Oliver, Finance Officer Copenhaver and Town Clerk Avery to make a recommendation regarding use of stickers/decals for re-entry.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

None



TOWN COUNCIL MINUTES

RESCHEDULED REGULAR MEETING

September 24, 2018 @ 6:00 p.m.

MAYOR UPDATES

Mayor Bloszinsky said:

- He will meet with a contingent of the General Assembly and local mayors tomorrow at 11 am
- Let him know of any items to be discussed
- He met with State Representative Ted Davis, Congressman Rouzer and his aid Chance Lambeth and also Brigadier General Holland of the Corp of Engineers South Atlantic region who all the visited beach

COMMISSIONER ITEMS

Commissioner Oliver reported on the facility construction project:

- The contractor did a heck of job shoring the building up and getting it dry as possible
- A little water got in
- He has been in communication with the architect and project manager to discuss a revised schedule since the storm interrupted the current one

MPT Heglar said:

- The construction firm was great during the storm
- They put temporary roofing on the Fire Department before the storm that held and didn't leak
- They did double what the manufacturer recommended to reinforce

ADJOURNMENT

MOTION – Commissioner Ellen made the motion to adjourn at 7 pm

SECOND – Commissioner Whitley

VOTE - Unanimous

ATTEST: _____
Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. A recording of the meeting is available on the town's website under government>council.

REPORTS

RECREATION REPORT: Classes, Rentals, and Events Update

Classes @ CC:

Mon	9:15-10:15am	Core Power Fusion Yoga
Mon	10:30am-11:45am	Stretch & Restore Yoga
Mon	4-6pm	Luv 2 Act (through 12/10/18)
Mon	6:30-7:30pm	All Levels Yoga
Tues	9:15-10:15am	Classical Yoga (skips 2 nd Tuesday of Month)
Tues/Thurs	6-9pm	Aikido
Wed	9:15-10:15am	Slow Flow Yoga
Wed	6:30-7:30pm	Reggae Flow Yoga
Thurs	10-11am	Line Dance

Classes @ OFP:

Wed	7-9pm	Hoop Dance Jam (Through 10/24/18)
Thurs	7:30-8:30am	Sunrise Ocean Flow Yoga (Done For Season)

Classes @ JEP:

Sat	10am	PIDGC Workday (1 st Saturday of Month)
Sun	9:30am	PIDGC Monthly Tournament (2 nd Sunday of Month)

Private Rentals:

OFP	Sat, 10/20/2018	4 hours	Ceremony/Reception
OFP	Sun, 10/21/2018	2 hours	Ceremony
CC	Sat, 10/27/2018	All day	Reception
CC	Sat, 11/3/2018	All day	Reception
CC	Sat, 12/1/2018	4 hours	HOA Meeting
CC	Sat, 12/29/2018	All day	Reception
CC	Sat, 3/16/2019	5 hours	Reception
OFP	Sat, 5/4/2019	3 hours	Reception
OFP	Sat, 5/18/2019	3 hours	Ceremony
OFP	Sat, 6/8/2019	2 hours	Reception
CC	Sat, 9/7/2019	4 hours	Family Reunion

Upcoming Events:

Coffee with the Mayor	Last Saturday of the Month, 9-11am, TH
Halloween Story Time by the Sea	Sat, 10/27/18 from 11am-12:30pm, OFP
Elections	Tues, 11/6/18, CC closed Mon (11/5) – Wed (11/7)
Kure Beach Holiday Market	Sat, 11/17/18 and 11/24/18 from 9am-3pm, OFP
Red Cross Blood Drive	Fri, 11/23/2018 from 10am-3pm, CC
CC Committee Craft Project	Sun, 11/25/2018 from 3-5pm, CC
Kure Beach Fantasy Christmas Show	Fri-Sun, 12/7/18, 12/8/18, and 12/9/18 from 7-8pm, OFP
Island of Lights NYE Celebration	Mon, 12/31/18 from 9pm-12am, OFP
Red Cross Blood Drive	Fri, 1/25/2019 from 10am-3pm, CC
NHC Special Olympics Polar Plunge	Sat, 2/23/2019 from 11am-3:30pm, OFP
Community Yard Sale	Sat, 3/9/2019 from 7:30-10:30am, CC
Kure Beach Street Festival	Sat, 4/27/2019 from 11am-5pm, OFP

Update as of 10/15/2018

Kure Beach Inspections Dept.-All Permits Issue Date: 9/1/2018 - 9/30/2018

PermitNo	Issue Date	Owner / Descript	ParcelID	Project Addr	Est Cost	Fee	Status	Final
Building								
180122	9/7/2018	CARAWAY, ROBERT S AMY H Deck renovation and structural repair	R09213-007-003-00	230 N FOURTH AVE KURE BEACH, NC 28449	\$15,000	\$200.00	Active	
180123	9/25/2018	WOLF, MARY H Adding 49sf heated space	R09200-001-089-00	513 SHELL DR KURE BEACH, NC 28449	\$1,000	\$50.00	Active	
Total Building 2					\$16,000	\$250.00		
CAMA								
KB18-12	9/7/2018	BISHOP, ROBERT E	R09206-001-011-00	1008 N FORT FISHER BLV KURE BEACH, NC 28449	\$0	\$100.00	Active	
Total CAMA 1					\$0	\$100.00		
Landscape								
180022	9/5/2018	DAVIS, RONALD W Lot fill and retaining wall	R09217-016-021-00	310 FOURTH AVE S KURE BEACH, NC 28449	\$0	\$25.00	Active	
180023	9/11/2018	COLEY, KELLY JO ETAL New outside shower	R09217-002-006-00	138 FIFTH AVE S KURE BEACH, NC 28449	\$0	\$25.00	Active	
Total Landscape 2					\$0	\$50.00		
Total Permits: 5					\$16,000	\$400.00		

Kure Beach Inspections Dept.-All Permits Issue Date: 8/1/2018 - 8/31/2018

PermitNo	Issue Date	Owner / Descript	ParcelID	Project Addr	Est Cost	Fee	Status	Final
Building								
180104	8/2/2018	FRANCIS, SHERRI S JOSEPH New Pool	R09217-020-007-00	429 S FORT FISHER BLV KURE BEACH, NC 28449	\$20,000	\$300.00	Active	
180106	8/2/2018	KOON, DAVID Close in bottom	R09316-003-022-00	1210 S FORT FISHER BLV KURE BEACH, NC 28449	\$17,000	\$200.00	Active	
180107	8/2/2018	KIDD, PHILLIP D VICKIE D New shed	R09217-004-005-00	133 S FOURTH AVE KURE BEACH, NC 28449	\$0	\$25.00	Active	
180108	8/16/2018	OCEAN DUNES H O A INC, Unit 1605	R09316-001-025-00	1 NEPTUNE PL KURE BEACH, NC 28449	\$2,200	\$50.00	Active	
180109	8/16/2018	OCEAN DUNES H O A INC, Unit 304	R09316-001-025-00	1 NEPTUNE PL KURE BEACH, NC 28449	\$1,500	\$50.00	Active	
180110	8/16/2018	OCEAN DUNES H O A INC, Unit 1307	R09316-001-025-00	1 NEPTUNE PL KURE BEACH, NC 28449	\$1,500	\$50.00	Active	
180111	8/16/2018	WILEY, BROCK New SFD	R09205-012-013-00	1005 N FORT FISHER BLV KURE BEACH, NC 28449	\$250,000	\$9,202.00	Active	
180112	8/20/2018	SMITH, MICHAEL R LINDA C	R09205-019-021-00	729 SETTLERS LN KURE BEACH, NC 28449	\$0		Revoked	
180113	8/21/2018	DEATON, RETHA Window and door replacement	R09205-019-026-00	749 SETTLERS LN KURE BEACH, NC 28449	\$18,000	\$200.00	Active	
180114	8/22/2018	DUMONT, WILLIAM J Deck renovation and structural repair	R09205-017-001-00	740 FORT FISHER BLV N KURE BEACH, NC 28449	\$15,000	\$200.00	Active	
180115	8/23/2018	COSTIGAN, WILLIAM J CAROLYN Rot Repair	R09209-010-002-00	662 SLOOP POINTE LN KURE BEACH, NC 28449	\$13,771	\$200.00	Active	
180116	8/24/2018	PAWLOWSKI, WALTER P LOIS ANN New SFD	R09217-022-018-00	414 S THIRD AVE KURE BEACH, NC 28449	\$220,000	\$9,052.00	Active	
180117	8/24/2018	DANIEL, LYNWOOD C AND GEORGIA Adding bedroom	R09209-009-033-00	644 SETTLERS LN KURE BEACH, NC 28449	\$10,000	\$150.00	Active	
180118	8/27/2018	MOHR, JOHN ORLANDO JR Rot Repair	R09209-009-001-00	649 SLOOP POINTE LN KURE BEACH, NC 28449	\$2,927	\$100.00	Active	
180119	8/29/2018	GARROW, RONALD E DANA M New SFD	R09200-001-172-00	249 SEAWATCH WAY KURE BEACH, NC 28449	\$425,000	\$10,077.00	Active	
180120	8/30/2018	CALL, JOHN S ANGELA R New SFD	R09308-003-008-00	716 FOURTH EXT AVE KURE BEACH, NC 28449	\$431,690	\$10,107.00	Active	
180121	8/30/2018	DELTITO, BENJAMIN J ANNA D General Renovations	R09205-021-031-00	114 BLUEFISH LN KURE BEACH, NC 28449	\$45,000	\$350.00	Active	

PermitNo	Issue Date	Owner / Descript	ParcelID	Project Addr	Est Cost	Fee	Status	Final
Building								
Total Building 17					\$1,473,588	\$40,313.00		
CAMA								
KB18-10	8/10/2018	GATESY, JANETTE S TRUST ETAL	R09205-012-013-00	1005 N FORT FISHER BLV KURE BEACH, NC 28449	\$0	\$100.00	Active	
KB18-11	8/29/2018	SEEMANN, JASON A HEATHER J	R09316-001-014-00	1254 S FORT FISHER BLV KURE BEACH, NC 28449	\$0	\$100.00	Active	
Total CAMA 2					\$0	\$200.00		
Fence								
180017	8/3/2018	WHELAN, TIMOTHY J LINDA M New 4' fence	R09209-011-022-00	810 LARGO WAY KURE BEACH, NC 28449	\$0	\$25.00	Active	
Total Fence 1					\$0	\$25.00		
FireProtect								
180002	8/31/2018	THOMAS, MARILYN DENNY REV TR 20x20 Tent	R09312-002-001-00	1034 FORT FISHER BLV S KURE BEACH, NC 28449	\$0	\$45.00	Active	
Total FireProtect 1					\$0	\$45.00		
Landscape								
180019	8/9/2018	EATON, GAYTHON C PATRICIA A ROW Landscaping	R09308-002-002-00	413 F AVE KURE BEACH, NC 28449	\$0	\$25.00	Active	
180020	8/9/2018	BRODBECK, XAVIER F PAMELA K ROW Landscaping	R09308-001-001-00	414 F AVE KURE BEACH, NC 28449	\$0	\$25.00	Active	
180021	8/20/2018	GRIMES, BRADLEY ALLEN DONNA Lot clearing	R09213-023-001-00	402 FORT FISHER BLV N KURE BEACH, NC 28449	\$0	\$25.00	Active	
Total Landscape 3					\$0	\$75.00		
Total Permits: 24					\$1,473,588	\$40,658.00		

**TOWN OF KURE BEACH
REVENUE AND EXPENDITURE SUMMARY
JULY 1, 2018 TO OCTOBER 16, 2018**

	REVENUES				EXPENDITURES				
	2019 Initial Bud.	2019 Amend. Bud.	Actual 10/16/2018	% Collected	2019 Initial Bud.	2019 Amend. Bud.	Actual 10/16/2018	% Spent	
GENERAL FUND					GENERAL FUND				
Property Taxes (Cur. & PY)	\$ 2,920,300	\$ 2,920,300	\$ 462,146	15.8%	Governing Body	\$ 38,994	\$ 38,994	\$ 22,763	58.4%
Local Option Sales Tax	\$ 886,000	\$ 886,000	\$ 316,137	35.7%	Committees	\$ 100,115	\$ 100,115	\$ -	0.0%
Garbage & Recycling	\$ 493,580	\$ 493,580	\$ 126,371	25.6%	Finance	\$ 157,937	\$ 157,937	\$ 49,981	31.6%
TDA Funds	\$ 235,000	\$ 235,000	\$ 22,343	9.5%	Administration	\$ 629,908	\$ 629,908	\$ 200,727	31.9%
Franchise & Utility Tax	\$ 225,000	\$ 225,000	\$ 48,287	21.5%	Community Center	\$ 23,300	\$ 23,300	\$ 5,478	23.5%
Communication Tower Rent	\$ 81,924	\$ 81,924	\$ 27,108	33.1%	Emergency Mgmt./Elections	\$ 1,100	\$ 1,100	\$ 2	0.2%
CAMA Grants - Beach Access Paving	\$ 78,523	\$ 78,523	\$ -	0.0%	Tax Collections	\$ 28,800	\$ 28,800	\$ 1,430	5.0%
Bldg. Permit & Fire Inspect. Fees	\$ 74,050	\$ 74,050	\$ 16,680	22.5%	Legal	\$ 29,850	\$ 29,850	\$ 6,616	22.2%
Sales Tax Refund	\$ 59,000	\$ 59,000	\$ -	0.0%	Police Department	\$ 1,372,757	\$ 1,372,757	\$ 404,889	29.5%
Com Ctr/Parks & Rec/St Festival	\$ 20,700	\$ 20,700	\$ 4,630	22.4%	Fire Department	\$ 740,482	\$ 740,482	\$ 210,245	28.4%
Town Facility Rentals	\$ 18,000	\$ 18,000	\$ 7,651	42.5%	Lifeguards	\$ 200,088	\$ 200,088	\$ 87,224	43.6%
ABC Revenue	\$ 15,900	\$ 15,900	\$ 12,875	81.0%	Parks & Recreation	\$ 187,268	\$ 187,268	\$ 43,000	23.0%
Motor Vehicle License Tax/Decals	\$ 14,250	\$ 14,250	\$ 16,784	117.8%	Bldg Inspection/Code Enforcement	\$ 139,165	\$ 139,165	\$ 38,734	27.8%
OFP - Bluefish Purchases	\$ 14,000	\$ 14,000	\$ 6,280	44.9%	Streets & Sanitation	\$ 902,561	\$ 982,561	\$ 404,297	41.1%
Beer & Wine Tax	\$ 9,300	\$ 9,300	\$ -	0.0%	Debt Service	\$ 708,050	\$ 708,050	\$ 113,595	16.0%
All Other Revenues	\$ 19,505	\$ 19,505	\$ 5,784	29.7%	Transfer to Other Funds	\$ 9,807	\$ 9,807	\$ 9,807	100.0%
Other Financing Sources	\$ 115,000	\$ 195,000	\$ -	0.0%	Contingency	\$ 9,850	\$ 9,850	\$ -	0.0%
Total Revenues	\$ 5,280,032	\$ 5,360,032	\$ 1,073,076	20.0%	Total Expenses	\$ 5,280,032	\$ 5,360,032	\$ 1,598,788	29.8%
WATER & SEWER FUND					WATER & SEWER FUND				
Water Charges	\$ 840,650	\$ 840,650	\$ 238,467	28.4%	Governing Body	\$ 17,994	\$ 17,994	\$ 5,763	32.0%
Sewer Charges	\$ 1,174,500	\$ 1,174,500	\$ 343,258	29.2%	Legal	\$ 29,850	\$ 29,850	\$ 6,616	22.2%
Tap, Connect & Reconnect Fees	\$ 67,500	\$ 67,500	\$ 15,540	23.0%	Finance	\$ 197,817	\$ 197,817	\$ 56,827	28.7%
All Other Revenues	\$ 19,435	\$ 19,435	\$ 4,731	24.3%	Administration	\$ 317,187	\$ 317,187	\$ 123,731	39.0%
Other Financing Sources	\$ 100,000	\$ 100,000	\$ 39,571	39.6%	Operations	\$ 1,639,237	\$ 1,639,237	\$ 465,288	28.4%
Total Revenues	\$ 2,202,085	\$ 2,202,085	\$ 641,567	29.1%	Total Expenses	\$ 2,202,085	\$ 2,202,085	\$ 658,225	29.9%
STORM WATER FUND					STORM WATER FUND				
Total Revenues	\$ 358,380	\$ 358,380	\$ 78,685	22.0%	Total Expenses	\$ 358,380	\$ 358,380	\$ 166,584	46.5%
POWELL BILL FUND					POWELL BILL FUND				
Total Revenues	\$ 175,000	\$ 175,000	\$ 32,741	18.7%	Total Expenses	\$ 175,000	\$ 175,000	\$ 716	0.4%
SEWER EXPANSION RESERVE FUND (SERF)					SEWER EXPANSION RESERVE FUND (SERF)				
Total Revenues	\$ 16,250	\$ 16,250	\$ 3,418	21.0%	Total Expenses	\$ 16,250	\$ 16,250	\$ -	0.0%
BEACH PROTECTION FUND					BEACH PROTECTION FUND				
Total Revenues	\$ 13,397	\$ 13,397	\$ 10,941	81.7%	Total Expenses	\$ 13,397	\$ 13,397	\$ -	0.0%
FEDERAL ASSET FORFEITURE FUND					FEDERAL ASSET FORFEITURE FUND				
Total Revenues	\$ 50,000	\$ 50,000	\$ -	0.0%	Total Expenses	\$ 50,000	\$ 50,000	\$ 21,069	42.1%

**TOWN OF KURE BEACH
CASH AND INVESTMENTS
AS OF SEPTEMBER 30, 2018**

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH & INVESTMENTS</u>
General	\$1,864,569	\$347,736	\$2,212,305
Water/Sewer	\$1,429,557	\$594,960	\$2,024,517
Storm Water	\$25,220	\$244,464	\$269,684
SERF	\$39,594	\$123,105	\$162,699
Powell Bill	\$299,672	\$70,722	\$370,394
Beach Protection	\$33,090	\$304,480	\$337,570
Federal Asset Forfeiture	\$149,364	\$0	\$149,364
Capital Project Funds	\$180,854	\$0	\$180,854
TOTAL	<u>\$4,021,920</u>	<u>\$1,685,467</u>	<u>\$5,707,387</u>

<u>INSTITUTION</u>		
BB&T	\$4,021,920	\$0
First Bank - Certificates of Deposit	\$0	\$919,228
NCCMT Term Portfolio	\$0	\$549,540
NCCMT Governmental Portfolio	\$0	\$216,699
TOTAL	<u>\$4,021,920</u>	<u>\$1,685,467</u>

**TOWN OF KURE BEACH
DEBT LISTING
OCTOBER 22, 2018**

<u>LOAN PURPOSE/DESCRIPTION</u>	<u>FUND</u>	<u>LENDER</u>	<u>DATE OF LOAN</u>	<u>AMOUNT FINANCED</u>	<u>INTEREST RATE</u>	<u>LOAN TERM (YRS)</u>	<u>DATE PAID OFF</u>	<u>BALANCE AT 10/22/18</u>	<u>PAYMENT FREQUENCY</u>	<u>PAYMENT AMOUNT</u>	<u>NEXT PAY DATE</u>	<u>INT. EXPENSE LIFE OF LOAN</u>
Fire Station/Town Hall Project (a)	G, W/S	BB&T	12/11/2017	\$5,000,000	2.58%	15	12/11/2032	\$4,833,333.33	Semi-annual	\$229,016.67	12/11/2018	\$999,750.00
Sewer Rehabilitation Project (b)	W/S	Fed Gov	5/1/2010	\$432,660	0.00%	20	5/1/2030	\$126,668.60	Annual	\$10,555.72	5/1/2019	\$0.00
Ocean Front Park (development)	G	BB&T	7/12/2011	\$347,000	4.39%	17	7/12/2028	\$204,117.68	Annual	\$29,372.53	7/12/2019	\$137,099.64
Ocean Front Park (acquisition)	G	BB&T	12/19/2007	\$3,600,000	4.28%	20	12/19/2027	\$649,038.55	Annual	\$92,682.71	12/19/2018	\$690,135.16
Kure Beach Pump Station #1	W/S	1st Bank	6/28/2017	\$475,000	2.11%	10	6/28/2027	\$431,918.00	Semi-annual	\$26,507.64	12/28/2018	\$55,152.80
334 S. 4th, 402 H & 406 H Ave.	G	BB&T	3/12/2015	\$409,471	2.49%	10	3/12/2025	\$286,629.79	Annual	\$48,084.20	3/12/2019	\$56,077.07
Water Tower & Well House & Town Hall Expansion (c)	G, W/S	BB&T	4/11/2007	\$1,187,187	3.92%	15	5/7/2022	\$386,841.79	Semi-annual	\$52,716.71	11/7/2018	\$394,314.33
2016 John Deere Backhoe (d)	W/S, SW	BB&T	11/9/2016	\$105,273	1.87%	5	11/9/2021	\$84,991.26	Annual	\$22,250.35	11/9/2018	\$5,978.75
2018 Police Dodge Durango	G	1st Bank	10/19/2017	\$31,668	1.95%	4	10/19/2021	\$23,978.85	Annual	\$8,312.14	10/19/2019	\$1,558.73
2017 Freightliner Garbage Truck	G	1st Bank	8/23/2016	\$179,756	1.70%	5	8/23/2021	\$109,666.34	Annual	\$38,303.62	8/23/2019	\$9,270.57
Compact Excavator (d)	W/S, SW	1st Bank	7/28/2017	\$63,915	1.80%	4	7/28/2021	\$48,361.26	Annual	\$16,714.37	7/28/2019	\$2,901.83
(2) 2016 Police Dodge Chargers	G	1st Bank	11/9/2016	\$63,500	1.60%	4	11/9/2020	\$48,000.96	Annual	\$16,524.00	11/9/2018	\$2,560.16
O'Brien 7065 HydroJetter (d)	W/S, SW	1st Bank	8/13/2015	\$81,485	1.70%	5	8/13/2020	\$33,420.33	Annual	\$17,149.28	8/13/2019	\$4,202.44
2016 Chevrolet Silverado	G	1st Bank	7/26/2016	\$36,867	1.60%	4	7/26/2020	\$18,726.07	Annual	\$9,593.55	7/26/2019	\$1,486.39
Cutter Court Drainage Project	SW	B of A	7/23/2005	\$875,000	4.40%	15	6/23/2020	\$128,477.15	Monthly	\$6,677.76	11/23/2018	\$326,995.49
FY 2016 Equipment & Vehicles (e)	G, W/S	BB&T	9/14/2015	\$186,000	2.01%	4	9/14/2019	\$47,897.14	Annual	\$48,859.87	9/14/2019	\$9,439.48
(2) 2015 Police Cars	G	BB&T	3/27/2015	\$48,359	2.19%	4	3/27/2019	\$12,485.40	Annual	\$12,758.83	3/27/2019	\$2,676.33

FUND CODES

G - General Fund
W/S - Water/Sewer Fund
SW - Storm Water Fund

TOTAL OUTSTANDING DEBT AT 10/22/2018:

General Fund	\$ 5,717,665.08
Water/Sewer Fund	\$ 1,545,023.85
Storm Water Fund	\$ 211,863.58
Total	\$ 7,474,552.50

NOTES

- (a) - 88% of loan is General Fund and 12% is Water/Sewer Fund.
- (b) - Total amount borrowed was \$432,660. As part of ARRA, the unpaid balance was immediately reduced by one-half of the loan amount.
- (c) - 78% of loan is Water/Sewer Fund and 22% is General Fund.
- (d) - 50% of loan is Water/Sewer Fund and 50% is Storm Water Fund.
- (e) - 55.5% of loan is General Fund and 44.5% is Water/Sewer Fund.

LOAN PAYMENTS DUE (Next 12 Months):

10/23/2018 - 12/31/2018	\$ 453,053.60
01/01/2019 - 03/31/2019	\$ 80,876.31
04/01/2019 - 06/30/2019	\$ 336,680.02
07/01/2019 - 10/22/2019	\$ 195,016.40
Total	\$ 1,065,626.33

TOWN OF KURE BEACH
SUMMARY OF CONTINGENCY FUND AND COMMITTEE
EXPENDITURE ACTIVITY
07/01/2018 - 10/16/2018

CONTINGENCY FUND

Fiscal Year 2019 Budget	\$9,850.00
Less:	
No activity	<u>\$0.00</u>
Remaining Budget as of 10/16/2018	<u><u>\$9,850.00</u></u>

COMMITTEE (Shoreline Access and Beach Protection) EXPENDITURES

Fiscal Year 2019 Budget	\$100,115.00
Less Expenditures:	
No activity	<u>\$0.00</u>
Total Expenditures	\$0.00
Projects Approved By Council But Not Yet Expended:	
E & I Ave. Beach Access Parking Project - Capital Project	<u>\$92,450.00</u>
Total Approved, Not Expended	<u>\$92,450.00</u>
Remaining Budget as of 10/16/2018	<u><u>\$7,665.00</u></u>

**TOWN HALL RENOVATION AND NEW FIRE STATION
CAPITAL PROJECT FUND SUMMARY
AS OF 10/16/2018**

<u>EXPENDITURES</u>	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 10/16/18</u>	<u>% OF BUDGET</u>
<u>ARCHITECT</u>			
Oakley Collier Architects	\$415,257	\$408,651.15	98.4%
<u>OTHER PROJECT COSTS</u>			
Surveys	\$6,500	\$4,475.00	68.8%
Legal Fees	\$25,000	\$21,872.93	87.5%
LGC Loan Application Fee	\$1,250	\$1,250.00	100.0%
Bank Loan Fees	\$2,900	\$2,900.00	100.0%
Special Inspections	\$16,000	\$12,895.01	80.6%
Other	\$500	\$150.00	30.0%
Total Other Project Costs	\$52,150	\$43,542.94	83.5%
<u>PROJECT MANAGEMENT COSTS</u>			
Constructive Building Solutions	\$100,000	\$61,719.94	61.7%
<u>CONSTRUCTION</u>			
Town Hall	\$2,448,843	\$1,199,133.27	49.0%
Fire Station	\$2,177,809	\$1,581,811.98	72.6%
Total Construction Costs	\$4,626,652	\$2,780,945.25	60.1%
<u>FURNITURE & FIXTURES</u>			
Town Hall	\$47,500	\$0.00	0.0%
Fire Station	\$89,400	\$0.00	0.0%
Total Furniture & Fixtures	\$136,900	\$0.00	0.0%
<u>GRAND TOTAL EXPENDITURES</u>	<u>\$5,330,959</u>	<u>\$3,294,859.28</u>	61.8%
<u>PROJECT REVENUE SOURCES</u>			
Transfer From General Fund	\$330,959	\$330,959.00	100.0%
Installment Financing	\$5,000,000	\$5,000,000.00	100.0%
Interest on Project Fund Bank Account	\$0	\$305.85	
<u>GRAND TOTAL PROJECT REVENUE SOURCES</u>	<u>\$5,330,959</u>	<u>\$5,331,264.85</u>	100.0%