



TOWN COUNCIL AGENDA

REGULAR MEETING

February 18, 2019 @ 6:00 p.m.

*Asterisks indicate documentation is included in agenda packet

Call to Order – Mayor Bloszinsky

Invocation & Pledge of Allegiance – Lay Pastor Thomas Williams

APPROVAL OF CONSENT AGENDA ITEMS

1. *Funding for Carolina Beach inlet dredging for FY19/20 in amount of approximately \$1,100
2. *Approve closing Atlantic Avenue to public vehicle traffic between K and L Avenues from early morning hours through 7 pm on Saturday, April 27, 2019 and allow for participation of food trucks and art, craft, and food vendors during the annual Street Festival
3. *Minutes:
 - January 28, 2019 Regular
 - February 1, 2019 Retreat

ADOPTION OF THE AGENDA

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Board of Adjustment
 - Interview Connie Mearkle to fill Board of Adjustment alternate position
2. Community Center Committee
3. Marketing Committee
4. Planning & Zoning Commission
5. Shoreline Access and Beach Protection Committee
 - Beach access signs for remaining access without signage \$2,525
 - Beach booster program
6. Non-town Committee Reports



TOWN COUNCIL AGENDA

REGULAR MEETING

February 18, 2019 @ 6:00 p.m.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration

2. Building Department

3. Finance Department

Financing of water meter replacement project

Motion to:

- Approve Capital Project Ordinance in amount of \$1.4 million
- Approve Resolution R19-01 Notice of Intent to finance a capital project to replace water meters at a cost not to exceed \$1.4 million
- Schedule Public Hearing on Notice of Intent to finance as first order of business at the March 18, 2019 Council meeting
- Approve Resolution R19-02 declaration of official intent to reimburse

4. Fire Department

5. Police Department

6. Public Works Department

7. Recreation

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Town Facility Construction Project Status Update (Oliver)

- *Moving date of March 11th and closing of Town Hall services for move

2. Language for plaque to dedication of new buildings to the citizens (Bloszinsky and Heglar)

3. *Possible amendment to Section H of the Committee Policy regarding damage assessment and emergency management members to ensure no restriction on who may serve to help the community (Heglar)

4. Dedication Ceremony (Ellen)

- Schedule a date for the ceremony
- Discuss ceremony budget funds



TOWN COUNCIL AGENDA

REGULAR MEETING

February 18, 2019 @ 6:00 p.m.

5. *Draft amendment to Code of Ordinances defining 'Faithful Attendance'
 - Part II (Code), Chap 2 (Admin), Article III (Boards, Commissions & Committees), Section 42 (Terms, Removal & Vacancies), Subsection d adds language to define 'Faithful Attendance' as no more than 3 excused absences in a rolling 12 month period for Planning and Zoning Commission members

Motion to amend Chapter 2 of the Code as referenced above

6. *Draft amendment to Code of Ordinances defining 'faithful attendance'
 - Chapter 19 (Zoning), Article II (Removal and Filling of Office), Section 45 adds language to define 'Faithful Attendance' as no more than 3 excused absences in a rolling 12 month period for Board of Adjustment members

Motion to amend Chapter 19 of the Code as referenced above

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Encroachment request from Jeff and Gretchen Casterella, 834 N FFB

MAYOR UPDATES (no action required)

COMMISSIONER ITEMS

Resolution opposing rate increase by NC Rate Bureau (Ellen)

CLOSED SESSION, if needed

MOTION TO ADJOURN

CONSENT AGENDA



NEW HANOVER COUNTY

COUNTY MANAGER'S OFFICE

230 Government Center Drive, Suite 195, Wilmington, NC 28403

P: (910) 798-7184 | F: (910) 798-7277 | NHCgov.com

Chris Coudriet, ICMA-CM, County Manager

Avril Pinder, CPA, ICMA-CM, Deputy County Manager

Tim Burgess, Assistant County Manager

February 1, 2019

The Honorable Craig Bloszinsky
Mayor of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449

Dear Mayor Bloszinsky:

The County is currently in its fiscal year 2020 budgeting process, and as a part of the Memorandum of Understanding (MOU) around the District U room occupancy tax dollars being used for Carolina Beach Inlet, Kure Beach was required to contribute a portion of the project cost.

The Memorandum of Understanding required your contribution this fiscal year. The County has funded their portion of the project cost in fiscal year 2019 as part of the quarterly dredging project. We have requested Kure Beach's contribution this year and have used the room occupancy tax funds for this project.

I want to make you are aware that the County will be requesting your participation in the Carolina Beach Inlet dredging project for Fiscal Year 2020. In accordance with the Memorandum of Understanding and the guidelines established for the distribution of District U tourism activity funds, we anticipate your portion of the dredging project for fiscal year 2020 to be approximately \$1,100.

During the next fiscal year we plan to reach out to the stakeholders of the Carolina Beach Inlet Dredging project to readdress the MOU and the participation of funding in future years as outlined in the Memorandum of Understanding.

We appreciate your continued participation in our joint efforts to dredge and maintain the inlet that benefits the citizens and businesses of Kure Beach and New Hanover County.

Sincerely,

Chris Coudriet
County Manager



MEMO

TO: Town Council
FROM: Nikki Keely, Recreation Director
RE: Council Actions for Street Festival – Saturday, 4/27/2019
DATE: 2/8/19

Plans are underway for the annual Kure Beach Street Festival. This year's event is scheduled for Saturday, April 27, 2019 from 11am through 5pm on Atlantic Avenue, between K and L Avenues, and Ocean Front Park. The area of K Avenue east of Fort Fisher Boulevard will remain open to traffic and parking throughout the event.

The event typically includes food trucks/vendors, art and craft vendors, children's entertainment, and live music. Beer and wine sales for consumption on site will not be included. However, wine vendors would be able to provide 1 oz. samples of their product to customers of legal drinking age and sell closed bottles for consumption off site with proper ABC permits.

The Annual Street Festival expense budget is currently \$6,000, with a matching revenue budget of \$6,000. We will be able to produce a wonderful, family-friendly event within the budgeted expense amount. In addition, the goal is to meet or exceed the projected revenue through the solicitation of sponsors and the sale of vendor space and other fundraising items.

Before event planning can further progress, Council action is required on the following items:

- Close Atlantic Avenue to public vehicle traffic between K and L Avenue from the early morning hours through 7 p.m. on Saturday, April 27, 2019.
- Allow for the participation of food trucks and art, craft, and food vendors during event hours.

nk

COMMITTEE BUSINESS



TOWN OF KURE BEACH
REQUEST FOR APPOINTMENT

Board/Commission/Committees

MUST BE A FULL-TIME RESIDENT TO SERVE

Request for Appointment to: Board of Adjustment - Alternate

Name CONNIE MEARKLE

KB Property Address 454 N. FORT FISHER Blvd.

Mailing Address _____

Contact PH# 910-707-0621 Email connie@mearkle.com
240-426-4178 (You will receive the majority of correspondence via email)

Length of full-time residency in Kure Beach 7 YEARS

Employment (Retired) Lockheed Martin

Job Title VICE PRESIDENT TREASURY OPERATIONS

Professional Activities _____

Volunteer Activities Kure Dunes HOA Board member

Other committee work, past or present HOA Board member in Maryland and Charlotte; Board member of Day Care center

What is your understanding of the purpose of this committee?

Listen to appeals for variances and relate them

Why are you interested in serving on this committee? to the zoning ordinances and make a decision.

Want to help out in the community.

In what specific concerns or areas are you interested?

I am interested in contributing my time where it

What days and/or times between 8am-8pm, Monday through Friday, are you unable to attend meetings?

MON./WED./FRI. 10AM-12:30 PM

is most needed.

Signature Connie Mearkle Date 1/28/19

Thank you for your interest in serving the Town of Kure Beach

Please submit your application to:

Town Clerk, Kure Beach Town Hall, 117 Settlers Lane, Kure Beach, NC 28449

NOTE: All financial obligations to the town must be satisfied to be a Kure Beach committee member.

Town Use Only

Date Received _____ Initials _____ Financial Obligations Satisfied YES NO

Interview Date _____ (If applicable) Appointment Date _____

Term Length _____ Term Expiration _____

2019 Beach Access Signs

Shoreline Access and Beach Protection Committee

8 New Access Signs @ Walkways

- ◆ Content and font sizes remain the same as 2018 signs
- ◆ Modified size to fit between 4X4 posts instead of 6X6 posts
 - ◆ 30" X 48"
 - ◆ 5 individual sections
 - ◆ 1/4" signbond
 - ◆ Full color, digital, laminated
- ◆ Smaller footprint to fit next to walkway entrances along Ft. Fisher Blvd
- ◆ CAMA permits not required
- ◆ Cost
 - ◆ \$295/sign
 - ◆ \$2,525.20 Total *w tax
 - ◆ Does not include posts, hardware, public works time.

Walkway Access Signs

Welcome to KURE BEACH

1347 S. Fort Fisher Blvd.

BEACH CONDITION FLAG SIGNAL

BEACH RULES

HANDICAP ACCESSIBLE BEACH RAMP(S) ACROSS FROM:

RIP CURRENT SAFETY

NO DOGS ALLOWED ON BEACHES

For All Town Information
Including a calendar of events, Visit:
www.TownOfKureBeach.org
IN CASE OF AN EMERGENCY, DIAL 9-1-1

For Non-Emergencies, Vandalism or Repairs
Please contact the Town of Kure Beach
910-458-8216

ARTWORK DISCLAIMER
PLEASE REVIEW AND VERIFY THAT ALL GRAPHICS, COPY AND SPELLING ARE CORRECT. Once this proof is approved, the order is immediately put into production. Any corrections and/or changes after proof approval are subject to an additional charge. Southern Sign Company is NOT responsible for any copy errors based on approved artwork.
All layouts and proofs are the Intellectual Property of Southern Sign Company and may NOT be reproduced, in any way, without written consent.

30" w x 48

2019

Welcome to KURE BEACH

110 N. ATLANTIC AVE.

BEACH CONDITION FLAG SIGNAL

BEACH RULES

This Beach Access is HANDICAP ACCESSIBLE

RIP CURRENT SAFETY

NO DOGS ALLOWED ON BEACHES

For Non-Emergencies, Vandalism or Repairs
Please contact the Town of Kure Beach
910-452-8216

For All Town Information
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HANDICAP ACCESSIBLE BEACH RAMP(S) ACROSS FROM:

E Avenue
L Avenue
Ocean Front Park

2018

Locations

- ◇ 1004 ½ N. Fort Fisher Blvd – Ocean View
- ◇ 630 N. Fort Fisher Blvd – Kure Village Way
- ◇ 460 N. Fort Fisher Blvd – Spotters Ct (Dow Chemical)
- ◇ 723 N. Fort Fisher Blvd – Davis Rd
- ◇ 1045 N. Fort Fisher Blvd – Ft. Fisher Air Force Recreation Area
- ◇ 1207 N. Fort Fisher Blvd – Storm Petrel
- ◇ 1255 N. Fort Fisher Blvd – Assembly Ave.
- ◇ 1347 N. Fort Fisher Blvd – Public Parking

Beach Booster Program

Shoreline Access and Beach Protection Committee

Beach Sponsorship Opportunity

- ◇ Open to local businesses and residents
- ◇ Coordinated with “Adopt-a-Beach “ Program
- ◇ Sponsorship signs placed on the back side of new 2018 beach access signs
- ◇ 12 Locations
- ◇ 8 Additional locations possible

Purpose

- ◇ To raise funds meant to offset SLABP signs and future endeavors
- ◇ To support the Beach Ambassador Program
- ◇ Remind visitors and residents to keep our beach clean and safe

2- Panel Sign

ARTWORK DISCLAIMER



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30" w x 36" t

THE TOWN OF KURE BEACH
NORTH CAROLINA

Thank You
for keeping our beaches
Clean & Safe!

This section of beach adpoted by:

AAA Insurance
Auto | Home | Life

Ed White
910-679-1440
eawhite@aaacarolinas.com

Ocean Front Park - Back



Qualifications

- ◆ Kure Beach Businesses and/or local residents will be given the opportunity to purchase signage advertising their business.
- ◆ Donor/Message cannot be political in nature
- ◆ Layout and wording subject to approval by SLABP and TOKB Council

Donation

- ◇ Initial amount of \$250 will include the cost of the sign
 - ◇ Sign Cost - \$120
- ◇ Renewal amount will be \$100/year and can continue for as long as the donor likes
- ◇ New signs, changes, or replacement of damaged signs will be at the cost of the sponsor

Donor Responsibility

- ◆ Donor will be responsible for the design and wording of the sign
- ◆ Donor will participate in clean-up days when scheduled

Accounting

- ◆ Funds will be disbursed to the TOKB Accounting Department and earmarked for use by SLABP initiatives

DEPARTMENT BUSINESS



CAPITAL PROJECT ORDINANCE

WATER METER REPLACEMENT PROJECT

Be it ordained by the Town Council of Kure Beach, North Carolina, that, pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following capital project ordinance is hereby adopted:

Section 1. The project authorized is the replacement of all water meters throughout the Town and installation of an automatic meter reading system to be financed by installment financing.

Section 2. The officers of this unit are hereby directed to proceed with the capital project within the terms of the installment financing agreements and the budget contained herein.

Section 3. The following amounts are appropriated for the project:

Engineering and Construction	
Administration	\$ 31,500
Purchase and Installation of Water Meters and an Automatic Water Meter Reading System Throughout the Town, Including all Hardware and Software	1,213,596
Project Contingency	<u>154,904</u>
Total Project Costs	<u>\$1,400,000</u>

Section 4. The following revenue sources are anticipated to be available to complete this project:

Installment Financing	<u>\$1,400,000</u>
Total Revenue Sources	<u>\$1,400,000</u>

Section 5. The Finance Officer is hereby directed to maintain within the Capital Project Fund sufficient detailed accounting records to satisfy the requirements of any installment financing agreements and State and Federal regulations.

Section 6. Funds may be advanced from the Water/Sewer Fund for the purpose of making payments as due.

Section 7. The Finance Officer is directed to report, on a quarterly basis, on the financial status of each project element in Section 3 and on the total revenues received.

Section 8. The Budget Officer is directed to include a detailed analysis of past and future costs and revenues related to this capital project in every budget submission made to this Board.

Section 9. Copies of this capital project ordinance shall be furnished to the Town Clerk, the Budget Officer and the Finance Officer for direction in carrying out this project.

This ordinance being duly passed and adopted this 18th day of February, 2019.

Craig Bloszinsky, Mayor

Nancy Avery, Town Clerk



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R19-01

AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT NOT TO EXCEED \$1,400,000 AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Town of Kure Beach, North Carolina desires to finance a capital project not to exceed \$1,400,000 for replacing water meters throughout the Town and installing an automatic meter reading system to better serve the needs of the Town's population and improve the operation and accuracy of the water and sewer systems; and

WHEREAS, The Town of Kure Beach desires to finance the capital project by the use of an installment contract authorized under North Carolina General Statute 160A, Article 3, Section 20; and

WHEREAS, findings of fact by the Kure Beach Town Council must be presented to enable the North Carolina Local Government Commission to make its findings of fact set forth in North Carolina General Statute 159, Article 8, Section 151, prior to approval of the proposed contract;

NOW, THEREFORE, BE IT RESOLVED THAT the Town Council for the Town of Kure Beach, North Carolina, meeting in regular session on the 18th day of February, 2019, makes the following findings of fact:

1. The proposed contract is necessary to provide for continued efficient operation of the Town's water and sewer systems.
2. The proposed contract is preferable to a bond issue for the same purpose because installment loan financing is much less expensive than a bond issuance. There is no need for a bond attorney and other bond issuance expenses. Additionally, the timetable works better with financing rather than bond issuance.
3. The cost of financing under the proposed contract is less than the cost of issuing general obligation bonds.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose. The Town determined estimated costs by soliciting costs from various vendors/contractors and all fell within a close range of each other.
5. The Town of Kure Beach's debt management procedures and policies are good because the Town has managed and paid debt in the past in a sound manner and plans to continue this practice.
6. The Town is not requesting a tax increase for the proposed contract.



TOWN COUNCIL
TOWN OF KURE BEACH, NC

- 7. The Town of Kure Beach is not in default in any of its debt service obligations.
- 8. The attorney for the Town of Kure Beach has rendered an opinion that the proposed Project is authorized by law and is a purpose for which public funds may be expended pursuant to the Constitution and laws of North Carolina.
- 9. The probable net revenues of the project to be financed will be sufficient to meet the sums to fall due under the proposed contract.

ALSO, BE IT FURTHER RESOLVED THAT the Mayor of the Town of Kure Beach is hereby authorized to act on behalf of the Town of Kure Beach in filing an application with the North Carolina Local Government Commission for approval of the Project and the proposed financing contract and other actions not inconsistent with this resolution.

This resolution is effective upon its adoption this 18th day of February, 2019.

The motion to adopt this resolution was made by _____,

seconded by _____, and passed by a vote of _____ to _____.

Craig Bloszinsky, Mayor

ATTEST:

Nancy Avery, Town Clerk

This is to certify that this is a true and accurate copy of Resolution R19-01, adopted by the Town Council of the Town of Kure Beach, North Carolina on the 18th day of February, 2019.

Nancy Avery, Town Clerk



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R19-02

DECLARATION OF OFFICIAL INTENT TO REIMBURSE

This declaration (the "Declaration") is made pursuant to the requirements of the United States Treasury Regulations Section 1.150-2 and is intended to constitute a Declaration of Official Intent to Reimburse under such Treasury Regulations Section.

The undersigned is authorized to declare the official intent of Town of Kure Beach, North Carolina (the "Issuer") with respect to the matters contained herein.

1. **Expenditures to be Incurred.** The Issuer anticipates incurring expenditures (the "Expenditures") for replacing water meters throughout the Town and installing an automatic meter reading system (the "Project").

2. **Plan of Finance.** The Issuer intends to finance the costs of the Project with the proceeds of debt to be issued by the Issuer (the "Borrowing"), the interest on which is to be excluded from gross income for Federal income tax purposes.

3. **Maximum Principal Amount of Debt to be Issued.** The maximum principal amount of the Borrowing to be incurred by the Issuer to finance the Project is \$1,400,000.

4. **Declaration of Official Intent to Reimburse.** The Issuer hereby declares its official intent to reimburse itself with the proceeds of the Borrowing for any of the Expenditures incurred by it prior to the issuance of the Borrowing.

Adopted this 18th day of February, 2019.

By: _____
Craig Bloszinsky, Mayor

Attest: _____
Nancy Avery, Town Clerk

OLD BUSINESS

Nancy Avery

From: Allen Oliver
Sent: Tuesday, February 12, 2019 4:08 PM
To: Nancy Avery; Beth Chase
Subject: February agenda item

February 12, 2019

Mayor and Membors of Council,

After today's weekly construction progress meeting we have determined we will be able to move into the Town Hall / Police Department buildings on **Monday March 11, 2019**.

While the town hall portion will be available for delivery of new furniture as early as next week the final switch over of all telephones and computers will be completed beginning March 11. I have discussed the logistics of the move with Nancy and Mandy and we feel the move would be easier and more efficient if we closed down operations of Town Hall for the week of March 11th. This will allow the movers to pack up offices, move furniture and give staff the opportunity to be ready to open for business on Monday March 18th.

I would recommend this in a form of a motion to be approved by council so staff will have adequate time to notify our residents and schedule the moving company.

Regards,

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

EXCERPT FROM COMMITTEE POLICY

H. DAMAGE ASSESSMENT AND EMERGENCY OPERATIONS COMMITTEES

The Town Council has two committees established for emergency management situations only. These committees do not hold regularly scheduled meetings and serve only during potential emergency situations to either represent the Town at the County Emergency Operations Center or to assist the Building Inspector and department heads in damage assessment after an emergency.

The only part of this policy applicable for these two committees is the following:

Vacancies for both shall be advertised by the Clerk. Applications received by the clerk will be forwarded to Town Council members for review. All applications shall be retained for a period of one (1) year. Town Council members will interview applicants at a properly scheduled meeting of the Council in open session. Town Council will, by vote of the Council, approve one applicant for each position. Incumbent members do not interview applicants, only Town Council.

SUGGESTION – VOTE TO AMEND SECTION H OF THE COMMITTEE POLICY BY ADDING THE FOLLOWING LANGUAGE AFTER THE LAST PARAGRAPH:

‘Volunteers serving on both the Damage Assessment and the Emergency Operations Committees are exempted from restrictions in the Committee Policy and will be allowed to serve on other ad hoc committees and/or boards and commissions, as allowed by the Town Council’

DRAFT AMENDMENTS TO THE CODE OF ORDINANCES

That the Code of Ordinances of the Town of Kure Beach is hereby amended as follows:

1. Part II (Code), Chapter 2 (Administration), Article III (Boards, Commissions and Committees), Section 42 (Terms, Removal and Filling of Vacancies), Subsection d

Amend by adding ‘and is defined as no more than three (3) excused absences in a rolling twelve (12) month period’ at the end of the section

Code currently reads:

Faithful attendance at the meetings of the commission is considered a prerequisite for the maintenance of membership on the commission.

Amended code will read:

Subsection d - Faithful attendance at the meetings of the commission is considered a prerequisite for the maintenance of membership on the commission **and is defined as no more than three (3) excused absences in a rolling twelve (12) month period.**

Adopted by Town Council on

That the Code of Ordinances of the Town of Kure Beach is hereby amended as follows:

2. Chapter 19 (Zoning), Article II (Removal and Filling of Office), Section 45

Amend by adding ‘and is defined as no more than three (3) excused absences in a rolling twelve (12) month period’ at the end of the third sentence.

Code currently reads:

Members of the board of adjustment may, after a public hearing, be removed by the appointing authority for inefficiency, neglect of duty or malfeasance in office. Vacancies occurring for reasons other than expiration of term shall be filled as they occur for the period of the unexpired term. Faithful attendance of the meetings of the board is considered a prerequisite for the maintenance of membership on the board. The five (5) members shall have equal voting powers on all matters which come before the board.

Amended code will read:

Members of the board of adjustment may, after a public hearing, be removed by the appointing authority for inefficiency, neglect of duty or malfeasance in office. Vacancies occurring for reasons other than expiration of term shall be filled as they occur for the period of the unexpired term. Faithful attendance of the meetings of the board is considered a prerequisite for the maintenance of membership on the board **and is defined as no more than three (3) excused absences in a rolling twelve (12) month period.** The five (5) members shall have equal voting powers on all matters which come before the board.

Adopted by Town Council on

NEW BUSINESS

11 February 2019

To: The Town of Kure Beach Council

From: Jeff and Gretchen Casterella, 834 Fort Fisher Blvd. N, Kure Beach

RE: proposed swimming pool encroachment

Hello, we have recently relocated to Kure Beach from Fort Collins, Colorado and have submitted plans to the Town of Kure Beach's Building Department for a new duplex at 834 Fort Fisher Blvd. N. The duplex will contain two units of approximately 2,400 square feet each. In addition, we would like to include a 12'x20' swimming pool that will encroach the development "building" line.

After an informative discussion with Town Building Inspector, Mr. John Batson, we understand that the Town has granted, in some circumstances, pool encroachment provided that there is a signed agreement that allows the Town to remove the pool at anytime at the owner's expense. We reviewed a few prior Town of Kure Beach pool encroachment agreements to familiarize ourselves with what has been done in the past.

We also reviewed the amount of pool encroachment based on satellite imagery at the North Carolina Department of Environmental Quality website (<https://ncdenr.maps.arcgis.com>). At this site, one can measure both the amount of encroachment and the relative lot length for oceanfront lots. We include this information on the attached pictures for four oceanfront locations in the Sea Watch and Kure Dunes area. We also include a sketch of our proposed pool location and related encroachment. A summary of the findings is as follows:

Fort Fisher Blvd N House Number	Usable lot length without encroachment	Encroachment length	Total
#530	67'	57'	124'
#512	70'	50'	120'
#510	70'	40'	110'
#454	70'	30'	100'
Average	69.25'	44.25'	113.5'
#834 (proposed)	94'	15'	109'

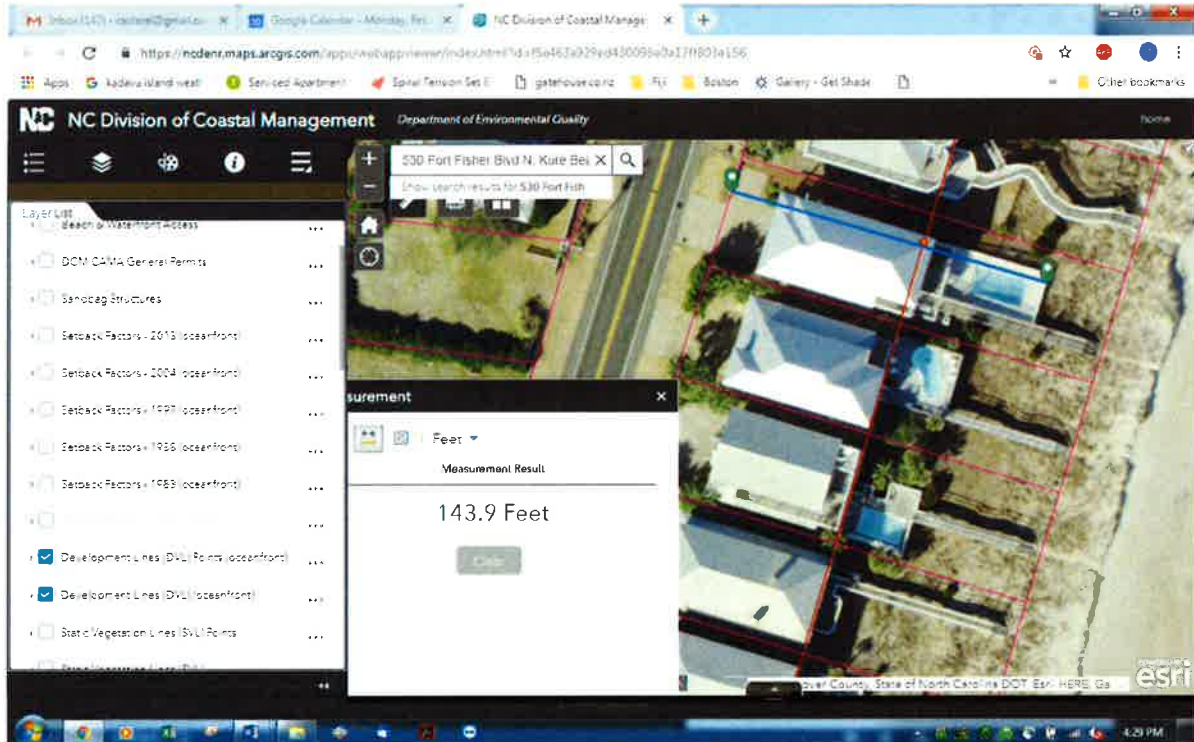
Summary: If our encroachment request of 15 feet is granted, our total lot length (109') would be less than the average total length (113.5') noted above.

We would appreciate your consideration of our desire to install a pool at our new home. Please feel free to contact Jeff or Gretchen with questions or comments at (970) 217-0947 or casterel@gmail.com

Thank you.

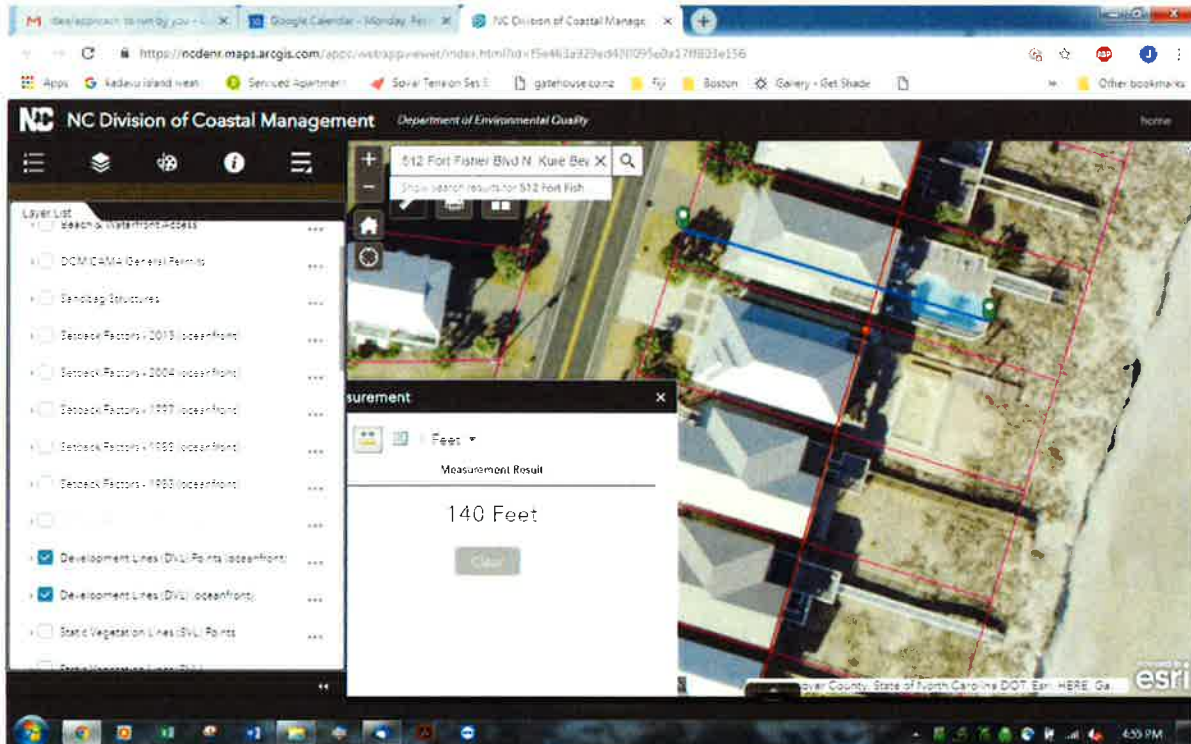
530 Fort Fisher Blvd N, Kure Beach

Lot length from west boundary to building line	87'
Pool encroachment	57'
Lot length plus pool encroachment (pictured below)	144'
Subtract road side setback	(20')
Length of house and pool	124'



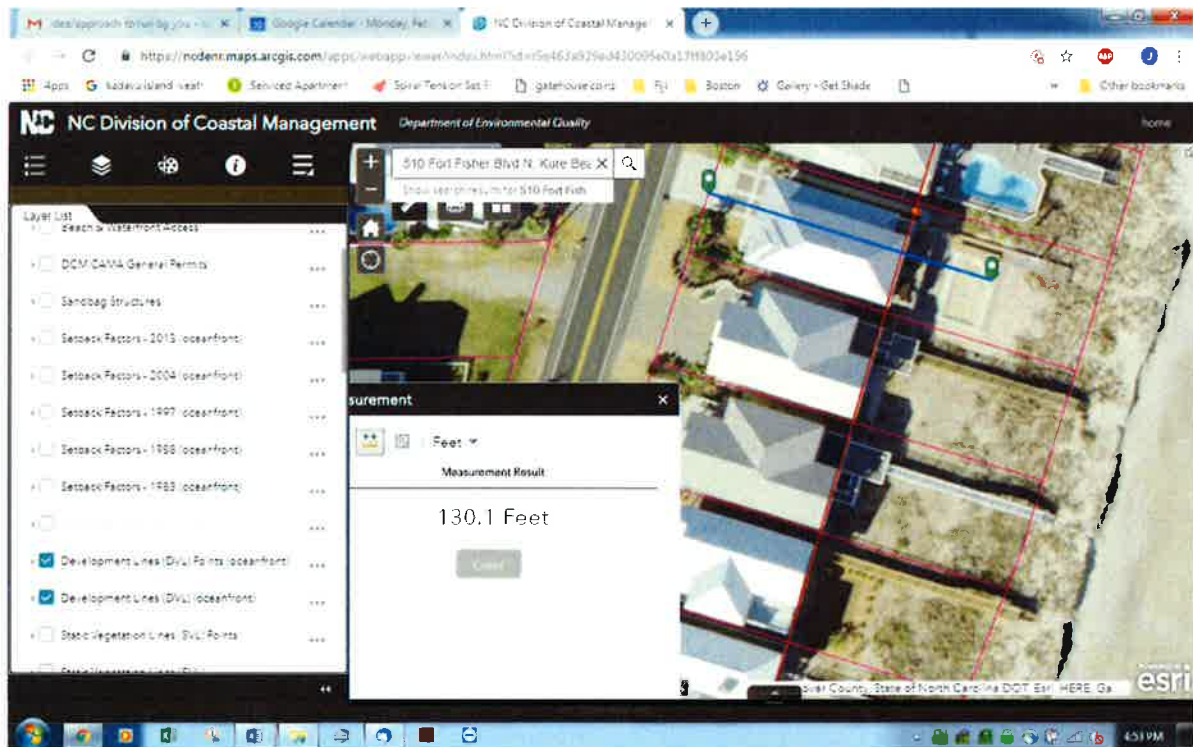
512 Fort Fisher Blvd N, Kure Beach

Lot length from west boundary to building line	90'
Pool encroachment	50'
Lot length plus pool encroachment (pictured below)	140'
Subtract road side setback	(20')
Length of house and pool	120'



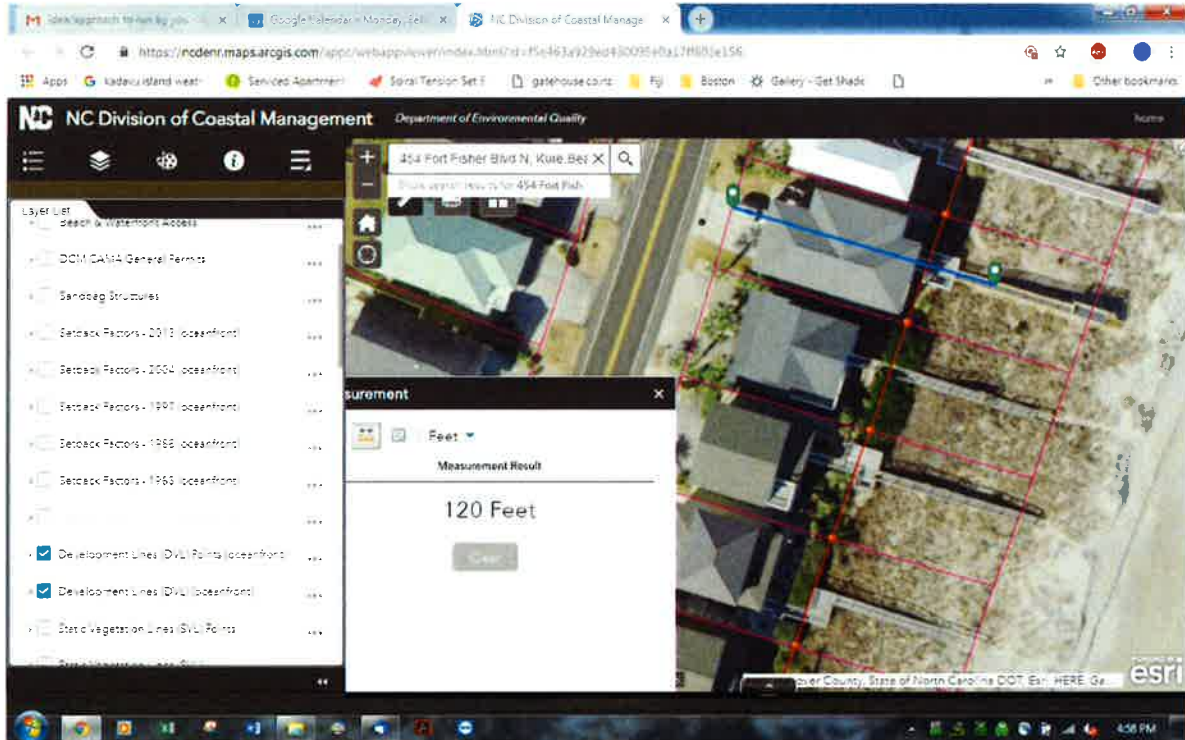
510 Fort Fisher Blvd N, Kure Beach

Lot length from west boundary to building line	90'
Pool encroachment	40'
Lot length plus pool encroachment (pictured below)	130'
Subtract road side setback	(20')
Length of house and pool	110'



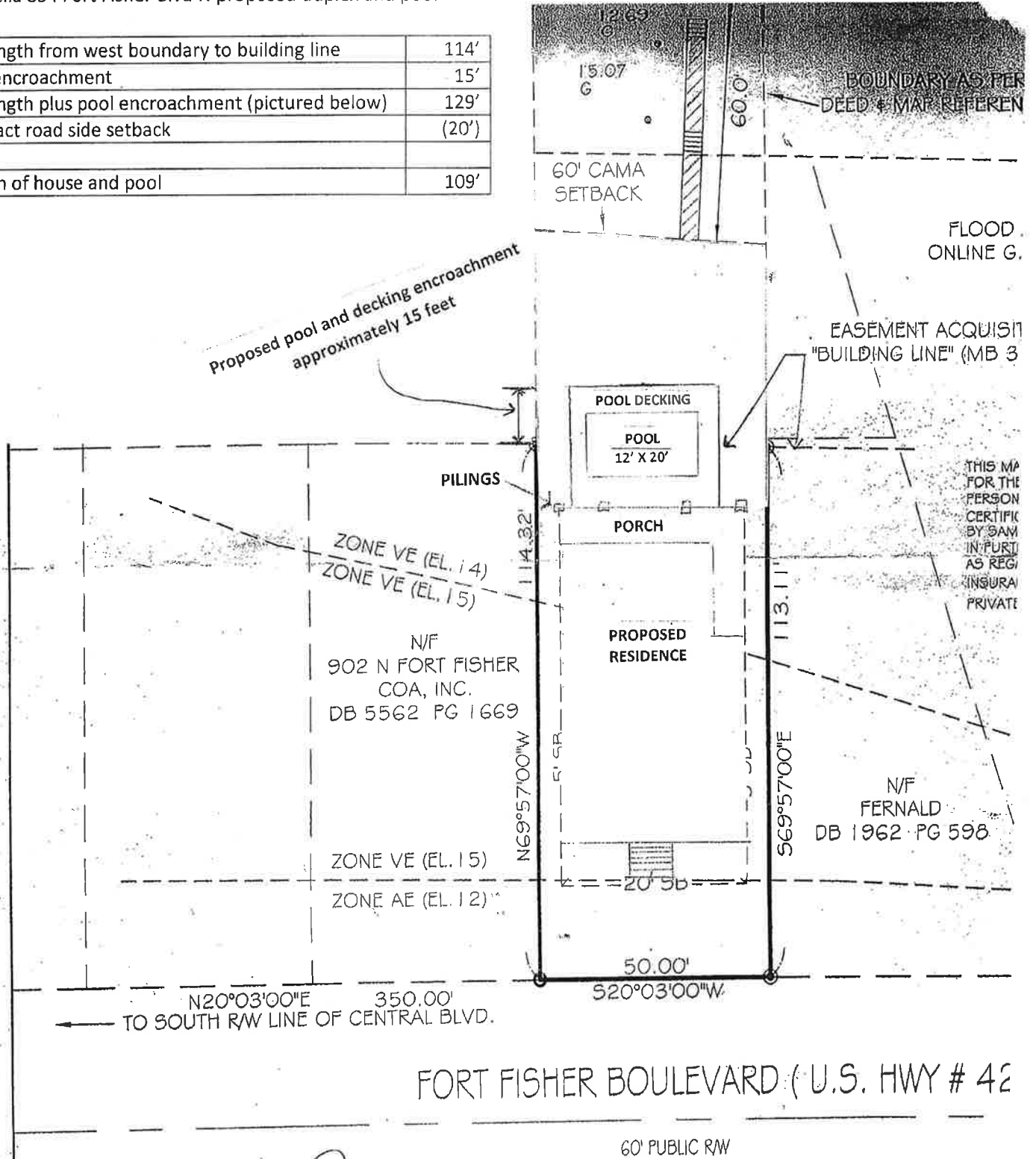
454 Fort Fisher Blvd N, Kure Beach

Lot length from west boundary to building line	90'
Pool encroachment	30'
Lot length plus pool encroachment (pictured below)	120'
Subtract road side setback	<u>(20')</u>
Length of house and pool	100'



Casterella 834 Fort Fisher Blvd N proposed duplex and pool

Lot length from west boundary to building line	114'
Pool encroachment	15'
Lot length plus pool encroachment (pictured below)	129'
Subtract road side setback	(20')
Length of house and pool	109'



Unofficial

BOUNDARY SURVEY WITH SPOT ELEVATIONS F

by **JEFF CASTERELLA**

LOT 18 HANBY BEACH
TOWN OF KURE BEACH NEW HANOVER COUNTY, N.C.

Nancy Avery

From: Jeff casterella <casterel@gmail.com>
Sent: Tuesday, January 29, 2019 2:42 PM
To: John Batson
Cc: Nancy Avery
Subject: Re: encroachment agreement for pool
Attachments: 834 NO FFB PLOT PLAN 2.pdf

Hello John,

I see your point and understand. Our challenge with the placement of this duplex is making room for the required 7 parking spaces in addition the house. We have a duplex lot but it is still a lot to squeeze on to our lot and still be able to include a pool. I assume a single family dwelling does not require 7 spaces.

Each individual unit is 2400 square feet which seems reasonable. Do you see any other options to make the pool possible?

Attached is a copy of the survey. We appreciate your help brainstorming this to a good solution.

Thanks, Jeff

On Tue, Jan 29, 2019, 2:09 PM John Batson <j.batson@townofkurebeach.org> wrote:

Good Afternoon Mr. Casterella,

A word of caution to you as I mentioned before. In the case of the Seawatch community (which is the area that these pools have been allowed to cross the easement), the easement line swings towards the road much closer than anywhere else on our beach strand. This restricts the footprint of those lots to considerably less than other oceanfront property's within Town. Council had this in mind when first allowing pools to be constructed over that line.

For instance: The property owners you heard last night bought a house already built, and the entire footprint for their lot is around 70', whereas yours is around 95'. The property mentioned last night is also about 4500sf.

I just want to make sure you know that I will be mentioning all of this to Town Council when/if you proceed.

Thanks, John

From: J Casterella <casterel@gmail.com>
Sent: Tuesday, January 29, 2019 11:21 AM
To: Nancy Avery <n.avery@townofkurebeach.org>
Cc: John Batson <j.batson@townofkurebeach.org>
Subject: encroachment agreement for pool

Hi Ms. Avery,

Thank you for the agreement copy. I think I understand the process. Here is my plan. A week prior to the next meeting I will send you a narrative of the reason for requesting the encroachment and how far the encroachment extends. I will show the encroachment via a copy of the survey done by Pat Bristow and I will notate exactly where the pool will be placed.

My question is whether I can have the agreement drafted *after* the council reviews the narrative and plot plan or do I need the agreement drafted in advance?

Thanks. Jeff

On 1/8/2019 1:11 PM, Nancy Avery wrote:

Mr. Casterella – attached is a copy of an encroachment agreement that Council has accepted in the past. Attorney Ned Barnes, who is located on the island, has drafted these for other property owners. The document will need to be drawn up and recorded by an attorney, but it will first need to be presented to Council for approval. The reason for requesting the encroachment to include what you are encroaching into (beach nourishment easement or Town utility easement) and how far the encroachment extends will also need to be submitted to Council.

Council meets the third Monday of every month and items to come to their attention needs to be provided to me by the Tuesday prior.

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

From: Jeff casterella <casterel@gmail.com>
Sent: Monday, January 7, 2019 3:50 PM
To: Nancy Avery <n.avery@townofkurebeach.org>
Subject: Document copy

Hello,

We have plans to build a home at 834 Fort Fisher Boulevard North. We have been working with John Batson on the plans for this house. We also hope to install a pool but doing so will require us to build beyond the CAMA "building line". John mentioned to me that some homeowners in the Sea Watch area were able to provide to the Town a legally binding agreement document that would give the Town the right to remove the pool in the future if necessary, but in the meantime build the pool even though it would be over the building line.

My question to you is if you are aware of this sort of past arrangement and if so if you could provide to me a copy of a previously executed document for such an exception? My goal would be to draft an similarly acceptable document for review by council and submit it with a drawing of the proposed pool and placement on a survey of our lot. Thank you, Jeff Casterella

970-217-0947

COMMISSIONER ITEMS

KURE BEACH

NORTH CAROLINA

RESOLUTION OPPOSING RATE INCREASE BY THE NORTH CAROLINA

DEPARTMENT OF INSURANCE

WHEREAS, on Dec 21, 2018 the North Carolina Rate Bureau filed a rate increase request with the North Carolina Department of Insurance; and

WHEREAS, the filing shows a statewide rate increase of on average 17.4%; and

WHEREAS, pursuant to NCGS58-36-10(1), rates or loss costs shall not be excessive, inadequate, or unfairly discriminatory; and

WHEREAS, State law mandates that North Carolina Department of Insurance receive public comments prior to adopting increases.

NOW THEREFORE BE IT RESOLVED that the Town of Kure Beach encourages its property owners that are affected by this filing to:

1. Submit written comments to the N.C. Department of Insurance, Attn: Tricia Ford, Legal Division, 1201 Mail Service Center, Raleigh, N.C. 27699-1201;
2. Email concern to 2018Homeowners@ncdoi.gov by February 26, 2019; or
3. Comment in person during a public forum from 10:00 a.m. to 4:30 p.m. on March 26, 2019, in the Second Floor Hearing Room at the Albemarle Building, 325 N. Salisbury Street, Raleigh, N.C.

NOW, THEREFORE BE IT FURTHER RESOLVED, that the town of Kure Beach Town Council opposes the rate increase requested by the Rate Bureau. The Town of Kure Beach Town Council supports the Commissioner of Insurance in his public efforts to encourage the North Carolina Rate Bureau to withdraw the rate filing immediately.

MINUTES



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

The Kure Beach Town Council held its regular meeting on Monday, January 28th, 2019 beginning at 6:00 pm. There was a quorum of Council and the Town Attorney was present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Town Clerk – Nancy Avery
Finance Officer (FO) – Arlen Copenhaver
Building Inspector – John Batson
Police Chief – Mike Bowden
Recreation Director – Nikki Keely

Mayor Bloszinsky called the meeting to order at 6:00 pm. Reverend Dan Keck gave the invocation and led in the Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA ITEMS

1. Appoint Dan Lockwood to the Marketing Committee as a full Member
2. Appoint Debbie Hayden to the Community Center Committee as a full Member
3. Approve application for TDA funding totaling \$193,019.21 for lifeguard services the Summer of 2018
4. Approve application for TDA funding totaling \$25,362.50 for OFP entertainment
5. Approve application for TDA funding totaling \$5054.16 for 2018 Kure Beach Fantasy Christmas Show
6. Approve application for TDA funding totaling \$8,800 for Pleasure Island Chamber of Commerce summer concerts
7. Minutes:
 - December 18, 2018 Public hearing
 - December 18, 2018 Regular

MOTION- Commissioner Ellen made a motion to approve the consent agenda with item #2 of appointing Debbie Hayden to the Community Center Committee as a full Member moved to later in the agenda.

SECOND- MPT Heglar

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

ADOPTION OF THE AGENDA

MOTION- MPT Heglar made a motion to add agenda item #2 to the the agenda

SECOND- Commissioner Whitley

VOTE- Unanimous

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

Tony Karboski & Connie Mearkle, 454 North Fort Fisher Boulevard, change to previously approved encroachment

Tony Karboski stated:

- Council previously approved 27feet last year for swimming pool
- Now needs 30 ft due to Hurricane Florence
- 5ft shorter than previous requests

Building Inspector Batson commented he has no concerns regarding the request.

Attorney Andy Canoutas stated Council should approve subject to their attorney providing amended encroachment agreement with map.

MOTION- Commissioner Oliver made a motion to approve the change to the encroachment subject to a copy of amended encroachment agreement to be approved by the Town Attorney.

SECOND- Commissioner Whitley

VOTE- Unanimous

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

Question from Audience:

On the Dow structure we we're told you can't touch it because it would become the Town's responsibility but the residents that owned those lots have already removed a lot of it, so does it still fall on Dow to remove it. He was out to dinner last night with a gentlemen who works for Dow and he said he would see if he could look into it.

Council Comments:

Commissioner Whitley commented yes it does.

Mayor Bloszinsky stated the Town has asked for assistance from Senator Tillis office to see if they can help us get their attention.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

Commissioner Whitley reached out to Representative Harper Peterson regarding the Dow structure and he is working on getting him more information. It would be a project that would take 90 days to do the reconstruction of the dune line and would have to be done outside of turtle nesting season. We don't know how large the structure is or how far down it goes. Estimates could say it will cost 1.5 million dollars but then next thing its 3.5 million.

Mayor Bloszinsky stated it is a tremendous structure and if you're on private property you may touch it but on State property you will not touch it.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration

Town Clerk Avery stated:

- Re-entry Decal packet being mailed out this week
- Two re-entry decals per property owner
- Residents utility bill will be enclosed so it's important not to throw packet away
- Includes letter from Mayor Bloszinsky explaining the new process

2. Fire Department

Mayor Bloszinsky commented no representative for the Fire Department tonight as Chief Ed Kennedy is absent from this meeting as he is celebrating the birth of his son

3. Public Works Department

Public Work Director Mesimer had to leave for an emergency but MPT Heglar reported:

- Outfalls on beach, T&H is hoping to start this week weather permitting and this is already included in budget
- 1004 1/2 Handicap ramp is in the hands of the structural engineer, we have received a permit to make it wider
- Received a quote for rebuilding of the walkways following beach nourishment which is \$1,200 dollars for materials as most of the work will be done in house
- Water meter replacement engineer is getting project estimate together and should have together in a few weeks but Public Works Director Mesimer will discuss more at the retreat later this week
- Paving has been held up by the weather as it needs to be warmer
- Paving will be in the spring for Sloop Point, Seaward Ct, and M Ave

Bill Moore Ocean Dunes HOA representative stated:

Ocean Dunes received information from the surveyor and will need the pipe to be 26 inches which is 2 inches larger than previously thought. So his engineer is finishing up his final report and should hopefully get it to Building Inspector Batson shortly.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

4. Recreation

Mayor Bloszinsky asked if there were any rentals for February as the Community Center is a revenue producing asset to the town.

Recreation Director Keely stated there was one Saturday rental.

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Naming Committee Meeting Status

Mayor Bloszinsky stated:

- The new Fire Station is a beautiful new structure to our Town
- Recommendation comes from the Naming Committee
- We will need to advertise for 30 days for public comment
- Mayor read attached letter in agenda packet
- Naming Committee recommends naming it *Heglar Station*

Commissioner Whitley commented he agrees 100% with the Naming Committees recommendation.

MPT Heglar stated the family appreciates the recognition and is very honored by it. It has been a great honor to serve the Town.

MOTION- Commissioner Ellen made a motion to accept the proposal from the Naming Committee to name the Fire Station "Heglar Station" and put it out for public comment for 30 days.

SECOND- Commissioner Whitley

VOTE- Motion carried with an affirmative vote, of four to one with Mayor Bloszinsky, Commissioners Oliver, Ellen and Whitley. Mayor Pro Tem Heglar recused himself.

Mayor Bloszinsky directed the Town Clerk to put it out for public comment.

2. Town Facility Construction Project Status Update

- New building schedule/progress and challenges

Commissioner Oliver stated:

- Fire Chief is out with new son
- Fire department has moved in and it is working well
- Department is enjoying the new station
- Had a couple trainings already in the new training room
- Town hall should have initial punch list completed by Thursday and turned over to the contractor this week for any corrections
- Project budget is strong



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

- Major amount of work on the expansion of the police department into the fire department has started and is moving along nicely

Commissioner Ellen asked if there were funds available to change the roof on the old Fire station to match the new roof on the other buildings.

Commissioner Oliver stated they were working on getting a cost estimate for the new roof of the fire station. Hopefully will receive next month.

Mayor Bloszinsky asked if the project was still on schedule.

Commissioner Oliver stated he thinks we are but has asked the contractor to give us realistic dates.

- Dedication plaque placement

Commissioner Oliver stated:

- Town Clerk provided information for suggestions on the plaque
- Picture in agenda packet on the left at Ocean Front park shows it is on pedestal
- Advises doing the same type of plaque for outside Town Hall
- Don't have room on exterior walls to mount because of all the glass
- Need to look at wording for plaque
- Needs to mention on the plaque the Council that started the project, the Town Attorney, Engineer, Architect, and the construction company

Mayor Bloszinsky asked Council to give their opinions on the wording for the plaque.

Commissioner Ellen stated he preferred option 2.

Commissioner Oliver stated to stay consistent with what has been done previously he would like it to list Council. He prefers option 1 with addition to adding the names he just discussed.

MPT Heglar commented he doesn't have much of an opinion, but would rather have it inside Town Hall.

Mayor Bloszinsky stated he preferred option 2.

Commissioner Whitley stated option 2 is fine.

MPT Heglar commented he thinks it should recognize the citizens and the employees of Kure Beach and would like to come up with an option 4.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

Mayor Bloszinsky and MPT Heglar to present wording to Council for the Town Hall plaque.

- **Dedication Ceremony**

Commissioner Ellen explained:

- In the agenda is the first draft of the ceremony
- Ceremony is to dedicate the new buildings
- Dedication will not just be for the Fire Station but all new buildings
- Draft lists a band, invocation, invitations, etc
- Need to determine set up location and decide if it will be at the Fire station or the Town Hall
- A lot of open questions in this first draft
- Asking permission from Council to form an Ad-hoc committee to start the process
- Asking for the dedication ceremony not to be till middle of April
- Invite the town residents, local community and the Governor

Mayor Bloszinsky stated this plan was very well thought out but need to add the former Council and Former Staff.

Commissioner Whitley commented we should hold the dedication ceremony on a Saturday for all to be able to attend.

Commissioner Ellen stated there was a lot of people willing to help plan as Recreation Director Keely has volunteered and Town Clerk Avery.

Mayor Bloszinsky asked Attorney Andy Canoutas if he would need to make motion to appoint the ad-hoc committee.

Attorney Andy Canoutas stated the Mayor can appoint one.

Mayor Bloszinsky appointed Commissioner John Ellen chair of the ad-hoc committee to start the process of the dedication ceremony.

3. Discussion of Living with Coyote Education

Mayor Bloszinsky stated:

- Coyotes are foraging on state land
- Coyotes only come on Town land when needed
- On March 4th, place still to be determined the Town will have the Department of the Interior come hold an educational session on how to live with coyotes



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

- It will explain certain things you should and shouldn't do
- Don't put out food for the coyotes
- Thank you to former Mayor Mac Montgomery who did the initial work on getting the Department of Interior to come give the educational session.
- Rebecca Sike will be here to give the educational session
- Council to invite others on the island

Commissioner Oliver commented he thinks we need to make sure the State Parks are involved.

MPT Heglar stated he wants to tape the meeting if possible so others can listen after to the educational session. We would need to let the presenter know we will tape the session.

4. Review of committee/board policy

- Faithful attendance for P&Z / BOA, follow up from 12/18 meeting
- Planning and Zoning and Board of Adjustment restriction of members serving on more than one board

Commissioner Whitley stated:

- Last time we discussed that for P&Z and BOA no more than 3 excused absences in a rolling 12 month period.
- He agrees with this and thinks it is what Council should do
- Second item is members can't currently serve on another board while serving on a state required board
- One gentlemen does currently serve on more than one board
- This came up because we're currently filling the P&Z alternate position and a gentlemen applied that is currently already serving on a board
- This was caught by the Town Clerk.
- Need to uphold or change the policy

Mayor Bloszinsky asked Attorney Andy Canoutas is there a reason why they can't serve on more than one state board.

Attorney Andy Canoutas commented it was for political reasons why they couldn't serve on more than one board. The reason it was stopped was because it was becoming self-serving so this prevented it from happening.

MPT Heglar asked Town Clerk Avery if this was for public office.
Town Clerk Avery stated yes.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

P&Z Galbraith stated that this is standard procedure to not be able to serve on more than one board.

MOTION- Commissioner Whitley made a motion that faithful attendance for P&Z and BOA to be defined as no more than 3 excused absences in a rolling 12 month period

SECOND- MPT Heglar

VOTE-Unanimous

Commissioner Whitley commented if you're on P&Z he thinks it's a good idea you're on nothing else.

MPT Heglar stated he is fine with the policy staying the way it is currently.

Mayor Bloszinsky stated that it sounds like we're going to uphold the rules, so that is our consensus. Asked the liaison of SLABP to speak with the individual.

MOTION- MPT Heglar made a motion to schedule a public hearing for February 18th at 5:30 pm to change chapter 19 in the code for the defined definition of faithful attendance for BOA and P&Z.

SECOND- Commissioner Oliver

VOTE-Unanimous

MPT Heglar stated he has a questions concerning emergency operations and damage assessment. If a P&Z or BOA member wants to be on the damage assessment team post hurricane or part of the emergency operation center that should be acceptable. He is unsure how to address this but he doesn't want people who serve on P&Z or BOA to not be able to help Building Inspector Batson.

MPT Heglar and Building Inspector Batson to provide wording for section H of the committee policy regarding damage assessment and emergency management to ensure no restriction on who may serve to help the community

5. Project Updates:

Rebuilding of Alabama Beach Access grant.

Town Clerk Avery stated:

- Received the CAMA permit
- It will be straight instead of zigzagged
- Engineering firm is finishing up the construction plans



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

- Her office will apply in April for the CAMA grant
- Need drawing before we can get an estimate

Mayor Bloszinsky stated grants aren't awarded till September so we will be struggling a little bit through this season.

- Update on Beach access points damaged by the storm

MPT Heglar commented Public Works Director Mesimer is working on the walkway cost estimate which they will do in house. He asked when dose think they're going to get to us for sand. We need to get that scheduled.

Mayor Bloszinsky stated that he told the Corps of Engineers that we're going to get started as soon as we receive the sand because we can't wait till season.

- Ocean Dunes progress update

Building Inspector Batson stated he needs Councils clarification for what is the expected role of the Towns engineer regarding the storm water pipe.

MPT Heglar stated to ensure it has the same outflow or better than it did before it was damaged so we won't have storm water problems on 421 highway.

Building Inspector Batson reported the sand bags were installed at 1100, 1300, 1500, 1700, 1800, and 2100 buildings and Ocean Dunes will be applying for a permit to start placing sand over the bags in the next couple weeks.

6. Parking implementation plan for the summer of 2019, any additional parking or street directional signs that need to be determined
 - Adding parking bumpers to E, I Avenue and 6th Avenue

Mayor Bloszinsky stated due to the public input on parking there will not be any significant changes to parking on the North part of Town.

MPT Heglar commented we will be enforcing parking in the street. Some people think since there are no changes we're going back to how it was but that is not correct. Our communication message to the citizens for the summer needs to be that. Right now it is not a big problem, but thinks it will be with the changes the Towns north of us are making regarding parking, and he is concerned about that.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

Mayor Bloszinsky stated we will enforce the parking. The south part of Town will have some identified parking and he believes according to the last meeting he needs to give Public Works Director Mesimer some direction on where to define the parking. Will need signs on E, I Avenue and 6th Avenue.

Commissioner Whitley stated this needs to be complete by Easter weekend.

MPT Heglar commented we won't allow any overnight parking as well.

Mayor Bloszinsky stated we have no overnight parking anywhere in Kure beach.

8. Discussion of drainage study, including the Military Operations Terminal at Sunny Point ditch review walk through

Commissioner Ellen gave review of the MOTSU ditch tour walk through on MOTSU property. Ditches were mostly clear and water was running. There were 3 parts of the ditch that could be cleaned.

Commissioner Whitley stated he will be talking with MOTSU to see if in May members of Council can walk the ditches again before the start of the hurricane season, and then in August to ensure the ditches are clean.

Resident, Denise Hubbard on Cutter Court, said she will be bringing before Council at a future meeting a PowerPoint and information she has gathered from other residents in the area regarding the flooding from Hurricane Florence.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Update on Storm Damage Reduction Schedule for the Beach

Mayor Bloszinsky Stated:

- Attended pre construction meeting 6th of January
- Contractor is on site off shore updating the surveys for how much sand is lost
- Located currently in Carolina Beach on the North End
- Should mobilize in Kure Beach by February 23rd
- Additional funding is available for replacement of some piping and outfalls
- Should be finished by the end of April

2. Appoint Debbie Hayden to the Community Center Committee as an alternate member

MOTION – Commissioner Ellen motioned to appoint Debbie Hayden as an alternate member of the Community Center Community.



TOWN COUNCIL MINUTES

REGULAR MEETING

January 28, 2019 @ 6:00 p.m.

SECOND - MPT Heglar
VOTE - Unanimous

MAYOR UPDATES

COMMISSIONER ITEMS

ADJOURNMENT

MOTION- Commissioner Ellen motioned to adjourn the meeting at 7:50 pm.

SECOND-MPT Heglar

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

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

The Kure Beach Town Council held its Retreat meeting on Friday, February 1st, 2019 beginning at 8:30 am. Town Attorney A. A. Canoutas was in attendance. There was a quorum of the Town Council present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

None

STAFF PRESENT

Town Clerk – Nancy Avery
Finance Officer (FO) – Arlen Copenhaver
Building Inspector – John Batson
Police Chief – Mike Bowden
Recreation Director – Nikki Keely
Public Works Director - Jimmy Mesimer
Fire Department- Ed Kennedy

CALL TO ORDER

The Mayor called the meeting to order at 8:32 am.

DEPARTMENT HEAD REPORTS

BUILDING DEPARTMENT

Building Inspection Batson reported:

- Spring 2018 went to the School of Government and received a certification to be zoning officer
- He is now a NC certified Zoning Officer
- New flooding maps were designed, which took a lot of effort from all involved, and maps have been published
- As of August 2018 we're in full compliance with the new maps
- A lot of the flood plain was reduced
- Flood zone is now only on ocean front property
- We put in 1 foot free board which helps with our community rating system
- We're now rated as a 7 which offers a 15% discount off flood insurance rates for our participation with this system
- Issued 129 building permits for FY17/18
- 27 were single family homes, 7 attached units, so 34 new dwellings



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

- \$297,796 brought in from permits
- Issued 12 single family dwelling permits and 4 attached units so far for FY18/19
- This year so far we have brought in \$166,900 from permits
- 245 lots left in town

Mayor Bloszinsky stated that this is pretty consistent.

Building Inspector Batson asked for direction from Council on the following items:

- Update of the zoning map, he is unsure of the cost at this time but would like to know if he should budget for it.
- Land Use Plan update, it used to have to be updated every 7 years but that has since relaxed. Last time we hired a consulting firm and it cost around \$40,000. The Land Use Plan is a guideline. He doesn't feel our Town vision has really changed much and still thinks we want to have the small Town feel.

Commissioner Ellen commented the previous mayor made a land use vision committee and he realized quickly it wasn't going to be written up by a committee, so he wrote a 140 page draft for the Town. It certainly needs work, but he would be more than happy to work with someone on this plan. He doesn't mind if we start over but this may keep the cost down.

Town Clerk stated she only has it in pdf format, not a word document.

Commissioner Oliver stated this was more of a comprehensive plan.

Mayor Bloszinsky stated we are a Town that is not growing rapidly and the only way we can grow is by the homes we build. He believes the zoning in this Town is pretty established. He looks at this plan more as a general direction plan. It doesn't give details.

MPT Heglar advises Council to spend a month reading the Land Use Plan before deciding how to proceed forward at the March Council meeting.

CONSENSUS- Town Council to read Land Use Plan before March Council meeting to determine a course of action.

MPT Heglar commented concerning the zoning map what would exactly need to be updated.

Building Inspector Batson reported it would be the lots that have been split or combined. This map hasn't been updated since 2005.

Town Clerk stated the Town is legally obligated to have a current zoning map.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

MPT Heglar commented do other communities not on the coast have to do a Land Use Plan.

Building Inspector Batson stated he does not believe so.

CONSENSUS- Building Inspector Batson to review the Zoning map update and to look into cost of updating.

COMPLAINTS

Complaints Building Inspector Batson has received:

- Main complaints are storm water related
- Most complaints concerning storm water are on new construction
- He meets with every new construction property owner and the contractor on site to discuss how they will discharge the storm water
- Another complaint is regarding trash
- Building materials sitting in the street once delivered
- Contractors working after hours
- Residents not being able to do what they wish on their own property
- Compliant from builder is being able to put HVAC units in the setbacks

Building Inspector Batson and Public Works Director Mesimer would like to develop a storm water system that will allows each individual property owner that has a problem area to be able to choose between two different storm water systems. The Town will inspect after the property owner installs and then the Town will waive the \$4,000 fee.

MPT Heglar stated he is supportive of making it easier on Building Inspector Batson and Public Works Mesimer but wants to make sure the Town won't be held liable for making the property owner choose between the two systems.

CONSENSUS- Building Inspector Batson will bring to Council a recommendation on Storm Water systems.

Building Inspector Batson is asking Council to direct P&Z for guidance on the following:

- Appropriate requirements for structures other than single family detached dwellings
- Definition of a driveway and define the types of surfaces allowed for a driveway
- Definition of a bedroom

CONSENSUS – Council to direct P&Z to guidance on the following requests from Building Inspector Batson.



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

Building Inspector Batson regarding pool encroachments stated:

- The reason we started the pool encroachments was because along a certain area on Sea Watch way the easement line was much smaller than other ocean front properties
- Council to receive in the next month a new request for a pool encroachment on a property with a 95 foot footprint
- Council is going to receive more requests and highly discourages it
- Ocean front properties are now larger since we started using the building line
- We have helped out enough but now need to preserve the easement

Building Inspector Batson will show the plans for the new request. It will be a duplex. Property owner commented yesterday he can't keep his parking and have a pool.

MPT Heglar stated property owners will need to choose between having a pool and parking.

BUDGET

Building Inspector Batson stated he has been very consistent over the last 10 plus years

- Asking Council for one new full time employee
- Surrendering part time position
- With the amount of traffic in office daily he is in need of the assistance

Mayor Bloszinsky asked how much of your budget do you spend.

Building Inspector Batson stated about 90% of the budget.

CONSENSUS- Add to First draft of budget a full time position for a new Administrative/Code enforcement position.

FINANCE DEPARTMENT

(FO) Copenhaver reported:

- Received a clean audit
- In the past few months Finance has spent a large amount of time doing FEMA related activities
- Hopefully Council is pleased with information received on a monthly basis
- In the future the Finance Department may need more staffing
- Tammy (Administrative Assistant) with the Police Department has helped tremendously answering phone calls and handling office traffic. It helped free up Karen's (Finance Specialist) time to get other items done
- Need new financial software in future
- Cost of new software is \$100,000 but the current software is outdated



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

- Water meter replacement needs to happen first so hopes to put software in next year's budgets
- Less than 10,000 a year to maintain current software
- This will be a huge undertaking but needs to be updated
- The current software has issues

COMPLAINTS

(FO) Copenhaver stated regarding complaints:

- Water bill to high
- Garbage not picked up on time
- Daily comments from citizens

(FO) Copenhaver asked Department Heads to remember the following items:

- Make sure you are getting your department timesheets on time
- Need to have new employees information before they start working
- Need credit card receipts quickly

MPT Heglar commented he would like to submit receipts by pdf because some stores are going to electronic copy.

(FO) Copenhaver replied it is very easy to change receipts, so at this time we still want original documents but will relook at once system is updated.

FIRE DEPARTMENT

Fire Chief Kennedy stated:

- 30% increase in call volume
- Ocean Rescue had 200 calls this year which was up by 29 calls. Seasonal changes in the ocean effected this
- CPR administrated 9 times
- 21% volunteer increase
- New Fire Station being built he believes helped increase the volunteer numbers
- Administrated all hose testing in- house this year, didn't use third party
- Had a great turn out during hurricane with paid and volunteer staff. Over 2000 hours were volunteer
- 4 new volunteers this year
- New system allows volunteers to move up in rank alongside the paid staff
- Finalized our automatic response with dispatch. It now codes out a certain response for quicker response times
- Training program has been received well from volunteers



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

- 18 volunteers come to the meetings on Monday nights
- Volunteers have to pass a physical test annually
- 5 year plan handed out to Council
- Sent out surveys to citizens, close to 300 residents took the survey
- The survey compiled information for the Fire Department on what our vision should be and what the community wants us to provide
- He would like to update this every 3 years

Fire Chief Kennedy presented a packet which is incorporated as part of these minutes.

Fire Chief Kennedy stated Captain Zwally will be taking over all fire inspections once he finishes his educational class. He has been working with the former fire inspector of Carolina Beach and is still learning from him, but feels after one more summer season he will be comfortable to take this job over.

Fire Chief Kennedy commented he will be starting up a beach public safety talk again. This was a request in the survey sent out to the residents. Ocean Rescue will give talks once a week and will coach on the importance of beach safety.

Mayor Bloszinsky stated he would like to attend the first talk in case other questions are asked.

Commissioner Ellen commented the beach safety talks need to only address beach safety and no other Town issues.

Fire Chief Kennedy stated he would like to start a junior firefighter program. The junior lifeguard program has been a huge success, and the current head lifeguard was one of the first junior lifeguards. Five of the lifeguards that tried out last season were previously junior lifeguards. We want to try to capture them at a younger age and thinks the junior firefighter program will be something they're interested in. There is plenty of online information we can use and online application forms. The program will be very easy to start and will cost around \$2,000 for paperwork and junior fire gear for them to train in.

MPT Heglar commented this could help get adult volunteers as well with parents doing it with their children.

(FO) Copenhaver commented we need to look into the Town's worker comp insurance because we have always been able to claim we had no children under 18 as firefighter. This may cost the Town more.



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

Fire Chief Kennedy will get up with Carolina Beach who has the same program to review procedures.

BUDGET

Fire Chief Kennedy stated he currently has 2 full time firefighters but is seeking to have an additional firefighter on shift at a time for the following reasons:

- Increase call time
- Two volunteers could be leaving soon and they help a lot with day calls
- Continue to offer professional service to the Town
- If there is a brush burn and we have a third firefighter on shift we can start putting out the fire right away
- Additional swimmer for ocean rescues
- Have one fire staff member stay behind at the station
- Create additional rank of engineer

Mayor Bloszinsky commented he received a complaint that the Town doesn't have any female firefighters.

Fire Chief Kennedy reported that only 3% of all firefighter are female. We encourage all females to join, but haven't received any female applicants. We hire based on a point system so everything is fair.

Fire Chief Kennedy reported the truck maintenance may go over budget this year with a few issues but it's still manageable at this time. Both trucks passed yearly safety tests. They do need to replace the service truck in the next few years. It currently only seats two and he would like to get a truck a little bigger. He doesn't need either truck to be replaced currently but both are 20-30 years old.

MPT Heglar stated he doesn't see how a third firefighter is needed and requested a list of the advantages.

Fire Chief Kennedy stated he will present this to Council to have them look at the numbers and services that are provided by the fire department.

POLICE DEPARTMENT

Police Chief Bowdon reported:

- Started K-9 program
- Started physical fitness program that all officers will have to pass twice a year and hopes to offer an incentive for passing
- Camera program is still running and there is one more year on the lease



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

- March 23rd is public safety day
- Radio reception is still bad but they're (county) is working on fixing

BUDGETARY IMPACTS:

- Due to adding the K-9, he will be adding \$2,500 to the budget for cost of food, vet bills, and the vehicle
- Requesting to hire one new full time officer
- Officer safety is our number one priority
- There are times where there is only one officer on patrol
- Calls for service were 4,336 which is an average of 12 calls per day
- Kure Beach police responds to all EMS calls
- We have had to rely on reserves in the past and one has retired. They're hard to find and can't depend on them to be here when needed
- 2,400 residents year round, 6,000 residents in summer, and 10,000 citizens on the weekends in the summer
- In 2017 Fort Fisher recreation site had 870,000 visitors, 280,000 aquarium visitors 186,000 visitors on the Fort Fisher/Southport ferry. All who had to travel through Kure Beach to get to their destination
- Kure Beach is home to the Seafood Blues & Jazz festival, New year's Eve ceremony, the Polar Plunge and many more events
- Looking to purchase a permanent gas tank to make the department self-efficient during a storm. It would have money savings for the Town. The Town uses 2,000 gallons of gas a month and 600 gallons of diesel fuel a month
- It would cost \$25,000 just for the tank but doesn't include the card reader or install price
- Putting in the next budget year due to the permits and placement timeline

MPT Heglar stated the plan should be to put it somewhere on Town property. We need to figure out the requirements and get a detailed quote on the costs of the tank. The Town has had one in the past.

(FO) Copenhaver is unsure at this time what the cost savings would be for the Town.

Police Chief Bowden stated he would still like to use the store gas pumps as a backup during storms.

CONSENSUS – Put a place holder in the budget for the gas tank.

Mayor Bloszinsky asked how often is only one officer on patrol by himself.



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

Police Chief Bowden stated Monday-Friday the officer is by himself but during the weekend he has a reserve officer with him on patrol. In the summers we rely on reserves.

CONSENSUS – Add to the budget draft one new full time police officer position.

Police Chief Bowden stated the Police Department applied for a grant to get two message boards.

COMPLAINTS

- Sunny Point stops
- Dogs on the beach

PUBLIC WORKS DEPARTMENT

Public Works Director Mesimer reported

COMPLAINTS

- Storm water
- Holes in the road
- Too high water bills

Public Works Director Mesimer stated:

- Dealing with residents every day concerning storm water
- Currently has a gentlemen who has had serious storm water issues for the past few years
- Isn't included in this budget but the Town will need to install a storm drain system
- The Town's storm drain system is solid and intact
- The outfalls on the beach will be started first of next week and should be completed within a week of the start date
- Handicap ramp plans are in the hands of the structural engineer and the Town received special CAMA permit to make it wider
- Signage on the beach is complete and the dogs on the beach sign is already back up
- Paving projects are delayed because contractors are hard to get down here right now but will be completed by early spring
- Public Works did an assessment and picked the worst streets to complete first
- Regarding the water meter replacement, he will be going to Surf City to review the system they have next week, which will be similar to the one the Town is getting
- It will be a drive by system, have it in service/garbage truck to log the data
- Was told by sales management he can sit at the shop and pick up 1/3 of Town
- 1.23 million for cost of water meter replacement

Mayor Bloszinsky asked are we considering anything along Pinfish for paving.



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

Public Works Director stated he will be looking into it.

MPT Heglar stated historically, when the pavers come under budget, Public Works just tells them to continue for another block.

(FO) Copenhaver stated it will take 3 months to get the water meter replacement complete for financing. Finance will need to show the repayment plan and forecast increase of water fees.

BUDGETARY IMPACTS

- Need to purchase new vac machine because the current one is too small and is very limited on what it can be used for
- Vac machine will help with storm water clean up
- Need an extra full time position to help with the maintenance of the new buildings, landscape, and the Ocean Front Park

Commissioner Oliver stated we need to look into getting a contract with Freeman landscape to maintain some of the landscaping around the Ocean Front Park and boardwalk area.

MPT Heglar commented we need to have all maintenance and cleaning to come out of one budget. Public Works Director Mesimer is asking for a person but we first need to determine the job description of the new hire. Need someone to keep track of all contracts, and be the direct liaison for all departments. Each department head needs to determine what they want Public Works Mesimer to be taking care of so we can determine the correct person we need to hire.

Mayor Bloszinsky stated the new buildings, bathrooms, and Ocean Front Park area need to be maintained to the best ability possible. The grass should always be cut and well kept.

MPT Heglar stated we need to give more money if you raise the bar of the expectations of the Public Works Department. Public Works Director Mesimer will need to come to Council regarding budget issues if he can't support the items needed.

Commissioner Oliver stated Freeman Landscape is very reasonable for the amount of items they provide. He will go over the contracts with Public Works Director Mesimer and determine what is needed.

CONSENSUS- To include in the draft budget one new full time position for the Public Works Department.



TOWN COUNCIL MINUTES

COUNCIL RETREAT COMMUNITY CENTER

February 1st, 2019 @ 8:30 a.m.

MPT Heglar stated each department can either continue to manage their own contracts or direct Public Works Director Mesimer to be responsible.

FOLLOW UP –Department Heads need to determine what they want Public Works Department to maintain in the new buildings and give the detailed list to Public Works Director Mesimer.

Public Works Department Mesimer stated the bumpers will be installed by the first of March once he receives direction from Council.

RECREATION DEPARTMENT

- This current year budget received one new full time position so there will be a decrease in part time staff
- New hire starts next week, he knows a lot about the Town and had great references
- Last year we brought a few safety issues to Council around the Ocean Front Park and most of them have been fixed
- The walkway up to the fence has been fixed and the lighting has been improved
- In the process of moving blue fish from the boardwalk to the railing
- Increase in this year's budget for this project
- Community Center paint has been updated and HVAC fixed
- Handout provided to Council shows recreational classes offered and the rental overview for the year
- Rental income was \$23,812 for the year with 53 contracts
- This next year she would like to start a recreation Facebook page and will be using google listing
- This year recreation will be growing the smaller classes for locals but will not cause a huge impact to the budget

COMPLAINTS

- Not hearing about events
- No parking

ADMINISTRATION DEPARTMENT

Town Clerk Avery stated:

- Recognize Deputy Town Clerk Sanders for all the work she has done on the Town facility project
- She has put hours of her time working with the Police and Fire Chief choosing paint colors, flooring, furniture, appliances and IT/data needs
- Received a compliment from the contractor on how everything has moved more quickly because of her participation



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

Deputy Town Clerk Sanders stated:

- Town Clerk Avery has enclosed in the agenda packet a report of all items accomplished this year
- Re-Entry Packet mailings went smoothly and didn't take a lot of staff time
- Draft Town Facebook page was created with a disclaimer for the Facebook page
- Disclaimer would be listed on the top of the page at all times
- Important notifications would be shared on the page
- Trial to do it year around to see if any problems will develop
- Employee will need to check Facebook page 3 to 4 times a day
- If public relations aren't good on the page we can un-publish it
- Comments are public record and we can't block comments
- We have blocked citizens from being able to tag, give reviews, post on page, and from sending messages to the Town
- The page does allow sharing

MPT Heglar stated we need to decide if we feel like we need to do more than what we're currently doing. He needs to know the value of having the page.

Dennis Panicali, SLABP Committee Chair, stated during the hurricane the vast majority of the community say they got most of their information off Facebook. Not every resident is informed by email. It's another way to get out information.

MPT Heglar stated:

- As a responsible citizen you can visit the website to receive accurate information and not Facebook as there is false news
- Certain information will explode and waste staff time deleting comments and the Town will be bashed before staff has the chance to delete the comments
- Town page will get worse criticism than other department pages
- Doesn't see the benefit for the Town to have a Facebook page
- During the Hurricane, 3 people read the message before it went out to citizens. The Town needs to be very careful of what is said

MPT Heglar stated we'll have to pay an employee to deal with the Facebook page and update it. It's a lot of maintenance and he doesn't see what it gives the citizens but only gives others the chance to complain. We need to have a policy for employees to follow.

Town Clerk Avery stated we will develop a Facebook page policy. There are public record laws we will have to follow.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

CONSENSUS- Need to develop a Facebook page Policy for all departments to follow.

SHORELINE ACCESS AND BEACH PROTECTION COMMITTEE AMBASSADOR PROGRAM

Pat Triplett stated:

- Member of Shoreline access and beach protection committee
- Committee has been discussing and planning a new project to enhance educational walks and talks for visitors and locals along the beach strands
- Committee came up with a mission statement listed on PowerPoint handout
- Goal is to reach out to the community and visitors through educational programs
- To teach the importance of keeping our beaches safe and clean
- Been having monthly meetings regarding this program
- Ambassadors will give Kure Beach history and wildlife education
- Teach about rip currents and beach safety
- Teach about trash on the beach
- 52,000 pieces of trash per sq. mile in the ocean
- Talks will be held June through August twice a week
- Hour long session and questions will be welcome
- Program will host two talks at the same time
- Recreation Department will help advertise for the program
- Ambassadors will wear vest to be easily identified for safety reasons
- No cost as members will buy their own vests
- Program will have 10 ambassador members to be able to have rotating teams
- Asking to use Kure Beach Town seal on the vests

Mayor Bloszinsky commented the list of topics is terrific and he thinks it will be very successful. He is concerned using the Town seal and having members wearing the vest and answering Town related questions.

MPT Heglar stated we need to have a policy or guidelines in place for this program. The ambassadors will receive a lot of Town related questions. If they're wearing the Town seal they will be speaking for the Town. Council needs to provide some guidance on Town related questions. He wants to make sure the members are consistent in the way they respond.

Commissioner Whitley commented he would like for it to say volunteer instead of ambassador.

Pat Triplett stated they could put volunteer on the back of the vest in big letters and put Kure Beach ambassador on the front.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

Mayor Bloszinsky commented he would like a list of the ambassador members.

Commissioner Oliver stated he would like the ambassadors to be identified by name.

CONSENSUS- Council is supportive of the ambassador program subject to the committee writing up a policy on guidelines regarding the answering of questions and provide a training certificate form to Council. Committee to provide Council with the list of the ambassador members. Ambassadors need to be identified by name tag.

FINANCE DEPARTMENT MID-YEAR FINANCIAL REVIEW

Arlen Copenhaver, Finance Officer, reviewed Town revenue and expenditure information for the current fiscal year in graphs and charts, as well as comparative charts for Fiscal Year 2014 through Fiscal year 2018. A review of Town debt, General Fund Services, comparisons of similar beach towns and Town investments was included, as well. All of this information was presented via PowerPoint slides.

Brief synopsis of points made:

- The Town's finances are on track for this budget year.
- E and I Avenue beach access grant reimbursement has been requested
- 2nd sales tax has steady increase due to improvement in the economy
- Each department is in good shape for expenses
- Most of committee budget money spent on E and I Avenue beach access paving
- Revenue over the last 5 years has been consistent
- Operation funds is strong and we paid overtime out of this account
- Ocean Dunes pipe will come out of Storm Water Fund
- Powell Bill fund balance has increased this year
- Cash in the bank has not changed this past year
- Minimum fund balance has decreased this past year
- For year's 2020-2024 is an estimated cost for all the new Town Hall buildings

Council Comments:

It cost 10% of fund balance to help fix the Ocean Dunes outfall. Storm Water vac machine is 50% of the budget. The Town should look into a lease agreement instead of buying one. Option is to enter into a contract with Carolina Beach.

MPT Heglar stated his plan is to reduce water usage. Wasting water is a human problem. He has been advocating this for the Town for years.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

Finalization of 2019 budget calendar

- Follows same plan as previous years
- Tried to schedule budget meetings on Friday
- If we're not in new building, could use Fire Station training room
- Monday, April 1st for first Budget meeting at 9 am
- Monday, April 15th for second meeting at 9 am
- Public Meeting at 6 pm on June 10th

MOTION- MPT Heglar made a motion to adopt the budget calendar with the changes for the first workshop to be April 1st at 9 am and the second workshop for April 15th at 9 am also to make the Public Hearing on June 10th at 6 pm.

SECOND- Commissioner Ellen

VOTE- Unanimous

TOWN POLICY FOR RETIREE MEDICAL BENEFITS

- The current Kure Beach retiree medical insurance will pay 100% or 50% of continued health (medical, vision, dental) insurance coverage on retired employees based on years of service.
- The Town will pay 100% of the above referenced benefits, if the insurance vendor allows it. If the vendor requires a portion of the premium to be paid by the participant, then the retiree is responsible for this cost. The Town does not pay any costs associated with Medicare eligibility, such as Part B.
- Consider eliminating the Town-paid retiree medical benefit for any employee hired after a specific date
- All current full-time employees will still be eligible for the existing Town-paid retiree medical benefits
 - 2 employees are close to the 20 year range shown on PowerPoint
 - 6 employees are in the 10-15 year range and it won't be long before they reach the 20 year range shown on PowerPoint
- Other towns around us have gotten away from this benefit

MPT Heglar asked Department Heads if this helps benefit you with getting qualified applicants for your positions.

Chief Police Bowden answered officers are job hopping right now and it's normally for better benefits or higher pay.

Commissioner Oliver stated he has had this benefit at past employers. He wouldn't have a problem eliminating the benefit as of the day (FO) Copenhaver stated.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

MOTION- MPT Heglar made a motion to eliminate the Town paid retiree medical benefit for any employee hired after February 7th 2019, all full time current employees will still be eligible for the existing Town paid medical benefit.

SECOND- Commissioner Ellen

VOTE- Unanimous

(FO) Copenhaver stated payments must be received at Town Hall by the 1st day of the insurance coverage month. He suggests if a retiree who is receiving Town-paid medical benefits becomes 2 months delinquent in making their required payment to the Town, this will constitute their desire to discontinue any future Town-paid medical benefits.

MPT Heglar stated he doesn't agree with these changes.

Deputy Town Clerk Sanders commented it's a new thing for retirees to have to pay a portion to the Town.

Commissioner Oliver stated we need to make a clear statement to show payments are due on the 1st of the month.

Council to address the one person but not the whole group of retirees and to clarify the retiree benefit is due by the 1st of the month.

Post-hurricane processes and FEMA requirements review:

- Debris removal cost a \$104,000 submitted to FEMA for reimbursement, which is in final review
- Emergency Protective Measures was \$232,753 with FEMA review complete and funds have been obligated to the State. Should be receiving 75% (\$174,565) within the next 20 days. Balance from the State after final inspection and closeout.
- Water Control Facilities- (Storm Water Outfalls) FEMA review complete and funds have been obligated to the State. Should be receiving 75% (\$54,975) within the next 2 months. Balance from the State after final inspection and closeout
- Who is responsible for determining Town damage? Is it Building Inspector Batson or each Department Head?
- Opportunity to define who is responsible for this job

Mayor Bloszinsky stated he thinks Public Works Director Mesimer should look at the Town assets and Building Inspector Batson will review beach.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

POST HURRICANE PROCESSES IMPROVEMENT OPPORTUNITIES

1. Clear assignment of responsibilities for preliminary damage assessment of Town infrastructure, buildings, equipment, etc.
 - a. Pictures and estimated costs to repair or replace
 - b. Reporting of damage estimates to assigned personnel for insurance and FEMA reporting purposes
 - c. Obtaining estimates for repairs or replacements
 - d. Selection of vendors for repairs or replacements
2. Completeness of required documentation
Items Eligible for Reimbursement:
 - Labor
 - Equipment
 - Materials
 - Equipment Rental
 - Contracted Services

EXAMPLES OF EQUIPMENT ELIGIBLE FOR REIMBURSEMENT

- All Vehicles
- Generators
- Pumps
- Backhoes
- Chainsaws
- Hoses

INFO REQUIRED BY FEMA FOR EQUIPMENT

- Make
- Model
- Capacity/Size
- HP
- Operator's Name
- Dates Used
- Number of Hours Used Each Day

Finance Department to create pre-storm equipment list by sitting down with each Department Head to gather a report of all equipment owned/leased by the town and putting into spreadsheets for easier access post storm to give FEMA.

CONSENSUS- Finance Department to make lists with each Department Head on all equipment owned.



TOWN COUNCIL MINUTES

**COUNCIL RETREAT
COMMUNITY CENTER**

February 1st, 2019 @ 8:30 a.m.

Commissioner items:

DOD Land Use Plan

Commissioner Whitley reported:

- Discussed what the Department Of Defense land use plan outputs are and a path towards revision of our own Land Use Plan based on these items and update on MOTSU JLUS from the January 29th policy meeting.
- Council came to consensus that they will each read the land use plan before taking action at March Council meeting.

Greenway Project

Commissioner Oliver reported:

- Received nothing from MOTSU
- Everything the Town has going on at this time we're not in a place financially to discuss at this time
- Once CB has a grand opening we'll hear more about the project

Landscaping of Ocean Front Park and Boardwalk Area

Commissioner Oliver stated he will speak with Public Works Director Mesimer about landscape plan.

Any other topics as needed

Dedication Ceremony

- This will be a ceremony for all 3 buildings
- Need date to pick date, food, invitations etc.
- Need at least a month for planning
- Discuss date at Council Meeting on February 18th
- Discuss Budget funds at February 18th meeting for ceremony

ADJOURNMENT

MOTION- Commissioner Ellen motioned to adjourn the meeting at 4:50 pm.

SECOND- Commissioner Oliver

VOTE- Unanimous

Craig Bloszinsky, Mayor

ATTEST: _____
Nancy Avery, Town Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting.

DEPARTMENT REPORTS

KURE BEACH FIRE DEPARTMENT

FIRE CHIEF'S REPORT JANUARY, 2019

DATE	PURPOSE
01/02/19	GENERATOR EXPLOSION
01/03/19	SERVICE CALL
01/05/19	EMS
01/07/19	EMS
01/07/19	DRILL
01/08/19	EMS
01/09/19	EMS
01/10/19	EMS
01/10/19	MUTUAL AID CBFD
01/11/19	EMS
01/12/19	EMS
01/13/19	2 MUTUAL AID CBFD
01/14/19	DRILL
01/15/19	2 EMS
01/21/19	MUTUAL AID CBFD
01/21/19	DRILL
01/23/19	EMS
01/28/19	DRILL
01/29/19	EMS
01/31/19	MUTUAL AID CBFD

All equipment checked and found to be in working order

Ed Kennedy
Chief

Kure Beach Inspections Dept.-All Permits Issue Date: 1/1/2019 - 1/31/2019

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Building addition						
Active						
190004	1/3/2019	ADAMS ROBERT B JR JANICE H Solar Installation	829 SETTLERS LN	R09205-015-063-000	\$27,877.00	\$260.00
190022	1/23/2019	BLACKBURN MARK D DONNA C Elevator shaft	801 S FORT FISHER BLV	R09405-012-001-001	\$75,000.00	\$535.00
Total addition 2					\$102,877.00	\$795.00
New Construction						
Active						
190026	1/24/2019	RAMSEY JOHN D II KAREN E New SFD	504 SEAHORSE PL	R09200-001-269-000	\$782,584.00	\$11,662.00
190025	1/24/2019	Laurel Companies LLC New townhome UNIT B	1209 N FORT FISHER BLV	R09206-003-005-000	\$300,000.00	\$5,252.00
190024	1/24/2019	Laurel Companies LLC New townhome UNIT A	1209 N FORT FISHER BLV	R09206-003-005-000	\$300,000.00	\$9,452.00
Total New Construction 3					\$1,382,584.00	\$26,366.00
pool						
Active						
190003	1/3/2019	RICHARD WALLACE BUILDER INC New Pool	136 HANBY AVE	R09205-007-001-000	\$45,000.00	\$300.00
Total pool 1					\$45,000.00	\$300.00
Renovations						
Active						
190001	1/3/2019	HUNNICUTT ROBERT E LINDA A Enclose bottom	1701 SPOT LN	R09017-023-002-000	\$13,750.00	\$210.00
190002	1/3/2019	HEUBEL DONNA MARIE renovation	737 SLOOP POINTE LN	R09205-015-037-000	\$27,618.00	\$260.00
190023	1/23/2019	JACKSON THOMAS A DEBORAH A General Renovations	1102 FORT FISHER BLV N	R09206-001-010-000	\$50,000.00	\$410.00
190028	1/30/2019	ADAMS ROBERT B JR JANICE H General Renovations	829 SETTLERS LN	R09205-015-063-000	\$128,000.00	\$800.00
Total Renovations 4					\$219,368.00	\$1,680.00
Replacement						
Active						
190006	1/4/2019	BOSTIC JOSEPH W JEAN Pile repair	129 N FOURTH AVE	R09213-011-012-000	\$3,500.00	\$110.00
190013	1/8/2019	WATERS DAVIS LIVING TRUST Sheetrock	1100 FORT FISHER BLV S	R09316-002-001-128	\$5,114.00	\$110.00
190017	1/8/2019	RASP DOUGLAS WALTER THERESA ISABELLA Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-604	\$3,357.00	\$110.00
190009	1/8/2019	COX ALBERT E JR Sheetrock	1100 FORT FISHER BLV S	R09316-002-001-134	\$1,939.00	\$60.00
190016	1/8/2019	LBG OF NC LLC Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-606	\$3,626.00	\$110.00
190020	1/8/2019	RAY MARK WENDY Sheetrock	1100 S FORT FISHER BLV	R09320-001-002-117	\$1,679.00	\$60.00
190015	1/8/2019	CONNELL BRIAN CATHY Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-115	\$1,684.00	\$60.00
190018	1/8/2019	SMITH ERIC ANGELA Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-603	\$7,275.00	\$160.00
190008	1/8/2019	SCHWING FRANK A LIVING TRUST Sheetrock	1100 FORT FISHER BLV S	R09316-002-001-135	\$4,435.00	\$110.00
190019	1/8/2019	CHILDRESS MITCHEAL LEE CAROLYN A Sheetrock	1100 S FORT FISHER BLV	R09320-001-002-119	\$683.00	\$60.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Building						
Replacement						
Active						
190012	1/8/2019	HARRIS KARL T LINDA W Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-131	\$5,245.00	\$110.00
190011	1/8/2019	YINGST RICHARD E CATHY E Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-132	\$5,104.00	\$110.00
190010	1/8/2019	FIRETREE LTD Sheetrock	1100 FORT FISHER BLV S	R09316-002-001-133	\$3,747.00	\$110.00
190007	1/8/2019	CONDO CO LLC Sheetrock	1100 S FORT FISHER BLV	R09316-002-001-138	\$3,520.00	\$110.00
190014	1/8/2019	YERBY EARL DONNA Sheetrock	1100 FORT FISHER BLV S	R09316-002-001-127	\$4,942.00	\$110.00
190021	1/16/2019	KURE BEACH PROPERTIES LLC Sheathing/siding repairs	122 FORT FISHER BLV N	R09213-014-004-000	\$26,500.00	\$250.00
190027	1/30/2019	BENTSON STEVEN R Foundation repair	434 SANDMAN DR	R09209-003-035-000	\$5,900.00	\$160.00
Total Replacement 17					\$88,250.00	\$1,910.00
Total Building 27					\$1,838,079.00	\$31,051.00

CAMA

Residential

Active						
KB19-01	1/16/2019	BLACKBURN MARK D DONNA C elevator and deck	801 S FORT FISHER BLV	R09405-012-001-001	\$0.00	\$100.00
Total Residential 1					\$0.00	\$100.00
Total CAMA 1					\$0.00	\$100.00

Fence

Residential

Active						
190001	1/3/2019	HYLER EDDIE CYNTHIA New 4' fence	441 FORT FISHER BLV S	R09405-005-002-000	\$0.00	\$25.00
Total Residential 1					\$0.00	\$25.00
Total Fence 1					\$0.00	\$25.00

Landscape

Residential

Active						
190001	1/15/2019	ISLEIB ETHAN Lot clearing	1730 MACKEREL LN	R09205-005-012-000	\$3,600.00	\$25.00
190002	1/29/2019	Mozeley Steve Lot clearing	1733 MACKEREL LN	R09205-006-008-000	\$0.00	\$25.00
Total Residential 2					\$3,600.00	\$50.00
Total Landscape 2					\$3,600.00	\$50.00

Sign

Permanent

Active						
190001	1/10/2019	KURE ESTATES PH I II & III New permanent signs	704 FORT FISHER BLV N	R09209-001-009-000	\$0.00	\$25.00
Total Permanent 1					\$0.00	\$25.00

PermitNo	Issue Date	Owner	Project Addr	ParcelID	Est Cost	Fee
Sign						
Total Sign 1					\$0.00	\$25.00
Total Permits: 32					\$1,841,679.00	\$31,251.00

Kure Beach Inspections Dept.-All Permits Issue Date: 1/1/2019 - 1/31/2019

PermitNo	Issue Date	Applicant	Owner	Project Addr	Est Cost	Fee	Description	Final
Building								
190007	1/8/2019	CONDO CO LLC,	CONDO CO LLC,	1100 S FORT FISHER BLV	\$3,520	\$110.00	Sheetrock	
190008	1/8/2019	SCHWING FRANK A LIVING TRUST,	SCHWING FRANK A LIVING TRUST,	1100 FORT FISHER BLV S	\$4,435	\$110.00	Sheetrock	
190009	1/8/2019	COX, ALBERT E JR	COX, ALBERT E JR	1100 FORT FISHER BLV S	\$1,939	\$60.00	Sheetrock	
190010	1/8/2019	FIRETREE LTD,	FIRETREE LTD,	1100 FORT FISHER BLV S	\$3,747	\$110.00	Sheetrock	
190011	1/8/2019	YINGST, RICHARD E CATHY E	YINGST, RICHARD E CATHY E	1100 S FORT FISHER BLV	\$5,104	\$110.00	Sheetrock	
190012	1/8/2019	HARRIS, KARL T LINDA W	HARRIS, KARL T LINDA W	1100 S FORT FISHER BLV	\$5,245	\$110.00	Sheetrock	
190013	1/8/2019	WATERS DAVIS LIVING TRUST,	WATERS DAVIS LIVING TRUST,	1100 FORT FISHER BLV S	\$5,114	\$110.00	Sheetrock	
190014	1/8/2019	YERBY, EARL DONNA	YERBY, EARL DONNA	1100 FORT FISHER BLV S	\$4,942	\$110.00	Sheetrock	
190015	1/8/2019	OCONNELL, BRIAN CATHY	OCONNELL, BRIAN CATHY	1100 S FORT FISHER BLV	\$1,684	\$60.00	Sheetrock	
190016	1/8/2019	LBG OF NC LLC,	LBG OF NC LLC,	1100 S FORT FISHER BLV	\$3,626	\$110.00	Sheetrock	
190017	1/8/2019	RASP, DOUGLAS WALTER THERESA ISAB	RASP, DOUGLAS WALTER THERESA ISA	1100 S FORT FISHER BLV	\$3,357	\$110.00	Sheetrock	
190018	1/8/2019	SMITH, ERIC ANGELA	SMITH, ERIC ANGELA	1100 S FORT FISHER BLV	\$7,275	\$160.00	Sheetrock	
190019	1/8/2019	CHILDRESS, MITCHEAL LEE CAROLYN A	CHILDRESS, MITCHEAL LEE CAROLYN A	1100 S FORT FISHER BLV	\$683	\$60.00	Sheetrock	
190020	1/8/2019	RAY, MARK WENDY	RAY, MARK WENDY	1100 S FORT FISHER BLV	\$1,679	\$60.00	Sheetrock	
Total 14					\$52,350	\$1,390.00		
R-1								
190021	1/16/2019	KURE BEACH PROPERTIES LLC,	KURE BEACH PROPERTIES LLC,	122 FORT FISHER BLV N	\$26,500	\$250.00	Sheathing/siding repairs	
Total R-1 1					\$26,500	\$250.00		
R-3								
190001	1/3/2019	HUNNICUTT, ROBERT E LINDA A	HUNNICUTT, ROBERT E LINDA A	1701 SPOT LN	\$13,750	\$210.00	Enclose bottom	
190002	1/3/2019	HEUBEL, DONNA MARIE	HEUBEL, DONNA MARIE	737 SLOOP POINTE LN	\$27,618	\$260.00	renovation	
190003	1/3/2019	RICHARD WALLACE BUILDER INC,	RICHARD WALLACE BUILDER INC,	136 HANBY AVE	\$45,000	\$300.00	New Pool	
190004	1/3/2019	ADAMS, ROBERT B JR JANICE H	ADAMS, ROBERT B JR JANICE H	829 SETTLERS LN	\$27,877	\$260.00	Solar Installation	
190006	1/4/2019	BOSTIC, JOSEPH W JEAN	BOSTIC, JOSEPH W JEAN	129 N FOURTH AVE	\$3,500	\$110.00	Pile repair	
190022	1/23/2019	BLACKBURN, MARK D DONNA C	BLACKBURN, MARK D DONNA C	801 S FORT FISHER BLV	\$75,000	\$535.00	Elevator shaft	
190023	1/23/2019	JACKSON, THOMAS A DEBORAH A	JACKSON, THOMAS A DEBORAH A	1102 FORT FISHER BLV N	\$50,000	\$410.00	General Renovations	
190024	1/24/2019	Laurel Companies LLC,	Laurel Companies LLC,	1209 N FORT FISHER BLV	\$300,000	\$9,452.00	New townhome UNIT A	
190025	1/24/2019	Laurel Companies LLC,	Laurel Companies LLC,	1209 N FORT FISHER BLV	\$300,000	\$5,252.00	New townhome UNIT B	
190026	1/24/2019	RAMSEY, JOHN D II KAREN E	RAMSEY, JOHN D II KAREN E	504 SEAHORSE PL	\$782,584	\$11,662.00	New SFD	
190027	1/30/2019	BENTSON, STEVEN R	BENTSON, STEVEN R	434 SANDMAN DR	\$5,900	\$160.00	Foundation repair	
190028	1/30/2019	ADAMS, ROBERT B JR JANICE H	ADAMS, ROBERT B JR JANICE H	829 SETTLERS LN	\$128,000	\$800.00	General Renovations	
Total R-3 12					\$1,759,229	\$29,411.00		
Total Building 27					\$1,838,079	\$31,051.00		

CAMA

KB19-01	1/16/2019	BLACKBURN, MARK D DONNA C	BLACKBURN, MARK D DONNA C	801 S FORT FISHER BLV	\$0	\$100.00	elevator and deck	
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PermitNo	Issue Date	Applicant	Owner	Project Addr	Est Cost	Fee	Description	Final
CAMA								
					Total 1	\$0	\$100.00	
					Total CAMA 1	\$0	\$100.00	
Fence								
R-3								
190001	1/3/2019	HYLER, EDDIE CYNTHIA	HYLER, EDDIE CYNTHIA	441 FORT FISHER BLV S	\$0	\$25.00	New 4' fence	
					Total R-3 1	\$0	\$25.00	
					Total Fence 1	\$0	\$25.00	
Landscape								
190001	1/15/2019	ISLEIB, ETHAN	ISLEIB, ETHAN	1730 MACKEREL LN	\$3,600	\$25.00	Lot clearing	
190002	1/29/2019	Mozeley, Steve	Mozeley, Steve	1733 MACKEREL LN	\$0	\$25.00	Lot clearing	
					Total 2	\$3,600	\$50.00	
					Total Landscape 2	\$3,600	\$50.00	
Sign								
190001	1/10/2019	KURE ESTATES PH I II & III,	KURE ESTATES PH I II & III,	704 FORT FISHER BLV N	\$0	\$25.00	New permanent signs	
					Total 1	\$0	\$25.00	
					Total Sign 1	\$0	\$25.00	
Total Permits: 32						\$1,841,679	\$31,251.00	

**TOWN OF KURE BEACH
REVENUE AND EXPENDITURE SUMMARY
JULY 1, 2018 TO FEBRUARY 12, 2019**

	REVENUES					EXPENDITURES			
	2019 Initial Bud.	2019 Amend. Bud.	Actual 2/12/2019	% Collected		2019 Initial Bud.	2019 Amend. Bud.	Actual 2/12/2019	% Spent
GENERAL FUND					GENERAL FUND				
Property Taxes (Cur. & PY)	\$ 2,920,300	\$ 2,920,300	\$ 2,837,839	97.2%	Governing Body	\$ 38,994	\$ 38,994	\$ 27,509	70.5%
Local Option Sales Tax	\$ 886,000	\$ 886,000	\$ 540,568	61.0%	Committees	\$ 100,115	\$ 100,115	\$ 84,217	84.1%
Garbage & Recycling	\$ 493,580	\$ 493,580	\$ 287,114	58.2%	Finance	\$ 157,937	\$ 157,937	\$ 118,727	75.2%
TDA Funds	\$ 235,000	\$ 235,000	\$ 22,343	9.5%	Administration	\$ 629,908	\$ 629,908	\$ 350,789	55.7%
Franchise & Utility Tax	\$ 225,000	\$ 225,000	\$ 122,178	54.3%	Community Center	\$ 23,300	\$ 23,300	\$ 10,952	47.0%
Communication Tower Rent	\$ 81,924	\$ 81,924	\$ 54,343	66.3%	Emergency Mgmt./Elections	\$ 1,100	\$ 1,100	\$ 6	0.5%
CAMA Grants - Beach Access Paving	\$ 78,523	\$ 78,523	\$ -	0.0%	Tax Collections	\$ 28,800	\$ 28,800	\$ 18,278	63.5%
Bldg. Permit & Fire Inspect. Fees	\$ 74,050	\$ 74,050	\$ 53,755	72.6%	Legal	\$ 29,850	\$ 29,850	\$ 12,836	43.0%
Sales Tax Refund	\$ 59,000	\$ 59,000	\$ 71,533	121.2%	Police Department	\$ 1,372,757	\$ 1,372,757	\$ 870,588	63.4%
Com Ctr/Parks & Rec/St Festival	\$ 20,700	\$ 20,700	\$ 8,275	40.0%	Fire Department	\$ 740,482	\$ 740,482	\$ 455,095	61.5%
Town Facility Rentals	\$ 18,000	\$ 18,000	\$ 12,533	69.6%	Lifeguards	\$ 200,088	\$ 200,088	\$ 95,679	47.8%
ABC Revenue	\$ 15,900	\$ 15,900	\$ 19,392	122.0%	Parks & Recreation	\$ 187,268	\$ 187,268	\$ 89,350	47.7%
Motor Vehicle License Tax/Decals	\$ 14,250	\$ 14,250	\$ 19,819	139.1%	Bldg Inspection/Code Enforcement	\$ 139,165	\$ 139,165	\$ 79,810	57.3%
OPF - Bluefish Purchases	\$ 14,000	\$ 14,000	\$ 10,385	74.2%	Streets & Sanitation	\$ 902,561	\$ 982,561	\$ 687,590	70.0%
Beer & Wine Tax	\$ 9,300	\$ 9,300	\$ -	0.0%	Debt Service	\$ 708,050	\$ 708,050	\$ 435,934	61.6%
All Other Revenues	\$ 19,505	\$ 19,505	\$ 206,543	1058.9%	Transfer to Other Funds	\$ 9,807	\$ 9,807	\$ 9,807	100.0%
Other Financing Sources	\$ 115,000	\$ 195,000	\$ 154,084	79.0%	Contingency	\$ 9,850	\$ 9,850	\$ -	0.0%
Total Revenues	\$ 5,280,032	\$ 5,360,032	\$ 4,420,704	82.5%	Total Expenses	\$ 5,280,032	\$ 5,360,032	\$ 3,347,167	62.4%
WATER & SEWER FUND					WATER & SEWER FUND				
Water Charges	\$ 840,650	\$ 840,650	\$ 510,220	60.7%	Governing Body	\$ 17,994	\$ 17,994	\$ 10,387	57.7%
Sewer Charges	\$ 1,174,500	\$ 1,174,500	\$ 747,395	63.6%	Legal	\$ 29,850	\$ 29,850	\$ 12,836	43.0%
Tap, Connect & Reconnect Fees	\$ 67,500	\$ 67,500	\$ 47,260	70.0%	Finance	\$ 197,817	\$ 197,817	\$ 120,514	60.9%
All Other Revenues	\$ 19,435	\$ 19,435	\$ 47,455	244.2%	Administration	\$ 317,187	\$ 317,187	\$ 193,213	60.9%
Other Financing Sources	\$ 100,000	\$ 100,000	\$ 39,571	39.6%	Operations	\$ 1,639,237	\$ 1,639,237	\$ 987,626	60.2%
Total Revenues	\$ 2,202,085	\$ 2,202,085	\$ 1,391,901	63.2%	Total Expenses	\$ 2,202,085	\$ 2,202,085	\$ 1,324,576	60.2%
STORM WATER FUND					STORM WATER FUND				
Total Revenues	\$ 358,380	\$ 358,380	\$ 352,205	98.3%	Total Expenses	\$ 358,380	\$ 358,380	\$ 243,783	68.0%
POWELL BILL FUND					POWELL BILL FUND				
Total Revenues	\$ 175,000	\$ 175,000	\$ 65,626	37.5%	Total Expenses	\$ 175,000	\$ 175,000	\$ 13,084	7.5%
SEWER EXPANSION RESERVE FUND (SERF)					SEWER EXPANSION RESERVE FUND (SERF)				
Total Revenues	\$ 16,250	\$ 16,250	\$ 10,046	61.8%	Total Expenses	\$ 16,250	\$ 16,250	\$ -	0.0%
BEACH PROTECTION FUND					BEACH PROTECTION FUND				
Total Revenues	\$ 13,397	\$ 13,397	\$ 12,693	94.7%	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	\$ 31,532	63.1%

**TOWN OF KURE BEACH
CASH AND INVESTMENTS
AS OF JANUARY 31, 2019**

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH & INVESTMENTS</u>
General	\$3,321,337	\$349,736	\$3,671,073
Water/Sewer	\$1,417,644	\$598,382	\$2,016,026
Storm Water	\$134,936	\$245,870	\$380,806
SERF	\$45,514	\$123,813	\$169,327
Powell Bill	\$319,065	\$71,129	\$390,194
Beach Protection	\$42,897	\$306,232	\$349,129
Federal Asset Forfeiture	\$138,986	\$0	\$138,986
Capital Project Funds	\$69,065	\$0	\$69,065
TOTAL	<u>\$5,489,444</u>	<u>\$1,695,162</u>	<u>\$7,184,606</u>

<u>INSTITUTION</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>
BB&T	\$5,489,444	\$0
First Bank - Certificates of Deposit	\$0	\$922,960
NCCMT Term Portfolio	\$0	\$553,940
NCCMT Governmental Portfolio	\$0	\$218,262
TOTAL	<u>\$5,489,444</u>	<u>\$1,695,162</u>

**TOWN OF KURE BEACH
DEBT LISTING
FEBRUARY 18, 2019**

LOAN PURPOSE/DESCRIPTION	FUND	LENDER	DATE OF LOAN	AMOUNT FINANCED	INTEREST RATE	LOAN TERM (YRS)	DATE PAID OFF	BALANCE AT 02/18/19	PAYMENT FREQUENCY	PAYMENT AMOUNT	NEXT PAY DATE	INT. EXPENSE LIFE OF LOAN
Fire Station/Town Hall Project (a)	G, W/S	BB&T	12/11/2017	\$5,000,000	2.58%	15	12/11/2032	\$4,666,666.66	Semi-annual	\$226,866.67	6/11/2019	\$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	\$584,134.69	Annual	\$89,904.82	12/19/2019	\$690,135.16
Kure Beach Pump Station #1	W/S	1st Bank	6/28/2017	\$475,000	2.11%	10	6/28/2027	\$410,043.04	Semi-annual	\$26,507.64	6/28/2019	\$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
Street Sweeper & Dump Truck (c)	G, SW	BB&T	10/30/2018	\$233,412	3.26%	5	10/30/2023	\$233,412.00	Annual	\$51,345.54	10/30/2019	\$23,315.68
2018 GMC Sierra 2500	W/S	BB&T	8/23/2018	\$39,571	3.68%	4	8/23/2022	\$39,571.00	Annual	\$10,819.32	8/23/2019	\$3,706.28
Water Tower & Well House & Town Hall Expansion (d)	G, W/S	BB&T	4/11/2007	\$1,187,187	3.92%	15	5/7/2022	\$341,707.18	Semi-annual	\$52,716.71	5/7/2019	\$394,314.33
2016 John Deere Backhoe (e)	W/S, SW	BB&T	11/9/2016	\$105,273	1.87%	5	11/9/2021	\$64,330.24	Annual	\$22,250.35	11/9/2019	\$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 (e)	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	\$32,253.94	Annual	\$16,524.00	11/9/2019	\$2,560.16
O'Brien 7065 HydroJetter (e)	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	\$103,557.10	Monthly	\$6,677.76	3/23/2019	\$326,995.49
FY 2016 Equipment & Vehicles (f)	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 02/18/2019:

General Fund	\$ 5,634,469.83
Water/Sewer Fund	\$ 1,497,184.38
Storm Water Fund	\$ 255,973.10
Total	\$ 7,387,627.31

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) - 66% of loan is General Fund and 34% is Storm Water Fund.
- (d) - 78% of loan is Water/Sewer Fund and 22% is General Fund.
- (e) - 50% of loan is Water/Sewer Fund and 50% is Storm Water Fund.
- (f) - 55.5% of loan is General Fund and 44.5% is Water/Sewer Fund.

LOAN PAYMENTS DUE (Next 12 Months):

02/19/2019 - 06/30/2019	\$ 404,200.81
07/01/2019 - 09/30/2019	\$ 190,845.82
10/01/2019 - 12/31/2019	\$ 512,311.15
01/01/2020 - 02/18/2020	\$ 13,355.52
Total	\$ 1,120,713.30

TOWN OF KURE BEACH
SUMMARY OF CONTINGENCY FUND AND COMMITTEE
EXPENDITURE ACTIVITY
07/01/2018 - 02/12/2019

CONTINGENCY FUND

Fiscal Year 2019 Budget	\$9,850.00
Less:	
No activity	<u>\$0.00</u>
Remaining Budget as of 02/12/2019	<u><u>\$9,850.00</u></u>

COMMITTEE (Shoreline Access and Beach Protection) EXPENDITURES

Fiscal Year 2019 Budget	\$100,115.00
Less Expenditures:	
E & I Ave. Beach Access Parking Project - Capital Project	\$83,894.84
Beach Brochures	<u>\$321.98</u>
Total Expenditures	\$84,216.82
Projects Approved By Council But Not Yet Expended:	
No activity	<u>\$0.00</u>
Total Approved, Not Expended	<u>\$0.00</u>
Remaining Budget as of 02/12/2019	<u><u>\$15,898.18</u></u>

**TOWN HALL RENOVATION AND NEW FIRE STATION
CAPITAL PROJECT FUND SUMMARY
AS OF 02/12/2019**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 02/12/19</u>	<u>% OF BUDGET</u>
<u>EXPENDITURES</u>			
<u>ARCHITECT</u>			
Oakley Collier Architects	\$415,257	\$415,362.62	100.0%
<u>OTHER PROJECT COSTS</u>			
Surveys	\$6,500	\$4,475.00	68.8%
Legal Fees	\$25,000	\$22,098.93	88.4%
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	\$13,141.76	82.1%
Other	\$500	\$150.00	30.0%
Total Other Project Costs	\$52,150	\$44,015.69	84.4%
<u>PROJECT MANAGEMENT COSTS</u>			
Constructive Building Solutions	\$100,000	\$72,919.94	72.9%
<u>CONSTRUCTION</u>			
Town Hall	\$2,448,843	\$2,001,822.19	81.7%
Fire Station	\$2,177,809	\$2,127,668.59	97.7%
Total Construction Costs	\$4,626,652	\$4,129,490.78	89.3%
<u>FURNITURE & FIXTURES</u>			
Town Hall	\$47,500	\$2,586.35	5.4%
Fire Station	\$89,400	\$68,285.98	76.4%
Total Furniture & Fixtures	\$136,900	\$70,872.33	51.8%
<u>GRAND TOTAL EXPENDITURES</u>	<u>\$5,330,959</u>	<u>\$4,732,661.36</u>	<u>88.8%</u>
<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	\$348.01	
<u>GRAND TOTAL PROJECT REVENUE SOURCES</u>	<u>\$5,330,959</u>	<u>\$5,331,307.01</u>	<u>100.0%</u>