



TOWN COUNCIL AGENDA

REGULAR MEETING

April 15, 2019 @ 6:00 p.m.

*Asterisks indicate documentation is included in agenda packet

Call to Order – Mayor Bloszinsky

Invocation & Pledge of Allegiance – Reverend Williams

APPROVAL OF CONSENT AGENDA ITEMS

1. *Appoint Dale Akstin as an Alternate Member of the Community Center Committee
2. *Appoint Mo Linqvist to the MPO Bicycle and Pedestrian Committee
3. *Appoint Lisa Leppo to the Shoreline Access Beach Protection Committee
4. *Accept Sharon Lambeth's resignation from the Community Center Committee
5. *Appoint Debbie Hayden from Alternate to full Member of the Community Center Committee
6. *Approve Proclamation P19-01 in support of National Safe Boating week
7. *Approve Resolution R19-04 to Donate Surplus Property
8. *Approve Budget Amendment 19-04, totaling \$84,020 for an unbudgeted storm water project
9. *Approve the Budget Amendment 19-05, totaling \$25,000 to increase the Federal Asset Forfeiture Fund budget for additional equipment purchases
10. *Minutes:
 - March 18, 2019 Regular
 - March 18, 2019 Public Hearing
 - March 18, 2019 Closed Session
 - April 1, 2019 Budget Workshop

ADOPTION OF THE AGENDA

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. Lt. David Parker, Cape Fear Sail & Power Squadron on National Safe Boating Week
2. Denise Hubbard, Resident of Kure Beach Village on Storm Water

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Community Center Committee
2. Marketing Committee
3. Shoreline Access and Beach Protection
4. Non town Committee Reports
5. Planning & Zoning Commission
 - a. *Recommendation regarding Special Use Permit application for Sun Fun Rentals Shoreline Access and Beach Protection Committee
Requires Public Hearing



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- b.*Proposed text amendment Chapter 19 (Zoning), Article III (District regulations), Division 10 (B1 business district), Section 243 (Permitted and Special Uses in the B1) to add 'Golf cart rentals' with a SIC code of 7999 as an allowable use only via a Special Use process and associated amendment insert in the conversion table of the Code
Requires Public Hearing

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration
 - a. CAMA grant pre-application submission approval (Avery)
 - b. Renewal of combined license for MOTSU property leased at JE Park and Assembly Way water tower and payment options
2. Building Department
3. Finance Department
4. Fire Department
5. Police Department
6. Public Works Department
7. Recreation

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Town Facility Construction Project Status Update (Oliver)
 - *Approve change orders totaling \$30,640
2. Dedication Ceremony Update (Ellen)

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. *Annual free bulk trash pickup (Whitley)

MAYOR UPDATES (no action required)

COMMISSIONER ITEMS (no action required)



TOWN COUNCIL AGENDA

REGULAR MEETING

April 15, 2019 @ 6:00 p.m.

CLOSED SESSION

Closed session for consultation on a personnel matter with the attorney as per N.C.G.S. 143-318.11(a)(6)

ADJOURNMENT

CONSENT AGENDA

Beth Chase

From: Nikki Keely
Sent: Thursday, March 21, 2019 11:14 AM
To: Beth Chase
Subject: CC Committee

Follow Up Flag: Follow up
Flag Status: Flagged

Hello,

The Community Center Committee appointed Dale Akstin as an Alternate Member at their March meeting. Could you put his appointment on the Consent Agenda for the April Council meeting? That should make their Committee completely full with members/alternates.

Hope you're feeling better soon!!

Thanks,

Nikki Keely

Recreation Director, CPRP

Recreation Department
Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
910.458.8216/Fax 910.458.7421
www.townofkurebeach.org

Beth Chase

From: noreply@townofkurebeach.org
Sent: Friday, March 29, 2019 7:12 PM
To: Beth Chase
Subject: Form Submission Received

From Url: <http://www.townofkurebeach.org/committees.aspx>
From IP Address: 66.215.112.42

Request for Appointment to:
MPOBicycle and Pedestrian Committee

First and Last Name
Mo Linqvist

Kure Beach Property Address
744 Gulf Stream Drive

Mailing Address
PO BOX 255

Contact Phone Number
330-904-3636

Email Address
mlinquist@gmail.com

Length of full-time residency in Kure Beach
14 years

Employment
Mo Linqvist Solutions

Job Title
owner/designer

Professional Activities?
ASID, IDCA, FSIA, IFSG at different times I have served on the boards of several of these professional organizations and also held offices - Secretary, Treasurer and President

Volunteer Activities?
Island Women (previous board member) Lo Tide Run Chamber events Got-em-on events previously

Other committee work, past or present?
KB Storm Water and Environmental Committee (secretary)

What is your understanding of the purpose of this committee?
To become proactive in our community with the pedestrian and bicycle policies.

Why are you interested in serving on this committee?

I have lived in this town for 14 years and since the day I moved here I have wanted KB (and the whole island) to be more forward thinking with pedestrians and bicycle traffic.

In what specific concerns or areas are you interested?

Specifically the greenway extended through KB but also pedestrian and bicycle traffic from Alabama to the end of the island.

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

Sign your Name

Mo Linqvist

A form has been submitted, click the link below to view the submission:

<http://www.townofkurebeach.org/FormWizard/ViewSubmission.aspx?mid=709&pageid=157&rid=905233b6-3adb-455c-be27-43fa8afc0b33>

Beth Chase

From: Dennis Panicali <dlpanicali@gmail.com>
Sent: Tuesday, April 9, 2019 3:26 PM
To: Beth Chase
Cc: Nancy Avery
Subject: RE: Vacancy
Attachments: SLABP 5Mar2019 Minutes.docx; SLABP 5Feb2019 Minutes.docx

Beth

Lisa Leppo was interviewed at the March 5 meeting and approved at the April 2 meeting.

We still have an open position on the committee with David Garceau's resignation. Please go ahead and advertise for the opening.

Attached are the approved minutes for the Feb. and Mar. meetings

Dennis

From: Beth Chase [mailto:b.chase@townofkurebeach.org]
Sent: Monday, April 08, 2019 11:33 AM
To: Dennis Panicali
Cc: Nancy Avery
Subject: RE: Vacancy

Good Morning Dennis,

I'm just checking in to see if Lisa Leppo was approved as a member of the SLABP committee? I know she was to be interviewed by the committee. Also if you met in February please send me the minutes to post on the website. Thank you!

Beth Chase

Administrative Assistant
Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 (Office)

From: Dennis Panicali <dlpanicali@gmail.com>
Sent: Wednesday, February 27, 2019 2:53 PM
To: Beth Chase <b.chase@townofkurebeach.org>
Subject: RE: Vacancy

Beth,

Lisa Leppo will be attending our next SLABP committee meeting for an "interview", I expect her to be unanimously approved. We will have one opening as my understanding is that David Garceau will be appointed to P&Z as the alternate. So go ahead and advertise.

Beth Chase

From: Nikki Keely
Sent: Wednesday, April 10, 2019 11:31 AM
To: Beth Chase
Subject: FW: Community Center

Hello,

See below for Sharon Lambeth's resignation from the Community Center Committee. As a result, the Committee would like to move Debbie Hayden from Alternate to full Membership. That will leave Dale Akstin as the lone Alternate. Can you put Sharon's resignation and Debbie transfer on the Consent Agenda, please?

Thanks so much!

Nikki Keely

Recreation Director, CPRP

Recreation Department
Town of Kure Beach
117 Settlers Lane
Kure Beach, NC 28449
910.458.8216/Fax 910.458.7421
www.townofkurebeach.org

From: Sarah Barham <sbarham817@aol.com>
Sent: Tuesday, April 2, 2019 11:18 AM
To: Nikki Keely <n.keely@townofkurebeach.org>
Subject: Fwd: Community Center

Sent from my iPhone

Begin forwarded message:

From: Sharon Lambeth <lambeths7@bellsouth.net>
Date: April 2, 2019 at 9:44:49 AM EDT
To: sbarham817@aol.com
Subject: Community Center

It has been an honor and privilege to serve on the Kure Beach Community Center committee. I have enjoyed working and making friends with such a wonderful group of people.

I am resigning from the committee because we are moving off the island. Our house here is on pilings and we have found a home on ground level about a mile from Snow's Cut bridge. We are moving the middle of April.

Thank you again for this opportunity. We still plan to be a large part of this community because this island is home and the community is our chosen family.



TOWN COUNCIL
TOWN OF KURE BEACH, NC

PROCLAMATION P19-01

IN SUPPORT OF NATIONAL SAFE BOATING WEEK

WHEREAS, year-round, people continue to enjoy all that our natural environment has to offer through the joy of boating; and

WHEREAS, National Safe Boating Week is observed to bring attention to important life-saving tips for recreational boaters so that they can have a safer, more fun experience out on the water; and

WHEREAS, on average, 650 people die each year in boating-related accidents in the U.S. with approximately three-fourths of these being fatalities caused by drowning; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgment and not by the boat, equipment, or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, today's life jackets are more comfortable, more attractive, and more wearable than styles of years past;

NOW, THEREFORE, BE IT PROCLAIMED that Kure Beach Town Council hereby supports the goals of the North American Safe Boating Campaign (Wear It!) and proclaim May 18-24, 2019 as National Safe Boating Week and the start of the year-round effort to promote safe boating and also supports the Cape Fear Sail and Power Squadron which is a major provider of boating safety training in our area.

Proclaimed this 15th day of April, 2019.

ATTEST: Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor



KURE BEACH TOWN COUNCIL
TOWN OF KURE BEACH, NC

*R*ESOLUTION R19-04

A RESOLUTION DECLARING SURPLUS AND DONATING TOWN FURNITURE

WHEREAS, the Town completed a renovation and expansion project for the Town Hall facility in 2019; and,

WHEREAS, most of the office furniture had been used by staff by 10+ years and was in less than perfect condition; and,

WHEREAS, the Town Council allocated a budget for new furniture as part of the project budget; and,

WHEREAS, the local North Carolina National Guard Training Facility at Fort Fisher Air Force Recreation Area sustained tremendous damage to its facility and furnishings due to Hurricane Florence in 2018 and was in need of adequate office furniture; and

WHEREAS, the National Guard has been generous with Town use of the Training Facility during numerous emergency situations and the Guard provides a public service towards the safety of the country.

NOW, THEREFORE BE IT RESOLVED by the Kure Beach Town Council that the following items of office furniture were donated to the National Guard Training Facility:

Eight desks with associated returns and credenzas

Three wooden bookcases

One conference room table

Adopted by the Kure Beach Town Council this 15th day of April, 2019.

Craig Bloszinsky
Mayor

Attest: Nancy Avery
Town Clerk

BUDGET AMENDMENT

FISCAL YEAR ENDING JUNE 30, 2019

AMENDMENT DATE: 03/19/2019

Budget Amendment No.: 19-04

DESCRIPTION/PURPOSE OF AMENDMENT

An unbudgeted storm water project has been planned and scheduled in the vicinity of General Whiting and President Davis. The project, with an estimated cost of \$84,020, is necessary to alleviate several storm water drainage issues in the southern part of Town. The revenue source for the budget increase is an appropriation of fund balance.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
32-610-74-01	Capital Outlay – Improvements	\$84,020	
32-310-00-00	Appropriated Fund Balance		\$84,020

NOTE: (a) Budget Officer may transfer between line item expenditures without limitation and without a report being required up to \$10,000 at any one time. (b) The Budget Officer may transfer amounts within departments and of the same fund and reported as part of the financial statements. He/She shall make an official report immediately to Council on such transfers. (c) The Budget Officer may not transfer amounts between funds without prior Council action.

Requested By: Jimmy Mesimer, Public Works Director Date: 03/19/19

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 03/19/19

(Copies of actions/directives from Council Meeting to be attached, if required as per NOTE above).

Approved by Council 04/15/19 _____ Craig Bloszinsky, Mayor

ATTEST: _____ Nancy Avery, Town Clerk

BUDGET AMENDMENT
FISCAL YEAR ENDING JUNE 30, 2019
AMENDMENT DATE: 04/03/2019

Budget Amendment No.: 19-05

DESCRIPTION/PURPOSE OF AMENDMENT

The Police Chief is estimating that up to an additional \$25,000 of Federal Asset Forfeiture funds may be used during the remainder of fiscal year 2019. The use of Federal Asset Forfeiture funds is restricted to Police-related expenditures that are outside of the normal Police annual operating budget. The current plan is to use the additional funds primarily for equipment-related expenditures.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
12-510-57-00	Fed. Asset Forfeiture Fund Expenses	\$25,000	
12-310-00-00	Appropriated Fund Balance		\$25,000

NOTE: (a) Budget Officer may transfer between line item expenditures without limitation and without a report being required up to \$10,000 at any one time. (b) The Budget Officer may transfer amounts within departments and of the same fund and reported as part of the financial statements. He/She shall make an official report immediately to Council on such transfers. (c) The Budget Officer may not transfer amounts between funds without prior Council action.

Requested By: Mike Bowden, Police Chief Date: 04/03/19

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 04/03/19

(Copies of actions/directives from Council Meeting to be attached, if required as per NOTE above).

Approved by Council 04/15/19 _____ Craig Bloszinsky, Mayor

ATTEST: _____ Nancy Avery, Town Clerk

PRESENTATIONS

Beth Chase

From: Nancy Avery
Sent: Friday, March 22, 2019 8:57 PM
To: DParker
Cc: Beth Chase
Subject: RE: Safe Boating Week Item for April 15 Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

David – you are on the agenda for the April 15th Council meeting that begins at 6 pm. We are now back at our regular Town Hall facility at 117 Settlers Lane.

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: DParker <DParker@lilesparker.com>
Sent: Friday, March 22, 2019 12:45 PM
To: Nancy Avery <n.avery@townofkurebeach.org>
Subject: Safe Boating Week Item for April 15 Meeting

Dear Ms. Avery,

I am the safety officer of the local US Power Squadron chapter, and want to ask your Town Council to support National Safe Boating Week this year. We ask the Council to adopt a Proclamation setting May 18-24 as Safe Boating Week, and allow us to speak briefly at your April 15 meeting.

A suggested template for the proclamation is attached as an MS Word file for your reference. Obviously, the Council may wish to vary it or use its own text.

Safe Boating Week is organized annually by the National Safe Boating Council (see link <http://www.safeboatingcampaign.com/>), and supported by the US Coast Guard and many other boating-related government and private agencies, to call public attention to boating safety issues and promote safe practices. Boating safety is important to North Carolina with one of the nation's largest boating populations, and especially in the Cape Fear Region where boating is a principal pastime. Some pertinent facts are these:

- National Safe Boating Week is May 18-24, 2019
- North Carolina has 5,000 miles of water shoreline for boating & fishing
- There are over 300,000 registered vessels in NC

- Boating is one of the state's most popular activities, and Kure Beach is a top boating mecca
- Drowning is the cause of death in 80% of fatal boating accidents
- In 2017 nationwide there were 4291 boating accidents, with 2629 injuries and 658 deaths
- In NC alone we sustained over 29 deaths in 2018 by Labor Day

Our organization, the Cape Fear Sail & Power Squadron, is a major provider of boating safety inspections and training classes in the Kure Beach area. Please contact me with any questions or comments. In any case, we appreciate your attention and support.

Lt. David Parker, Safety Officer
Cape Fear Sail & Power Squadron
Wilmington, NC
dparker@lilesparker.com
Mobile (202) 302-7595

Beth Chase

From: malloyhubb@aol.com
Sent: Thursday, March 28, 2019 5:31 AM
To: Nancy Avery
Cc: rcooil@triad.rr.com; twoatbeach@bellsouth.net; fwsfish@gmail.com; Craig Bloszinsky; Beth Chase
Subject: Re: Storm water Plans

Thanks, Nancy.

Fingers crossed.

Denise

-----Original Message-----

From: Nancy Avery <n.avery@townofkurebeach.org>
To: malloyhubb@aol.com <malloyhubb@aol.com>
Cc: rcooil@triad.rr.com <rcooil@triad.rr.com>; twoatbeach@bellsouth.net <twoatbeach@bellsouth.net>; fwsfish@gmail.com <fwsfish@gmail.com>; Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>; Beth Chase <b.chase@townofkurebeach.org>
Sent: Wed, Mar 27, 2019 9:37 am
Subject: Re: Storm water Plans

Hi Denise - we will add you to the April agenda which is on Monday the 15th at 6 pm. Council likes to keep presentations to 15 minutes.

I don't think I have SW plans in Town Hall but will look again. It will take a few days as we are still unpacking docs and I will ask other departments.

Nancy Avery
Town Clerk
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 office
910-458-7422 fax
910-707-2016 direct
910-443-0410 cell
n.avery@tokb.org
www.townofkurebeach.org

On Mar 27, 2019, at 6:22 AM, "malloyhubb@aol.com" <malloyhubb@aol.com> wrote:

Good Morning Nancy,

Hope life is getting back to normal and you're enjoying your renovated offices.

As you know, I'm preparing a PowerPoint to present to Council that addresses the flooding that occurred during Florence. I've been successful in finding the storm water plans for all planned communities, north of K Ave., developed after 1989. As a result, I don't have information for Kure beach Village Phase I and II, originally called The Beach Club.

The North Carolina Department of Water Quality has advised me that storm water plans for communities developed prior to 1989 are stored with those communities. Do you have the plans for Kure Beach Village filed in the administrative offices? If yes, can I have an opportunity to review those files?


I would like to present my findings at the April 15th Council meeting. Is there a suggested time limit for the presentation and can I register in advance of the meeting to present?

Thank you,
Denise Malloy Hubbard

COMMITTEE BUSINESS



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk 
RE: Agenda items, 4 a and b under Committee Business
DATE: April 11, 2019

Background

P&Z voted at its April meeting to:

- a. Recommend approval of a Special Use Permit (SUP) application from Sun Fun Rentals to rent golf carts in the B1 District
- b. Submit a proposed text amendment for Council consideration to add 'golf cart rentals' as an allowable use, with the process of a special use permit, in the B1 commercial district

The SUP is a special legal process outlined in the Code for certain uses. Currently golf cart rentals are not specifically stated in the Code as a permitted use. The application is based on an interpretation by the Building Inspector that golf cart rentals could fall under the allowed use of 'parking lots'.

The SUP has been in the Code since 2008, but there has never been a request for one. The process is quasi-judicial, meaning only testimony may be submitted, under oath, and only facts considered. Council must act very similar to a Board of Adjustment in hearing testimony and conduct a "Findings of Fact" for four categories, which are outlined on the application. Special legalities apply to Council in that you are not to discuss the application with anyone prior to the final decision. I have requested Attorney Canoutas review with Council how this legal process works.

Council must conduct a Public Hearing before it may consider the SUP application.

The proposed text amendment is to specifically allow golf cart rentals as a special use in the Code going forward. It amends Chapter 19 (Zoning), Article III (District regulations), Division 10(B1 business district), Section 243 (Permitted and Special Uses in the B1) to add 'Golf cart rentals' with a SIC code of 7999 as an allowable use only via a Special Use process and associated amendment insert in the conversion table of the Code

The text amendment also requires a Public Hearing before it may be considered by Council.

Action requested by staff

Schedule Public Hearing for each item not before Monday, May 13th due to legal advertising requirements.

SUP APP

Nancy Avery

From: Kathleen Zielinski
Sent: Wednesday, April 10, 2019 10:54 AM
To: Nancy Avery
Cc: John Batson
Subject: P&Z
Attachments: Appendix A.7999 extract.current.(3.28.19).doc; Appendix A.7999 extract.proposed amendment.blackline.(3.28.19).doc; Appendix A.7999 extract.proposed amendment.redline.(3.28.19).doc; Appendix B.amendatory inserts.(3.28.19).docx; Sec_19_243.current.(3.28.19).doc; Sec_19_243.proposed amendment.blackline.(3.28.19).doc; Sec_19_243.proposed amendment.redline.(3.28.19).doc

Nancy,

The recording from last night's meeting is on the P drive for the website.

Items of note:

- 1 - They are recommending text amendment to add golf cart rentals to Section 19-243 (documents attached)
- 2 – They are recommending approval of SUP for Sun Fun Rentals with conditions:
 - Proper signage
 - A particular building design
 - Designated parking spots for the golf carts on the lot
 - Right turn only to exit
 - Full insurance coverage

Jim Eldridge will put this all in writing prior to the April Council meeting.

- 3 – They voted to change their next meeting date to May 8 at 7 p.m.

The original signed minutes and consistency statement are in your mailbox. The March special meeting minutes need your signature.

I think that's all. Let me know if it feels like I missed something.

Kathleen

Kathleen Zielinski

Administrative Assistant

Town of Kure Beach

117 Settlers Lane

Kure Beach, NC 28449

910-707-2011

<http://www.townofkurebeach.org>

Nancy Avery

From: James Eldridge <jee@ec.rr.com>
Sent: Wednesday, April 10, 2019 12:48 PM
To: 'Kenneth Richardson'; Joseph Whitley
Cc: galbraithc@uncw.edu; rdeaton1031@gmail.com; imagine5943@msn.com; Nancy Avery; Kathleen Zielinski; John Batson; billmoore622@charter.net; Craig Bloszinsky; David Heglar; Allen Oliver; John Ellen; Mike Bowden
Subject: RE: Street access for Sun Fun Rentals

Council can consider and act on the 3rd Street exit option since it can impose reasonable conditions when deciding this application and is not bound by PZC's advisory opinions. As far as the written PZC report which Craig will sign, I will limit the condition to right turn only when exiting onto FFB since that is the condition PZC agreed on during the meeting. I may also mention, in passing, that there was discussion re the 3rd street option but, again, the condition agreed upon to be forwarded to Council was the FFB.

As an aside, please note the general legal requirement that there should *not* be any discussions regarding this application by or with Council members prior to Council hearing it. A quasi-judicial decision must be an impartial decision based upon the evidence presented during the hearing; impartiality in this instance being just as important to anyone opposed to the proposed use as it is for the applicant. Forming opinions beforehand, preliminary or otherwise, is not an impartial process based solely upon the evidence presented at the quasi-judicial hearing.

Thanks, Jim

From: Kenneth Richardson [mailto:pzbrich@gmail.com]
Sent: Wednesday, April 10, 2019 12:25 PM
To: Joseph Whitley <j.whitley@townofkurebeach.org>
Cc: galbraithc@uncw.edu; rdeaton1031@gmail.com; imagine5943@msn.com; Nancy Avery <n.avery@townofkurebeach.org>; Kathleen Zielinski <k.zielinski@townofkurebeach.org>; John Batson <j.batson@townofkurebeach.org>; jee@ec.rr.com; billmoore622@charter.net; Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>; David Heglar <d.heglar@townofkurebeach.org>; Allen Oliver <a.oliver@townofkurebeach.org>; John Ellen <j.ellen@townofkurebeach.org>; Mike Bowden <m.bowden@townofkurebeach.org>
Subject: Re: Street access for Sun Fun Rentals

I strong agree with 3rd street exit. Tourist have a 50/50 chance of following the right turn only and it would be too late once we have an injury or worst.

Ken

On Wed, Apr 10, 2019 at 8:41 AM Joseph Whitley <j.whitley@townofkurebeach.org> wrote:

I spoke with Chief Bowden last night and he strongly wants the golf carts pulling out onto 3rd street only. But if they must exit the lot onto S. Fort Fisher Blvd, a right turn only would be only agreeable way.

Joseph Whitley
Commissioner, Town of Kure Beach
910-620-4900



TOWN OF KURE BEACH

117 SETTLERS LANE ♦ KURE BEACH, NORTH CAROLINA 28449
TELEPHONE (910) 458-6535 ♦ FAX (910) 458-4269

SPECIAL USE PERMIT APPLICATION

Purpose

Special use permits add flexibility to the zoning regulations. Subject to high standards of planning and design, certain property uses may be allowed in certain districts where these uses would not otherwise be acceptable. By means of controls exercised through the special use procedures, property uses, which would otherwise be undesirable in certain districts, can be developed to minimize any adverse effects they might have on surrounding properties.

Procedure

- Applicant must fill out all sections of the application
- Special use permit applications shall only be submitted by the property owner(s) or their duly authorized agent.
- Site plans shall be prepared by qualified professionals based upon current land records information. The plan shall be drawn to an accurate scale and legible size as required by each parcel and contain the following information:
 - (1) Names of the owner, developer and design professionals;
 - (2) Scale, dimensions, date, north arrow, property boundaries;
 - (3) Location, height, number of stories, floor area, setbacks and proposed uses of all structures;
 - (4) Open space and recreational areas and impervious surface calculations;
 - (5) Buffering and screening areas, fencing, walls and landscaping indicating the type, number and size of all plantings;
 - (6) Vehicular and pedestrian circulation including existing and proposed rights-of-way with cross-sections, design details and dimensions;
 - (7) Location and geometry of all parking, loading, and sanitation pickup;
 - (8) Conceptual grading, site preparation and stormwater management plans;
 - (9) Lighting details including type, location, and radius and intensity in footcandles;
 - (10) Location, height and dimensions of all signs; and
 - (11) Any additional conditions and requirements that represent greater restrictions on development and use of the site than the underlying zoning district.
- Upon receiving the recommendations of the planning and zoning commission and holding a public hearing, the town council may grant or deny the special use permit. The special use permit, if granted shall include such approved plans as may be required.

Property Owner Information

Property Owner's Name Sea Mist LLC Phone # 910-200-1982

Mailing Address 7004 E schol Ct Wilmington NC 28409

E-mail address _____

Applicant Information

Applicant SunFun Rentals LLC Phone # 910-707-0926
Mailing Address 1304 N Lake Park Blvd Ft Carolina Beach NC 28428
Email Address SunFunNC@gmail.com
Representative/Agent for Owner Sheila + Sean Embler
(AUTHORITY FOR APPOINTMENT OF AGENT IS ATTACHED)

Property Information

Property Address 112 Fort Fisher Blvd South
PIN (parcel identification #) Kure Beach NC 209217-005-010-000
Proposed Project Name SunFun Rentals - Kure Beach

Application for Special Use Permit

Application is hereby made for the following use: (Please explain below)

Rentals of LSV (Golf Carts)
Charging and staging area for SunFun taxis

General conditions

When granting a special use permit, Council shall find that all four of the following factors exist. In the spaces provided below, indicate the facts and arguments that prove you meet the following conditions:

- 1. Indicate how the proposed special use will not materially endanger the public health or safety if located where proposed and approved:

Area will be contained by natural barrier and a rope barrier. Surface will be filled w/ crushed rock.

- 2. Indicate if the proposed special use meets all required conditions and specifications:

Proposed area will follow ordinances of barriers and signage as well as planning + zoning requirements.

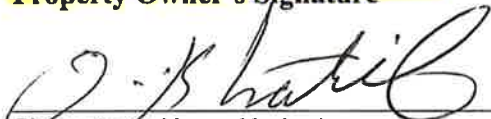
3. Indicate how the proposed special use will not substantially injure the value of the adjoining property, or that the use is a public necessity:

Knee Beach tourist and residence have expressed a desire for a more convenient location. Area is already designated and utilized for the public. It will fit with the current surroundings.

4. Indicate that the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is located and in general conformity with the comprehensive plan and other plans for the area:

Lot is already designated for public parking. The portion we are using will flow with the parking concept. Only difference is that our area caters only to golf carts.

Property Owner's Signature


Please sign in blue or black ink

Date

4-2-19

Applicant's Signature


Please sign in blue or black ink

Date

4-1-19

Town of Kure Beach

AUTHORITY FOR APPOINTMENT OF AGENT

The undersigned owner, Sam Khatig, does hereby appoint Dean + Sheila Embler as his, or its exclusive agent for the purpose of petitioning the Town of Kure Beach for approval of a Special Use Permit, as applicable to the property having the address of 112 F + Fisher Blvd S. and described in the attached application.

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

1. To submit a proper application and the required supplemental material; and
2. To appear at public meetings to give representation and commitments on behalf of the owner; and
3. To accept conditions or recommendations made for the issuance of the Special Use Permit on the owner's property; and
4. To act on the owner's behalf without limitations with regard to any and all things directly or indirectly connected with or arising out of any petition.

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

Date: 4-1-19

Agent's name, Address & Telephone:

Dean + Sheila Embler
1204 N Lake PK Blvd
Lemit F
Carulena Beach

Owner* 

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



SUNFUN RENTALS LLC

Kure Beach ANNEX Business Plan:

Objectives:

- 1) Alternate lot for LSV's (Golf Carts) and Taxi Cabs.
- 2) Convenient location for Kure Beach online reservations to pick up and return their rentals.
- 3) Convenient location where Kure Beach tourist and residents can rent LSV Golf Carts without going to Carolina Beach.
- 4) Charging station for SunFun Taxi so they can efficiently service the Kure Beach residents and tourist.

Location Requirements:

- 1) Seasonal operation only May – September: non season operation on weekends with 60 degree or above weather.
- 2) Operation managed by 1 person during open hours.
- 3) Seasonal Hours: Sun – Sat 9 to 5: Non seasonal Hours: 10 - 4
- 4) 200amp power pole with 8 golf cart outlets.
- 5) Ipad with Checkfront Rental Program to manage pickups, drop offs, and new rentals.
- 6) Utility building for office space.
- 7) Barrier between lot space and adjoining parking lot.
- 8) Natural barrier between lot space and Kwik Mart; and at entrance.
- 9) Crushed gravel even surface lot.
- 10) Signage: Small smart sign that meets city standards secured to the Utility Building.
- 11) Add Location to Insurance policy.
- 12) Location owner: Sea Mist LLC, 7004 Eschol Court Wilmington NC 28409

Land Lease Agreement

Owner: SeaMist LLC

7004 Eschol Court Wilmington NC 28409

Leaser: SunFun Rentals LLC

1204 N Lake Park Blvd Unit F

Carolina Beach NC 28428

Lot Address: 112 Fort Fisher Blvd South Kure Beach NC

Lot Size: 40x100

Terms: 1 year for a total of \$12,000.00

Payment: \$2000 monthly for 6 months (May – October)

Due 1st of every month.

Renewal: Option to renew each year.

Leaser or Owner must give a 30 day notice to terminate the lease.

Owner: _____

Leaser: _____

Date: _____

4-2-19

Sec. 19-82. - Special use permits.

It is the intention of the town council to create a list of special uses that may be allowed in several zoning districts where those uses would not otherwise be acceptable without appropriate conditions or safeguards. By means of controls exercised through special use permit procedures established below the council can delineate the areas of concern connected with each special use. Permitted special uses are identified with an "S"; i.e., a special use is designated to show that there is something unique about the business and would require special conditions placed upon them. Those businesses are identified with an "(S)".

Procedures:

- (1) Applications for special use permits shall be processed, considered and voted upon by the town council after a public hearing and after the planning and zoning commission review and make recommendations. Hearings shall be conducted in the same manner as required in division 3, amendments, except that the town council shall follow quasi-judicial procedures. The planning and zoning commission in recommending approval may include conditions which assure that the proposed use will be harmonious with the area and will meet the intent of this ordinance.
- (2) Special use permit applications shall only be submitted by the property owner(s), or their duly authorized agent. Upon receiving the recommendations of the planning and zoning commission and holding a public hearing, the town council may grant or deny the special use permit. The special use permit, if granted shall include such approved plans as may be required. In granting the special use permit the council shall make the following findings:
 - a. That the use will not materially endanger the public health or safety if located where proposed and approved;
 - b. That the use meets all required conditions and specifications;
 - c. That the use will not substantially injure the value of adjoining property, or that the use is a public necessity; and
 - d.

That the location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is located and in general conformity with the comprehensive plan and other plans for the area.

- (3) In granting a special use permit the town council may recommend and impose more restrictive requirements and conditions that it may deem necessary to address the impacts expected to be generated by the use and to assure its conformity with the ordinance and other development plans. Where appropriate, such conditions may also include requirements that street and utility rights-of-way be dedicated to the public and that provisions be made for recreational space and facilities. If the special use permit is denied, the council shall enter the reasons for its action in the findings. Applicants must wait six (6) months after the date of denial to file a new application for the same property.
- (4) Unless expired or discontinued, any special use permit shall be perpetually binding upon the property unless substantially changed or amended as provided for in this section, or until a use otherwise permitted in the zoning district is established. Special use permits shall become null and void after two (2) years unless use of the property has begun and/or a foundation inspection has been approved.
- (5) The planning and zoning commission is authorized to approve minor changes in the approved plans for a special use permit as long as they are in harmony with the requirements and conditions of the original special use permit. Such approval shall not be granted should the proposed revisions cause or contribute to:
 - a. Any change in the character of the development.
 - b. [Reserved.]
 - c. Any increase in intensity of use such as square footage, number of dwelling units, or site coverage.
 - d. [Reserved.]
 - e. Substantial changes to traffic circulation or access.
 - f. [Reserved.]
 - g. Any reduction in the approved setbacks.

Other changes and amendments of a special use permit require the approval of the town council and shall be handled as a new application.

- (6) If the owner fails to comply with the plans or any conditions approved by the town council, or if for any reason any condition imposed pursuant to this section is found to be illegal or invalid, such special use permit shall thereupon immediately become null and void and of no effect.

(Ord. of 3-18-08(1); Ord. of 4-19-11, § 3)

TEXT AMENDMENT



**TOWN OF KURE BEACH
PLANNING & ZONING COMMISSION**

PZC Meeting Date: 04/09/2019

PZC Agenda Item No.: 5.b

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

- X Consideration of proposed text amendments to The Town of Kure Beach Code:
1. Chapter 19 Zoning, Art. III, Div. 10, Sec. 243 *Permitted Uses* (B-1)
 2. Chapter 19 Zoning, App. A *Extraction of SIC Codes for Zoning*
 3. Chapter 19 Zoning, App. B *Conversion Tables* (Amendatory Insert)
- X The proposed text amendments are CONSISTENT WITH the objectives/policies of the Town of Kure Beach Land Use Plan ("LUP").
- X The proposed text amendments are CONSISTENT WITH Part 3, Section 2.B. of the LUP.
- _____ The proposed text amendment is NOT CONSISTENT WITH Part _____, Section _____ of the LUP.

The Planning and Zoning Commission ("Commission") requests Town Council's consideration and adoption of Staff's proposed text amendments to Chapter 19 of the Kure Beach Code which are attached hereto and incorporated herein by reference. The proposed amendments expressly regulate golf cart rentals as a special use in the B-1 district by providing a specific SIC code classifying the use.

The Commission finds that adopting the amendments will be reasonable and in the public interest inasmuch as they are consistent with the goal on land use compatibility as set forth in Part 3, Section 2.B. of the LUP which provides, in pertinent part, as follows:

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

Based on these findings, the Commission recommends that Town Council adopt the proposed text amendments.

**TOWN OF KURE BEACH
PLANNING AND ZONING COMMISSION:**



Craig Galbraith, Chairman

CHAPTER 19 ZONING – SEC. 19-243 PERMITTED USES IN B-1
CURRENT

Sec. 19-243. - Permitted uses.

The following are the permitted uses and special uses (S) in the B-1 district:

- (1) Accessory uses clearly incidental to a permitted use and which will not create a nuisance or hazard;
- (3) Banks, finance and loan companies (6021, 6022);
- (4) Bus terminal (4173); (S)
- (5) Churches and other places of worship (8661);
- (8) Dwelling when constructed in conjunction with permitted use provided such dwellings are an integral part of the main building of such a permitted use; (S)
- (9) Eating and drinking establishments (5812, 5813);
- (10) Service stations (5541); (S)
- (11) Food stores (5411, 5431, 5441, 5451, 5461);
- (12) Hotels and motels (7011);
- (14) Parking lots (7521); (S)
- (15) Offices for professional business activities (80-11, 21, 31, 41, 42, 43, 49; 8711, 12, 21; 8111);
- (16) Personal service establishments such as barber and beauty shops (7231, 7241, 5611, 5651);
- (17) Public buildings and facilities;
- (18) Retail stores not otherwise listed: (5251, 5261, 5912, 5921, 5932, 5941, 5942, 5943, 5944, 5945, 5947, 5948, 5949, 5961, 5992, 5993, 5995, 5331, 5399, 5712, 5722, 5731);
- (19) Arcades (7993); (S)
- (20) Theaters when housed in a permanent structure (6512); (S)
- (21) Dance halls when at least five hundred (500) square feet of space is provided for dancing (7911);
- (23) Reserved;
- (24) Real estate offices (6531);
- (25) Home occupation as defined in section 19-1.

CHAPTER 19 ZONING- SEC. 19-243 PERMITTED USES IN B-1

PROPOSED AMENDMENT/REDLINE

Sec. 19-243. - Permitted uses.

The following are the permitted uses and special uses (S) in the B-1 district:

- (1) Accessory uses clearly incidental to a permitted use and which will not create a nuisance or hazard;
- (3) Banks, finance and loan companies (6021, 6022);
- (4) Bus terminal (4173); (S)
- (5) Churches and other places of worship (8661);
- (8) Dwelling when constructed in conjunction with permitted use provided such dwellings are an integral part of the main building of such a permitted use; (S)
- (9) Eating and drinking establishments (5812, 5813);
- (10) Service stations (5541); (S)
- (11) Food stores (5411, 5431, 5441, 5451, 5461);
- (12) Hotels and motels (7011);
- (14) Parking lots (7521); (S)
- (15) Offices for professional business activities (80-11, 21, 31, 41, 42, 43, 49; 8711, 12, 21; 8111);
- (16) Personal service establishments such as barber and beauty shops (7231, 7241, 5611, 5651);
- (17) Public buildings and facilities;
- (18) Retail stores not otherwise listed: (5251, 5261, 5912, 5921, 5932, 5941, 5942, 5943, 5944, 5945, 5947, 5948, 5949, 5961, 5992, 5993, 5995, 5331, 5399, 5712, 5722, 5731);
- (19) Arcades (7993); (S)
- (20) Theaters when housed in a permanent structure (6512); (S)
- (21) Dance halls when at least five hundred (500) square feet of space is provided for dancing (7911);
- (23) Reserved;
- (24) Real estate offices (6531);
- (25) Home occupation as defined in section 19-1;
- (26) Golf cart rentals (7999); (S).

**CHAPTER 19 – SEC. 19-243 PERMITTED USES IN B-1
PROPOSED AMENDMENT/BLACKLINE**

Sec. 19-243. - Permitted uses.

The following are the permitted uses and special uses (S) in the B-1 district:

- (1) Accessory uses clearly incidental to a permitted use and which will not create a nuisance or hazard;
- (3) Banks, finance and loan companies (6021, 6022);
- (4) Bus terminal (4173); (S)
- (5) Churches and other places of worship (8661);
- (8) Dwelling when constructed in conjunction with permitted use provided such dwellings are an integral part of the main building of such a permitted use; (S)
- (9) Eating and drinking establishments (5812, 5813);
- (10) Service stations (5541); (S)
- (11) Food stores (5411, 5431, 5441, 5451, 5461);
- (12) Hotels and motels (7011);
- (14) Parking lots (7521); (S)
- (15) Offices for professional business activities (80-11, 21, 31, 41, 42, 43, 49; 8711, 12, 21; 8111);
- (16) Personal service establishments such as barber and beauty shops (7231, 7241, 5611, 5651);
- (17) Public buildings and facilities;
- (18) Retail stores not otherwise listed: (5251, 5261, 5912, 5921, 5932, 5941, 5942, 5943, 5944, 5945, 5947, 5948, 5949, 5961, 5992, 5993, 5995, 5331, 5399, 5712, 5722, 5731);
- (19) Arcades (7993); (S)
- (20) Theaters when housed in a permanent structure (6512); (S)
- (21) Dance halls when at least five hundred (500) square feet of space is provided for dancing (7911);
- (23) Reserved;
- (24) Real estate offices (6531);
- (25) Home occupation as defined in section 19-1;
- (26) Golf cart rentals (7999); (S).

APPENDIX B – CONVERSION TABLES
PROPOSED AMENDATORY INSERT

1. Alphabetical Index SIC: insert, alphabetically, “Golf cart rentals...7999”
2. Numerical Index SIC: no insert required; 7999 already indexed.

**CHAPTER 19 APPENDIX A – EXTRACTION OF SIC CODES FOR ZONING (EXTRACT)
CURRENT**

7999 - Amusement and Recreation Services, Not Elsewhere Classified

Establishments primarily engaged in the operation of sports, amusement, and recreation services, not elsewhere classified, such as bathing beaches, swimming pools, riding academies and schools, carnival operation, exposition operation, horse shows, picnic grounds operation, rental of rowboats and canoes, and shooting galleries. Establishments primarily engaged in showing or handling animals at shows or exhibitions are classified in Agricultural Services, Industry Group 075.

- Amusement concessions
- Bathing beaches, public
- Bingo parlors
- Bridge instruction
- Fishing piers and lakes, operation of
- Golf courses, miniature operation of
- Karate instruction
- Lifeguard service
- Rental of beach chairs and accessories
- Rental and instruction of Scuba and skin diving equipment
- Sporting goods rental
- Tennis clubs, non-membership
- Tennis courts, outdoor and indoor operation of, non-membership
- Yoga instruction

CHAPTER 19 APPENDIX A – EXTRACTION OF SIC CODES FOR ZONING (EXTRACT)
PROPOSED AMENDMENT/REDLINE

7999 - Amusement and Recreation Services, Not Elsewhere Classified


Establishments primarily engaged in the operation of sports, amusement, and recreation services, not elsewhere classified, such as bathing beaches, swimming pools, riding academies and schools, carnival operation, exposition operation, horse shows, picnic grounds operation, rental of rowboats and canoes, and shooting galleries. Establishments primarily engaged in showing or handling animals at shows or exhibitions are classified in Agricultural Services, Industry Group 075.

- Amusement concessions
- Bathing beaches, public
- Bingo parlors
- Bridge instruction
- Fishing piers and lakes, operation of
- Golf courses, miniature operation of
- **Golf cart rentals**
- Karate instruction
- Lifeguard service
- Rental of beach chairs and accessories
- Rental and instruction of Scuba and skin diving equipment
- Sporting goods rental
- Tennis clubs, non-membership
- Tennis courts, outdoor and indoor operation of, non-membership
- Yoga instruction

DEPARTMENT
BUSINESS



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk 
RE: Agenda item 1a under Department Head Business
DATE: April 11, 2019

Background

Several months ago Council directed me to apply for a CAMA grant to replace the existing beach access #1004 1/5 (near Oceanview) crossover with an ADA compliant flat ramp.

Estimate for the replacement plus solar lighting is \$80,000 with a cash match from the Town in the amount of \$20,000 and an in-kind match of \$5,000 for staff time

Action requested by staff

Motion to authorize submittal of a CAMA grant pre-application for replacement of the existing crossover at beach access # 1004 1/5

Funding required


None in this budget year. If grant is received, \$20,000 in next budget year.

Comments for consideration

None



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk 
RE: Agenda item 1b under Department Head Business
DATE: April 11, 2019

Background

The Corp of Engineers Savannah Real Estate Management office combined two of our leases for property located on MOTSU land into one lease, as both leases were expiring soon. The combined lease includes both Joe Eakes Park and the water tower on Assembly Way. With the combination lease, the annual fee has been reduced from \$17,150 to \$13,400, a savings of \$3,750. The term of the lease is five years. Former annual cost on the park was \$1,050 and \$16,100 on the water tower.

I have been informed that the Town may provide in-kind payment rather than cash over the period of the lease to install certain fencing at MOTSU's request. Fencing is similar to what the Town of Carolina Beach recently installed along the bike path.

Action requested by staff

Direction from Council, in the form of a motion, as to whether to proceed with the specifics of using in-kind payment or continue with the annual cash payments. Total in-kind contribution over the five year lease would be \$67,000.

Funding required

\$12,350 in the current budget. (The Town paid the annual lease on Joe Eakes Park of \$1,050 in January of this year, so the balance is due with renewal.

Comments for consideration

None

Nancy Avery

From: Simpson, Sara L CIV USARMY CESAS (USA) <Sara.L.Simpson@usace.army.mil>
Sent: Thursday, April 11, 2019 11:27 AM
To: Nancy Avery; Manning, John E CIV USARMY CESAS (US)
Cc: Craig Bloszinsky; Jimmo, Emily M CIV USARMY CESAS (US)
Subject: RE: DACA21-3-19-0006 renewal (UNCLASSIFIED)

CLASSIFICATION: UNCLASSIFIED

Good morning Nancy,

Essentially in lieu of payment you would incur the cost of building a fence for MOTSU with the value of the fence to be the same or greater value of the annual consideration \$13,400. In this instance MOTSU is looking to start fencing off the buffer zone area with an FE-5 style fence. The same fence the town of Carolina Beach is putting up around the greenway bike path. You would need to procure/install this fencing for the total of the term consideration of \$67,000. I can get more information from MOTSU as to where they would like to start or if you all are thinking of connecting the greenway bike path down the road you could start where the Town of Carolina Beach is ending.

Let me know what you think.

-----Original Message-----

From: Nancy Avery [mailto:n.avery@townofkurebeach.org]
Sent: Wednesday, April 10, 2019 5:13 PM
To: Manning, John E CIV USARMY CESAS (US) <John.E.Manning@usace.army.mil>; Simpson, Sara L CIV USARMY CESAS (USA) <Sara.L.Simpson@usace.army.mil>
Cc: Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Subject: [Non-DoD Source] RE: DACA21-3-19-0006 renewal (UNCLASSIFIED)

John and Sara - can you expand on installation of fencing as an in-kind payment for our annual leases with MOTSU rather than cash.

Also, I believe Council might have an interest for in-kind work related to storm water management - possibly clearing ditches, or other types of things on MOTSU property. Have you ever allowed this type of contribution?

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
Blockedwww.townofkurebeach.org

-----Original Message-----

From: Manning, John E CIV USARMY CESAS (US) <John.E.Manning@usace.army.mil>

Sent: Wednesday, April 10, 2019 8:29 AM

To: Nancy Avery <n.avery@townofkurebeach.org>; Simpson, Sara L CIV USARMY CESAS (USA) <Sara.L.Simpson@usace.army.mil>

Subject: RE: DACA21-3-19-0006 renewal (UNCLASSIFIED)

Good Morning Nancy,

In the instant case it would be fencing. We can provide more details. Sara is driving back to Savannah HQ today. Feel free to call me if need be at 910-251-4474. If I am busy, I will call you right back.

John

V/r

John E. Manning

US Army Corps of Engineers

Senior Realty Specialist

Savannah Division-Real Estate

Wilmington and Charleston Districts

910-251-4474

The information contained within this message is for informational purposes and is not considered contractually binding upon the government in any way or legal advice. Any other use of the email or attachments by you is prohibited.

-----Original Message-----

From: Nancy Avery [mailto:n.avery@townofkurebeach.org]

Sent: Tuesday, April 9, 2019 4:46 PM

To: Simpson, Sara L CIV USARMY CESAS (USA) <Sara.L.Simpson@usace.army.mil>

Cc: Manning, John E CIV USARMY CESAS (US) <John.E.Manning@usace.army.mil>

Subject: [Non-DoD Source] Re: DACA21-3-19-0006 renewal (UNCLASSIFIED)

I would like to know what would be considered in-kind payment. I'm not sure when the mayor is back in the office so will email/mail to you as soon as he signs/ or does in-kind have to be specified in lease first?

Nancy Avery

Town Clerk

117 Settlers Lane

Kure Beach, NC 28449

910-458-8216 office

910-458-7422 fax

910-707-2016 direct

910-443-0410 cell

n.avery@tokb.org

BlockedBlockedwww.townofkurebeach.org

> On Apr 9, 2019, at 3:19 PM, Simpson, Sara L CIV USARMY CESAS (USA) <Sara.L.Simpson@usace.army.mil> wrote:

>

> CLASSIFICATION: UNCLASSIFIED

>

> Good afternoon Ms. Avery,

>
> It was wonderful seeing you yesterday, the new office looks great!
>
> I forgot to mention that the Town also has an additional option instead of paying the money annually they could perform services in-kind. Generally the Installation will have a list of things they need done, and you would have an option to choose so long as the service in-kind is around the cost of the annual consideration. Let me know what you think if this is something the town would be open for this agreement or in the future.
>
>
> Warm regards,
>
> Mrs. Sara L. Simpson
> Realty Specialist, Management and Disposal Branch
>
> Savannah District Corps of Engineers
> 100 W. Oglethorpe Avenue
> Savannah GA 31401
> Phone: (912) 652-5930
> sara.l.simpson@usace.army.mil
>
>
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OLD BUSINESS


AIA Document G701™ – 2017

Change Order

PROJECT: <i>(Name and address)</i> Kure Beach Town Hall Expansion & New Fire Station 117 Settlers Lance Kure Beach, NC	CONTRACT INFORMATION: Contract For: General Construction Date: 12/29/2017	CHANGE ORDER INFORMATION: Change Order Number: 004 Date: 4/02/2019
OWNER: <i>(Name and address)</i> Town of Kure Beach 117 Settlers Lane Kure Beach, NC 28449	ARCHITECT: <i>(Name and address)</i> Oakley Collier Architects, PA 109 Candlewood Road Rocky Mount, NC 27804	CONTRACTOR: <i>(Name and address)</i> Thomas Construction Group, LLC 1111 Military Cutoff Road, Suite 191 Wilmington, NC 28405

THE CONTRACT IS CHANGED AS FOLLOWS:

(Insert a detailed description of the change and, if applicable, attach or reference specific exhibits. Also include agreed upon adjustments attributable to executed Construction Change Directives.)

Incorporate the following into Original Contract:

PCO 05:	Credit for Soil Allowances	\$(18,486.00)
PCO 22:	Revisions to T110 & T109 Corridor	\$ 5,158.00
PCO 25:	Time Extension of 17 Days Due to Weather	No Cost
PCO 27:	Time Extension of 47 Days Due to Hurricane Florence	No Cost
PCO 31:	ASI #007 - Old Fire Station T147-Rev. 3	\$ 8,273.00
PCO 33:	Ice Maker Revisions – TH Golf Cart Room	\$ 3,069.00
PCO 34:	Fire Station: Add Mainservice to CT Cabinet & Meter	\$ 3,756.00
PCO 35:	Door Sweeps at Fire Station Apparatus Bays	\$ 473.00
PCO 36:	Room T115 Door Change from Aluminum to Wood	\$ 2,275.00
PCO 37:	FEC Added Back per Owner Request	\$ 1,097.00
PCO 38:	Roof Caps at Town Hall & Police Station	\$ 903.00
PCO 40:	Moisture Mitigation for Town Hall Flooring	\$ 8,412.00
PCO 41:	Change to Council Room Dais	\$ 2,390.00
PCO 42:	Change Existing Door, Frame, and Hardware	\$ 1,345.00
PCO 44:	Add Louver, Shakes and Replace 289' of Boxing	\$ 6,502.00
PCO 46:	Replace WH, Install Drain line & Install Fluc/Gas Piping	\$ 3,539.00
PCO 48:	Time Extension of 48 Days for Misc. Changes/Delays	No Cost
PCO 51:	Change Out Devices & Cover Plates @ Town Hall – Rev.	\$ 1,934.00

TOTAL: Debit \$ 30,640.00

The original Contract Sum was	\$ 4,386,807.00
The net change by previously authorized Change Orders	\$ 37,071.00
The Contract Sum prior to this Change Order was	\$ 4,423,878.00
The Contract Sum will be increased by this Change Order in the amount of	\$ 30,640.00
The new Contract Sum including this Change Order will be	\$ 4,454,518.00

The Contract Time will be increased by One Hundred Twelve Days (112) days.
The new date of Substantial Completion will be 3/11/19

NOTE: This Change Order does not include adjustments to the Contract Sum or Guaranteed Maximum Price, or the Contract

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User Notes:

(3B9ADA55)

Time, that have been authorized by Construction Change Directive until the cost and time have been agreed upon by both the Owner and Contractor, in which case a Change Order is executed to supersede the Construction Change Directive.

NOT VALID UNTIL SIGNED BY THE ARCHITECT, CONTRACTOR AND OWNER.

Oakley Collier Architects, PA
ARCHITECT (Firm name)
DocuSigned by:
Tim Oakley
SIGNATURE
Timothy Oakley, President AIA, LEED AP
PRINTED NAME AND TITLE
April 3, 2019
DATE

Thomas Construction Group, LLC
CONTRACTOR (Firm name)
DocuSigned by:
Vince Tryer
SIGNATURE
Vince Tryer, Project Executive
PRINTED NAME AND TITLE
April 2, 2019
DATE

Town of Kure Beach
OWNER (Firm name)
SIGNATURE
Craig Bloszinsky, Mayor
PRINTED NAME AND TITLE
DATE

2018 Free Pickup

	COSTS	TONS
Dumpsters for miscellaneous	\$3,876.42	26.15
American Property Experts-yard debris	\$1,573.40	
Bledsoe-hauling 34 loads	\$5,100.00	78.67
TOTALS	\$10,549.82	104.82

This does not include man hours or wear and tear on equipment/vehicles

Beth Chase

From: Nancy Avery
Sent: Friday, April 12, 2019 7:02 AM
To: Beth Chase
Subject: Fwd: Spring Clean-up

Print this email and include in agenda packet under bulk trash-thx

Nancy Avery
Town Clerk
117 Settlers Lane
Kure Beach, NC 28449
910-458-8216 office
910-458-7422 fax
910-707-2016 direct
910-443-0410 cell
n.avery@tokb.org
www.townofkurebeach.org

Begin forwarded message:

From: Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Date: April 2, 2019 at 11:54:52 AM EDT
To: David Heglar <d.heglar@townofkurebeach.org>, Allen Oliver <a.oliver@townofkurebeach.org>, Joseph Whitley <j.whitley@townofkurebeach.org>, John Ellen <j.ellen@townofkurebeach.org>
Cc: Nancy Avery <n.avery@townofkurebeach.org>, Jim Mesimer <j.mesimer@townofkurebeach.org>
Subject: Spring Clean-up

I had a call from Jimmy this morning, he is requesting we move the Spring Pick-up to the fall. The rationale is they are behind with work to get ready for the season from the hurricane impacts. Need to focus on cleaning the drains for the rainy season, fixing the beach access points, completing our work on the outfalls. Also brings up the point that we just collected several tons of debris 5 months ago and the town is adding the hazmat collection. I don't have a problem with this but I want your opinions before any decisions. Should we decide on this path we will need to articulate the facts well to our citizens.

Jim, add any points you would like.

Craig Bloszinsky



NO CHARGE DEBRIS REMOVAL APRIL 2ND

Posted by March 29, 2018 10:41

Previous Post << (<http://www.townofkurebeach.org/2018-summer-events-at-ocean-front-park.aspx>) >> Next Post (<http://www.townofkurebeach.org/proposed-changes-to-parking-ordinances.aspx>)

The Town of Kure Beach is offering No Charge Debris Removal the week of April 2, 2018.

The town will **not accept** the following items:

- **Paints & pesticides**
- **Shingles**
- **Gas cylinders**
- **Batteries**
- **Tires**
- **Oil drums**
- **Used or mixed oil**
- **Bio-medical waste**
- **Construction debris**
- **Wooden pallets**

(See Environmental Management Dept. at www.nhcgov.com (<http://www.nhcgov.com/>) for more information on these items.)

We will NOT pick up electronics (televisions, computers, printers, etc).

Vegetation must be of the non-commercial yard debris type, not vegetation from lot clearing. Brush will need to be separated from all other types of debris and should not be bagged.

Please place your debris in the right of way in front of your home as early as possible that week, but no later than 7:00 am Thursday morning.

Regular charges will apply to items put out before March 30 and after 7:00 Thursday, April 5, 2018.

If you have any questions about pick up, please call the Public Works Department at 910-458-5816.



(<http://www.townofkurebeach.org/2018-summer-events-at-ocean-front-park.aspx>)

Archives

- April, 2019 (6)
(<http://www.townofkurebeach.org/2019-04>)
- March, 2019 (20)
(<http://www.townofkurebeach.org/2019-03>)
- February, 2019 (7)
(<http://www.townofkurebeach.org/2019-02>)
- January, 2019 (6)
(<http://www.townofkurebeach.org/2019-01>)
- December, 2018 (17)
(<http://www.townofkurebeach.org/2018-12>)
- November, 2018 (1)
(<http://www.townofkurebeach.org/2018-11>)
- October, 2018 (13)
(<http://www.townofkurebeach.org/2018-10>)
- September, 2018 (10)
(<http://www.townofkurebeach.org/2018-09>)
- August, 2018 (1)
(<http://www.townofkurebeach.org/2018-08>)
- June, 2018 (3)
(<http://www.townofkurebeach.org/2018-06>)
- May, 2018 (8)
(<http://www.townofkurebeach.org/2018-05>)
- April, 2018 (3)
(<http://www.townofkurebeach.org/2018-04>)

MINUTES



TOWN COUNCIL MINUTES

REGULAR MEETING

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

The Kure Beach Town Council held its regular meeting on Monday, March 18th, 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
Public Works Director – Jimmy Mesimer

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

APPROVAL OF CONSENT AGENDA ITEMS

1. Approve contract and engagement letter with the auditing firm of Bernard Robinson and Company LLP, in the amount of \$19,500 for FY18-19
2. Approve the budget amendment in the amount of \$3,200 for the Fire Department and Town Hall dedication ceremony and open house
3. Approve the budget amendment to the fiscal year 2019 for storm water operations
4. Approve the Board of Adjustment 2018 Annual report
5. Minutes:
 - February 18, 2019 Regular
 - February 18, 2019 Public Hearing

MOTION- Commissioner Oliver made a motion to approve the consent agenda

SECOND- Commissioner Whitley

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

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

ADOPTION OF THE AGENDA

MOTION- MPT Heglar made a motion to add a closed session for the purpose of consulting with the attorney as per N.C.G.S. 143-318.11(a)(3)

SECOND- Commissioner Whitley

VOTE- Unanimous

MOTION - MPT Heglar made a motion to adopt the agenda

SECOND - Commissioner Ellen

VOTE- Unanimous

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. Jim Medlock, Project Manager Wilmington Corps of Engineers, on beach nourishment

Jim Medlock stated:

- Thank you Council for the opportunity to speak
- He is the project manager of Wilmington Corps of Engineers
- Contract Awarded to Weeks Marine
- Current Contract Value - \$21.1 million
- Includes Carolina Beach and Kure Beach projects
- Estimated Kure Beach Contract Cost - \$12.1 million
- Estimated Non-Federal Cost - \$3 million
- Cost Sharing Sponsors:
 - Town of Kure Beach
 - New Hanover County
 - State of North Carolina
- Contract started in 1998
- Anticipated Kure Beach Start: Late March 2019
- Anticipated Kure Beach Completion: End of April 2019
- Trying to get finished by the end of April before Sea Turtle hatching season begins
- Contractor will be working 24 hours a day to get the work done
- There will be loud noises and bright lights at night on the beach for safety
- If you see orange fencing do not cross into the area. It is there for safety reasons.



TOWN COUNCIL MINUTES

REGULAR MEETING

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

Kure Beach Resident Macgill Antor stated:

- She lives at 501 Sandman Dr
- There is a huge concrete structure out in the ocean and she worries it is a hazard
- Visitors who come to Town may not know it is there and she is worried a child will swim into it
- Maybe put buoys in the water to warn swimmers
- Or put red flags on top of the signs

Commissioner Whitley responded:

- The structure has been there since 1947 and its currently on State Property
- Once the Town touches the structure the Town would then own it
- It could cost between 1 to 4 million dollars to remove the structure
- Possibly a 3 month project to remove
- Town Council has reached out to State Representatives Harper Peterson, and Ted Davis
- To remove the structure it would destroy the dunes in that area
- New signs will be going up along the water line
- Signs are removed when the lifeguards leave because the tide will wash them away
- The Town has tried beach buoys but they were washed away within 3 weeks
- Life Guard stand is located near the structure in the summer months to advise swimmers not to swim in the area

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Planning & Zoning Commission

- Interview David Garceau for P&Z alternate position

Mayor Bloszinsky stated the Commission went through 5 applicants and David Garceau is who P&Z recommended to Council.

Commissioner Whitley commented he had no questions for Mr. Garceau as he has worked with him for the last few years on the Shore Line Access Beach Protection Committee. Mr. Garceau was instrumental with putting together the new beach trifold that went out in the re-entry packet.

MPT Heglar asked, what do you think the biggest issues will be for Planning and Zoning in the next two years.

Mr. Garceau replied the issues going forward are multifold. A lot of it will stem from what everyone around the Town is doing. The growth outside of the Town and how we will maintain



TOWN COUNCIL MINUTES

REGULAR MEETING

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

the character and value of the Town. We need to protect the resources we have, from roads to the services we offer.

MOTION- Commissioner Whitley made a motion to appoint David Garceau as an Alternate for the Planning and Zoning Commission

SECOND- MPT Heglar

VOTE- Unanimous

2. Shoreline Access and Beach Protection Committee

Committee Chair Dennis Panicali stated:

- Thank you David Garceau for his time served on the SLABP committee
- He was a huge help with designing the new trifold
- Thank you to everyone who came out for our flash beach sweep
- It was a pretty great turnout considering the weather
- Thank you to the Mayor and Council who came and helped clean up the trash off the beach

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Public Works Department

Public Works Director Mesimer stated:

Update on the water meter project:

- Talked to engineer today and by the end of the month we will start advertising
- After 30 days of advertising the Town can accept the bid

Commissioner Whitley stated thank you Public Works Director Mesimer for your work on the bumpers on I and E Ave.

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Town Facility Construction Project Status Update

Commissioner Oliver stated:

- Punch list items are being completed
- Staff did a great job moving into the facility and getting offices organized
- Training was completed on generators today
- Duke Power to put up parking lot lights soon, as they were on backorder
- Contractor will be on site for another 3 weeks finishing up

Mayor Bloszinsky commented thank you to Town Clerk Avery and Commissioner Oliver on making sure everything went smoothly during the move.



TOWN COUNCIL MINUTES

REGULAR MEETING

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

2. Land Use Plan review -follow up from retreat

MPT Heglar stated:

- At the retreat Town Council discussed about reviewing the land use plan
- The decision from Council was they would read the 188 page plan and decide on how to proceed forward
- Need to decide if Finance Officer Copenhaver should put it in the budget

Mayor Bloszinsky commented he didn't see a need to spend a large amount of money rewriting the plan at this time.

Commissioner Oliver stated there are some sections of the plan that could be updated but the Town is still going in the right direction.

Commissioner Ellen commented the plan does need some tweaking. Several pages of the plan talk about goals for the Town and some of those goals have already been met.

CONESNUS- No need to spend major funds at this time rewriting the Towns land use plan.

3. Naming Committee to bring recommendation regarding the beach booster program

Mayor Bloszinsky commented:

- The committee agreed unanimously on the top portion of the new beach signs
- Agreed unanimously they could use some type of promotion on the bottom of the sign
- Prices need to be in line with the disk golf course advertisement costs
- Management of the signs would be handled by the Recreation department
- Still has a lot of work to be done with developing a set of rules and restrictions
- Until Council has the set of rules Town Council can't decide if we want this program

4. Review of public parking spaces at public beach access near Stormy Petrel

MPT Heglar stated:

- As Council was discussing parking at the March meeting his issue to Council was we're doing beach nourishment and we're trying to get state and county government to support the beach nourishment
- We have a public beach access right across the street from Fort Fisher
- The Town will be eliminating all parking this summer east of 421 except within 50 feet of the beach accesses
- There were concerns with piping from Ocean Dunes and not being able to have parking there
- The Town needs to have 1 or 2 parking spots near the beach access



TOWN COUNCIL MINUTES

REGULAR MEETING

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

- Thinks the Town can meet the 50 foot requirements but may need to put bumpers there
- As we move forward wherever the Town has a public beach access we need to have parking spaces
- Helps the Town when we're looking into parking regulations and have a county commissioner who says we're not doing anything
- Only beach who doesn't do paid parking
- Would like permission from Council to stay in the guidelines and identify parking spots

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Beach encroachment

Commissioner Whitley stated:

- P&Z to take up the issue so haven't had a conversation with them yet
- They will address this topic and the overlay district

MPT Heglar stated this Council and previous Councils have approved 7 pools that go into the beach nourishment easement area. Town Council needs to determine if the Town should publicly announce they will no longer be approved or wait for the next person to bring forward to Council.

Mayor Bloszinsky stated the Council needs to be very specific as soon as we can so if someone desires a house with a pool they will know they need to purchase a bigger lot.

Attorney Andy Canoutas commented Town Council needs to make an announcement that all of Council is in agreement and no more encroachments will be issued. The Council will comply with the ordinances that exist today.

Mayor Bloszinsky stated he will prepare a letter that states it is the will of the Council to stand behind the ordinances the Town already has and the Town Council will no longer be granting the beach nourishment encroachments. It's not the intent to be mean spirited but to protect the easement.

2. Discussion of temporary moratorium on any development approvals which could conflict with the potential overlay district

Commissioner Whitley stated:

- Planning and Zoning will be meeting Wednesday to look into the downtown business overlay district
- A 4 block area
- Maintain the village atmosphere



TOWN COUNCIL MINUTES

REGULAR MEETING

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

- 4-6 month timeline with Public hearings
- Bringing in business owners to get their feedback
- Encourages residents to come out if they have opinion on the overlay district

Mayor Bloszinsky commented this is a very important subject. If you have an idea of how the downtown area should look like in 10-15 years as people retire out. As the Town looks at the height of structures and considers parking. There are a lot of questions to be answered so he advises keeping your thoughts on what you want the Town to look like in 15 years.

Commissioner Ellen commented Thank you to Commissioner Oliver for all his work on the Town Facility Project. The dedication ceremony will be May 11th with a theme of a block party for the residents of Kure Beach. It will include all Fire, Police and Town Hall buildings and will be dedicated to the residents.

Audience Comment:

Resident from Kure Beach Dunes HOA commented that he had received an email from MPT Heglar stating he would be getting a synopsis about the Sandman lots. The Kure Dunes HOA didn't have a proposal ready for the previous meeting but would be happy to sit down again and discuss further information to reach a conclusion regarding the lots.

MPT Heglar commented Town Council's reason for closed session tonight is in regards to the Sandman lots for guidance on how to move forward with the two HOA communities.

MOTION- MPT Heglar Made a motion to go into closed session at 7:33pm for the purpose of holding a closed session for consultation with the attorney as per N.C.G.S. 143-318.11(a)(3)

SECOND- Commissioner Ellen

VOTE- Unanimous

MOTION- Commissioner Whitley made a motion to return to open session at 8:08pm

SECOND- Commissioner

VOTE- Unanimous

MOTION- Commissioner Oliver made a motion to adjourn at 8:09pm

SECOND- MPT Heglar

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

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

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

PUBLIC HEARING

**March 18, 2019 @ 5:30 PM
or soon thereafter**

NOTICE OF INTENT TO FINANCE WATER METER REPLACEMENT

The Kure Beach Town Council held a Public Hearing on Monday, March 18, 2018 at 5:30 pm. The Town Attorney was present and there was a quorum of Council members present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

STAFF PRESENT

Town Clerk – Nancy Avery
Finance Director- Arlen Copenhaver
Public Works Director- Jimmy Mesimer

Mayor Bloszinsky called the meeting to order at 5:30 pm stating the purpose of this public hearing is to receive public comments on the Notice of Intent to Finance an amount not to exceed \$1.4 million for a capital project to replace water meters. Repayment of the loan proceeds will be from the Water Fund.

Notice of the public hearing was posted at Town Hall and on the Town's website on March 4, 2019 and published as legally required by N.C.G.S. 160A-20 in the newspaper on March 6, and March 13, 2019.

PUBLIC COMMENTS

Mayor Bloszinsky opened the public hearing for comments at 5:31pm.

Audience Questions:

1. Why is the Town replacing the water meters?
2. Will it be the same system?
3. If we don't have the isolation valve that turns off the water how do we receive one?



TOWN COUNCIL MINUTES

PUBLIC HEARING

**March 18, 2019 @ 5:30 PM
or soon thereafter**

MPT Heglar stated the water meters are 20 years old and are reaching the end of life for the system. The meters are starting to have more errors which causes the Public Works department to spend more time and money replacing the meters. It's a lot more efficient to replace them all at one time. The newer technology will have more accurate readings and will have labor cost savings for the Public Works Department. It will be the same type of system. If you don't have the isolation valve you just pay a plumber to install one. The way the water system works is the Town owns to the meter and from the meter to the home you own.

Mayor Bloszinsky asked Public Works Director Mesimer what is the range on the readers?

Public Works Director Mesimer stated most of the companies he has spoken with have told him that one reader on the water tower should be able to read the whole Town.

Mayor Bloszinsky closed the public hearing

MOTION- MPT Heglar made a motion to adjourn at 5:40pm

SECOND-Commissioner Oliver

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

BUDGET WORKSHOP #1 TOWN HALL

Monday, April 1, 2019 @ 9:00 a.m.

The Kure Beach Town Council held budget workshop # one to review the proposed FY19-20 budget. The Town Attorney and a quorum of Council was present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

STAFF IN ATTENDANCE

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

CALL TO ORDER

Mayor Bloszinsky called the meeting to order at 9 am.

BUDGET PRESENTATION

Finance Officer Copenhaver presented the proposed budget assumptions, summary by fund and summary by department. Said presentation is herein included in these minutes.

PRESENTATION OF FIRST DRAFT OF FY19-20 BUDGET (Copenhaver)

1. Budget Assumptions

- No changes in services provided or level of services provided
- No change to tax rate (\$0.33) or other General Fund fees
- No changes to water and sewer rates
- No General Fund Contingency
- No transfer from the General Fund to the Beach Protection Fund
- General Fund full-time headcount increased by 3 (Public Works, Police & Building Inspections)
- Employee Compensation
COLA: 2.8%



TOWN COUNCIL MINUTES

BUDGET WORKSHOP #1 TOWN HALL

Monday, April 1, 2019 @ 9:00 a.m.

Merit: 1.5%

2. Previously, Workers Compensation Insurance was budgeted in the Administration Dept. and split between the General Fund and Water/Sewer Fund. Beginning in FY 2020, it is being allocated to the respective departments as presented in agenda packet.

Highlights:

- General Fund is short by \$131,526 – Does not include a transfer to the Beach Protection Fund or Contingency
- Water Fund is short \$61,593
- Storm Water Fund is over by \$29,803
- Powell Bill Fund is balanced
- SERF Fund is balanced
- Beach Protection Fund is balanced - Does not include a transfer from the General Fund
- Asset Forfeiture Fund is balanced

DEPARTMENT HEAD STATEMENTS

1. Public Works Department, Public Works Director Mesimer stated:

General Fund increases are:

- Asking for in the Streets & Sanitation budget is a new gator at a cost of \$15,000
- No major changes this year to the budget
- New lights on the boardwalk in the cost of \$20,000 to repair lights damaged by elements of the sea
- Increase in budget for the landscape maintenance contracts totaling \$18,000 for Town Hall, Ocean Front Park and the Community Center

Water and Sewer Fund increases are:

- Upgrade of 17 year old Well System
- Received a couple prices for the Well
- \$90,000 to upgrade the system
- Place holder for Carolina Beach Treatment since we haven't heard back from them yet
- Debt services increase is due to the water meter replacement project

Storm Water Operations increases:

- Debt service increase for new Loan in FY 2019 for 50% of street sweeper
- Increase in the amount of \$15,000 for maintenance



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

2. Police Department

Police Chief Bowden stated:

- Increase in budget for new police officer
- Cut \$25,000 from the reserve budget to help offset costs
- Tougher to get reserve officers to help out
- Trying to always have two police officers on shift at a time
- Currently relies on the County for backup
- Radio reception is still having issues with not working well
- Increase in gas, tires and oil will new officer position
- Estimate on utilities for new building
- Increase of 3% for new uniforms
- Vests need to be replaced every 5 years
- Looking into grant in the amount of \$50,000 for new radios that would help during the storm
- Grant would be for 30 new radios

3. Fire Department & Lifeguards

Fire Chief Kennedy stated:

- One small increase in the full time related expense to get one full time employee up to the minimum of his salary band
- Increase in the Telephone/Cable from VC3 and spirit
- Workers Comp insurance is a new expense
- Utilities are on track for the new building
- Decrease in budget for lifeguard equipment
- Works comp insurance was shifted to lifeguard budget
- Items sent to Council this week were not included in budget regarding third person on shift
- Purchased new 4 wheeler and jet ski that was in the past year budget and will be picking up later this week
- Hourly salary for lifeguard is \$11.25 and feels confident in filling the lifeguard spots this summer

4. Building Inspections

Building Inspector Batson stated:

- Increase in full time related costs for one additional full time employee



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

- Surrendering part time position, so there will be a decrease in part time related costs of \$16,148
- Administrative Assistant Zielinski currently works 16 hours a week plus Planning and Zoning meeting once a month
- Office traffic has increased in the past few years
- Goal to have someone in the office all day long
- Full Time position would be administration and code enforcement
- Increase in gas allowance in the amount of \$1,000
- Increase in the budget for equipment rental in the amount of \$3,940 for the copier contract

Break 10:00 am

Resumed: 10:15 am

5. Administration

Deputy Town Clerk Sanders stated:

Administration

- Split between General Fund and Water Fund
- Decreased relocation expenses
- Workers Comp is now allocated to each department
- Codification expense has decreased as it will now be done in house with new software
- Increase in computer services as we now have back up internet with spectrum
- On April 4th at 5pm VC3 will be on site to incorporate new fiber and do maintenance
- Increased supply line in the amount of \$5,000 for re-entry packets
- Increased travel expense as Administrative Assistant Chase will complete her clerk certification and Deputy Town Clerk Sanders will attend the Municipal and County Administration course at School of Government
- Advertising has increased – this is for all departments

Governing Body

- Decrease in telephone line item since Council switched over to ipads

Legal

- Professional legal service has increased \$4,600 for Attorney Eldridge for future work on the overlay district. Increase in his hourly rate from \$150 to \$175
- Town Attorney is requesting an increase of 1.5% in his retainer for the year

Mayor Bloszinsky stated no pay increases for phone reimbursement or salary changes for Council. He believes the Council would support that.



TOWN COUNCIL MINUTES

BUDGET WORKSHOP #1 TOWN HALL

Monday, April 1, 2019 @ 9:00 a.m.

OUTSIDE AGENCY FUNDING REQUESTS

Finance Officer Copenhaver stated funding requests totaled \$17,500 as follows:

- Chambers of Commerce requested increase from \$8,800 to \$9,800
- Katie B. Hines Senior Center, no application received for the second year in a row
- Federal Point Help Center, no application received
- Federal Point Historic Preservation Society requested \$5,000
- Island of Lights requested \$1,200
- Friends of Fort Fisher, Inc requested \$1,500

Town Council to fund the requests as follows:

- Chambers of Commerce - \$9,800
- Katie Hines Senior Center - \$0
- Federal point Help Center - \$1,500
- Federal Point Historic Preservation Society - \$1,500
- Island of Lights - \$1,200
- Friends of Fort Fisher, Inc - \$1,500

Emergency Management:

Deputy Clerk Sanders stated she didn't include in the budget but wanted to mention the satellite phones. She estimated around \$6,000 to purchase the phones and minutes would be purchased as needed.

John Batson commented he got rid of his satellite phone and now uses satellite text. Satellite text is about \$32 a month.

MPT Heglar stated it is important for department heads to be able to communicate with each other during the storm, rather than talking with someone out of town. During the last storm it was mostly internal usage. He requests getting one satellite phone. The satellite phone would be used to reach the Town Clerk to send updates during the storm for the website.

CONSENSUS- Town Council directed the Administration department to include in draft of budget the purchase of one satellite phone

MOTION – Commissioner Oliver made a motion to excuse Commissioner Whitley from the rest of the meeting

SECOND- Commissioner Ellen

VOTE- Unanimous



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

Town Clerk Avery stated at the April Council meeting she will be presenting the CAMA grant for the existing crossover at access 1004 1/2 in the amount of \$75,000. CAMA would cover 75% of cost and the Town would pay 25%. \$25,000 would be your cash max. It doesn't mean Council is obligated to follow through if the Town applies for the grant. It's not currently in the budget.

6. Recreation

Recreation Director Keely stated:

- Parks & Recreation
 - Increase of full time personnel-related costs
 - Increase in travel and training for Recreation Specialist Geer to receive Playground Safety Certification
 - Increase in telephone and computer budget for new hire
 - Decrease in part time related costs
 - Blue fish increased a bit last year but this next year will only be new purchases
 - Sponsorship maintenance has decreased as Recreation Specialist Geer is doing the sanding and painting of the Town benches
- Community Center
 - Maintenance contract covers once a week cleaning
 - 4 windows have been replaced
 - Replaced a few lights fixtures
 - HVCC repairs completed
 - Budgeted 13,000 for the Community Center revenue

7. Finance

Finance Officer Copenhaver stated:

- Increase in full time personnel related cost
- Included additional 5% pay increase for full time staff member for the quality of work
- Increase in Re-Entry Decals as more are being purchased
- After July 31st we will no longer sell the decals
- Need a supply to sell or give out after a storm
- No complaints received regarding new decal process
- Increase in equipment for copier machine
- Decrease in credit card fees
- Decrease in Unemployment insurance – based on history



TOWN COUNCIL MINUTES

BUDGET WORKSHOP #1 TOWN HALL

Monday, April 1, 2019 @ 9:00 a.m.

Committee

- Only one committee, Shoreline Access and Beach Protection
- Budget higher because current budget includes improvements to E and I beach accesses
- Committee asked for \$5,005 for the purchase of beach access signs and sea oats

Debt Service

- New Loan in FY 2019 for dump truck and 50% of street sweeper in the amount of \$154,052

Tax Collection

- Not projecting any increase
- Property evaluation hasn't changed
- Paid fees for credit card
- Transfers not projecting any at this time

Contingency

- Haven't spent any of this budget at this point
- Include in budget \$25,000 for the CAMA grant for access 1004 ½

CONSENSUS- Town Council requests to put \$20,000 in the Contingency budget for the CAMA grant for the existing crossover at access 1004 ½ in the contingency budget

ADDITIONAL POSSIBLE CAPITAL EXPENDITURE

- Town Fuel Tank

Quote received from GO ENERGIES:

- 5,980 gallon tank – split gas & diesel
- Card reading system
- Pumps 22 gallons per minute
- Total year one cost is \$103,067
- On-Going annual costs of \$4,260

Police Chief Bowden stated he is looking into the Duke grant that would cover 50% of the cost. Need Councils approval before the Police Chief moves forward with the process of applying for the grant.

MOTION- MPT Heglar made a motion to give Police Chief Bowden authority to move forward with the process of applying for the grant with Duke regarding the Town Fuel pump.

SECOND- Commissioner Ellen

VOTE-Unanimous



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

ADDITIONAL TOPICS

Sand Fencing for nourishment project

Commissioner Oliver stated they recommend putting sand fencing for dune protection. Previous Councils haven't been in the sand fencing business. Thought about putting sand fencing at the beach accesses where they're planting the new sea oats.

Mayor Bloszinsky stated the Town installs sand fencing in the public areas but will not be installing in the private areas.

CONSENSUS- Town Council has agreed the Town will do no additional sand fencing

REVENUE REVIEW

Finance Officer Copenhagen presented projected revenue numbers. Said presentation is herein incorporated as part of these minutes.

PROPOSED GENERAL FUND BUDGET

- Property Taxes - Increase in property valuation. Assumes no increase in tax rate (\$0.33).
- Sales Tax - Actual growth in FY 2019 greater than budgeted. FY 2020 estimated to be moderate increase over FY 2019 forecast.
- Garbage & Recycle Fees - Decrease in trash pickup revenue
- TDA- FY 2020 budget is for lifeguards, Pleasure Island Chamber of Commerce concerts & some OFP activities.
- Communication Tower Rent - FY 2020 includes annual increase for existing leases.
- Building Permits - Upward trend in building related fees.
- Sales Tax Refund - Estimated sales tax refund based on sales tax paid in prior fiscal year. Significantly higher due to Town Hall/Fire Station capital project.
- Community Center and Parks & Recreation - Estimated decrease in bluefish sales.
- Town Facility Rentals - Upward trend in facility rental revenue.
- ABC Revenue - Upward trend in ABC revenue.
- Motor Vehicle License Tax collected as part of vehicle registration.
- Re-Entry Decal Sales - FY 2020 estimated to be lower due to property owners being provided with 2 free decals.



TOWN COUNCIL MINUTES

BUDGET WORKSHOP #1 TOWN HALL

Monday, April 1, 2019 @ 9:00 a.m.

PROPOSED WATER & SEWER FUND BUDGET

- Sewer Charges projecting to be higher
- Water & Sewer Tap fees has significant increase for next year based on estimated building activity
- Cutoff & Reconnection Fees small increase for upward trend in account cutoff & reconnections.
- Other Revenue/fees decrease primarily consist of past due charges and new account setup fees

PROPOSED STORM WATER FUND BUDGET

- Storm water fees are flat
- Storm Water Building Fees increase based on estimated building activity
- Interest Income increase in CD interest rates & NCCMT earnings.

ONLINE MERCHANDISE STORE

Recreation Director Keely stated:

- Always looking for ways to increase revenue
- Recreation no longer wants to do onsite selling for storage purposes
- Found an online store that doesn't require any money upfront
- Town will receive commission check with every item we sell
- Banner logo doesn't work well with every item
- Recommendation to Council to let recreation department work with a graphic artist to tweak the banner logo
- Create a commercial logo to sell merchandise

CONSENSUS- Recreation Director Keely to bring to Town Council a commercial logo to be used for the online merchandise store

Property Taxes:

- Increase the current tax rate of 33 cents per \$100 of value by an amount to be determined by Town Council
- Current estimate of property tax increase, assuming no reductions to the expense budget and not implementing any other fee or rate increases:
 - Increase of 1.5 cents (4.55%) generating approximately \$134,000 of annual revenue



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

WATER & SEWER FUND POTENTIAL RATE/FEE INCREASES

- Short about \$62,000
- Lower minimum gallons from 2,500 to 2,000
- Increase monthly minimum rate by 10%
- Increase monthly minimum rate by 20%
- Lower minimum gallons to 2,000 & 10% rate tier increase
- Lower minimum gallons to 2,000 & 20% rate tier increase
- 10% rate tier increase
- 20% rate tier increase
- 10% total rate increase (minimum & tiers)
- 20% total rate increase (minimum & tiers)

CONSENSUS- Directed Financial Officer Copenhaver to include in the budget to lower minimum gallons to 2,000 & 10 % rate tier increase

CONSENSUS ITEMS AND MOTIONS

Consensus

- Directed Administration department to include in budget the purchase of one satellite phone
- Directed Financial Officer Copenhaver to include \$20,000 in the Contingency budget for the CAMA grant for the existing crossover at access 1004 ½ in the contingency budget
- Town Council has agreed the Town will do no additional sand fencing
- Directed Financial Officer Copenhaver to include in the budget to lower minimum gallons to 2,000 & 10 % rate tier increase
- Recreation Director Keely to bring Town Council a commercial logo to be used for the online merchandise store

ADJOURN

MOTION - MPT Heglar made a motion to adjourn the budget meeting at 1:38 p.m.

SECOND - Commissioner Ellen

VOTE – Unanimous



TOWN COUNCIL MINUTES

**BUDGET WORKSHOP #1
TOWN HALL**

Monday, April 1, 2019 @ 9:00 a.m.

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. An audio recording of the meeting is available on the town's website at www.townofkurebeach.org, under government/kurebeachcouncil.

DEPARTMENT REPORTS

Kure Beach Inspections Dept.-All Permits Issue Date: 3/1/2019 - 3/31/2019

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee
Building addition					
190052	3/21/2019	YOUNG ROBERT H PATRICIA A	746 SETTLERS LN	Solar Installation	\$310.00
Total addition 1					\$310.00
Deck					
190050	3/18/2019	NEWMAN BRIAN P IRENE	636 FORT FISHER BLV N	Stairway rebuild	\$110.00
190054	3/22/2019	D&L RENTALS LLC	309 FOURTH AVE N	Deck Additions	\$60.00
190056	3/27/2019	PASCHAL ARTHUR G SUSAN C	302 SEALANE WAY	Deck Additions	\$210.00
Total Deck 3					\$380.00
New Construction					
190046	3/4/2019	THE PIONEER GROUP NC, INC	1733 PINFISH LN	New SFD	\$8,702.00
190047	3/5/2019	THE PIONEER GROUP NC, INC	1737 PINFISH LN	New SFD	\$8,702.00
Total New Construction 2					\$17,404.00
pool					
190059	3/28/2019	HILL DEREK K PHOEBE B	107 ALABAMA AVE	New Pool	\$300.00
190060	3/29/2019	CASTERELLA LLC	834 N FORT FISHER BLV	New Pool	\$300.00
Total pool 2					\$600.00
Renovations					
190048	3/8/2019	PETERSON HELEN K LIFE ESTAT	213 ATLANTIC AVE	new stairs	\$585.00
190049	3/8/2019	TROY GINO JR DONNA	450 N FORT FISHER BLV	Deck renovation and structural repair	\$440.00
190053	3/22/2019	FANSLER MADLYN	213 N FORT FISHER BLV	General Renovations	\$410.00
Total Renovations 3					\$1,435.00
Repairs					
190055	3/26/2019	FREVELE ANTHONY D AMANDA J	1100 S FORT FISHER BLV	Sheetrock	\$110.00
Total Repairs 1					\$110.00
Replacement					
190057	3/27/2019	PROLEIKA RONALD J JR CARRIE	813 S FORT FISHER BLV	Sheathing/siding repairs	\$60.00
Total Replacement 1					\$60.00
Shed					
190058	3/27/2019	BAKER RICHARD W	218 ASSEMBLY AVE	New shed	\$25.00
Total Shed 1					\$25.00
Total Building 14					\$20,324.00
CAMA					
Residential					
KB1902	3/5/2019	CASTERELLA LLC	834 N FORT FISHER BLV	Demolish and rebuild	\$100.00
KB19-04	3/6/2019	PETERSON HELEN K LIFE ESTAT	213 ATLANTIC AVE	Stairwell construction	\$100.00
KB19-03	3/6/2019	TROY GINO JR DONNA	450 N FORT FISHER BLV		\$100.00
Total Residential 3					\$300.00
Total CAMA 3					\$300.00
Demolition					
Residential					
190051	3/19/2019	CASTERELLA LLC	834 N FORT FISHER BLV	Residential demolitiojn	\$150.00
Total Residential 1					\$150.00
Total Demolition 1					\$150.00
Fence					
Residential					

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee
Fence					
190006	3/6/2019	MELVIN WILLIAM MARY RIORDAN	336 SETTLERS LN	New 4' fence	
190008	3/19/2019	HANSELMANN JOSEPH E MARIA A	611 FOURTH AVE S	New 6' fence	\$25.00
190007	3/19/2019	HUGHES DALE L	1330 S FORT FISHER BLV	New 6' fence	\$25.00
190009	3/20/2019	PRICE MONICA AND DAVID	334 THIRD AVE S	New 6' fence	\$25.00
190010	3/27/2019	HAAS BRYAN A RACHEL O	1722 MACKEREL LN	New 4 and 6' fence	\$25.00
Total Residential 5					\$100.00
Total Fence 5					\$100.00

Sign					
Permanent					
190002	3/7/2019	TYSTAN PROPERTIES LLC	129 FORT FISHER BLV S	New permanent signs	\$25.00
Total Permanent 1					\$25.00
Total Sign 1					\$25.00

Total Permits: 24 \$20,899.00

Kure Beach Inspections Dept.-Building Permits Issue Date: 3/1/2019 - 3/31/2019

PermitNo	Issue Date	Owner / Descript	ParcelID	Project Addr	Est Cost	Fee	Status	Final
Building								
190046	3/4/2019	THE PIONEER GROUP NC, INC, New SFD	R09205-005-007-00	1733 PINFISH LN KURE BEACH, NC 28449	\$150,000	\$8,702.00	Active	
190047	3/5/2019	THE PIONEER GROUP NC, INC, New SFD	R09205-005-008-00	1737 PINFISH LN KURE BEACH, NC 28449	\$150,000	\$8,702.00	Active	
190048	3/8/2019	PETERSON, HELEN K LIFE ESTAT new stairs	R09213-005-015-00	213 ATLANTIC AVE KURE BEACH, NC 28449	\$85,000	\$585.00	Active	
190049	3/8/2019	TROY, GINO JR DONNA Deck renovation and structural repair	R09209-002-011-00	450 N FORT FISHER BLV KURE BEACH, NC 28449	\$56,500	\$440.00	Active	
190050	3/18/2019	NEWMAN, BRIAN P IRENE Stairway rebuild	R09209-001-007-00	636 FORT FISHER BLV N KURE BEACH, NC 28449	\$4,100	\$110.00	Active	
190052	3/21/2019	YOUNG, ROBERT H PATRICIA A Solar Installation	R09205-015-081-00	746 SETTLERS LN KURE BEACH, NC 28449	\$32,400	\$310.00	Active	
190053	3/22/2019	FANSLER, MADLYN General Renovations	R09213-006-014-00	213 N FORT FISHER BLV KURE BEACH, NC 28449	\$50,000	\$410.00	Active	
190054	3/22/2019	D&L RENTALS LLC, Deck Additions	R09213-001-003-00	309 FOURTH AVE N KURE BEACH, NC 28449	\$2,500	\$60.00	Active	
190055	3/26/2019	FREVELE, ANTHONY D AMANDA J Sheetrock	R09316-002-001-16	1100 S FORT FISHER BLV KURE BEACH, NC 28449	\$3,824	\$110.00	Active	
190056	3/27/2019	PASCHAL, ARTHUR G SUSAN C Deck Additions	R09200-001-002-01	302 SEALANE WAY KURE BEACH, NC 28449	\$13,000	\$210.00	Active	
190057	3/27/2019	PROLEIKA, RONALD J JR CARRIE Sheathing/siding repairs	R09405-012-004-00	813 S FORT FISHER BLV KURE BEACH, NC 28449	\$1,160	\$60.00	Active	
190058	3/27/2019	BAKER, RICHARD W New shed	R09316-001-010-00	218 ASSEMBLY AVE KURE BEACH, NC 28449	\$0	\$25.00	Active	
190059	3/28/2019	HILL, DEREK K PHOEBE B New Pool	R09206-003-007-00	107 ALABAMA AVE	\$30,000	\$300.00	Active	
190060	3/29/2019	CASTERELLA LLC, New Pool	R09205-009-008-00	834 N FORT FISHER BLV KURE BEACH, NC 28449	\$38,432	\$300.00	Active	
Total Building 14					\$616,916	\$20,324.00		
Total Permits: 14					\$616,916	\$20,324.00		

Police Activity Reports for March – 2019

- Page 1 Activity Log Event Summary Totals**
- Page 2 Arrest Status/Disposition Totals by Offense**
- Page 3 Citation Totals by Charge**
- Page 4 Civil Papers Summary Totals**
- Page 5 Criminal Papers Summary Totals**
- Page 6 Incident Status/Disposition Totals by Offense**
- Page 7 Chief's Notes**

Activity Log Event Summary (Totals)

Kure Beach Police Department

(03/01/2019 - 03/31/2019)

911 Hangup	1	Alarm Activation	12
Animal Complaint	5	Assist Other Agency - Law Enforcement	7
Assist Other Agency - Medical	16	BOLO	1
Check Welfare	2	Dispute	2
Domestic	1	Hazardous Condition	1
Information	8	Internal Information - LEO Only	1
Lost or Found Property	1	Missing Person	1
Noise Complaint	5	Open Door	1
Property Damage - No Report	1	Suspicious Person/Vehicle	19
Traffic Complaint	1	Trespassing	1
Warrant	2		

Total Number Of Events: 89

Arrest Status/Disposition Totals by Offense

Kure Beach Police Department

(03/01/2019 - 03/31/2019)

Offense:	Further Invest.:	Inactive:	Closed/ Cleared:	Arrest/No Supp.:	Arrest/No Invest.:	Felony:	Misd.:	Juvenile:	Adult:	Offense:
0890 - Simple Assault- All Other Simple Assault	0	0	2	1	1	0	2	0	2	2
2100 - DWI - Alcohol and/or Drugs	0	0	2	1	1	0	2	0	2	2
4010 - All Traffic (except DWI)	0	0	3	0	3	0	3	0	3	3
Totals:	0	0	7	2	5	0	7	0	7	7

Citation Totals by Charge

Kure Beach Police Department

(03/01/2019 - 03/31/2019)

Charge:	Number of Charges:
Speeding (Infraction)	1
DWI	1
No Operator License	1
Driving While License Revoked	1
Expired Registration	1
No Insurance	2
Other (Misdemeanor)	3
Other (2nd Charge - Misdemeanor)	4
Other (2nd Charge - Infraction)	1
Total:	15

Incident Status/Disposition Totals (With Percentages) by Offense

Kure Beach Police Department

(03/01/2019 - 03/31/2019)

Primary Offense:	Total Reported:	Total Unfounded:	Actual Incidents:	% Unfounded:	Cleared Arrest:	Cleared Other:	% Cleared:	Active:	% Active:	Inactive:	% Inactive:
0520 - Burglary - Non-Forced Entry	1	0	1	0%	0	0	0%	1	100%	0	0%
0690 - Larceny - All Other Larceny	2	1	1	50.0%	0	0	0%	1	100%	0	0%
1790 - All Other Sex Offenses	1	0	1	0%	0	0	0%	1	100%	0	0%
Totals:	4	1	3	25.0%	0	0	0%	3	100%	0	0%

TOWN OF KURE BEACH
REVENUE AND EXPENDITURE SUMMARY
JULY 1, 2018 TO APRIL 9, 2019

	REVENUES					EXPENDITURES			
	2019 Initial Bud.	2019 Amend. Bud.	Actual 4/9/2019	% Collected		2019 Initial Bud.	2019 Amend. Bud.	Actual 4/9/2019	% Spent
GENERAL FUND					GENERAL FUND				
Property Taxes (Cur. & PY)	\$ 2,920,300	\$ 2,920,300	\$ 2,902,967	99.4%	Governing Body	\$ 38,994	\$ 42,194	\$ 30,095	71.3%
Local Option Sales Tax	\$ 886,000	\$ 886,000	\$ 717,585	81.0%	Committees	\$ 100,115	\$ 100,115	\$ 84,217	84.1%
Garbage & Recycling	\$ 493,580	\$ 493,580	\$ 367,636	74.5%	Finance	\$ 157,937	\$ 157,937	\$ 109,768	69.5%
TDA Funds	\$ 235,000	\$ 235,000	\$ 254,579	108.3%	Administration	\$ 629,908	\$ 629,908	\$ 430,249	68.3%
Franchise & Utility Tax	\$ 225,000	\$ 225,000	\$ 182,070	80.9%	Community Center	\$ 23,300	\$ 23,300	\$ 16,566	71.1%
Communication Tower Rent	\$ 81,924	\$ 81,924	\$ 68,085	83.1%	Emergency Mgmt./Elections	\$ 1,100	\$ 1,100	\$ 7	0.6%
CAMA Grants - Beach Access Paving	\$ 78,523	\$ 78,523	\$ -	0.0%	Tax Collections	\$ 28,800	\$ 28,800	\$ 23,802	82.6%
Bldg. Permit & Fire Inspect. Fees	\$ 74,050	\$ 74,050	\$ 74,645	100.8%	Legal	\$ 29,850	\$ 29,850	\$ 16,007	53.6%
Sales Tax Refund	\$ 59,000	\$ 59,000	\$ 71,533	121.2%	Police Department	\$ 1,372,757	\$ 1,372,757	\$ 1,058,154	77.1%
Com Ctr/Parks & Rec/St Festival	\$ 20,700	\$ 20,700	\$ 14,423	69.7%	Fire Department	\$ 740,482	\$ 740,482	\$ 548,510	74.1%
Town Facility Rentals	\$ 18,000	\$ 18,000	\$ 16,157	89.8%	Lifeguards	\$ 200,088	\$ 200,088	\$ 109,364	54.7%
ABC Revenue	\$ 15,900	\$ 15,900	\$ 20,836	131.0%	Parks & Recreation	\$ 187,268	\$ 187,268	\$ 115,623	61.7%
Motor Vehicle License Tax/Decals	\$ 14,250	\$ 17,450	\$ 21,819	125.0%	Bldg Inspection/Code Enforcement	\$ 139,165	\$ 139,165	\$ 99,299	71.4%
OFP - Bluefish Purchases	\$ 14,000	\$ 14,000	\$ 12,460	89.0%	Streets & Sanitation	\$ 902,561	\$ 982,561	\$ 802,105	81.6%
Beer & Wine Tax	\$ 9,300	\$ 9,300	\$ -	0.0%	Debt Service	\$ 708,050	\$ 708,050	\$ 496,777	70.2%
All Other Revenues	\$ 19,505	\$ 19,505	\$ 213,524	1094.7%	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	\$ 5,363,232	\$ 5,092,403	95.0%	Total Expenses	\$ 5,280,032	\$ 5,363,232	\$ 3,950,350	73.7%
WATER & SEWER FUND					WATER & SEWER FUND				
Water Charges	\$ 840,650	\$ 840,650	\$ 600,461	71.4%	Governing Body	\$ 17,994	\$ 17,994	\$ 12,543	69.7%
Sewer Charges	\$ 1,174,500	\$ 1,174,500	\$ 889,541	75.7%	Legal	\$ 29,850	\$ 29,850	\$ 16,007	53.6%
Tap, Connect & Reconnect Fees	\$ 67,500	\$ 67,500	\$ 68,500	101.5%	Finance	\$ 197,817	\$ 197,817	\$ 147,787	74.7%
All Other Revenues	\$ 19,435	\$ 19,435	\$ 86,079	442.9%	Administration	\$ 317,187	\$ 317,187	\$ 231,898	73.1%
Other Financing Sources	\$ 100,000	\$ 100,000	\$ 39,571	39.6%	Operations	\$ 1,639,237	\$ 1,639,237	\$ 1,113,860	67.9%
Total Revenues	\$ 2,202,085	\$ 2,202,085	\$ 1,684,152	76.5%	Total Expenses	\$ 2,202,085	\$ 2,202,085	\$ 1,522,095	69.1%
STORM WATER FUND					STORM WATER FUND				
Total Revenues	\$ 358,380	\$ 467,240	\$ 415,397	88.9%	Total Expenses	\$ 358,380	\$ 467,240	\$ 399,233	85.4%
POWELL BILL FUND					POWELL BILL FUND				
Total Revenues	\$ 175,000	\$ 175,000	\$ 65,848	37.6%	Total Expenses	\$ 175,000	\$ 175,000	\$ 13,506	7.7%
SEWER EXPANSION RESERVE FUND (SERF)					SEWER EXPANSION RESERVE FUND (SERF)				
Total Revenues	\$ 16,250	\$ 16,250	\$ 14,576	89.7%	Total Expenses	\$ 16,250	\$ 16,250	\$ -	0.0%
BEACH PROTECTION FUND					BEACH PROTECTION FUND				
Total Revenues	\$ 13,397	\$ 13,397	\$ 13,649	101.9%	Total Expenses	\$ 13,397	\$ 13,397	\$ -	0.0%
FEDERAL ASSET FORFEITURE FUND					FEDERAL ASSET FORFEITURE FUND				
Total Revenues	\$ 50,000	\$ 50,000	\$ 5,000	10.0%	Total Expenses	\$ 50,000	\$ 50,000	\$ 31,692	63.4%

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

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH & INVESTMENTS</u>
General	\$3,285,277	\$350,827	\$3,636,104
Water/Sewer	\$1,530,528	\$600,248	\$2,130,776
Storm Water	\$114,380	\$246,636	\$361,016
SERF	\$50,250	\$124,199	\$174,449
Powell Bill	\$318,643	\$71,351	\$389,994
Beach Protection	\$42,897	\$307,187	\$350,084
Federal Asset Forfeiture	\$143,742	\$0	\$143,742
Capital Project Funds	\$238,961	\$0	\$238,961
TOTAL	<u>\$5,724,678</u>	<u>\$1,700,448</u>	<u>\$7,425,126</u>

<u>INSTITUTION</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>
BB&T	\$5,724,678	\$0
First Bank - Certificates of Deposit	\$0	\$667,315
NCCMT Term Portfolio	\$0	\$556,159
NCCMT Governmental Portfolio	\$0	\$476,974
TOTAL	<u>\$5,724,678</u>	<u>\$1,700,448</u>

TOWN OF KURE BEACH
SUMMARY OF CONTINGENCY FUND AND COMMITTEE
EXPENDITURE ACTIVITY
07/01/2018 - 04/09/2019

CONTINGENCY FUND

Fiscal Year 2019 Budget	\$9,850.00
Less:	
No activity	<u>\$0.00</u>
Remaining Budget as of 04/09/2019	<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:	
Beach Access Signs	<u>\$2,525.00</u>
Total Approved, Not Expended	<u><u>\$2,525.00</u></u>
Remaining Budget as of 04/09/2019	<u><u>\$13,373.18</u></u>

TOWN OF KURE BEACH

DEBT LISTING

APRIL 15, 2019

<u>LOAN PURPOSE/DESCRIPTION</u>	<u>FUND</u>	<u>LENDER</u>	<u>DATE OF LOAN</u>	<u>AMOUNT FINANCED</u>	<u>INTEREST RATE</u>	<u>LOAN TERM (YRS)</u>	<u>DATE PAID OFF</u>	<u>BALANCE AT 04/15/19</u>	<u>PAYMENT FREQUENCY</u>	<u>PAYMENT AMOUNT</u>	<u>NEXT PAY DATE</u>	<u>INT. EXPENSE LIFE OF LOAN</u>
Fire Station/Town Hall Project (a)	G, W/S	BB&T	12/11/2017	\$5,000,000	2.58%	15	12/11/2032	\$4,666,666.66	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	\$245,682.67	Annual	\$47,064.62	3/12/2020	\$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	\$90,924.39	Monthly	\$6,677.76	5/23/2019	\$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

FUND CODES

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

TOTAL OUTSTANDING DEBT AT 04/15/2019:

General Fund	\$ 5,581,037.31
Water/Sewer Fund	\$ 1,497,184.38
Storm Water Fund	\$ 243,340.39
Total	\$ 7,321,562.08

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):

04/16/2019 - 06/30/2019	\$ 330,002.26
07/01/2019 - 09/30/2019	\$ 190,845.82
10/01/2019 - 12/31/2019	\$ 512,311.15
01/01/2020 - 04/15/2020	\$ 73,775.66
Total	\$ 1,106,934.89

**TOWN HALL RENOVATION AND NEW FIRE STATION
CAPITAL PROJECT FUND SUMMARY
AS OF 04/09/2019**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 04/09/19</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	\$24,020.18	96.1%
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	\$45,936.94	88.1%
<u>PROJECT MANAGEMENT COSTS</u>			
Constructive Building Solutions	\$100,000	\$86,219.94	86.2%
<u>CONSTRUCTION</u>			
Town Hall	\$2,448,843	\$2,071,417.42	84.6%
Fire Station	\$2,177,809	\$2,145,527.47	98.5%
Total Construction Costs	\$4,626,652	\$4,216,944.89	91.1%
<u>FURNITURE & FIXTURES</u>			
Town Hall	\$47,500	\$19,252.17	40.5%
Fire Station	\$89,400	\$85,960.21	96.2%
Total Furniture & Fixtures	\$136,900	\$105,212.38	76.9%
<u>GRAND TOTAL EXPENDITURES</u>	<u>\$5,330,959</u>	<u>\$4,869,676.77</u>	<u>91.3%</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	\$353.23	
<u>GRAND TOTAL PROJECT REVENUE SOURCES</u>	<u>\$5,330,959</u>	<u>\$5,331,312.23</u>	<u>100.0%</u>