



TOWN COUNCIL AGENDA

REGULAR MEETING

June 17, 2019 @ 6:00 p.m.

*Asterisks indicate documentation is included in agenda packet

Call to Order – Mayor Bloszinsky
Invocation & Pledge of Allegiance –

APPROVAL OF CONSENT AGENDA ITEMS

1. *Adoption of 2019 NC Records Retention and Disposition Schedule for Local Government Agencies
2. *Approval of engagement letter with Bernard Robinson & Company, LLP for required audit of pension data at an estimated cost of \$5,000
3. *Approve Budget Amendment 19-08 for Hurricane Florence related expenses for Administration, Police, Fire, and Public Works
4. Increase Shoreline Access and Beach Protection committee regular membership from 7 to 8 members
5. Appoint Ann Hughes to the Shoreline Access and Beach Protection Committee as a full member
6. Appoint John Kiwaha to the Shoreline Access and Beach Protection Committee as a full member
7. *Minutes:
 - May 20, 2019 Regular
 - May 20, 2019 Public Hearing
 - May 20, 2019 Closed Session
 - May 31, 2019 Special Meeting
 - June 10, 2019 Public Hearing on proposed FY19-20 budget

ADOPTION OF THE AGENDA

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

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



TOWN COUNCIL AGENDA

REGULAR MEETING

June 17, 2019 @ 6:00 p.m.

- *Recommendation from P&Z Commission to designate the P&Z Commission as the Kure Beach Historic Preservation Commission (HPC) in order to start examining the possibility of pursuing a Local Historic District Designation for part of the B1 District

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration

*MOTSU lease renewal for JE Park and Assembly Water Tower (Avery)

- a. Combine leases- \$13,400 cash annually/ \$67,000 over 5 year term
- b. Separate leases - \$1,050 cash annually (park) /\$5,250/ 5 years
\$16,100 in-kind annually (tower)/ \$80,500/5 year –must spend first year

2. Building Inspections Department

3. Finance Department

4. Fire Department

5. Police Department

6. Public Works Department

7. Recreation Department

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Review and approval of 2019 EOC plan (Heglar)
2. Town owned property at Sandman (Heglar)
3. *MOTSU and Storm Water Drainage (Whitley)
4. *Resolution R19-07 Adopting Local Water Supply Plan (Mesimer)
5. Water Conservation (Bloszinsky)
6. *Adoption of the FY19-20 Proposed Budget Ordinance and Fee Schedule (Copenhaver)
Requires motion to adopt FY19-20 Budget Ordinance and Fee Schedule, as either presented or amended



TOWN COUNCIL AGENDA

REGULAR MEETING

June 17, 2019 @ 6:00 p.m.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. *Discussion on the use of beach wheelchairs

2. *Traffic changes at K and Fort Fisher Blvd (Bloszinsky)
 - Golf cart entrance - eliminate parking spaces in front of right turn and replace the area with a yellow hatched smaller area marked for commercial unloading only
 - Paid parking use - open the second entrance and make it a right turn only exit FF
 - Remove the Trolley Stop sign
 - Move the parking space south to allow a clear view for the turn onto FF
 - Place a sign at 3rd and J Ave. that says 'no left turn' at 3rd and K

3. *Additional crosswalks at all beach accesses (Bloszinsky)

MAYOR UPDATES (no action required)

COMMISSIONER ITEMS (no action required)

CLOSED SESSION

ADJOURNMENT

CONSENT

RECORDS RETENTION AND DISPOSITION SCHEDULE

GENERAL RECORDS SCHEDULE FOR LOCAL GOVERNMENT AGENCIES



Issued By:



North Carolina Department of Natural and Cultural Resources
Division of Archives and Records
Government Records Section

March 1, 2019

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2019 Local Government Agencies General Records Retention and Disposition Schedule

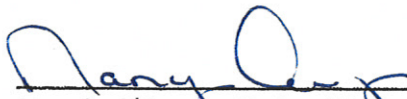
The records retention and disposition schedule and retention periods governing the records series listed herein are hereby approved. In accordance with the provisions of Chapters 121 and 132 of the *General Statutes of North Carolina*, it is agreed that the records do not and will not have further use or value for official business, research, or reference purposes after the respective retention periods specified herein and are authorized to be destroyed or otherwise disposed of by the agency or official having custody of them without further reference to or approval of either party to this agreement. The local government agency agrees to comply with 07 NCAC 04M .0510 when deciding on a method of destruction. Confidential records will be destroyed in such a manner that the records cannot be practicably read or reconstructed. However, records subject to audit or those legally required for ongoing official proceedings must be retained until released from such audits or official proceedings, notwithstanding the instructions of this schedule. **Public records, including electronic records, not listed in this schedule are not authorized to be destroyed.**

All local government agencies and the Department of Natural and Cultural Resources agree that certain records series possess only brief administrative, fiscal, legal, research, and reference value. These records series have been designated by retention periods that allow these records to be destroyed when "reference value ends." All local government agencies hereby agree that they will establish and enforce internal policies setting minimum retention periods for the records that Natural and Cultural Resources has scheduled with the disposition instruction "destroy when reference value ends." If a local government agency does not establish internal policies and retention periods, the local government agency is not complying with the provisions of this retention schedule and is not authorized by the Department of Natural and Cultural Resources to destroy the records with the disposition instruction "destroy when reference value ends."

All local government agencies and the Department of Natural and Cultural Resources concur that the long-term and/or permanent preservation of electronic records requires additional commitment and active management by the agency. Agencies agree to comply with all policies, standards, and best practices published by the Department of Natural and Cultural Resources regarding the creation and management of electronic records.

It is further agreed that these records may not be destroyed prior to the time periods stated; however, for sufficient reason they may be retained for longer periods. This schedule supersedes the general standards in all previous local government retention and disposition schedules and is to remain in effect from the date of approval until it is reviewed and updated.

APPROVAL RECOMMENDED



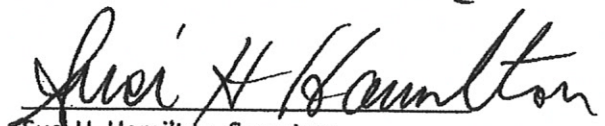
Municipal/County Clerk or Manager
Title: Town Clerk



Sarah E. Koontz, Director
Division of Archives and Records

APPROVED

Head of Governing Body
Title: Mayor
Craig Bloszinsky



Susi H. Hamilton, Secretary
Department of Natural and Cultural
Resources

Municipality/County: Town of Kure Beach

Memo



To: Craig Bloszinsky, David Heglar, John Ellen,
Allen Oliver and Joseph Whitley

From: Arlen Copenhaver

Date: June 5, 2019

Re: Required Audit of Pension Data

Each year, the NC Office of State Auditor (OSA) randomly selects a sample of government employer participants from the Local Government Employees' Retirement System (LGERS) to have the employee data that was submitted to LGERS audited.

These audits, required by GASB Standards 67 and 68, are used to provide assurance that the census data used to produce the net pension liability and the pension expense data is materially accurate.

Kure Beach is one of the 53 entities selected by the OSA to have their pension data audited for the year ended 12/31/2018. The audit must be performed by an independent auditing firm with the cost being paid by the local government.

Attached is an engagement letter from Bernard Robinson & Company, LLP to perform the required audit procedures. The estimated cost of the audit is \$5,000.

My recommendation is to engage Bernard Robinson & Company to perform the pension data audit at an estimated cost of \$5,000.

Arlen



Bernard Robinson & Company, L.L.P.

May 29, 2019

Town of Kure Beach, North Carolina
117 Settlers Lane
Kure Beach, North Carolina 28449

To the Honorable Mayor and Board of Kure Beach

We are pleased to confirm our understanding of the services we are to provide the Town of Kure Beach, North Carolina (the "Town") for the year ended December 31, 2018.

We will examine the employee census data provided to the Local Governmental Employees' Retirement System and related underlying payroll records of the Town for the year ended December 31, 2018. The objective of our examination is to determine that the employee census data provided to the Local Governmental Employees' Retirement System is complete and accurate based on the criteria set by the Retirement System's Handbook revised January 2018 and is free from material misstatement based on the above criteria and to express an opinion as to whether the Town's employee census data is presented, in all material respects, in accordance with the above criteria.

Our examination will be conducted in accordance with attestation standards established by the American Institute of Certified Public Accountants. Accordingly, it will include examining, on a test basis, your records and other procedures to obtain evidence necessary to enable us to express our opinion. We will issue a written report upon completion of our examination. Our report will be addressed to the management and Board of the Town of Kure Beach, North Carolina, the North Carolina Department of State Treasurer and the North Carolina Office of the State Auditor. We cannot provide assurance that an unmodified opinion will be expressed. Circumstances may arise in which it is necessary for us to modify our opinion. If our opinion is other than unmodified, we will discuss the reasons with you in advance. If for any reason we are unable to complete the examination or are unable to form an opinion, we may decline to express an opinion or may withdraw from this engagement.

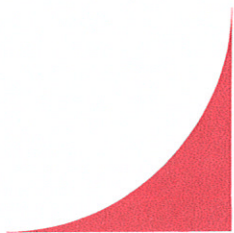
Because of the inherent limitations of an examination engagement, together with the inherent limitations of internal control, an unavoidable risk exists that some material misstatements may not be detected, even though the examination is properly planned and performed in accordance with the attestation standards.

This report is intended solely for the information and use of the Town of Kure Beach, North Carolina's management, the North Carolina Department of State Treasurer, and the North Carolina Office of the State Auditor and is not intended to be and should not be used by anyone other than these specified parties.

We will plan and perform the examination to obtain reasonable assurance about whether the Town's employee census data is free from material misstatements, based on the criteria set by the Retirement System's Handbook revised January 2018. Our engagement will not include a detailed inspection of every transaction and cannot be relied on to disclose all material errors, or known and suspected fraud, or noncompliance with laws or regulations, or internal control deficiencies, that may exist.

1501 Highwoods Blvd., Ste. 300 (27410)
P.O. Box 19608 | Greensboro, NC 27419
P: 336-294-4494 • F: 336-294-4495

brccpa.com



However, we will inform you of any known and suspected fraud and noncompliance with laws or regulations, internal control deficiencies identified during the engagement, and uncorrected misstatements that comes to our attention unless clearly trivial.

We understand that you will provide us with the information required for our examination and that you are responsible for the accuracy and completeness of that information. We may advise you about appropriate criteria, but the responsibility for the employee census data remains with you.

You are responsible for the presentation of the Town's employee census data in accordance with the criteria set by the Retirement System's Handbook revised January 2018; and for selecting the criteria and determining that such criteria are appropriate for your purposes. You are responsible for, and agree to provide us with, a written assertion about whether the Town's employee census data is presented in accordance with the Retirement System's Handbook revised January 2018. Failure to provide such an assertion will result in our withdrawal from the engagement. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the measurement, evaluation, or disclosure of the employee census data; (2) additional information that we may request for the purpose of the examination; and (3) unrestricted access to persons within the Town from whom we determine it necessary to obtain evidence.

At the conclusion of the engagement, you agree to provide us with certain written representation in the form of a representation letter.

Victor Blackburn is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) and are estimated to be around \$5,000. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your examination. Our invoice for these fees will be rendered when we complete our examination and is payable on presentation. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination.

We appreciate the opportunity to be of service to the Town of Kure Beach, North Carolina and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know.

Town of Kure Beach, North Carolina
May 29, 2019
Page 3

If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,

Bernard Robinson & Company, L.L.P.

BERNARD ROBINSON & COMPANY, L.L.P.

RESPONSE:

This letter correctly sets forth the understanding of the Town of Kure Beach, North Carolina.

Signature: _____

Title: _____

BUDGET AMENDMENT

FISCAL YEAR ENDING JUNE 30, 2019

AMENDMENT DATE: 06/07/2019

Budget Amendment No.: 19-08

DESCRIPTION/PURPOSE OF AMENDMENT

As a result of additional expenses that were incurred relating to Hurricane Florence in September 2018, several departments require Budget Amendments. The request for the amendments was delayed until June 2019 to ensure that each department's budget needs could be fully evaluated and to determine the amounts to be reimbursed by FEMA. This Budget Amendment addresses the storm-related budgetary needs with the corresponding revenue source being a portion of the FEMA reimbursements received to-date.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-420-65-00	Administration – Relocation Expense	\$2,500	
10-510-02-01	Police - Overtime	\$15,000	
10-530-02-01	Fire – Part Time Personnel	\$9,000	
10-530-02-03	Fire – Overtime	\$10,000	
10-550-02-01	Streets & Sanitation – Overtime	\$10,000	
10-550-33-00	Streets & Sanitation – Supplies/Materials	\$20,000	
10-550-45-00	Streets & Sanitation – Landfill Costs	\$30,000	
10-343-00-00	General Fund Hurricane Reimbursement		\$96,500
32-610-02-01	Storm Water Ops. – Overtime	\$2,000	
32-610-18-00	Storm Water Ops. – Maintenance	\$1,500	
32-343-00-00	Storm Water Fund Hurricane Reimbursement		\$3,500

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: Town Clerk, Police Chief, Fire Chief & Public Works Director Date: 06/07/19

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 06/07/19

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

Approved by Council 06/17/19 _____ Craig Bloszinsky, Mayor

ATTEST: _____ Nancy Avery, Town Clerk

COMMITTEE BUSINESS

PLANNING & ZONING

Beth Chase

From: Galbraith, Craig <galbraithc@uncw.edu>
Sent: Friday, June 7, 2019 12:13 PM
To: Beth Chase; Nancy Avery; Allen Oliver; John Batson; Joseph Whitley; John Ellen; David Heglar
Cc: Kenneth Richardson; Retha Deaton; Robert Young; James Eldridge; Bill Moore (billmoore622@charter.net)
Subject: Recommendation from P&Z for next Town Council Meeting

Follow Up Flag: Follow up
Flag Status: Flagged

Dear Kure Beach Town Council

As per council requests, just an update re P&Z

We continue to push ahead on investigating the "Historic" district designation.

After talking with NC state folks, and investigating the process, a "Historic Preservation Commission" (HPC) needs to be established to start doing the investigation. After talking with Scott Powers (Manager, Eastern Office of the NC Department of Natural and Cultural Resources, the government department charge of this process) he stated that typically for a small community like Kure Beach the P&Z Commission is initially designated as the "Historic Preservation Commission" (HPC) to start the process. Please note that in the future, if the council wants they can set up a different HDC membership that is no problem, this initial designation is just to start the investigation and process.

It is therefore the recommendation of the P&Z (voted upon by P&Z to pass to council) that at this time the Kure Beach Town Council designate the Kure Beach P&Z as the Kure Beach Historic Preservation Commission (HDC) in order to start examining the possibility of pursuing an Local Historic District Designation for part of the B1 District.

This probably could be a consent agenda item for the June KB Council meeting if you want.

I will be out of town for the June Kure Beach Town Council meeting, but this is our only recommendation from our June meeting. Just wanted to keep everybody informed as per KB council's request

Craig

Craig S. Galbraith, MBA, MSc, Ph.D.
Director, UNCW Office of Innovation and Commercialization
Professor, Technology Management and Entrepreneurship
GlaxoSmithKline Faculty Fellow, Economic Development
910-962-3775 (Cameron School of Business)
galbraithc@uncw.edu

DEPARTMENT BUSINESS



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk
RE: Department Head Business
DATE: June 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 (public recreation use) and the water tower on Assembly Way (enterprise utility use). With the combination lease, the annual fee is reduced from \$17,150 to \$13,400, a savings of \$3,750 with a total payment over the five year lease of \$67,000. Former annual cost on the park was \$1,050 for a total of \$5,250 and \$16,100 on the water tower for a total of \$80,500.

I informed Council that the Town may provide in-kind payment rather than cash over the period of the lease to install fencing at MOTSU's request. Fencing is similar to what the Town of Carolina Beach recently installed along the bike path. In-kind payment was suggested by the Savannah Real Office of the Corps of Engineers and the in-kind payment was encouraged by MOTSU.

On June 7th, I received a call from the above referenced Savannah office saying that because the two leases that were combined were under different types of uses that in-kind would not be allowed as it is prohibited for public recreation use.

Action requested by staff

Direction from Council, in the form of a motion, as to whether to request the Savannah office to break out the two combined leases to allow in-kind contribution for the water tower in the amount of approximately \$80,500 and cash payment of \$5,250 for JE Parks or leave the leases combined for a total cash payment over the five year lease of \$67,000.

1. Combined leases payment: \$13,400 cash annually/\$67,000 over 5 years
2. Separated leases payment: \$16,100 in-kind annually/ \$80,500 over 5 years
\$ 1,050 cash annually/\$5,250 over 5 years

Note: the lagoon lease is up for renewal next year and qualified for in-kind. Annual payment should be in the \$14,000 - \$16,000 range.

Funding required

Cash payment budgeted annually. In-kind payments must be paid in full within one year for all 5 years – not budgeted

OLD BUSINESS

MOTSU & STORM WATER DRAINAGE



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk
RE: Old Business
DATE: June 11, 2019

Topics

- Installation of storm water pipes and catch basins in MOTSU fire lane from mid-300 block of Settlers Lane to ditch by Town Hall
- Memorandum of Agreement (MOA) with MOTSU to clean out ditches on MOTSU property quarterly and as needed for storm preparation; build berms along the south end fire lane as needed

Status

A surveying firm has been retained to do a topographic survey as per MOTSU's request of the entire fire lane within the Town's limits to:

- Identify where the Town wants to install 18 inch storm water pipes with 12 catch basins
- Identify the ditches that the Town wants approval to access and clean out;
- Measure linear feet of the length of the fire lane

The ditches are not clear on Google maps, which is why the surveyor will include on the survey.

I am working with the surveyor to provide information to MOTSU for security clearance to access the site. I expect the surveyor to be on-site working within in two weeks.

Funding required

Expect cost in the range of \$1,000 to \$1,500

Need to identify where to charge the cost

Comments for consideration

None

LOCAL WATER SUPPLY PLAN



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R19-07

APPROVAL OF LOCAL WATER SUPPLY PLAN

WHEREAS, North Carolina General Statute 143-355 (I) requires that each unit of local government that provides public water services or plans to provide such services shall, either individually or together with other such units of local government, prepare and submit a Local Water Supply Plan; and

WHEREAS, as required by the statute and in the interest of sound local planning, a Local Water Supply Plan for the Town of Kure Beach, has been submitted to the Town Council for approval;

WHEREAS, the Town Council finds that the Local Water Supply Plan is in accordance with the provisions of North Carolina General Statute 143-355 (I) and that it will provide appropriate guidance for the future management of water supplies for the Town of Kure Beach, as well as useful information to the Department of Environment and Natural Resources for the development;

NOW, THEREFORE, BE IT RESOLVED by the Kure Beach Town Council that the Local Water Supply Plan entitled, 2018 Local Water Supply Plan Update dated March 28, 2019, is hereby approved and shall be submitted to the Department of Environment and Natural Resources, Division of Water Resources; and

BE IT FURTHER RESOLVED that the Town Council intends that this plan shall be revised to reflect changes in relevant data and projections at least once every five years or as otherwise requested by the Department, in accordance with the statute and sound planning practice.

Adopted by the Kure Beach Town Council this 17th day of June, 2019.

Craig Bloszinsky, Mayor

Attest: Nancy Avery, Town Clerk

Kure Beach

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

1. System Information

Contact Information

Water System Name: **Kure Beach** PWSID: **04-65-025**
 Mailing Address: **117 Settlers Lane** Ownership: **Municipality**
Kure Beach, NC 28449
 Contact Person: **Jimmy Mesimer** Title: **Public Works Director**
 Phone: **910-458-5816** Cell/Mobile: **--**

Complete

Distribution System

Line Type	Size Range (Inches)	Estimated % of lines
Polyvinyl Chloride	6-10	100.00 %

What are the estimated total miles of distribution system lines? **10 Miles**
 How many feet of distribution lines were replaced during 2018? **0 Feet**
 How many feet of new water mains were added during 2018? **0 Feet**
 How many meters were replaced in 2018? **7**
 How old are the oldest meters in this system? **20 Year(s)**
 How many meters for outdoor water use, such as irrigation, are not billed for sewer services? **68**
 What is this system's finished water storage capacity? **0.6000 Million Gallons**
 Has water pressure been inadequate in any part of the system since last update? *Line breaks that were repaired quickly should not be included.* **No**

Programs

Does this system have a program to work or flush hydrants? **Yes, Monthly**
 Does this system have a valve exercise program? **No**
 Does this system have a cross-connection program? **No**
 Does this system have a program to replace meters? **Yes**
 Does this system have a plumbing retrofit program? **No**
 Does this system have an active water conservation public education program? **Yes**
 Does this system have a leak detection program? **No**

Water Conservation

What type of rate structure is used? **Increasing Block**
 How much reclaimed water does this system use? **0.0000 MGD** For how many connections? **0**
 Does this system have an interconnection with another system capable of providing water in an emergency? **No**

2. Water Use Information

Service Area

Sub-Basin(s)	% of Service Population	County(s)	% of Service Population
Cape Fear River (02-3)	100 %	New Hanover	100 %

What was the year-round population served in 2018? **2,300**
 What was the seasonal population and months served in 2018? (if applicable) **10,000 (Jun Jul Aug)**
 Has this system acquired another system since last report? **No**

Water Use by Type

Type of Use	Metered Connections	Metered Average Use (MGD)	Non-Metered Connections	Non-Metered Estimated Use (MGD)
Residential	1,979	0.2560	0	0.0000

Commercial	44	0.0460	0	0.0000
Industrial	0	0.0000	0	0.0000
Institutional	0	0.0000	0	0.0000

How much water was used for system processes (backwash, line cleaning, flushing, etc.)? 0.0000 MGD

Water Sales

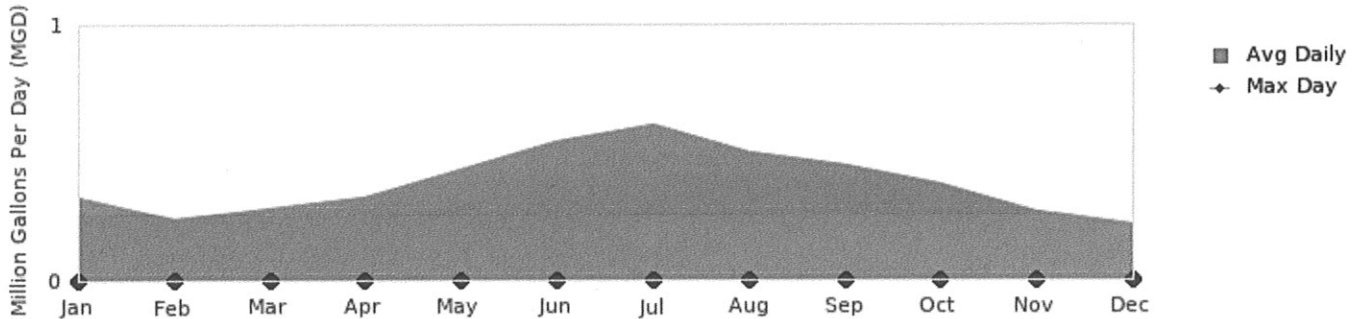
Purchaser	PWSID	Average Daily Sold (MGD)	Days Used	MGD	Contract Expiration	Recurring	Required to comply with water use restrictions?	Pipe Size(s) (Inches)	Use Type
Fort Fisher Air Base Recreation Area	04-65-197	0.0000	0			Yes	No		Regular

3. Water Supply Sources

Monthly Withdrawals & Purchases

	Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)		Average Daily Use (MGD)	Max Day Use (MGD)
Jan	0.3270		May	0.4340		Sep	0.4440	
Feb	0.2390		Jun	0.5400		Oct	0.3770	
Mar	0.2800		Jul	0.6100		Nov	0.2650	
Apr	0.3210		Aug	0.5010		Dec	0.2150	

Kure Beach's 2018 Monthly Withdrawals & Purchases



Ground Water Sources

Name or Number	Average Daily Withdrawal (MGD)		Max Day Withdrawal (MGD)	12-Hour Supply (MGD)	CUA Reduction	Year Offline	Use Type
	MGD	Days Used					
Assembly Ave.	0.0000	0		0.3040			Emergency
I Avenue	0.0320	358		0.0720			Regular
Kure Beach Village	0.1210	362		0.1980			Regular
N Avenue	0.0000	0		0.2160		2018	Emergency
Ocean Dunes	0.0800	351		0.1260			Regular
Seventh Ave.	0.1520	365		0.2410			Regular

Ground Water Sources (continued)

Name or Number	Well Depth (Feet)	Casing Depth (Feet)	Screen Depth (Feet)		Well Diameter (Inches)	Pump Intake Depth (Feet)	Metered?
			Top	Bottom			
Assembly Ave.	175	175	20	0	12	0	Yes
I Avenue	176	176	20	0	8	0	Yes
Kure Beach Village	175	175	20	0	8	0	Yes
N Avenue	174	174	20	0	8	0	Yes
Ocean Dunes	174	174	20	0	12	0	Yes
Seventh Ave.	176	176	20	0	8	0	Yes

Are ground water levels monitored? **No**,

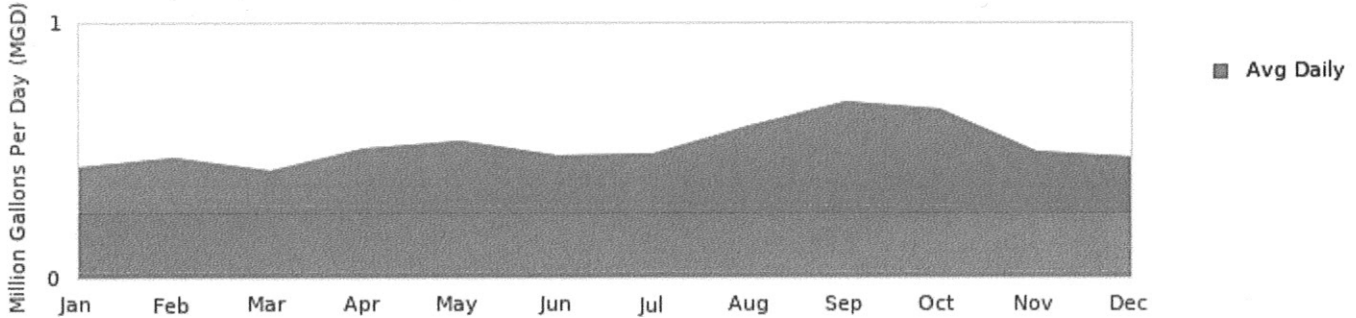
Does this system have a wellhead protection program? **Yes**

4. Wastewater Information

Monthly Discharges

	Average Daily Discharge (MGD)		Average Daily Discharge (MGD)		Average Daily Discharge (MGD)
Jan	0.4352	May	0.5362	Sep	0.6848
Feb	0.4663	Jun	0.4768	Oct	0.6556
Mar	0.4188	Jul	0.4835	Nov	0.4885
Apr	0.5051	Aug	0.5899	Dec	0.4712

Kure Beach's 2018 Monthly Discharges



How many sewer connections does this system have? **2,023**

How many water service connections with septic systems does this system have? **0**

Are there plans to build or expand wastewater treatment facilities in the next 10 years? **No**

Wastewater Permits

Permit Number	Permitted Capacity (MGD)	Design Capacity (MGD)	Average Annual Daily Discharge (MGD)	Maximum Day Discharge (MGD)	Receiving Stream	Receiving Basin
NC0025763	0.2850	0.2850	0.2066		Cape Fear River	Cape Fear River (02-3)

Wastewater Interconnections

Water System	PWSID	Type	Average Daily Amount		Contract Maximum (MGD)
			MGD	Days Used	
Carolina Beach	04-65-015	Discharging	0.3110	365	0.0000

5. Planning

Projections

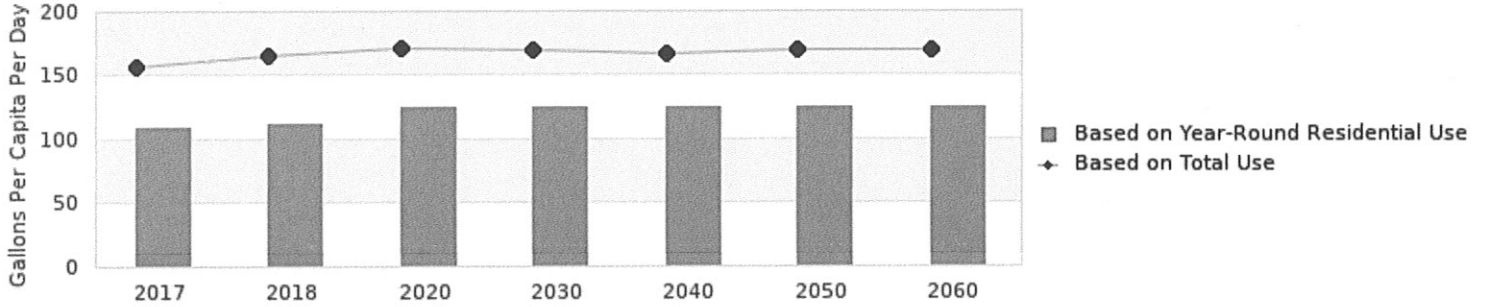
	2018	2020	2030	2040	2050	2060
Year-Round Population	2,300	2,400	2,500	2,600	2,700	2,700
Seasonal Population	10,000	10,600	11,100	11,300	11,400	11,400
Residential	0.2560	0.2980	0.3100	0.3220	0.3350	0.3350
Commercial	0.0460	0.0420	0.0420	0.0420	0.0420	0.0420
Industrial	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Institutional	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
System Process	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Unaccounted-for	0.0783	0.0700	0.0700	0.0700	0.0800	0.0800

Demand v/s Percent of Supply

Year	2018	2020	2030	2040	2050	2060
------	------	------	------	------	------	------

Surface Water Supply	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Ground Water Supply	0.6370	0.6370	0.6370	0.6370	0.6370	0.6370
Purchases	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Supplies		0.0000	0.0000	0.0000	0.0000	0.0000
Total Available Supply (MGD)	0.6370	0.6370	0.6370	0.6370	0.6370	0.6370
Service Area Demand	0.3803	0.4100	0.4220	0.4340	0.4570	0.4570
Sales	0.0000	0.0000	0.0000	0.0000	0.0000	0.0000
Future Sales		0.0000	0.0000	0.0000	0.0000	0.0000
Total Demand (MGD)	0.3803	0.4100	0.4220	0.4340	0.4570	0.4570
Demand as Percent of Supply	60%	64%	66%	68%	72%	72%

Kure Beach's Projected Gallons Per Capita Per Day (GPCD) Over Time



The purpose of the above chart is to show a general indication of how the long-term per capita water demand changes over time. The per capita water demand may actually be different than indicated due to seasonal populations and the accuracy of data submitted. Water systems that have calculated long-term per capita water demand based on a methodology that produces different results may submit their information in the notes field.

Your long-term water demand is 111 gallons per capita per day. What demand management practices do you plan to implement to reduce the per capita water demand (i.e. conduct regular water audits, implement a plumbing retrofit program, employ practices such as rainwater harvesting or reclaimed water)? If these practices are covered elsewhere in your plan, indicate where the practices are discussed here.

Are there other demand management practices you will implement to reduce your future supply needs?

What supplies other than the ones listed in future supplies are being considered to meet your future supply needs?

How does the water system intend to implement the demand management and supply planning components above?

Additional Information

Has this system participated in regional water supply or water use planning? **No**

What major water supply reports or studies were used for planning?

Please describe any other needs or issues regarding your water supply sources, any water system deficiencies or needed improvements (storage, treatment, etc.) or your ability to meet present and future water needs. Include both quantity and quality considerations, as well as financial, technical, managerial, permitting, and compliance issues:

The Division of Water Resources (DWR) provides the data contained within this Local Water Supply Plan (LWSP) as a courtesy and service to our customers. DWR staff does not field verify data. Neither DWR, nor any other party involved in the preparation of this LWSP attests that the data is completely free of errors and omissions. Furthermore, data users are cautioned that LWSPs labeled **PROVISIONAL** have yet to be reviewed by DWR staff. Subsequent review may result in significant revision. Questions regarding the accuracy or limitations of usage of this data should be directed to the water system and/or DWR.

BUDGET FY19-20



Ordinance Number: FY 2019-20
Date Adopted: June 17, 2019
Effective Date: July 1, 2019

**BUDGET ORDINANCE FY 2019-2020
KURE BEACH, NORTH CAROLINA**

Be it ordained by the Town Council of Kure Beach, North Carolina:

Section I. Budget Adoption: There is hereby adopted the following operating budget for the Town of Kure Beach for the Fiscal Year beginning July 1, 2019 and ending June 30, 2020; the same being adopted by fund. Activity within each fund is listed as follows:

GENERAL FUND

EXPENDITURES:

Governing Body	\$ 38,290
Committees	5,005
Finance	166,660
Administration	549,763
Community Center	23,300
Elections	3,300
Emergency Management	2,500
Tax Collections	28,800
Legal Department	34,679
Police Department	1,630,215
Fire Department	805,218
Lifeguards	207,174
Parks & Recreation	212,474
Building Inspections	199,788
Streets & Sanitation	897,657
Debt Service	716,925
Transfer to Beach Protection Fund	18,000
Contingency	<u>20,000</u>
TOTAL EXPENDITURES	<u>\$5,559,748</u>

GENERAL FUND (continued)

REVENUES:

Property Tax (current & prior years)	\$3,044,300
Sales Tax	960,500
Garbage & Recycle Fees	488,000
TDA Funds	260,000
Franchise & Utility Tax	240,000
Motor Vehicle License Tax	10,000
ABC Revenue	19,175
Building Permits/Impact Fees/ CAMA Fees/Fire Inspections	99,350
Communication Tower Rent	84,348
Town Facility Rentals	19,000
Parks & Rec/Community Center/ Street Festival	28,500
Other Revenue	161,575
Other Financing Sources	<u>145,000</u>

TOTAL REVENUES **\$5,559,748**

POWELL BILL FUND

EXPENDITURES:

Street Maintenance & Repair	<u>\$ 66,450</u>
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TOTAL EXPENDITURES **\$ 66,450**

REVENUES:

Powell Bill Allocation	\$ 64,950
Interest Income	<u>1,500</u>

TOTAL REVENUES **\$ 66,450**

STORM WATER FUND

EXPENDITURES:

Storm Water Operations \$ 335,225

TOTAL EXPENDITURES **\$ 335,225**

REVENUES:

Storm Water Monthly Fees \$ 230,000

Storm Water Building Fees 100,000

Interest Income 5,225

TOTAL REVENUES **\$ 335,225**

BEACH PROTECTION FUND

EXPENDITURES:

Beach Protection Reserves \$ 24,500

TOTAL EXPENDITURES **\$ 24,500**

REVENUES:

Interest Income \$ 6,500

Transfer from General Fund 18,000

TOTAL REVENUES **\$ 24,500**

FEDERAL ASSET FORFEITURE FUND

EXPENDITURES:

Federal Asset Forfeiture Expenses \$ 50,000

TOTAL EXPENDITURES **\$ 50,000**

FEDERAL ASSET FORFEITURE FUND (continued)

REVENUES:

Fund Balance Appropriated	\$ 50,000
TOTAL REVENUES	<u>\$ 50,000</u>

WATER AND SEWER FUND

EXPENDITURES:

W/S Governing Body	\$ 19,040
W/S Legal Department	34,679
W/S Finance	208,446
W/S Administration	312,913
W/S Operations	<u>1,849,312</u>
TOTAL EXPENDITURES	<u>\$2,424,390</u>

REVENUES:

Water Charges	\$ 917,050
Sewer Charges	1,301,100
Tap & Reconnection Fees	91,800
Other Revenue	24,440
Other Financing Sources	<u>90,000</u>
TOTAL REVENUES	<u>\$2,424,390</u>

SEWER EXPANSION RESERVE FUND (SERF)

EXPENDITURES:

Sewer Reserve	\$ 17,420
TOTAL EXPENDITURES	<u>\$ 17,420</u>

SEWER EXPANSION RESERVE FUND (SERF) (continued)

REVENUES:

System Development Fees	\$ 14,800
Interest Income	<u>2,620</u>
TOTAL REVENUES	<u>\$ 17,420</u>

EXPENDITURES	ALL FUNDS	<u>\$8,477,733</u>
REVENUES	ALL FUNDS	<u>\$8,477,733</u>

Section II. Levy of Taxes: There is hereby levied, for the Fiscal Year 2019-2020, an Ad Valorem tax rate of 34 cents (\$0.34) per one hundred dollars (\$100) valuation of taxable property as listed for taxes as of January 1, 2019. This rate shall be levied entirely in the General Fund.

The tax rate is based on an estimated total valuation of property for the purposes of taxation of nine hundred three million four hundred forty-nine thousand seven hundred dollars (\$903,449,700) and an estimated collection rate of ninety-nine percent (99%).

Section III. Salaries and Staffing: The following shall govern salary and wage compensation for Fiscal Year 2019-2020:

- A. Pay Plan. There is hereby adopted a pay plan that includes an across the board cost of living adjustment in the amount of 2.8% applicable to all full-time Town employees.
- B. Salary Adjustments. Each employee's salary shall be examined to ensure that the pay grade reflects the years of service, proficiency and quality of work. Merit raises are allotted at 1.5% this year for employees.

The number of full-time personnel is increased by two, one in the Police Department and one in the Building Inspections/Code Enforcement Department.

Section IV. The Budget Officer hereby authorized to transfer appropriations within a fund as contained herein under the following conditions as specified in North Carolina General Statute Chapter 159.

- A. The Budget Officer may transfer amounts 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 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.

Section V. Restricted Revenues: The Finance Officer is hereby directed to fund appropriations that have specified revenues prior to funding with General Fund monies. This is to include but not limited to Local, State and Federal grants.

Section VI. Encumbrances: All outstanding encumbrances from prior fiscal years are to be carried forward to Fiscal Year 2019-2020. All Project Ordinance appropriations are continued.

Section VII. Budget Control: The Town Council in approving the budget has utilized to the fullest extent possible its revenue sources. Over collections of revenues or unanticipated revenue sources cannot be expected during the year. It is therefore of utmost importance that Department Heads initiate steps to insure compliance with the budget as fixed herein and they are hereby directed to do so.

Section VIII. The Town Council hereby authorizes the New Hanover County Tax Administrator to bill and collect taxes for the Town, including the annual five dollars (\$5) motor vehicle license tax.

Section IX. Fees and Charges: There is hereby established, for Fiscal Year 2019-2020, various fees and charges as contained in the attached Fee Schedule. Changes from the Fiscal Year 2018-2019 Fee Schedule are as follows:

Ad Valorem Tax Rate (per \$100 of valuation)	Increase from \$0.33 to \$0.34
Residential Water – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Residential Water – per 100 gallons for monthly usage from 2,001 gallons to 7,000 gallons	Increase from \$0.45 to \$0.495
Residential Water – per 100 gallons for monthly usage from 7,001 gallons to 12,000 gallons	Increase from \$0.675 to \$0.7425
Residential Water – per 100 gallons for monthly usage in excess of 12,000 gallons	Increase from \$1.0125 to \$1.11375
Residential Sewer – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Residential Sewer – per 100 gallons for monthly usage from 2,001 gallons to 7,000 gallons	Increase from \$0.58 to \$0.638

Residential Sewer – per 100 gallons for monthly usage from 7,001 gallons to 12,000 gallons	Increase from \$0.87 to \$0.957
Residential Sewer – per 100 gallons for monthly usage in excess of 12,000 gallons	Increase from \$1.305 to \$1.4355
Commercial Water – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Commercial Water – per 100 gallons for monthly usage from 2,001 gallons to 70,000 gallons	Increase from \$0.694 to \$0.7634
Commercial Water – per 100 gallons for monthly usage in excess of 70,000 gallons	Increase from \$0.8675 to \$0.95425
Commercial Sewer – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Commercial Sewer – per 100 gallons for monthly usage from 2,001 gallons to 70,000 gallons	Increase from \$0.7125 to \$0.78375
Commercial Sewer – per 100 gallons for monthly usage in excess of 70,000 gallons	Increase from \$0.89063 to \$0.9797
Out of Town (EJT) Water – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Out of Town (EJT) Water – per 100 gallons for monthly usage from 2,001 gallons to 70,000 gallons	Increase from \$0.7875 to \$0.86625
Out of Town (EJT) Water – per 100 gallons for monthly usage in excess of 70,000 gallons	Increase from \$0.98438 to \$1.08282
Out of Town (EJT) Sewer – Monthly minimum gallons	Decrease from 2,500 to 2,000 gallons
Out of Town (EJT) Sewer – per 100 gallons for monthly usage from 2,001 gallons to 70,000 gallons	Increase from \$1.0125 to \$1.11375
Out of Town (EJT) Sewer – per 100 gallons for monthly usage in excess of 70,000 gallons	Increase from \$1.26563 to \$1.39219

This ordinance being duly passed and adopted this 17th day of June, 2019.

Craig Bloszinsky, Mayor

Nancy Avery, Town Clerk



**TOWN OF KURE BEACH
FEE SCHEDULE
FISCAL YEAR 2019-2020**

Fee Schedule to be updated each year as part of the adoption of the new fiscal year budget ordinance.

<u>AD VALOREM TAX RATE per \$100</u>	\$0.34
<u>MOTOR VEHICLE LICENSE TAX (per vehicle registered in Kure Beach)</u>	\$5.00
<u>WATER FEES</u>	
Residential (monthly minimum - up to 2,000 gallons)	\$13.50
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 7,000 gallons	\$0.495
7,001 gallons to 12,000 gallons	\$0.7425
Over 12,000 gallons	\$1.11375
Commercial (monthly minimum - up to 2,000 gallons)	\$18.50
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 70,000 gallons	\$0.7634
Over 70,000 gallons	\$0.95425
Out of Town (ETJ) (monthly minimum - up to 2,000 gallons)	\$23.00
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 70,000 gallons	\$0.86625
Over 70,000 gallons	\$1.08282
<u>SEWER FEES</u>	
Residential (monthly minimum - up to 2,000 gallons)	\$23.50
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 7,000 gallons	\$0.638
7,001 gallons to 12,000 gallons	\$0.957
Over 12,000 gallons	\$1.4355
Commercial (monthly minimum - up to 2,000 gallons)	\$25.50
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 70,000 gallons	\$0.78375
Over 70,000 gallons	\$0.9797
Out of Town (ETJ) (monthly minimum - up to 2,000 gallons)	\$40.50
Incremental rate per 100 gallons over the 2,000 gallons monthly minimum:	
2,001 gallons to 70,000 gallons	\$1.11375
Over 70,000 gallons	\$1.39219
<u>OTHER WATER & SEWER FEES</u>	
New Account Setup Fee	\$50.00
Water Service Fee - nonrefundable fee for service technician site visit	\$30.00
Additional Water Service Fee - fee for each additional visit if customer fails to meet technician at site	\$10.00

OTHER WATER & SEWER FEES (continued)

Water Service Meter Check Fee - customer request that a meter be read, checked, or turned on or off. If problem found with meter, fee can be waived at discretion of the Public Works Director	\$30.00
Water Cut-ons Outside Working Hours	\$25.00
Special Meter Tests - if customer requests meter test and the meter is found to be defective, charge will be refunded	\$50.00
Reconnection Fee - if water is cut-off due to non-payment	\$60.00
Returned Check Fee	\$25.00
Account Past Due Charge - per month	\$10.00

WATER TAP FEE

3/4 X 5/8	\$1,500.00
1 Inch	\$2,000.00
1 1/2 Inch	\$2,500.00
2 Inch	\$3,000.00
Irrigation	\$4,000.00

SEWER TAP FEE

4 inch	\$1,500.00
4 inch	\$1,500.00
6 inch	\$2,000.00
6 inch	\$2,000.00

SYSTEM DEVELOPMENT FEE

Section 17-127 of Code	\$592.00
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IMPACT FEE

Voluntary Annexation Only Sect 17-128 of Code	\$400.00
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STORM WATER FEES

Building Fee - may be waived w/installation of engineered storm water system and approval of building inspector and public works director	\$4,000.00
Residential - monthly	\$8.71
Business - monthly	varies by account

RECYCLE FEE - per cart monthly (residential & commercial)

	\$7.40
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GARBAGE COLLECTION FEES

Residential - per cart monthly - 1st cart	\$7.00
Residential - per cart monthly - after the 1st cart	\$14.00
Commercial - per can monthly	\$30.63
Garbage cart purchase	\$80.00
Additional Vacation Rental (Summer) Garbage Collection (June until Labor Day): - Per cart per month (minimum of 2 months)	\$50.00

TRASH PICKUP FEE

Minimum	\$15.00
1/4 load	\$45.00
1/2 load	\$90.00
3/4 load	\$135.00
Full load	\$180.00
Appliances (per appliance)	\$15.00

CITY BEER AND WINE RETAIL LICENSE

As stipulated in N.C. General Statute 105-113.77

RE-ENTRY DECAL FEES

Resident or non-resident property owner \$20.00

COPY/FAX FEES

Fax: 1 PAGE \$2.00
Fax: Each additional page \$1.00
Zoning map - each \$5.00
Copies: Per page \$0.10
Copy of Zoning Ordinance \$10.00
Copy of Town Code \$70.00
Flood map - each \$5.00

RENT COMMUNITY CENTER: DEPOSIT, PER HOUR FEES-2 HOUR MINIMUM (then hourly) & DAILY FEES

Deposit (refundable if center is cleaned, as instructed, and there's no damage) \$250.00
KB Resident/Property Owner & Non-Profit Organization \$75.00 per hour
KB Resident/Property Owner & Non-Profit Organization \$675.00 daily rate
Non-resident & Commercial Organization for Profit \$100.00 per hour
Non-resident & Commercial Organization for Profit \$900.00 daily rate

OTHER FEES COMMUNITY CENTER & OCEAN FRONT PARK PAVILION

Service charge for cancellation of contract \$50.00
Rental fee will not be refunded for cancellation of lease by lessee made within 30 days before the event. Security deposit will be refunded.

RENT OCEAN FRONT PARK PAVILION:DEPOSIT & PER HOUR FEES-*4 HOUR MINIMUM (then hourly)

***Exception: Can rent pavilion for 1 HOUR, if rented in conjunction with Community Center**

Deposit (refundable if no damage to pavilion/grounds) \$250.00
KB Resident/Property Owner & Non-Profit Organization, Pavilion ONLY \$75.00 per hour
Non-resident & Commercial Organization for Profit, Pavilion ONLY \$100.00 per hour
KB Resident/Property Owner & Non-Profit Organization, Pavilion & Lawn \$125.00 per hour
Non-resident & Commercial Organization for Profit, Pavilion & Lawn \$150.00 per hour

PARKS AND RECREATION PROGRAM FEES

Fees for specific Parks and Recreation activities will be set prior to commencement of the activity varies

SPECIAL EVENT FEES

General Use Impact Fees:

minimal use of public property - low impact - per day \$150.00
includes intermittent traffic control - medium impact - per day \$300.00
includes closing of public streets - high impact - per day \$500.00

Personnel:

Police - minimum of four hours - per hour (includes overhead) \$40.00
Sanitation - per hour (includes overhead) \$40.00
Street - per hour (includes overhead) \$40.00
Fireman - per hour (includes overhead) \$40.00

Facilities Rental:

Council Chambers - per day \$100.00
Public land per site - per day \$100.00
Public building - per day \$100.00

Equipment:

Police/Fire/Lifeguard or other Town Vehicle - per hour \$25.00
Trash pickup - per cart per pickup \$15.00
- minimum 2 carts required for recyclable materials and one for regular trash

PERMIT/CONSTRUCTION FEES

Fence	\$25.00	
Window Replacement	\$25.00	
Prefab Shed	\$25.00	
Handicap Ramp	\$25.00	
Beach Access	\$25.00	
Pool-residential	\$300.00	
Pool -commercial	\$2,000.00	
Landscape	\$25.00	
House moved (plus any cost incurred by public works or police dept.)	\$150.00	
House moved out of town (plus any cost incurred by public works or police dept.)	\$150.00	
Demolition (residence)	\$150.00	
Demolition (commercial)	\$300.00	
Building - New Construction - processing fee	\$200.00	
Mobile Home Fee-set up (plus permit fee)	\$200.00	
Mobile Home and Travel Trailer Park - \$5.00 space up to 100 spaces	\$350.00	
Yard sale	\$1.00	
Temporary structures in excess of 200 square feet - Sec. 12-45	\$250.00	obtained 7 days prior
Temporary structures in excess of 200 square feet - Sec. 12-45	\$500.00	obtained less than 7 days prior
Replace permit card -Each	\$10.00	
Improvements, additions and renovations to include decks, garages, etc.:		
from \$0 to \$500	\$25.00	
from \$501 to \$2,500	\$50.00	
from \$2,501 to \$5,000	\$100.00	
from \$5,001 to \$10,000	\$150.00	
from \$10,001 to \$20,000	\$200.00	
from \$20,001 to \$30,000	\$250.00	
from \$30,001 to \$40,000	\$300.00	
from \$40,001 to \$50,000	\$350.00	
from \$50,100 and above + \$5.00 per \$1,000.00 over \$50,001	\$400.00	
Signs		
from \$0 to \$500	\$25.00	
from \$501 to \$2,500	\$40.00	
from \$2,501 to \$5,000	\$55.00	
from \$5,001 to \$10,000	\$70.00	
from \$10,001 to \$20,000	\$85.00	
from \$20,001 to \$40,000	\$95.00	
from \$40,001 to \$50,000	\$130.00	
from \$50,100 and above + \$3.00 per \$1,000.00 over \$50,000	\$155.00	

PLANNING/ZONING FEES

Text amendment to Town Code	\$100.00
Advertisement for public notices	\$50.00
Application - minor subdivision (per lot)	\$200.00
Subdivision Appeal:	
TRC to Planning Board	\$150.00
TRC to Planning Board (Height Exception Application fee - Sec. 19-333.1)	\$250.00
TRC to BOA	\$375.00
Final plat approval submission (or 50 cents per lot, whichever is greater)	\$125.00
Request for zoning change (plus \$5.00 fee for each notification mailed)	\$100.00
Chapter 19 Zoning violation - Sec. 19-401	\$50.00

BOARD OF ADJUSTMENT FEES

Appeal/Variance	\$375.00
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FIRE INSPECTION AND PERMIT FEES

Commercial New and Existing Construction Permit Fees:

A= Total gross building floor area of construction

B= Fee per Square Foot

0 - 5,000 sf

5,001-15,000 sf

Over 15,000 sf

AxB = Permit Fee

(AxBx.75)+(1250xB) = Permit Fee

AxBx.50) + (5000xB) + Permit Fee

Occupancy Type:

Residential

Storage

Assembly

Institutional

Business

Mercantile

Hazardous

Factory Indust

Education

Fee Per Square Foot

\$0.05

\$0.035

\$0.06

\$0.06

\$0.06

\$0.06

\$0.05

\$0.04

\$0.065

Construction Permits:

Sprinkler Systems

Fire Alarm Systems

Suppression Systems

Fire pump and related Equipment

Private Fire Hydrants

Standpipe Installation per Riser

\$85.00

\$85.00

\$85.00

\$85.00

\$85.00

\$85.00

Additions

Up Fits

Mobile Buildings

Accessory Structures

Commercial Inspection Fee

Occupancy Certification

Occupying building without CO

Working without Permit

Stop Order Removal

Failure to Obtain Final Inspection

Afterhours/Weekend/Holiday Inspections

ABC Permit

Fire Flow Test

Day Care State Inspection

Witness Fire Flow/Pump Test

Commercial Construction Inspection

Reinspection Fee

Scheduled Fire Inspection

Standpipe Test per Riser

Temporary Structures (Tents, Etc.)

Use Schedule or Min. \$45 + Inspection Fees

Use Schedule or Min. \$45 + Inspection Fees

\$45 + Inspection fee

\$45 + Inspection fee

\$45 Per Inspection per bldg. (Applies to all bldgs.)

\$25 + Inspection Fee

\$250

\$50 or 2x Permit Fee, whichever is greater

\$200

\$100

\$120

\$45

\$45

\$45

\$45

\$45

\$45

\$45

\$75

Revert to Building Permit Fee

CIVIL CITATION PROGRAM FEES**Beach:**

	<u>1st Offense</u>	<u>2nd Offense</u>
Dogs prohibited on beach strand Sec. 4-17	\$150.00	Misdemeanor
Vehicles prohibited on beach strand Sec. 10-104	\$25.00	Misdemeanor
Fire prohibited on beach strand Sec. 12-40	\$100.00	\$200.00
Litter, glass & alcohol prohibited on beach Sec.12-35	\$150.00	Misdemeanor
Boats, jet skis prohibited w/in 300' from high tide mark Sec. 12-37	\$25.00	\$50.00
Surfing regulations Sec. 12-33	\$25.00	Misdemeanor
Dune trespassing prohibited Sec. 12-39	\$100.00	Misdemeanor
Digging holes in the beach/beach restoration Sec. 12-46	\$100.00	Misdemeanor
No items on beach between 7pm-8am/No beach equip. within 15 ft of turtles/No -beach equip. within 25 ft of emergency access points Sec. 12-43	\$50.00	\$100.00
Sleeping on beach after midnight prohibited Sec. 12-31	\$25.00	Misdemeanor
Nude bathing, including thong bathing suits or similar attire, prohibited Sec. 12-32	\$25.00	Misdemeanor
Leaping from commercial pier Sec. 12-34	\$250.00	

Animals/Pets:

Dogs must be on a leash Sec. 4-16	\$150.00	Misdemeanor
Animal/Pet waste removal Sec. 4-16.1	\$150.00	Misdemeanor

Vehicles/Parking:

Parking Ticket Sec. 10-222 - 235	\$25.00	
Parking in a handicap space	\$150.00	Misdemeanor
Soliciting transportation Sec. 10-68	\$10.00	
Vehicles prohibited certain areas Sec.10-60	\$50.00	Misdemeanor

Miscellaneous:

Bicycle regulations Sec. 10-291-308	\$25.00	\$50.00
Noise violations prohibited Sec. 11-31	\$250.00	Misdemeanor
Alcohol consumption/open containers prohibited on public property Sec. 3-1	\$50.00	Misdemeanor
Requirements for taverns and bars Sec. 3-2	\$50.00	G.S.18B-302.1
Beach Vitex Prohibited Sec. 12-41	\$25.00	\$50.00
Numbering of buildings Sec.5-121	\$50.00	
Real estate signs on Town property Sec. 11-80	\$50.00	

Adopted by Town Council on June 17, 2019.

NEW BUSINESS

BEACH WHEELCHAIRS



MEMO

TO: Town Council
FROM: Nancy Avery, Town Clerk
RE: New Business
DATE: June 11, 2019

Topics

Use of beach wheelchairs

Background

There is no formal policy. Here is what is on the website:

'In order to assist our handicapped visitors and residents, the Town has manual-push beach accessible wheelchairs that may be reserved for up to a week at a time.

The Town believes that everyone should be able to enjoy the beach as much as possible, and this provides the opportunity for all to do so. Beach wheelchairs are designed for greater mobility over the sand, but they cannot be operated alone. Someone will need to push the wheelchair from behind.

To reserve a beach wheelchair, contact the Kure Beach Fire Department. Fire or Ocean Rescue personnel will help you plan for your visit and answer any questions you may have about the wheelchair'.

Staff recommendation

To clarify for Fire Department staff, Council should agree on policy for use of beach wheelchairs

Funding required

None

Comments for consideration

None

TRAFFIC CHANGES

Beth Chase

From: Craig Bloszinsky
Sent: Tuesday, June 4, 2019 11:57 AM
To: David Heglar; Allen Oliver; John Ellen; Joseph Whitley
Cc: Mike Bowden; Nancy Avery; Beth Chase; John Batson
Subject: Changes at K and Fort Fisher

Last week Mike Bowden and I went to review the access at the new businesses on the lot next to Quik Mart. The Golf Cart bus. and the new Parking business.

The current lot has a entrance and exit for the GC business with a width that would not allow vehicles to use the entrance, we all know the carts must turn right into the flow of traffic.

To facilitate this we believe we need to eliminate the parking spots in front of the right turn and replace the area with a yellow hatched smaller area marked for commercial unloading only, this will help all the town businesses with deliveries, almost all occur early morning so most of the day they area would be open.

The new parking business will also require the opening of the second exit unto Fort Fisher. This would also be a right turn only but it would eliminate the turnaround and congestion on Third that pushes up so much dust, people turning around in yards, and finding out too late there is no left turn on K and Third.

To facilitate this we need to remove the Trolley Stop sign, need to move the parking space south to allow a clear view for the turn unto Fort Fisher. I would also suggest we put a sign at 3rd and J Ave. that says NO LEFT TURN ON 3rd and K. This should stop unnecessary traffic on 3rd.

John Batson and I had met with the Co. that is handling the parking on this lot, we explained the right turn only, the need for the exit on Fort Fisher, the need to add more gravel in the dirt area, realignment of the bumpers and the speed bumps. They have taken action on their portion of this.

I would like to discuss this and seek Council approval for these items at our Council meeting.

Craig Bloszinsky

ADDITIONAL CROSSWALKS

Beth Chase

From: Nancy Avery
Sent: Wednesday, June 5, 2019 12:11 PM
To: Beth Chase
Subject: FW: Crosswalk

Beth – add to the June agenda under New Business:

Crosswalks at beach accesses (Bloszinsky) and include this email

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: Nancy Avery
Sent: Tuesday, June 4, 2019 12:15 PM
To: Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Cc: AA Canoutas <aa.canoutas@yahoo.com>; Mike Bowden <m.bowden@townofkurebeach.org>; David Heglar <d.heglar@townofkurebeach.org>; Allen Oliver <a.oliver@townofkurebeach.org>; John Ellen <j.ellen@townofkurebeach.org>; Joseph Whitley <j.whitley@townofkurebeach.org>
Subject: RE: Crosswalk

You have to submit a request to DOT for the crosswalks. We had to push pretty hard to get the few that we have because we don't meet the standard required number of year round residences/population.

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: Craig Bloszinsky <c.bloszinsky@townofkurebeach.org>
Sent: Tuesday, June 4, 2019 12:00 PM
To: Nancy Avery <n.avery@townofkurebeach.org>

Cc: AA Canoutas <aa.canoutas@yahoo.com>; Mike Bowden <m.bowden@townofkurebeach.org>; David Heglar <d.heglar@townofkurebeach.org>; Allen Oliver <a.oliver@townofkurebeach.org>; John Ellen <j.ellen@townofkurebeach.org>; Joseph Whitley <j.whitley@townofkurebeach.org>

Subject: Crosswalk

Nancy, I know we have had discussions on this previously but can you refresh me, what does it take to put crosswalks on Fort Fisher at the Public Beach Access points? That question is coming up again with the tragic death of the little girl in CB. As Council we should discuss this.

Andy, would like to know if we have liabilities here if we do it, and if we don't.

Thanks

Craig Bloszinsky

MINUTES



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

The Kure Beach Town Council held its regular meeting on Monday, May 20th, 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
Fire Chief – Ed Kennedy

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

APPROVAL OF CONSENT AGENDA ITEMS

1. Approval of change order #5 for facility construction project in amount of \$6,897
2. Approve Budget Amendment 19-06, totaling \$59,600 for storm water project change order
3. Approve Budget Amendment 19-07, totaling \$33,231 for radios for Police, Fire, Lifeguards and Public Works
4. Minutes:
 - April 15, 2019 Regular
 - April 15, 2019 Budget Workshop #2
 - April 15, 2019 Closed Session



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

MOTION- MPT Heglar made a motion to approve the consent agenda as presented
SECOND- Commissioner Whitley
VOTE- Unanimous

ADOPTION OF THE AGENDA

MOTION- Commissioner Oliver made a motion to adopt the agenda as presented
SECOND- Commissioner MPT Heglar
VOTE- Unanimous

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

Becky Blackmore stated:

- Lives in Ocean Dunes
- As of last Saturday she is the President of the Ocean Dunes HOA
- The Town Liaison for Ocean Dunes
- Came to compliment several Town agencies
- Public Works Director Mesimer addressed two situations recently in a timely manner
- A neighbor who had ongoing pool construction cut a major line and the Public Works department stayed for hours working through the night
- The Fire Department responded quickly to a car fire to keep it from spreading
- The Police Department always takes care of situations promptly and professionally
- Building Inspector Batson always handles items quickly
- The Town Council has a lot to be proud of with their Staff ✓
- A simple request concerning the new parking bumpers is the rear end of the larger trucks extend out into the bike lane blocking residents from being able to pull out of driveways

Mayor Bloszinsky stated the Town will look into the parking with the Public Works Director Mesimer.

SPECIAL USE PERMIT APPLICATION HEARING

The Mayor called the hearing to order at 6:10 p.m.

Mayor Bloszinsky stated the text amendment by addition of Golf Cart Rentals to Chapter 19, Zoning, Article III, Division 10, Sec 243 (permitted uses B1), 2) Chapter 19, Zoning, Application A Section Codes, 3) Chapter 19, Zoning, Application B. Request by Sheila and Dean Embler on behalf of the property owner, Sam Khatic, to grant a Special use Permit to the property located at 112 Ft. Fisher Blvd. South, Kure Beach, NC, to operate a golf cart rental/taxi



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

cab service. At this point in time I would like to swear in the witnesses, anyone or staff that will be testifying. The applicants and opponents that should testify please come forward to swear in. The Special use process requires a quasi-judicial hearing; therefore, any person wishing to testify must be sworn in. All persons who signed in to speak or who want to present testimony please step forward to be sworn in.

Mayor Bloszinsky asked those who came forward to testify to put their hand on the bible and asked do you and each of you solemnly swear the testimony you are about to give is the truth, the whole truth, and nothing but the truth so help you God.

Building Inspector John Batson stated yes.

Planning and Zoning Chairman Craig Galbraith stated yes.

Applicants Sheila and Dean Embler stated yes.

Craig Galbraith Chairman of Planning & Zoning Commission stated:

- This is an application the commission has looked at for several months
- The applicant has brought information to the P&Z commission several times
- The commission has worked through a number of issues with the applicant and now send it forward to Council to approve with the recommendations
- There are a number of stipulations or suggestions in terms of the approval process
- First is to designate orderly parking spaces on the property for the golf carts when not in use
- Recommend the golf carts exit the property with a right turn only onto S Fort Fisher Blvd.
- The commission was concerned about the look of the building that would be placed there, and looked at several different designs
- The structure to be located on the property shall be limited to the "C Cabin" illustrated in the Premier Advertising brochure included with the materials submitted for P&Z review
- This would be a temporary building in the B1 district
- The Town can't regulate temporary or trailer buildings in the B1 district and is an allowable building but want to make sure with the Special Use Permit that it was an attractive building
- One item that concerned him as he has done work in multiple downtown districts has to do with the lighting plan
- Applicant had a dusk to dawn lighting plan
- Recommended prior to its hearing on the application a clearly described lighting plan appropriate for the property's location
- Don't want bright lights shining into other residents homes



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

- P&Z Commission recommends a lighting plan that does not exceed, a specified lumens; and does not exceed, at the respective property lines, 0.1 foot-candles adjacent to commercial uses and 0.05 foot-candles adjacent to residential uses
- Require liability insurance be allocated to the Town of Kure Beach in the amount of one million dollar coverage
- Recommending approval with these suggestions

Building Inspector Batson stated he doesn't have much to add to what P&Z Chairman Galbraith said. The owners have done their due diligence and have given all items requested. The copy of the certificate of insurance has been provided.

Applicant Sheila Embler stated thank you everyone for their time and for allowing us look at this opportunity. As we have told the P&Z commission we're just trying to better serve the community in an easier and safer way. Sun Fun Rentals has had more people calling to use the taxi and limo services recently.

Applicant Dean Embler stated:

- Wanted to address one thing regarding the insurance policy to let Council know this is the same policy that was required in Carolina Beach
- Try to be very involved in the community with the Chamber of Commerce and have given back to the community by donating golf carts to the beach festivals and community events
- Glad the residents came to share their concerns so he knows more he can do over the next 3 months
- If there is anything that needs to be addressed in the future with the neighbors he is willing to speak one on one to see what can be done
- Trying to make sure these golf carts are safe as possible as it's their liability insurance
- We're thankful for all the opportunities in Carolina beach and hope to do the same in Kure Beach

Mayor Bloszinsky asked is there any oppositions that would like to be sworn in? As there were none, the Mayor closed the hearing at 6:23 p.m.

Board Discussion on Topic

Commissioner Oliver asked Building Inspector Batson do we have the lighting plan and does it meet the requirements?

Building Inspector Batson replied he did receive the lighting plan and it meets the requirements.



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

MPT Heglar commented 0.05 foot- candles is almost nothing and those lights must be really shorted on the outside which is good for the residents around that area. He asked Building Inspector Batson looking at what we would add or change to all the permitted usages right now. Bus transfer station is one of them. If any of these listed items came before the Building Inspector today it wouldn't have of gone through this process, correct?

Building Inspector Batson stated the ones with an "S" in front of it would have gone through this process.

P&Z Chairman Craig Galbraith stated there are two issues before the Council. One is the applicant with the Special use permit for parking lots. Another is the text amendment to add golf carts rentals to Chapter 19. But they're two separate discussion points. P&Z's recommendation to the text amendment is to add 7999 to Chapter 19.

Mayor Bloszinsky stated there were special conditions that you put on the applicant as you identified the height of the structure and the gravel. The applicant has said he will do some additional items. Attorney Andy Canoutas do we need to identify those items.

P&Z Chairman Craig Galbraith answered yes you would. These would be conditions you place on a Special Use permit.

Mayor Bloszinsky stated so we need to identify that the Town expects the landscape plan and the gravel to keep down the dust.

MPT Heglar stated Mayor Bloszinsky question is during the discussion with the applicant he committed to additional items and Mayor Bloszinsky wants to know if Council can add these items into the discussion before we approve. Because of the dust gravel is needed which would be about 4000 sqft of gravel for where the parking and driveway would be. He wants to make sure the applicant is comfortable with this before we add it as a condition.

Applicant Emblar commented he told the homeowners he would put a couple loads of gravel in the entrance way.

MPT Heglar understands it would not be the whole parking lot but wants to make sure it is added properly to the approval.

Mayor Bloszinsky stated we have concerned citizens and a good business plan that provides a cab service that is currently lacking in our Town which could help get some drivers off the street. He wants to make sure these conditions are addressed in the approval.



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

MPT Heglar stated the two conditions added would be the sign for left turn only on 3rd Ave and the gravel.

Mayor Bloszinsky asked the applicants do you agree with the staff findings and the additions proposed?

Applicants Shelia and Dean Embler responded yes.

MPT Heglar made a motion to approve the text amendment by the addition of golf carts to the Sections here and above scribed for zoning amendment by the Planning and Zoning commission and the associated consistency statement 19-01

SECOND- Commissioner Ellen

VOTE- Unanimous

MOTION- MPT Heglar made a motion to approve as the board finds that the application for Special Use Permit meets the 4 required conclusions based on the finding of facts concluding the staff summary zoning consistency statement

SECOND- Commissioner Oliver

VOTE- Unanimous

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Marketing Committee

- FY 19-20 Budget Presentation

Marketing Chairperson Debbie Elliot stated:

- Here to present the marketing budget for FY19-20
- Received 11.7% increase from New Hanover County
- Still advertising for media but cost has gone down
- Paid Social media moved influencer marketing to social media plan
- Programmatic has increased significantly
- Publisher direct has increased
- 7% increase in media plan
- The main change in this year's budget is there is less print advertising and more digital, which is a better investment with a limited budget
- The committee is requesting approval of the \$216,511.00 budget

MOTION- Commissioner Oliver made a motion to approve the FY 19-20 marketing budget

SECOND- MPT Heglar

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

2. Shoreline Access and Beach Protection

- Authorization to purchase 7 vests at \$30 each for Ocean Life project volunteers from committee budget – total \$183

Chairperson Dennis Panicali stated:

- Need Councils approval for including purchase of vests in the budget
- The vests are for a program the committee is starting this summer
- The vests will have pockets and volunteer listed on back of the vest
- Program to begin June 9th

MOTION- Commissioner Whitley made a motion to approve the authorization to purchase 7 vests at the price of \$30 each Ocean Life project volunteers from committee budget in the amount of \$183

SECOND- Commissioner Ellen

VOTE- Unanimous

3. Planning & Zoning Commission

- Guidance on regulation of B-1 and surrounding districts

Craig Galbraith Planning and Zoning Chairman stated:

- Several months ago Council charged the Commission to develop an overlay district in the B-1 district to maintain a village feel
- The Commission has held public hearings and asked businesses for input
- A lot of research has been completed and now would like to show the research and ask for some guidance from Council
- The Certification of Appropriateness process is the best way to manage the “look” and “feel” of an area that has some significance to the town
- COA is the easiest method to address architectural elements, materials, and compatibility to the surrounding buildings and community
- Only other method is through a SUP overlay process, but that is very cumbersome for design issues (requires public hearing for each alteration, zoning maps, etc.)
- In North Carolina, COA is the only method to influence the look of residential units (1 or 2 unit)
- In North Carolina, COA process must be tied to an Local Historic District designation - often called “Character Preservation” Overlay Districts
- Local Historic Districts/COA process need not be complicated (many hundreds of LHDs/COAs in NC, some complicated, others simple)
- COA Design Guidelines for commercial properties tend to focus on “Building Exteriors” (can also designate uses)
 - Materials
 - Paint and Paint Color
 - Storefronts



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

- Architectural Features
- Roofs
- Compatibility
- Recommendation to Council is to give the Commission guidance and allow the P&Z Commission to push forward in this direction to start the process of the application to designate a historic district
- Also allow the Commission to look outside that area into creating an overlay district with a few more restrictions

MPT Heglar asked why the commission looked outside of the B-1 district on the north and south end.

Chairman Craig Galbraith commented some members of the commission noticed that there are a few businesses outside of the B-1 district that could possibly be converted into something the Town may not want in this area.

Commissioner Oliver stated he likes the information but needs more time to review.

Planning and Zoning to review and bring further information regarding the historic district with feedback.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration

- Schedule date in June for Department Head evaluations

MOTION- MPT Heglar made a motion to schedule the Department evaluations for June 17th at 12 p.m.

SECOND- Commissioner Whitley

VOTE- Unanimous

2. Finance Department

- Presentation of budget message, draft FY19-20 budget ordinance and fee schedule.

Finance Officer Copenhaver gave an overview of the proposed FY19-20 budget. The presentation including the Budget Message, Budget Ordinance and Fee Schedule is herein included as part of these minutes.

MOTION- MPT Heglar made a motion to direct Town Clerk to advertise that the proposed budget is available for inspection with a public hearing on Monday, June 10, 2019 at 6:00 p.m.

SECOND- Commissioner Whitley

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

- Approval of Resolution R19-06 approving financing terms with BB&T in amount not to exceed \$1.4 million at an interest not to exceed 2.78 percent for a term not to extend 10 years for water meter replacement and automatic meter reading system

Finance Officer Copenhaver stated:

- Project for replacing water meters
- Sent out request for proposals to 7 banks
- Received 3 proposals back
- Recommends accepting the best proposal from BB&T
- A 10 year loan at 2.7%
- Need Council to approve and adopt this resolution

MOTION- Commissioner Oliver made a motion to approve Resolution R19-06 approving financing terms with BB&T in amount not to exceed \$1.4 million at an interest not to exceed 2.78 percent for a term not to extend 10 years for water meter replacement and automatic meter reading system

SECOND- MPT Heglar

VOTE- Unanimous

3. Public Works Department

Public Works Director Mesimer stated:

- Couple updates from the Public Works Department
- Council asked for a storm water assessment along Settlers
- Starting at 309 over to MOTSU land
- Price for the material is \$17,571.28
- Public Works Department is looking to take this project on to save money
- Project down in Ocean Dunes is almost complete
- Fixing of the man holes should be completed by Thursday
- Need Council guidance on storm water assessment
- Received a response from the engineer so need to know if he should proceed or find another firm

MPT Heglar stated the issues that Council has brought up was that there was belief Brian Cox's firm did a lot of storm water work in the neighborhoods Council was concerned about. Only one project that wasn't in the concerning area was completed by his firm. Need to decide if Public Works Director Mesimer should get a quote from Brian Cox or should he proceed with getting one from another firm.



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

Commissioner Oliver commented it was his belief that Council had put that to rest. Brian Cox is a professional engineer and he is fine with moving forward with Engineer Brian Cox.

Mayor Bloszinsky stated Engineer Brian Cox already knows a lot about the Town already and he is comfortable going with Brian Cox.

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Final plat approval for the Cove at Kure Beach

Building Inspector Batson stated:

- This is the old trading post property
- P&Z Commission recommends approval for final plat
- The law and ordinances have been followed
- Installed the improvements that have been required

Mayor Bloszinsky asked if Building Inspector Batson has any concerns.

Building Inspector Batson stated he does have one concern for the units 1-9 as they have almost no driveway in front of those units. He was only informed recently that the car ports will now be an enclosed garage. A lot of times the garage is used for storage and he foresees a problem in the future.

Commissioner Whitley asked if they ever came into agreement on a beach access.

Building Inspector Batson responded he hadn't been informed that they had.

MPT Heglar stated there are public beach accesses on both sides.

MOTION- Commissioner Ellen made a motion to approve the final plat for the Cove at Kure Beach

SECOND- Commissioner Oliver

MPT Heglar recused himself from the vote

VOTE- Motion carried 3 to 1 with Mayor Bloszinsky, Commissioner Ellen, and Commissioner Oliver with and Commissioner Whitley against



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Review and approval of 2019 EOC plan

MPT Heglar stated:

- Received inputs from department heads on the EOC plan
- Inputs were very specific and thanks Fire Chief Kennedy and Police Chief Bowden
- Biggest issues were how we issue out the red stickers before the storm and how to plan for food, gas and water
- We're looking into a grant for the gas tank but will still have agreements with the store till we receive
- Food is currently assigned to each department head but with the new complex need to reevaluate
- Attended exercise on EOC with New Hanover County last week and received a lot of good information
- Upgrading the Public Works Department radio system and buying extra radios
- Minimal changes to the plan but would like to hold off and approve at the June meeting
- If there is a June Storm we would operate under this storm if approved with Council
- Emergency Information sessions scheduled for Monday, June 3rd at 5pm and Saturday, June 8th at 11am

2. Resolution 19-05 Regarding House Bill 971 - Privatizing NC ABC

Mayor Bloszinsky stated:

- Received resolution from the league
- This is regarding getting rid of the ABC stores and allowing private sales of liquor
- Significant impact to the Town as there would be more places to purchase alcohol and a loss of revenue for the Town that is shared with the ABC board
- This resolution is against the bill
- Need to determine if we want to support this resolution keeping the ABC structure in place

Commissioner Ellen doesn't agree with all the assumptions and tried to do research on it but couldn't find much information.

MOTION- MPT Heglar made a motion to approve Resolution 19-05 regarding House Bill 971 – Privatizing NC ABC

SECOND- Commissioner Oliver

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

3. Carolina Beach/Kure Beach Sewer Authority adoption of rates

MPT Heglar stated:

- Attended the Sewer Authority meeting
- Reviewed the spending for the previous year
- This year the expenses were higher than expected
- Carolina Beach/Kure Beach rates as presented for variable and fixed costs for next fiscal year:
 - Variable Costs: \$03.993 increase per 1,000 gallons
 - Fixed Costs: \$2,117.91 per month increase
 - Capital Recovery: \$200.58 per month increase

MOTION- MPT Heglar made a motion to adopt the Carolina Beach/ Kure Beach Sewer Authority adoption of rates

SECOND- Commissioner Whitley

VOTE- Unanimous

COMMISSIONER ITEMS

MPT Heglar asked Council to please advise on the letter for the hurricane emergency preparation before he sends it out next week. It is very similar from last year.

Commissioner Whitley stated Town Clerk Avery and I attended the final policy meeting for MOTSTU last Tuesday. The plan is available online at the Council of Governments. The final draft is open for public comment and have final meeting at Town Hall on June 24th.

Commissioner Ellen commented thank you to Council for the support, to all staff and the committee on the Dedication. The committee was way under budget and the dedication went smoothly.

MOTION- MPT Heglar made a motion to go into closed session for consultation on a personnel matter with the attorney as per N.C.G.S. 143-318.11(a)(6) at 8:41 p.m.

SECOND- Commissioner Whitley

VOTE- Unanimous

MOTION- Commissioner Ellen made a motion to return into open session at 9:16 p.m.

SECOND- Commissioner Whitley

VOTE- Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

May 20, 2019 @ 6:00 p.m.

MOTION- MPT Heglar made a motion to approve directing Town Clerk Avery to enter into contract with a safety assessment professional to do a risk management safety standard and policy analysis of the Town

SECOND- Commissioner Ellen

VOTE- Unanimous

MOTION- Commissioner Ellen made a motion to adjourn the meeting at 9:16 pm

SECOND- MPT Heglar

VOTE- Unanimous

ATTEST: _____
Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

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



TOWN COUNCIL MINUTES

PUBLIC HEARING

**May 20, 2019 @ 5:00 PM or
soon thereafter**

The Kure Beach Town Council held a Public Hearing on Monday, May 20, 2018 at 5:00 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
Building Inspector – John Batson

Mayor Bloszinsky called the meeting to order at 5:00 pm stating the purpose of this public hearing is to receive public comments on the proposed amendments.

Public Hearing # 1 – Special Use Permit (SUP) Application

Purpose: Receive comments on an application from Sun Fun Rentals for a Special Use Permit to operate a golf cart rental/taxi cab service on property located at 112 Fort Fisher Boulevard South

Public Hearing # 2 – Proposed text amendment to Code of Ordinances

Purposed: Receive comments on proposed text amendment to 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

Notice of the public hearing was posted at Town Hall and on the Town's website on May 1, 2019 and published as legally required by N.C.G.S. 160A-20 in the newspaper on May 1st, 8th, and 15th 2019.

Mayor Bloszinsky opened the public hearing for comments at 5:00pm.



TOWN COUNCIL MINUTES

PUBLIC HEARING

**May 20, 2019 @ 5:00 PM or
soon thereafter**

Darrell Snider at 118 S 3rd Ave stated

- Two issues he liked to address are safety and culture
- Regards to safety located at the property 112 S Fort Fisher Blvd located beside the Kwik mart is a busy and congested area during tourist season
- Majority of golf carts will be turning left from the rental establishment creating a traffic pattern
- Wondering if there have been any studies done conducting the traffic patterns
- In regards to culture he purchased his cottage in Kure Beach because he wanted a small family beach town unlike the crowded beach town Carolina Beach is becoming
- Has there been a study to determine if this is an appropriate business for our Town and how will this impact our culture
- Also concerned about the increase of dust that will blow onto residents property
- Seems like this has been a hasty decision so property owners would not be aware of the issue or have time to prepare to rebuttal
- Still has not received a notification letter and only found out through a neighbor
- Application is vague and requests the committee to postpone for 60 days to investigate

Patrick Melvin at 103 S 3rd Ave stated:

- One question regarding the permit
- It states it only allows for 40ft but if the businesses choose to extend and lease the remainder of parking lot would this permit allow this
- The challenge on 3rd Ave is the cars turn north and make a left on K to go west not realizing they can't go that way
- This becomes a daily problem in the summer time

Mayor Bloszinsky commented yes it would allow this.

Building Inspector Batson stated any changes to the sizes would have to go back through the same process to expand.

Mike Benton at 117 S 3rd Ave stated:

- If the Town is going to have this business it should be a right turn only
- Another consideration to the applicant is to gravel the lot
- This business impacts him the most as he backs right up to the lot
- Also if the Town is going to have more traffic can the Town put more speed limit signs in that area



TOWN COUNCIL MINUTES

PUBLIC HEARING

May 20, 2019 @ 5:00 PM or
soon thereafter

Dan Altienl at 114 3rd S stated:

- Half owner of two other properties in Kure Beach
- Safety is a major concern
- For the last 42 years he has been coming to this Town and he sees how the community has been changing over time
- The downtown area is a great location for businesses and appreciates the efforts of the Town
- One issue to consider is currently there is no parking in Kure Beach and if we allow another business to open where are people going to park
- The second issue is people don't realize they can't make the left hand turn onto K Ave and has over 100 cars turning around in his driveway
- If another business is opening then a traffic study is needed

Bruce Smith at 126 S 3rd St asked:

- Would the applicant have to reapply for the lease?
- Second question is if there is a problem can you bring back to Council before the lease expires

Mayor Bloszinsky stated it becomes a situation between the property owner and the individual who leases the property as they would have a business relationship to extend the lease. The applicants would only need to come back to Council if they need to change the footprint. All residents can bring concerns to Town Council and if it is against the law Council will make sure to get it taken care of.

Applicant Dan Embler stated:

- Appreciates all of the residents' concerns
- In his business plan, because of the congestion they will have to hang a sign stating right turn only
- The issue on the dust and gravel he hadn't thought about but thinks it's a good idea
- Agrees with the residents concerns on 3rd Ave and putting a sign stating left turn only could help cut down on the confusion
- Delivered over 200 golf carts to Kure Beach last year
- Taxi service has had numerous compliments
- Wants residents to know he is willing to work with them on their concerns
- There will be no parking in the lot for customers as they pick up and deliver the golf carts free of charge
- All golf carts are inspected and they service them weekly
- About 20-25 golf carts will be in the lot depending on the size



TOWN COUNCIL MINUTES

PUBLIC HEARING

**May 20, 2019 @ 5:00 PM or
soon thereafter**

- During the winter months besides holiday weekends the golf carts will not be in service
- The Building is required to be 150 mph hurricane proof but they're making it 180 mph hurricane proof and it's up to all code requirements
- To rent a golf cart you must be a licensed driver and agree to the rules and regulations by signing the contract
- No alcohol beverages are permitted at any time

Anne Brodsky commented she is a Kure Beach, Carolina Beach and Key West property owner and also a business owner. She sees the importance of what Sun Fun Rental is offering the Town. They're trying to create something that is safer for our community. She appreciates how they're willing to work with the residents.

Kure Beach Pier Owner Mike Robertson stated:

- His concern is for Sam Khatib owner of Island Kwik Mart as he bought those 5 lots to keep Wings out of Kure Beach years ago
- He currently has to pay property taxes on all 5 lots
- The business district helped him for the first few years with paying the property taxes
- Sun Fun Rentals will go away if you help Mr. Khatib with paying the property taxes
- It is a congested area but it is part of living in a beach town
- Residents need to appreciate the tourists who visit

Mayor Bloszinsky adjourned the public hearing at 5:45 p.m.

Mayor Bloszinsky opened the second public hearing at 5:46 p.m.

No one signed up to speak

Mayor Bloszinsky adjourned the public hearing at 5:49 p.m.



TOWN COUNCIL MINUTES

PUBLIC HEARING

**May 20, 2019 @ 5:00 PM or
soon thereafter**

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

SPECIAL MEETING

MAY 31, 2019 @ 5 p.m.

The Kure Beach Town Council held a special meeting on Friday, May 31st, 2019 beginning at 5:00 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

Mayor Bloszinsky called the meeting to order at 5:00 pm. The purpose of this special meeting is to consider a bid recommendation of a vender and award of contract for the water meter replacement project. The mayor called for this meeting on Wednesday, May 22, 2019.

Notice of this meeting was posted at Town Hall and on the town's website on Wednesday, May 22nd 2019.

MPT Heglar asked did the Town only receive two bids.

Mayor Bloszinsky answered no the Town did receive three bids.

Financial Officer Copenhaver stated:

- Each bidder gave a proposal on 3 different systems
- Public Works Director Mesimer recommendation is to go with the Vanguard Utilities Services Inc. which had the lowest bid for the Honeywell system
- Received a lower bid for another type of system but Public Works Director Mesimer advises going with the Honeywell System
- Warranty will be on the meter and will be up to the manufacturer
- First year annual maintenance fee is included
- Customer portal for customers to login to be able to view usage which is included in the proposal

Commissioner Ellen asked does Public Works Director Mesimer have any knowledge of the company.



TOWN COUNCIL MINUTES

SPECIAL MEETING

MAY 31, 2019 @ 5 p.m.

Financial Officer Copenhaver answered no as the company is located out of Kentucky but the company has done work for Onslow County.

Mayor Bloszinsky stated Engineer Brian Cox has checked into the references. The water bill revenue will cover the cost of the loan over time.

MOTION- Commissioner Ellen made a motion to accept the recommendation from Public Works Director Mesimer to award the contract to Vanguard Utilities Services Inc. to install the Honeywell system at a cost of \$1,239,439.42.

SECOND- MPT Heglar

VOTE- Unanimous

MOTION- Commissioner Whitley made a motion to adjourn at 5:09 p.m.

SECOND- MPT Heglar

VOTE- Unanimous

ATTEST: _____
Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

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TOWN COUNCIL MINUTES

PUBLIC HEARING

June 10, 2019 @ 6:00 p.m.

The Kure Beach Town Council held a Public Hearing on Monday, June 10, 2019 at 6:00 pm. The Town Attorney was present and there was a quorum of Council members present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

STAFF PRESENT

Town Clerk – Nancy Avery
Building Inspector – John Batson
Recreation Director – Nikki Keely
Financial Officer – Arlen Copenhaver

Mayor Bloszinsky called the meeting to order at 6:00 p.m. stating the purpose of this public hearing is to receive public comments on the proposed budget for fiscal year 2019-2020.

Official notice of this public hearing was posted on the town's website and bulletin board on May 24, 2019 and was advertised in the Island Gazette on May 29, 2019, thus meeting notification requirements.

Proposed budget highlights:

- 1) Increase to property tax of 1 cent per \$100 value raising the current rate of 33.0 cents to 34.0 cents
- 2) Changes to the water and sewer rate structure:
 - Residential, Commercial & Ft. Fisher Water - Lower minimum to 2,000 gals. & increase rate tiers by 10%
 - Residential, Commercial & Ft. Fisher Sewer - Lower minimum to 2,000 gals. & increase rate tiers by 10%
- 3) An additional full time staff member in Building Inspections and one in the Police Department
- 4) Cost of Living adjustment of 2.8 percent for employees
- 5) Merit increase of 1.5 percent to reward employees who are performing above expectation

Mayor Bloszinsky opened the public hearing at 6:00 p.m.

Debbie Elliot stated:

- Lives at 290 Seawatch Way in Kure Beach
- A couple questions for Council tonight
 1. If you could please explain the Beach Protection Fund?
 2. What is the balance of the fund?
 3. What is the balance of the contingency fund?
 4. Does the contingency roll over the next year if not spent?
- Reason she came to speak tonight is her concern in the increase of the water and sewer structure
- Has spoken before but has a real issue with the irrigation prices
- The cost of an irrigation system is \$4,000 in Kure Beach
- Town Council is making the irrigation cost unreasonable for the average person
- Feels very strongly it is Town Council responsibility to provide residents access to utilities and not to impose their environmental beliefs
- It is a very small lot in Seawatch with turf, roses and as proud owners we need to be able to irrigate
- Has received water bills close to \$600 but unsure how many gallons she is using
- She would buy a irrigation system tomorrow to get water rates instead of also having to pay the sewer rates but the irrigation system is to expensive
- As a citizen it feels that the Town prices the irrigation system high knowing the residents won't purchase one and yet the Town receives a great deal of money from the residents who irrigate
- The Town needs to consider governing as the other municipalities do and give us an opportunity to buy an irrigation system at a reasonable price
- Finds it strange that one elected official claims to know more about our risk to the water availability then all of the elected officials in Carolina Beach
- Why is Carolina Beach able to offer an irrigation meter at fraction of the cost if we share the same aquifer?
- As a citizen she feels very oppressed by the ruling and believes he is taking his position to far
- She would appreciate some scientific data from a professional engineer

Mayor Bloszinsky stated we maintain a beach protection fund for when a hurricane or disaster occurs. The Town needs to be able to make repairs right away to the structures before the Town will receive the money from the state. Regarding the water and sewer structure Carolina Beach makes their decision based on what they believe is right for their citizens.

Financial Officer Copenhaver stated when the fund was first established in 2014 the future funding for beach nourishment was in question. It is a reserve fund in case the Town needs to contribute to beach nourishment in the future. The balance for the Beach Protection fund is about \$340,000. The contingency fund is just a small part of the

general fund so for this year it's about \$20,000. It can roll over or become part of the general fund.

MPT Heglar responded as the Commissioner who has driven this issue he has a few comments. The Town has the responsibility to citizens to make sure water is available. The Town Council takes this issue very seriously. The Castle Hayne aquifer which supplies water to Carolina and Kure Beach has multiple issues and if we overuse the aquifer the salt water will damage the water source. The Town also recognizes it has senior citizens on fixed incomes and this is why Council has maintained the minimum structure. As a scientific fact serious usage of the water jeopardizes us all and this is why the Town has structured the water and sewer rates this way. If a resident is paying \$600 for their water bill a month then the resident should work on cutting back as that is an excessive amount of water. He thanks Town Council for the support and the Town will continue to have a similar policy in place. The Town Council has expressed to Carolina Beach as well to adopt a similar rate structure to help the life of the aquifer. There is an option for residents to have a shallow water wells. The issue with shallow water wells is it doesn't make your grass look pretty but it is an option.

AUDIENCE COMMENTS:

Resident Dee Coe:

- The water and sewer meters with the new rate change does this increase the price both on water and sewer?
- Currently manages 35 rental properties in Kure Beach and at least 30 go over the minimum each month
- Never seen a budget where the general fund includes everything instead of individual departments

Resident Beth Burns:

- Lives at 109 Howard Hills
- She came to speak today because of the increase of the water and sewer rates
- Now has a greater concern that Carolina Beach rates aren't matching Kure Beach
- Kure Beach is increasing the rates to help the life of the aquifer but Carolina Beach isn't carrying that same burden.
- Have you discussed this with them?

Resident Mary Ann:

- Lives at 430 Settlers Ln
- Does the Town have an irrigation system?
- Does Kure Beach support artificial turf?

Resident Richard Baker:

- How did Town Council come up with 2,000 gallons?
- He is a two member household and is over the minimum now every month
- The water quality is already low and now the minimum gallons is being lowered

Resident at 1250 S Fort Fisher:

- Asked when are the new meters suppose to be in place?
- Mayor Bloszinsky said once the meters are installed you revisit the rates
- Would council consider holding off on the increase to see if new water meters are more in line with the usage?
- His meter reading was inaccurate and he was charged with 11,000 gallons of water when he wasn't in the home
- He started doing his readings on the meter after this continued for multiple months

COMMENTS AND RESPONSES FROM COUNCIL AND STAFF

Mayor Bloszinsky stated yes it depends on how much you use. You can manage it by managing the water flow. The Town is putting in new meters which is some of the reason for the increase in the rates. There was a variety of issues after Hurricane Florence which need to be fixed which is included in this structure. The general increase to the budget is to cover the cost of raises to employees, two new positions for the Police Department and Building Inspections Department and the cost of the new meters. The Town does not use a lot of water for irrigation. The Town doesn't currently have a position on artificial turf but some HOA's do. The Town chose 2,000 gallons because it was the least amount of members the Town could impact. Regarding the inaccurate meter readings even though you might have difference in the readings the cost is about the same. The Town needs to go ahead and raise the rates and make adjustments as needed.

Commissioner Oliver stated the Town has a limited irrigation system and uses a drip irrigation for the shrubberies.

Commissioner Whitley responded he and MPT Heglal had a discussion on May 9th regarding the rate structure with Carolina Beach. The Island Gazette also wrote an editorial stating how Carolina Beach needs to mere Kure Beach rates as it would be better for the Town long term.

Financial Officer Copenhaver stated still working through financing on the meters but the Town should receive final approval mid-July. Contract has been awarded to the contractor already so once we have financing we will start. He went through the whole budget at the May meeting but the general fund is just the most significant fund in any Town as it is where most the services are accounted for.

Commissioner Ellen stated the budget workshops are open to the public and encourage all to attend.

Mayor Bloszinsky adjourned the public hearing at 7:15 p.m.

ATTEST: Nancy Avery, Town Clerk

Craig Bloszinsky, Mayor

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DRAFT

DEPARTMENT REPORTS

**TOWN OF KURE BEACH
REVENUE AND EXPENDITURE SUMMARY
JULY 1, 2018 TO JUNE 11, 2019**

	REVENUES				EXPENDITURES				
	2019 Initial Bud.	2019 Amend. Bud.	Actual 6/11/2019	% Collected	2019 Initial Bud.	2019 Amend. Bud.	Actual 6/11/2019	% Spent	
GENERAL FUND					GENERAL FUND				
Property Taxes (Cur. & PY)	\$ 2,920,300	\$ 2,920,300	\$ 2,929,899	100.3%	Governing Body	\$ 38,994	\$ 42,194	\$ 35,686	84.6%
Local Option Sales Tax	\$ 886,000	\$ 886,000	\$ 854,934	96.5%	Committees	\$ 100,115	\$ 100,115	\$ 86,925	86.8%
Garbage & Recycling	\$ 493,580	\$ 493,580	\$ 457,604	92.7%	Finance	\$ 157,937	\$ 157,937	\$ 146,476	92.7%
TDA Funds	\$ 235,000	\$ 235,000	\$ 254,579	108.3%	Administration	\$ 629,908	\$ 629,908	\$ 559,061	88.8%
Franchise & Utility Tax	\$ 225,000	\$ 225,000	\$ 182,070	80.9%	Community Center	\$ 23,300	\$ 23,300	\$ 18,636	80.0%
Communication Tower Rent	\$ 81,924	\$ 81,924	\$ 81,950	100.0%	Emergency Mgmt./Elections	\$ 1,100	\$ 1,100	\$ 9	0.8%
CAMA Grants - Beach Access Paving	\$ 78,523	\$ 78,523	\$ 81,466	103.7%	Tax Collections	\$ 28,800	\$ 28,800	\$ 24,696	85.8%
Bldg. Permit & Fire Inspect. Fees	\$ 74,050	\$ 74,050	\$ 100,325	135.5%	Legal	\$ 29,850	\$ 29,850	\$ 25,067	84.0%
Sales Tax Refund	\$ 59,000	\$ 59,000	\$ 71,533	121.2%	Police Department	\$ 1,372,757	\$ 1,376,927	\$ 1,276,961	92.7%
Com Ctr/Parks & Rec/St Festival	\$ 20,700	\$ 20,700	\$ 19,776	95.5%	Fire Department	\$ 740,482	\$ 744,652	\$ 686,663	92.2%
Town Facility Rentals	\$ 18,000	\$ 18,000	\$ 23,241	129.1%	Lifeguards	\$ 200,088	\$ 220,285	\$ 149,742	68.0%
ABC Revenue	\$ 15,900	\$ 15,900	\$ 24,318	152.9%	Parks & Recreation	\$ 187,268	\$ 187,268	\$ 159,833	85.3%
Motor Vehicle License Tax/Decals	\$ 14,250	\$ 17,450	\$ 23,904	137.0%	Bldg Inspection/Code Enforcement	\$ 139,165	\$ 139,165	\$ 124,289	89.3%
OPF - Bluefish Purchases	\$ 14,000	\$ 14,000	\$ 13,435	96.0%	Streets & Sanitation	\$ 902,561	\$ 987,255	\$ 930,709	94.3%
Beer & Wine Tax	\$ 9,300	\$ 9,300	\$ 9,610	103.3%	Debt Service	\$ 708,050	\$ 708,050	\$ 708,018	100.0%
All Other Revenues	\$ 19,505	\$ 52,736	\$ 351,240	666.0%	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	\$ 5,396,463	\$ 5,633,968	104.4%	Total Expenses	\$ 5,280,032	\$ 5,396,463	\$ 4,942,578	91.6%
WATER & SEWER FUND					WATER & SEWER FUND				
Water Charges	\$ 840,650	\$ 840,650	\$ 715,154	85.1%	Governing Body	\$ 17,994	\$ 17,994	\$ 15,313	85.1%
Sewer Charges	\$ 1,174,500	\$ 1,174,500	\$ 1,061,911	90.4%	Legal	\$ 29,850	\$ 29,850	\$ 25,067	84.0%
Tap, Connect & Reconnect Fees	\$ 67,500	\$ 67,500	\$ 86,860	128.7%	Finance	\$ 197,817	\$ 197,817	\$ 183,434	92.7%
All Other Revenues	\$ 19,435	\$ 19,435	\$ 105,397	542.3%	Administration	\$ 317,187	\$ 317,187	\$ 277,636	87.5%
Other Financing Sources	\$ 100,000	\$ 100,000	\$ 39,571	39.6%	Operations	\$ 1,639,237	\$ 1,639,237	\$ 1,441,108	87.9%
Total Revenues	\$ 2,202,085	\$ 2,202,085	\$ 2,008,893	91.2%	Total Expenses	\$ 2,202,085	\$ 2,202,085	\$ 1,942,558	88.2%
STORM WATER FUND					STORM WATER FUND				
Total Revenues	\$ 358,380	\$ 610,860	\$ 482,290	79.0%	Total Expenses	\$ 358,380	\$ 610,860	\$ 597,474	97.8%
POWELL BILL FUND					POWELL BILL FUND				
Total Revenues	\$ 175,000	\$ 175,000	\$ 66,080	37.8%	Total Expenses	\$ 175,000	\$ 175,000	\$ 170,475	97.4%
SEWER EXPANSION RESERVE FUND (SERF)					SEWER EXPANSION RESERVE FUND (SERF)				
Total Revenues	\$ 16,250	\$ 16,250	\$ 18,532	114.0%	Total Expenses	\$ 16,250	\$ 16,250	\$ -	0.0%
BEACH PROTECTION FUND					BEACH PROTECTION FUND				
Total Revenues	\$ 13,397	\$ 13,397	\$ 14,650	109.4%	Total Expenses	\$ 13,397	\$ 13,397	\$ -	0.0%
FEDERAL ASSET FORFEITURE FUND					FEDERAL ASSET FORFEITURE FUND				
Total Revenues	\$ 50,000	\$ 75,000	\$ -	0.0%	Total Expenses	\$ 50,000	\$ 75,000	\$ 51,919	69.2%

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

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH & INVESTMENTS</u>
General	\$3,073,758	\$351,970	\$3,425,728
Water/Sewer	\$1,399,862	\$602,204	\$2,002,066
Storm Water	\$110,562	\$247,439	\$358,001
SERF	\$53,802	\$124,603	\$178,405
Powell Bill	\$161,674	\$71,584	\$233,258
Beach Protection	\$42,897	\$308,188	\$351,085
Federal Asset Forfeiture	\$118,514	\$0	\$118,514
Capital Project Funds	\$31,837	\$0	\$31,837
TOTAL	<u>\$4,992,906</u>	<u>\$1,705,988</u>	<u>\$6,698,894</u>

<u>INSTITUTION</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>
BB&T	\$4,992,906	\$0
First Bank - Certificates of Deposit	\$0	\$668,783
NCCMT Term Portfolio	\$0	\$558,405
NCCMT Governmental Portfolio	\$0	\$478,800
TOTAL	<u>\$4,992,906</u>	<u>\$1,705,988</u>

**TOWN OF KURE BEACH
SUMMARY OF CONTINGENCY FUND AND COMMITTEE
EXPENDITURE ACTIVITY
07/01/2018 - 06/11/2019**

CONTINGENCY FUND

Fiscal Year 2019 Budget	\$9,850.00
Less:	
No activity	<u>\$0.00</u>
Remaining Budget as of 06/11/2019	<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	\$321.98
Beach Access Signs	<u>\$2,708.24</u>
Total Expenditures	\$86,925.06
Projects Approved By Council But Not Yet Expended:	
Volunteer vests	<u>\$183.00</u>
Total Approved, Not Expended	<u>\$183.00</u>
Remaining Budget as of 06/11/2019	<u><u>\$13,006.94</u></u>

**TOWN OF KURE BEACH
DEBT LISTING
JUNE 17, 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 06/17/19</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	\$4,499,999.99	Semi-annual	\$224,716.67	12/11/2019	\$999,750.00
Sewer Rehabilitation Project (b)	W/S	Fed Gov	5/1/2010	\$432,660	0.00%	20	5/1/2030	\$116,112.88	Annual	\$10,555.72	5/1/2020	\$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	\$387,909.42	Semi-annual	\$26,507.64	12/28/2019	\$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	\$295,687.93	Semi-annual	\$52,716.71	11/7/2019	\$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	\$78,222.72	Monthly	\$6,677.76	7/23/2019	\$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 06/17/2019:

General Fund	\$ 5,424,246.41
Water/Sewer Fund	\$ 1,408,600.03
Storm Water Fund	\$ 230,638.72
Total	<u>\$ 7,063,485.15</u>

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):

06/18/2019 - 09/30/2019	\$ 190,845.82
10/01/2019 - 12/31/2019	\$ 512,311.15
01/01/2020 - 03/31/2020	\$ 67,097.90
04/01/2020 - 06/17/2020	\$ 332,380.02
Total	<u>\$ 1,102,634.89</u>

**TOWN HALL RENOVATION AND NEW FIRE STATION
CAPITAL PROJECT FUND SUMMARY
AS OF 06/11/2019**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 06/11/19</u>	<u>% OF BUDGET</u>
<u>EXPENDITURES</u>			
<u>ARCHITECT</u>			
Oakley Collier Architects	<u>\$415,257</u>	<u>\$415,362.62</u>	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	<u>\$500</u>	<u>\$150.00</u>	30.0%
Total Other Project Costs	<u>\$52,150</u>	<u>\$45,936.94</u>	88.1%
<u>PROJECT MANAGEMENT COSTS</u>			
Constructive Building Solutions	<u>\$100,000</u>	<u>\$86,219.94</u>	86.2%
<u>CONSTRUCTION</u>			
Town Hall	\$2,448,843	\$2,329,046.03	95.1%
Fire Station	<u>\$2,177,809</u>	<u>\$2,283,463.23</u>	104.9%
Total Construction Costs	<u>\$4,626,652</u>	<u>\$4,612,509.26</u>	99.7%
<u>FURNITURE & FIXTURES</u>			
Town Hall	\$47,500	\$53,111.13	111.8%
Fire Station	<u>\$89,400</u>	<u>\$80,533.09</u>	90.1%
Total Furniture & Fixtures	<u>\$136,900</u>	<u>\$133,644.22</u>	97.6%
<u>GRAND TOTAL EXPENDITURES</u>	<u>\$5,330,959</u>	<u>\$5,293,672.98</u>	99.3%
<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	<u>\$0</u>	<u>\$356.18</u>	
<u>GRAND TOTAL PROJECT REVENUE SOURCES</u>	<u>\$5,330,959</u>	<u>\$5,331,315.18</u>	100.0%

**WATER METER REPLACEMENT
CAPITAL PROJECT FUND SUMMARY
AS OF 06/11/2019**

	<u>APPROVED BUDGET</u>	<u>ACTUAL AS OF 06/11/19</u>	<u>% OF BUDGET</u>
<u>EXPENDITURES</u>			
<u>ENGINEERING AND CONSTRUCTION ADMIN.</u>			
ENGINEERING SERVICES, P.A.			
Engineering Design Services - Specifications & Bid Documents	\$5,000	\$5,000.00	100.0%
Bidding Assistance Services	\$4,500	\$0.00	0.0%
Construction Administration	\$11,000	\$0.00	0.0%
Construction Observation	<u>\$11,000</u>	<u>\$0.00</u>	0.0%
Total Engineering Services, PA	<u>\$31,500</u>	<u>\$5,000.00</u>	15.9%
<u>OTHER PROJECT COSTS</u>			
LGC Loan Application Fee	<u>\$1,250</u>	<u>\$1,250.00</u>	100.0%
<u>CONSTRUCTION</u>			
VANGUARD UTILITY SERVICE, INC.			
Contingency	<u>\$61,975</u>	<u>\$0.00</u>	0.0%
Total Construction Costs	<u>\$1,301,415</u>	<u>\$0.00</u>	0.0%
<u>GRAND TOTAL EXPENDITURES</u>	<u><u>\$1,334,165</u></u>	<u><u>\$6,250.00</u></u>	0.5%
<u>PROJECT REVENUE SOURCES</u>			
Installment Financing	\$1,325,000	\$0.00	0.0%
Transfer From Water/Sewer Fund	<u>\$9,165</u>	<u>\$0.00</u>	0.0%
<u>GRAND TOTAL PROJECT REVENUE SOURCES</u>	<u><u>\$1,334,165</u></u>	<u><u>\$0.00</u></u>	0.0%