



TOWN COUNCIL MINUTES

REGULAR MEETING

March 15, 2021 @ 6:00 p.m.

The Kure Beach Town Council held its regular meeting on Monday, March 15, 2021 at 6:00 p.m. The Town Attorney was present and there was a quorum of Council members present.

COUNCIL MEMBERS PRESENT

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

COUNCIL MEMBERS ABSENT

STAFF PRESENT

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

Mayor Bloszinsky called the meeting to order at 6:02 p.m. and Commissioner Ellen gave the invocation and Pledge of Allegiance.

APPROVAL OF CONSENT AGENDA ITEMS

1. Accept Robin Sack's Resignation from the Community Center Committee
2. Accept David Sack's Resignation from the Community Center Committee
3. Approve travel expense for Commissioner Ellen and Commissioner Oliver to attend NCBIWA in the amount of \$518.65 from April 25-27, 2021
4. Approve Budget Amendment 21-10 totaling \$17,500.00 for Land Use Plan costs
5. Approve Budget Amendment 21-11 totaling \$11,500.00 for costs to construct new lifeguard towers
6. Minutes:
 - February 15, 2021 Regular

MOTION-MPT Heglar made a motion approve the consent agenda as presented

SECOND- Commissioner Whitley

VOTE- Unanimous



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ADOPTION OF THE AGENDA

MOTION- Commissioner Oliver made a motion to approve the agenda as presented.

SECOND- Commissioner Ellen

VOTE- Unanimous

PUBLIC COMMENTS

None.

PRESENTATIONS

1. Debbie Elliott, Chair, Pleasure Island Chamber of Commerce – Request for ROT funding for the Pleasure Island Chamber of Commerce and Visitors Center. PowerPoint presentation is hereby incorporated into the minutes.

Commissioner Oliver requested discussion to take place in the budget meeting coming up in April.

Mayor Bloszinsky stated discussion of the Chamber of Commerce request for \$42,500 from ROT funds will take place during the April budget meeting.

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Bike/Ped Advisory Committee

Bike/Ped Chairman Mo Linquist reported on the Bike/Ped committee request for bike repair stands to be installed at Joe Eakes Park. The presentation is hereby incorporated into the minutes.

MOTION- Commissioner Oliver made a motion to purchase the bike repair stands to be installed at Joe Eakes Park as proposed by the Bike/Ped Committee with remaining funds in the Bike Ped Committee budget

SECOND- Commissioner Ellen

VOTE- Unanimous

2. Board of Adjustment

- Rules of Procedure and Alternate Member Policy

Attorney Eldridge stated the intent is to establish a clear alternate member policy and to also start recognizing Chapter 160D. The proposed policy is hereby incorporated into the minutes.



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MOTION- MPT Heglar made a motion to adopt the proposed text amendments to the Board of Adjustment Rules of Procedure for the Alternate Member Policy

SECOND- Commissioner Whitley

VOTE- Unanimous

3. Historical Preservation Commission

- Rules of Procedure and Alternate Member Policy

Attorney Eldridge reported on the proposed text amendments to the Historic Preservation Rules of Procedures regarding the Alternate Member Policy. The proposed text amendments are hereby incorporated into the minutes.

MOTION- MPT Heglar made a motion to adopt the proposed text amendments to the Historic Preservation Rules of Procedure regarding the Alternate Member Policy for the Historical Preservation Commission

SECOND- Commissioner Whitley

VOTE- Unanimous

4. Land Use Plan Committee

Commissioner Whitley stated the first kick off meeting was a few weeks ago and the main topic was the content of the survey that will be sent out to citizens. The next meeting will be held on March 29, 2020

5. Planning and Zoning Commission

- Interview Alternate Candidate – Joseph Barlock

Mayor Bloszinsky stated all three candidates would be great candidates for any committee.

Commissioner Whitley asked what is your opinion on the 35 ft height limit in Kure Beach?

Mr. Barlock stated that he believes the height limit is appropriate.

Mayor Bloszinsky asked has Mr. Barlock ever served on any other committees?

Mr. Barlock stated he has presented to many committees but has never served on any for the Town.

Mayor Bloszinsky asked what made you choose to live in Kure Beach?

Mr. Barlock stated he originally started vacationing here and he has interests in stormwater management and beach nourishment.



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MOTION- MPT Heglar made a motion to accept Joseph Barlock as the alternative member of the Planning and Zoning Commission

SECOND- Commissioner Whitley

VOTE- Unanimous

6. Shoreline Access and Beach Protection

Commissioner Whitley stated he and Building Inspector Batson assessed the signs at the beach accesses and along the beach strand. The Shoreline Access and Beach Protection Committee has requested an increase in the Committee budget to offset the cost of replacing the needed signs.

7. Stormwater Committee

MPT Heglar stated the Committee will hold another meeting next week and met with Mayor Bloszinsky on concerns from citizens along Settlers Lane. Citizens were told to put any concerns in writing so the Committee could address with the engineer prior to starting any work.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration

Town Clerk Sanders reported on an email about the COVID Memorial Monday Proclamation acknowledging those effected by the pandemic. COVID Memorial Monday would be the first Monday of every March.

Commissioner Ellen stated he would lean more towards a Kure Beach Proclamation and not joining a larger organization.

MPT Heglar stated he would be fine with a Town proclamation but does not see the need to join along with the larger Proclamation. The Town has already recognized employees and residents affected by the pandemic.

2. Recreation Department

- Island of Lights, NYE Celebration

Recreation Director Keely stated Kure Beach was set to host the 2020 New Year's Eve celebration and the Town has been asked to host the 2021 celebration.

MOTION- MPT Heglar made a motion for Kure Beach to host the 2021 New Year's Eve celebration

SECOND- Commissioner Oliver

VOTE- Unanimous



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Recreation Director Keely stated the filming proposed for June 2, 2021 near the coquina outcrop would violate two Town ordinances. The company would like to film at sunrise starting at 6 a.m. The Town ordinance on the beach regarding noise doesn't allow until 7:00 a.m. and there is no parking allowed at beach access from 1:00 a.m. – 5:00 a.m.

Mayor Bloszinsky stated he would like more information and thinks the company needs to follow the Town ordinances.

MPT Heglar commented he is supportive regarding the parking situation, but the company need to comply with the Town ordinance regarding the noise.

CONSENSUS- Filming crew allowed to park at the beach accesses but need to look into alternate ways to point the lights and comply with the Town lighting and noise ordinances
Yes – Mayor Bloszinsky, Commissioner Ellen, MPT Heglar, Commissioner Oliver, NO – Commissioner Whitley

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Paid Parking Update

Mayor Bloszinsky stated the contract has been signed and accepted. The signs and equipment have been ordered and it is on its way. Public Works Director Mesimer will look into the best place for the concrete pad. On the South side of K between Fort Fisher Boulevard and Atlantic Avenue, there are 15 spaces. The proposal was to use the 5 spots in the middle for pick up, and then 5 on each side of those, would have a 2-hour limit at \$3 an hour. He suggested a time limit of pickup for only 15 minutes.

Commissioner Oliver suggested maybe it should be 30 minutes because that is what it is now.

CONSENSUS- Town Council agreed to start with a limit of 30 minutes for pick up spaces on South side of K Ave between Fort Fisher Boulevard and Atlantic Avenue

MPT Heglar asked how should the Town stop parking at 6th Avenue, between G Avenue and I Avenue and also at the Sandman lot.

Building Inspector Batson stated he would prefer signs. He feels that roping off Town Right-of-Ways is a liability to the Town.

P&Z Chairman Galbraith stated he owns several rental properties in Kure Beach and supports letting long term lessees to be able to get parking passes on their own vs going through the property owner.



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MPT Heglar commented that the property owner pays the taxes on the property and should be responsible for the management of the two parking passes.

CONSENSUS: Town Council agrees two parking passes allowed at \$20 per pass per property., The property owners can distribute the parking passes as they see fit.

2. Island Women Donation of Beach Accessibility Mat

Recreation Director Keely stated the Island Women resubmitted the request for the Beach Accessibility Mat. Island Women want to place the mat at beach access 110 which is near the Ocean Front Park beach access. Island Women requested the Town to rearrange parking, to store the mat in inclement weather, during the off season, and to correct the drop off at the beach access for placement of the mat. Building Inspector Batson went out and re-evaluated the beach strand and right now, L Avenue and H Avenue are the only two accesses that will support the mat and be compliant with the required slope.

Commissioner Oliver stated the high tide mark is sometimes all the way up to the dunes. How does the mat interact to that?

Recreation Director Keely stated the mat does need to be temporarily pulled up during storms and high tide events.

Commissioner Oliver stated the Town needs more details.

Mayor Bloszinsky directed Town Council members to get any questions regarding beach accessibility mat to Recreation Director Keely by Friday.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Water Tank – US Cellular Equipment

MPT Heglar stated the Town received a request from US Cellular to replace and upgrade some of the antennas on the water tower. The current lease is not based on the number of antennas.

Attorney Eldridge stated he reviewed the terms of the water tower lease and confirms it is based on the rent term and not conditioned on any other elements.

MOTION- MPT Heglar made a motion to approve the request from US cellular to replace, and upgrade antennas on the water tower.

SECOND- Commissioner Whitley

VOTE- Unanimous



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COMMISSIONER ITEMS

1. NCBIWA 2021 Spring Meeting Sponsorship

Commissioner Oliver stated the NCBIWA Spring meeting is coming up and is requesting a \$500 sponsorship.

MOTION- Commissioner Oliver made a motion to approve NCBIWA 2021 Spring Meeting Sponsorship in the amount of \$500

SECOND- Commissioner Whitley

VOTE: Unanimous

CLOSED SESSION

1. Motion to go into closed session as per N.C.G.S 143-318.11(a)(3) for attorney-client privilege

MOTION- MPT Heglar made a motion to go into closed session as per N.C.G.S 143-318.11(a)(3) for attorney-client privilege

SECOND- Commissioner Ellen

VOTE- Unanimous

MOTION- MPT Heglar made a motion to return to open session

SECOND- Commissioner Whitley

VOTE- Unanimous

ADJOURNMENT

MOTION- MPT Heglar made a motion to adjourn the meeting at 8:50 p.m.

SECOND- Commissioner Whitley

VOTE- Unanimous

ATTEST: Mandy Sanders, 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>agendas&minutes

2021/2022 Outside Agency Funding Application

Agency Name: <i>Pleasure Island Chamber & Visitors Center</i>		
Street Address: <i>1121 N Lake Park Blvd</i>		
City: <i>Carolina Beach</i>	State: <i>NC</i>	Zip: <i>28428</i>
Phone: <i>910 458 - 8434</i>	Email: <i>debbie.elliott@nestrealty.com</i>	
Contact Name and Title: <i>Debbie Elliott, Board Chair 2021</i>		
Brief Description of Organization (50 words or less): <i>Pleasure Island Chamber & Visitors Center is a non-profit with a mission to help its member businesses grow and to enhance the quality of life in Carolina and Kure Beaches.</i>		
Has anyone associated with the agency organization within the last five years been accused of malfeasance, misuse of agency funds? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No <i>If yes, please attach a letter of explanation to this application.</i>		
Type of Application (choose the category and type it, below): <i>Category 2</i>	Category 1: Your proposal meets a public need of the residents of Kure Beach that is not addressed by Town of Kure Beach services. Category 2: Your proposal supplements an existing service provided for by the Town of Kure Beach or implements an identified goal established by the Town Council.	
Did your agency receive funding from the Town of Kure Beach in 2020/2021? <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		
Total amount of funds received in 2020/2021 from the Town of Kure Beach: \$ <i>6,533.33</i>		
Estimated value of 2020/2021 In-kind Town of Kure Beach contributions received: \$ <i>20,000.00</i>		
Amount of funding requested from Kure Beach for 2021/2022: \$ <i>42,500.00</i>		
Estimated value of 2021/2022 in-kind Town of Kure Beach contributions anticipated: \$ <i>127,500.00</i>		
Total estimated Agency revenue for 2021/2022: \$ <i>251,350.00</i>		
Amount Requested from the Town of Kure Beach is <i>16.9%</i> of your total budget.		

Application Deadline: Friday, March 5, 2021 at 12:00 noon



2021/2022 OUTSIDE AGENCY FUNDING APPLICATION

VISITORS CENTER (300 Cape Fear Blvd, Carolina Beach)

- Carolina Beach: \$47,500.00
- Kure Beach: \$22,500.00

\$15,000 of the \$22,500 requested (with an additional \$35,000 requested from Carolina Beach) will fund a renovation of 300 Cape Fear Blvd to enable the Chamber to house its offices here for 12 to 24 months while creating a design for a Phase II renovation to create a state-of-the-art Visitors Center, Chamber offices and Board room. \$7,500 of the funds requested (and an additional \$12,500 from Carolina Beach) will go to the development of a Phase II design, budget and timetable to transform the office building. Carolina Beach owns the property, and its current use is as a meeting space for local groups and organizations. When fully renovated, the property will perform three primary functions:

1. Serve as the offices of the Pleasure Island Chamber of Commerce to accommodate its current needs and allow for future growth.
2. Serve as an engaging and dynamic Visitors Center to tout the various attractions, accommodations, restaurants, etc. in both Kure Beach and Carolina Beach. We believe that a well-designed, free-standing Visitors Center will be a substantial asset to local business residents and tourists alike
3. Create an all-purpose meeting room to accommodate the Pleasure Island Chamber Board and its various committees. Also make this room available for rent to outside groups at an affordable rate to benefit the community and to create a modest revenue stream for the Chamber.

Once we have a budget and timetable in hand for Phase II renovations, it is the intent of the Chamber to approach both Kure Beach and Carolina Beach for additional ROT funds to renovate the property, with a proposed completion date by year-end 2024. The Chamber also intends to launch a Capital Campaign to raise funds for the renovation to supplement those provided by the Towns.

BEACH MUSIC FESTIVAL

- Carolina Beach \$15,000.00
- Kure Beach \$5,000.00

The Beach Music Festival, which is scheduled for August 14, 2021, is in its 35th year at Carolina Beach and is one of the most well-attended events on Pleasure Island. On average, the Festival attracts more than 5,000 visitors and is a significant boon to the island's hospitality industry. The Beach Music Festival is a beloved local tradition that attracts both local residents from across the island and tourists from near and far. This Festival benefits the business owners of Kure Beach by driving traffic into their restaurants, bars, accommodations, etc., and it benefits the residents by providing a much-loved source of entertainment for the entire family.

FORT FISHER CONCERT SERIES

- Carolina Beach \$5,000.00
- Kure Beach \$10,000.00

The Fort Fisher Concert Series, a series of six concerts held at the Ft. Fisher Recreation Area in June, July and August and routinely draws hundreds of locals and tourists to these free, evening concerts. The concerts are a popular event for both tourists and local residents throughout the island and have great appeal to people of all ages. As these concerts are free and open to the public, they also build incredible community goodwill.

KITE FESTIVAL

- Carolina Beach \$15,000.00
- Kure Beach \$5,000.00

The Kite Festival is one of the most successful events on Pleasure Island and can attract upwards of 10,000 visitors over a 2-day period in November, which is typically a slow time for the local business community. The Chamber has been approached by the founders of this event to purchase the rights to the Festival and to take over its implementation in Fall 2021. The funds requested will allow the Chamber to purchase the rights to the event for \$10,000 and will provide additional seed money to handle the costs of planning and logistics. Our goal is to build upon the Kite Festival's success and to make it an even bigger draw for the island, as well as a substantial revenue generator for the Chamber.

CAROLINA BEACH SUBTOTAL:	\$82,500.00
KURE BEACH SUBTOTAL:	\$42,500.00



NORTH CAROLINA DEPARTMENT OF REVENUE

Roy Cooper
Governor

Ronald G. Penny
Secretary

October 9, 2019

Pleasure Island Chamber of Commerce, Ltd.
1121 N Lake Park Blvd
Carolina Beach NC 28428

FD#: 56-1075795

Ladies and Gentlemen:

Thank you for requesting information concerning the subject corporation's tax status.

Our records indicate that your corporation received an exemption on February 24, 1975.

This corporation continues to qualify for exemption of corporate franchise and income tax under Sections 105-125(a)(7) and 105-130.11(a)(5), respectively, of the General Statutes of North Carolina. This determination applies only to the organization's status under the corporate income and franchise tax laws.

If it becomes subject to the tax on unrelated business income as provided as G.S. 105-130.11(b), it will be required to complete the income tax schedules of *North Carolina Corporation Franchise and Income Tax Return (CD-405)* and file the return on or before the 15th day of the fifth month after the close of the income year, subject to any extension of time which may be granted.

This exemption is contingent upon the corporation's operating within the scope of the applicable provisions of the Internal Revenue Code. This exempt status becomes invalid at the same time as, and upon determination by the Internal Revenue Service that the organization does not qualify for a tax exempt status under the Internal Revenue Code of 1986 or corresponding provisions of any subsequent Federal Tax Laws.

In the event the Internal Revenue Service denies a current exemption request or revokes a previous exemption this Department should be notified promptly. In the event of changes to either the Articles of Incorporation or to the nature of the functions for which exemption has been granted, this Department should also be notified promptly.

Sincerely,

C.B. Powell
Taxpayer Assistance Division
Toll Free: (877) 919-1819 extension 1332196

Post Office Box 871, Raleigh, NC 27602-0871
Website: www.ncdor.gov
An Equal Opportunity Employer



NORTH CAROLINA DEPARTMENT OF REVENUE

Roy Cooper
Governor

Ronald G. Penny
Secretary

October 9, 2019

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2021 Board of Directors

Debbie Elliott, Chair
Nest Realty
Term Expires December 31, 2021

Tom Ullring
Courtyard Marriott-Carolina Beach
Term Expires December 31, 2021

Steve Stefanovich, Vice Chair
GO Automotive
Term Expires December 31, 2021

Garner Von Cannon
Von Cannon and Associates Insurance Services
Term Expires December 31, 2021

Lynne Willis, Treasurer
CMS Tool & Die
Term Expires December 31, 2022

Cindy Washington
C.A.W. Management
Term Expires December 31, 2022

LeeAnn Tluchowski
Malama Café
Term Expires December 31, 2021

Fred Zaytoun
FredCo Accounting Solutions, Inc.
Term Expires December 31, 2022

Andrea Cinanni-Wilson
Southern Sign Company
Term Expires December 31, 2022

Lynn Halterman, Chair Emeritus
Seacoast Consulting Group
Term Expires December 31, 2021

Ked Cottrell
Pleasure Island Animal Hospital
Term Expires December 31, 2022

Lynn Barbee, Ex-Officio Director
Town of Carolina Beach Councilman
Term Expires December 31, 2021

Pete Donat
Havana's Fresh Island Restaurant
Term Expires December 31, 2021

John Ellen, Ex-Officio Director
Town of Kure Beach Commissioner
Term Expires December 31, 2021

Noel Stevens
Lakepark Steak House
Term Expires December 31, 2022



CHAMBER OF COMMERCE
Carolina Beach, Kure Beach and Historic Fort Fisher
March 11, 2021

Town of Kure Beach Town Council
117 Settlers Lane
Kure Beach, NC 28449

Honorable Mayor, Mayor ProTem and Council Members,

In regard to the item on the checklist of additional materials required that requests a previous year audit report, the Bylaws of the Pleasure Island Chamber of Commerce do not require a yearly audit.

As the Treasurer of the Pleasure Island Chamber of Commerce, I certify that our accounting system is adequate and sufficient to properly manage all funding provided by the Town of Kure Beach. All necessary records will be maintained to verify proper use of all funds donated.

A handwritten signature in black ink that reads "Lynne Willis". The signature is written in a cursive style.

Lynne Willis, Treasurer

Pleasure Island Chamber of Commerce Budget 2021

INCOME	2021
Chamber & Visitor Center Renovation	\$ 20,000
Dues Income	\$ 50,000
Event Revenue	
Annual Dinner & Success Awards	\$ 4,000
Beach Music Festival	\$ 63,750
Chamber Connect Luncheon	\$ 1,000
Golf Tournament	\$ 25,000
Holiday Decorating Contest	\$ 500
Holiday Shopping Spree	\$ 300
Kite Festival	\$ 20,000
Pets in the Park	\$ 20,000
Summer Concerts (KB)	\$ 10,000
Trash to Treasure	\$ 4,000
Wedding Planner	\$ 1,000
Workshop/Educational Events	\$ 9,000
US Treasury Stimulus PPP	\$ 18,000
Webmaster	\$ 4,800
Total Income	\$ 251,350
EXPENSE	2021
Chamber & Visitor Center Renovation	\$ 40,000
Event Expense	
Annual Dinner & Success Awards	\$ 8,000
Appreciation Event Towns of KB/CB	\$ 5,000
Beach Music Festival	\$ 22,000
Business After Hours	\$ -
Chamber Connect Luncheon	\$ 250
Golf Tournament	\$ 9,000
Holiday Decorating Contest	\$ 600
Holiday Shopping Spree	\$ 300
Kite Festival	\$ 15,000
Pets in the Park	\$ 10,000
Summer Concerts	\$ 10,000
Trash to Treasure	\$ 2,000
Workshops/Educational Events	\$ 1,750
Employee Cost	
Employee Healthcare	\$ 7,500
Payroll (36K Alannah + 35K new)	\$ 71,000
Payroll Taxes	\$ 6,900

Event Insurance	\$	4,000
Insurance - Business	\$	900
Marketing	\$	9,000
Merchant Deposit Fees	\$	500
Office Expenses		
Office Operations -	\$	14,032
Webmaster	\$	5,302
Professional Fees	\$	3,000
Rent	\$	3,000
Storage	\$	2,016
Travel & Entertainment	\$	300
Total Expense	\$	251,350
Net Income/Loss		\$0

12:18 PM
 01/06/21
 Cash Basis

Pleasure Island Chamber of Commerce
Profit & Loss
 January 1, 2020 - December 31, 2020

Jan - Dec 20

Ordinary Income/Expense	
Income	
Advertising	
Visitor Guide Advertising	1,135.00
Total Advertising	1,135.00
BEACH BACON AND BEER	
Food Vendor Application Fee	75.00
BEACH BACON AND BEER - Other	149.20
Total BEACH BACON AND BEER	224.20
Beach Music Festival Income	
Sponsor	2,500.00
VIP Tent Space	1,750.00
Total Beach Music Festival Income	4,250.00
Dues Income	
Business Dues	51,680.00
Local 501(c) 3 Membership	1,150.00
Total Dues Income	52,830.00
Golf Tournament	
50/50	285.00
Beer Sales (Net)	417.55
Cash Bank	2,000.00
Closest To Pin Sponsor	250.00
Gambling Hole	159.00
Golf Team	1,200.00
Hole Sponsor	2,200.00
Longest Drive Sponsor	400.00
Major Sponsor	2,500.00
Mulligans	1,101.46
Player	4,006.50
Putting Contest	80.00
Total Golf Tournament	14,599.51
Holiday Decorating Sponsor	250.00
HOLIDAY SHOPPING SPREE	
Partctpant Payment	40.00
Total HOLIDAY SHOPPING SPREE	40.00
Marketing Income	260.00
Postage Income	37.80
Rock The Beach Festival	
Advance Ticket Sales	50.00
VIP Tents	800.00
Total Rock The Beach Festival	850.00
SB&J Income	
Sponsors	
Sponsor Donatons	2,500.00
Total Sponsors	2,500.00
Total SB&J Income	2,500.00
Seafood Blues & Jazz Festival	
SB&J Poster Sales	15.00
Total Seafood Blues & Jazz Festival	15.00

12:18 PM
01/06/21
Cash Basis

Pleasure Island Chamber of Commerce
Profit & Loss
January 1, 2020 - December 31, 2020

	Jan - Dec 20
Summer Concert Series	
KB TDA FUNDING	6,533.33
Summer Concert Series - Other	2,900.00
Total Summer Concert Series	9,433.33
Trash To Treasure Yard Sale	
Booth Rental	1,020.87
Cash Bank Return	600.00
Drinks	6.00
Raffle	652.93
Tshirt Sale	271.95
Total Trash To Treasure Yard Sale	2,551.75
Uncategorized Income	1,255.00
US Treasury Stimulus 2020	17,057.00
Wedding Planner	5.00
Total Income	107,293.59
Gross Profit	107,293.59
Expense	
Bark In The Park	
Advertising	250.00
Total Bark In The Park	250.00
BEACH BACON & BEER FESTIVAL	
Ice	529.65
Total BEACH BACON & BEER FESTIVAL	529.65
CASINO NIGHT EXPENSE	
Advertising	600.00
Total CASINO NIGHT EXPENSE	600.00
Donation / Contributions	50.00
Golf Tournament Expenses	
Cash Bank	2,000.00
Golf Fees	2,184.00
Prizes (Not Donated)	100.00
Soft Drinks/Water	76.53
Trophies	124.98
Total Golf Tournament Expenses	4,485.51
Healthcare	
Group Healthcare	4,708.32
Healthcare - Other	104.68
Total Healthcare	4,813.00
Holiday Decorating Contest	497.69
Insurance	
Director's Liability	854.00
Total Insurance	854.00
License Plates	-10.00

Pleasure Island Chamber of Commerce
Profit & Loss
January 1, 2020 - December 31, 2020

	Jan - Dec 20
MARKETING	
Advertising (summer)	32.09
Banners	30.34
Holiday Shopping Spree	166.92
Meeting Expense	25.84
Membership Plaques	1,201.76
Optimization and Maintenance	92.95
Ribbon Cuttings	214.00
Total MARKETING	1,763.90
Meeting Expense	
Seminars	54.74
Total Meeting Expense	54.74
Merchant deposit fees	170.63
Office Operations	
Cable	616.33
Copiers	3,229.35
E-mail & Internet Service	2,880.00
Electronics	251.76
Furniture	98.42
Phones & Long Distance	2,418.68
Postage	486.18
Supplies - Office	404.81
ZOOM Subscription	119.92
Total Office Operations	10,505.45
Payroll Expenses	
Consulting Contract	7,385.46
FICA	4,418.69
FUTA	244.06
Medicare	1,033.40
Salary	32,576.81
SUI	82.85
Payroll Expenses - Other	42,384.71
Total Payroll Expenses	88,125.98
Payroll Taxes	135.96
Professional Fees	
Accounting	1,811.00
Total Professional Fees	1,811.00
Rent	3,000.00
Rock The Beach	
Advertising	886.25
Total Rock The Beach	886.25
SB&J Expenses	
SBJ Banners	167.96
Total SB&J Expenses	167.96
SEMINARS	21.61
Storage	2,920.00



CHAMBER OF COMMERCE

Carolina Beach, Kure Beach and Historic Fort Fisher

July 17, 2020

Town of Kure Beach Town Council

117 Settlers Lane

Kure Beach, NC 28449

Honorable Mayor, Mayor ProTem, Commissioners & Staff:

First, I would like to thank you all for a fine job at protecting our citizens during this global pandemic and always keeping the best interest of our safety in the forefront. Due to COVID-19 restrictions, the event efforts of the Chamber have been sharply curtailed (as has TOKB and others). We are looking 'outside the box' to bring activities to our guests and locals for what remains of our tourist season.

At the Pleasure Island Chamber of Commerce Board of Directors (BOD) Monthly meeting on Wednesday, July 15th, 2020 during our Events discussion, we voted to investigate the possibility of resuming the Free Summer Concerts at Fort Fisher AFRA in a drive-in format similar to events Cape Fear Community College have done recently. This will be in compliance with North Carolina's Executive Orders and will meet or exceed the guidelines set forth. Some of the items that we will provide:

1. We will limit the number of participants through reserved Free tickets (1 ticket per email address). All participants will arrive and set up in cars, trucks, golf carts, etc.
2. Cars will check in at a single point and be notified of all safety requirements and provided with a handout detailing the same.
3. We will require facemasks anytime a participant leaves their car and cannot guarantee 6'-0" distancing (similar to restaurant requirements)
4. Placement of cars will be a minimum of 6'-0" between cars in a single row format with an 18'-0" access aisle which will assure the safe moving of vehicles at all times. We will request that once parked to not move vehicles until performance concludes at 8:30 pm.
5. Live sound will take place on the stage as well as be broadcast on FM radio through the sound board. We will contract exclusively with Sound Wave Audio who has the experience and equipment for this format.
6. The base will sell water, soft drinks, beer and wine and will be solely in charge of all ID checks, permits, etc. We may provide Food Trucks at a remote location for the enjoyment of the participants. Again, if you leave your vehicle to pick up food, drinks or visit the restroom, face masks will be required.

Our original request was for six shows at a cost of \$9,800.00. I understand that when the budget was approved, 4 shows were earmarked at 2/3 the original budget or \$6,533.34 (\$1,633.33 per show). The proposed dates are the 2nd and 4th Fridays of August and September. I have attached a spread sheet for your review. I hope you will agree that our visitors and locals are 'hungry' for activities that Pleasure Island have become known for.

Sincerely,

Greg R. Reynolds, President

Pleasure Island Chamber of Commerce

July 17, 2020

**2020 FREE Summer Concerts at Ft. Fisher AFRA
Outside Funding Request (Revised)**

Previous Funding Request - \$9,800.00

New Requested Amount - \$6,533.33

Proposed Open Air 'Drive-In' Concerts

Date	Band	Band Budget	SoundWave	Total
8/14/2020	Band One (TBD)	\$ 883.33	\$ 750.00	\$ 1,633.34
8/28/2020	Band Two (TBD)	\$ 883.33	\$ 750.00	\$ 1,633.33
9/11/2020	Band Three (TBD)	\$ 883.33	\$ 750.00	\$ 1,633.33
9/25/2020	Band Four (TBD)	\$ 883.33	\$ 750.00	\$ 1,633.33
Totals		\$ 3,533.32	\$ 3,000.00	\$ 6,533.33



Alannah Keeler, Office Manager, is a paid employee with the Pleasure Island Chamber of Commerce. Her 2021 salary is \$34,000.

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)



**RULES OF PROCEDURE
BOARD OF ADJUSTMENT
TOWN OF KURE BEACH, NORTH CAROLINA**

I. LEGAL AUTHORITIES

A. The Town of Kure Beach Board of Adjustment ("Board") shall hear and decide all appeals from administrative decisions concerning the administration and enforcement of the zoning regulations set forth in the Kure Beach Code of Ordinances ("Code") and shall also hear and decide all applications for a variance based upon alleged hardships resulting from strict interpretations of the regulations set forth in Chapter 15 of the Code.

B. In performing these duties, the Board shall be governed by the applicable provisions of: Chapter 160AD, Article 19, Part 3 of the General Statutes of North Carolina; ~~Chapter 19 of the Kure Beach Code of Ordinances ("Code")~~; and these Rules of Procedure ("Rules"). Board members shall thoroughly familiarize themselves with these authorities.

II. OFFICERS AND DUTIES

A. Chairman. A Chairman shall be elected from the members by a majority vote of the Board. The term of office shall be for one (1) year beginning on the date the Chairman is elected and until a successor is elected at the next annual organizational meeting. Previous and serving Chairmen shall be eligible for re-election. Subject to these rules, the Chairman shall decide all points of order and procedure, unless directed otherwise by a majority of the Board in session at the time.

B. Vice-Chairman. A Vice-Chairman shall be elected from the members by a majority vote of the Board and for the same term as the Chairman. The Vice-Chairman shall serve as Acting Chairman in the Chairman's absence and shall, at such times, have the powers and duties as the Chairman. Previous and serving Vice-Chairmen shall be eligible for re-election.

C. Clerk. The Town Clerk or his/her designee shall serve as Clerk to the Board ("Clerk"). The Clerk shall keep all records of the Board and shall produce minutes of each meeting wherein he/she shall record the identities of attending and absent members, important facts pertaining to the meeting, a description of every action taken by the Board, and the votes of all members upon any matter considered and acted upon. All minutes shall be filed in the Office of the Town Clerk and are public records.

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Adopted: January 22, 2008
Amended: January 22, 2013; January 23, 2018; March 15, 2021

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)

III. ALTERNATE MEMBERS

A. There shall be two (2) alternate members appointed to ~~serve~~ on the Board in the absence or temporary disqualification of any regular member or to fill a vacancy pending appointment of a member. ~~shall be called upon to participate in only those meetings at which one or more regular members will either be absent or unable to participate because of a conflict of interest or other factors affecting their impartiality.~~ Alternate members shall be appointed for the same term and in the same manner as regular members and each alternate member serving on behalf of any regular member has all the powers and duties of a regular member. As such, alternate members are encouraged to attend all meetings and familiarize themselves with Board deliberations and actions. Regular members, on receiving notice of a meeting in which they are unable to attend or participate, shall promptly notify the Clerk that they are unable to attend or participate. Upon receiving such notice, the Clerk shall expeditiously notify, on a rotating basis, an alternate member to attend said meeting. ~~Alternate members participating in a meeting shall have the same powers and duties as regular members.~~

B. At no time shall more than five (5) members officially participate in any meeting.

IV. RULES OF CONDUCT FOR MEMBERS

A. Members of the Board may be removed by the Town Council for cause including any violations of these rules.

B. Faithful attendance at all Board meetings and conscientious performance of the duties required of its members shall be a prerequisite for continuing membership on the Board.

C. No member shall take part in any deliberations or action upon any matter in which they, their relatives, or their business associates may stand to gain financially or in which they are or perceived to be financially interested. Members shall endeavor to avoid a conflict of interest, including a perception thereof, in any matter brought before the Board.

D. No Board member shall vote on any matter that decides an appeal or an application for a variance unless he/she has attended the hearing on that appeal or application.

E. No Board member shall discuss any case with any parties thereto before the hearing on that matter, provided that, however, members may receive information pertaining to the case from the Clerk or from another member of the Board.

F. No Board member ~~exercising quasi-judicial functions~~ shall participate in or vote on a quasi-judicial matter in a manner violating ~~the~~ affected person's due process rights to an impartial decision maker. Such violations include, but are not limited to, a Board member having: a fixed opinion on the quasi-judicial matter that is not subject to change; undisclosed *ex parte* communications concerning the matter; a close, familial, business, or other relationship with the affected person; or a conflict of interest with respect to the outcome of the matter.

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Adopted: January 22, 2008
Amended: January 22, 2013; January 23, 2018; **March 15, 2021**

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)

G. Members shall recuse themselves from deliberating or voting on any matter in which they may have a real or perceived conflict of interest or in which their participation would violate an affected person's constitutional right to an impartial decision maker. In the event a member objects to another member's deliberation or voting on a matter and that member does not recuse his or herself, then the remaining members shall, by majority vote, rule on the objection. An objection sustained by a majority vote shall have the effect of recusing and excusing the member's vote on that matter.

V. MEETINGS

A. Annual Organizational Meetings. Annual organizational meetings of the Board shall be held each January. An organizational meeting shall consist of electing officers, approving the annual report, reviewing the Rules, and considering any other administrative matters deemed necessary by the Board.

B. Regular Meetings. Regular meetings of the Board shall be held on the 4th Tuesday of every month in which there is an application for an appeal or a variance to be heard or in the event of any other matter that the Board may be required to consider as provided for under the Code or the North Carolina General Statutes.

C. Special Meetings. The Chairman may call special meetings of the Board at any time provided that at least forty-eight (48) hours' written notice of the date, time, place and purpose of the special meeting is given by the Clerk to each member of the Board, the public, and the media.

D. Agendas. The Clerk shall prepare a proposed agenda for each meeting which shall be considered and adopted by a majority vote of the members at that meeting. Items may be added to or deleted from the proposed agenda of a regular meeting by a majority vote. The Board shall not add or delete items from the proposed agenda or purpose stated in the notice of a special meeting.

E. Cancellation of Meetings. In the event there are no applications for an appeal or a variance or any other business for the Board to consider, or if so many members notify the Clerk in advance that they cannot attend the meeting such that a quorum will not be available, then the Chairman may dispense with a meeting by providing written notice of the cancellation to all Board members and the Clerk not less than twenty-four (24) hours before the time set for the meeting.

F. Quorum. A quorum shall consist of three (3) members of the Board provided that the concurring vote of four-fifths (4/5ths) of the members shall be necessary to grant a variance while a majority vote of the members shall be required to decide any appeal under Chapter 195 of the Code. For the purposes of this subsection, vacant positions on the Board and members who are disqualified from voting on a quasi-judicial matter shall not be considered "members of the Board" for calculating the requisite supermajority.

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Adopted: January 22, 2008
Amended: January 22, 2013; January 23, 2018; March 15, 2021

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)

G. Meetings Recessed and Adjourned to a Time and Place Certain. Any duly noticed and assembled meeting may be recessed and adjourned to a date, time, and place certain upon the majority vote of a quorum of the Board. No further notice need be given of a meeting so recessed and adjourned provided that the date, time, and place of the reconvened meeting is announced at the meeting that is being recessed and adjourned.

H. Voting. All members of the Board may vote on any issue unless they are disqualified from voting for one or more of the reasons listed in Section III, *Rules of Conduct for Members*. The required vote to decide applications for appeals and variances shall be as provided for in subsection F above. In all other matters, a majority vote of the Board's members present and voting shall decide issues before the Board.

I. Conduct of Meetings. All meetings shall be open to the public. The order of business at regular meetings shall be as follows:

1. Roll Call;
2. Adoption of the agenda;
3. Approval of minutes from the previous meeting;
4. Hearing, consideration and determination of cases;
5. Unfinished business;
6. New business; and
7. Adjournment.

VI. ANNUAL REPORT TO THE TOWN COUNCIL

The Board shall prepare and submit to the Town Council a report of its activities for the year. Such report shall contain a statement of the number of cases heard and a summary of the actions taken, along with any other matters that the Board deems appropriate or the inclusion in such report.

VII. AMENDMENTS

These rules may be amended at any time by a majority vote of Town Council.

Approved and adopted by Town Council on this date.

This the 15th day of March 2021.

Craig Bloszinsky, Mayor

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)



**RULES OF PROCEDURE
HISTORIC PRESERVATION COMMISSION
TOWN OF KURE BEACH, NORTH CAROLINA**

ARTICLE I. LEGAL AUTHORITIES

The Town of Kure Beach Historic Preservation Commission (“HPC”) shall ~~have the powers set forth in and~~ be governed by the applicable provisions of: Chapter 160D of the General Statutes of North Carolina; ~~the applicable provisions of the Code of the Town of Kure Beach Code of Ordinances;~~ and these Rules of Procedure (“Rules”). HPC members shall thoroughly familiarize themselves with these authorities.

ARTICLE II. OFFICERS AND DUTIES

A. Chairman. A Chairman shall be elected from the members by a majority vote of the HPC. The term of office shall be for one (1) year beginning on the date the Chairman is elected and until a successor is elected at the next annual organizational meeting. Previous and serving Chairmen shall be eligible for re-election. Subject to these rules, the Chairman shall decide all points of order and procedure, unless directed otherwise by a majority vote of the HPC.

B. Vice-Chairman. A Vice-Chairman shall be elected from the members by a majority vote of the HPC and for the same term as the Chairman. The Vice-Chairman shall serve as Acting Chairman in the Chairman’s absence and shall, at such times, have the powers and duties of the Chairman. Previous and serving Vice-Chairmen shall be eligible for re-election.

C. Clerk. The Town Clerk or his/her designee shall serve as Clerk to the HPC. The Clerk shall keep all records of the HPC, and shall produce minutes of each meeting, including a separate production of the minutes for any closed sessions, wherein he/she shall record the identities of attending and absent members, important facts pertaining to the meeting, a description of every action taken by the HPC, and the votes of all members upon any matter considered and acted upon. All minutes shall be filed in the Office of the Town Clerk and, with the exception of closed session minutes, are public records.

ARTICLE III. ALTERNATE MEMBERS

~~3.01. Alternate members of the HPC appointed by Town Council shall be seated as a regular HPC member in the event a member resigns or becomes incapacitated and unable to serve. Alternate members are encouraged to attend all meetings and familiarize themselves with HPC deliberations and actions.~~

Adopted: November 6, 2019
Amended: March 15, 2021

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PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY

(For March 15, 2021 Council Meeting)

A. There shall be two (2) alternate members appointed to serve on the HPC in the absence or temporary disqualification of any regular member or to fill a vacancy pending appointment of a member. Alternate members shall be appointed for the same term and in the same manner as regular members and each alternate member serving on behalf of any regular member has all the powers and duties of a regular member. As such, alternate members are encouraged to attend all meetings and familiarize themselves with HPC deliberations and actions. Regular members, on receiving notice of a meeting in which they are unable to attend or participate, shall promptly notify the Clerk that they are unable to attend or participate. Upon receiving such notice, the Clerk shall expeditiously notify, on a rotating basis, an alternate member to attend said meeting.

B. At no time shall more than five (5) members officially participate in any meeting.

~~3.02. At no time shall more than five (5) members officially participate in any meeting.~~

ARTICLE IV. RULES OF CONDUCT FOR MEMBERS

A. Members of the HPC may be removed by the Town Council for cause including any violations of these rules.

B. Faithful attendance at all HPC meetings and conscientious performance of the duties required of its members shall be a prerequisite for continuing membership on the HPC.

C. No member shall take part in any deliberations or action upon any matter in which they, their relatives, or their business associates may stand to gain financially or in which they are or perceived to be financially interested. Members shall endeavor to avoid a conflict of interest, including a perception thereof, in any matter brought before the HPC.

D. No HPC member shall discuss any case with any parties thereto before the hearing on that matter, provided that, however, members may receive information pertaining to the case from the Clerk or from another member of the HPC.

E. No HPC member ~~exercising quasi-judicial functions~~ shall participate in or vote on a quasi-judicial matter in a manner violating an affected person's due process rights to an impartial decision maker. Such violations include, but are not limited to, a member having: a fixed opinion on the quasi-judicial matter that is not subject to change; undisclosed *ex parte* communications concerning the matter; a close, familial, business, or other relationship with the affected person; or a conflict of interest with respect to the outcome of the matter.

F. Members shall recuse themselves from deliberating or voting on any matter in which they may have a real or perceived conflict of interest or in which their participation would violate an affected person's constitutional right to an impartial decision maker. In the event a member objects to another member's deliberation or voting on a matter and that member does not recuse his or herself, then the remaining members shall, by majority vote, rule on the objection. An objection sustained by a majority vote shall have the effect of recusing and excusing the member's vote on that matter.

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Adopted: November 6, 2019
Amended: March 15, 2021

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY

(For March 15, 2021 Council Meeting)

ARTICLE V. MEETINGS

A. Annual Organizational Meetings. Annual organizational meetings of the HPC shall be conducted during the January meeting. An organizational meeting shall consist of electing officers, approving the annual report, reviewing the Rules, and considering other administrative matters.

B. Regular Meetings. Regular meetings of the HPC shall be held on the 1st Wednesday of every month beginning at 6:00 p.m.

C. Special Meetings. The Chairman may call special meetings of the HPC at any time provided that at least forty-eight (48) hours' written notice of the date, time, place and purpose of the special meeting is given by the Clerk to each member of the HPC, the public, and the media.

D. Agendas. The Clerk shall prepare a proposed agenda for each meeting which shall be considered and adopted by a majority vote of the members at that meeting. Items may be added to or deleted from the proposed agenda of a regular meeting by a majority vote. The HPC shall not add or delete items from the proposed agenda or purpose stated in the notice of a special meeting.

E. Cancellation of Meetings. In the event there is not any business for the HPC to conduct, or if so many members notify the Clerk in advance that they cannot attend the meeting such that a quorum will not be available, then the Chairman may dispense with a meeting by providing written notice of the cancellation to all HPC members and the Clerk not less than twenty-four (24) hours before the time set for the meeting.

F. Quorum. A quorum shall consist of three (3) members of the HPC physically present at the meeting.

G. Meetings Recessed and Adjourned to a Time and Place Certain. Any duly noticed and assembled meeting may be recessed and adjourned to a date, time, and place certain upon the majority vote of a quorum of the HPC. No further notice need be given of a meeting so recessed and adjourned provided that the date, time, and place of the reconvened meeting is announced at the meeting that is being recessed and adjourned.

H. Voting. Excepting remotely participating members considering a quasi-judicial matter, all members of the HPC may vote on any issue unless they are disqualified from voting for one or more of the reasons listed in Article IV *Rules of Conduct for Members*. A majority vote shall decide issues before the HPC.

I. Conduct of Meetings. All meetings shall be open to the public. The order of business at regular meetings shall be as follows:

1. Roll Call;
2. Adoption of the agenda;
3. Approval of minutes from the previous meeting;

PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY

(For March 15, 2021 Council Meeting)

4. Hearing and determination of applications for certificates of appropriateness;
5. Old business;
6. New business; and
7. Adjournment.

ARTICLE VI. REMOTE PARTICIPATION IN MEETINGS

A. Purpose. To promote greater participation in the Town's governmental activities, this article sets forth the procedures and restrictions for HPC members participating remotely in meetings. While providing for remote participation, it is strongly recommended that HPC members physically attend meetings whenever possible and that remotely participating in meetings is not used to defeat the purposes of the State's Open Meetings Law.

B. Minimum Requirements for Remote Participation.

1. A member shall be permitted to participate remotely only if physical attendance at the meeting would be unreasonably difficult.
2. Members participating remotely and all persons present at the meeting location shall be clearly audible to each other.
3. A quorum of the HPC, including the person chairing the meeting, shall be physically present at the meeting location. Members participating remotely in the meeting shall not be counted for the purpose of establishing a quorum.
4. Members shall not be permitted to participate remotely in closed sessions due to the difficulty of verifying that no other person is present at the remote location.
5. Members participating remotely may vote on all matters coming before the commission excepting quasi-judicial matters.
6. All votes taken during any meeting in which a member participates remotely shall be by roll call vote.

C. Technology. The following media shall constitute acceptable methods for remote participation:

1. Telephone, internet, or satellite-enabled audio or video conferencing.
2. Any other technology enabling the remote participant and all persons present at the meeting location to be clearly audible to one another.
3. When video technology is being used, the remote participant shall be clearly visible to all persons present at the meeting location.

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PROPOSED TEXT AMENDMENTS RE ALTERNATE MEMBER POLICY
(For March 15, 2021 Council Meeting)

4. HPC, by majority vote, shall determine which of the acceptable methods may be used for remote participation.

5. The person chairing the meeting may decide how to address technical difficulties arising as a result of remote participation provided that, whenever possible, discussion of an agenda item is suspended pending reasonable efforts to resolve any such technical issues. In the event a remote participant is disconnected from the meeting, that fact and the time at which it occurred, shall be noted in the meeting minutes.

D. Procedures for Remote Participation.

1. A HPC member intending to participate remotely shall, as soon as reasonably possible prior to the subject meeting, notify the Chairman and the Clerk of his/her request to participate remotely and the facts supporting the request.

2. The Clerk shall distribute to remote participants, in advance of the meeting, copies of any documents reasonably anticipated to be used during the meeting.

3. At the start of the meeting, the person chairing the meeting shall announce the name of the member participating remotely and the technological means of that participation and this information shall be recorded in the minutes of the meeting.

ARTICLE VII. AMENDMENTS

These rules may be amended at any time by a majority vote of **Town Council**. ~~the HPC, provided that the amendment(s) be presented in writing at a regular or special meeting duly noticed and assembled prior to the meeting during which a vote will be taken on the amendment(s).~~

Approved and adopted by Town Council on this date.

This the 15th day of March 2021.

Craig Bloszinsky, Mayor