



TOWN COUNCIL AGENDA

 ORIGINAL

REGULAR MEETING

January 20, 2015 @ 6:30 p.m., or
soon thereafter

CALL TO ORDER, INVOCATION & PLEDGE OF ALLEGIANCE

OPENING OF PUBLIC HEARING

The purpose of this public hearing is to, per N.C.G.S. 160A-20, receive public comments on the filing of an application for approval of a financing agreement to finance costs associated with the purchase of real property located at 402 and 406 H Avenues and 334 S. 4th Avenue, for the purpose of future expansion of Town facilities/operations to better serve the needs of the Town's population. Financing is for 10 years and the amount will not exceed \$425,000. At the December 16, 2014 regular Council meeting, Council voted to adopt Resolution 14-12, authorizing the filing of the application, as well as to hold this hearing.

Notice of this public hearing was posted on the Town's website and at Town Hall on December 19, 2014 and published in the Island Gazette newspaper on January 7, 2015.

PUBLIC COMMENTS

1. Sign up at podium to address Council

CLOSING OF THE PUBLIC HEARING – Mayor Lambeth

APPROVAL OF CONSENT AGENDA ITEMS

1. Accept Tom Theisen's resignation from the Planning and Zoning Commission, effective February 5, 2015, and authorize Town Clerk to advertise vacancy.
2. Accept Harriet Owsley's resignation from the Street Festival Committee.
3. Accept Dick Graham's resignation from the Cape Fear Disability Commission (*verbal resignation given to Town Clerk in December*)
4. Approve Resolution 15-01, transferring \$11,750 from Contingency line item to Administration/Finance FY14-15 Budget for addition of a full-time Finance employee.
5. Approve Budget Amendment 15-04, to transfer \$11,750 from the General Fund Contingency and \$11,750 from the Water/Sewer Fund balance for a full-time Finance position (the position will be charged 50% to the General Fund and 50% to the Water/Sewer Fund) for a total estimated cost for FY2015 of \$23,500.
6. Approve Application for Funding from NHC TDA for \$173,045.47 for lifeguard services for the summer of 2014.
7. Approve travel for Mayor Lambeth, Mayor Pro Tem Bloszinsky and Commissioner Swearingen to attend the Water Resources Congress in Washington DC from March 9 to 11, 2015, at an estimated total cost of \$2,746.
8. Building Inspections Report – November & December 2014
9. Fire Department Report – December 2014
10. YTD Finance Report
11. Approve Meeting Minutes:
 - December 16, 2014, regular

Moved
to
OB



TOWN COUNCIL AGENDA

REGULAR MEETING

January 20, 2015 @ 6:30 p.m., or
soon thereafter

ADOPTION OF THE AGENDA

DISCUSSION AND CONSIDERATION OF PRESENTATIONS TO COUNCIL

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. Sign up at podium before meeting.

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Board of Adjustment
2. Community Center Committee
3. Marketing Committee
4. Parks & Recreation Advisory Board
 - a. Little Free Library
5. Planning & Zoning Commission
6. Shoreline Access, Beach Protection & Parking Committee
 - a. Beach Sweep on April 11th
 - b. Sea Oats purchase
7. OTHER
 - a. Replacement of Town liaison for the Cape Fear Disability Commission (Avery)

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration, Finance & Recreation
 - a. Council approval of Resolution 15-02, approving financing terms with BB&T for the purchase of real property located at 402 and 406 H Avenues and 334 S. 4th Avenue, at a rate of 2.49 percent for 10 years, not to exceed \$425,000. (Copenhaver)
 - b. Street Festival (Keely)
2. Building Department
3. Fire Department
4. Police Department
5. Public Works Department

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Sandman property update (Heglar)

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

- 1.

CLOSED SESSION (if necessary)

ADJOURNMENT



TOWN OF KURE BEACH NOTICE OF PUBLIC HEARING

Notice is hereby given that Kure Beach Town Council will hold a Public Hearing at Town Hall as the first item of business at the regular Council meeting to be held on Tuesday, January 20, 2015, at 6:30 p.m., or soon thereafter. Per N.C.G.S. 160A-20, a public hearing must be held to allow public comment on the filing of an application for approval of a financing agreement to finance costs associated with the purchase of real property located at 402 and 406 H Avenues and 334 S. 4th Avenue, for the purpose of future expansion of Town facilities/operations to better serve the needs of the Town's population. Financing is for 10 years and the amount will not exceed \$425,000. At their December 16, 2014 regular Council meeting, Council voted to adopt Resolution 14-12, authorizing the filing of the application, as well as to hold this hearing.

A copy of Resolution 14-12 is on file in the office of the Deputy Town Clerk for viewing and can be found under Town News on the Town's website at www.townofkurebeach.org.

All interested persons are encouraged to attend the hearing. If you are unable to attend, you may submit your comments in writing to the Town Clerk at townclerk@tokb.org.

Nancy Hewitt, Deputy Town Clerk
Posted 12/19/14



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R14-12

AUTHORIZING THE FILING OF AN APPLICATION FOR APPROVAL OF A FINANCING AGREEMENT NOT TO EXCEED \$425,000.00 AUTHORIZED BY NORTH CAROLINA GENERAL STATUTE 160A-20

WHEREAS, the Town of Kure Beach, North Carolina desires to finance a capital project not to exceed \$425,000.00 for the purchase of real property legally described as 334 South Fourth Avenue, Kure Beach, NC (Parcel id R09217-016-015-000), 402 H Avenue, Kure Beach, NC (Parcel id R09217-016-014-000) and 406 H Avenue, Kure Beach, NC (Parcel id R09217-016-013-000) for the purpose of future expansion of Town facilities/operations to better serve the needs of the Town's population; and

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

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

NOW, THEREFORE, BE IT RESOLVED THAT the Kure Beach Town Council for the Town of Kure Beach, North Carolina, meeting in regular session on the 16th day of December, 2014, makes the following findings of fact:

1. The project is necessary to provide for future expansion of Town facilities/operations in an area that is in close proximity of existing facilities of the Town.
2. The proposed contract is preferable to a bond issue for the same purpose because the cost of the proposed undertaking exceeds the amount that can be prudently raised from currently available appropriations, thereby providing a cost savings to the citizens, while not depleting existing reserve funds allocated for emergency use. Additionally, the timetable works better with financing rather than bond issuance.
3. The cost of financing under the capital projects is less than the cost of issuing general obligation bonds.
4. The sums to fall due under the contract are adequate and not excessive for the proposed purpose. The Town determined estimated costs by soliciting costs from various vendors/contractors and all fell within a close range of each other.
5. The Town of Kure Beach's debt management procedures and policies are good because the Town has a minimum fund balance policy which instructs management to conduct business of the Town in such a manner that an unrestricted fund balance of no less than 32% of total projected expenditures be maintained.



TOWN COUNCIL
TOWN OF KURE BEACH, NC


RESOLUTION R14-12

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

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

This resolution is effective upon its adoption this 16th day of December, 2014.

The motion to adopt this resolution was made by Commissioner Steve Pagley, seconded by Mayor Pro Tem Craig Blossing and passed by a vote of 3 to 1.



Dean Lambeth, Mayor

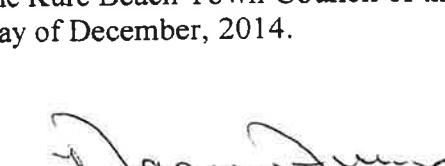
ATTEST:



Nancy Hewitt, Deputy Town Clerk



This is to certify that this is a true and accurate copy of Resolution R14-12, adopted by the Kure Beach Town Council of the Town of Kure Beach, North Carolina on the 16th day of December, 2014.



Nancy Avery, Town Clerk



Subject: P&Z resignation

From: Tom Theisen <tgtheisen@gmail.com>

Date: 1/8/2015 10:49 AM

To: josie@townofkurebeach.org

Josie -

I will be resigning from the Kure Beach Planning & Zoning Commission after the February meeting. So an effective date of February 5, 2015.

Tom

January 12, 2015

To :Town Council of Kure Beach

Dear Council Members,

I must tender my resignation as a member on the Street Festival Committee at this time because of other family, church and town committee obligations. I enjoyed serving on this committee and will turn over the notes I have on the food vendors if this is something that will be pursued in the future.

Sincerely,

Harriet Owsley



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R15-01

**TRANSFERRING FUNDS FROM CONTINGENCY LINE ITEM TO
ADMINISTRATION/FINANCE FY14-15 BUDGET FOR ADDITION
OF A FULL-TIME FINANCE EMPLOYEE**

WHEREAS, it is a policy of the Town of Kure Beach that the Kure Beach Town Council adopt a resolution any time funds need to be transferred out of the General Fund Contingency account; and

WHEREAS, the Kure Beach Town Council has approved the addition of a full-time Finance position within the Administration/Finance Department with a total estimated cost of \$23,500 in FY 2014/2015 with 50% of the expense (\$11,750) being charged to the General Fund; and

NOW, THEREFORE, BE IT RESOLVED THAT the Kure Beach Town Council authorizes the Finance Officer to transfer funds in the amount of \$11,750 from the General Fund Contingency account to the General Fund Administration/Finance FY14-15 Budget to cover 50% of the cost of adding a Finance position in the Administration/Finance Department.

Adopted by the Kure Beach Town Council this 20th day of January, 2015.

Dean Lambeth, Mayor

Attest: Nancy Avery, Town Clerk

BUDGET AMENDMENT

FISCAL YEAR ENDING JUNE 30, 2015

AMENDMENT DATE: 01/20/2015

Budget Amendment No.: 15-04

DESCRIPTION/PURPOSE OF AMENDMENT

At the 12/16/2014 Town Council meeting, Council approved the addition of a full-time finance position within the Administration/Finance Department. The position will be charged 50% to the General Fund and 50% to the Water/Sewer Fund. The portion relating to the General Fund is being funded from the General Fund Contingency. At the 1/20/15 Town Council meeting, Resolution R15-01 to transfer \$11,750 from the FY 2015 Contingency Fund to the General Fund Administration/Finance Budget is being approved. The Water/Sewer Fund portion is being funded by an appropriation from the Water/Sewer Fund balance. The total estimated cost of the position for FY 2015 is \$23,500, with 50% being charged to each fund.

ACCOUNTS AFFECTED

<u>Account No.</u>	<u>Account Name</u>	<u>Debit</u>	<u>Credit</u>
10-420-02-00	Salaries	\$8,000	
10-420-05-00	FICA Taxes	\$612	
10-420-06-00	Group Insurance	\$1,768	
10-420-06-01	Flexible Spending Acct.	\$387	
10-420-07-00	Retirement	\$583	
10-420-07-02	401K	\$400	
10-490-00-00	General Fund Contingency		\$11,750
30-720-02-00	Salaries	\$8,000	
30-720-05-00	FICA Taxes	\$612	
30-720-06-00	Group Insurance	\$1,768	
30-720-06-01	Flexible Spending Acct.	\$388	
30-720-07-00	Retirement	\$582	
30-720-07-02	401K	\$400	
30-310-10-00	Appropriate W/S Fund Balance		\$11,750

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: Arlen Copenhaver, Finance/Budget Officer Date: 01/20/15

Approved By: Arlen Copenhaver, Finance/Budget Officer Date: 01/20/15

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

Approved by Council 01/20/15 _____ Dean Lambeth, Mayor

ATTEST: _____ Nancy Avery, Town Clerk

NEW HANOVER COUNTY TOURISM DEVELOPMENT AUTHORITY
APPLICATION FOR FUNDING FOR TOURISM RELATED EXPENDITURES

Governing Body: Kure Beach Town Council

Contact Person: Arlen Copenhaver, Finance & Budget Officer

Address: 117 Settlers Lane, Kure Beach, NC 28449

Phone: (910)-458-8216 Fax: (910)-458-7421 Email: acopenhaver@townofkurebeach.org

Date Approved by Governing Body: January 20, 2015

Date Project/ Activity Will Begin: Completed Will be Completed: Requested Annually

Total Cost of Project/Activity: \$173,045.47 Amount Requested: \$173,045.47

Description of Project/ Activity (*include its correlation to travel and tourism and its merit as a project or activity designed to enhance the area as a travel destination*):

The Town of Kure Beach respectfully requests funding for expenditures for lifeguard services for the summer of 2014. The requested funds include expenditures for two budget years, 2013 – 2014 and 2014 – 2015. The expenses to be reimbursed are calculated as follows:

Total Lifeguard Expenses Incurred FY 2013/2014	\$166,851.52
Less: Lifeguard Expenses Included on 12/17/13	
TDA Request	<u>\$ 92,785.87</u>
FY 2013/2014 Remaining To Be Reimbursed	\$ 74,065.65
FY 2014/2015 Lifeguard Expenses Incurred From	
7/1/14 – 12/31/14	<u>\$ 98,979.82</u>
Amount of This Request	<u>\$173,045.47</u>

This program is directly related to tourism as it acts to protect vacationers and visitors from harm as they swim and enjoy the beach strand in the incorporated Town limits of Kure Beach. Visitors are attracted to beaches that offer lifeguard services, particularly those with young children and older adults. Kure Beach has always been on the cutting edge of oceanfront safety. We have a proven track record of placing a high priority on protection of our visitors. The Kure Beach Lifeguard Program budget is attached to this request indicating amounts previously received and the amount of this request.

Your consideration of this funding is appreciated.

If approved, please remit payment to the attention of Arlen Copenhaver.

Submitted By: Arlen Copenhaver, Finance & Budget Officer

Date: 01/20/2015

Return Application To:
Cape Fear Coast Convention and Visitors Bureau
Attention: Kim Hufham, Pres/ CEO
505 Nutt Street, Unit A
Wilmington, NC 28401
(910) 341-4030

2015 NC WATER RESOURCES CONGRESS
WASHINGTON, DC

3/9/15 - 3/11/15

	Amount	Quantity	Total
Registration Fee*	\$125	3	\$375
Hotel 3/9, 3/10 @ \$210/nt	\$420	3	\$1,260
Meals Per Diem (1B,3L,1D)	\$77	3	\$231
Flight	\$260	3	\$780
Est. Taxi Fees	\$100	1	\$100
TOTAL ESTIMATED COST			\$2,746

Dean, Craig & Emilie attending

***Registration fee includes one breakfast & one dinner**

OLD

Nancy Hewitt

From: Dean Lambeth <deanlambeth@townofkurebeach.org>
Sent: Monday, January 12, 2015 4:27 PM
To: Nancy Hewitt
Subject: FW: NC Water Resources Congress Washington Meeting on March 9 - 11

From: jds4504@aol.com [mailto:jds4504@aol.com]
Sent: Wednesday, January 07, 2015 12:50 PM
To: laura.blair@ncports.com; ogburn@townofnagshead.net; rudi@carteretcountygov.org; jd.solomon@ch2m.com; jreverhart@triad.rr.com; cmccall@villagebhi.org; lbedsole@nhcgov.com; marvin.cavanaugh@cavanaughhsolutions.com; rick.catlin@catlinusa.com; kenneth.willson@cbi.com; Dean Lambeth; WHHanson@gldd.com; jds4504@aol.com; steve.shuttleworth@carolinabeach.org; dennisbarbour@icloud.com
Subject: NC Water Resources Congress Washington Meeting on March 9 - 11

Executive Committee and Recent Attendees at Washington Meeting,

This is an advance announcement of our Washington, DC Meeting that is going to be held on Monday, March 11 through Wednesday, March 13, 2015. We will stay at the Army & Navy Club and follow the same format as last year with travel to Washington on Monday, Congressional meetings on all day Tuesday and Wednesday morning, and return home on Wednesday afternoon.

Col. Kevin Landers and his staff from the Wilmington District will be in Washington the entire week of March 9. We will again have a chance to talk with him and his staff at our dinner gathering on Tuesday at 6:30 pm (social will begin at 6) and our breakfast meeting on Wednesday morning at 7:15 - 8:15 am.

A second purpose of this email is to ask for your input on the dinner on Tuesday night. Normally we have it at the location where we stay, the Army & Navy Club, which on Tuesday nights, features a seafood buffet. This year, the Army & Navy Club has plans to have a Lobster bake along with the seafood buffet on that particular Tuesday, which means that the cost of the dinner will increase by about \$20. We also were not able to reserve the Pershing Room to have a separate place to eat -- we would just have to eat at two tables in the main dining room. The question is, do we want to follow our usual routine and eat at the Army & Navy Club or do we want to find another restaurant with a price similar to last year and with a private room? The cost difference will likely be about \$25 per person, i.e., the part of the registration for the dinner would go from \$60 to \$85, with the total registration fee going from \$100 to \$125. Note that the registration includes wine with dinner and tax and tip. Please let me know your views. Thanks.

John Sutherland
Executive Director

John Sutherland
jds4504@aol.com

Kure Beach Inspections Dept. Fees Received: 11/1/2014 - 11/30/2014

Type / No / PayMethod / PayNote	Sub-Type	Date	Fee	DateRecd	FeeRecd	Balance
Building						
5637	Check N/A	Permit Fee	11/18/2014	\$150.00	11/18/2014	\$150.00 \$0.00
5638	Check N/A	Permit Fee	11/24/2014	\$2,900.00	11/24/2014	\$2,900.00 \$0.00
5638	Check N/A	Plan Review	11/24/2014	\$200.00	11/24/2014	\$200.00 \$0.00
5638	Check N/A	User	11/24/2014	\$2,500.00	11/24/2014	\$2,500.00 \$0.00
5638	Check N/A	Stormwater	11/24/2014	\$4,000.00	11/24/2014	\$4,000.00 \$0.00
5638	Check N/A	Sewer Tap	11/24/2014	\$1,500.00	11/24/2014	\$1,500.00 \$0.00
5638	Check N/A	Water tap	11/24/2014	\$1,500.00	11/24/2014	\$1,500.00 \$0.00
5638	Check N/A	Homeowners Recoverv	11/24/2014	\$10.00	11/24/2014	\$10.00 \$0.00
5639	Check N/A	Permit Fee	11/25/2014	\$570.00	11/25/2014	\$570.00 \$0.00
Total Fees from : Building						\$13,330.00
Total Balance Due from : Building						\$0.00
Total Fees: 9			Total Fees Recd:		\$13,330.00	
			Total Balance Due:		\$0.00	

Kure Beach Inspections Dept.-Building Permits Issue Date: 11/1/2014 to 11/30/2014

PermitNo	Issue Date	Owner / Descript	ParcelID	Project Addr	Est Cost	Fee	Status	Final
Building								
5637	11/18/2014	KURE PROPERTIES LLC, Siding repair	R09217-006-014-00	105 K AVE KURE BEACH, NC 28449	\$5,500	\$150.00	Active	
5638	11/24/2014	BEACH DRAGON LLC, New SFD	R09217-019-015-00	317 S FORT FISHER BLV KURE BEACH, NC 28449	\$550,000	\$12,610.00	Active	
5639	11/25/2014	BRESLIN MICHAEL REV TRUST, Deck renovations	R09312-003-001-00	1043 FORT FISHER BLV S KURE BEACH, NC 28449	\$84,000	\$570.00	Active	
Total Building 3					\$639,500	\$13,330.00		
Total Permits: 3					\$639,500	\$13,330.00		

Kure Beach Inspections Dept.-Building Permits Issue Date: 12/1/2014 - 12/31/2014

PermitNo	Issue Date	Owner	Project Addr	Descript	Fee	
Building						
New Construction						
5641	12/4/2014	RAY DONALD F EMILY L	521 FIFTH AVE S	New deck addition	\$25.00	
5644	12/15/2014	ATRIUM HOMES INC	1721 MACKEREL LN	UNIT B Townhome	\$3,850.00	
5643	12/15/2014	ATRIUM HOMES INC	1721 MACKEREL LN	UNIT A Townhome	\$10,860.00	
5645	12/30/2014	LUND THOMAS JUDITH ETAL	302 SEALANE WAY	New SFD	\$8,610.00	
5642	12/11/2014	BONE DAVID A LORI A	205 SETTLERS LN	New SFD	\$10,850.00	
Total New Construction					5	\$34,195.00
pool						
5646	12/31/2014	Helba Ibrahim and Sanaa	409 FORT FISHER BLV S	New Pool	\$300.00	
Total pool					1	\$300.00
Renovations						
5647	12/31/2014	WARD PENNY P	113 SEAWARD CT	renovation	\$200.00	
Total Renovations					1	\$200.00
Replacement						
5640	12/4/2014	ARMSTRONG GREGORY N ROSEANN	926 S FORT FISHER BLV	Window replacement	\$25.00	
Total Replacement					1	\$25.00
Total Building					8	\$34,720.00
Total Permits:					8	\$34,720.00

KURE BEACH FIRE DEPARTMENT

FIRE CHIEF'S REPORT DECEMBER, 2014

DATE	PURPOSE
12/01/14	DRILL
12/02/14	EMS
12/02/14	MUTUAL AID CBFD
12/06/14	MUTUAL AID CBFD
12/06/14	INVESTIGATE UNKNOWN
12/08/14	DRILL
12/08/14	EMS
12/12/14	EMS
12/14/14	EMS
12/14/14	MUTUAL AID CBFD
12/14/14	FALSE ALARM
12/15/14	DRILL
12/15/14	AUTO ACCIDENT
12/17/14	EMS
12/17/14	MUTUAL AID CBFD
12/17/14	FALSE ALARM
12/18/14	FALSE ALARM
12/21/14	ELEVATOR
12/22/14	ELEVATOR
12/22/14	EMS
12/23/14	TRANSFORMER
12/25/14	EMS
12/27/14	EMS
12/27/14	EMS
12/28/14	MUTUAL AID CBFD
12/28/14	MUTUAL AID CBFD
12/29/14	FALSE ALARM
12/29/14	WATER RESCUE
12/31/14	FALSE ALARM
12/31/14	ELEVATOR

All equipment checked and found to be in working order
Harold Heglar
Chief

**REVENUE AND EXPENDITURE SUMMARY
JULY 1, 2014 TO JANUARY 13, 2015**

REVENUES

	2015 Initial Bud.	2015 Amend. Bud.	Actual 01/13/2015	% Collected	2015 Initial Bud.	2015 Amend. Bud.	Actual 01/13/2015	% Spent
<u>GENERAL FUND</u>								
Property Taxes (Cur. & PY)	\$ 2,100,250	\$ 2,100,250	\$ 1,876,816	89.4%	\$ 39,167	\$ 39,167	\$ 32,044	81.8%
Local Option Sales Tax	\$ 713,000	\$ 713,000	\$ 387,705	54.4%	\$ 7,500	\$ 7,500	\$ 35	0.5%
Franchise & Utility Tax	\$ 142,250	\$ 142,250	\$ 86,939	61.1%	\$ 455,208	\$ 570,208	\$ 379,700	66.6%
TDA Funds	\$ 198,651	\$ 198,651	\$ -	0.0%	\$ 14,650	\$ 14,650	\$ 6,149	42.0%
Garbage & Recycling	\$ 338,700	\$ 338,700	\$ 172,988	51.1%	\$ 300	\$ 300	\$ 5	1.7%
ABC Revenue	\$ 10,175	\$ 10,175	\$ 8,222	80.8%	\$ 25,000	\$ 25,000	\$ 1,844	7.4%
Bldg Permit, Impact Fees & CAMA	\$ 44,700	\$ 44,700	\$ 32,250	72.1%	\$ 24,000	\$ 24,000	\$ 12,912	53.8%
Communication Tower Rent	\$ 84,769	\$ 84,769	\$ 49,277	58.1%	\$ 1,133,547	\$ 1,133,547	\$ 579,481	51.1%
Motor Vehicle Tags	\$ 7,500	\$ 7,500	\$ 2,635	35.1%	\$ 423,138	\$ 423,138	\$ 222,928	52.7%
Com Ctr/Parks & Rec/St Festival	\$ 27,450	\$ 27,450	\$ 11,994	43.7%	\$ 186,575	\$ 190,999	\$ 99,742	52.2%
Town Facility Rentals	\$ 10,000	\$ 10,000	\$ 4,748	47.5%	\$ 132,018	\$ 132,018	\$ 60,326	45.7%
Beer & Wine Tax	\$ 8,500	\$ 8,500	\$ -	0.0%	\$ 118,135	\$ 118,135	\$ 56,800	48.1%
OFF - Bluefish Purchases	\$ 7,920	\$ 7,920	\$ 5,720	72.2%	\$ 695,206	\$ 695,206	\$ 374,475	53.9%
All Other Revenues	\$ 31,426	\$ 35,850	\$ 58,372	162.8%	\$ 255,372	\$ 255,372	\$ 221,708	86.8%
Appropriate Fund Balance	\$ 4,125	\$ 4,125	\$ -	0.0%	\$ 103,000	\$ 103,000	\$ 103,000	100.0%
Other Financing Sources	\$ 64,000	\$ 64,000	\$ -	0.0%	\$ 180,600	\$ 65,600	\$ -	0.0%
Total Revenues	\$ 3,793,416	\$ 3,797,840	\$ 2,697,666	71.0%	\$ 3,793,416	\$ 3,797,840	\$ 2,151,149	56.6%

WATER & SEWER FUND

Water Charges	\$ 625,000	\$ 625,000	\$ 341,956	54.7%	\$ 14,967	\$ 14,967	\$ 7,894	52.7%
Sewer Charges	\$ 905,000	\$ 905,000	\$ 487,562	53.9%	\$ 24,000	\$ 24,000	\$ 12,912	53.8%
Tap, Connect & Reconnect Fees	\$ 28,500	\$ 28,500	\$ 30,300	106.3%	\$ 357,750	\$ 357,750	\$ 216,445	60.5%
All Other Revenues	\$ 41,656	\$ 73,872	\$ 35,532	48.1%	\$ 1,203,439	\$ 1,235,655	\$ 584,219	47.3%
Total Revenues	\$ 1,600,156	\$ 1,632,372	\$ 895,350	54.8%	\$ 1,600,156	\$ 1,632,372	\$ 821,470	50.3%

STORM WATER FUND

Total Revenues	\$ 287,370	\$ 287,370	\$ 149,510	52.0%	\$ 287,370	\$ 287,370	\$ 97,197	33.8%
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POWELL BILL FUND

Total Revenues	\$ 62,030	\$ 62,030	\$ 65,418	105.5%	\$ 62,030	\$ 62,030	\$ 7,054	11.4%
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SEWER EXPANSION RESERVE FUND (SERE)

Total Revenues	\$ 22,640	\$ 22,640	\$ 27,570	121.8%	\$ 22,640	\$ 22,640	\$ -	0.0%
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BEACH PROTECTION FUND

Total Revenues	\$ 103,000	\$ 103,000	\$ 103,000	100.0%	\$ 103,000	\$ 103,000	\$ -	0.0%
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FEDERAL ASSET FORFEITURE FUND

Total Revenues	\$ 50,000	\$ 50,000	\$ -	0.0%	\$ 50,000	\$ 50,000	\$ 11,253	22.5%
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EXPENDITURES

<u>GENERAL FUND</u>								
Governing Body	\$ 39,167	\$ 39,167	\$ 32,044		\$ 39,167	\$ 39,167	\$ 32,044	81.8%
Committees	\$ 7,500	\$ 7,500	\$ 35		\$ 7,500	\$ 7,500	\$ 35	0.5%
Administration/Finance	\$ 455,208	\$ 570,208	\$ 379,700		\$ 455,208	\$ 570,208	\$ 379,700	66.6%
Community Center	\$ 14,650	\$ 14,650	\$ 6,149		\$ 14,650	\$ 14,650	\$ 6,149	42.0%
Emergency Management	\$ 300	\$ 300	\$ 5		\$ 300	\$ 300	\$ 5	1.7%
Tax Collections	\$ 25,000	\$ 25,000	\$ 1,844		\$ 25,000	\$ 25,000	\$ 1,844	7.4%
Legal	\$ 24,000	\$ 24,000	\$ 12,912		\$ 24,000	\$ 24,000	\$ 12,912	53.8%
Police Department	\$ 1,133,547	\$ 1,133,547	\$ 579,481		\$ 1,133,547	\$ 1,133,547	\$ 579,481	51.1%
Fire Department	\$ 423,138	\$ 423,138	\$ 222,928		\$ 423,138	\$ 423,138	\$ 222,928	52.7%
Lifeguards	\$ 186,575	\$ 190,999	\$ 99,742		\$ 186,575	\$ 190,999	\$ 99,742	52.2%
Parks & Recreation	\$ 132,018	\$ 132,018	\$ 60,326		\$ 132,018	\$ 132,018	\$ 60,326	45.7%
Bldg Inspection/Code Enforcement	\$ 118,135	\$ 118,135	\$ 56,800		\$ 118,135	\$ 118,135	\$ 56,800	48.1%
Streets & Sanitation	\$ 695,206	\$ 695,206	\$ 374,475		\$ 695,206	\$ 695,206	\$ 374,475	53.9%
Debt Service	\$ 255,372	\$ 255,372	\$ 221,708		\$ 255,372	\$ 255,372	\$ 221,708	86.8%
Transfer to Other Funds	\$ 103,000	\$ 103,000	\$ 103,000		\$ 103,000	\$ 103,000	\$ 103,000	100.0%
Contingency	\$ 180,600	\$ 65,600	\$ -		\$ 180,600	\$ 65,600	\$ -	0.0%
Total Expenses	\$ 3,793,416	\$ 3,797,840	\$ 2,151,149		\$ 3,793,416	\$ 3,797,840	\$ 2,151,149	56.6%

WATER & SEWER FUND

Governing Body	\$ 14,967	\$ 14,967	\$ 7,894		\$ 14,967	\$ 14,967	\$ 7,894	52.7%
Legal	\$ 24,000	\$ 24,000	\$ 12,912		\$ 24,000	\$ 24,000	\$ 12,912	53.8%
Administration/Finance	\$ 357,750	\$ 357,750	\$ 216,445		\$ 357,750	\$ 357,750	\$ 216,445	60.5%
Operations	\$ 1,203,439	\$ 1,235,655	\$ 584,219		\$ 1,203,439	\$ 1,235,655	\$ 584,219	47.3%
Total Expenses	\$ 1,600,156	\$ 1,632,372	\$ 821,470		\$ 1,600,156	\$ 1,632,372	\$ 821,470	50.3%

STORM WATER FUND

Total Expenses	\$ 287,370	\$ 287,370	\$ 97,197		\$ 287,370	\$ 287,370	\$ 97,197	33.8%
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POWELL BILL FUND

Total Expenses	\$ 62,030	\$ 62,030	\$ 7,054		\$ 62,030	\$ 62,030	\$ 7,054	11.4%
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SEWER EXPANSION RESERVE FUND (SERE)

Total Expenses	\$ 22,640	\$ 22,640	\$ -		\$ 22,640	\$ 22,640	\$ -	0.0%
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BEACH PROTECTION FUND

Total Expenses	\$ 103,000	\$ 103,000	\$ -		\$ 103,000	\$ 103,000	\$ -	0.0%
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FEDERAL ASSET FORFEITURE FUND

Total Expenses	\$ 50,000	\$ 50,000	\$ 11,253		\$ 50,000	\$ 50,000	\$ 11,253	22.5%
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**TOWN OF KURE BEACH
CASH AND INVESTMENTS
AS OF DECEMBER 31, 2014**

<u>FUND</u>	<u>CASH IN BANK</u>	<u>INVESTMENTS</u>	<u>TOTAL CASH & INVESTMENTS</u>
General	\$1,798,510	\$340,698	\$2,139,208
Water/Sewer	\$1,200,267	\$583,034	\$1,783,301
Storm Water	\$638,107	\$239,565	\$877,672
SERF	\$222,886	\$90,974	\$313,860
Federal Asset Forfeiture	\$165,474	\$0	\$165,474
Powell Bill	\$252,001	\$19,863	\$271,864
Beach Protection	\$186,640	\$0	\$186,640
TOTAL	<u>\$4,463,885</u>	<u>\$1,274,134</u>	<u>\$5,738,019</u>
BB&T	\$4,463,885	\$0	
First Bank - Certificates of Deposit	\$0	\$959,718	
Bank of America - Certificate of Deposit	\$0	\$258,379	
NCCMT Term Portfolio	\$0	\$50,222	
NCCMT Cash Portfolio	\$0	\$5,815	
TOTAL	<u>\$4,463,885</u>	<u>\$1,274,134</u>	

**TOWN OF KURE BEACH
SUMMARY OF CONTINGENCY FUND AND COMMITTEE
EXPENDITURE ACTIVITY
07/01/2014 - 01/13/2015**

CONTINGENCY FUND

Fiscal Year 2015 Budget	\$180,600.00
Less:	
Budget Amendment - Transfer of funds for purchase of vacant lot - Resolution R14-09	\$115,000.00
Budget Amendment - Transfer of funds for addition of a full-time Finance employee (50% from the General Fund) - Resolution R15-01	<u>\$11,750.00</u>
Remaining Budget as of 01/13/2015	<u><u>\$53,850.00</u></u>

COMMITTEE (Shoreline Access, Beach Protection & Parking) EXPENDITURES

Fiscal Year 2015 Budget	\$7,500.00
Less Expenditures:	
Lifeguard Tower Sign for new Tower #9	<u>\$34.73</u>
Total Expenditures	\$34.73
Projects Approved By Council But Not Yet Expended:	
None	<u>\$0.00</u>
Total Approved, Not Expended	<u>\$0.00</u>
Remaining Budget as of 01/13/2015	<u><u>\$7,465.27</u></u>

TOWN OF VIRE BEACH
DEBT FINANCING
JANUARY 20, 2015

LOAN PURPOSE/DESCRIPTION	FUND	LENDER	DATE OF LOAN	AMOUNT FINANCED	INTEREST RATE	LOAN TERM (YRS)	DATE PAID OFF	BALANCE AT 01/20/15	PAYMENT FREQUENCY	PAYMENT AMOUNT	NEXT PAY DATE	INT. EXPENSE LIFE OF LOAN
Sewer Rehabilitation Project (a)	W/S	Fed Gov	05/01/2010	\$432,660	0.00%	20	05/01/2030	\$168,891.47	Annual	\$10,555.72	05/01/2015	\$0.00
Ocean Front Park (development)	G	BB&T	07/12/2011	\$347,000	4.39%	17	07/12/2028	\$285,764.72	Annual	\$32,956.83	07/12/2015	\$137,099.64
Ocean Front Park (acquisition)	G	BB&T	12/19/2007	\$3,600,000	4.28%	20	12/19/2027	\$843,750.13	Annual	\$101,016.37	12/19/2015	\$690,135.16
Water Tower & Well House & Town Hall Expansion (b)	G, W/S	BB&T	04/11/2007	\$1,187,187	3.92%	15	05/07/2022	\$679,402.26	Semi-annual	\$52,716.71	05/07/2015	\$394,314.33
Cutter Court Drainage Project	SW	B of A	07/23/2005	\$875,000	4.40%	15	06/23/2020	\$384,957.80	Monthly	\$6,677.76	02/23/2015	\$326,995.49
2015 Ford F-250 Utility Truck	W/S	BB&T	10/24/2014	\$32,216	2.19%	4	10/24/2018	\$32,216.00	Annual	\$8,499.73	10/24/2015	\$1,782.92
Downtown Improvement Project	G	BB&T	01/17/2014	\$117,000	1.93%	4.5	06/17/2018	\$94,539.10	Annual	\$24,719.00	01/17/2016	\$6,595.00
2013 Ford F-150 Police Truck	G	BB&T	01/15/2014	\$32,000	2.18%	4	01/15/2018	\$24,256.90	Annual	\$8,440.70	01/15/2016	\$1,762.80
2013 Ford Police Utility	G	BB&T	06/28/2013	\$29,836	2.17%	4	06/28/2017	\$22,615.45	Annual	\$7,867.99	06/28/2015	\$1,635.96
2011 International Garbage Truck	G	BB&T	09/16/2011	\$152,152	1.81%	5	09/16/2016	\$62,503.02	Annual	\$32,102.53	09/16/2015	\$8,360.65
2 Police Cars - 2010 Crown Vic.	G	BB&T	03/11/2011	\$53,168	2.69%	4	03/11/2015	\$13,825.83	Annual	\$14,197.75	03/11/2015	\$3,623.00

FUND CODES

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

TOTAL OUTSTANDING DEBT AT 01/20/2015:

General Fund	\$ 1,496,723.65
Water/Sewer Fund	\$ 731,041.23
Storm Water Fund	\$ 384,957.80
Total	\$ 2,612,722.68

NOTES

LOAN PAYMENTS DUE (Next 12 Months):

01/21/2015 - 03/31/2015	\$ 27,553.27
04/01/2015 - 06/30/2015	\$ 91,173.70
07/01/2015 - 09/30/2015	\$ 85,092.64
10/01/2015 - 01/20/2016	\$ 222,103.55
Total	\$ 425,923.16

(a) - Total amount borrowed was \$432,660. As part of ARRA, the unpaid balance was immediately reduced by one-half of the loan amount.

(b) - 78% of loan is Water/Sewer Fund and 22% is General Fund.



TOWN COUNCIL MINUTES

REGULAR MEETING

December 16, 2014 @ 6:30 p.m., or soon thereafter

The Kure Beach Town Council held their regular meeting on Tuesday, December 16, 2014 at 6:30 p.m. The Town Attorney was present and there was a quorum of Council present.

COUNCIL MEMBERS PRESENT

Mayor Dean Lambeth
Mayor Pro Tem Craig Bloszinsky
Commissioner Emilie Swearingen
Commissioner Steve Pagley

COUNCIL MEMBERS ABSENT

Commissioner David Heglar

STAFF PRESENT

Finance Officer – Arlen Copenhaver
Event Marketing Coordinator – Nikki Keely
Town Clerk – Nancy Avery
Deputy Town Clerk – Nancy Hewitt

CALL TO ORDER AND WELCOME

Mayor Lambeth called the meeting to order at 6:30 p.m., delivered the invocation and led everyone in the pledge of allegiance.

MOTION – Commissioner Swearingen made the motion to excuse Commissioner Heglar from the Council meeting.

SECOND – Commissioner Pagley

VOTE – Unanimous

APPROVAL OF CONSENT AGENDA ITEMS

1. Building Inspections Report – October 2014
2. Fire Chief's Report – November 2014
3. YTD Finance Report
4. Approve Meeting Minutes:
 - November 18, 2014, regular
 - November 18, 2014, closed
 - December 3, 2014, special
 - December 3, 2014, closed

MOTION – Commissioner Swearingen made the motion to approve the Consent Agenda Items, as presented.

SECOND – Commissioner Pagley

VOTE – Unanimous



TOWN COUNCIL MINUTES

REGULAR MEETING

December 16, 2014 @ 6:30 p.m., or
soon thereafter

ADOPTION OF THE AGENDA

MOTION – Commissioner Swearingen made the motion to approve the agenda, as presented.

SECOND – Mayor Pro Tem Bloszinsky

VOTE – Unanimous

DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. Alonso Suazo, NC Department of Agriculture, 216 West Jones Street, Raleigh, NC

Mr. Suazo gave a presentation on the Sweet Potato Weevil Program and made the following points:

- Beginning February 1, 2015, about 400 traps mounted on poles will be installed in Kure Beach on Town-owned, business and residential properties, for a period of two years in order to map where the weevils are located before doing targeted control. He included a map in the information he gave to Council.
- The traps will be baited with a female specific sex pheromone and insecticide strip to kill the trapped weevils, and there will be a state employee responsible for checking the traps and keeping track of activity.
- He needs the Town's cooperation in educating visitors, residents and business owners about the program so they know not to tamper with the traps.
- He will provide contact information to the Town, a link to the program's website for the Town's website, and a press release about the program will be issued in January.
- He asked for contact information for Kure Beach business owners, Homeowners Associations and Town officials and staff.

Commissioner Swearingen told Mr. Suazo that the Deputy Town Clerk would provide the contact information he needed.

2. Gilbert Alphin, Owner of Blue Marlin Beach Lodging, 309 N Ft Fisher Blvd.

Mr. Alphin said that credit card usage fees, online booking company fees and the 13% Room Occupancy Tax (actually ROT is 6% and NC tax is 7%) means he has to lower his room charges to help his patrons meet their budgets. He asked Council if they would schedule a workshop with him and the other Kure Beach accommodation owners to talk further about this issue.

DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Marketing Committee

a. Recommendation for Rollover Money

Robin Nalepa, Chairperson, summarized the Marketing Committee's recommendation on how to use the \$41,100 rollover money from the County that was received through Room Occupancy Tax (ROT) and asked for Council's approval on their recommendation.



TOWN COUNCIL MINUTES

REGULAR MEETING

December 16, 2014 @ 6:30 p.m., or soon thereafter

MOTION – Commissioner Swearingen made the motion to approve the budget for the rollover amount of \$41,100.

SECOND – Commissioner Pagley

VOTE – FAILED in a tie vote, as follows: Commissioners Swearingen and Pagley FOR; Mayor Lambeth and Mayor Pro Tem Bloszinsky AGAINST. Commissioner Heglar was excused from the meeting.

Marketing Committee member, Anne Brodsky, stated that the Marketing Committee worked very hard at Council's request to come up with a plan to use this money which is not the Town's money to spend. She asked Council if they wanted vacationers or not. She pointed out that the money must be used for tourist-related activities and the Town would not be able to use it for anything else.

Commissioner Pagley pointed out that Council cut Marketing's regular budget this year, but the rollover money is a bonus from last year's budget and said that Marketing should be able to put it in their budget.

Commissioner Swearingen said there was a greater increase this year in ROT than in the past, which she attributed to the increase in social media exposure and the hard work done by the Marketing Committee. She said Council either wants to continue to have a good tourist increase for Kure Beach or they don't; it's black and white.

Mayor Lambeth said that his intent on cutting Marketing's regular budget this year was to see how tourism plays out next season without as much advertising; whether tourism will increase, stay the same or decrease.

Mayor Pro Tem Bloszinsky said that he would like to get a better picture of how the cash is flowing and asked Marketing to provide Council with what last year's budget, rollover and expenditures were, compared to this year's budget, rollover and planned expenditures. He said that Council wants to be good stewards of the ROT, which is actually spent for the shoulder season.

Mayor Lambeth said that he would like the Marketing Committee to present to Council, again, how they're specifically going to spend the rollover money, during the shoulder season, along with all of the information Mayor Pro Tem Bloszinsky requested.

Mayor Pro Tem Bloszinsky asked if they would take a look at the budget as it is today, and list what items they took out and what items they added.

Ms. Brodsky said that they will gather all of the requested information to give to Council, including this year's and last year's information, as well as information from the year before that.



TOWN COUNCIL MINUTES

REGULAR MEETING

December 16, 2014 @ 6:30 p.m., or soon thereafter

Commissioner Swearingen said all of the information requested would take at least 30 minutes to present and they will have someone from the TDA give the presentation.

MOTION – Commissioner Swearingen made the motion to table Marketing’s request for approval of the Rollover budget until the January Council Retreat on Tuesday, January 27, 2014. The Town Clerk and Finance Officer are to determine the best time on the retreat agenda for the budget presentation and vote.

SECOND – Commissioner Pagley

VOTE – Unanimous

2. Planning & Zoning Commission (P&Z)

a. Update on P&Z findings on parking issue along Route 421

Craig Galbraith, Chairperson, stated that Council had asked the board to review the legalities of parking along Route 421, since there was concern about parking problems in front of Ocean Dunes.

Joseph Whitley, Vice-Chair, said that the DOT told them that Council can restrict parking along all or portions of Route 421, however they see fit; but the DOT needs the written ordinance for it to be legal. He explained that CAMA doesn’t want pedestrian traffic to be prohibited from using the beach accesses, but they don’t mind prohibiting parking. He said that the state will put up No Parking signs, but the Town will have to enforce it.

Tony Gonsalves, Chairperson of the Shoreline Access, Beach Protection and Parking (SLABP&P) Committee, said that you can’t prohibit the area where people use the CAMA public access to get to the beach; that includes driving, parking and going in to those entrances.

Vice-Chair Whitley said that the way the DOT defined a CAMA access was that you cannot inhibit the pedestrian traffic, but you can keep people from parking there.

Chairperson Galbraith said that P&Z needs to know what Council wants to do at this point; have P&Z continue to work on it or give it to another committee. He said that the matter isn’t a zoning issue, it’s a parking issue.

Mayor Pro Tem Bloszinsky said that the reason Council wanted P&Z to look at the issue is that there are problems with overflow parking from the rental units where P&Z has the right to set the standards. He said Council now knows what can be done on Route 421, but now they need to know how to handle the rentals, how to handle Route 421 and how to handle the residential streets behind it.

MOTION – Mayor Pro Tem Bloszinsky made the motion to have the Planning and Zoning Commission lead a group of people, including the SLABP&P Committee and the Citizens



TOWN COUNCIL MINUTES

REGULAR MEETING

**December 16, 2014 @ 6:30 p.m., or
soon thereafter**

Advisory Group, to look at all the implications of traffic relative to business rentals, residential rentals, Route 421 and potential traffic into the neighborhood streets.

SECOND – Mayor Lambeth

VOTE – Unanimous

Commissioner Swearingen said that it would be good if the group talked with the HOA's that run along Route 421, and there should also be public hearings on the subject before finalizing a recommendation to Council.

DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration and Finance

a. Ocean Front Park and Recreation overview

Ms. Keely reviewed the current responsibilities that fall under Recreation and presented the expenses and revenues for activities, special events and facilities in comparison to past years and plans for the future. She presented the educational and entertainment programming for the Ocean Front Park, including the budget for each, the work that goes into each and plans for the future. She reviewed the recreational classes that are currently offered by the Town, including their revenue and expenses, and the work that goes into each. She reviewed the marketing work handled by her, as well as the Town committee meetings that she attends. She talked about the Bluefish Fundraiser and also presented a list of her miscellaneous responsibilities. She said she would also look for possible grants for the Town.

b. Recreation budget projections

Finance Officer Copenhaver gave a brief summary of the Parks and Recreation Operating and Capital Expenses from FY11-FY15. He said that, overall, the revenue has been running at an average of about one and one-half percent of the General Fund revenue. He said the revenue is coming about because the Town has staff to do things to bring it in, and he expects any personnel costs would be offset by revenue.

It was suggested that any future benches and swings with bluefish should be offered for a limited-time sponsorship in order to make on-going revenue. Someone asked how the Town would handle it if a hurricane destroyed the structures that had bluefish.

Town Clerk Avery said that, if a hurricane destroyed structures that had bluefish, the Town would offer to replace them "at cost" to those who wanted to do so.

c. 2015 Holiday Schedule

Town Clerk Avery explained that Carolina Beach and New Hanover County follow the state's holiday schedule and asked Council to approve use by the Town, as well. She asked Council to allow her to remove a requirement from the personnel policy that an employee must work the day before and the day after a holiday to receive compensation for the holiday.



TOWN COUNCIL MINUTES

REGULAR MEETING

December 16, 2014 @ 6:30 p.m., or soon thereafter

MOTION – Mayor Pro Tem Bloszinsky made the motion to amend Article VII, Section 2 of the Personnel Policy to observe the NC State Holiday Schedule and to delete the requirement that an employee must work the day before and the day after a holiday to receive compensation for the holiday.

SECOND – Commissioner Swearingen

VOTE – PASSED, three to one, as follows: Mayor Pro Tem Bloszinsky and Commissioners Swearingen and Pagley FOR; Mayor Lambeth AGAINST.

2. Public Works Department

Mayor Lambeth said appreciation goes out to Public Works and the Police Department for all of the hard work done for the Kure Beach Fantasy Christmas show; everything looked great and ran smoothly.

DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Town Hall reorganization

- a. Authorization to hire full time employee for the Admin/Finance/Rec Dept. effective January 2015 at a cost not to exceed \$25,000 to be transferred from the contingency fund.
- b. Separate Finance Department
- c. Separate Recreation Department

Mayor Pro Tem Bloszinsky said he and Commissioner Heglar met with Town Clerk Avery to review the particulars of the staffing needs at Town Hall. He said it is their opinion that one new staff member, with the primary function of finance, is necessary to accomplish the tasks listed by the Town Clerk; the compensation for the position is not to exceed \$25,000 for the first six months. He said they also recommend that the subject of having separate Finance and Recreation departments be discussed at the Council retreat.

MOTION – Commissioner Swearingen made the motion to transfer \$25,000 from the Contingency Fund to hire a full-time employee for Finance, and to discuss and consider, at the Council Retreat, making Finance and Recreation into departments.

SECOND – Mayor Pro Tem Bloszinsky

VOTE – PASSED, three to one, as follows: Mayor Pro Tem Bloszinsky and Commissioners Swearingen and Pagley FOR; Mayor Lambeth AGAINST.

DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Land Acquisition

Mayor Lambeth said that, at a special meeting in December during closed session, Council authorized an offer for lots located at 402 and 406 H Avenue of \$140,000 each; the offer was accepted and it now needs a motion in open session to proceed. He said that the Town also agreed to purchase a piece of property at 334 S. 4th Avenue for \$113,500. He said the staff



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recommends financing these purchases for 10 years for a total not to exceed \$425,000. He explained that financing requires an application to the Local Government Commission (LGC), which includes a fee of \$1,250, and estimated a closing date of March 2015.

Mayor Pro Tem Bloszinsky explained that the Town currently has property on Sandman Drive which isn't necessarily conducive to Town Government activity and isn't near any existing Town property; whereas, the set of lots being discussed for purchase are contiguous to the Public Works property located on H Avenue between 3rd and 4th Avenues. He said the lots are the last land Council can identify that are near a Town facility. He said Council would like to resolve any issues relative to selling the Sandman Drive property in order to use that revenue to pay for the lots near Public Works.

MOTION – Commissioner Pagley made the motion to approve an offer of purchase of \$140,000, each, for lots located at 402 and 406 H Avenues; to approve Resolution 14-12, authorizing the filing of an application for approval of a financing agreement authorized by N.C. General Statute 160A-20 to finance costs associated with the purchase of 402 and 406 H Avenues and 334 S. 4th Avenue for 10 years at three percent interest; and to schedule a public hearing as the first item of business on the January 20, 2015 agenda. SECOND – Mayor Pro Tem Bloszinsky VOTE – PASSED, three to one, as follows: Mayor Lambeth, Mayor Pro Tem Bloszinsky and Commissioner Pagley FOR; Commissioner Swearingen AGAINST.

Said resolution is herein incorporated as part of these minutes.

Commissioner Swearingen said that she still doesn't feel there is a justification to purchase these lots and spend taxpayer dollars, and this purchase has never been discussed in any long-range plan. She said it was discussed that there is a need to build a Fire Department and expand Town Hall, but there hasn't been any previous discussion about buying additional lots to expand Public Works.

When asked by the Mayor about this, Mayor Pro Tem Bloszinsky said that Council discussed the possibility of this property at the last Council Retreat and Commissioner Pagley concurred that Council discussed buying the property.

Commissioner Swearingen said if they looked back at the minutes from the Council Retreat, the Building Inspector brought to the attention of Council that these lots may be going up for sale, but the only discussion that took place was the possibility of selling the Sandman Drive property. She said no Council member or Town staff was directed to investigate the possibility of purchasing these lots near Public Works, and Council never discussed what the lots could be used for or what Council's vision is for the future.

Mayor Pro Tem Bloszinsky said that the Town has an important opportunity to obtain these lots, which will be more important than the Sandman Drive property, particularly if the property can



TOWN COUNCIL MINUTES

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be turned into residences which will bring in tax revenue for the Town and its populace. He said that the revenue from the sale of the Sandman Drive property should more than cover the cost of the lots being discussed.

2. Meeting with Homeowners Associations (HOAs) regarding Town-owned land on Sandman Drive

Mayor Lambeth said that, since Commissioner Heglar isn't at the meeting, they will set up a meeting with the Kure Dunes and Beachwalk HOA representatives to discuss the issues concerning the Sandman Drive property.

Tom Moffatt, speaking on behalf of Beachwalk's HOA president, said that they are concerned about what impact the sale of the Sandman Drive property would have on their storm water system. He stated that they also want to talk to Kure Dunes and the Town about assistance with their retention ponds since more than half of the water that ends up in their system doesn't come from their properties but from Kure Dunes and the Town.

CONSENSUS – Mayor Lambeth and Commissioner Heglar will meet at Town Hall on Thursday, January 8, 2015 at 6:30 p.m., with representatives of Kure Dunes and Beachwalk HOAs regarding the Town-owned land on Sandman Drive.

ADJOURNMENT

MOTION – Commissioner Swearingen made the motion to adjourn.

SECOND – Mayor Pro Tem Bloszinsky

VOTE – Unanimous

The meeting adjourned at 8:37 p.m.

Dean Lambeth, Mayor

ATTEST: Nancy Hewitt, Deputy Town Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. Persons wishing to hear the recording of this meeting may request to do so by contacting the Town Clerk.

Island Women Little Free Library Proposal

Kure Beach Parks and Recreation Advisory Board and the Kure Beach Community Center Committee
January 2015

Overview

The Little Free Library is a “take a book, return a book” gathering place where neighbors share their favorite literature and stories. In its most basic form, a Little Free Library is a box full of books where anyone may stop by, pick up a book and leave a book to share.

Mission

The mission of the Little Free Library is to promote literacy and the love of reading by building free book exchanges worldwide and also to build a sense of community.

One of the projects of Island Women is to promote literacy, thus the reason for this proposal.

Current Status

There are currently two Little Free Libraries on Pleasure Island: one in Carolina Beach at 600 Ocean Boulevard and one in Kure Beach at 546 Anchor Way. They were built by the homeowners and are maintained by those homeowners.

Refer to the attached Kalamazoo Little Free Library article and plans as an example. More examples are available at www.littlefreelibrary.org

Proposal for Kure Beach

Install two additional Little Free Libraries in Kure Beach. (Two are also proposed for Carolina Beach.)

- Island Women and Island Men have each committed \$400 for the project. Each Little Free Library will cost approximately \$200, which includes a registration fee of \$34.95 to make each an official “Little Free Library”.
- Proposed locations for Kure Beach are Joe Eakes Park and in front of the Kure Beach Community Center.
- Anticipated installation is mid-March 2015.
- Island Women and Island Men will partner for installation, oversight and maintenance of the libraries. The maintenance plan is available upon request.
- There is potential for additional Little Free Libraries in both Kure Beach and Carolina Beach.

Next Steps:

- Secure the endorsement and approval from the Kure Beach Parks and Recreation Advisory Board and the Kure Beach Community Center Committee for the Little Free Library proposal and locations.
- The proposal will be presented at the January Town Council Meeting for their approval. Sara Smith, member of the Parks and Recreation Advisory Board, and Barbara Boal, member of the Community Center Committee, will be there to present the proposal on behalf of Island Women.

Contacts:

Sara Smith
sara.ml.smith@gmail.com
828-489-7765

Barbara Boal
bgboal@gmail.com
707-277-3218

January 6, 2015

Island Women Little Free Library Proposal

January 2015

Criteria for Books, Oversight and Maintenance of the Little Free Libraries

Criteria for books:

- Must be classics or “reasonably” current fiction or non-fiction
- No text books or scientific manuals
- No musty or moldy books
- No books of questionable content i.e. obscene material
- No magazines
- Variety of books for both children and adults

Oversight and Maintenance:

Two members of Island Women and Island Men will ensure that oversight is provided for each Little Free Library. Responsibilities include:

- Check the assigned Little Free Library on an ongoing basis to monitor usage, condition and types of books
- Replenish and replace books
- Use sources for obtaining books or recycling duplicate books or books not in good condition:
 - Island Cottage
 - Donations from Island Women and Island Men
 - Donations from Island Books (store)
 - Donations from HOA book libraries
 - Donations from the Carolina Beach library
 - Other appropriate sources
- Remove inappropriate books or books that have been there for about two months and restock with fresh books
- Clean the Plexiglas window
- Dust shelves if needed and neaten the books; make the display appealing
- Monitor any vandalism and make minor repairs if needed. Report any major vandalism to the appropriate town police department and to the Island Women Board
- Check the structure and books after inclement weather and make minor repairs as needed. Report major damage to the Island Women Board
- Recycle unusable books

January 6, 2015

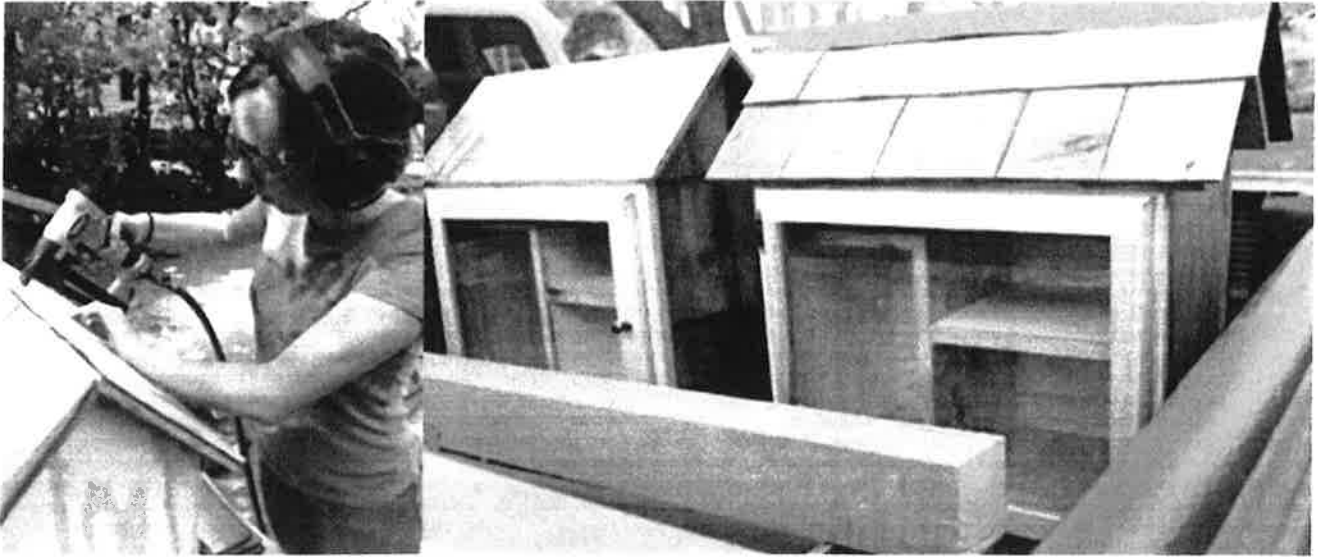


Building your own Kalamazoo Little Free Library

These instructions provide step by step instructions for constructing a little free library (LFL). This project requires a moderate degree of experience working with wood and associated power tools. The design shown is modified from plans on the Little Free Library web site (<http://www.littlefreelibrary.org/plans-and-tips-for-builders.html>). We encourage you to check out this site.

Required materials and tools:

- Most LFLs are constructed from 3/4" plywood.
- The face frame and doors are constructed from solid lumber (mostly 3/4" x 1.5")
- Plexi-glass for door (if desired)
- Self closing hinges.
- Screws or nails for assembly
- Table saw (a hand-held circular saw can be substituted)
- Miter saw (power or hand)
- Power drill (if using screws) or hammer
- Post hole digger
- Level



Cut list for plywood. Be sure to wear appropriate protective gear when working with tools (see Hannah's good example above).

The structure of the LFL is made from 6 pieces (base, back, 2 sides and 2 roof panels) of 3/4" plywood.

- Base: 20.75" x 11.75"
- Back 20.75" x 20"
- Sides: 12.5" x 26.25" (2 pieces)
- Roof: 26" x 11.5" (2 pieces)

Cut list for face frame and door.

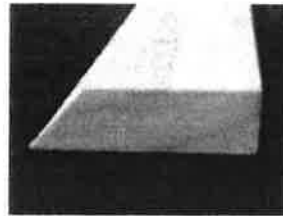
The door and face frame are made from 3/4" stock.

Face frame:

- Lower horizontal: 1.5" x 22.75"
- Upper horizontal: 2.5" x 22.75". This piece must be ripped at a 45 degree angle to enable it to fit snugly under the front roof section.
- Verticals: 1.5" x 16.5" (2 pieces).

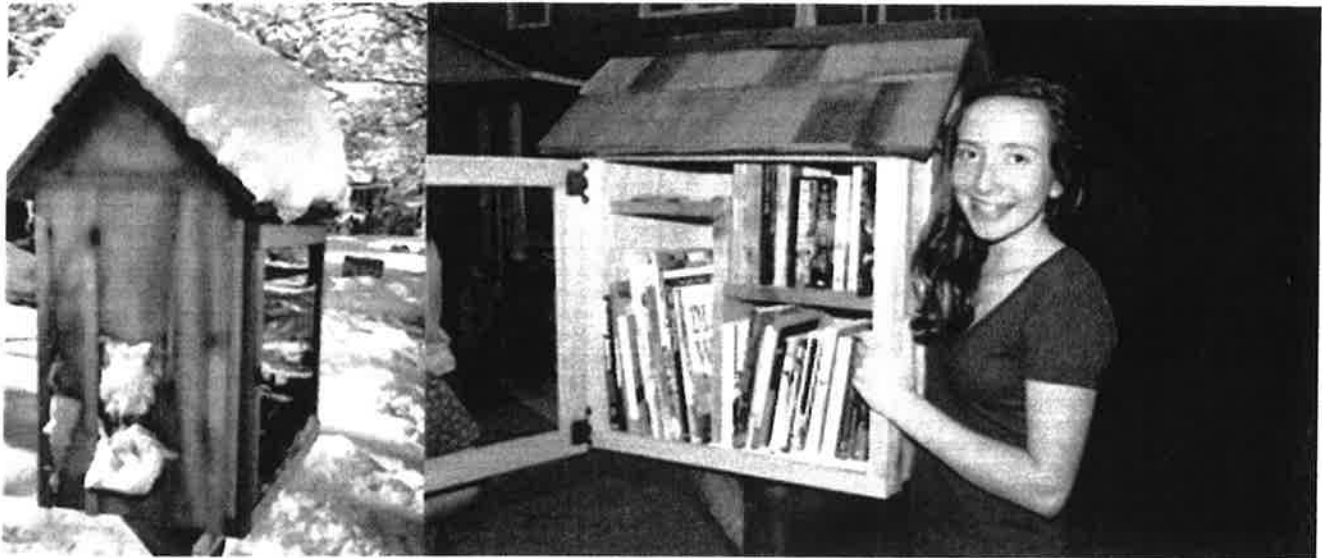
Door:

- Horizontals: 1.5" x 21.5" (2 pieces)
- Verticals: 1.5" x 17" (2 pieces). This length assumes mortise and tenon construction of the door and allows for a 1" tenon on each end leaving an exposed length of 15". If you are using a butt technique (such as pocket screws or corner brackets for the door the length of the verticals should be 15")
- We recommend cutting the plexiglass for the door after all the cuts for the door have been made and dry fit together.



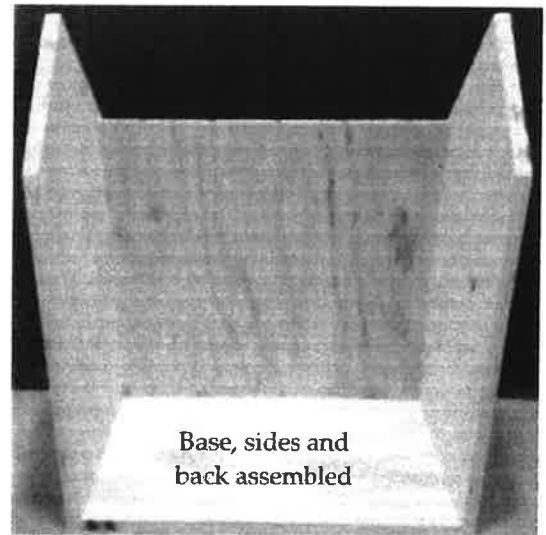
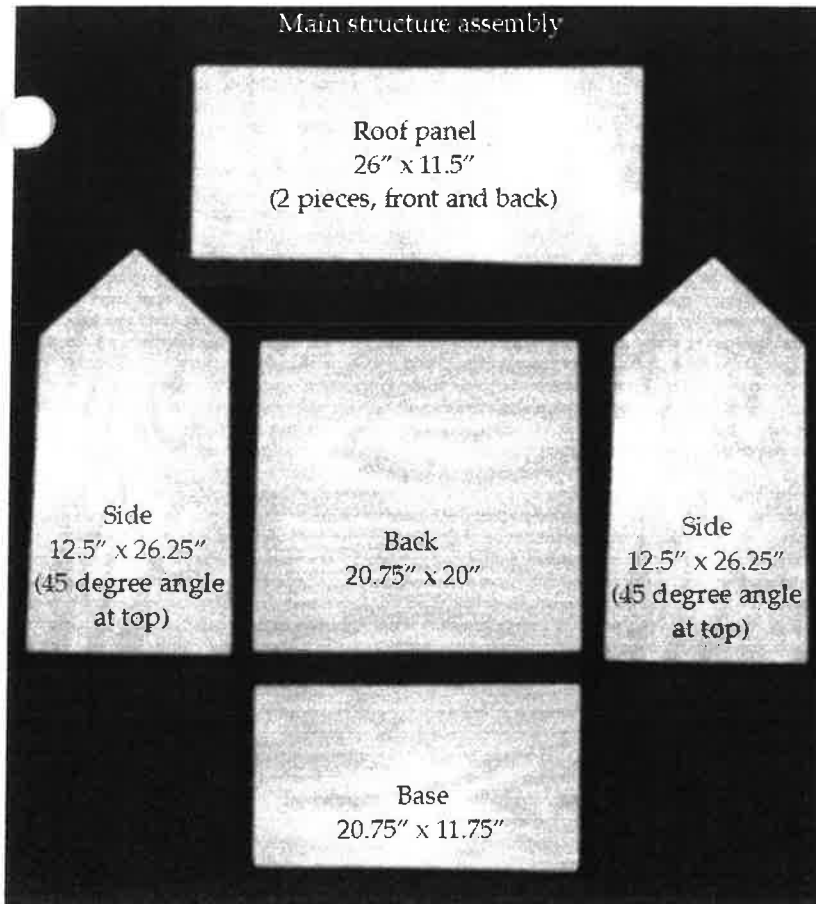
Cut list for shelves: Constructed from 3 pieces of 3/4" plywood or solid wood.

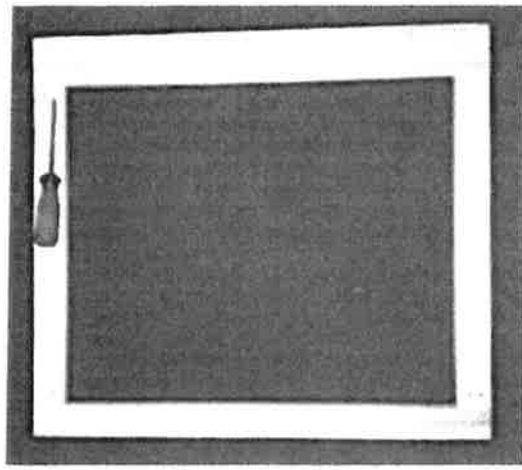
- Vertical: 9" x 15"
- Left horizontal: 9" x 9"
- Right horizontal: 9" x approximately 12" (when cutting the plywood leave this a little long. Cut to the exact length at the time of final assembly).



Assembly of the main structure

- Attach the base to the back.
- Attach both sides
- Attach roof panels. The front roof panel should be attached first to provide slightly more overhang in the front.



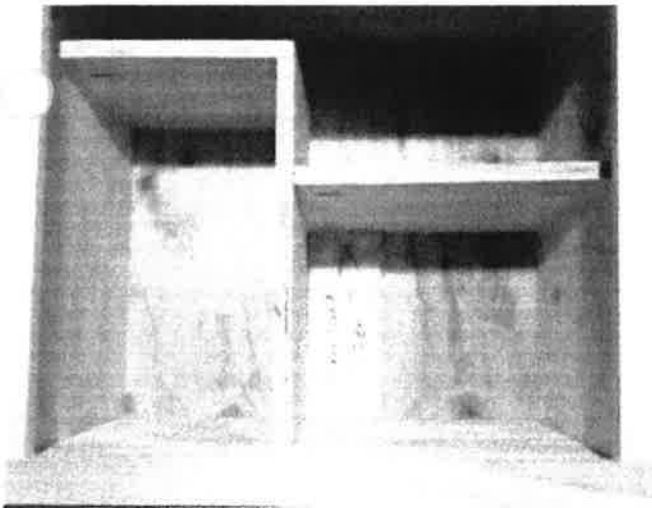
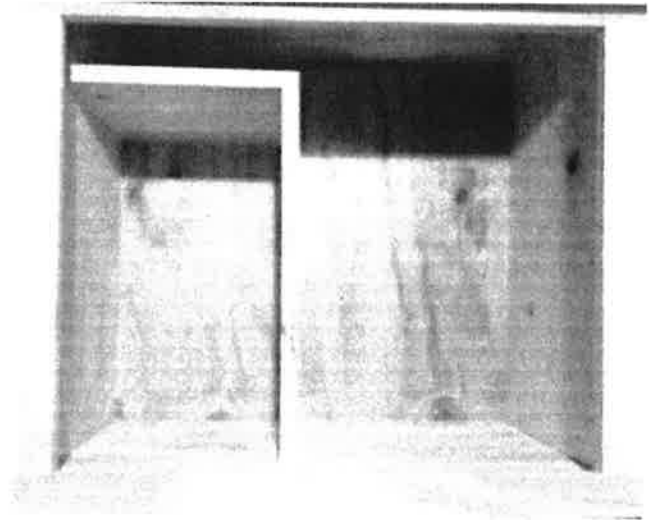


Face frame assembly

- Assemble components with pocket screws on the back of the frame. Photo to left.
- Attach face frame to the main assembly. The frame can be face nailed or attached with pocket screws from the main assembly.

Shelf installation

- Assemble the left shelf and the vertical support. Affix to body of the LFL.
- With the left shelf in place, mark the right shelf and cut to size. Install left self. A small piece of ply used as a spacer will help ensure the right self is level.
- Apply facing to self if desired



Doors

- A variety of door styles can be used. We generally incorporate a piece of Plexi-glass, but solid doors are another option.
- Spring loaded/self closing hinges will help keep the door closed. A latch is also a good idea.



Roofing

- Possible materials include- Cedar shakes, metal roofing, tin, copper flashing. Pick a material that compliments the other materials you have used.
- Be sure to use some sort of ridge cap to ensure weather tightness.

Mounting Post

- A 4x4, 5 ft. long is a good length.
- Angled supports attached to a scrape of plywood provide a good mounting surface.
- The post is set in a hole 24-30" deep. Concrete is generally not needed.

Sign SOUTHERN & COMPANY

CUSTOM SIGNS, BANNERS, DESIGN & MORE

1/19/2015

Invoice #15134

Prepared For:

Kure Beach Shoreline Access Beach Protection & Parking
Comittee
Susan Walters

Prepared By:

Clark Wilson
Southern Sign Company
PO Box 16626
Wilmington, NC 28408
USA

Phone: 919-614-4999
Alt. Phone:
E-Mail:

Fax:

Phone: 910-794-8243 Fax: 910-794-8244
Alt. Phone:
E-Mail: info@southernsigncompany.com

Description:

Banner Patch
This Job's due date: 1/20/2015

Quantity	Description	Each	Total	Taxable
1	Banner Patch	25.00	\$25.00	✓
		Subtotal	\$25.00	
		Sales Tax	\$1.75	
		Total Due	\$26.75	

Terms:

Payment Due Upon Receipt of Invoice. A late fee of 1.5% per month will be applied after 30 days.

INVOICE

Head Acres Farm, Inc.

d/b/a Coastal Transplants
1509 George II Hwy SE
Bolivia, North Carolina
28422

TO: Kure Beach

Date

1/19/15

Micheal Bledsoe

Invoice Number

kb11915

Unit	Each	Sum
3,000 PLANTS	\$0.55	\$1,650.00
PLANTS INSTALLED		\$0.00
SAND FENCE		\$0.00
SAND FENCE INSTALLED		\$0.00
FERTILIZATION		\$0.00
MAINTENANCE PACKAGE		\$0.00
TOTAL		\$1,650.00

Make checks payable to:
Head Acres Farm, Inc
1509 George II Hwy SE

Bolivia NC 28422
910-431-9814

All invoices due and payable 10 days from date of invoice unless
otherwise stated on invoice
18% per annum charged monthly will apply

Items for Beach Sweep 4-11-15
and Sea Oats Planting 4-18-15

(1) Box of gloves 20.00

Granola Bars 24.00

Water 36.00

Kitchen Bags 36.00

total 116.00



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R15-02

**APPROVING FINANCING TERMS WITH BB&T
FOR THE PURCHASE OF REAL PROPERTY**

WHEREAS, The Town of Kure Beach (“Town”) has previously determined to undertake a project for real property purchase financing for future expansion of Town facilities and operations (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project;

NOW, THEREFORE, BE IT RESOLVED THAT

1. The Town hereby determines to finance the Project through Branch Banking and Trust Company (“BB&T”), in accordance with the proposal dated January 6, 2015. The amount financed shall not exceed \$425,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.49% and the financing term shall not exceed ten (10) years from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Town are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution. The Financing Documents shall include a Financing Agreement and Deed of Trust and a Project Fund Agreement as BB&T may request.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Town officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.



TOWN COUNCIL
TOWN OF KURE BEACH, NC

RESOLUTION R15-02

4. The Town shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Town hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Town intends that the adoption of this resolution will be a declaration of the Town's official intent to reimburse expenditures for the project that is to be financed from the proceeds of the BB&T financing described above. The Town intends that funds that have been advanced, or that may be advanced from the Town's general fund, or any other Town fund related to the project for project costs, may be reimbursed from the financing proceeds.

6. All prior actions of Town officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted by the Kure Beach Town Council this 20th day of January, 2015.

Dean Lambeth, Mayor

Attest: Nancy Avery, Town Clerk

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
(704) 954-1700
Fax (704) 954-1799

January 6, 2015

Arlen Copenhaver
Finance Officer
Town of Kure Beach
117 Settlers Lane
Kure Beach, North Carolina 28449

Dear Mr. Copenhaver:

Branch Banking and Trust Company ("BB&T") is pleased to offer this proposal for the financing requested by the Town of Kure Beach, North Carolina ("Town").

- (1) **Project:** Real Property Purchase – Expansion of Town Facilities & Operations
- (2) **Amount To Be Financed:** \$425,000.00
- (3) **Interest Rates, Financing Terms and Corresponding Payments:**

Term	Rate
10 years	2.49%

Payments shall be annually in arrears, as requested. See the attached amortization schedule(s) for information on payments.

The financing proceeds shall be deposited on behalf of the Town in a project fund account with Branch Banking & Trust. Earnings on the project fund shall accrue to the benefit of the Town for use on Project costs or interest payments.

The interest rate stated above is valid for a closing not later than 45 days after today. A convenient date and time shall be mutually agreed upon for closing. Closing is contingent upon completing documentation acceptable to BB&T and upon the condition of the property acceptable to BB&T. BB&T shall provide a list of required documentation for closing should we be the successful proposer. At a minimum, BB&T shall require flood certification, if applicable, copies of the plans and specifications and an estimated expenditure budget two weeks in advance of closing for our review. Additionally, we shall review your most recent financial statements before funding this transaction.

All applicable taxes, surveys, zoning, permits, costs of environmental studies, title insurance premiums, LGC approval fees, costs of counsel for the Town and any other costs shall be the Town's responsibility and separately payable by the Town. The financing documents shall allow a one time payment from the proceeds of the sale of County assets on a scheduled payment date without penalty and shall allow prepayment of the principal balance in whole on a scheduled payment date with a 1% prepayment premium.

The stated interest rate assumes that the Town expects to borrow less than \$10,000,000 in calendar year 2015 and that the Town shall comply with IRS Code Sections 141, 148, 149(e) and Section 265(b)(3). BB&T reserves the right to terminate its interest in this bid or to negotiate a mutually acceptable rate if the financing is not a qualified tax-exempt financing.

(4) Security:

This financing shall be secured by a first lien security interest on (a) all property acquired with financing proceeds, (b) all improvements to real estate that are constructed or improved with financing proceeds, and all associated real estate, and (c) all real estate acquired with financing proceeds.

(5) Financing Documents:

BB&T and its counsel shall prepare the deed of trust and all documentation for the Town. We shall provide a sample of those documents to you should BB&T be the successful proposer.

* * * * *

BB&T appreciates the opportunity to provide this financing proposal and requests to be notified within ten days of this proposal should BB&T be the successful proposer.

BB&T shall have the right to cancel this offer by notifying the Town of its election to do so (whether or not this offer has previously been accepted by the Town) if at any time prior to the closing there is a material adverse change in the Town's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Town or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to BB&T. We reserve the right to negotiate and/or terminate our interest in this transaction should we be the successful proposer.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to BB&T. If your board adopts this resolution, then BB&T shall not require any further board action prior to closing the transaction.

Please call me at (704) 954-1700 with your questions and comments. We look forward to hearing from you.

Sincerely,

BRANCH BANKING AND TRUST COMPANY



F. Louis Loyd III/RLE
Senior Vice President

Enclosure

Town of Kure Beach - Real Property Purchase (Expansion of Town Facilities & Operations)

Compound Period: Annual

Nominal Annual Rate: 2.490%

CASH FLOW DATA

	Event	Date	Amount	Number	Period	End Date
1	Loan	1/6/2015	425,000.00	1		
2	Payment Fixed Principal (+Int.)	1/6/2016	42,500.00	10	Annual	1/6/2025

AMORTIZATION SCHEDULE - Normal Amortization, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	1/6/2015				425,000.00
2015 Totals		0.00	0.00	0.00	
1	1/6/2016	53,082.50	10,582.50	42,500.00	382,500.00
2016 Totals		53,082.50	10,582.50	42,500.00	
2	1/6/2017	52,024.25	9,524.25	42,500.00	340,000.00
2017 Totals		52,024.25	9,524.25	42,500.00	
3	1/6/2018	50,966.00	8,466.00	42,500.00	297,500.00
2018 Totals		50,966.00	8,466.00	42,500.00	
4	1/6/2019	49,907.75	7,407.75	42,500.00	255,000.00
2019 Totals		49,907.75	7,407.75	42,500.00	
5	1/6/2020	48,849.50	6,349.50	42,500.00	212,500.00
2020 Totals		48,849.50	6,349.50	42,500.00	
6	1/6/2021	47,791.25	5,291.25	42,500.00	170,000.00
2021 Totals		47,791.25	5,291.25	42,500.00	
7	1/6/2022	46,733.00	4,233.00	42,500.00	127,500.00
2022 Totals		46,733.00	4,233.00	42,500.00	
8	1/6/2023	45,674.75	3,174.75	42,500.00	85,000.00
2023 Totals		45,674.75	3,174.75	42,500.00	

9	1/6/2024	44,616.50	2,116.50	42,500.00	42,500.00
2024 Totals		44,616.50	2,116.50	42,500.00	
10	1/6/2025	43,558.25	1,058.25	42,500.00	0.00
2025 Totals		43,558.25	1,058.25	42,500.00	
Grand Totals		483,203.75	58,203.75	425,000.00	



MEMO

TO: Town Council

FROM: Nikki Keely, Events Marketing Coordinator

RE: Council Actions for Street Festival – Saturday, 4/25/2015

DATE: 1/14/15

The Kure Beach Street Festival is a very popular event in this area. When the Festival was cancelled last year, we heard from many disappointed people near and far. The official Town Committee does not have enough members to hold a meeting, lacking a quorum. We've advertised for new members with no luck. However, there is a small group of people, residents and non-residents, interested in bringing this event back to life.

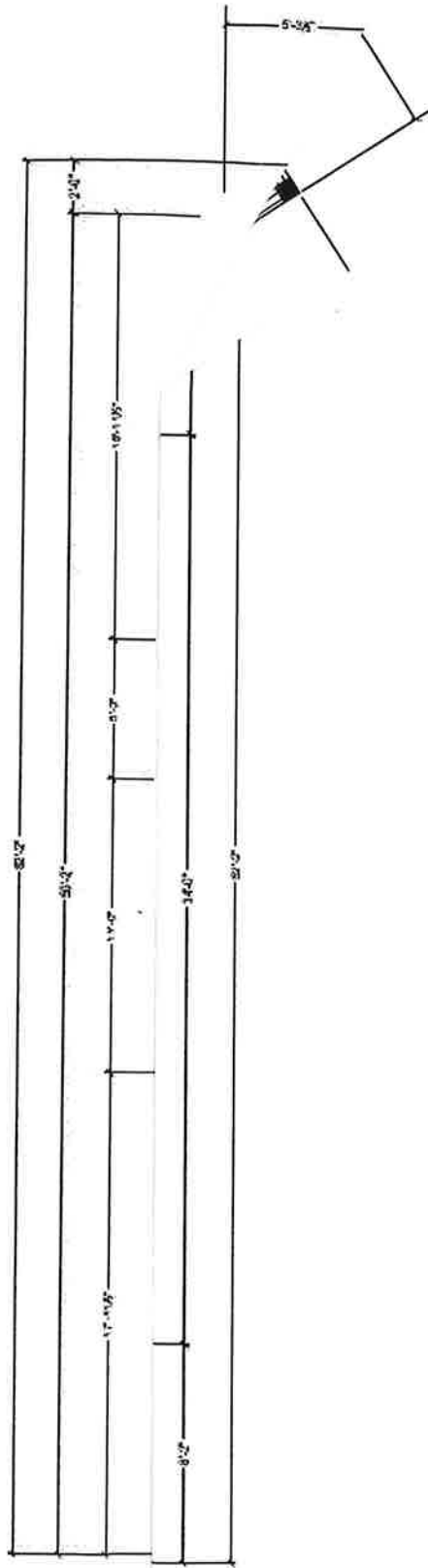
The idea is to hold the event in a similar manner to previous years, but slightly scaled back. The date would remain the same, the last Saturday in April. The hours would be cut back from 11 a.m. – 9 p.m. to 11 a.m. – 7 p.m., with no fireworks. The Festival would be contained to Atlantic Avenue between K and L Avenues and Ocean Front Park, leaving K Avenue in front of the businesses open.

With the smaller event footprint, the number of vendors and activities would also be reduced. The group is still interested in having food trucks and vendors (including beer and wine sales), art and craft vendors, children's entertainment, and music and dancing. In lieu of a bounce house and slide, part of the stage entertainment schedule will be geared more towards children, along with face painting and balloon twisting.

The Annual Street Festival is already a line item on the Parks & Recreation Budget with a balance of \$8,000. That amount will more than cover the cost of producing this event, especially with the elimination of a fireworks display. As in the past, financial sponsorship will be sought out to offset some of the event costs. In addition, fees will be collected from all vendors participating in the event.

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

- Close Atlantic Avenue to vehicle traffic between K and L Avenue from the early morning hours through 11 p.m. on Saturday, April 25, 2015.
- Allow for the sale of beer and wine on town property during the event hours.
- Allow for the participation of food truck and vendors during event hours.



2015 NC WATER RESOURCES CONGRESS
WASHINGTON, DC

3/8/15 - 3/11/15

	Amount	Quantity	Total
Registration Fee*	\$125	2	\$250
Hotel 3/9, 3/10 @ \$256/nt	\$512	2	\$1,024
Meals Per Diem (2B,3L,2D)	\$115	2	\$230
Rental Car - Standard	\$170	1	\$170
Fuel for Rental Car (2 tanks)	\$80	1	\$80
TOTAL ESTIMATED COST			\$1,754

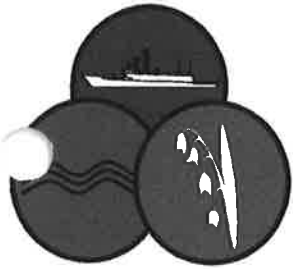
Dean & Craig attending

***Registration fee includes one breakfast & one dinner**

Dean & Craig will pay for Sunday, 3/8, night stay and meals

Actual meeting events begin the evening of Monday, 3/9

Revised



WILMINGTON-NEW HANOVER

PORT, WATERWAY & BEACH COMMISSION

14 January 2015
Meeting Minutes

Chairman Barbour called the meeting to order at 4:00 and welcomed all. Introductions were made by each; the meeting's attendance sheet is attached. The New Hanover County (NHC) Port, Waterway & Beach Commission (PWBC) approved the December meeting minutes (emailed 12 December 2014). The current PWBC fund balance was noted at ~\$3631.98 following a balance reduction (~ \$750.00) for participation in the North Carolina Beach Inlet and Waterway Association's (NCBIWA) 2015 Local Governments' Meeting scheduled at the NC Aquarium in Pine Knoll Shores on Monday and Tuesday, March 16 and 17. The following is registration information <http://www.ncbiwa.org/15LocGovtRegister.pdf>.

The NC Water Resources Congress (NCWRC) is also scheduling its annual Washington DC trip for March 9th – 11th. Those interested in participating should contact John Sutherland, Executive Director of the NCWRC at jds4504@aol.com.

Current Business

NHC's Kure Beach (KB) CSDR Project Authorization

Following federal reviews and comments, the permitting process is back with the NC Division of Coastal Management (NCDCM). The NCDCM Major Permit and US Army Corps of Engineers (USACE) General Permit (GP) 291 should be issued in the next few weeks. Kure Beach representative Bloszinsky asked if any permit stipulations were extremely onerous. Staff noted that once the permit is received; NHC, KB and Carolina Beach (CB) staff will meet to review the permit's nuances.

NHC's Wrightsville Beach (WB) CSDR Project Authorization

On 20 January 2015, staff will request NHC's Board of Commissioner's approval to begin NHC permitting of the WB CSDR project. The permitting approach will follow that of CB and KB exactly mirroring the USACE project attributes.

Mason Inlet Relocation Project (MIRP)

The requested USACE permit modification and US Fish and Wildlife Service (USFWS) reconsultation efforts continue. An NCDCM permit minor modification has been drafted and provided to NCDCM staff for preliminary consideration. This modification would ease the engineering corridor maintenance trigger potentially increasing the time between maintenance events without jeopardizing infrastructure and/or inlet function.

Shallow Draft Inlet (SDI) Permitting

The shallow draft inlet stakeholders (Shallotte, Lockwoods Folly, Carolina Beach, New Topsail and Bogue) are reviewing and commenting on the draft NCDCM application and supplemental documents. Staff anticipates the NCDCM application submittal within the next few weeks. CB Councilman Shuttleworth asked the anticipated permit issuance date. Staff portends NCDCM permit issuance in late spring or summer subsequent to federal resource agency reviews and comments.

Carolina Beach Reauthorization

The South Atlantic Division (SAD) and the Wilmington District (SAW) provided suggested guidance language and a proposed study process (limited re-evaluation report, LRR) to USACE Headquarters (HQ) on 16 December 2014. CB Town Manager Cramer and Councilman Shuttleworth asked if a copy of the proposed guidance and study were available. Staff noted SAW allowed a review of the transmittal but a copy was not allowed. Asked of any noted challenges, staff shared that required economic modeling of the project template could be a significant cost and time consuming requirement; but, that SAW Engineering was investigating a potential expedited modeling approach. Results of the expedited modeling potentials as well as SAW's anticipated LRR scope, fee and schedule have been requested.

The local alternative a Request for Qualifications (RFQ) is undergoing internal review. Staff is targeting 16 February for taking the RFQ request to the BOC. The RFQ is structured toward firms/teams competent in economic and environmental evaluations through an assessment/presentation structure emulating the USACE process. CB Councilman Shuttleworth noted the time that has passed since the Water Resources Reform Development Act (WRRDA 2014) and the challenges remaining.

NHC's CB/KB CSDR Project Authorizations

An NCDCM permit minor modification has been drafted and provided to NCDCM staff for preliminary consideration. The permit minor modification has been drafted requesting flexibility in the borrow source applicability between the CB Inlet and the offshore Area B borrow sources. The modification would potentially provide future contracting and volume management flexibility.

2015

Staff requested CB and KB representatives to consider, in their FY16 municipal budgeting, a line item for CB Inlet maintenance dredging at approximately \$22,840 from CB and \$5,710 from KB.

Staff requested the beach communities to become more ardent in beach front sand fencing and sprigging especially following CSDR events. Each beach community asked if the ROT could pay for such sand fencing efforts, staff did not have a definitive answer but suggested other available ROT funds be considered before the sand fund. Town Mgr. Cramer asked if the requirement could be a contracting line item. PWBC discussions lead to a limited recollection of dredging contractors installing sand fencing. Town Mgr. Owens noted the PCA's calls such actions as ongoing non-federal maintenance efforts.

Staff noted that the 2015 Shoreline Mapping Program scoping was complete and the intention is to bring the project request before the BOC on 16 February.

As information only, Staff noted prominent FY16 coastal infrastructure funding needs (NC General Assembly) the PWBC may wish to be cognizant of. Based on federal funds currently held by SAW, preliminary SAW estimates for WB's LRR and if the state completes their historical match of federal dollars; the following state funds would be required for FY 16 efforts.

CB CSDR, ~\$670K

KB CSDR, ~\$650K

WB LRR, ~\$ 81K

CB LRR, ~\$ 81K

The PWBC generally discussed the NC State Ports Authority suggesting an update by the Executive Director would be interesting. Chairman Barbour asked if there were any suggestions for other special presentations or invited guests. Mr. Loving proposed inviting Congressman Rouzer; and the PWBC supported the idea. The PWBC recommended including Congressman Rouzer's local staff in the PWBC email distributions.

Chairman Barbour briefly recapped the last Carolina Beach Inlet Association (CBIA) meeting where Spencer Rogers with Sea Grant spoke regarding groins and jetties. The Chair updated the PWBC of the efforts by the Onslow Bay Artificial Reef Association for improving offshore reefs near CB, WB and Figure 8.

Public Comment

None

The meeting was adjourned at ~4:55.