



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Virtual Meeting through Zoom Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Calendar

- [1.](#) Schedule of Events for April 2020 and May 2020

Public Comment

Project Updates

Manager Report

Items of Consent

- [1.](#) Draft Minutes of the March 9, 2020 Regular Meeting
- [2.](#) Voluntary Annexation Request for Old Seaport Development, LLC (153 Aqua 10 Road and 103 Aqua 10 Road) Doug Brady
- [3.](#) FY 20 Audit Contract
- [4.](#) FY 21 Budget Calendar
- [5.](#) Adoption of Carteret County Emergency Operations Plan
- [6.](#) FY 20 Budget Amendment #10
- [7.](#) Residential Solid Waste Fee Increase
- [8.](#) Crystal Coast Half Booty Triathlon

Public Hearing

- [1.](#) Case No. 20-01: Zoning Map Update & Request to Rezone 16 Parcels

Items for Discussion and Consideration

- [1.](#) Purchase of Ladder Truck for Fire Department
- [2.](#) BDA Funding Request

Mayor/Commission Comments

Adjourn



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Calendar

SUBJECT: Schedule of Events for April 2020 and May 2020

BRIEF SUMMARY:

All community events have been cancelled at this time. All meetings of the Board of Commissioners, Planning Board, Board of Adjustment, Historic Preservation Commission and the Parks and Recreation Advisory Board will be held through the Zoom meeting platform or cancelled. Please keep checking the website for notifications regarding monthly scheduled meetings.

REQUESTED ACTION:

Receive Information

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Michele Davis, Town Clerk/Human Resources Officer

BUDGET AMENDMENT REQUIRED:

No



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: Draft Minutes of the March 9, 2020 Regular Meeting

BRIEF SUMMARY:
Draft minutes of the March 9, 2020 Regular Meeting

REQUESTED ACTION:
Approval of the March 9, 2020 draft minutes as presented or amended.

EXPECTED LENGTH OF PRESENTATION:
2 minutes

SUBMITTED BY:
Michele Davis, Town Clerk/Human Resources Officer

BUDGET AMENDMENT REQUIRED:
No



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, March 09, 2020 - Train Depot, 614 Broad Street, Beaufort, NC 28516 Minutes

Call to Order

Mayor Newton called the meeting to order and asked those in attendance to join him in the Pledge of Allegiance.

Roll Call

Town Clerk Davis called roll and declared a quorum present.

PRESENT

Mayor Everette Newton
Commissioner Sharon Harker
Commissioner Charles McDonald
Commissioner Ann Carter
Commissioner Marianna Hollinshed
Commissioner John Hagle

Agenda Approval

A motion was made to approve the agenda as presented.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Calendar

Town Clerk Davis reviewed the calendar for March and April.

Public Comment

Mary Phillips of 206 Marsh Street, Tipper Davis of 309 Live Oak Street and Robert Harper of 1020 Broad Street all expressed concern over the increasing number of Short Term Rentals (STR) in the town limits and asked for the board members to please consider possible restrictions and ordinances for regulations.

Janet Woodward of 2217 Lennoxville Road asked for the town to please contact the NC Department of Transportation (NCDOT) to ask for the roads to be re-stripped.

Project Updates

Town Engineer Greg Meshaw provided an update on projects. Board members thanked Mr. Meshaw for his presentation. He was also asked to please remember to keep in mind all areas around town need infrastructure improvements.

Project Updates were:

Street Rehabilitation & Construction-\$1,828,207 was low bid. Local Government Commission (LGC) will review the financing documents at their April 7, 2020 work session.

Professional Park Drive Sewer Repair-cost will be \$22,504

Randolph Johnson Park-\$635,802 contract price-work has started-anticipated completion July 9th.

Turner Street 100 Block Improvements-\$152,694 was low bid amount.

Tiller School Pedestrian Crossing-request sent to NCDOT-they would like for the town to perform a pedestrian count with points of origin documented.

Pedestrian Improvements-\$556,500-improve access to RJ Park and along Campen Road pedestrian crossing and sidewalks.

Manager Report

Town Manager Day gave a report on the items staff had been directed to pursue as a result of the Annual Board Retreat in February. Those items are listed below.

1. Proceed with taking the Live Oak Street Overlay District (from Cedar to 1st St) to the Planning Board in March, and new sign standards for the remainder of the Live Oak Street commercial district in April or May.
2. Draft new regulations for measuring structure height based on flood elevations.
3. Draft zoning regulations for whole house short term rentals.
4. Prepare agenda item for March work session for purchase of a ladder truck.
5. Develop an integrated approach for harbor management issues – boardwalk and bulkhead replacement; mooring field construction; Beaufort Docks infrastructure and management; environmental concerns; and health and safety consideration. Include input from other communities with similar amenities and infrastructure, as well as from the public. In short, develop a Beaufort Waterfront Vision Plan.
6. Prepare sewer allocation policy by July for Board consideration.
7. Assist School System by providing in-house engineering services to prepare a mitigation plan for stoppages in East Carteret High School force main sewer line.
8. Address future sewer capacity needs by initiating permitting process for high rate infiltration system and speculative surface discharge increase.
9. Begin review of water system needs regarding well capacity and water treatment plant condition.
10. Consider House of Silk Flowers/NC 101 Business Park request for sewer service at March work session.
11. Declined to pursue merger of county and town water systems, based on the findings of the recent water system consolidation study.

Items of Consent

A motion was made to approve the Items of Consent as presented.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

1. Draft minutes of the January 29, 2020 Work Session, the February 10, 2020 Regular Meeting, and the February 24, 2020 Work Session
2. Resolution Supporting the Maritime Heritage Foundation at Gallants Channel

Items for Discussion and Consideration

1. Sewer Plant Odor Control – Preston Development

Town Manager Day reported on the Odor Control Scrubber suggested for construction by Preston Development. He reported Preston Development would pay for the construction of the scrubber with the town being responsible for maintenance. In return they are asking for permission to remove dirt from the proposed excavation of the retention pond. Manager Day asked for the board to consider approval of the construction of the scrubber and give approval for the excavation based on the town's discussion with the Department of Water Quality regarding the permitting for the pond.

Commissioner Hagle indicated he believed the odor scrubber was something every treatment plant should operate. He made a motion to approve the construction of the odor scrubber to be paid for by Preston Development and to tentatively approval the removal of the fill dirt of the retention pond based on the discussion with the Department of Water Quality additionally he added the ability for the Town Manager and Town Attorney to prepare a contract along with Preston Development.

Commissioner Harker expressed concern over the cost of the maintenance and wanted to make sure the town was able to assume the costs of \$50,000. She also expressed concern over the use and whether it may be used intermittently or continuously. Commissioner McDonald agreed with Commissioner Harker on her comments. He asked about the \$250,000 and how that amount was determined.

Developer Karl Blackley indicated the odor was extremely strong when there was a west wind. He indicated the smell was impacting the sale-ability of their development properties. He indicated he understood from the Town Manager the town did not have the funding for the scrubber. Mr. Blackley indicated the proposed scrubber would be constructed for a manual on and off switch. Mr. Blackley indicated he had tasked McKim Creed Engineering Firm with providing a proposal for the best type of scrubber for the treatment plant.

After all discussions, the vote was 5 to 0 in favor of the motion made by Commissioner Hagle.

2. Appointment to the Historic Preservation Commission

Town Clerk Davis reported there was a vacancy on the Historic Preservation Commission for an unexpired term. Commissioner Harker made a motion to open nominations. The vote was unanimous. Commissioner Hollinshed nominated Barbara Francis-Heckman. Being no further nominations, Commissioner Hagle made a motion to close the nominations with the vote being unanimous.

Mayor Newton called for a vote of approval for Barbara Francis-Heckman to be appointed to the unexpired term for the Historic Preservation Commission. The vote was 5 to 0 in favor.

3. Request to NCDOT to Lower Speed Limit on Turner and Cedar Streets

Town Manger Day indicated the NCDOT had reviewed the request to lower the speed limits on Turner Street and Cedar Street. He indicated they approved the lowering of the speed limit on Cedar Street to 30 miles per hour and keeping the current speed limit on Turner Street.

A motion was made to approve the Municipal Certification of the speed limit for Cedar Street.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

4. FY 20 Budget Amendment #7

Finance Director Christi Wood indicated the request was for the loan received while waiting for the refund of funds from FEMA for Hurricane Florence expenses. Additionally, the request was to appropriate funds for the contract approved with Rivers & Associates for work on the USDA Grant paperwork.

A motion was made to approve FY Budget Amendment #7.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

5. Spring Dredging of Bulkhead Channel

Finance Director Wood indicated the budget amendment was for funding needed for dredging of Bulkhead Channel. She indicated the town had a short fall of \$18,200 for the dredging.

A motion was made to approve FY 20 Budget Amendment #8.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

6. Capital Reserve Fund Amendment #2

Finance Director Wood indicated this Capital Reserve Fund Amendment was related to FY BA #7 so the consultants can do the work on utility lines.

A motion was made to approve the CRF BA #2 as presented.

Motion made by Commissioner Hollinshed.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

7. Pirate Invasion

8. Lion's Club Bridge Run

Ms. Johnson reported the request for the race was the exact as it was for last year's event. She indicated the organizers had worked closely with the Farmers' Market and were also providing a detour route map for shoppers to get to the market.

A motion was made to approve the Lion's Club Bridge Run as presented.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

9. Historic Beaufort Road Race

Ms. Johnson indicated the race will be held on July 18th with the same routes being used as has been done in previous years. Road closures will only occur when runners are in the area and not full road closures.

A motion was made to approve the request as presented.

Motion made by Commissioner Hollinshed.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

10. Crystal Coast Half Booty Triathlon

Ms. Johnson indicated the request is updated for Saturday, May 9, 2020 and for the closure of Middle Lane for the finish line. This request also includes a request for an alcohol waiver.

A motion was made to approve the request as presented including the alcohol waiver.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

11. Wooden Boat Show

Ms. Johnson reported the request for the closure of the 300 block on Front Street during the event on May 2, 2020. This is also being held at the same time of the Boat Building Challenge. The two events jointly hire security for the day.

A motion was made to approve the request as presented.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Commission / Board Comments

Commissioner Hagle thanked the staff for preparations for the Board Retreat as well as the meeting tonight. He indicated he was glad to see the new approach to keep Bulkhead Channel open by doing some extra dredging. Commissioner Hagle also offered thanks to Preston Development for funding the odor scrubber. He thanked Rachel Johnson for the setup work for the Citizens Academy that was scheduled to start the following evening on March 10, 2020. He also reminded everyone to be safe and aware of their surroundings especially with the start of daylight-saving time.

Commissioner Hollinshed thanked Mark Eakes for getting the sidewalks repaired along Ann Street. She also asked for streets to be painted for parking those being Cedar, Moore, Orange, Queen, Pollock and Marsh. She also asked staff to look at the parking of over-sized vehicles as well as one-way parking. She indicated she would like to see the Short-Term Rental task force established and move forward with looking at options and make recommendations regarding parking, on-site contact, trash collection and noise. She offered condolences to Barbara Francis-Heckman and her family on the passing of her mother. She also offered condolences to the family of Dr Aquadro.

Commissioner McDonald asked Town Engineer Meshaw if he had any input on the odor scrubber. Mr. Meshaw indicated he met with the representatives and reviewed the technical data information.

Commissioner Harker indicated the Board Retreat was very informative about projects were coming to fruition. She indicated the town was doing things in a smart way. She also stated Front Street was looking nice with the new pavers and sidewalks. She congratulated the Beaufort Citizens Academy on the first class and indicated she was looking forward to getting to participate in the classes. In regard to the Short-

Term Rentals she recommended a good deal of research be completed before crafting an ordinance or zoning. In closing she thanked the other board members for the communication at the Board Retreat.

Commissioner Carter thanked Greg Meshaw for his information regarding the projects. She did urge all citizens to use common sense with COVID-19.

Mayor Newton also urged the citizens to please remain aware of their surroundings and practice good hygiene.

Closed Session

A motion was made to enter Closed Session for the permitted purpose of Personnel.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Being for further discussion, Commissioner Harker made a motion to return to Open Session. The vote was unanimous.

Adjourn

Being no further business, Commissioner Hagle made a motion to adjourn the meeting. The vote was 5 to 0 in favor.

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: Voluntary Annexation Request for Old Seaport
Development, LLC (153 Aqua 10 Road and 103 Aqua 10
Road) Doug Brady

BRIEF SUMMARY:

A request has been made for a voluntary annexation for 10.87 acres located at 153 Aqua 10 Road (PIN 130601053225000) and .585 acres located at 103 Aqua 10 Road (PIN 730601058167000). This is a satellite annexation request and both properties are currently zoned R8. The adjoining property owners are State of North Carolina (Maritime Museum Property) and the Michael J. Smith Airport. The anticipated impact to town services will be 6400 GPD for Water and 7770 GPD for Sewer. Currently Police and Fire serve the area.

To start the annexation process, the Board of Commissioners will need to direct the Town Clerk to investigate the sufficiency of the request. The Resolution Directing the Clerk to Investigate the Petition is included in this packet.

REQUESTED ACTION:

Motion approving the Resolution Directing the Clerk to Investigate the Petition for Voluntary Annexation.

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Michele Davis, Town Clerk/Human Resources Officer

BUDGET AMENDMENT REQUIRED:

No



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APPLICATION FOR VOLUNTARY ANNEXATION REQUEST

Instructions: Please complete the form below and include all required attachments, including the **\$100 application fee (to The Town of Beaufort)** and return to Town Manager, Town Hall, 701 Front St., PO Box 390, Beaufort, NC, 28516. Incomplete applications will not be processed and returned to the applicant. Please contact Town Hall at (252) 728-2141 with any questions.

Complete applications must be received 15 days prior to the scheduled meeting.

Applicant Name: Old Seaport Development, LLC

Applicant Address: 805 Front Street Beaufort, NC 28516

Phone Number: 252-241-2780 Email: dbradydev@gmail.com

Property Owner Name: Old Seaport Development, LLC

Address of Property: _____

Phone Number: 252-241-2780 Email: dbradydev@gmail.com

PROPERTY INFORMATION

Property Address: 153 Aqua 10 Road Beaufort Current Zoning: R8

15 Digit Pin: 730601053225000 Size of Property (Square Feet or Acres): 10.87 ac

Is the property Contiguous to the City Limits: Yes No;

If Not Contiguous please indicate how many miles it is to the City Limits: _____

Current Use of Property:

- Residential Vacant
 Commercial Other: _____


Date: 2/20/2020

Applicant Signature _____

OFFICE USE ONLY *Revised 03/16*

Received by: _____ Reviewed for Completeness By: _____

Date: _____ Date Deemed Complete and Accepted: _____

OTD Support Development LLC  Date: 2-21-26

Property Owner Signature (if different than above)

A fee of \$100 to the Town of Beaufort must accompany this application.

REQUIRED ATTACHMENTS FOR A VOLUNTARY ANNEXATION REQUEST

Please provide the following as attachments to the voluntary annexation request form:

1. Copy of the Annexation Survey (suitable for recording)
2. Copy of all the deeds for the area to be annexed to verify ownership
3. A TYPED list of adjoining property owners
4. Carteret County Tax Parcel Card (Included should be parcel number and tax value)
5. Anticipated impact to city services including estimated gallons of water/sewer per day

SEWER - 7,770 GPD
WATER - 6400 GPD

Carteret County

Property Data

Parcel Number: 730601053225000

Inquiry Date: 2/20/2020

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

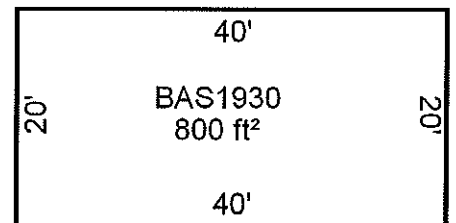
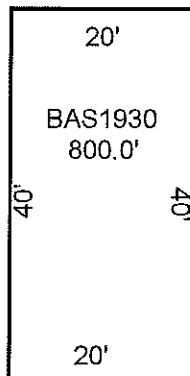
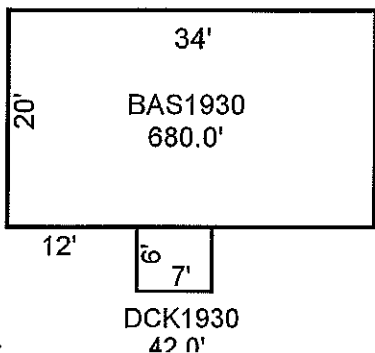
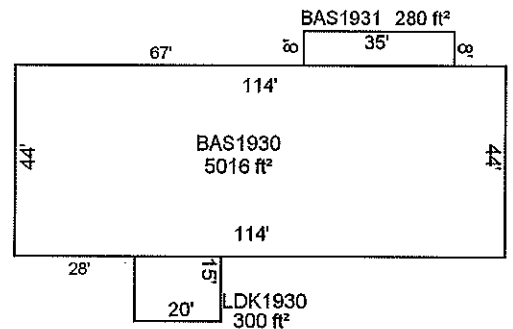
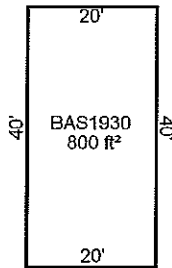
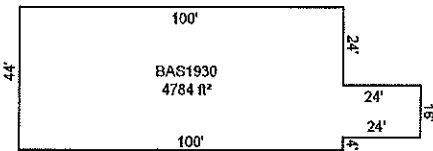
Property Info

PARCEL NUMBER: 730601053225000
OWNER: OLD SEAPORT DEVELOPMENT LLC
PHYSICAL ADDRESS 153 AQUA 10 RD
BEAUFORT
MAILING ADDRESS: 805 FRONT STREET
BEAUFORT NC 28516
LEGAL DESCRIPTION: ACREAGE SR 1170 NEWPORT RIVER
DEED REF: 5A-545
PLAT REFERENCE: -
NEIGHBORHOOD: 590013
SALE DATE: 08/09/2005
SALE PRICE: \$3,500,000
ACREAGE: 10.87
LAND VALUE: \$1,900,687
EXTRA FEATURE VALUE: \$0

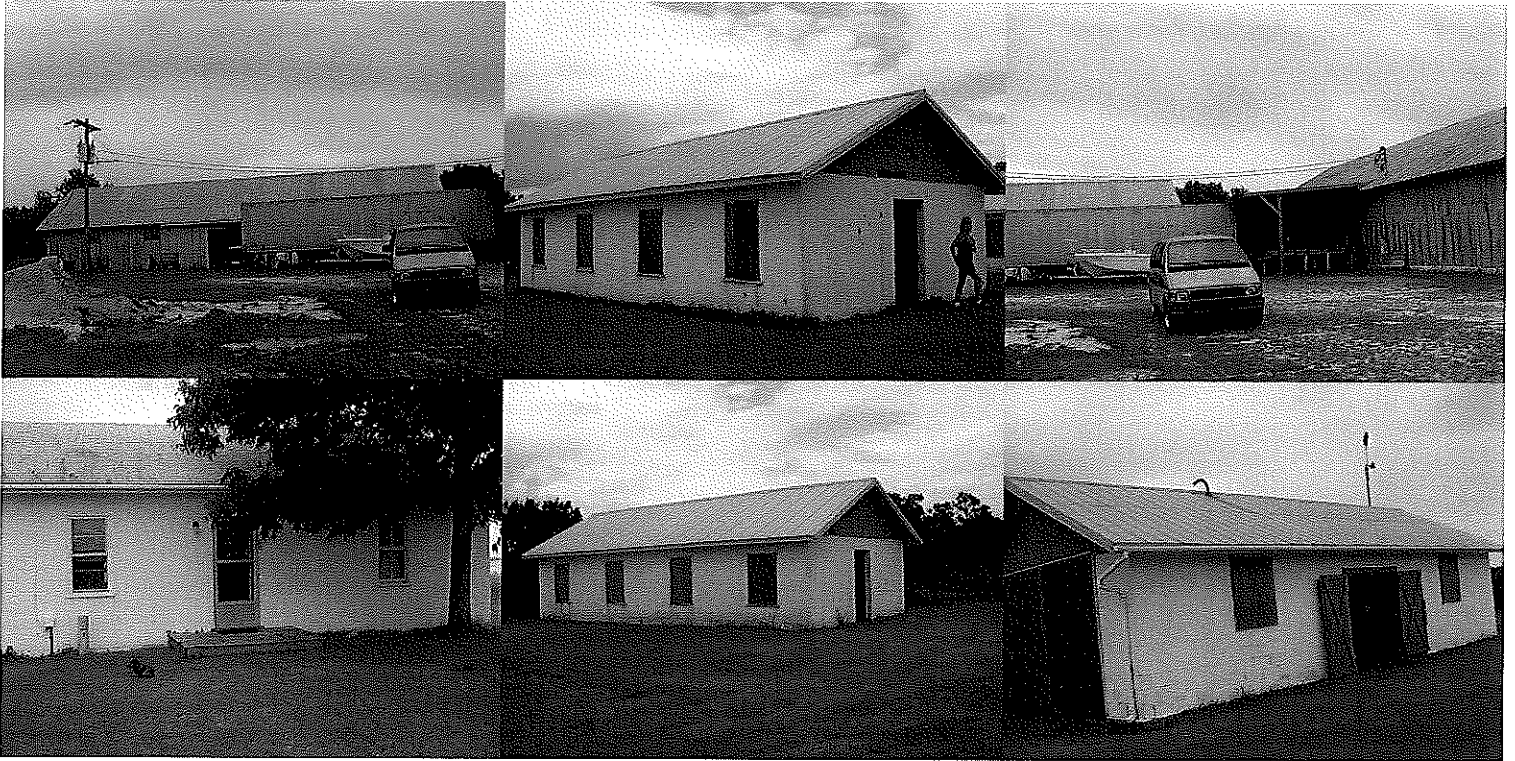
Building Info

BATHS: 0
BEDROOMS: 0
CONDITION: N/A
EXTERIOR WALLS: 05 ALUM. LAP
N/A
FLOOR FINISH: 03 CONC FINSH
N/A
FOUNDATION: 07 SLAB/GRADE
HEAT: 00 NO INFO
ROOF COVER: 01 MINIMUM
N/A
ROOF STRUCTURE: 03 GABLE/HIP
SQUARE FOOTAGE: 4784
YEAR BUILT: 1930
BUILDING VALUE: \$90,490
PARCEL VALUE: \$1,991,177

Sketches



Photos



Carteret County

Property Data

Parcel Number: 730601058167000

Inquiry Date: 2/20/2020

DISCLAIMER: For confirmation of the number of buildings on each parcel, please contact the Carteret County Tax Office.

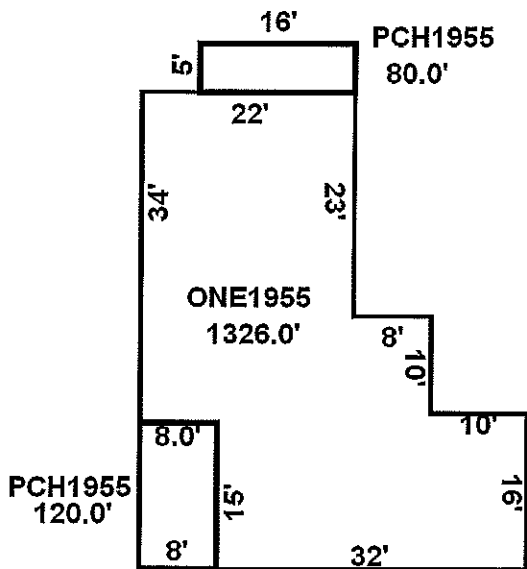
Property Info

PARCEL NUMBER: 730601058167000
OWNER: OLD SEAPORT DEVELOPMENT LLC
PHYSICAL ADDRESS 103 AQUA 10 RD
BEAUFORT
MAILING ADDRESS: 805 FRONT STREET
BEAUFORT NC 28516
LEGAL DESCRIPTION: PART ACRE WEST BEAUFORT RD
DEED REF: 1398-233
PLAT REFERENCE: -
NEIGHBORHOOD: 590013
SALE DATE: 01/30/2012
SALE PRICE: \$500,000
ACREAGE: 0.585
LAND VALUE: \$62,946
EXTRA FEATURE VALUE: \$3,125

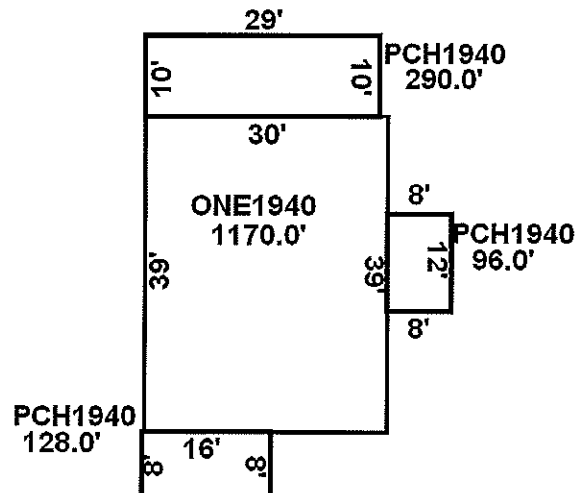
Building Info

BATHS: 1
BEDROOMS: 3
CONDITION: N/A
EXTERIOR WALLS: 12 RES WOOD
FLOOR FINISH: 09 SOFTWOOD
08 VINYL
FOUNDATION: 04 PIER
HEAT: 02 FANNODUCT
ROOF COVER: 03 COMP SHNGL
ROOF STRUCTURE: 03 GABLE
SQUARE FOOTAGE: 1526
YEAR BUILT: 1955
BUILDING VALUE: \$83,594
PARCEL VALUE: \$149,665

Sketches



Sketch by Apex IV™



Sketch by Apex IV™

Photos



Melanie Arthur 2P
CARTERET COUNTY
JL Date 08/09/2005 Time 15:36:00
GR 1126210 Page 1 of 2

NORTH CAROLINA, CARTERET COUNTY
The foregoing certificate(s) of Notary Public(s) is/are certified to be correct. This instrument and this certificate are duly registered at the date and time and in the Book and Page shown on the first page hereof.

Melanie Arthur, Registrar of Deeds
By Melanie Arthur
Asst. Deputy, Registrar of Deeds

Prepared by The Harris Law Firm, PLLC

Tax Parcel #7306.01.05.3225

Stamps: \$0.00

STATE OF NORTH CAROLINA

NONWARRANTY DEED

COUNTY OF CARTERET

This NONWARRANTY DEED is made this the 9 day of August 2005, by and between **AQUA 10 CORPORATION**, hereinafter collectively referred to as "Grantor" and **OLD SEAPORT DEVELOPMENT, LLC**, hereinafter "GRANTEE", whose address is 515 Sensation Weigh, Beaufort, NC 28516. The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH:

That the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does assign, grant, bargain, sell and convey unto the Grantee all of their right, title and interest to that certain lot or parcel of land situated in Beaufort Township, Carteret County, North Carolina and more particularly described as follows:

Being that parcel of land bounded by the property of the Beaufort-Morehead Airport to the north, the sixty (60) foot right of way for S.R. 1170 (West Beaufort Road) on the east, the lands of Alfred R. Bierman, Jr. as described in Deed Book 454, Page 496, Carteret County Registry to the South and the lands of Aqua 10 Corporation, being described in Deed Book 5A, Page 49, Carteret County Registry, to the west

TO HAVE AND TO HOLD the aforesaid lot or parcel of land and all privileges and appurtenances thereunto belonging to the said Grantee free and discharged of and from all right, title, claim or interest of the said Grantors or anyone claiming by, under or through them.

The Grantor makes no warranty, express or implied, as to title to the property hereinabove described.

IN WITNESS WHEREOF, the Grantor has hereunto set his hand and seal the day and year first above written.

AQUA 10 CORPORATION

By:

William Campbell
President

Attest:

Secretary

STATE OF NORTH CAROLINA

COUNTY OF CARTERET

I, Elizabeth D Home, a Notary Public of the aforesaid County and State, do hereby certify that William Campbell, appeared before me this day and acknowledged that he is _____ President of AQUA 10 CORPORATION, Grantor, and that by authority duly given he has executed the foregoing instrument in the name of and on behalf of said corporation.

This the 9 day of August, 2005.

Elizabeth D Home
NOTARY PUBLIC

My Commission Expires: 2-1-09



NORTH CAROLINA, CARTERET COUNTY
This instrument and this certificate are duly filed at
the date and time and in the Book and Page shown
on the first page hereof.

Joy Lawrence, Register of Deeds
By: 
Asst. Deputy, Register of Deeds



FILE # 1398233

FOR REGISTRATION REGISTER OF DEEDS
Joy Lawrence
Carteret County, NC
January 30, 2012 04:44:45 PM
COUNTER DEED 3 P
FEE: \$26.00
FILE # 1398233

NORTH CAROLINA GENERAL WARRANTY DEED

Excise Tax: N/A

Parcel Identifier No. 7306.01.05.8167

✓ Mail/Box to: Kirkman, Whitford, Brady, Berryman & Farias, P.A. NO TITLE EXAM PERFORMED

This instrument was prepared by: Kirkman, Whitford, Brady, Berryman & Farias, P.A.

Brief description for the Index: 103 Aqua 10 Road, Beaufort

THIS DEED made this ____ day of January, 2012, by and between

GRANTOR	GRANTEE
CROATAN INVESTMENTS CO., LLC A North Carolina Limited Liability Company P.O. Box 3576 Morehead City, NC 28557	OLD SEAPORT DEVELOPMENT, LLC A North Carolina Limited Liability Company 805 Front Street Beaufort, NC 28516

The designation Grantor and Grantee as used herein shall include said parties, their heirs, successors, and assigns, and shall include singular, plural, masculine, feminine or neuter as required by context.

WITNESSETH, that the Grantor, for a valuable consideration paid by the Grantee, the receipt of which is hereby acknowledged, has and by these presents does grant, bargain, sell and convey unto the Grantee in fee simple, all that certain lot or parcel of land situated in Carteret County, North Carolina and more particularly described as follows:

See attached "Exhibit A"

The property hereinabove described was acquired by Grantor by instrument recorded in Book 1385, page 485.

A map showing the above described property is recorded in Map Book , Page .

Notice per N.C.G.S. §105-317-2: The property herein is not a primary residence of the Grantor.

And the Grantor covenants with the Grantee, that Grantor is seized of the premises in fee simple, has the right to convey the same in fee simple, that title is marketable and free and clear of all encumbrances, and that Grantor will warrant and defend the title against the lawful claims of all persons whomsoever, other than the following exceptions:

Any and all restrictions, covenants and easements of record.

IN WITNESS WHEREOF, the Grantor has duly executed the foregoing as of the day and year first above written.

CROATAN INVESTMENTS CO., LLC _____ (SEAL)

(Entity Name)

By: [Signature]

Walter D. Brady

Title: **Member/Manager**

_____ (SEAL)

By: [Signature]

Carolyn B. Brady

Title: **Member/Manager**

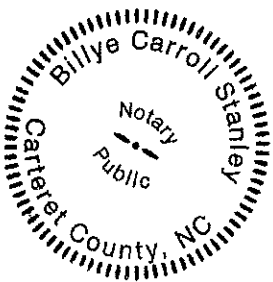
_____ (SEAL)

By: _____

_____ (SEAL)

Title: _____

SEAL-STAMP State of North Carolina - County of Carteret



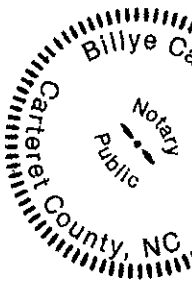
I, the undersigned Notary Public of the County and State aforesaid, certify that **Walter D. Brady** personally came before me this day and acknowledged that he is the **Member/Manager** of **CROATAN INVESTMENTS CO., LLC**, a North Carolina limited liability company, and that by authority duly given and as the act of such entity, he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal, this 27th day of **January**, 2012.

My Commission Expires:

3/31/13

[Signature]
Notary Public

SEAL-STAMP State of North Carolina - County of Carteret



I, the undersigned Notary Public of the County and State aforesaid, certify that **Carolyn B. Brady** personally came before me this day and acknowledged that she is the **Member/Manager** of **CROATAN INVESTMENTS CO., LLC**, a North Carolina limited liability company, and that by authority duly given and as the act of such entity, he signed the foregoing instrument in its name on its behalf as its act and deed. Witness my hand and Notarial stamp or seal, this 26th day of **January**, 2012.

My Commission Expires:

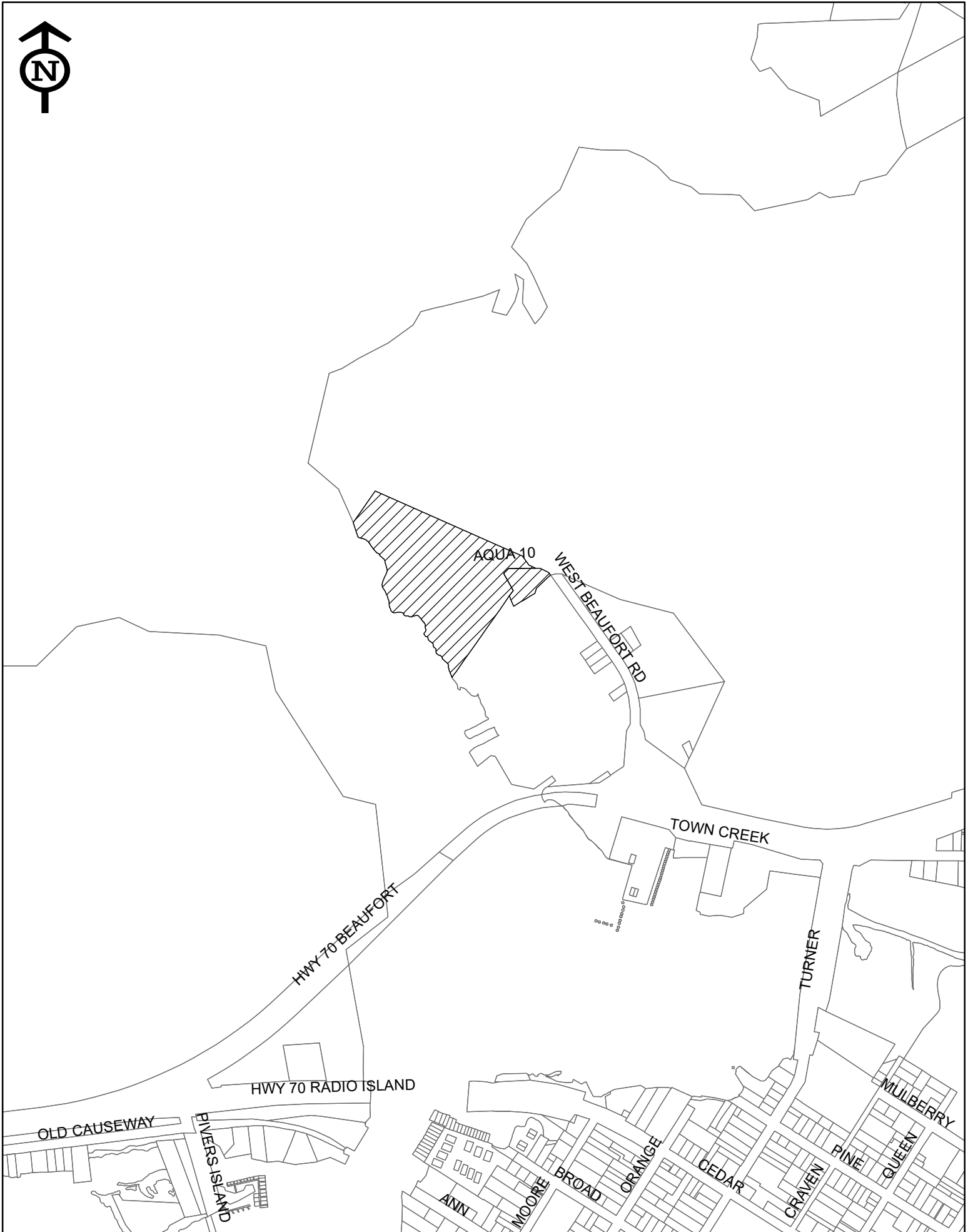
3/31/13

[Signature]
Notary Public

Annexation Vicinity Map - Gallants Point Subdivision



Annexation Vicinity Map - Gallants Point Subdivision





**RESOLUTION DIRECTING THE CLERK TO INVESTIGATE A PETITION
RECEIVED UNDER G.S. 160A-31**

WHEREAS, a petition requesting annexation of an area described in said petition was received on February 21, 2020 by the Town of Beaufort; and

WHEREAS, G.S. 160A-31 provides that the sufficiency of the petition shall be investigated by the Town Clerk before further annexation proceedings may take place; and

WHEREAS, the Board of Commissioners of the Town of Beaufort deems it advisable to proceed in response to this request for annexation;

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Town of Beaufort that:

The Town Clerk is hereby directed to investigate the sufficiency of the above described petition and to certify as soon as possible to the Board of Commissioners the result of her investigation.

Adopted this 13th day of April 2020.

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: FY 20 Audit Contract

BRIEF SUMMARY:

The FY 2020 audit contract with Martin Starnes and Associates is attached.

REQUESTED ACTION:

Approve the contract.

EXPECTED LENGTH OF PRESENTATION:

5 mins

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

No

The of and	Governing Board Board of Commissioners
	Primary Government Unit (or charter holder) Town of Beaufort, NC
	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name Martin Starnes & Associates, CPAs, P.A.
	Auditor Address 730 13th Avenue Dr. SE, Hickory, NC 28602

Hereinafter referred to as Auditor

for	Fiscal Year Ending	Audit Report Due Date
	06/30/20	10/31/20

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types).

2. At a minimum, the Auditor shall conduct his/her audit and render his/her report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if required by the State Single Audit Implementation Act, as codified in G.S. 159-34. If required by OMB *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) and the State Single Audit Implementation Act, the Auditor shall perform a Single Audit. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit performed under the requirements found in Subpart F of the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2011 revisions, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.

If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.
6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC staff within four months of fiscal year end. If it becomes necessary to amend this due date or the audit fee, an amended contract along with a written explanation of the delay shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.) [G.S. 159-34 and 115C-447] All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC along with an Audit Report Reissued Form (available on the Department of State Treasurer website). These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing, on the Amended LGC-205 contract form and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to charter schools or hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 28 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the parent government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to charter schools or hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. Applicable to charter school contracts only: No indebtedness of any kind incurred or created by the charter school shall constitute an indebtedness of the State or its political subdivisions, and no indebtedness of the charter school shall involve or be secured by the faith, credit, or taxing power of the State or its political subdivisions.

29. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 16 for clarification).

30. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/slg/Pages/Audit-Forms-and-Resources.aspx>.

31. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

32. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will be not be approved.

Financial statements were prepared by: Auditor Governmental Unit Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:	Title:	Email Address:
Christi Wood	Finance Director	c.wood@beaufortnc.org

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to submission of the completed audited financial report, applicable compliance reports and amended contract (if required) the Auditor may submit invoices for approval for services rendered, not to exceed 75% of the total of the stated fees below. If the current contracted fee is not fixed in total, invoices for services rendered may be approved for up to 75% of the prior year billings. Should the 75% cap provided below conflict with the cap calculated by LGC staff based on the prior year billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC 3 .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

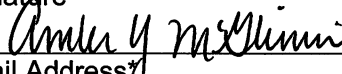
Primary Government Unit	Town of Beaufort, NC
Audit Fee	\$ See fee section of engagement letter
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$ N/A
Writing Financial Statements	\$ See fee section of engagement letter
All Other Non-Attest Services	\$ N/A
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$ 19,687.50

DPCU FEES (if applicable)

Discretely Presented Component Unit	N/A
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval <i>(not applicable to hospital contracts)</i>	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* Martin Starnes & Associates, CPAs, P.A.	
Authorized Firm Representative (typed or printed)* Amber Y. McGhinnis	Signature* 
Date* 03/12/20	Email Address* amcghinnis@martinstarnes.com

GOVERNMENTAL UNIT

Governmental Unit* Town of Beaufort, NC	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* Everette S. Newton, Mayor	Signature*
Date	Email Address e.newton@beaufortnc.org

Chair of Audit Committee (typed or printed, or "NA") N/A	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) Christi Wood, Finance Director	Signature*
Date of Pre-Audit Certificate*	Email Address* c.wood@beaufortnc.org

**SIGNATURE PAGE – DPCU
(complete only if applicable)**

DISCRETELY PRESENTED COMPONENT UNIT

DPCU*	
N/A	
Date DPCU Governing Board Approved Audit Contract* (Ref: G.S. 159-34(a) or G.S. 115C-447(a))	
DPCU Chairperson (typed or printed)*	Signature*
Date*	Email Address*

Chair of Audit Committee (typed or printed, or "NA")	Signature
N/A	
Date	Email Address

DPCU – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

DPCU Finance Officer (typed or printed)*	Signature*
N/A	
Date of Pre-Audit Certificate*	Email Address*

Remember to print this form, and obtain all
required signatures prior to submission.

PRINT



Report on the Firm's System of Quality Control

To the Shareholders of Martin Starnes & Associates CPAs, P.A. and the
Peer Review Committee, North Carolina Association
Of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Martin Starnes & Associates CPAs, P.A. (the firm) in effect for the year ended December 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including compliance audits under the Single Audit Act and an audit of an employee benefit plan.

As part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Martin Starnes & Associates CPAs, P.A. in effect for the year ended December 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Martin Starnes & Associates CPAs, P.A. has received a peer review rating of pass.

Koonce, Wooten & Haywood, LLP

Koonce, Wooten & Haywood, LLP

May 3, 2018

Raleigh
4060 Barrett Drive
Post Office Box 17806
Raleigh, North Carolina 27619

919 782 9265
919 783 8937 FAX

Durham
3500 Westgate Drive
Suite 203
Durham, North Carolina 27707

919 354 2584
919 489 8183 FAX

Pittsboro
10 Sanford Road
Post Office Box 1399
Pittsboro, North Carolina 27312

919 542 6000
919 542 5764 FAX



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: FY 21 Budget Calendar

BRIEF SUMMARY:

Dates are provided for FY 21 Budget presentation and suggested work sessions, as needed.

REQUESTED ACTION:

Review and approve the dates.

EXPECTED LENGTH OF PRESENTATION:

5 mins

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

No

The Budget Calendar

Budget Document Presented

Town Board Meeting

May 11, 2020–6 PM Train Depot

Budget Work Session

May 18, 2020–4 PM Town Hall Conference Room

Budget Work Session

May 20, 2020–4 PM Town Hall Conference Room

Regular & Budget Work Session

May 26, 2020–4 PM Town Hall Conference Room

Budget Work Session

June 1, 2020–4 PM Town Hall Conference Room

Public Comment & FY 2021 Budget Adoption

Town Board Meeting

June 8, 2020–6 PM Train Depot



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: Adoption of Carteret County Emergency Operations Plan

BRIEF SUMMARY:

The Town has not formally adopted the Carteret County Emergency Operations Plan. The full text of the plan is available online at <http://www.carteretcountync.gov/DocumentCenter/View/1121/Carteret-County-EOP>.

REQUESTED ACTION:

Adoption of Carteret County Emergency Operations Plan

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Tony Ray, Fire Chief

Kate Allen, Town Planner

BUDGET AMENDMENT REQUIRED:

No



**TOWN OF BEAUFORT BOARD OF COMMISSIONERS
RESOLUTION OF ADOPTION OF THE
CARTERET COUNTY EMERGENCY OPERATIONS PLAN**

WHEREAS, Carteret County has identified natural, technological, and man-made hazards that have the potential to disrupt day-to-day activities and/or cause extensive property damage, personal injury, and/or casualties; and,

WHEREAS, the North Carolina Emergency Management Act of 1977 as amended (NCGS 166A. et. seq) and Carteret County Ordinance confers upon local governing boards comprehensive powers to be exercised in providing for the protection of the lives and property of their citizens against natural, technological, and man-made disasters/emergencies; and,

WHEREAS, assistance from other jurisdictions, the state, and/or federal government may be available under certain circumstances when emergency or disaster response and recovery operations exceed local government capabilities; and,

WHEREAS, the North Carolina Emergency Management Act assigns the responsibility of emergency management functions to the County and provides provisions for each county to designate an Emergency Management Coordinator; and,

WHEREAS, the effective preparation for emergency situations requires extensive initial planning, continuing revision of plans, and assignment of emergency functions prior to the occurrence of an emergency and the training of personnel in order to ensure a seamless, effective application of governmental functions to emergency operations;

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN OF BEAUFORT BOARD OF COMMISSIONERS that the Carteret County Emergency Operations Plan is hereby approved, and:

1. That the Carteret County Department of Emergency Services, Emergency Management Division shall act as the designated coordinating agency to coordinate emergency and disaster prevention, protection, mitigation, response, and recovery in Carteret County, under the general supervision of the County Manager.
2. That the Carteret County Emergency Management Division is authorized to update and maintain the Emergency Operations Plan in accordance with state and federal guidance in coordination with the stakeholders of the plan.
3. That the Carteret County Emergency Management Division is authorized to maintain and update plans, policies, and procedures that facilitate the implementation of the Emergency Operations Plan and agency responsibilities as identified in Carteret County Ordinance Section 5-7.

4. That the Carteret County Emergency Management Division will assist in coordinating disaster related training for all agencies and entities that have responsibilities under the Emergency Operations Plan.
5. That all agencies identified within the Emergency Operations Plan work to ensure compliance with this document to include the provision of policies and processes to carry out their assigned responsibilities.
6. That all agencies identified within the Emergency Operations Plan ensure that their organization's staff are trained to perform their assigned functions.
7. That all agencies identified within the Emergency Operations Plan ensure compliance with the National Incident Management System through training and policy implementation.
8. That the Carteret County Emergency Management Program (to include all identified stakeholders) will work towards accreditation under the Emergency Management Accreditation Program.
9. That should any provision of this resolution or the application thereof be declared invalid for any reason, such a declaration shall not affect the validity of other provisions, or of this resolution, as a whole, since the provisions of this resolution are severable as provided by G.S. 166A-19.15.

ADOPTED this _____ day of April 2020.

Everette S. Newton, Mayor

ATTEST:

Michele Davis, Town Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: FY 20 Budget Amendment #10

BRIEF SUMMARY:

General Fund -This amendment requests the appropriation of fund balance to:

- Complete the renovations on the interior and exterior of the Police Department Annex, install the security system and cameras for investigation purposes, and training room furniture (\$40,000).
- Replace an aging pick-up truck in Public Works, request will be combined with the funds received from sale of surplus items (\$12,000)
- Fund legal expenditures expected through the end of the fiscal year (\$40,000)

REQUESTED ACTION:

Approve Budget Amendment #10

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

Yes



**TOWN OF BEAUFORT
FY 2020 BUDGET AMENDMENT #10**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2020 Budget through Ordinance on June 10, 2019, and WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2020 Budget as follows:

SECTION I: GENERAL FUND

This amendment requests the appropriation of fund balance to:

- Complete the renovations on the interior and exterior of the Police Department Annex, install the security system and cameras for investigation purposes, and training room furniture (\$40,000).
- Replace an aging pick-up truck in Public Works, request will be combined with the funds received from sale of surplus items (\$12,000)
- Fund legal expenditures expected through the end of the fiscal year (\$40,000)

A. REVENUE

INCREASE

APPROPRIATED FUND BALANCE\$ 92,000
TOTAL INCREASE.....**\$ 92,000**

B. EXPENDITURES AUTHORIZED BY DEPARTMENT

INCREASE

PUBLIC WORKS.....\$ 52,000
NON-DEPARTMENTAL.....\$ 40,000
TOTAL INCREASE.....**\$ 92,000**

SECTION VI: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.

Adopted this 13th day of April 2020.

ATTEST:

Michele Davis
Town Clerk

Everette S. Newton
Mayor



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: Residential Solid Waste Fee Increase

BRIEF SUMMARY:

Per our residential service agreement, with Waste Industries (GFL) the monthly fee shall be adjusted on an annual basis to reflect the annual adjustment based on the Consumer Price Index for All Urban Consumers (CPI-U): South Region as published by US Department of Labor. Effective April 1, 2020, the rates will be increased by 2.1% for residential services. The notice from GFL is attached.

REQUESTED ACTION:

Approve the change in the residential solid waste fee from \$18.78 to \$19.17.

EXPECTED LENGTH OF PRESENTATION:

15 mins

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

No



January 29, 2020

Christi Wood
Finance Officer
Town of Beaufort
701 Front Street
Beaufort, North Carolina 28516

Dear Ms. Wood,

Per our residential service agreement, the monthly fee shall be adjusted on an annual basis to reflect the annual adjustment based on the Consumer Price Index for All Urban Consumers (CPI-U): South Region as published by US Department of Labor. Effective April 1, 2020, your rates will be increased by 2.1%. Your compactor and Front Street commercial carts will be increased by 2.1% on July 1, 2020.

Your cost per ton for recycle processing will be adjusted on July 1 to \$131.00 per ton.

As always, thank you for allowing Waste Industries to provide these services. Please let me know if you have any questions or concerns.

Respectfully,

Norma Yanez
Government Contracts Manager



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items of Consent
SUBJECT: Crystal Coast Half Booty Triathlon

BRIEF SUMMARY: (Still in process of staff review)

Triathlon organizers have submitted an updated request to move the event date from May 9, 2020 to Sunday, October 11, 2020. All other approved requests remain the same.

REQUESTED ACTION:

Approval of the requested change in date from May 9, 2020 to October 11, 2020.

EXPECTED LENGTH OF PRESENTATION:

5 Minutes

SUBMITTED BY:

Rachel Johnson, PIO/Parks & Events Coordinator

BUDGET AMENDMENT REQUIRED:

No



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Public Hearing
SUBJECT: Case No. 20-01: Zoning Map Update & Request to Rezone
16 Parcels

BRIEF SUMMARY:

This is a staff-initiated request to consider an official Zoning Map update to reflect the changes associated with the Gallants Channel Bridge and new US-70 (i.e. rights-of-way, shifts in parcel boundaries, etc.). This request also includes the rezoning of 14 parcels and the initial zoning of the portion of Rachel Carson Reserve included in the recent expansion of the corporate limits.

REQUESTED ACTION:

Approval of the Rezoning as requested by staff.

EXPECTED LENGTH OF PRESENTATION:

15 minutes

SUBMITTED BY:

Kate Allen

BUDGET AMENDMENT REQUIRED:

No



Staff Report

To: Board of Commissioners
From: Kate Allen

Date: 3/17/2020
Meeting Date: 4/13/2020

Case Number 20-01

Summary of Request:

Zoning Map Update & Request to Rezone 16 Parcels

Background

Location(s) & PIN

1. 730617109293000, 500 Ann Street (Ann Street Methodist Church)
2. 730617203846000, 501 Broad Street
3. 730617204831000, 507 Broad Street
4. 730618215164000, 502 Cedar Street
5. 730618216055000, 508 Cedar Street
6. 730618217003000, 512 Cedar Street (Church)
7. 730617214176000, 314 Craven Street (Church)
8. 730618206936000, 313 Queen Street
9. 730618205985000, 311 Queen Street
10. 730618205869000, Queen Street (Carteret County)
11. 730618206910000, Queen Street (Carteret County)
12. 730617105358000, 138 Turner Street (Beaufort Historical Association)
13. 731500043525000, Rachel Carson Reserve (Recently Annexed Portion)
14. 730614334613000, 419/423 West Beaufort Road
15. 730617212200000, 300, 302, 303 Courthouse Square; 304, 306, 308, 310 Craven Street (Carteret County Courthouse)
16. 730614333424000, 412 West Beaufort Road

Owner(s)

Ann Street Methodist Church
Beaufort Historical Association
Carteret County Courthouse
County of Carteret
Amy V. Johnson-Ferdinand
NC Department of Transportation
Nelson & Patricia Owens
St. Stephens Church of Christ
State of North Carolina
Thomas J Johnson, LLC
Thomas L VanDyke

Applicant

Staff Initiated

Current Zoning R-8 Residential Medium Density District
 R-20 Residential Single Family District
 TR Transitional District
 B-1 General Business District
 H-BD Historic Business District

Existing Land Use See Current Land Use Maps

CAMA Future Land Use Map Public & Institutional; Low Density Residential
 Amendment Required No Yes

Adjoining Land Use & Zoning See Current Land Use & Zoning Map

Planning Board Review The Planning Board considered the request at the February 17th and March 16, 2020 meetings. The Planning Board recommends approval of the request as it is consistent with the CAMA Future Land Use Map.

Requested Action Conduct Public Hearing and make a motion to:

- Approve the request;
- Deny the request; or
- Approve a more restrictive zoning district

Staff Comments

This is a staff-initiated request to consider an official Zoning Map update to reflect the changes associated with the Gallants Channel Bridge and new US-70 (i.e. rights-of-way, shifts in parcel boundaries, etc.). This request also includes the rezoning of 16 parcels and the initial zoning of the portion of Rachel Carson Reserve included in the recent expansion of the corporate limits. The specific parcels with current and requested zoning districts are outlined in the table below.

Requested Rezoning - Subject Properties					
Address or PIN	Current Zoning	Requested Zoning	Address or PIN	Current Zoning	Requested Zoning
500 Ann St.	H-BD & TR	TR	PIN 730618205869000	B-1	TR
501 Broad St.	B-1	TR	PIN 730618206910000	R-8	TR
507 Broad St.	B-1	TR	138 Turner St.	H-BD & R-8	TR
502 Cedar St.	B-1	TR	Rachel Carson Reserve	Unzoned	OS
508 Cedar St.	B-1	TR	419/423 West Beaufort Rd.	R-8 & R-20	R-20
512 Cedar St.	B-1	TR	300, 302, 303 Courthouse Sq.	B-1 & TR	TR
314 Craven St.	B-1	TR	304, 306, 308, 310 Craven St.	B-1 & TR	TR
313 Queen St.	R-8	TR	412 West Beaufort Rd.	B-1	R-20
311 Queen St.	R-8	TR			

Case No. 20-01. Properties Requested to be Rezoned

Current & Requested Zoning Districts with Conforming Status

Pin15	Owner	Address	Road Frontage (1)	Road Frontage (2)	Road Frontage (3)	Lot Sq. Ft.	Current Zoning	Conforming Lot	Conforming Structure	Conforming Use	Requested Zoning	Conforming Lot	Conforming Structure	Conforming Use
730617109293000	Ann Street Methodist Church	500 Ann St.	222'	268'		51,618.60	H-BD/TR	Y	H-BD Y; TR N	H-BD N; TR Y	TR	Y	N	Y
730617105358000	Beaufort Historical Association	138 Turner St.	192'			38,986.20	H-BD/R-8	Y	N	Y	TR	Y	N	Y
730617212200000	Carteret County Courthouse	300 Courthouse Sq.	440'	396'	396'	216,972.36	B-1/TR	Y	N	Y	TR	Y	N	Y
730617203846000	County of Carteret	501 Broad St.	167'	112'		18,687.24	B-1	Y	N/A	Y	TR	Y	N/A	N
730617204831000	County of Carteret	507 Broad St.	41'			4,573.80	B-1	N	N	Y	TR	N	N	Y
730618205985000	County of Carteret	311 Queen St.	28'			5,052.96	R-8	N	N/A	N	TR	N	N/A	N
730618205869000	County of Carteret	Flag Lot Behind 309 Queen	7.8'			3,528.36	B-1	N	N	Y	TR	N	N	Y
730618206910000	County of Carteret	Adjoining Lot 311 Queen	28'			2,221.56	R-8	N	N/A	N	TR	N	N/A	N
730618215164000	Johnson-Ferdinand, Amy V	502 Cedar St.	138'			15,158.88	B-1	Y	N	Y	TR	Y	N	Y
730614334613000	NC Dept Of Transportation	419/423 W Beaufort Rd.	170'	65'		8,799.12	R-8/R-20	N	N/A	Y	R-20	N	N/A	Y
730618216055000	Owens, Nelson N & Patricia A	508 Cedar St.	34'			3,876.84	B-1	N	N/A	Y	TR	N	N/A	Y
730618217003000	St Stephens Church of Christ	512 Cedar St.	85'	115'		9,365.40	B-1	Y	N	Y	TR	Y	N	Y
730617214176000	St Stephens Congregation Church	314 Craven St.	110'	77'		7,579.44	B-1	Y	N	Y	TR	N	N	Y
731500043525000	State Of North Carolina	Rachel Carson	N/A			392,040.00	Unzoned	Y	N/A	Y	OS	Y	N/A	Y
730618206936000	Thomas J Johnson LLC	313 Queen St.	56'			7,405.20	R-8	N	Y	Y	TR	N	Y	Y
730614333424000	Thomas L VanDyke	412 W Beaufort Rd.	75'			9,191.16	B-1	Y	N	N	R-20	N	N	Y

Zoning District Lot & Setback Requirements								
Zoning District & Lot Type		Lot Requirements		Setback Requirements				Max Height
		Width	Size (ft ²)	Front	Rear	Side	Side (ROW)	
R-8	Interior	60'	8,000	25'	25'	8'	N/A	35'
	Corner	60'	8,000	25'	20'	8'	25'	35'
	Double Frontage	60'	8,000	25'	15'	8'	N/A	35'
R-20	Interior	100'	20,000	30'	25'	15'	N/A	40'
	Corner	100'	20,000	30'	25'	15'	30'	40'
	Double Frontage	100'	20,000	30'	25'	15'	N/A	40'
TR	Lot	25'	8,000	25'	25'	15'	N/A	35'
	Other Lot	25'	8,000	25'	25'	8'	N/A	35'
B-1	Lot	60'	5,000	30'	15'	15'	N/A	40'
H-BD	Interior (Res.)	N/A	N/A	25'	30'	8'/0*	N/A	35'
	Corner (Res)	N/A	N/A	25'	30'	8'	25'	35'
	All (Comm.)	N/A	N/A	0'	0'	0'	0'	35'

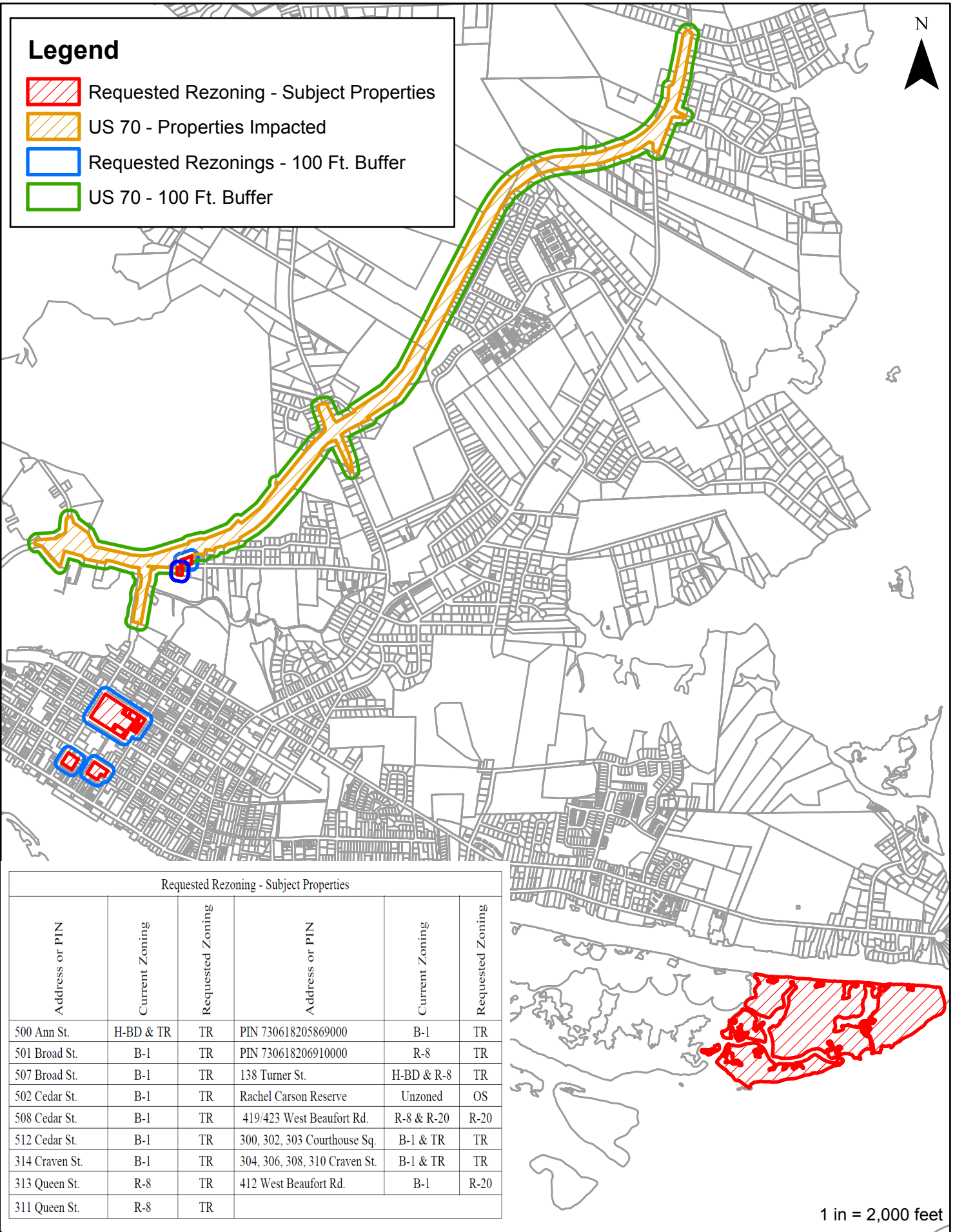
*0 feet if structure connects to a common wall

CAMA Core Land Use Plan – Future Land Use Classifications

Low Density Residential	Predominant Land Use	Single Family Dwellings
	Density	2 or Less Dwelling Units Per Acre
	Lot Sizes	15,000 – 20,000 Square Feet
Public & Institutional	Predominant Land Use	Government Facilities, Low Impact Offices, Public Education Facilities
	Density	Varies
	Lot Sizes	5,000 – 40,000
Conservation/Open Space	Predominant Land Use	Open Space; Land Not Suitable for Development

- Attachments:
- Vicinity Map & Notice Letter Recipients
 - Rezoning Request Area Map
 - RZ Area 1 Maps – West Beaufort Rd.
 - RZ Area 2 Maps – Courthouse Square
 - RZ Area 3 Maps – Beaufort Historical Association
 - RZ Area 4 Maps – Ann Street Methodist Church
 - RZ Area 5 Maps – Eastern Portion Rachel Carson Reserve
 - Land Development Ordinance Excerpts
 - B-1 General Business District
 - H-BD Historic Business District
 - R-8 Residential Medium Density District
 - R-20 Residential Single-Family District
 - TR Transitional District
 - Official Zoning Map (Subject to approval)
 - Ordinance Amending LDO

Vicinity Map



Notice Letter Recipients

Case No. 20-01 Zoning Map Update & Rezonings

OWNER	MAILING ADDRESS	CITY, STATE, ZIP
AB CAUSEWAY LLC	PO BOX 58004	RALEIGH NC 27658
ALDERON CORPORATION	120 TURNER ST	BEAUFORT NC 28516
ALL PARK CORPORATION D/B/A	117 QUEEN ST	BEAUFORT NC 28516
ANN STREET METHODIST CHURCH	417 ANN STREET	BEAUFORT NC 28516
BARGER,GARY ETAL THERESA LEAHY	307 CEDAR STREET	BEAUFORT NC 28516
BARNES,ELMO D JR ETUX MARTHA	305 TURNER ST	BEAUFORT NC 28516
BEACHAM,MILDRED M L/T	2322 HIGHWAY 70	BEAUFORT NC 28516
BEACHEM,CEDRIC D	3600 SPRUELL DR	SILVER SPRINGS MD 20902
BEAUFORT FLATS LLC	608 ANN STREET	BEAUFORT NC 28516
BEAUFORT HIST ASSOCIATION INC	150 TURNER STREET	BEAUFORT NC 28516
BEAUFORT HISTORICAL ASSOCIATIO	150 TURNER STREET	BEAUFORT NC 28516
BEAUFORT INVESTMENTS LLP	608 ANN STREET	BEAUFORT NC 28516
BEAUFORT LINEN INTERIORS LLC	125 CRAVEN STREET	BEAUFORT NC 28516
BEAUFORT MEADOWS HOA INC	2171 HWY 70 BEAUFORT	BEAUFORT NC 28516
BEAUFORT MHC AIRPORT AUTHORITY	PO BOX 875	BEAUFORT NC 28516
BISHOP,STEPHEN F ETUX GAIL B	131 CRAVEN STREET	BEAUFORT NC 28516
BISHOP,STEPHEN FEREBEE	131 CRAVEN STREET	BEAUFORT NC 28516
BOWEN,LUCILLE WRIGHT	PO BOX 986	AHOSKIE NC 27910
BROCK,JASON ETAL ABRAMSKI	243 RUTLEDGE DRIVE	BEAUFORT NC 28516-2448
BROWN,BENJAMIN W ETUX GRACE	2308 COLEY FOREST PL	RALEIGH NC 27612
BROWN,MILTON R	101 CEDAR AVE	BEAUFORT NC 28516
BRYAN ETAL LYNELL VERCH REV TR	P O BOX 148	MARSHALLBERG NC 28553
BYRD,ELIZABETH ETAL PERRY	1909 INDIANWOOD CT	RALEIGH NC 27604
CALVARY BAPTIST CHURCH	119 BUNCH ROAD	BEAUFORT NC 28516
CANTRELL,AMY ELIZABETH	209 RUTLEDGE AVENUE	BEAUFORT NC 28516
CAPANNA,PALOMA A	127 MIDDLE LANE	BEAUFORT NC 28516
CARTERET COUNTY	302 COURTHOUSE SQUARE SUITE 200	BEAUFORT NC 28516
CHADWICK,RICHARD JR ETUX ETAL	106 GALLANTS LANE	BEAUFORT NC 28516
CHAPLAIN,JESSE TAYLOR SR ETAL	266 HIGHWAY 101	BEAUFORT NC 28516
CLEMENTS,MICHAEL ETUX CHRISTIN	2228A MCMILLEN DRIVE	SANTA RITA 96915

Notice Letter Recipients

Case No. 20-01 Zoning Map Update & Rezonings

CONGLETON,CLYDE CARLOS L/T	433 W BEAUFORT ROAD	BEAUFORT NC 28516
COOPER,HARRIET ISABEL L/T	118 SHELL LANDING ROAD	BEAUFORT NC 28516-7853
COOPER,ZACHARY S ETUX JESSICA	245 RUTLEDGE AVENUE	BEAUFORT NC 28516
CRAVEN 118 CONDO OWN ASSOC INC	608 ANN STREET	BEAUFORT NC 28516
CROWE,ROGER L JR	PO BOX 1190	BEAUFORT NC 28516
DARDEN,JOSEPH D ETUX SUSAN B	310 CEDAR ST	BEAUFORT NC 28516
DAVIS,ANGELA CAROL L/T	106 LEGARE COURT	BEAUFORT NC 28516
DAVIS,BRUNELLA L	657 MERRIMON ROAD	BEAUFORT NC 28516
DAVIS,FREDERICK N JR ETUX AMY	1009 LIVE OAK STREET	BEAUFORT NC 28516
DEANER,BRIAN ALISON	233 RUTLEDGE AVE	BEAUFORT NC 28516
DONOVAN,DONNA EASON ETVIR WILL	4529 STEVENS SAUSAGE ROAD	SMITHFIELD NC 27577
DOUGHMAN,BRANDY ETAL BIL BROWN	219 RUTLEDGE AVENUE	BEAUFORT NC 28516
ENNIS,ROSE	241 RUTLEDGE AVENUE	BEAUFORT NC 28516
EUBANKS,CECILIA LOU SWAIN ETAL	400 MEETING STREET	BEAUFORT NC 28516
FATOMA INC	1141 POMONA ROAD #A	CORONA CA 92882
FIRST BAPTIST CHURCH BEAUFORT	403 ANN STREET	BEAUFORT NC 28516
FIRST CITIZENS BANK	PO BOX 27131	RALEIGH NC 27611
FISH,BEN ADAMS	210 OLD MECHANICAL COURT	GARNER NC 27529
FLEEMAN,JACKIE N JR ETAL HANNA	231 RUTLEDGE AVENUE	BEAUFORT NC 28516
FORWARD,RICHARD B JR	414 ANN ST	BEAUFORT NC 28516
GARCIA,CARMEN M	105 LEGARE COURT	BEAUFORT NC 28516
GARNER,DIANNE S ETVIR EUGENE	173 JACKSON DRIVE	BEAUFORT NC 28516
GARNER,WALLACE	3332 BRIDGES ST STE 1A	MOREHEAD CITY NC 28557
GATLIN,JENNIFER K ETVIR	62 FEARINGTON POST	PITTSBORO NC 27312
GECI,JACKIE B ETVIR HERMAN SR	119 SHADY HOLLOW LANE	GARNER NC 27529
GENE LEWIS PROPERTIES LLC	168 CANDLEWOOD ROAD	ROCKY MOUNT NC 27804
GILLIKIN,ADRIENNE W	104 LEGARE COURT	BEAUFORT NC 28516
GILLIKIN,ADRIENNE WADE TRUSTEE	2255 HIGHWAY 70	BEAUFORT NC 28516
GILLIKIN,DEBORAH F ETVIR	134 BUNCH ROAD	BEAUFORT NC 28516
GILLIKIN,FRANK S JR ETAL BEN	2756 RENAISSANCE WAY	VIRGINIA BEACH VA 23456
GLEASON,GREGORY C ETAL REISZ	101 OLGA ROAD	BEAUFORT NC 28516

Notice Letter Recipients

Case No. 20-01 Zoning Map Update & Rezonings

GOLDEN,ETHEL K	151 TANNERS CREEK RD	BEAUFORT NC 28516
GOODING,CORRENA S ETAL	PO BOX 8	BEAUFORT NC 28516
GOODWIN,CHARLES FOREST JR	221 RUTLEDGE AVENUE	BEAUFORT NC 28516
GREENBERG,BRENT ETUX SINDEE	PO BOX 27	BEAUFORT NC 28516
GRIFFIN,GINA PINER	2286 HWY 70 BEAUFORT	BEAUFORT NC 28516
HAAS,JONATHAN R ETAL BELL KIMB	217 TURNER STREET	BEAUFORT NC 28516
HARRISS,MARVIN J ETUX CAROL M	1601 BRAMBLE DR	DURHAM NC 27712
HARTSEL,PHYLLIS	2549 NORTH ROCKY RIVER RD	LANCASTER SC 29720
HAWKES,ELIZABETH K	121 QUEEN ST	BEAUFORT NC 28516
HINSON,ADA L	214 ELM STREET	BEAUFORT NC 28516
HOBBS,TINA SHIRLEY ETAL HEAVNE	PO BOX 2346	SMITHFIELD NC 27577
HOGGARD,CHRIS D ETUX CHARLEE	115 TIFFANY WAY	BEAUFORT NC 28516
HOLLINGER,JOSH ETUX CATHERIN A	115 CALHOUN STREET	BEAUFORT NC 28516
HOWLAND,LOIS D	308 HWY 101	BEAUFORT NC 28516
HOWLAND,TIMOTHY	314 HWY 101	BEAUFORT NC 28516
HUGHES DEVELOPMENT LLC	901-F PAVERSTONE DRIVE	RALEIGH NC 27615
IRA SERVICES TRUST COMPANY	PO BOX 7080	SAN CARLOS CA 94070-7080
JACOBS,MAROLINE	104 BRUGG COURT	NEW BERN NC 28562-8728
JOHNSON,ALEXANDER ETUX ANNA	229 RUTLEDGE AVE	BEAUFORT NC 28516
JOHNSON,MARGARET L/T	PO BOX 643	MOUNT PLEASANT SC 29465
JOHNSON,MYRA WEAVER ETAL BETSY	121 SHELL LANDING RD	BEAUFORT NC 28516
JOHNSON-FERDINAND,AMY V	18 NYMPH RD	WEST ORANGE NJ 07052
JONES,ERICA JOYCE	247 RUTLEDGE AVENUE	BEAUFORT NC 28516
JONES,LOUIS	407 QUEEN ST	BEAUFORT NC 28516-1832
JORDAN,C Y ETUX DOROTHY	206 LAURIE LN	CARY NC 27513
JUSTICE,ELAINE SOKOLOSKY	223 SOUTH ELM STREET	SWANSBORO NC 28584
KALM,JAMI CARLA ETAL GUY A	2228 US HIGHWAY 70 E	BEAUFORT NC 28516-7850
KELLY,PAMELA ANN SMITH	153 KELLY DRIVE	BEAUFORT NC 28516-7852
KOSMIDIS,GEORGIOS	2328 HIGHWAY 70	BEAUFORT NC 28516
KUEHL,DAVID M ETUX JESSICA E	6700 LAKE SHORE DRIVE	QUINTON VA 23141
LAUGHTON,GEORGE R JR	275 HIGHWAY 101	BEAUFORT NC 28516

Notice Letter Recipients

Case No. 20-01 Zoning Map Update & Rezonings

LAUGHTON,JOHN RAYMOND	265 HWY 101	BEAUFORT NC 28516
LAUGHTON,MAMIE T HEIRS	275 HIGHWAY 101	BEAUFORT NC 28516
LAWRENCE,MELTON JR ETUX LINDA	155 PINNERS POINT RD	BEAUFORT NC 28516
LAYKO,MICHAEL C ETUX ERIKA H LDA&J LLC	1001 THORNCROFT LANE 77 FURNESS PLACE	APEX NC 27502 STATEN ISLAND NY 10314
LEE,AMANDA KAREN	227 RUTLEDGE AVENUE	BEAUFORT NC 28516
LEWIS,GUY DOUGLAS JR ETUX	166 SHELL LANDING ROAD	BEAUFORT NC 28516
LONG,ROSEZENA J L/T	PO BOX 643	MT PLEASANT SC 29465
MAINSAIL OF BEAUFORT LLC	901-F PAVERSTONE DRIVE	RALEIGH NC 27615
MALHOTRA,AMIT ETUX VIDHI	239 RUTLEDGE AVE	BEAUFORT NC 28516
MASON,XENOPHON F	4798 HWY 101	NEWPORT NC 28570
MAY,KATHERINE W ETVIR RICKY V	1897 NC 39 HWY S	LOUISBURG NC 27549-7104
MAY,RICKY V ETUX KATHERINE W	1897 NC 39 HWYS	LOUISBURG NC 27549-7104
MCGEE,LAURA HARRIS	107 LEGARE COURT	BEAUFORT NC 28516
MCGINNIS,EILEEN B	14171 STANFORD CT	LOS ALTOS CA 94022
MELTON,ROBERT EARL	507 WEST BEAUFORT ROAD	BEAUFORT NC 28516-8627
MERCER BUILDING & DESIGN INC	106D PROFESSIONAL PARK DR	BEAUFORT NC 28516
MERCER,GARY A ETUX JUDITH S	106D PROFESSIONAL PARK DR	BEAUFORT NC 28516
MHC HOLDINGS LLC	315 TURNER STREET	BEAUFORT NC 28516
MICHAEL J SMITH AIRPORT	180 AIRPORT ROAD	BEAUFORT NC 28516
MILLER,JAMES H SR	531 WEST BEAUFORT RD	BEAUFORT NC 28516
MILLINDER,KIMBERLY GRENE ETVIR	937 BRROKSIDE DR NW	WILSON NC 27893
MILLS,MELINDA DAWN	205 RUTLEDGE AVENUE	BEAUFORT NC 28516
MT ZION MISSIONARY BAPTIST CHU	PO BOX 12	BEAUFORT NC 28516
MURRAY,STEVEN J ETUX DENISE M	235 RUTLEDGE AVENUE	BEAUFORT NC 28516
MYERS,THOMAS D ETUX JEWEL	505 ANN STREET	BEAUFORT NC 28516
NC DEPT OF TRANSPORTATION	1546 MAIL SERVICE CENTER	RALEIGH NC 27611
NOE,JODY RYAN ETUX BARBARA ANN	2262 US HIGHWAY 70 E	BEAUFORT NC 28516-7850
OLD CAUSEWAY THOROUGHFARE LLC	4737F ARENDELL STREET	MOREHEAD CITY NC 28557
O'PRAY,TERRY ETUX ANNE D/B/A	1301 PEACH BOTTOM ROAD	LAUREL SPRINGS NC 28644
OWENS,NELSON N ETUX PATRICIA A	723 COMET DRIVE	BEAUFORT NC 28516

Notice Letter Recipients

Case No. 20-01 Zoning Map Update & Rezonings

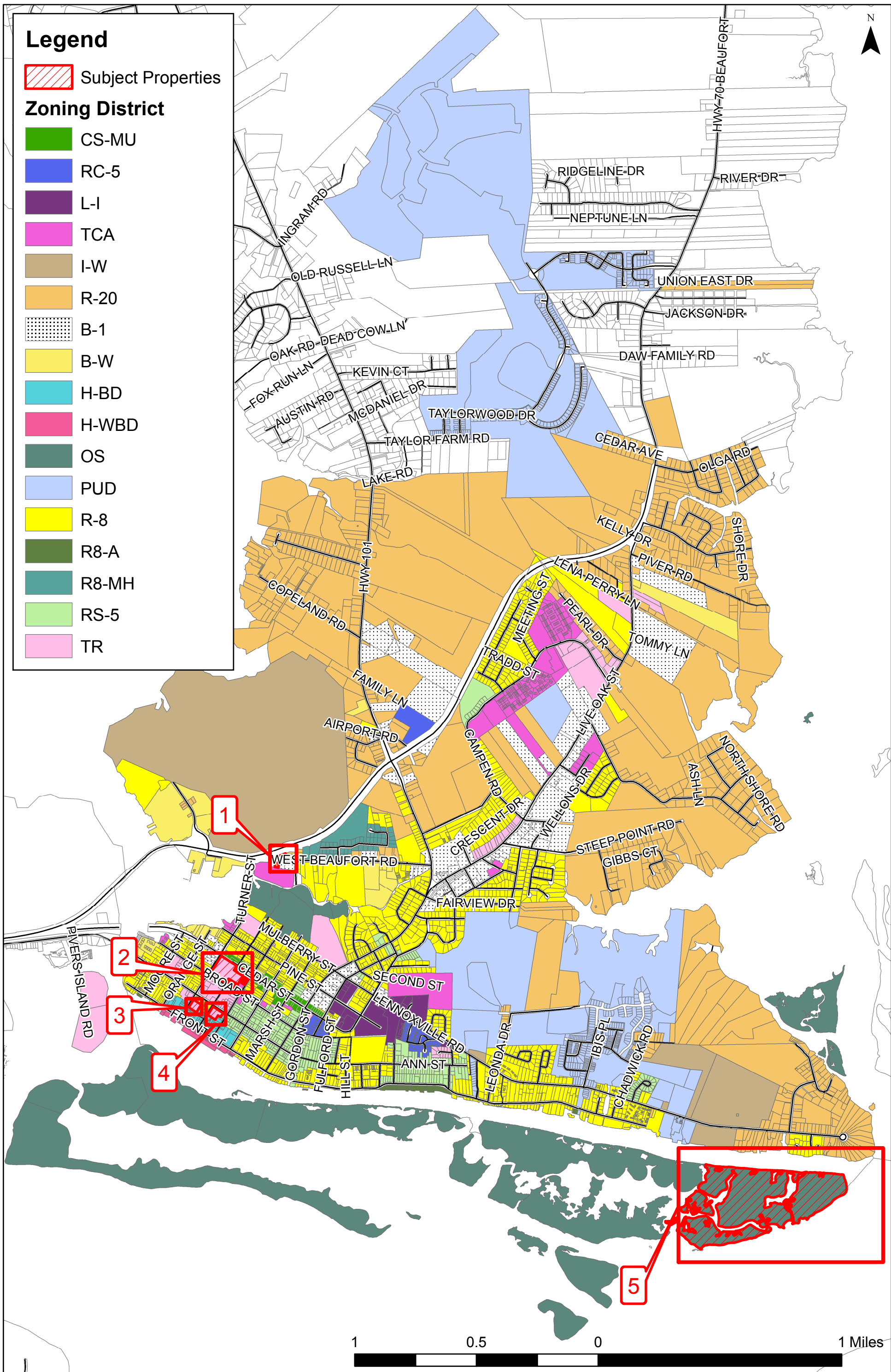
PAERL,BARBARA H ETVIR HANS W	100 HOLLY LANE	BEAUFORT NC 28516
PARK,CHARLES B IV ETUX WENDY	111 WILD MAGNOLIA DR	BEAUFORT NC 28516
PARSONS,FRANCES POTTER ETVIR	440 RICE FIELD COVE	MT PLEASANT SC 29464
PINER,JAMES JUDSON ETAL RISSER	304 LIVE OAK STREET	BEAUFORT NC 28516
PREST,LIZZETT ROMERO-JIMINEZ	135 CRAVEN STREET	BEAUFORT NC 28516
PURVIS CHAPEL CEMETERY/EDUCATI	PO BOX 182	BEAUFORT NC 28516
PURVIS CHAPEL CHURCH	210 QUEEN STREET	BEAUFORT NC 28516
QUEEN ANNE'S QUARTERS LLC	715 COMET DRIVE	BEAUFORT NC 28516
R & L OF BEAUFORT LLC	7706 SIX FORKS ROAD	RALEIGH NC 27615
RASPATELLO,STEVEN A ETUX TRACY	2300 HWY 70 BEAUFORT	BEAUFORT NC 28516-7866
REEVES,PAUL J JR ETUX PEGGIE	PO BOX 11175	DURHAM NC 27703
RISSER,MARGARET PINER	118 MOORE STREET	BEAUFORT NC 28516-2129
ROMANO VETERINARY HOLDINGS LLC	288 HIGHWAY 101	BEAUFORT NC 28516
ROSE,JOSEPH LEE	358 HWY 101	BEAUFORT NC 28516
RUFFIN,HERBERT B ESTATE	PO BOX 20288	RALEIGH NC 27619
SANTORO,DINA CHARLENE TRUSTEE	120 CRAVEN STREET	BEAUFORT NC 28516
SHARPE,JOE EDWARD	10671 S W 137TH STREET	MIAMI FL 33176
SHOE,GREGORY D ETUX CRYSTAL	3347 MOUNT HARMONY CHURCH	ROUGEMONT NC 27572
SHOOK,ELIZABETH B	109 SOUTHGLEN DR	CARY NC 27518
SIMON,ROCHELLE L	2911 HIGHWAY 88 #5	POINT PLEASANT NJ 08742
SIMPSON FAMILY PROPERTIES LLC	1507 LIVE OAK ST	BEAUFORT NC 28516
SIMUNEK,FRANK A ETAL DAVIDSON	307 TURNER STREET	BEAUFORT NC 28516
SINOR,CARA A ETVIR BRANDON K	215 RUTLEDGE AVENUE	BEAUFORT NC 28516
SOKOLOSKY,JOHNNY ETUX TRACI	175 SHORE DRIVE	BEAUFORT NC 28516
SPYGLASS PROPERTIES INC	4029 HOCKADAY RD	FOUR OAKS NC 27524
ST STEPHENS CHURCH OF CHRIST	500 CEDAR STREET	BEAUFORT NC 28516
ST STEPHENS CONGREGATION CHURC	314 CRAVEN STREET	BEAUFORT NC 28516
STALLINGS,PAMELA GAIL	213 RUTLEDGE AVE	BEAUFORT NC 28516
STATE EXEMPTION	4605 MAIL SERVICE CENTER	RALEIGH NC 27699
STATE OF NORTH CAROLINA	1321 MAIL SERVICE CENTER	RALEIGH NC 27699-1321
STYRON,LARRY W	2212 US HIGHWAY 70 E	BEAUFORT NC 28516-7850

Notice Letter Recipients

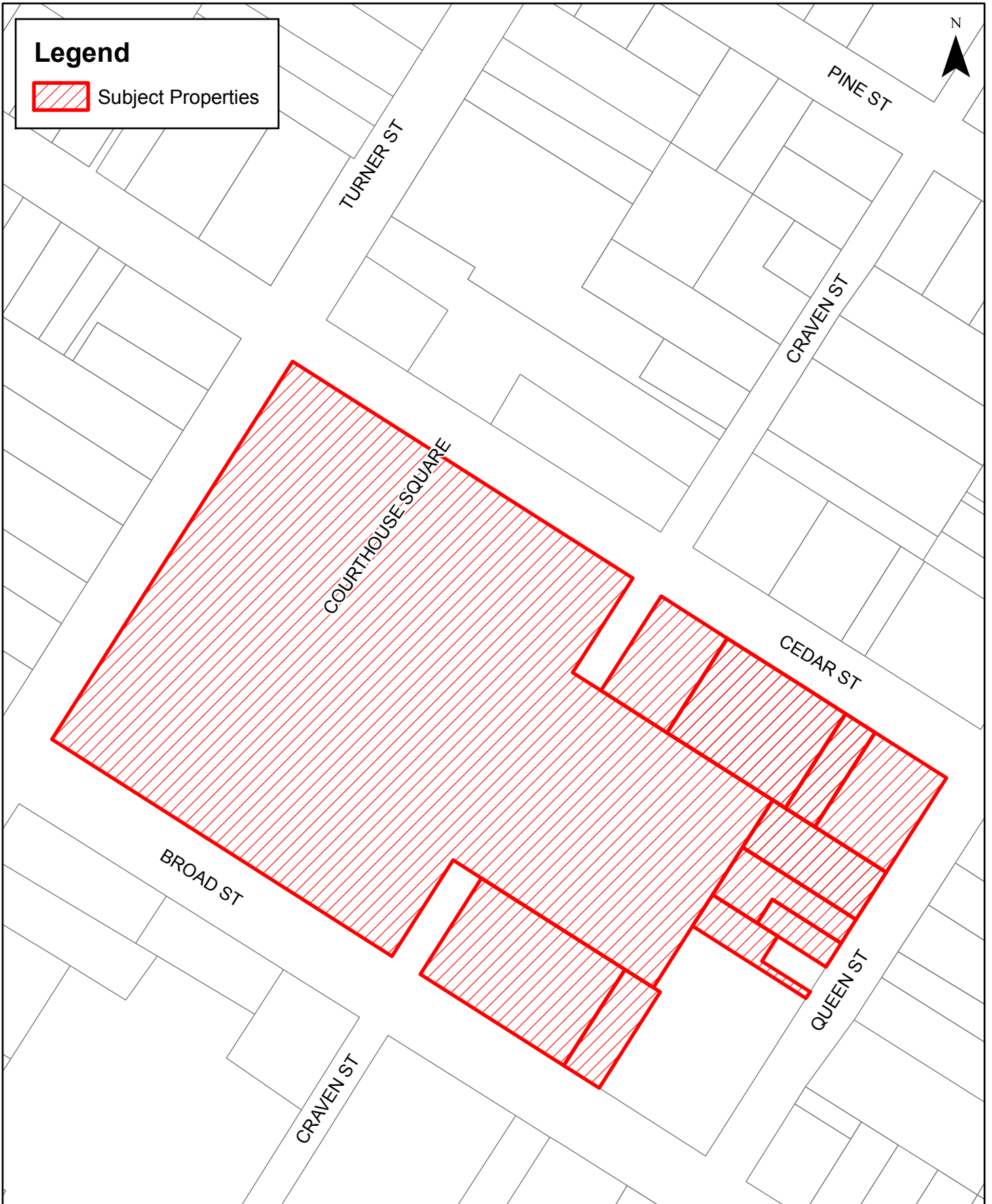
Case No. 20-01 Zoning Map Update & Rezonings

STYRON,LARRY W ETUX NANCY K	2212 LIVE OAK ST	BEAUFORT NC 28516-8005
STYRON,MARTHA E	217 RUTHLEDGE AVENUE	BEAUFORT NC 28516
SULLIVAN,JAMES B	200 CRAVEN ST	BEAUFORT NC 28516
SWAIN,ROBERT KYLE ETUX LINDA	107 NORTH SHORE	BEAUFORT NC 28516
TAYLOR,JULIUS M III	707 HARBORSIDE WAY	KEMAH TX 77565
TAYLOR,KIMBERLY S ETAL BENJAMI	711 CANDLEWICK DRIVE	SALISBURY NC 28147
THE HOUSING AUTHORITY TWN BFT	716 MULBERRY STREET	BEAUFORT NC 28516
THOMAS J JOHNSON LLC	PO BOX 643	MT PLEASANT SC 29465
THOMAS,SAMUEL D ETUX CYNTHIA	250 MASON LN	BEAUFORT NC 28516
TOSTO,PATRICK B ETUX ANDREA	201 RUTLEDGE AVENUE	BEAUFORT NC 28516
TOWN OF BEAUFORT	PO BOX 390	BEAUFORT NC 28516
TYSON,JOSEPH T II ETUX SABRINA	203 RUTLEDGE AVENUE	BEAUFORT NC 28516
VANDYKE,THOMAS L III ETUX TERE	PO BOX 992	YANCEYVILLE NC 27379
VFW POST 2401	PO BOX 596	BEAUFORT NC 28516
WADSWORTH,MELINDA SKYE	279 HWY 101	BEAUFORT NC 28516
WARREN,LYDIA L/T	374 HIGHWAY 101	BEAUFORT NC 28516
WILKES,BRADLEY G ETUX ORANDA	2270 HWY 70	BEAUFORT NC 28516
WILLIAMS,MARK RANDOLPH	111 EARL AVENUE	BEAUFORT NC 28516
WILLIAMS,SEAN T	111 PIVER ROAD	BEAUFORT NC 28516
WILLIS,JACK M JR	103 EARL AVE	BEAUFORT NC 28516
WILLIS,MAURICE M	PO BOX 266	BEAUFORT NC 28516
WILLIS,ROLAND D	212 PIGOTT ROAD #12	GLOUCESTER NC 28528
WILLIS,THOMAS L ETAL MARSHALL	103 CEDAR AVE	BEAUFORT NC 28516
YEOMANS,DONNIE G ETUX FRANCES	251 RUTLEDGE AVENUE	BEAUFORT NC 28516
YOST,MARK S	2026 SAINT ANDREWS ROAD	GREENBORO NC 27408
YOUNG,JAMES WILLIAM II	208A JACOB DRIVE	MOREHEAD CITY NC 28557

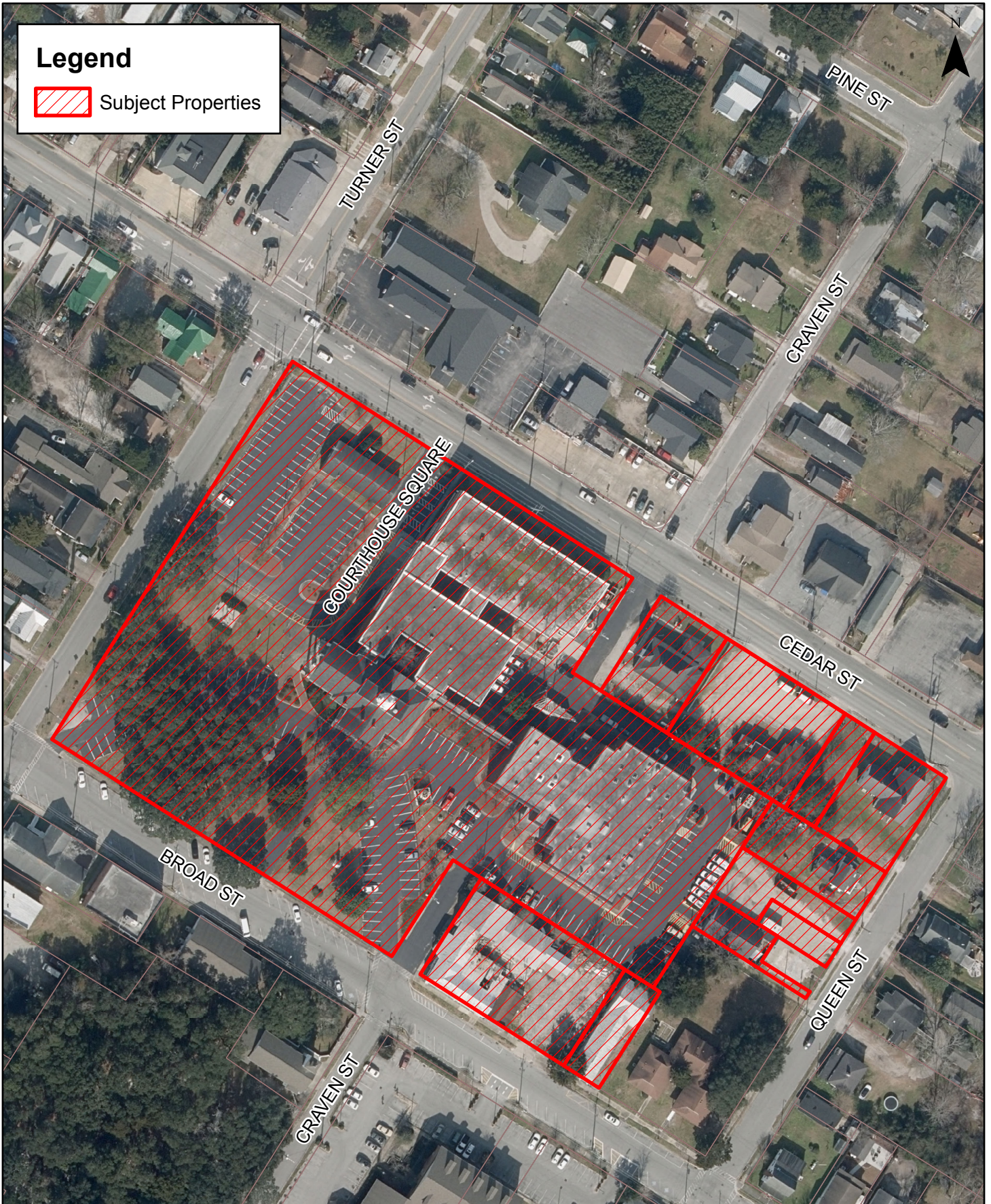
Zoning Map Update & Requested Rezonings



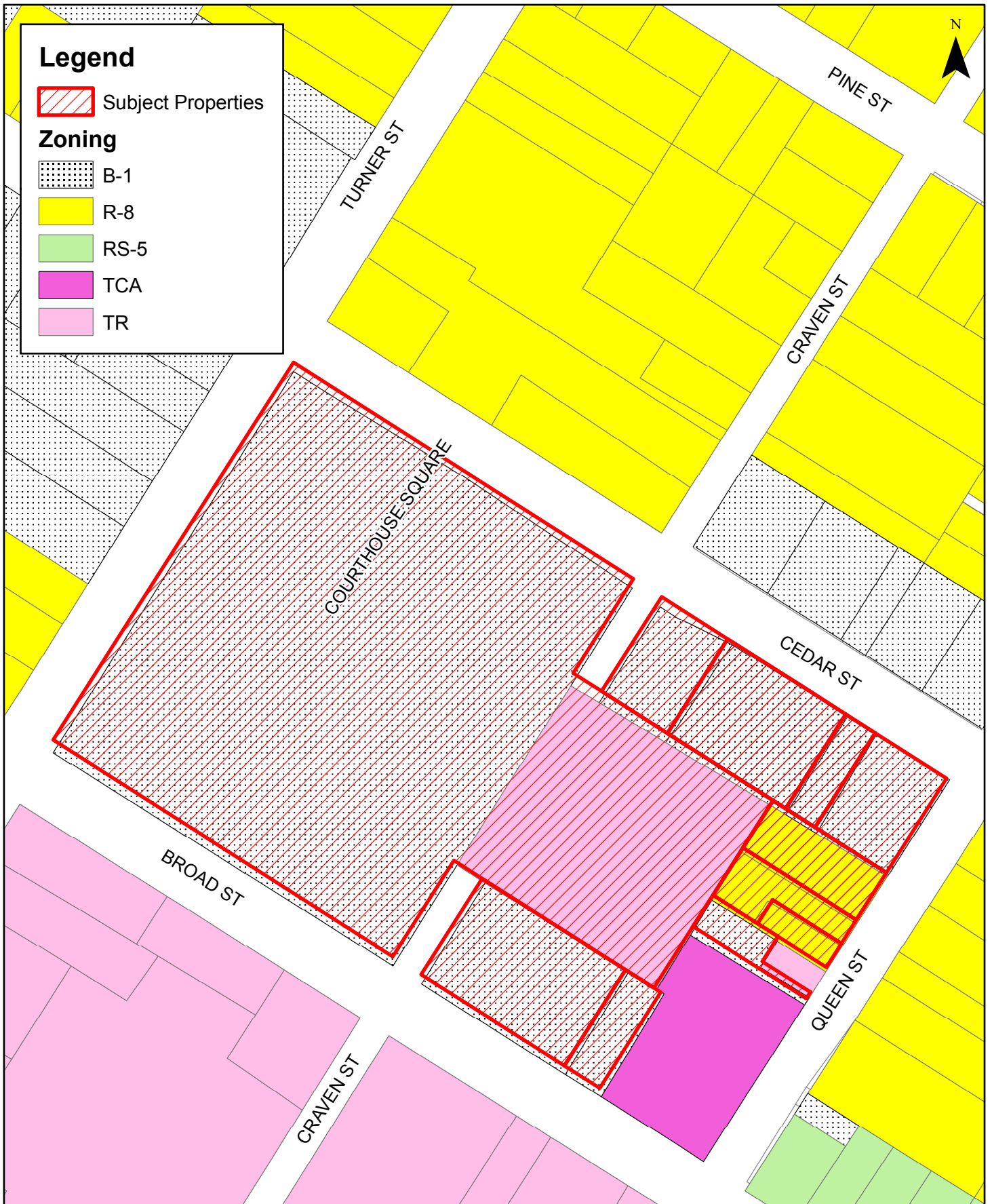
Courthouse Square & Surrounding Properties Vicinity Map




Courthouse Square & Surrounding Properties Aerial Map








Courthouse Square & Surrounding Properties Current Zoning Map



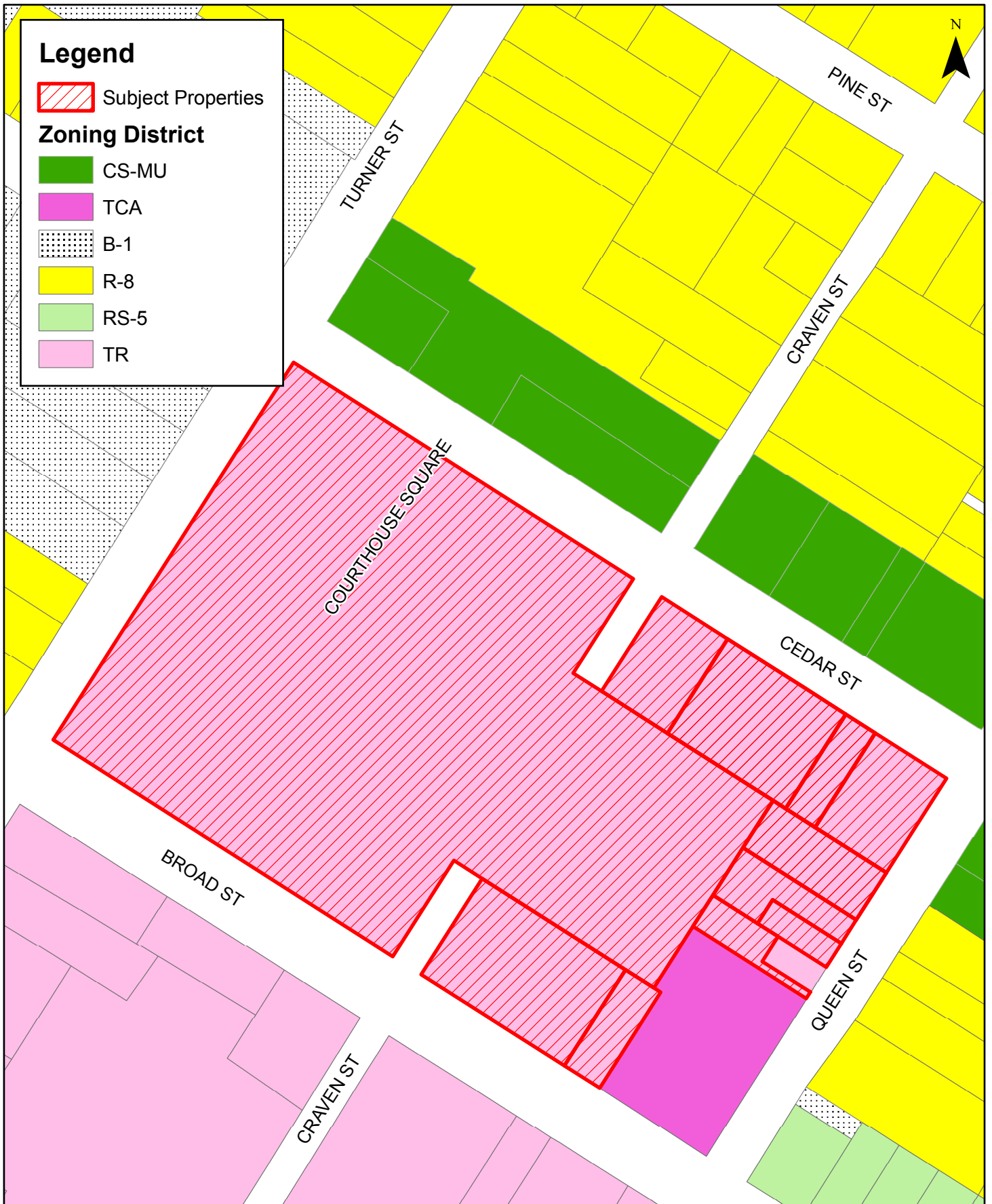
Legend

 Subject Properties

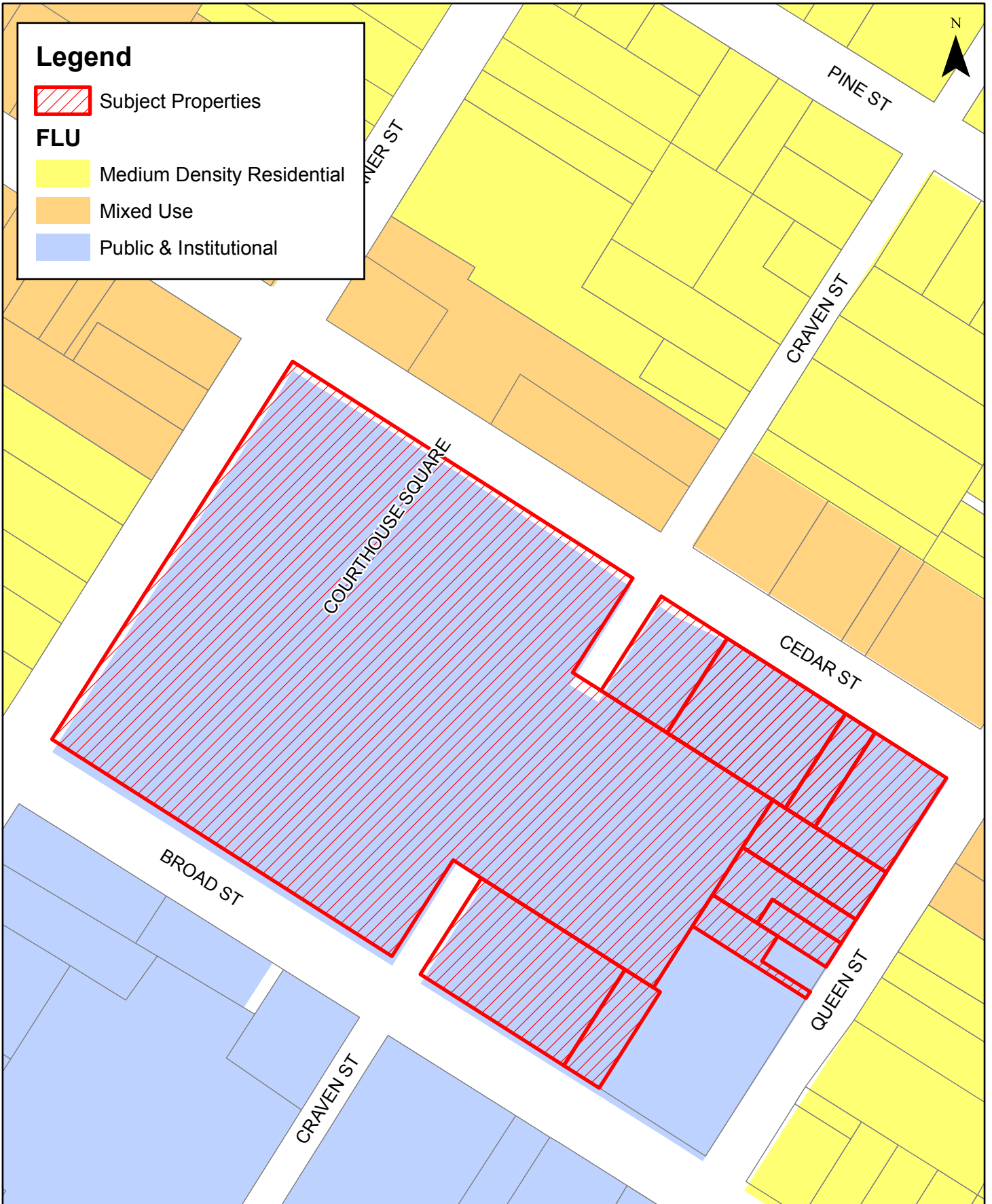
Zoning

-  B-1
-  R-8
-  RS-5
-  TCA
-  TR

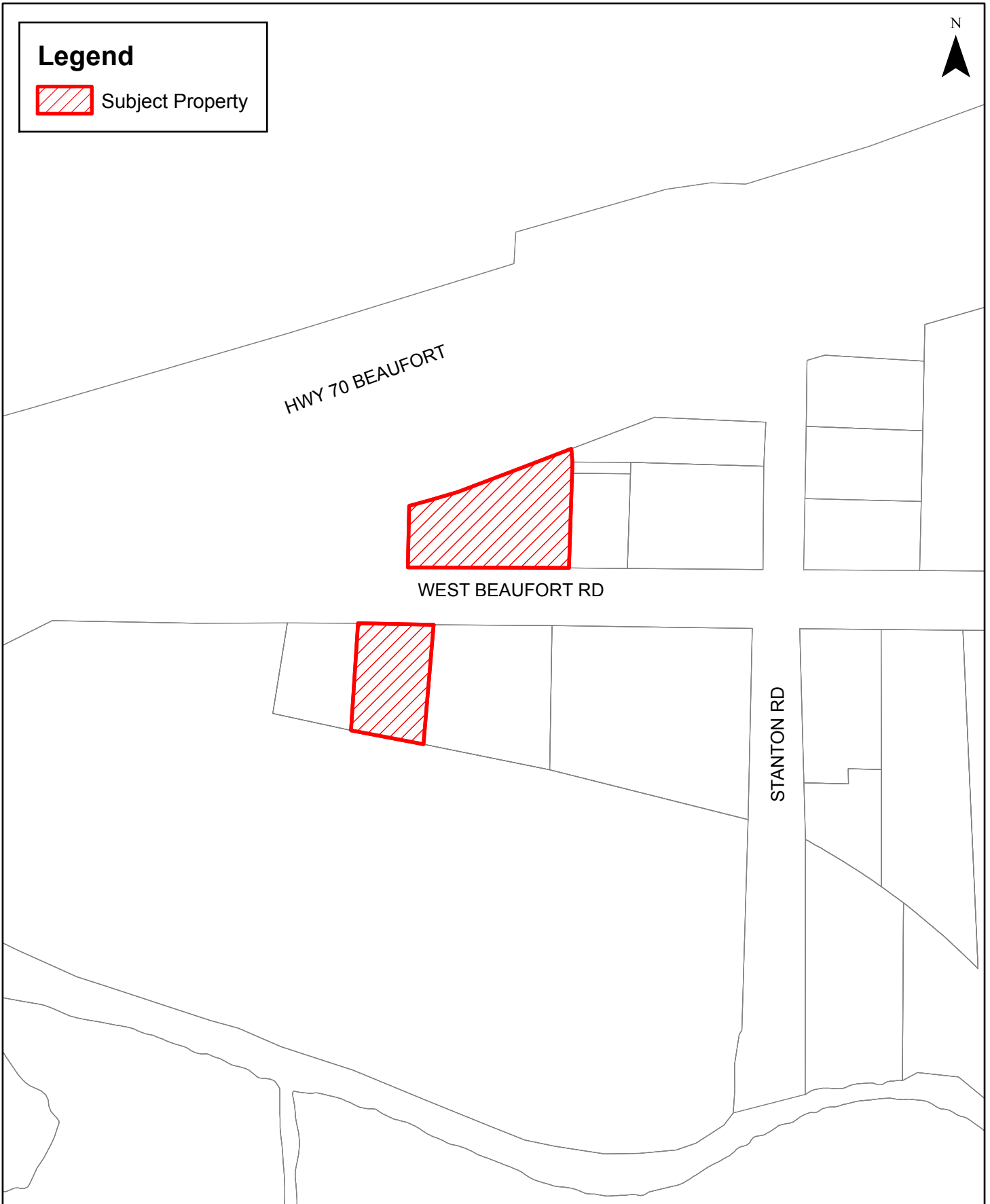
Courthouse Square & Surrounding Properties Proposed Zoning Map



Courthouse Square & Surrounding Properties Future Land Use Map



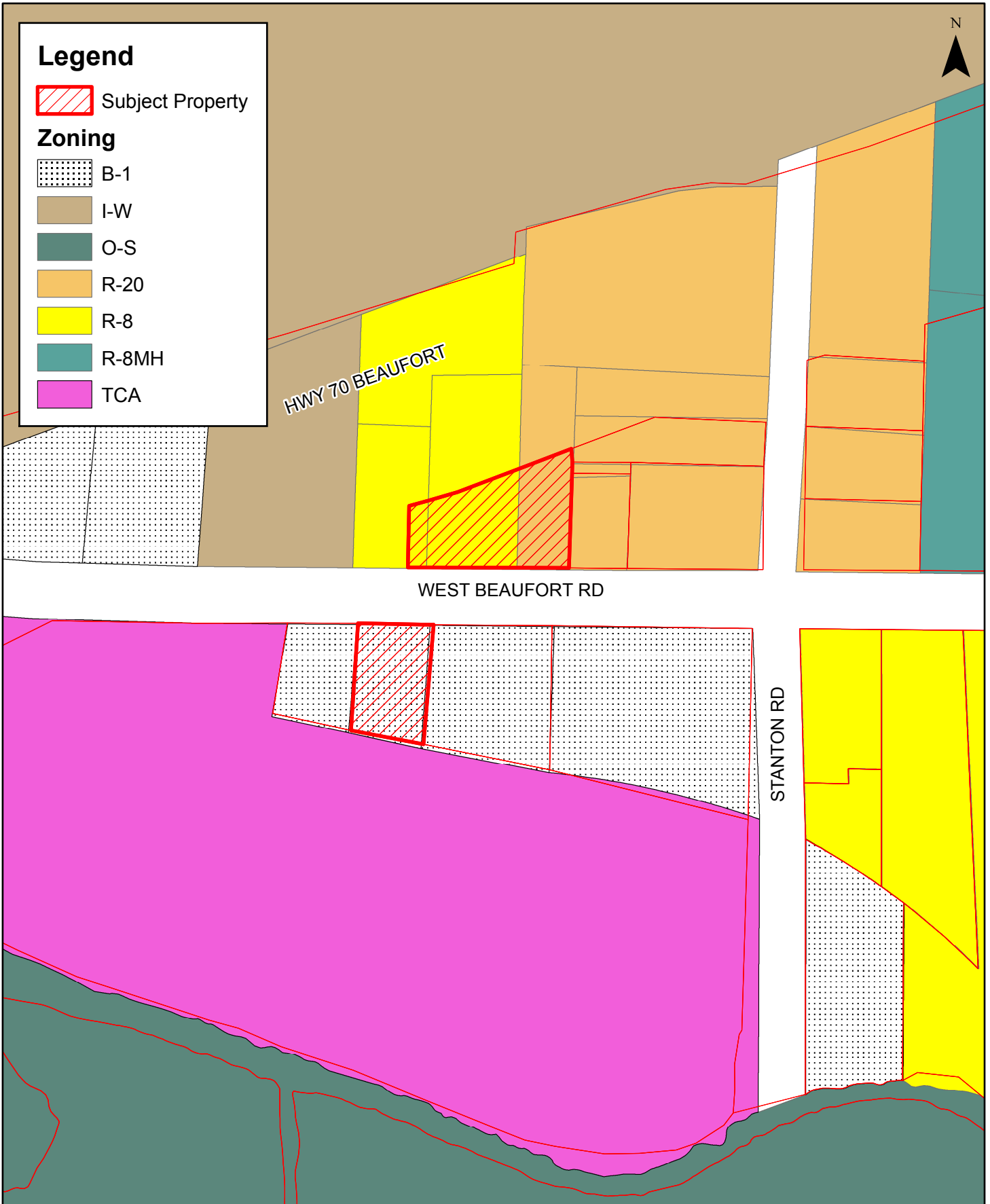
412 & 419/423 West Beaufort Road Vicinity Map



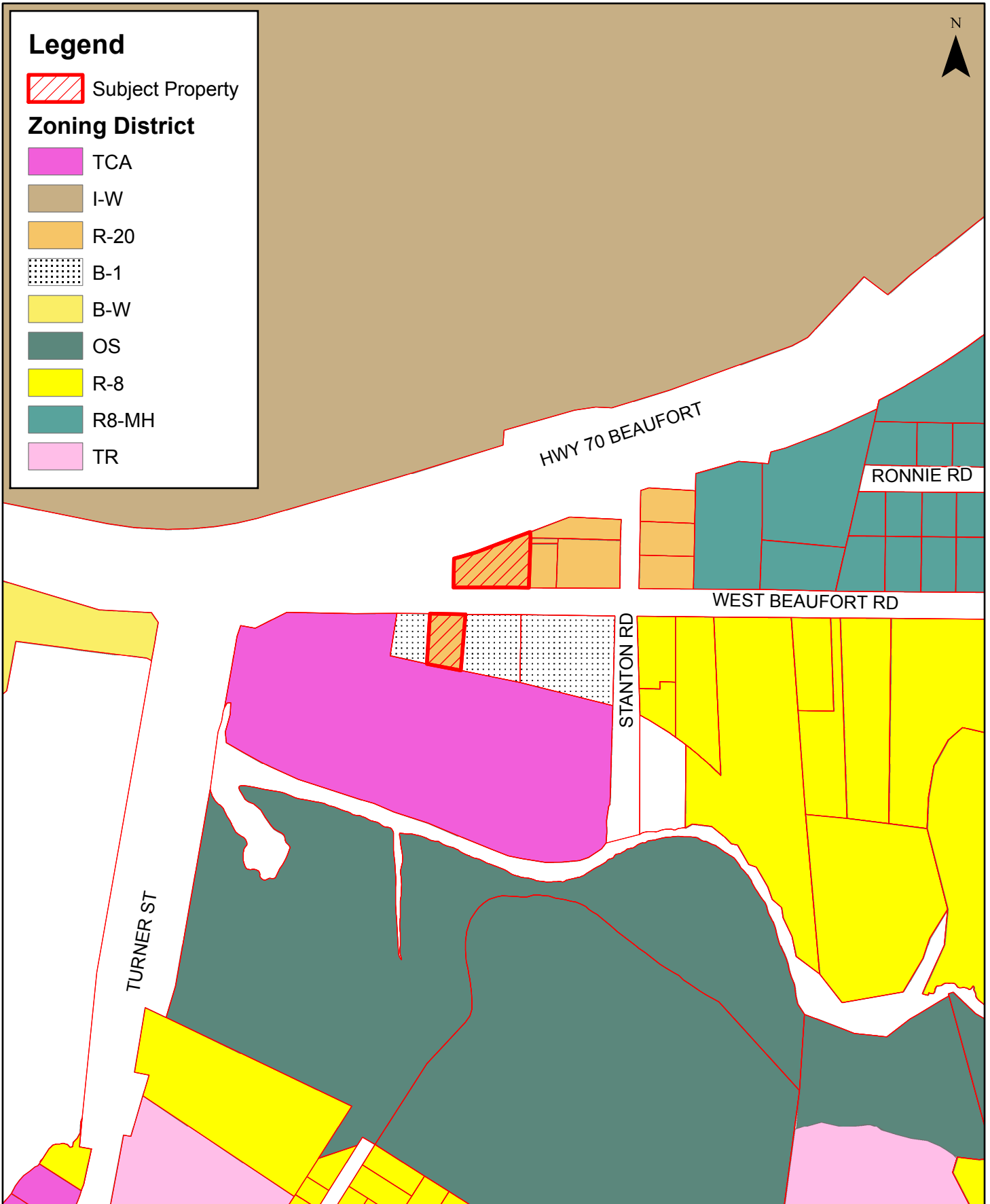
412 & 419/423 West Beaufort Road Aerial Map



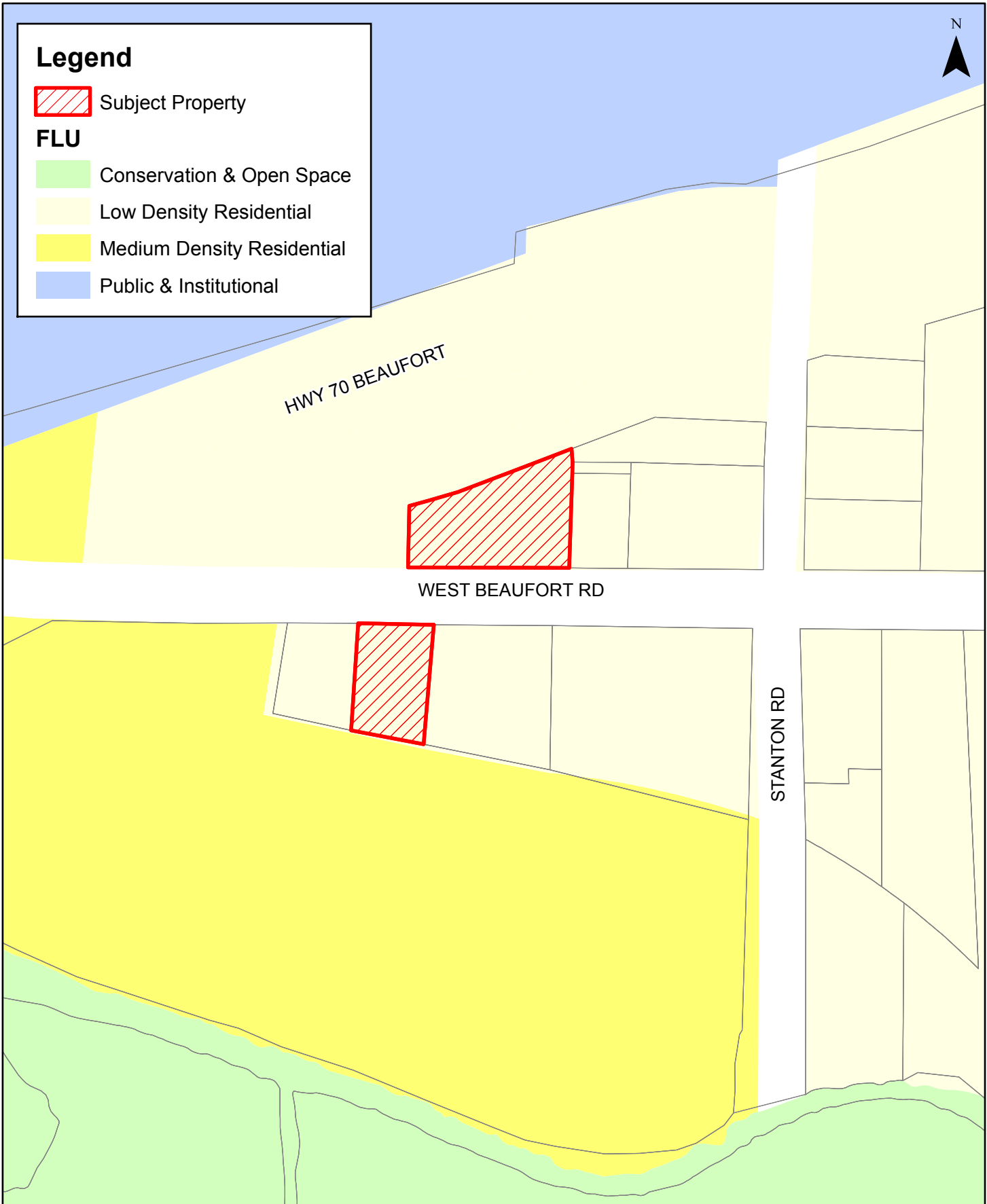
412 & 419/423 West Beaufort Road Current Zoning Map



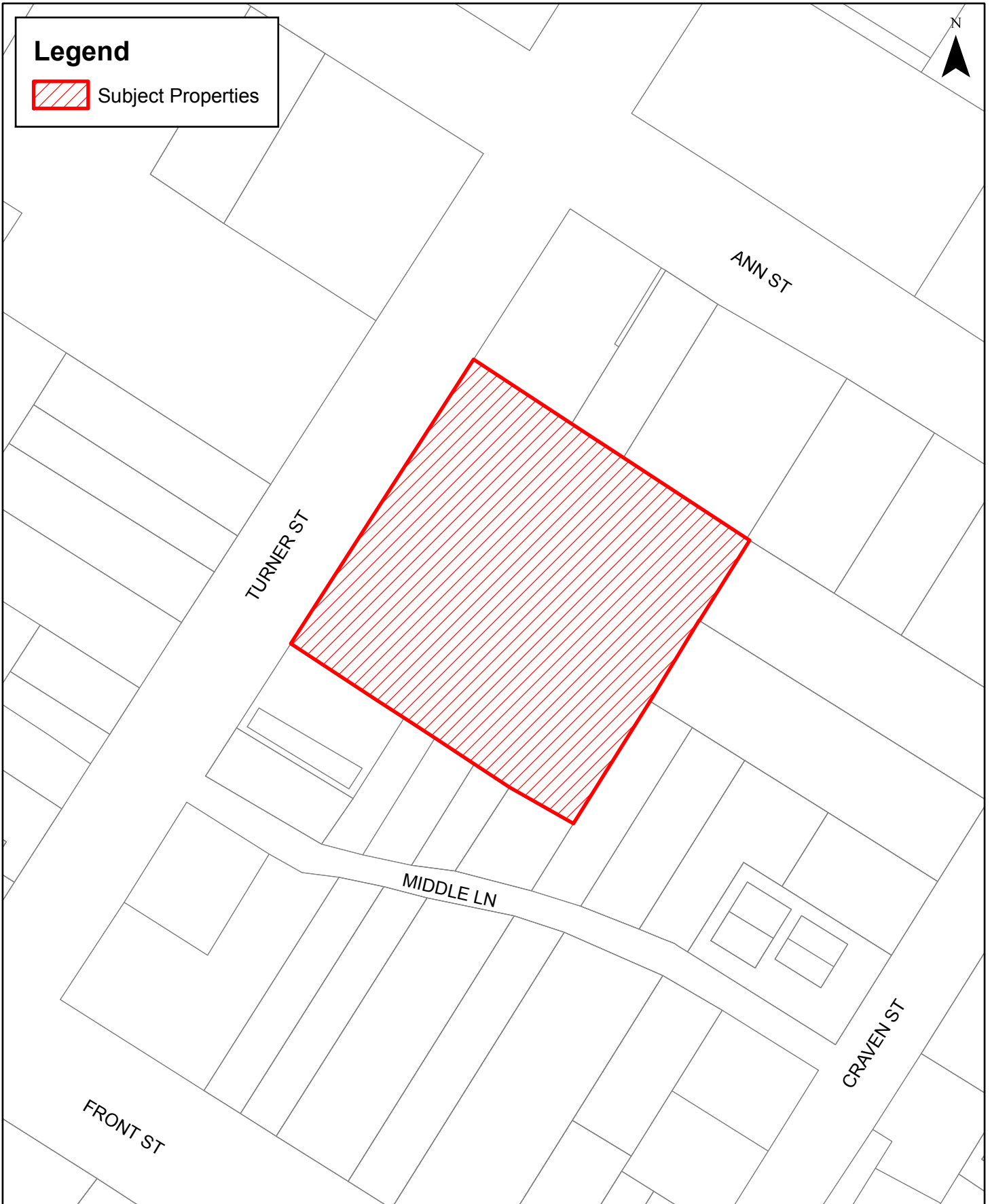
412 & 419/423 West Beaufort Road Proposed Zoning Map



412 & 419/423 West Beaufort Road Future Land Use Map



Beaufort Historical Association Vicinity Map



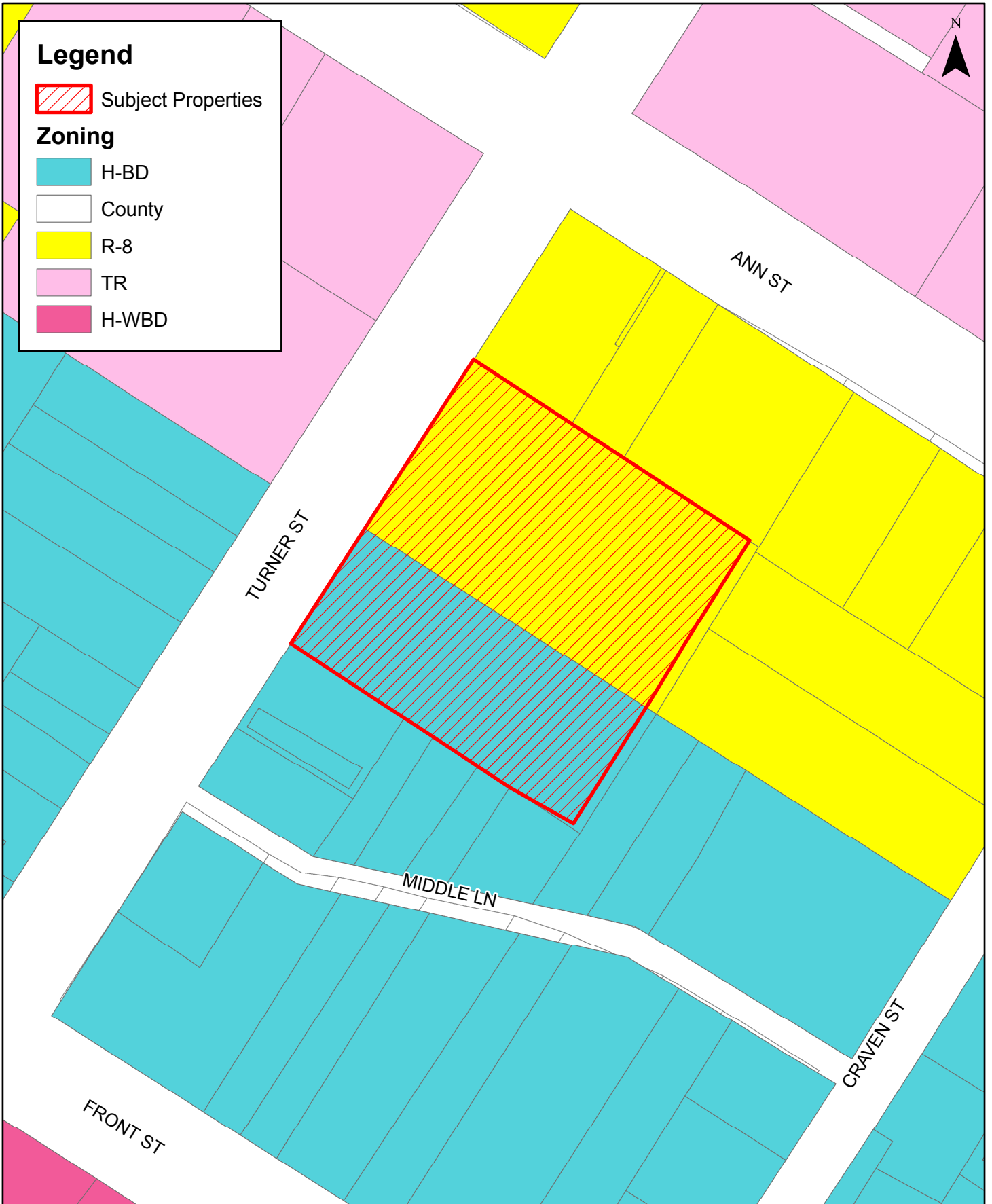
Beaufort Historical Association Aerial Map

Legend

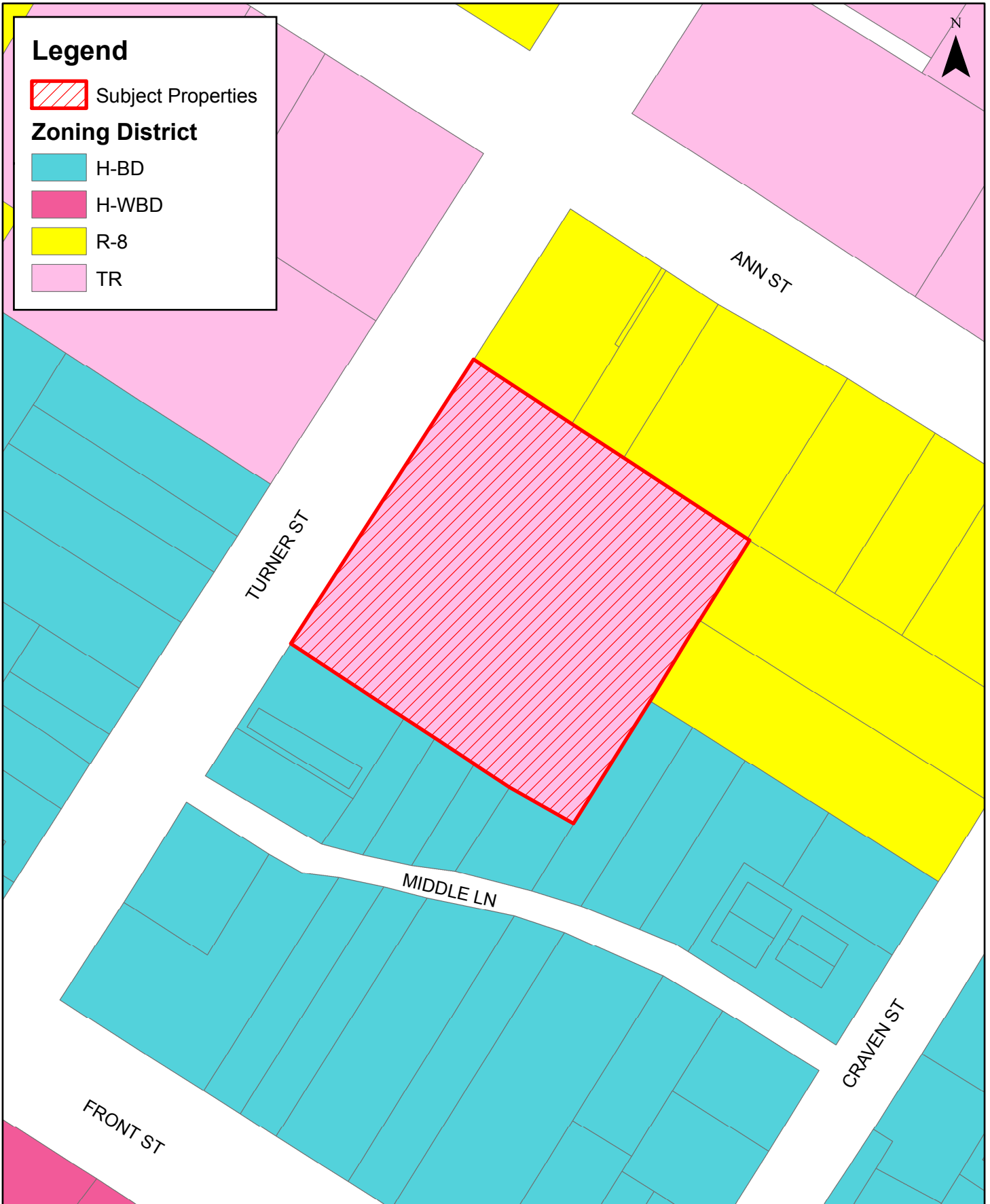
 Subject Properties








Beaufort Historical Association Current Zoning Map



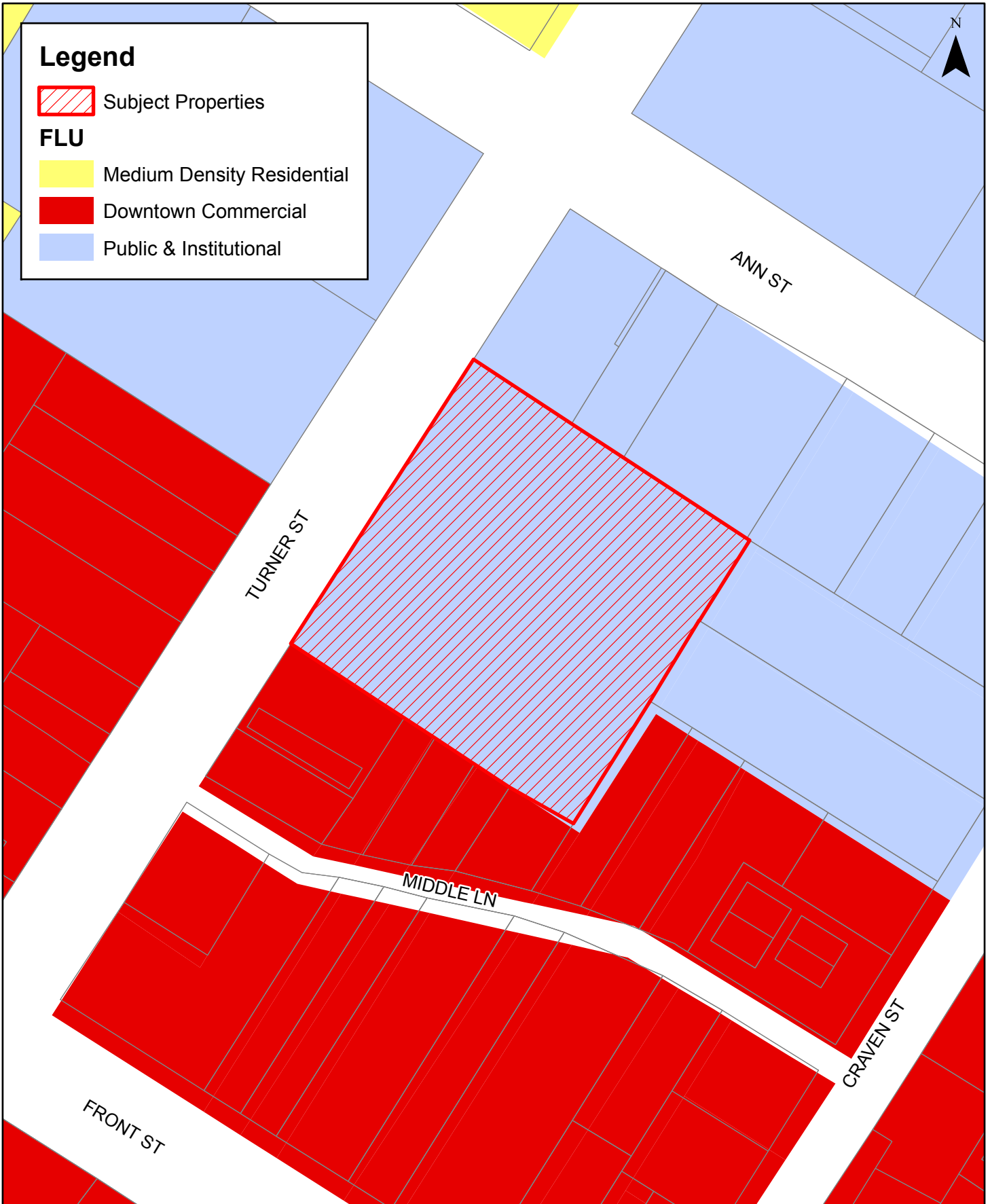
Beaufort Historical Association Proposed Zoning Map



Legend

-  Subject Properties
- Zoning District**
-  H-BD
-  H-WBD
-  R-8
-  TR

Beaufort Historical Association Future Land Use Map



Legend



Subject Properties

FLU



Medium Density Residential



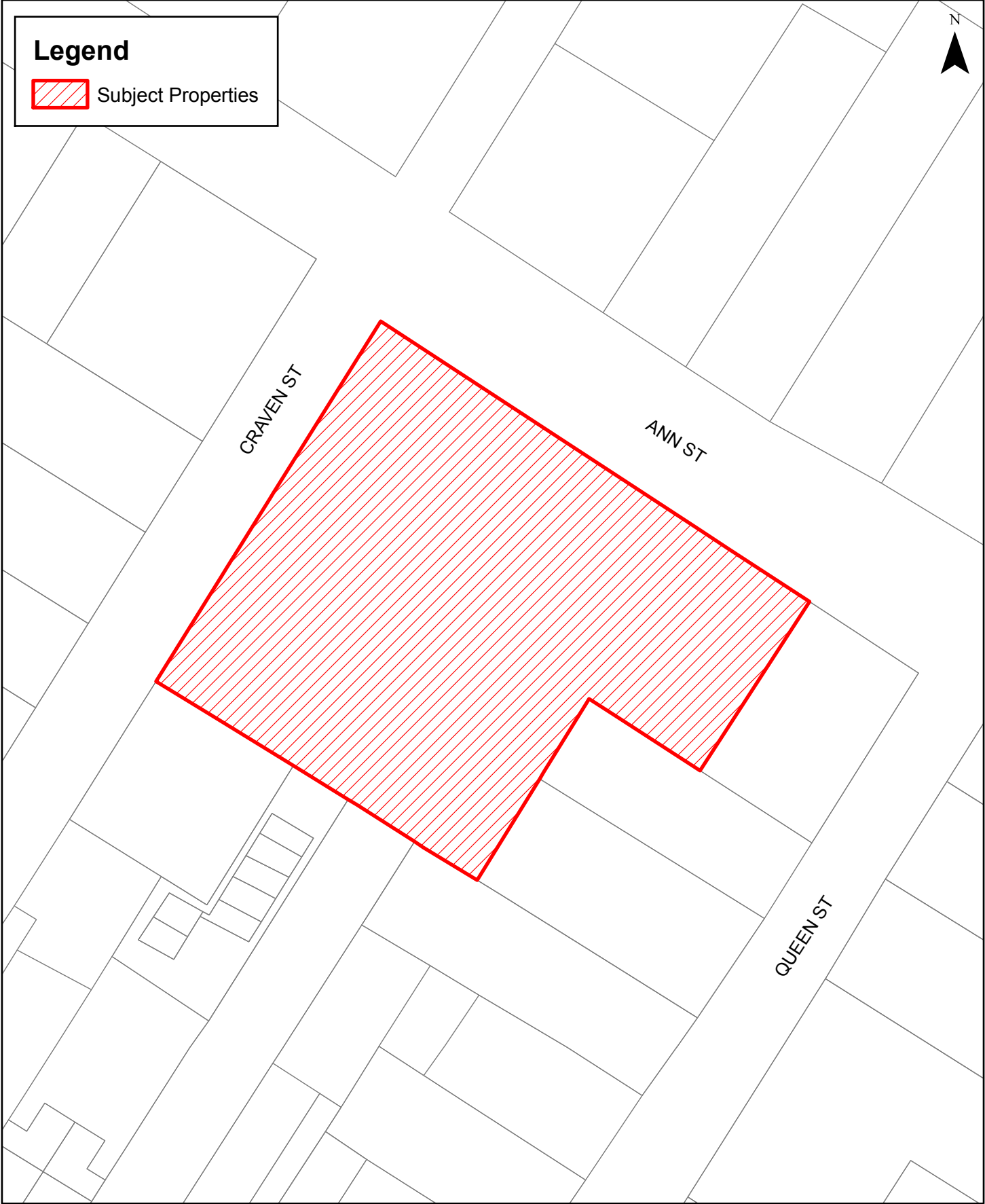
Downtown Commercial



Public & Institutional



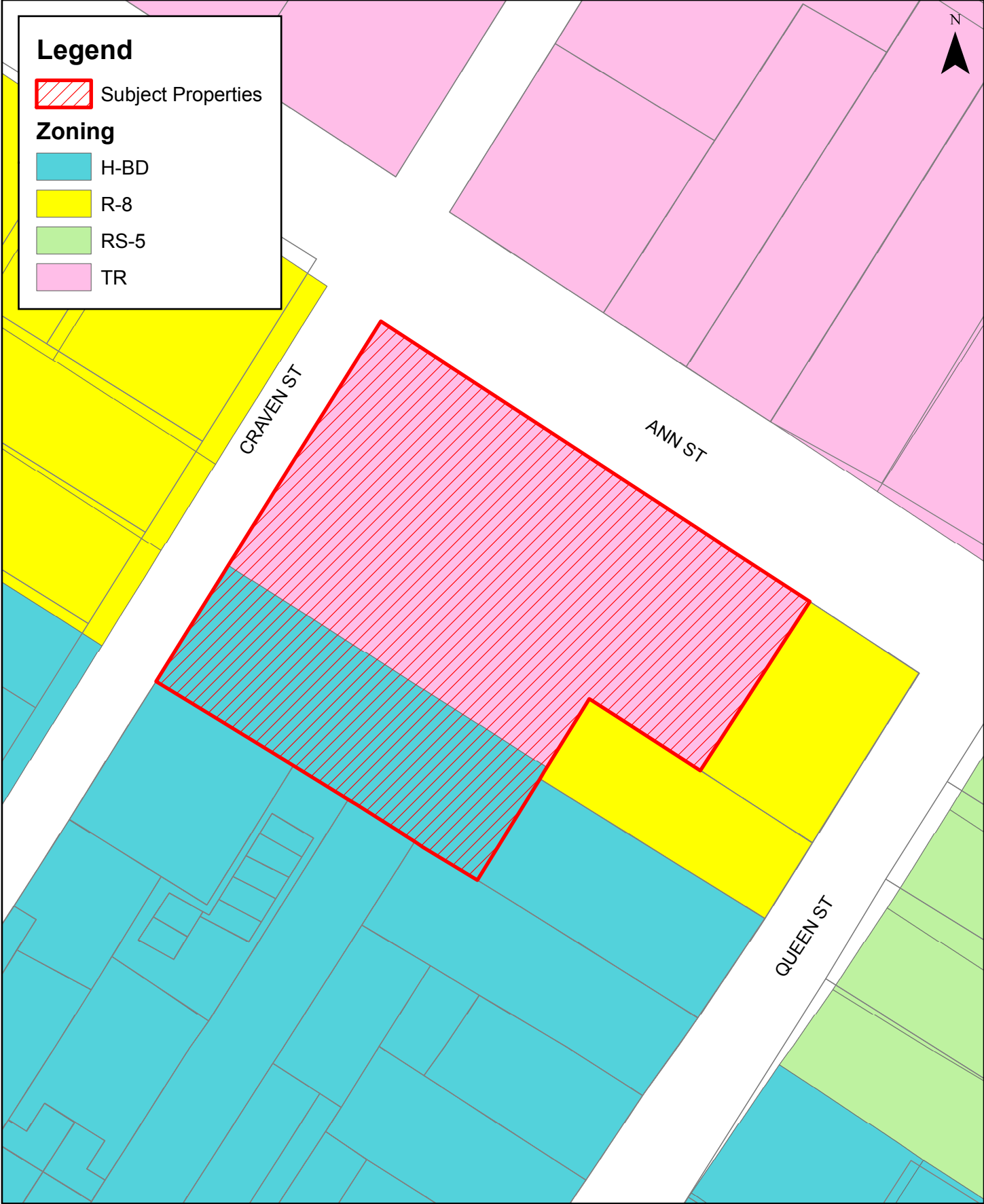
Ann Street Methodist Church Vicinity Map



Ann Street Methodist Church Aerial Map



Ann Street Methodist Church Current Zoning Map



Legend

 Subject Properties

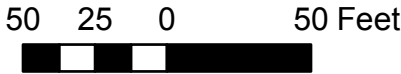
Zoning

 H-BD

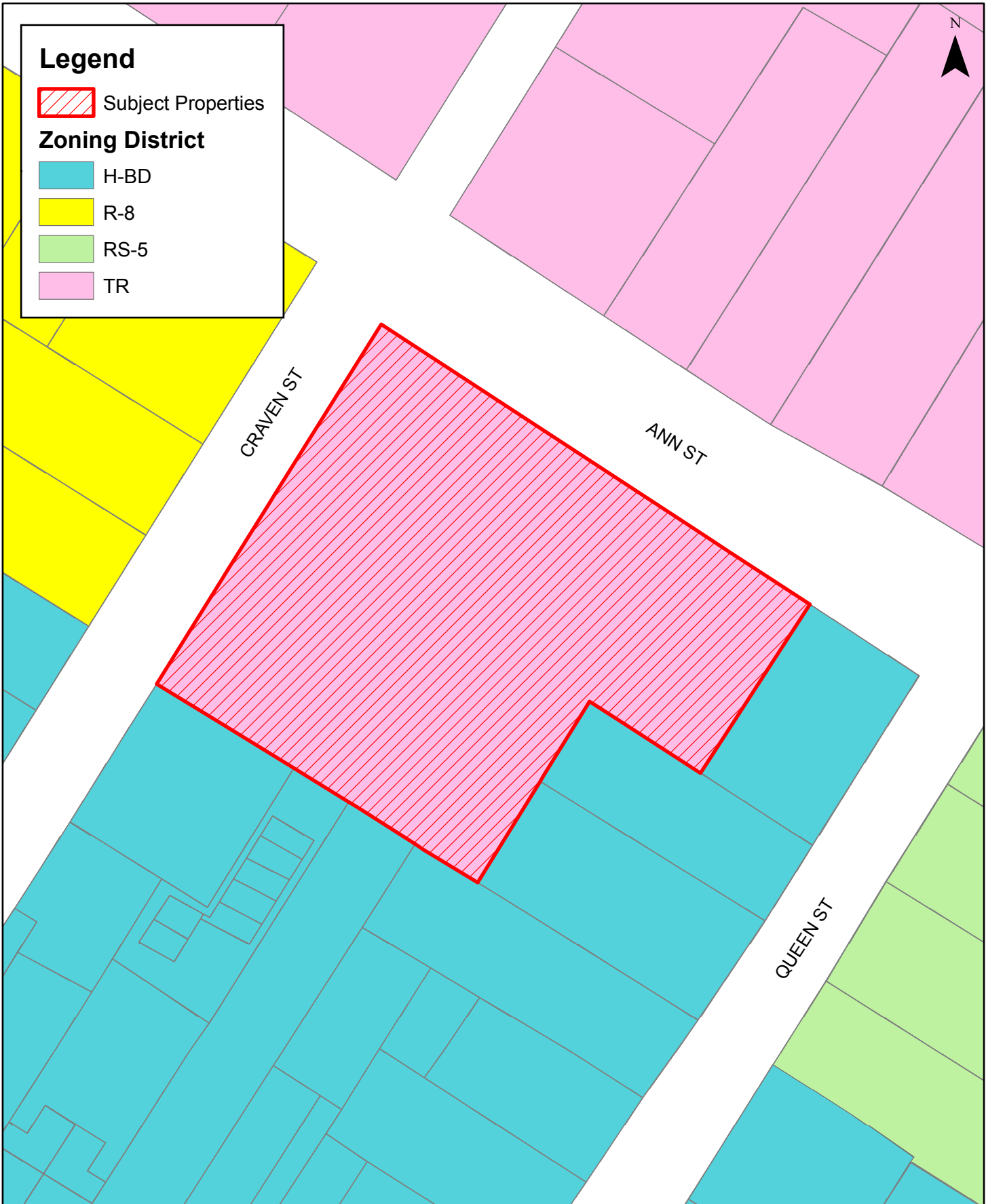
 R-8

 RS-5

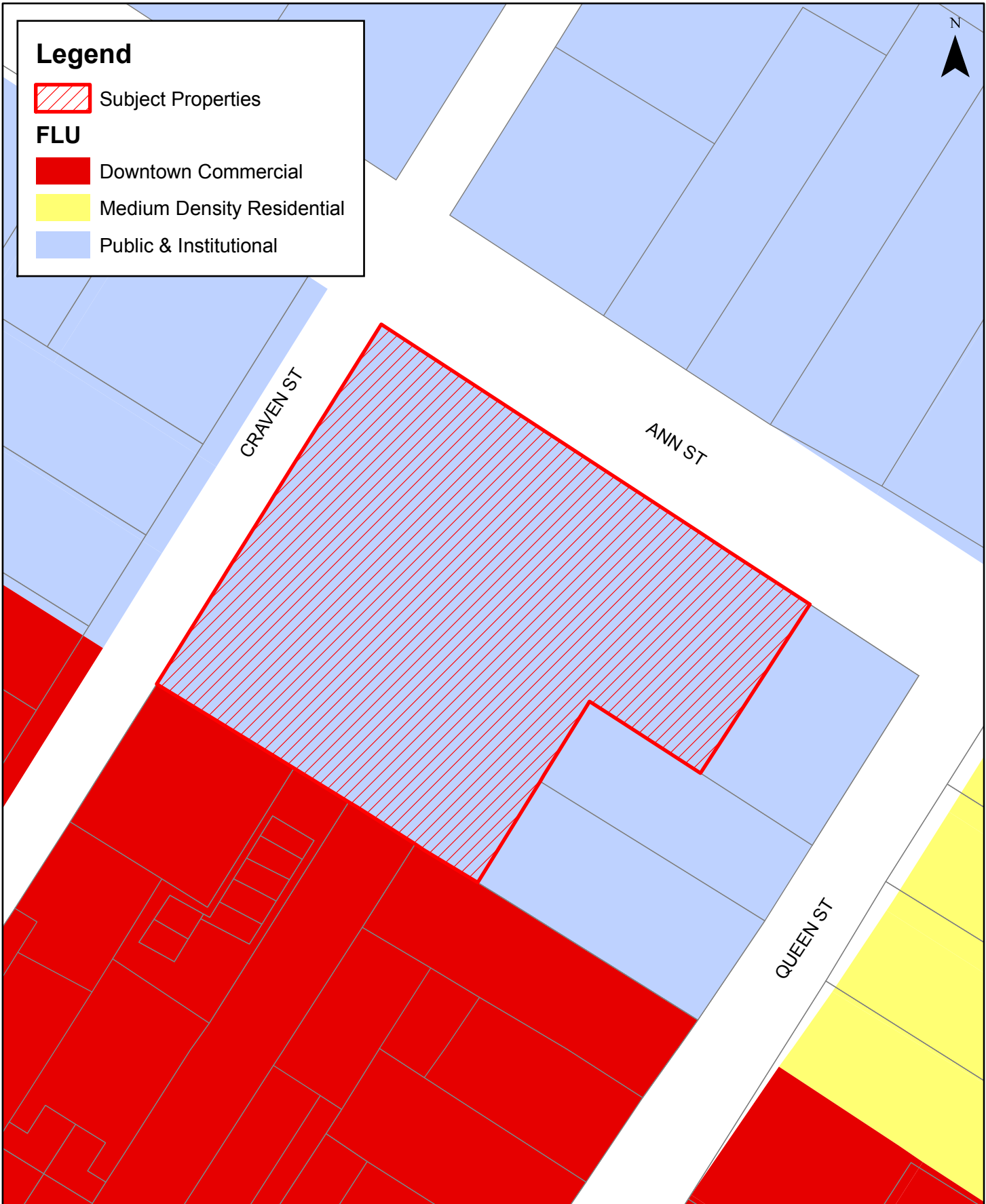
 TR



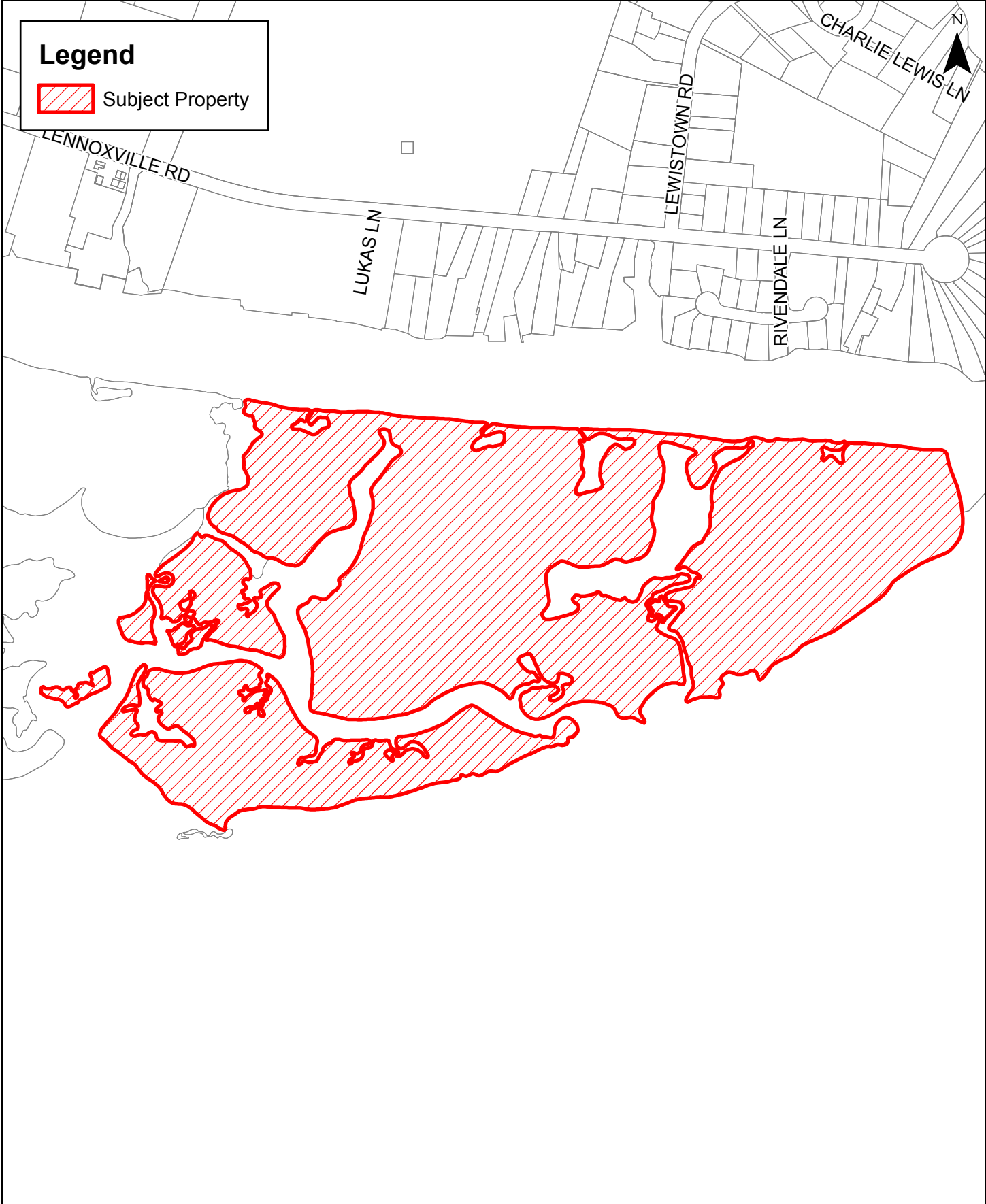
Ann Street Methodist Church Proposed Zoning Map



Ann Street Methodist Church Future Land Use Map



Rachel Carson Reserve Vicinity Map



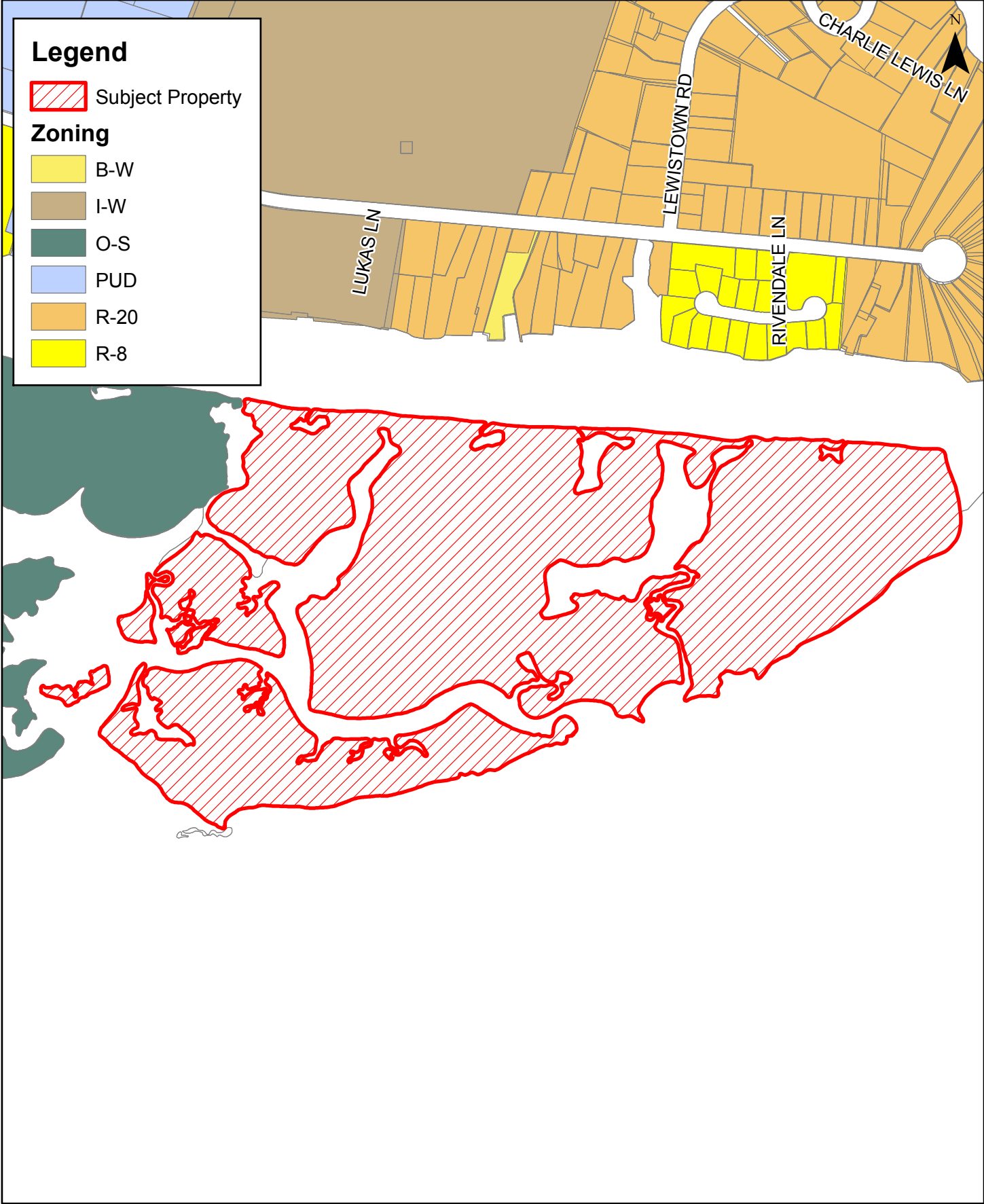
Legend
[Red hatched box] Subject Property

Rachel Carson Reserve Aerial Map

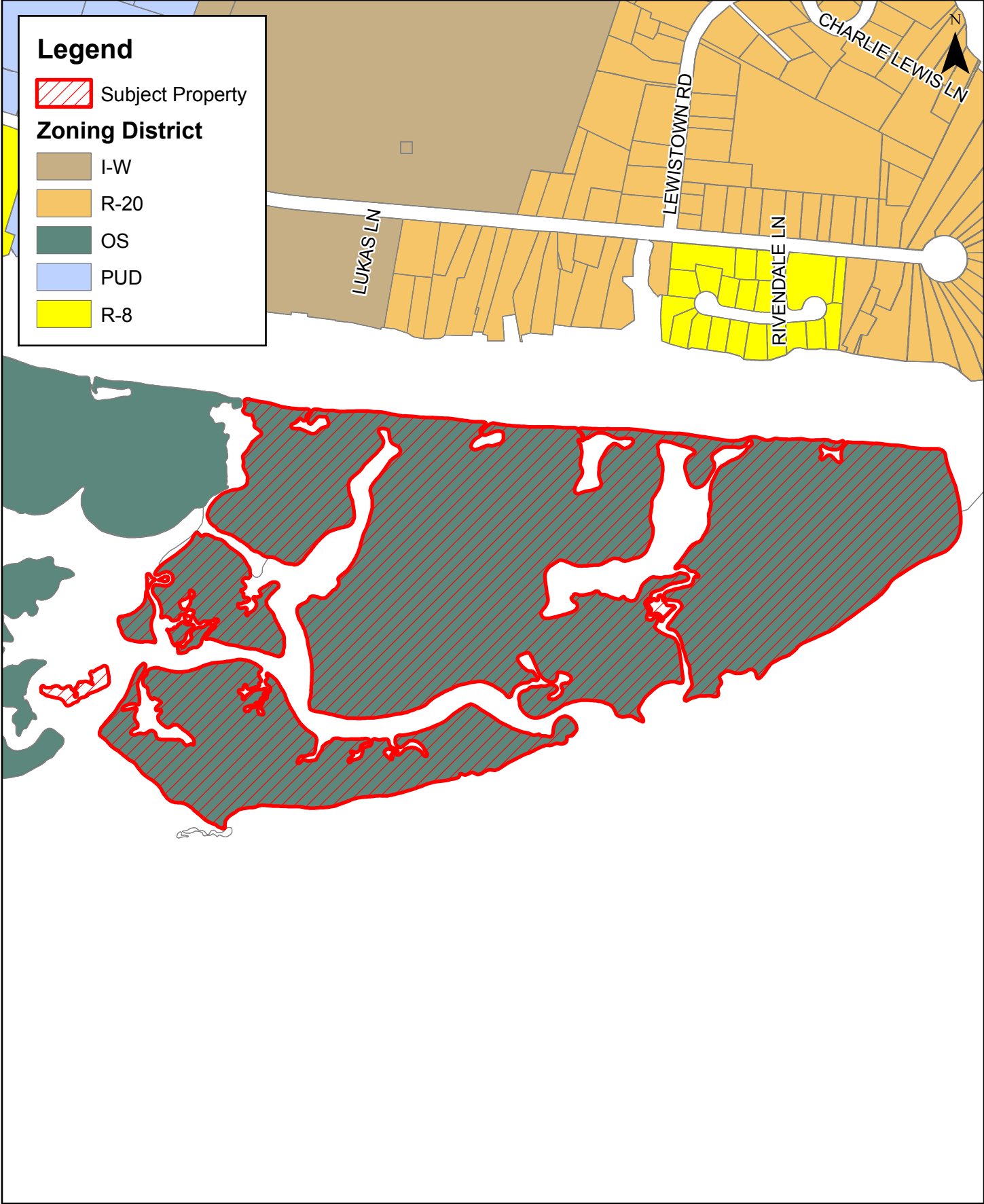


Legend
[Red hatched box] Subject Property

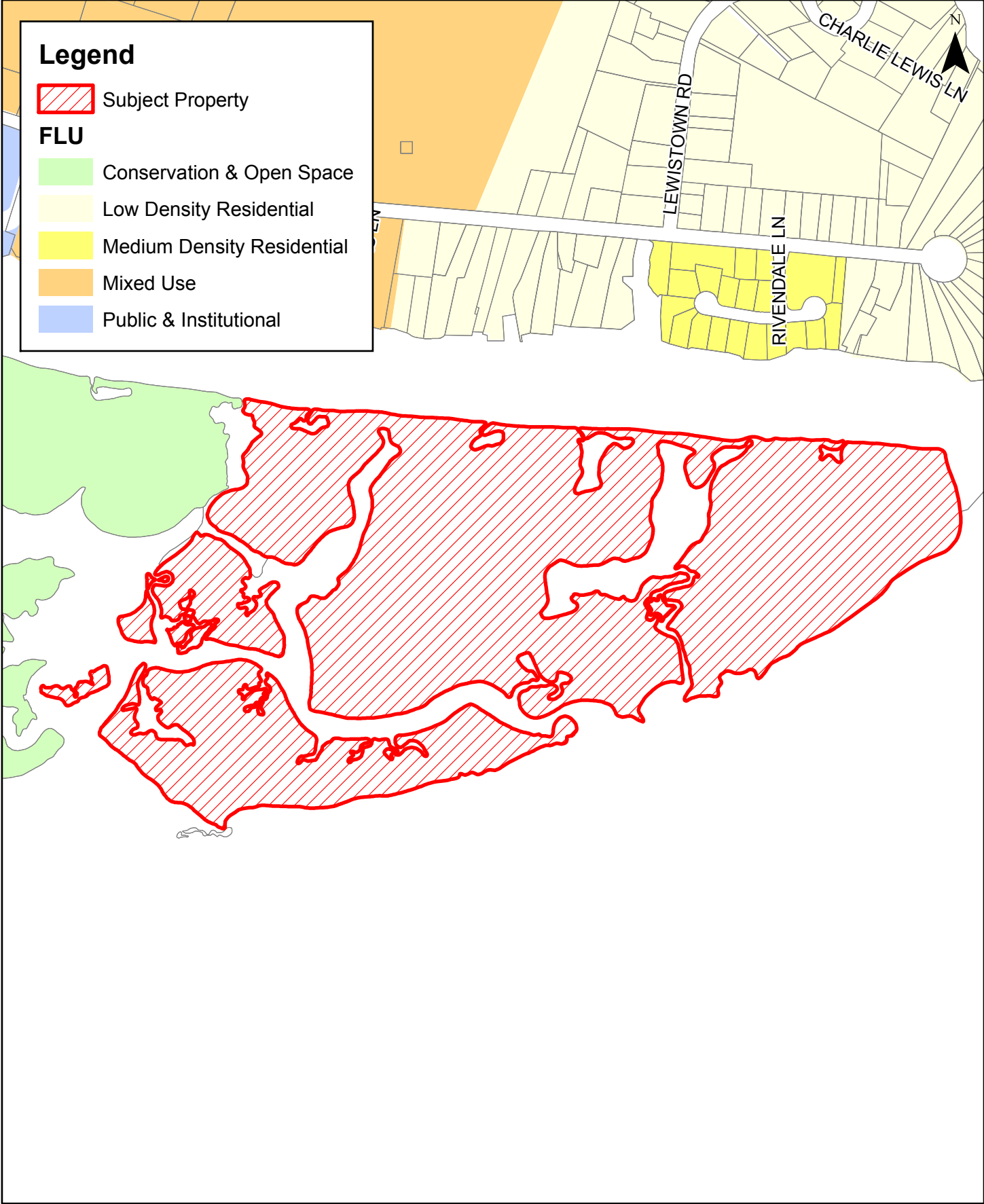
Rachel Carson Reserve Current Zoning Map



Rachel Carson Reserve Proposed Zoning Map



Rachel Carson Reserve Future Land Use Map



C) *B-1 General Business District.*

The General Business District is established as the district in which a wide variety of sales and service facilities may be provided to the general public. This district will be located throughout the Town's planning jurisdiction.

1) Minimum Lot Size.

All lots in the B-1 district shall be a minimum of five thousand square feet (5,000 ft²).

2) Minimum Lot Width.

All lots in the B-1 district shall have a minimum lot width of sixty feet (60') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 9-5 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
B-1	30 feet	15 feet	15 feet	40 feet

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the setback requirements as set forth in section 2-F of this Ordinance, section 6 of this Ordinance, section 15 of this Ordinance, and all sections of this Ordinance.

5) Permitted Uses.

- | | |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <ul style="list-style-type: none"> Amusement Establishment Antenna Co-Location on Existing Tower Aquaculture Assisted Living Athletic Field, Public Bed & Breakfast Boat Sales/Rentals Car Wash Club, Lodge, or Hall Commercial Indoor Recreation Facility Community Garden Concealed (Stealth) Antennae & Towers Convenience Store Day Care Center Dock | <ul style="list-style-type: none"> Dry Boat Storage Financial Institution Government/Non-Profit Owned/Operated Facilities & Services Hospital Hotel or Motel Kennel, Indoor Operation Only Library Liquor Store Moped/Golf Cart Sales/Rentals Mortuary/Funeral Home/Crematorium Motor Vehicle Sales/Rentals Museum Neighborhood Recreation Center, Public Nursing Home Office: Business, Professional, or Medical |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Other Building-Mounted Antennae &
Towers
Outdoor Retail Display/Sales
Park, Public
Parking Lot
Parking Structure
Personal Service Establishment
Pool Hall or Billiard Hall
Produce Stand/Farmers' Market
Public Safety Station
Public Utility Facility
Religious Institution
Resource Conservation Area

Restaurant with Drive-Thru Service
Restaurant with Indoor Operation
Retail Store
Satellite Dish Antenna
Signs, Commercial Free-Standing
Tavern/Bar/Pub with Indoor Operation
Temporary Construction Trailer
Theater, Small
Transportation Facility
Utility Minor
Vehicle Charging Station
Vehicle Service

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Adult-Oriented Retail Establishment
Commercial Outdoor Amphitheater
Commercial Outdoor Recreation
Facility
Commercial Waterfront Facility
Gas/Service Station
Golf Driving Range
Hazardous Material Storage
Kennel, Indoor/Outdoor Operation
Manufacturing, Light
Marina
Microbrewery
Microdistillery

Mini-Storage
Mixed Use
Outdoor Amphitheater, Public
Outdoor Storage
Preschool
Restaurant with Outdoor Operation
School, K-12
School, Post-Secondary
Tavern/Bar/Pub with Outdoor Operation
Theater, Large
Utility Facility
Wholesale Establishment

SECTION 9 Nonresidential Zoning Districts

A) *H-BD Historic Business District.*

The intent of this district is to allow land and structures which provide personal services, retailing, and business services compatible with the district’s historic character. This district should be limited to the Town's Historic Overlay District and may be subject to additional requirements found within the “*Design Guidelines for the Beaufort Historic District & Landmarks.*” Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

1) Minimum Lot Size.

The H-BD district will not have a minimum lot size.

2) Minimum Lot Width.

No minimum lot width is required in the H-BD district at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 9-1 Interior Lot Requirements for Residential Use

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
H-BD	25 feet	30 feet	8/0* feet	35 feet

*0 feet if it connects to a common wall.

Table 9-2 Corner Lot Requirements for Residential Use

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
H-BD	25 feet	25 feet	30 feet	8 feet	35 feet

Table 9-3 Corner Lot and Interior Lot Requirements for Commercial Use

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
H-BD	0 feet	0 feet	0 feet	0 feet	35 feet

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the setback requirements as set forth in section 2-F of this Ordinance, section 6 of this Ordinance, section 15 of this Ordinance, and all sections of this Ordinance.

5) Permitted Uses.

Antenna Co-Location on Existing Tower	Neighborhood Recreation Center, Public
Bed & Breakfast	Office: Business, Professional, or Medical
Boat Sales/Rentals	Park, Public
Club, Lodge, or Hall	Parking Lot
Commercial Indoor Recreation Facility	Parking Structure
Community Garden	Personal Service Establishment
Concealed (Stealth) Antennae & Towers	Pool Hall or Billiard Hall
Day Care Center	Public Safety Station
Dock	Public Utility Facility
Dwelling, Single-Family	Resource Conservation Area
Financial Institution	Restaurant with Indoor Operation
Government/Non-Profit Owned/Operated Facilities & Services	Retail Store
Hospital	Shed
Hotel or Motel	Swimming Pool (Personal Use)
Library	Signs, Commercial Free-Standing
Mixed Use	Tavern/Bar/Pub with Indoor Operation
Moped/Golf Cart Sales, Rentals	Temporary Construction Trailer
Mortuary/Funeral Home/Crematorium	Theater, Small
Museum	Transportation Facility
	Utility Minor

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Commercial Outdoor Amphitheater	Preschool
Commercial Waterfront Facility	Produce Stand/Farmers' Market
Convenience Store	Restaurant with Outdoor Operation
Gas/Service Station	Satellite Dish Antenna
Golf Driving Range	School, K-12
Marina	School, Post-Secondary
Microbrewery	Tavern/Bar/Pub with Outdoor Operation
Microdistillery	Theater, Large
Other Building-Mounted Antennae & Towers	Utility Facility
Other Freestanding Towers	Vehicle Service
Outdoor Amphitheater, Public	

C) R-8 Residential Medium Density District.

This residential district is established as a medium density district in which the principle use of the land is for single-family dwelling units. The regulations of this district are intended to provide areas of the community for those persons desiring residences in relatively medium density areas. No buildings, houses, or structures, excepting noncommercial docks or piers as specified in section 2-H of this Ordinance, will be erected on the south side of Front Street in this district. Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

1) Minimum Lot Size.

All lots in the R-8 district shall be a minimum of eight thousand square feet (8,000 ft²).

2) Minimum Lot Width.

All lots in the R-8 district shall have a minimum lot width of sixty feet (60') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 7-9 Interior Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-8	25 feet	25 feet	8 feet	35 feet

Table 7-10 Corner Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-8	25 feet	20 feet	25 feet	8 feet	35 feet

Table 7-11 Double Frontage Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Rear (Right-of-Way) Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-8	25 feet	15 feet	8 feet	35 feet

Where a lot extends across Front Street, the above setbacks shall apply to the portion of the lot north of Front Street. The docks or piers permitted on the south side of Front Street will be subject to an eight feet (8') side setback, or any more restrictive setback required by CAMA, or the regulations promulgated thereunder.

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the setback requirements as set forth in section 2-F of this Ordinance, section 6 of this Ordinance, section 15 of this Ordinance, and all sections of this Ordinance.

5) Permitted Uses.

Antenna Co-Location on Existing Tower	Neighborhood Recreation Center, Indoor/Outdoor, Private
Athletic Field, Public	Neighborhood Recreation Center, Public
Carport	Park, Public
Community Garden	Public Utility Facility
Dock	Resource Conservation Area
Dwelling, Single-Family	Shed
Garage, Private Detached	Swimming Pool (Personal Use)
Government/Non-Profit Owned/ Operated Facilities & Services	Temporary Construction Trailer
Group Home	Utility Minor
Home Occupation	Vehicle Charging Station

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit	Marina
Athletic Field, Private	Outdoor Amphitheater, Public
Bed & Breakfast	Preschool
Cemetery/Graveyard	Produce Stand/Farmers' Market
Club, Lodge, or Hall	Public Safety Station
Concealed (Stealth) Antennae & Towers	Religious Institution
Day Care/Child Care Home	Satellite Dish Antenna
Golf Course, Privately-Owned	School, Post-Secondary
Golf Driving Range	Utility Facility

SECTION 7 Residential Zoning Districts

A) R-20 Residential Single-Family District.

This residential district is intended to maintain a compatible mixture of single-family residential and bona fide farm uses with a density of two families per acre in accordance with the North Carolina State Board of Health recommendations for residential areas without public water and public sewer, and to prevent the development of blight and slum conditions.

1) Minimum Lot Size.

All lots in this district shall be a minimum of twenty thousand square feet (20,000 ft²).

2) Minimum Lot Width.

All lots in the R-20 district shall have a minimum lot width of one hundred feet (100') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 7-1 Interior Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-20	30 feet	25 feet	15 feet	40 feet

Table 7-2 Corner Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Side (Right-of-Way) Setback</i>	<i>Rear Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-20	30 feet	30 feet	25 feet	15 feet	40 feet

Table 7-3 Double Frontage Lot Requirements

<i>District</i>	<i>Designated Front (Right-of-Way) Setback</i>	<i>Designated Rear (Right-of-Way) Setback</i>	<i>Side Setback</i>	<i>Building Height Limitation</i>
R-20	30 feet	25 feet	15 feet	40 feet

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the setback requirements as set forth in section 2-F of this Ordinance, section 6 of this Ordinance, section 15 of this Ordinance, and all sections of this Ordinance.

5) Permitted Uses.

Agritourism
Antenna Co-Location on Existing
Tower

Aquaculture
Assisted Living
Athletic Field, Public

Athletic Field, Private	Neighborhood Recreation Center, Public
Carport	Nursing Home
Club, Lodge, or Hall	Park, Public
Community Garden	Produce Stand/Farmers' Market
Dock	Public Utility Facility
Dwelling, Single-Family	Religious Institution
Farming, General	Resource Conservation Area
Forestry	Satellite Dish Antenna
Garage, Private Detached	Shed
Government/Non-Profit Owned/ Operated Facilities & Services	Swimming Pool (Personal Use)
Group Home	Temporary Construction Trailer
Home Occupation	Utility Minor
Manufactured Home	Vehicle Charging Station
Neighborhood Recreation Center Indoor/Outdoor, Private	

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit	Kennel, Indoor /Outdoor Operation
Bed & Breakfast	Marina
Boat Sales/Rentals	Museum
Cemetery/Graveyard	Office: Small Business
Concealed (Stealth) Antennae & Towers	Other Free Standing Towers
Day Care/Child Care Home	Outdoor Amphitheater, Public
Dry Boat Storage	Preschool
Golf Course, Privately Owned	Public Safety Station
Golf Driving Range	School, K-12
Kennel, Indoor Operation Only	School, Post-Secondary
	Utility Facility

B) *Transitional District (TR).*

The intent of this district is to serve as a transition between residential and more intensive districts. This includes residential and commercial uses with a low noise and traffic impact which would generally be considered compatible with a residential area which may or may not have buffering requirements as documented in section 19 of this Ordinance. Uses in this district which require potable water or sanitary sewer must be connected to both municipal water and municipal sewer.

1) Minimum Lot Size.

All lots in the TR district shall be a minimum of eight thousand square feet (8,000 ft²).

2) Minimum Lot Width.

All lots in the TR district shall have a minimum lot width of sixty feet (60') at the minimum building line.

3) Building Setback and Building Height Requirements and Limitations.

Subject to the exceptions allowed in this Ordinance, each structure on a lot in this zoning district shall be set back from the boundary lines of the lot at least the distances provided in the tables set forth in this section. The building height limitation in this district is provided in the tables set forth in this section.

Table 8-4 Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	15 feet	35 feet

Table 8-5 Other Lot Requirements

<i>District</i>	<i>Front Setback (Right-of-Way)</i>	<i>Rear Setback</i>	<i>Side Setbacks</i>	<i>Building Height Limitation</i>
TR	25 feet	25 feet	8 feet	35 feet

4) Accessory Building Setback Requirements.

All accessory buildings must comply with the lot setback requirements as set forth in section 2-F, section 6, section 15, and all other sections of this Ordinance.

5) Permitted Uses.

- | | |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| Antenna Co-Location on Existing Tower
Assisted Living
Athletic Field, Public
Bed & Breakfast
Carport
Club, Lodge, or Hall
Commercial Indoor Recreational Facility
Community Garden
Dock | Dormitory
Dwelling, Single-Family
Garage, Private Detached
Government/Non-Profit Owned/
Operated Facilities & Services
Group Home
Home Occupation
Library
Mixed Use
Mortuary/Funeral Home/
Crematorium |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|

Neighborhood Recreation Center
Indoor/Outdoor, Private
Neighborhood Recreation Center,
Public
Nursing Home
Office: Business, Professional, or
Medical
Park, Public
Personal Service Establishment
Public Safety Station

Public Utility Facility
Religious Institution
Resource Conservation Area
Restaurant with Indoor Operation
Shed
Signs, Commercial Free-Standing
Swimming Pool (Personal Use)
Temporary Construction Trailer
Utility Minor
Vehicle Charging Station

6) Special Uses (*Special Uses* text may be found in section 20 of this Ordinance).

Accessory Dwelling Unit
Aquaculture
Financial Institution
Cemetery/Graveyard
Concealed (Stealth) Antennae &
Towers
Day Care Center
Day Care/Child Care Home
Dwelling, Duplex
Golf Course, Privately Owned
Golf Driving Range
Hotel or Motel
Kennel, Indoor/Outdoor Operation
Marina

Museum
Other Freestanding Towers
Outdoor Amphitheater, Public
Parking Lot
Preschool
Produce Stand/Farmers' Market
Retail Store
Satellite Dish Antenna
School, K-12
School, Post-Secondary
Tavern/Bar/ Pub with Indoor
Operation
Utility Facility



**TOWN OF BEAUFORT BOARD OF COMMISSIONERS
AN ORDINANCE TO AMEND THE TOWN OF BEAUFORT
OFFICIAL ZONING MAP
ORDINANCE #20-___**

WHEREAS, town staff has submitted a request to update the Official Zoning Map to reflect changes associated with the Gallants Channel Bridge and new US-70, further identified as STIP number R-3307; and

WHEREAS, the request includes the initial zoning of recently annexed portions of Rachel Carson Reserve; and;

WHEREAS, the request includes zoning amendments to the following parcels:

- 730617109293000, 500 Ann Street from H-BD Historic Business District and TR Transitional District to TR Transitional District
- 730617203846000, 501 Broad Street from B-1 General Business District to TR Transitional District
- 730617204831000, 507 Broad Street from B-1 General Business District to TR Transitional District
- 730618215164000, 502 Cedar Street from B-1 General Business District to TR Transitional District
- 730618216055000, 508 Cedar Street from B-1 General Business District to TR Transitional District
- 730618217003000, 512 Cedar Street B-1 General Business District to TR Transitional District
- 730617214176000, 314 Craven Street B-1 General Business District to TR Transitional District
- 730618206936000, 313 Queen Street from R-8 Residential Medium Density District to TR Transitional District
- 730618205985000, 311 Queen Street from R-8 Residential Medium Density District to TR Transitional District
- 730618205869000, Queen Street from B-1 General Business District to TR Transitional District
- 730618206910000, Queen Street from R-8 Residential Medium Density District to TR Transitional District
- 730617105358000, 138 Turner Street from H-BD Historic Business District and R-8 Residential Medium Density District to TR Transitional District
- 731500043525000, Rachel Carson Reserve initial zoning to O-S Open Space District
- 730614334613000, 419/423 West Beaufort Road from R-8 Medium Density Residential District and R-20 Residential Single-Family District to R-20 Residential Single-Family District



730617212200000, 300, 302, 303 Courthouse Square; 304, 306, 308, 310 Craven Street from B-1 General Business District and TR Transitional District to TR Transitional District
730614333424000, 412 West Beaufort Road from B-1 General Business District to R-20 Residential Single-Family District; and

WHEREAS, the Town of Beaufort Planning Board considered the request at the February 17, 2020 and March 16, 2020 regular meetings and found the request is consistent with the CAMA Future Land Use Map of the Core Land Use Plan

WHEREAS, the Town of Beaufort Board of Commissioners conducted a Public Hearing and considered the request at the regular meeting on April 13, 2020; and

WHEREAS, the Board of Commissioners made the following findings and conclusions:

1. The request is consistent with surrounding land use patterns and zoning in the area.
2. The requested zoning amendments are consistent with the CAMA Future Land Use Plan.

NOW, THEREFORE, BE IT ORDAINED, by the Board of Commissioners of the Town of Beaufort Case Number 20-01: Zoning Map Update and Request to Rezone 16 parcels is approved and the Town's Official Zoning Map is amended accordingly.

Adopted this ____ day of _____, 2020.

Everette S. Newton, Mayor

ATTEST:

Michele Davis, Town Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM, Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Purchase of Ladder Truck for Fire Department

BRIEF SUMMARY:

After a presentation from Fire Chief Tony Ray at the Town's annual retreat on the need for a ladder truck (attached), the Board asked staff to take the necessary steps to begin the purchase process and place the matter on the agenda of the March work session.

REQUESTED ACTION:

Adopt the attached financing resolution from BB&T/Truist and direct staff to identify a ladder truck available from existing manufacturer rolling stock.

Once a truck is identified and secured, it will be brought to the Board for final purchase approval. Chief Ray is currently working with a vendor and may possibly have a specific truck ready for purchase during the meeting on Monday, April 13, 2020.

EXPECTED LENGTH OF PRESENTATION:

10 minutes

SUBMITTED BY:

John Day, Town Manager

BUDGET AMENDMENT REQUIRED:

Yes





Branch Banking & Trust Company

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

March 26, 2020

Mr. Joe Niggel
Piper Sandler & Co.

Town of Beaufort, NC
PO Box 390
Beaufort, NC 28516

Dear Mr. Niggel:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Town of Beaufort, NC (“Borrower”).

PROJECT: Fire Truck Financing

AMOUNT: \$1,500,000.00

TERM: 10 years
15 years

INTEREST RATE: 1.89% (10 years)
2.19% (15 years)

TAX STATUS: Tax Exempt – Bank Qualified

PAYMENTS: Interest: Annual
Principal: Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Vehicles and Equipment

PREPAYMENT TERMS: Prepayable in whole at any time with a one percent prepayment penalty.

RATE EXPIRATION: May 4, 2020

DOCUMENTATION/ LEGAL REVIEW FEE: N/A

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

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 Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower'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 Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

Lender appreciates the opportunity to offer this financing proposal. Please call me at (803) 251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

Truist Bank



Andrew G. Smith
Senior Vice President

Resolution Approving Financing Terms

WHEREAS: The Town of Beaufort, NC (“Borrower”) has previously determined to undertake a project for the financing of a fire truck (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Borrower hereby determines to finance the Project through Truist Bank (“Lender”) in accordance with the proposal dated March 26, 2020. The amount financed shall not exceed \$1,500,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed _____%, and the financing term shall not exceed _____ 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 Borrower 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.

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 Borrower 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.

4. The Borrower 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 Borrower 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 Borrower intends that the adoption of this resolution will be a declaration of the Borrower’s official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower’s general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower 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.

Approved this _____ day of _____, 2020

By: _____

By: _____

Title: _____

Title: _____

SEAL



**TOWN OF BEAUFORT
FY 2020 BUDGET AMENDMENT #11**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2020 Budget through Ordinance on June 10, 2019, and WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2020 Budget as follows:

SECTION I: GENERAL FUND

This amendment requests the appropriation of loan proceeds, **not to exceed \$1,050,000**, to purchase a ladder truck for the Fire Department. Approval of this budget amendment gives the Town Manager authorization to adjust the amount of the appropriation to the actual cost and actual borrowing amount for the purchases of this equipment **not to exceed \$1,050,000**.

A. REVENUE

INCREASE

LOAN PROCEEDS.....\$ 1,100,000
TOTAL INCREASE.....\$ 1,100,000

B. EXPENDITURES AUTHORIZED BY DEPARTMENT

INCREASE

FIRE DEPARTMENT.....\$ 1,100,000
TOTAL INCREASE.....\$ 1,100,000

SECTION VI: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.

Adopted this 13th day of April 2020.

ATTEST:

Michele Davis
Town Clerk

Everette S. Newton
Mayor



Aerial Apparatus Replacement for the Town of Beaufort





BFD LADDER 1



Pros and Cons of Current Aerial Apparatus

Pros

- Identifies the need for aerial apparatus in Beaufort
- Maneuverability
- Allows accessibility
- Allows reach
- Was donated
 - Additional cost to place in service

Cons

- Requires two FFs to drive
- Requires multiple FFs to operate on-scene
- Limited capabilities
 - No pump
 - No water tank
 - Must be nursed by additional apparatus
- Limited rescue component
 - 250 lbs. tip load (dry)
- 25 yrs. old
 - Maintenance cost
 - Down Time
 - Out of service 8 months in 2019
 - Repair cost

Continued

Pros

Cons

- No firehose for interior attack
- Takes extra floor space in station
 - 57' long
- Difficult to staff in County fire districts
 - Need of multiple apparatus



New Apparatus

Pros

- One driver
- One operator
 - Set up
 - Operations
- Extended reach
 - 105' to 107'
- Rescue Capable
 - 750 lbs. tip load
- 2000 gpm pumping capability
- 500 Gallon booster tank
- Carries fire hose

Cons

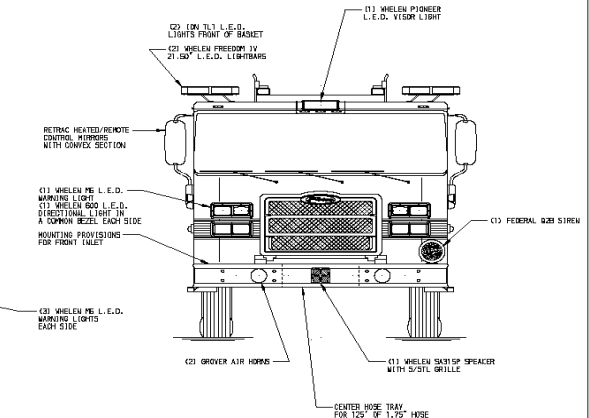
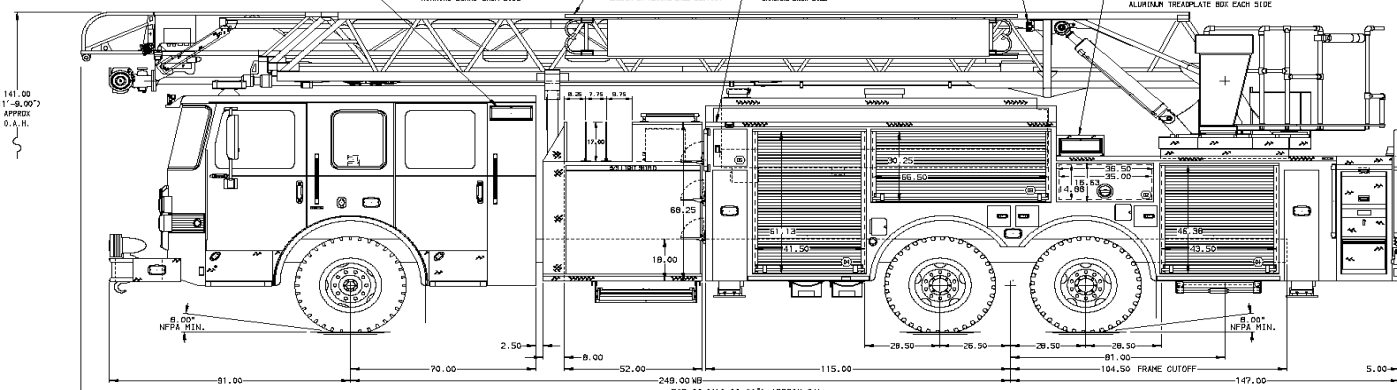
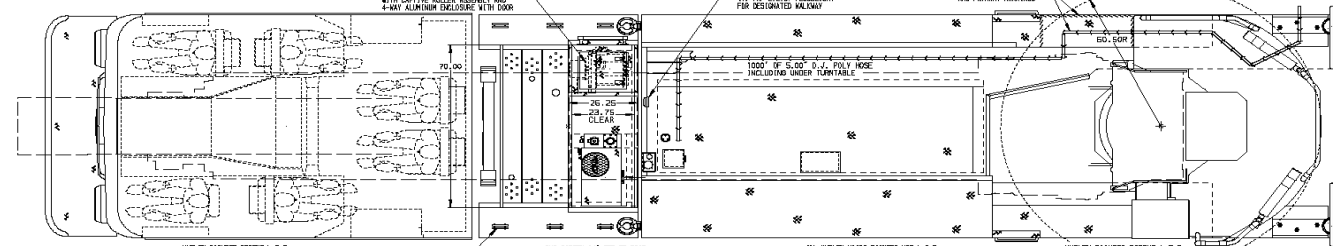
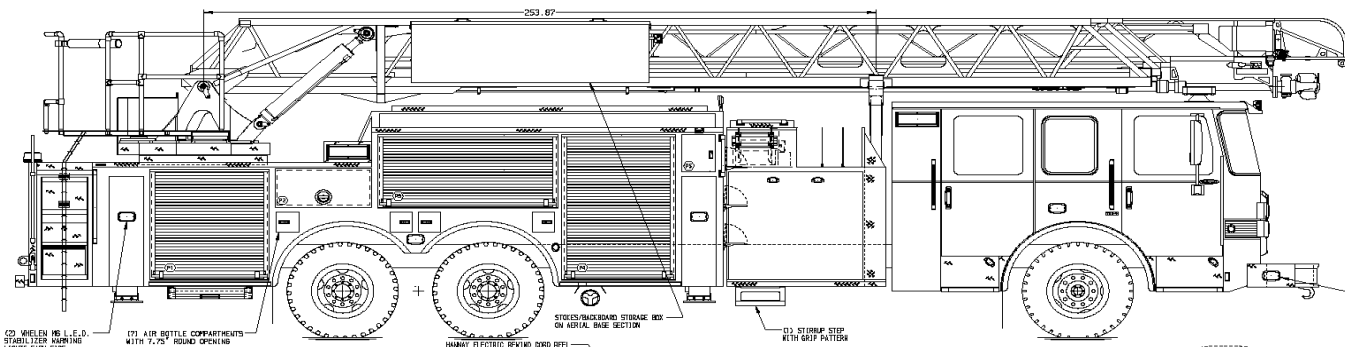
- Cost of new apparatus
 - Looking at rolling stock (demos)
- Less of some maneuverability

New Apparatus (continued)

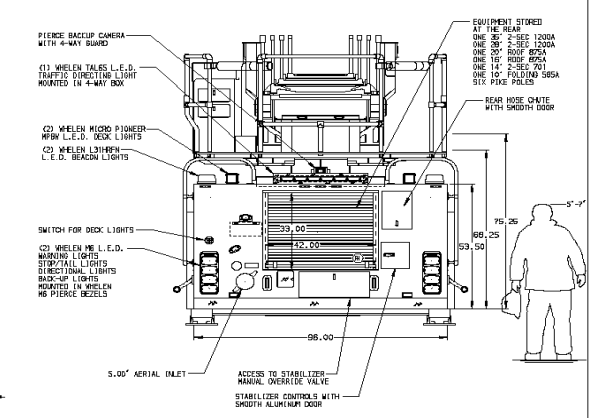
Pros

- Rated as a “Quint” for ISO rating
- Maintenance warranty
- Corrosion resistance
- 25 yrs. of service life
- Increased crew safety
 - Safe cab
- Rolling stock

Cons



BODY	WATER TANK
110" Tandem Axle Platform Aluminum Body	500 Gallon Notched Poly Water Tank
COMPT, DRIVER SIDE FRONT	Foam System
FM/FD RollUp w/o Chute	Plumbing for Future Husky Foam System
COMPT, DRIVER SIDE REAR	Foam Cell
FM/FD RollUp and Lift-up rearward	20 Gallon Foam Cell, Non-Reduced Water
COMPT, PASSENGER SIDE FRONT	
Full Height RollUp Forward	
COMPT, PASSENGER SIDE REAR	
Full Height RollUp and Lift Up Rearward	



CHASSIS Enforcer Chassis ENGINE 525 HP D013 Engine	CAB 7000 Enforcer Cab BUMPER 22" Extended Stainless Steel	AXLE, FRONT, CUSTOM 22,800 Lb TAC-4 Axle AXLE, REAR 44,000 Lb Hendrick Axle	TRANSMISSION Allison 5th Gen, 4500 EVS P	PUMPHOUSE 57" Control Zone Side Mount PUMP 2000 GPM Moltenous CSU	CROSSLAYS, 1.50" (C2) 1.50" Standard Capacity CROSSLAYS, 2.50" (1) 2.50" Standard Capacity	SPEEDLAYS Speedlays Not Required GENERATOR Harrison 61W MSV, Hydraulic	SAFETY Side Roll and Frontal Impact Protection
--------------------------------------------------------------------	---------------------------------------------------------------------------	---------------------------------------------------------------------------------------------	----------------------------------------------------	--------------------------------------------------------------------------------	-------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------	-------------------------------------------------------------

NOTE
DIMENSIONS SHOWN ARE APPROXIMATE AND ARE SUBJECT TO MINOR DEVIATIONS AS MAY OCCUR OR BE NECESSARY IN CONSTRUCTION.
MINOR DETAILS NOT SHOWN.

- 21.00" LIMITED RETRACTION REQUIRED.
- ONE 1.50" OULET WITH 2.00" PIPING AND VALVE, LOCATED IN CENTER BUMPER TRAY.
- SHOULDER RECEIVABLE WITH SIGNAL, SUPER AUTO-STOP LOCATED ON DRIVER SIDE OF CAB.
- AIR TRAY WITH DISCONNECT COUPLING ON THE DRIVER SIDE STOWWELL.
- WATER CHARGER LOCATED BEHIND DRIVER SEAT.
- BATTERY CHARGER (DEVELOPER BEHIND DRIVER'S SEAT) DISPLAYED THROUGH WINDOW.
- THE HOSE VALVE IS LOCATED IN COMPARTMENT PER SHOP ORDER.
- FOUR FLOOR MOUNTED SLIDE-OUT TRAYS IN COMPARTMENTS PER SHOP ORDER.
- ONE SHOCK-OUT TOOL, BASKET WITH PERSHOP PATTERN, IN COMPARTMENT PER SHOP ORDER.
- CHIEF BREAKER PANEL LOCATED IN COMPARTMENT PER SHOP ORDER.
- 3.00" RAISED AERIAL PRESIGNAL.
- 1000 RPM/1000 FLOW WATERMETER.
- 120V POWER TO AERIAL TIP.

CUSTOMER APPROVAL		PIERCE MANUFACTURING INC.		JOB NO.	32151		
APPROVED BY:				SCALE	1:24		
DATE:				DATE			
		CHASSIS DATA	TITLE	107" ASCENDANT AERIAL LADDER AND BODY ASSEMBLY	DRAWN BY	TKA	
			FOR	PIERCE FIELD UNIT	CHECKED BY	THS	
		PIERCE MODEL		APPLETON, WISCONSIN	DWG NO.	32151AD	
15/AN/18	TKA	THS			SHEET SIZE	D	
REV	DATE	BY	CHK	ENFORCER		SHEET NO.	1 OF 1

Truck Demonstration Benchmarks

- Scrub Area
- Tip load
- Water pipe
- Nozzle flow rates
- Reach Capabilities
 - Water/Cell towers
 - 216 Front St. (residence)
 - Bistro roof
 - 1015 Front St. (condos)
 - Bookout building (Duke Marine Campus)
 - 103 Moore St. condos

FINANCING

- First Option Financing

- \$1,000,000 15yrs @ 2.495 = \$80,912 annually
10yrs @ 2.380 = \$113,746 annually

- Second Option Financing

- \$1,000,000 15yrs @ 2.24 = \$79,230 annually
10yrs @ 1.94 = \$110,978 annually

Questions



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, April 13, 2020 – Train Depot, 614 Broad Street, Beaufort, NC

AGENDA CATEGORY: Items for Discussion and Consideration

SUBJECT: BDA Funding Request

BRIEF SUMMARY:

The Beaufort Development Association has requested funding for Christmas decorations for uptown Beaufort, permanent lighting and electrical service in John Newton Park and funding for marketing efforts. There is \$6,100.00 available for appropriation from revenues over expenditures during FY 19.

FY 19 Revenues \$273,344

FY 19 Expenditures \$233,094

Net Revenue \$40,250

*Waterfront Business District Projects \$34,123

Available for projects with Board approval \$6,100

*Waterfront Business District projects for FY19 include trash cans, tree grates, pavers, brick repair on electrical building at Turner St., bike racks, mulch, Christmas decorations, Special Event Grants awarded by the BOC.

REQUESTED ACTION:

As discussed during the works session, approve the budget amendment appropriating \$7,500 for marketing to the BDA. This appropriation includes \$6,100 of FY19 Parking Revenues over Expenditures.

EXPECTED LENGTH OF PRESENTATION:

5 mins

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

Yes, if Board approves the funding.



Beaufort Development Association

Beautiful. Historic. Waterfront.

COME VISIT OUR TOWN

2020-2021 Funding Requests from the Town of Beaufort

Beaufort Development Association (BDA) is requesting from the Town of Beaufort (TOB) for the benefit of the town of Beaufort the following consideration:

TOB Provide Christmas decorations for uptown Beaufort:

- Lighted wreaths or decorations using the power poles along Cedar & Live Oak Streets and/or seasonal banners using the power poles along Cedar & Live Oak Streets.
- BDA will initiate a campaign to encourage all Beaufort businesses to decorate their store fronts/office fronts.

TOB Provide Permanent lighting and electrical service in John Newton Park:

- Safety factor.
- Park utilized by community year-round. A lot of evening activity.
- Additional lighting extremely helpful during the Holidays with visitation to the Santa House and New Year's Eve Celebration.
- Live on Thursdays (LOTs), our "Music in the Park" runs weekly on Thursdays from Memorial Day to Labor Day needs reliable electric sources and lighting as sun sets.

Why the TOB should assist in BDA's marketing efforts:

- Beaufort received national exposure as one of "America's 10 Best Beach Towns for Christmas" by *Coastal Living* and one of "The Best Small Towns for Christmas in the South" by *Southern Living*.
- Marketing efforts will increase visitations that will increase sales revenues (therefore sales tax)
- BDA continues to attract more customers & visitors to the entire town of Beaufort year-round.
- Proposed Marketing plan for 2020-2021 exceeds \$28K. BDA continues to solicit partnerships with the business community and non-profit organizations.
- BDA will continue to apply for annual grants through the Tourism Development Association (TDA) for off-season events: BDA applies for this grant to promote our "Visit Beaufort for the Holidays" season.
- Beaufort continues to be at a competitive disadvantage with other Crystal Coast towns since these other towns assist financially in their promotional efforts.

BDA requests \$7,500 specifically for:

- Marketing efforts to be used with requested public funds:
 - Digital Business Directory* that can be accessed and promoted state-wide and beyond.
 - Digital Calendar of Community Events* reaches state-wide network.
 - Monthly E-Newsletter Campaign* that reaches 140,000+ potential visitors & customers state-wide.
 - Our State Magazine advertising co-op utilizing partnership with business community.

* Everwondr (Greensboro, NC) is a digital marketing company that has developed a social media network that reaches out to potential visitors and customers throughout the state and beyond. We have used this company for most of our digital marketing with great success the past several years.



8450 Garvey Drive
 Raleigh, NC 27616
 Phone: 919-954-0200 Fax: 919-954-0203

PAGE TWO

Proposal

DATE January 21, 2019
 Quotation # 12119-C1
 Customer ID BEAUFORT

Proposal For:
 Rachel Johnson
 Town of Beaufort
 P.O. Box 390
 Beaufort, NC 28516
 (252) 728-2141 EXT 231

Email: r.johnson@beaufortnc.org

Quotation valid until: February 28, 2019
 Prepared by: Sam Hardwick

Special instructions:

Ship To: 701 Front Street, Beaufort, NC 28516

Salesperson	P.O. Number	Ship Date	Ship Via	F.O.B Point	Terms
SKH		ASAP	Best Way	Shipping Point	Net 20 Days
Quantity	Description			Unit Price	AMOUNT
	OPTION #2				
30	P-311 Double Frame Wreaths. Size: 4.5' Garland to be Two Tone Natural			\$ 532.50	\$ 15,975.00
	Branch Garland, Includes 40 C-7 LED Warm White Lights (20 Per Side), two (2)				
	FBT-4 China Red Bows with Gold Trim, 18" four loop, and all mounting hardware.				

All orders paid with a credit card will have a 3.5% Service Fee added to the final bill.

Notes:

Estimated Lead Time: 10 to 15 Weeks after receipt of order.

Freight Charges will be added to the invoice, and are determined based on final quantities and items purchased. Any shipping costs shown above are estimates only.

Acceptance By: _____

SUBTOTAL	\$	36,115.50
Estimated Shipping Costs	\$	-
Other	\$	-
6.75% NC Sales Tax	\$	2,437.8
Grand Total	\$	38,553.3

By signing above, purchaser agrees to all terms and conditions and authorizes Mosca Design, Inc. to place order accordingly.

THANK YOU FOR YOUR BUSINESS



**TOWN OF BEAUFORT
FY 2020 BUDGET AMENDMENT #9**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2020 Budget through Ordinance on June 10, 2019, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2020 Budget as follows:

SECTION I: GENERAL FUND

This amendment requests an appropriation of Fund Balance for funding requested by the Beaufort Development Association for marketing efforts. This appropriation includes \$6,100 of FY19 Parking Revenues over Expenditures

A. REVENUE

INCREASE

APPROPRIATED FUND BALANCE \$ 7,500
TOTAL INCREASE **\$ 7,500**

B. EXPENDITURES AUTHORIZED BY DEPARTMENT

INCREASE

PUBLIC WORKS \$ 7,500
TOTAL INCREASE **\$ 7,500**

SECTION VI: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds.

Adopted this 13th day of April 2020.

ATTEST:

Michele Davis
Town Clerk

Everette S. Newton
Mayor



8450 Garvey Drive
 Raleigh, NC 27616
 Phone: 919-954-0200 Fax: 919-954-0203

Proposal

DATE 1/21/2019
 Quotation # 12119-C1
 Customer ID BEAUFORT

Proposal For:
 Rachel Johnson
 Town of Beaufort
 P.O. Box 390
 Beaufort, NC 28516
 (252) 728-2141 EXT 231

Quotation valid until: February 28, 2019
 Prepared by: Sam Hardwick

Email: r.johnson@beaufortnc.org

Special instructions: Ship To: 701 Front Street, Beaufort, NC 28516

Salesperson	P.O. Number	Ship Date	Ship Via	F.O.B Point	Terms
SKH		ASAP	Best Way	Shipping Point	Net 20 Days
Quantity	Description			Unit Price	AMOUNT
OPTION #1					
30	P-301 Wreaths. Size: 3' Garland to be Two Tone Natural Branch Garland, (14-4-2). Includes 30 C-7 LED Warm White Lights (15 per side), four (4) red vinyl berry clusters (2 per side) at 4 and 8, and two (2) A-063 18" Red Vinyl Bows			\$ 340.35	\$ 10,210.50
OPTION #2					
30	P-302 Wreaths. Size: 3.5' Garland to be Two Tone Natural Branch Garland, (16-4-2). No Lights or hardware included. Does include two (2) FBT-3 18" China Red with Gold Trim Bows (two loops)			\$ 331.00	\$ 9,930.00

All orders paid with a credit card will have a 3.5% Service Fee added to the final bill.

Notes:

Continued on Page Two

Freight Charges will be added to the invoice, and are determined based on final quantities and items purchased. Any shipping costs shown above are estimates only.

SUBTOTAL \$ 20,140.50

Acceptance By: _____

By signing above, purchaser agrees to all terms and conditions and authorizes Mosca Design, Inc. to place order accordingly.

THANK YOU FOR YOUR BUSINESS