

# CAROLINA BEACH

Town Council Workshop

Tuesday, September 26, 2023 – 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



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## AGENDA

### CALL TO ORDER

### DISCUSSION ITEMS

- [1.](#) Employee Recognition
- [2.](#) Resolution Authorizing the Town to apply to the Wilmington Urban Area Metropolitan Planning Organization for Surface Transportation Block Grant Program
- [3.](#) Discussion on Sidewalk Cafés
- [4.](#) Manager's Update
- [5.](#) Committee Appointment – Police Advocacy Committee

### COUNCIL COMMENTS

### ADJOURNMENT



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Kim Ward, Town Clerk

**DEPARTMENT:** Clerk

**MEETING:** Town Council Workshop – 9/26/2023

**SUBJECT:** Employee Recognition

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**BACKGROUND:**

Ed Parvin will recognize the following employee:

Eric Jelinski            10 years            Parks and Rec Director



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Kim Ward, Town Clerk

**DEPARTMENT:** Clerk

**MEETING:** Town Council 9/26/2023

**SUBJECT:** Resolution Authorizing the Town to apply to the Wilmington Urban Area Metropolitan Planning Organization for Surface Transportation Block Grant Program

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**BACKGROUND:**

Resolution Authorizing the Town of Carolina Beach to submit an application to the Wilmington Urban Area Metropolitan Planning Organization in the Amount of \$1,465,950 for Surface Transportation Block Grant Program

**ACTION:**

Adopt Resolution 23-2296 to approve the application process.



Federal Infrastructure Investment and Jobs Act (IIJA)  
Surface Transportation Block Grant Program - Direct Attributable/  
Transportation Alternatives Set Aside/ Carbon Reduction Funding Request  
Form

**Date:** September 15, 2023

**Project Information:**

Project Name: St. Joseph Street and Lewis Drive Multimodal Improvements

Project Location: St. Joseph St from US 421 (N. Lake Park Blvd) to Lewis Dr and Lewis Dr to Access Rd

TIP ID: EB-6039 Total Project Cost: \$1,876,513 Requested Funding: \$1,465,950 FY 2024

Existing Project? Yes

Primary Applicant: Town of Carolina Beach

Secondary Applicant: \_\_\_\_\_

Contact Person: Jeremy Hardison – [Jeremy.hardison@carolinabeach.org](mailto:Jeremy.hardison@carolinabeach.org)

**Instructions: Please use the following pages to assist your project proposal. If you wish, a separate document may be provided as the narrative in addition to the form.**

**Project Description (add pages if necessary):** \_\_\_\_\_

The St. Joseph Street and Lewis Drive Multimodal improvement project consists of detailed design, engineering, and environmental permitting of approximately 1.0 miles of new location multiuse path along St. Joseph Street and Lewis Drive to Otter Road and sharrows along Lewis Drive from Otter Road to Access Road. Constructing this path will connect residents adjacent to the trail with the downtown boardwalk, the Snows Cut Marina, and the Carolina Beach Greenway. The construction of the St. Joseph Street and Lewis Drive Multimodal Improvements is a milestone the Town of Carolina Beach has been working towards for many years. Not only does it serve as an increased in the overall system, but it will nearly complete a connection from one side of N. Lake Park Boulevard and the historic boardwalk and downtown. Once complete, this project will link residents along St. Joseph Street and Lewis Drive with restaurants, parks, and other destinations within the town along a dedicated facility, offering those currently walking and riding with traffic a safer alternative. As envisioned the new multiuse trail will be a premier facility – not only drawing recreational use, but also general mobility use. Completing this project in an accelerated manner is crucial for the Town to utilize the funding from the Federal Highway Administration (FHWA) that is being administered by the North Carolina Department of Transportation (NCDOT).

## STBGP – DA/TA/CR Funding Request Form

To improve overall operations of the N. Lake Park Boulevard and to address recorded and near miss crashes observed at the intersection with St. Joseph Street, the Town of Carolina Beach is proposing to restrict movements at the intersection to right in/right out only operations. As shown to the right, the intersection is currently at a skew of approximately 75 degrees. As such visibility at the intersection is restricted due to the skew of the intersection and alignment of buildings and signs in the sight line which requires drivers to physically turn their body to see oncoming traffic from the north for a left turn out. Furthermore, the channelizing island placement and configuration can be confusing for drivers who are not familiar with the intersection.

Restricting the movements to RIRO will allow for the removal of the slip lane from US 421 (N. Lake Park Boulevard) which will in-turn allow from the reallocation of the former lane to extend the multi-use trail/wider sidewalk with a buffer an additional +/- 350 feet.

A copy of the proposed share use plan is attached for reference.

In summary, the project will create the following:

- 5,100 linear feet of separated shared use path for bikes and pedestrians
- Two (2) delineated crosswalks
- Improved US 421 (N. Lake Park Boulevard) and St. Joseph Street intersection
- An alternative for residents and visitors to access the historic boardwalk safely without using their car
- A reduction in emissions and VMT



**Allocation of Points (100 points total):**

In the following six (6) sections, you are to identify which points apply to your proposed project. In the event your project contains elements that are not listed, but for which you wish to obtain points, please submit a written justification. For example, upgrading the technology applied to an existing traffic control device or service could be a safety improvement (Section 1), or Capacity improvement (Section 2), or Multi-modal (Section 3) depending upon the application. Feel free to contact the WMPO prior to finalizing your application for further discussion.

**1. Safety (25 Points)**

Please identify which points below apply to the project. You may request a list of reported crashes from the appropriate jurisdiction, in addition to consulting the WMPO records. Provide any crash data and/or reports may be requested as supporting documentation (if requested).

- a. **Reported Crashes over past three (3) years (up to 5 points): 2**
  - i. **One (1) to five (5) – 2 points**
  - ii. **Six (6) to ten (10) – 4 points**
  - iii. **More than ten (10+) – 5 points**
  - iv. **Other circumstances or incidents (provide narrative)**
  
- b. **Crash pattern analysis (up to 7 points): 3**
  - i. **Any pedestrian crashes? – If yes, 5 points**
  - ii. **Percent vehicles only (100% - 3 points)**
  - iii. **Percent vehicle/pedestrian-cyclist, if >0%, add 2 points**
  - iv. **Percent other, if >0%, add 2 points**
  - v. **Other circumstances (provide narrative)**
  
- c. **Mode separation (proposed) – up to 5 points: 5**
  - i. **No physical barrier (e.g. buffer space) – 5 points to correct**
  - ii. **No vertical barrier (e.g. curb & gutter, fencing) – 5 points to correct**
  - iii. **Time of day restrictions (e.g. peak hour No Left Turn)– 3 points**
  - iv. **Turn/access restrictions (No Thru movements) – 3 points**
  - v. **Road closures (partial or full) – 3 points**
  - vi. **Other circumstances (provide narrative)**
  
- d. **Upgrading physical infrastructure – up to 5 points: 2**
  - i. **Narrow width sidewalks – 2 points to correct**
  - ii. **Narrow width bicycle lanes – 2 points to correct**
  - iii. **Installing transit shelters – 2 points**
  - iv. **Other – up to 1 point (provide narrative)**

- e. Designating and installing dedicated routes (up to 3 points): 2
  - i. Part of existing Safe Routes To School – 3 points
  - ii. Identified pedestrian crossings – 2 points
  - iii. Bicycle crossings – 2 points
  - iv. Closing gaps between facilities – 2 points
  - v. Other circumstances (provide narrative)

**2. Congestion Management/Capacity Improvements (25 points): 3**

Please identify which points below apply to the project. You may use prior analyses, studies or technical recommendations to support the proposal. If this project includes more than one location, or proposes a system wide improvement (as opposed to a single intersection), please provide a narrative to assist the review.

- a. Adding thru capacity – up to 10 points
  - i. Dedicated turn lane – 5 points per direction, 10 points maximum
- b. Adding turn lanes at intersections – up to 5 points
  - i. Conversion of dedicated lane to shared thru/turn lane – 3 points
  - ii. Dedicated turn lane – 5 points
- c. Restricting access - up to 5 points
  - i. Limiting left turn movements – 3 points
  - ii. Limiting thru movements – 5 points
- d. Revising traffic controls to improve thru capacity – up to 5 points
  - i. Upgrading traffic signal operations – 3 points
  - ii. Upgrading intersection geometry – 5 points
- e. Other capacity improvements (provide narrative)

**3. Multi modal elements (20 points): \_\_\_\_\_**

Please identify which points below apply to the project. We suggest your proposal reference any recommended practices, previously approved studies or technical recommendations. If this project includes more than one location, or proposes a system wide improvement (as opposed to a single intersection), please discuss this in the narrative to assist the review.

- a. Adding non-automotive capacity to existing roadways – up to 4 points
  - i. Installing sidewalk – 2 points
  - ii. Installing bicycle lane(s) – 2 points
- b. Extending bicycle lanes – up to 4 points
  - i. Extension < ½ mile – 2 points
  - ii. Extension ≥ ½ mile – 4 points
- c. Adding recreational trails – up to 4 points
  - i. New shared use path (SUP) 10 feet wide < ½ mile length – 2 points
  - ii. New SUP 10 feet wide ≥ ½ mile length – 4 points

- d. **Upgrading transit infrastructure – up to 4 points**
  - i. **Installing new transit stops (sign posts) – 2 points**
  - ii. **Installing shelters at new/existing transit stops – 4 points**
- e. **Reducing vehicle miles traveled (VMT) – up to 4 points (provide narrative)**
- f. **Other multi-modal proposals (provide narrative)**

#### 4. Accessibility (15 points)

Please identify which points below apply to the project. Please provide assessments of existing conditions in the field, or documented deficiencies. Reference any and all recommended practices, design guides and/or standards in support of the proposal.

- a. **Closing sidewalk gaps – up to 6 points**
  - i. **Gap is < ¼ mile in total length – 2 points**
  - ii. **Gap is > ¼ mile in total length – 4 points**
  - iii. **Gap connects transit, school and/or trail – 6 points**
- b. **New ADA infrastructure (ramps, pedestrian signals, markings) – up to 5 points**
  - i. **Installing/replacing ADA ramps at intersection – 2 points**
  - ii. **Installing ADA ramps and pavement markings (crosswalks) – 3 points**
  - iii. **Installing pedestrian traffic signal equipment – 5 points**
- c. **Removing/addressing barriers – up to 4 points**
  - i. **New accessible roadway crossing – 2 points**
  - ii. **New accessible roadway crossing w/documented crashes – 4 points**

#### 5. Project Status (10 points)

Please identify the stage of the proposal to determine which points below apply to the project. If this is an existing project, please list the previous award(s) and amounts in the narrative.

- a. **Design/Planning – 5 points**
- b. **Right-of-Way acquisition – 8 points**
- c. **Construction – 10 points**

#### 6. Administration (5 points)

If this project was awarded STBGP funds previously, please identify the award year, amount, project manager, and the initial project schedule.

- a. **Prior project – 5 points**

**You may submit any questions or inquiries ahead of the August 11<sup>th</sup> pre-submittal review deadline in order to reserve adequate time to complete your submittal. Final submittals should be digital format (file transfer) with two (2) hard copies for review.**



## Town of Carolina Beach

### Municipal Resolution of Support

Resolution Authorizing the Town of Carolina Beach to submit and application to the Wilmington Urban Area Metropolitan Planning Organization in the Amount of \$1,465,950 for Surface Transportation Block Grant Program – Direct Attributable Funds for Transportation Alternative Set Aside – Direct Attributable for St. Joseph Street Multiuse Path.

#### **LEGISLATIVE INTENT/PURPOSE:**

**WHEREAS**, on Friday, July 7<sup>th</sup>, 2023, the Wilmington Urban Area Metropolitan Planning Organization (WMPO) issued a request for projects to agencies in its planning jurisdictional bounds for Surface Transportation Block Grant Program – Direct Attributable Funding (STBGP -DA). A total of \$4,081,088 is available for award to communities within the planning jurisdiction for the WMPO. STBGP-DA is comprised of a collection of discretionary programs including the planned multi-use path for St. Joseph Street and Lewis Drive that is currently in design through the North Carolina Department of Transportation (NCDOT) and the Town of Carolina Beach. The funding through these programs requires a 20% local match.

**WHEREAS**, the St. Joseph Street and Lewis Drive Multimodal improvement project consists of detailed design, engineering, and environmental permitting of approximately 1.0 miles of new location multiuse path along St. Joseph Street and Lewis Drive to Otter Road and sharrows along Lewis Drive from Otter Road to Access Road. Constructing this path will connect residents adjacent to the trail with the downtown boardwalk, the Snows Cut Marina, and the Carolina Beach Greenway. The construction of the St. Joseph Street and Lewis Drive Multimodal Improvements is a milestone the Town of Carolina Beach has been working towards for many years. Not only does it serve as an increased in the overall system, but it will nearly complete a connection from one side of N. Lake Park Boulevard and the historic boardwalk and downtown. Once complete, this project will link residents along St. Joseph Street and Lewis Drive with restaurants, parks, and other destinations within the town along a dedicated facility, offering those currently walking and riding with traffic a safer alternative. As envisioned the new multiuse trail will be a premier facility – not only drawing recreational use, but also general mobility use. Completing this project in an accelerated manner is crucial for the Town to utilize the funding from the Federal Highway Administration (FHWA) that is being administered by the North Carolina Department of Transportation (NCDOT).

**NOW, THEREFORE, BE IT RESOLVED**, that the Town Council of the Town of Carolina Beach strongly supports Town staff applying to the WMPO to seek STBGP-DA funds for construction of the St. Joseph Street and Lewis Drive multimodal improvements.

**THEREFORE, BE IT RESOLVED**, the Honorable Lynn Barbee, Mayor of the Town of Carolina Beach, North Carolina is hereby authorized to submit a STBGP-DA application in the amount of \$1,465,950 and will commit \$ 293,190 as a local match for the St. Joseph Street and Lewis Drive Multiuse Path project.

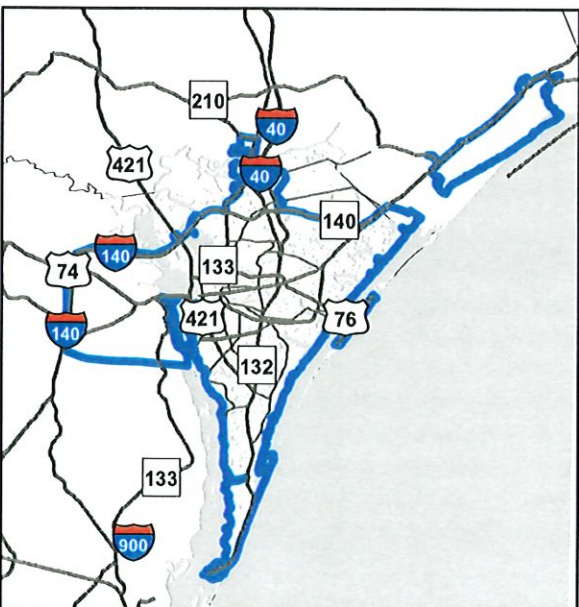
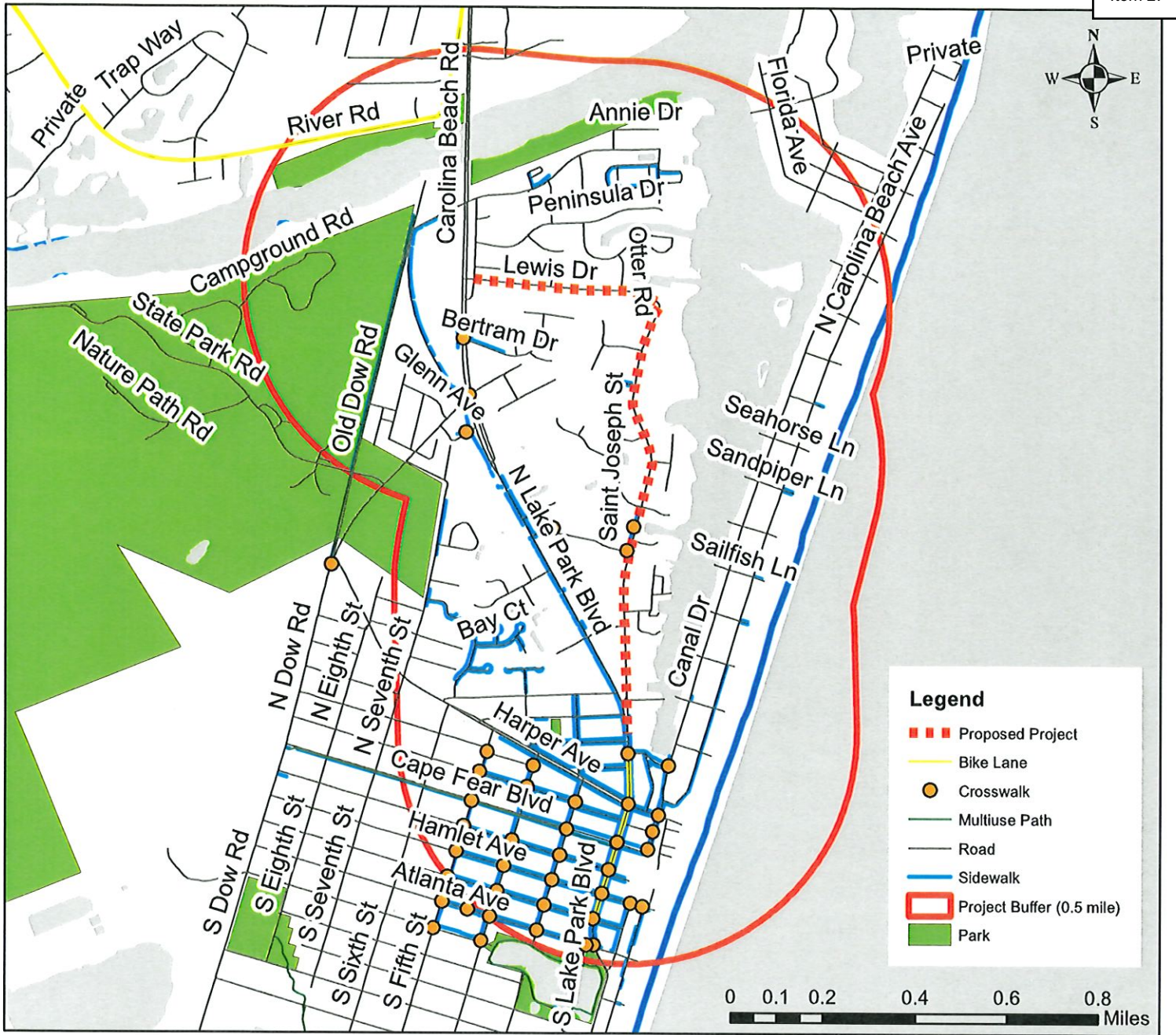
**ADOPTED**, this 26<sup>th</sup> day of September 2023

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Lynn Barbee  
Mayor

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Kim Ward  
Town Clerk

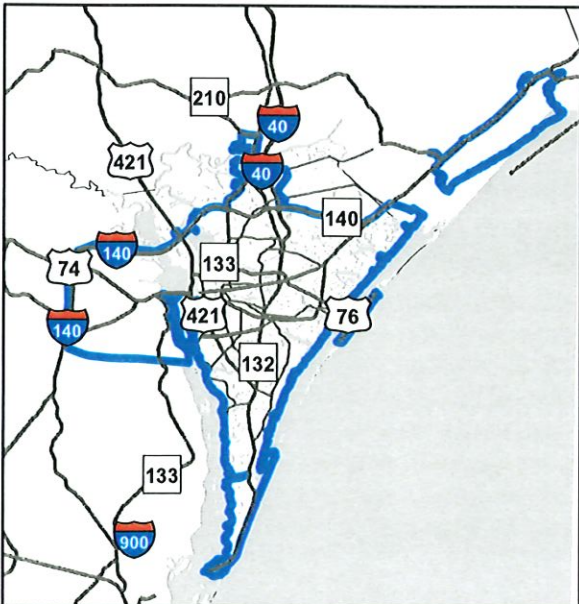


# St. Joseph Street Shared Use Path

## STP-DA Funding Application

### Town of Carolina Beach, North Carolina

The St. Joseph Street and Lewis Drive Multimodal improvement project consists of detailed design, engineering, and environmental permitting of approximately 1.0 miles of new location multiuse path along St. Joseph Street and Lewis Drive to Otter Road and sharrows along Lewis Drive from Otter Road to Access Road. Constructing this path will connect residents adjacent to the trail with the downtown boardwalk, the Snows Cut Marina, and the Carolina Beach Greenway.



# St. Joseph Street Shared Use Path

## STP-DA Funding Application Town of Carolina Beach, North Carolina

The St. Joseph Street and Lewis Drive Multimodal improvement project consists of detailed design, engineering, and environmental permitting of approximately 1.0 miles of new location multiuse path along St. Joseph Street and Lewis Drive to Otter Road and sharrows along Lewis Drive from Otter Road to Access Road. Constructing this path will connect residents adjacent to the trail with the downtown boardwalk, the Snows Cut Marina, and the Carolina Beach Greenway.

**St. Joseph Street Multiuse Path**  
*Engineer's Opinion of Probable Construction Cost*  
**Construction Phase**  
**7/20/2023**

Item	Description	Quantity	Unit	Unit Cost	Amount
<i>Civil Costs</i>					
1	Mobilization	1	LS	\$ 46,000.00	\$ 46,000.00
2	Construction Testing, Inspections & Survey	1	LS	\$ 100,000.00	\$ 100,000.00
3	Clearing and Grubbing	1.5	AC	\$ 3,500.00	\$ 5,250.00
4	Grading	1	LS	\$ 250,000.00	\$ 250,000.00
5	Curb Ramps	12	EA	\$ 750.00	\$ 9,000.00
5	4" Concrete Sidewalk	180	SY	\$ 100.00	\$ 18,000.00
6	2" Type C, Asphaltic Concrete Surface Course	430	TON	\$ 125.00	\$ 53,750.00
7	Aggregate Base Course	700	TON	\$ 70.00	\$ 49,000.00
8	Drainage Improvements	1	LS	\$ 7,000.00	\$ 7,000.00
4	Erosion Control	1	LS	\$ 30,000.00	\$ 30,000.00
9	Softscape	1	LS	\$ 25,000.00	\$ 25,000.00
9	Thermoplastic Pavement Markings (24" 90 MILS)	500	LF	\$ 10.00	\$ 5,000.00
<i>Total Costs</i>					
				Subtotal (Before Contingency)	\$ 598,000.00
				25% Contingency	\$ 149,500.00
				<b>Total</b>	<b>\$ 747,500.00</b>

**Notes:**

Kimley-Horn has no control over the cost of labor, materials, equipment, or over the Contractor's methods of determining prices or over competitive bidding or market conditions. All provided opinions of probable costs are based on the information known to Kimley-Horn at the time and represent only Kimley-Horn's judgment as a design professional familiar with the construction industry. Kimley-Horn cannot and does not guarantee that proposals, bids, or actual construction costs will not vary from its opinions of probable costs.

**St. Joseph Street Multiuse Path**  
**Engineer's Opinion of Probable Construction Cost**  
**Right of Way Phase**  
**7/20/2023**

Item	Description	Quantity	Unit	Unit Cost	Amount
<i>Civil Costs</i>					
1	Utility Adjustments and Relocations	1	LS	\$ 250,000.00	\$ 250,000.00
2	Right of Way	21,550.00	sq ft	\$ 6.00	\$ 129,300.00
3			AC	\$ 3,500.00	\$ -
4	Grading		LS	\$ 250,000.00	\$ -
5	Curb Ramps		EA	\$ 750.00	\$ -
5	4" Concrete Sidewalk		SY	\$ 100.00	\$ -
6	2" Type C, Asphaltic Concrete Surface Course		TON	\$ 125.00	\$ -
7	Aggregate Base Course		TON	\$ 70.00	\$ -
8	Drainage Improvements		LS	\$ 7,000.00	\$ -
4	Erosion Control		LS	\$ 30,000.00	\$ -
9	Softscape		LS	\$ 25,000.00	\$ -
9	Thermoplastic Pavement Markings (24" 90 MILS)		LF	\$ 10.00	\$ -
<i>Total Costs</i>					
				Subtotal (Before Contingency)	\$ 379,300.00
				25% Contingency	\$ 94,825.00
				<b>Total</b>	<b>\$ 474,125.00</b>

**Notes:**

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**St. Joseph Street Multiuse Path**  
*Engineer's Opinion of Probable Construction Cost*  
**Total Cost of Project**  
 7/20/2023

Item	Description	Amount
<i>Civil Costs</i>		
1	Design + NEPA (already covered)	\$ 410,563.00
2	Right of Way Phase	\$ 474,125.00
3	Construction Phase	\$ 747,500.00
<i>Total Costs</i>		
	Subtotal	\$ 1,632,188.00
	10% NCDOT Administration*	\$ 122,162.50
	10% Contingency*	\$ 122,162.50
	Total Project Cost	\$ 1,876,513.00
	<b>Total Grant Request**</b>	<b>\$ 1,465,950.00</b>

**Notes:**  
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\* Administration and Contingency is not applied to the Design phase which has already been procured

\*\* Grant Total consists of items 2 and 3, NCDOT Administration and Contingency

# CRASH SEVERITY

The KABCO scale was developed by the National Safety Council (NSC) and is frequently used by law enforcement for classifying injuries:

- K** 0 **Fatality**
- A** 0 **Incapacitating Injury Non-incapacitating Injury**
- B** 3 **incapacitating Injury**
- C** 2 **Possible Injury**
- O** 0 **No Injury**

**5**  
crashes  
recorded



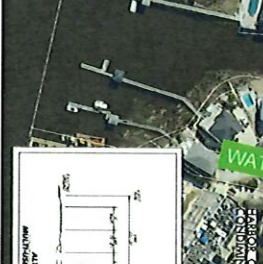
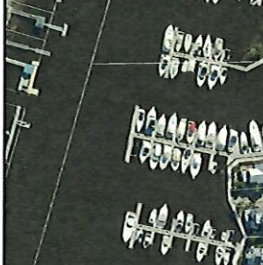
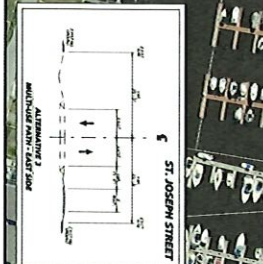
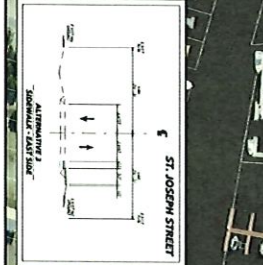
Points	Class Density Ratio		Severity Index <sup>2</sup>		Critical Crash Rate Ratio <sup>3</sup>	
	range	range	range	range	range	range
100	---	1.15	76.30	4.55	---	0.80
55-7	1.15	0.55	4.55	2.85	0.80<	0.45
33-3	0.55	0.20	2.85	1.20	0.45	0.20
0	0.20	0.00	1.20	1.00	0.20	0.00





**LEGEND**

- EXISTING BUILDING FOOTPRINT
- EXISTING WETLANDS
- PROPOSED RIGHT-OF-WAY
- PROPOSED EXISTING DRIVEWAY, CONSTRUCTION AND UTILITY
- EXISTING ROADWAY
- EXISTING STRUCTURES, SAND CREEK BE RETAINED AND SUBPARALLEL TO BE REMOVED
- PROPOSED MULTILANE PAH
- PROPOSED SIGNAL
- PROPERTY LINES



**LEGEND**

- EXISTING BUILDING FOOTPRINT
- EXISTING WETLANDS
- PROPOSED RIGHT-OF-WAY
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- PROPOSED MULTILANE PAH
- PROPERTY LINES

**TOWN OF CAROLINA BEACH**

**ST. JOSEPH STREET & LEWIS DRIVE**

**MULTIMODAL IMPROVEMENTS**

FROM LAKE PARK BOULEVARD TO ACCESS DRIVE

ALTERNATIVE 3 - ROLL 1 OF 2

APRIL 2020 AND

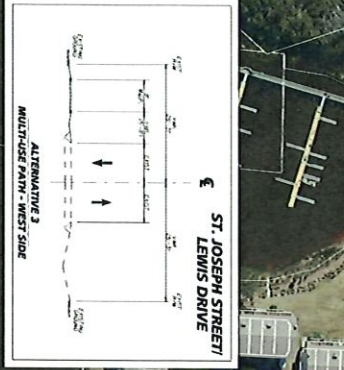
PRELIMINARY PLANS  
 IN ACCORD WITH THE SUBCOMMITTEE ACT  
 (ENGLISH)  
 0 25 50 100  
 Kimley-Horn

**TOWN OF CAROLINA BEACH**  
**ST. JOSEPH STREET & LEWIS DRIVE**  
**MULTIMODAL IMPROVEMENTS**  
 FROM LAKE PARK BOULEVARD TO ACCESS DRIVE  
 ALTERNATIVE 3 - ROLL 2 OF 2  
 MANUAL DATED 2009

PRELIMINARY PLANS  
 IN ACCORD WITH THE SUBCOMMITTEE ACT  
 (ENGLISH)  
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 Kimley-Horn

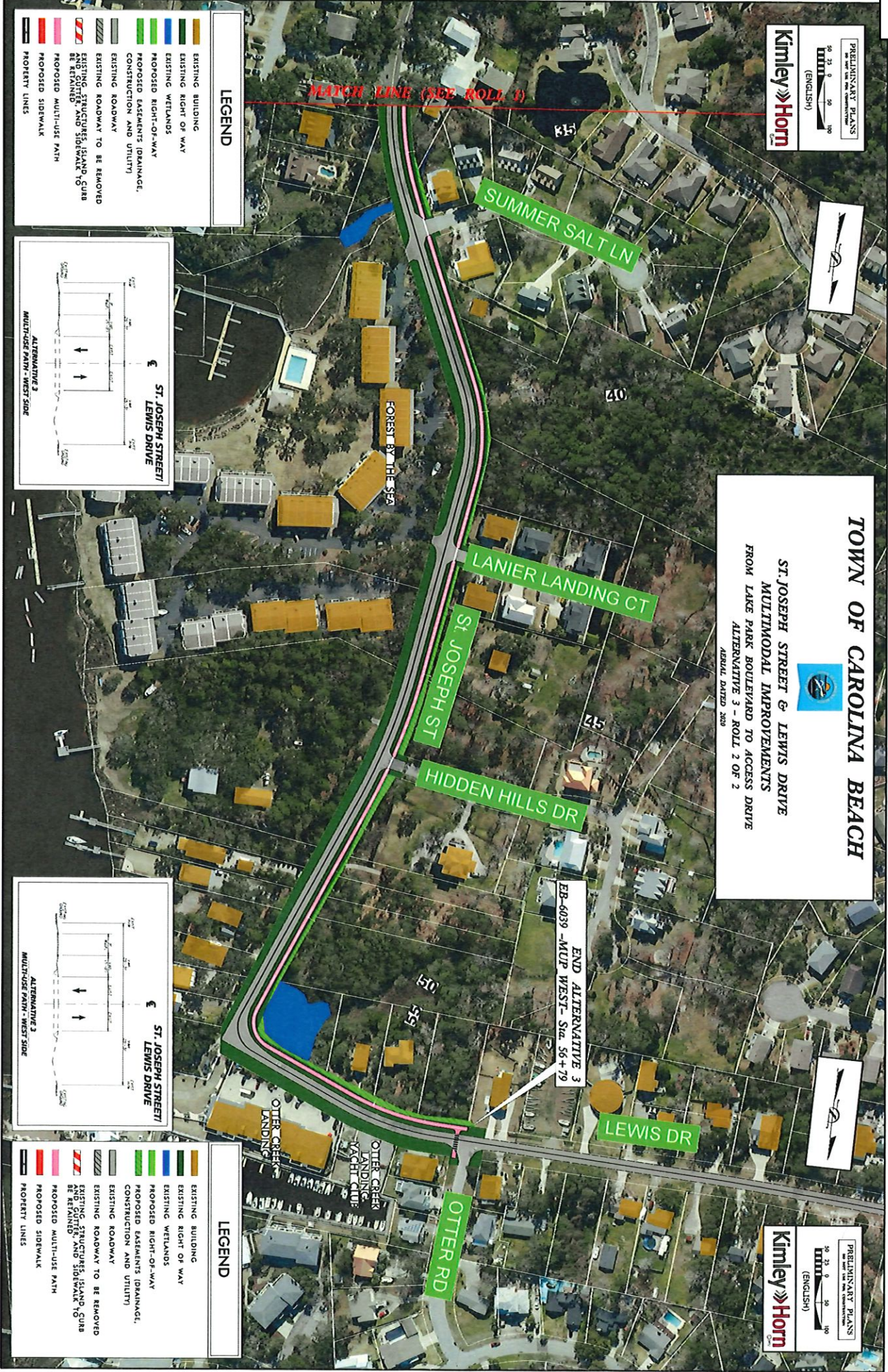
**LEGEND**

- EXISTING BUILDING
- EXISTING WETLANDS
- EXISTING RIGHT-OF-WAY
- PROPOSED RIGHT-OF-WAY
- PROPOSED EASEMENTS (DRAINAGE, CONSTRUCTION AND UTILITY)
- EXISTING ROADWAY
- EXISTING ROADWAY TO BE REMOVED
- EXISTING STRUCTURES, ISLAND CURB AND CUTTER, AND SIDEWALK TO BE RETAINED
- PROPOSED MULTI-USE PATH
- PROPOSED SIDEWALK
- PROPERTY LINES



**LEGEND**

- EXISTING BUILDING
- EXISTING WETLANDS
- EXISTING RIGHT-OF-WAY
- PROPOSED RIGHT-OF-WAY
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- PROPOSED MULTI-USE PATH
- PROPOSED SIDEWALK
- PROPERTY LINES





## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Kim Ward, Town Clerk

**DEPARTMENT:** Clerk

**MEETING:** Town Council 9/26/2023

**SUBJECT:** Discussion on Sidewalk Cafés

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**BACKGROUND:**

Planning Director Jeremy Hardison will give an update on sidewalk café's.

**ACTION:**

No action needs to be taken.



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Bruce Oakley, Town Manager

**DEPARTMENT:** Executive

**MEETING:** Town Council 9/26/2023

**SUBJECT:** Manager's Update

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**BACKGROUND:**

Town Manager Bruce Oakley will give an update on current and future projects.



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Kim Ward

**DEPARTMENT:** Clerk

**MEETING:** Town Council Workshop 9/26/2023

**SUBJECT:** Committee Appointment – Police Advocacy Committee

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**BACKGROUND:**

A member of the Police Advocacy Committee resigned on 9/12/2023. This is an unexpired term that is set to expire on 6/30/2025.

**ACTION REQUESTED:**

Please review the applications and make your selection on the ballot. Mayor Barbee will receive the final tallies and announce the appointment.

# Committee Appointment 9/26/2023

Item 5.

## Police Advocacy Committee

Please select **ONE**:

- Bryan Taylor
- David Cole
- David Marshall (Serves on Board of Adjustment)
- Hope Combs
- Jeannette Mobley
- Jim Tollens
- John Dismukes
- Matthew Shuttleworth (Serves on Ops)
- Michael Hannan
- Paul Levy (Serves on Ops and BOA)
- Steve Wright (Serves on Ops)

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Council Member Signature

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
Bryan Taylor

Home Address  
1518 Lake Park Blvd.S  
1A  
Carolina Beach NC

\* **Email Address**  
jbtaylor84@gmail.com

Phone  
(910) 297-4351

\* Check Box List  
Police Advocacy Committee

**How long have you lived in Carolina Beach?**  
5 years

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
Bachelor of Science-Management Guilford College 1980

**Occupational Background**  
see attached

**Special Talents and Interests**  
See attached

**Community Involvement**  
American Red Cross, State Textbook Commission judge, son and grandson of mayors. Numerous state and national police and sheriffs conferences attendees.

Resume or other Attachment  
[J. Bryan Taylor National Account Manager Resume \(1\).pdf](#)

\* **Date of Application**  
09/06/2023

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
Matthew Shuttleworth

Home Address  
625 Tarboro Avenue  
Carolina Beach NC

\* **Email Address**  
matthewshutt123@gmail.com

Phone  
(910) 264-7941

\* Check Box List  
Operations Advisory Committee  
Parks and Rec Committee  
Police Advisory Committee

**How long have you lived in Carolina Beach?**  
15 years

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
Highschool, currently in college

**Occupational Background**  
Carpentry

**Special Talents and Interests**  
Surfing

**Community Involvement**  
\*\*SKIPPED\*\*

Resume or other Attachment  
\*\*SKIPPED\*\*

\* **Date of Application**  
11/22/2021



For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
David Marshall

Home Address  
401 Marina St  
Carolina Beach NC

\* **Email Address**  
davidmnc\_1999@yahoo.com

Phone  
(910) 336-1390

\* Check Box List  
Beautification Committee  
Bicycle/Pedestrian Committee  
Board of Adjustment  
Marketing Advisory Committee  
Operations Advisory Committee  
Other: I am open to any opportunity to get involved.  
Parks and Rec Committee  
Planning and Zoning Commission  
Police Advisory Committee

**How long have you lived in Carolina Beach?**  
I have lived in CB for 5 years

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
I am a graduate of E.A. Laney High school, and attended Cape Fear Community Collage for electronics.

**Occupational Background**  
I have spent the majority of my professional life as a executive in the the retail automotive industry leading several franchise dealerships to highly successful results. I have also worked in the textile industry as a automotive R&D manager. My post COVID career has consisted of being the General Manager of Morgan Ridge Vineyards. MRV consists of a vineyard producing 7 varieties of grapes, an event center, and a brewery and restaurant. We sold that business in early 2022. Since then I have been the Operations manager for US Lawns of WIlmington.

**Special Talents and Interests**  
I am a life long boater who has extensive knowledge of local waters, and plan to get my Captains Licence in late 2022.

**Community Involvement**  
I have been an active member of the Island Men for 5 years.

Resume or other Attachment  
[d.Marshall \(1\).docx](#)

\* **Date of Application**  
09/14/2022

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
John Dismukes

Home Address  
105 Tennessee Ave  
203  
Carolina Beach North Carolina

\* **Email Address**  
john@teamdismukes.com

Phone  
(910) 465-4250

\* Check Box List  
Bicycle/Pedestrian Committee  
Parks and Rec Committee  
Police Advisory Committee

**How long have you lived in Carolina Beach?**  
4 years total

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
BS in Business Administration, NC Wesleyan College MA in Global Studies, UNC Greensboro Certificate in Non-profit Management, Duke University (continuing education) 10 Hr. General OSHA Certification, University of South Florida

**Occupational Background**  
Automotive Industry Executive and College Administrator

**Special Talents and Interests**  
Walking/Hiking, Weight Lifting, technology

**Community Involvement**  
New Hanover County Parks Advisory Committee, Board Member from 2013-2015 New Hanover County Juvenile Crime Prevention, Board Member from 2011-2015 & 2016-2021 Carolina Beach Hurricane Committee Volunteer 2011-2013

Resume or other Attachment  
\*\*SKIPPED\*\*

\* **Date of Application**  
12/03/2021

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
Steven Wright

Home Address  
1224 Spot Lane  
Carolina Beach NC

\* **Email Address**  
wrightstevenwayne@gmail.com

Phone  
(443) 333-0571

\* Check Box List  
Operations Advisory Committee  
Planning and Zoning Commission  
Police Advisory Committee

**How long have you lived in Carolina Beach?**  
9 years

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
MS Human Resources & Organizational Development BS Business Administration

**Occupational Background**  
Colonel, USAF 30 years Retired See Resume

**Special Talents and Interests**  
Desire to give back to others & community. Church involvement.

**Community Involvement**  
Previous member of two Committees: Marketing Advisory Committee 2013-2016 Arts & Activities Committee 2013-2016 Left committees due to extended family health issues requiring travel, periods away, supporting their spouses as they passed away. Two close family members over a 2 1/2 year span. Fortunate to be there as we are retired and could travel freely etc. Then my son was finishing up last years of high school. I wanted to be as engaged as my retired time allowed so didn't come back to town committees then since I knew my time with him was limited before he was college bound. He left September for Florida so now onto my next Chapter. I want to get back to service to my community and give of my talents.

Resume or other Attachment  
WrightSteveResume.pdf

\* **Date of Application**  
12/09/2021



# Carolina Beach BOARD APPLICATION

**Received Date:** November 21, 2019  
**Application Type:** Police Advisory Committee

**NAME:** Hope Combs  
**ADDRESS:** 414 fayetteville ave, Carolina Beach, NC, 28428  
**TELEPHONE:** 910 599-5402  
**EMAIL:** nchope4@yahoo.com

**LENGTH OF RESIDENCY:** 14 years

Appointment to a Board, Commission or Committee will require your consistent attendance at regularly scheduled meetings. Are you available for:

- Evening Meetings
- Daytime Meetings

**OCCUPATIONAL BACKGROUND:** I have been a social worker for 26 years working in a variety of settings.

**EDUCATIONAL BACKGROUND:** I have a masters degree in health administration and a bachelors degree in social work.

**REASON FOR APPLYING:** I was on the Freeman Park Committee for a number of years and enjoyed being a part of making Carolina Beach an amazing place to live for not only myself and my family but others who will visit here and possibly move here in the future.

**RELEVANT EXPERIENCE:** Freeman Park Committee for several years.

**COMMUNITY INVOLVEMENT:** Freeman Park Committee

**Please indicate if the following is true:**

- You are a property owner within the community
- You or a family member is the owner of a local business in the community
- You have been convicted of a felony

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name

James Tollens

Home Address

1622 Swordfish Lane  
#1  
Carolina Beach NC

\* **Email Address**

jimtollens@gmail.com

Phone

(775) 450-2398

\* Check Box List

Bicycle/Pedestrian Committee  
Beautification Committee  
Board of Adjustment  
Marketing Advisory Committee  
Operations Advisory Committee  
Police Advisory Committee  
Parks and Rec Committee  
Planning and Zoning Commission

**How long have you lived in Carolina Beach?**

2020

Availability

Available for day meetings  
Available for night meetings

**Educational Background**

Bachelor's Degree, Western Carolina University

**Occupational Background**

Investments and sales

**Special Talents and Interests**

Mediation, aerial photography, graphic design & editing, all things tech, improving our island, saving lives, and peace.

**Community Involvement**

Full-time resident. Active in Carolina Beach Locals FB group: "Visual storyteller" title. Highlight opportunities for improvement and produce ideas/solutions.

Resume or other Attachment

[Alabamacrosswalk2023.jpg](#)

\* **Date of Application**

05/04/2023

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name

Michael Hannan

Home Address

1615 Bowfin Lane  
Carolina Beach NC

\* Email Address

hannanme61@gmail.com

Phone

(813) 205-5626

\* Check Box List

Operations Advisory Committee  
Planning and Zoning Commission  
Police Advisory Committee

**How long have you lived in Carolina Beach?**

My wife and I have spent the past year building our dream retirement home here in CB, we moved in a month ago. We have been coming to CB for 6 years and fell in love with the community and area.

Availability

Available for day meetings  
Available for night meetings

**Educational Background**

BS Business Administration, University of New Hampshire, class 1983

**Occupational Background**

33 years in sales with Kraft Foods with emphasis on strategy and planning. Co-led \$2.0B business last 5 years of my career.

**Special Talents and Interests**

Extensive experience/success in leading/participating on teams to develop/achieve successful goals/outcomes.

**Community Involvement**

Recently was on BoD for large private Gun Club in Charlotte as well as Director of our Shotgun facilities. One of 3 members of new neighborhood Architecture Review committee. Looking to use my extensive professional skills to help our community where I can.

Resume or other Attachment

\*\*SKIPPED\*\*

\* Date of Application

12/21/2021

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
David Cole

Home Address  
205 greenville ave  
Carolina Beach NC

\* **Email Address**  
coastcleanllc@yahoo.com

Phone  
(910) 471-1040

\* Check Box List  
Police Advocacy Committee

**How long have you lived in Carolina Beach?**  
27 years

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
\*\*SKIPPED\*\*

**Occupational Background**  
Business owner

**Special Talents and Interests**  
\*\*SKIPPED\*\*

**Community Involvement**  
\*\*SKIPPED\*\*

Resume or other Attachment  
\*\*SKIPPED\*\*

\* **Date of Application**  
09/16/2023

# Town of Carolina Beach Committee Application



## Contact Information

Name	PAUL LEVY
Street Address	1606-1 MACKEREL LN, UNIT 1
City, State, ZIP Code	CB NC 28428
Preferred Phone	336-687-4094
E-Mail Address	thelevysatthebeach@gmail.com

### Interests

Tell us in which areas you are interested in volunteering (check all that apply)

- Arts and Activities** (meets 3rd Wednesday of each month at 6:00 p.m. in the conference room)
- Board of Adjustment** (meets as needed on the 3rd Wednesday of each month at 6:30 p.m.)
- Freeman Park** (meets 4th Thursday of each month at 7:30 p.m. in the conference room)
- Harbor Commission** (meets 4th Wed. in Jan, Feb, Apr, May, July, Aug, Oct & Nov at 6:30 p.m. in conference room)
- Operations Advisory** (meets 1st Tuesday of each month at 10:00 a.m. in the conference room)
- Parks and Recreation** (meets 1st Monday of each month at 7:00 p.m. at the rec center)
- Planning and Zoning** (meets 2nd Thursday of each month at 6:30 p.m. in the council chambers)
- Police Advisory** (meets 1st Monday of each month at 7:00 p.m. in the conference room)
- Marketing Advisory Committee** (meets the 4th Tuesday of each month at 2:30 p.m. in the council chambers)
- Other** *business and Economic Development*

### Special Skills or Qualifications

Summarize special skills and qualifications you have acquired from employment, previous volunteer work, or through other activities, including hobbies or sports.

*See resume. Experience with budgets, RFPs, contracts, "politically sensitive" topics. Working in healthcare, as I have, is similar in many ways to working in municipal government. Lots of conflicting rules from outside agencies, but we still have to balance the budget.*



Previous Volunteer Experience

Summarize your previous volunteer experience.

We have moved many times, which has limited volunteer experiences. Nonetheless:  
 Late 1980's - Moore County (NC) Ambulance Authority. Member and occasional Chair. Oversight of a public-private cooperative relationship to provide EMS services to a semi-urban, semi-rural county.  
 2010-2011 - Carteret County (NC) Ad Hoc Economic Development Committee. Other members included CoC Executive Director, various business people, former Mayor of Pine Knoll Shores. Our task was to identify shoulder season and off-season business and tourism opportunities to broaden the year-round economy.

Person to Notify in Case of Emergency

Name	Kathy Leuy
Street Address	1606-1 Mackerel Lane
City, State, ZIP Code	CB NC 28428
Home Phone	336-687-4102 cell
Work Phone	
E-Mail Address	tholeuysatthebeach@gmail.com

Agreement and Signature

I understand that this application is public record and I certify that the facts contained in the application are true and accurate. I understand that I must attend 75% of scheduled meetings in order to remain an active committee member. This application will remain on file in the office of the town clerk for 18 months.

Name (printed)	PAUL LEUY
Signature	<i>Paul Leuy</i>
Date	8/16/2019

Our Policy

It is the policy of this organization to provide equal opportunities without regard to race, color, religion, national origin, gender, age, or disability.

Thank you for completing this application form and for your interest in volunteering with the Town of Carolina Beach!



Submit

# Paul Levy

## Chief Executive Officer

Carolina Beach, NC 28428  
thelevysatthebeach@gmail.com  
(336) 687-4094

Highly experienced and flexible leader in physician practice, ASC, and hospital management, recently retired from full-time executive leadership, seeks Part-Time, Interim, or Consulting opportunities. Offering a diverse skill set including M&A, divestiture/downsizing, change management, restructuring, certificate of need, new facility and program development, physician and management staff recruitment. Flexible as to ownership model of the health care entity. Employed or 1099 both acceptable.

Authorized to work in the US for any employer

## Work Experience

### Chief Executive Officer

VISTAR EYE CENTER, INC and ROANOKE VALLEY CENTER FOR SIGHT, LLC - Roanoke, VA  
2011 to 2019

Chief non-physician executive for a 21 doctor, 300 employee multi-specialty, multi-location, \$50 million ophthalmology group with 3 associated ophthalmic surgery centers and \$12 million in additional receipts. Leadership and oversight of all non-clinical activities, budgets, staffing, strategic planning, etc. Accomplishments include:

- Development of two surgery centers, new office building.
- Development of 3 satellite offices.
- Acquisition of referring practices.
- Reorganization and upgrade of IT department and many other management processes.

### Executive Director

CAROLINAS CENTER FOR SURGERY and SURGICAL CENTER OF MOREHEAD CITY - Morehead City, NC  
2009 to 2011

Chief non-physician executive for an 11 physician multi-surgical specialty group with associated surgery center and ancillary services. Accomplishments include:

- Reduced overhead from nearly 54% to 49% in less than a year.
- Managed the sale of a minority interest in surgery center to VC/management company.
- Revitalized management processes including recruitment of new AR and IT managers.
- Managed transition of senior partner out of practice and recruitment of new associates.
- Developed Mobile MRI service.
- Reduced health insurance expenses for partners, practice, and employees by \$100,000 per year.

### SELF-EMPLOYED CONSULTANT

Paul B. Levy - High Point, NC  
2000 to 2009

Independent health care and management consultant. Special focus on efficiency and effectiveness analyses, coding and billing audits, managed care contracting, and general management improvement. Representative assignments include:

- Administrator to a specialty surgical practice. Revised billing and coding systems, including physician education, resulting in substantial reduction of denied claims. Renegotiated all managed care agreements with 10 - 20% improvements. Led RFP process and managed installation of new information system, improving cash flow and reducing A/R days.
- Managed all aspects of the spin-off of a specialty group from a group without walls. Legal, HR, accounting, Medicare and insurance, IT, other benefits, etc.
- Audited the performance of underperforming primary clinics in a large integrated health system. Recommended improvements including: right-sizing of physician staffing and specialty mix; training in E&M coding to effect a 20% improvement in revenue generation; finding \$50,000 per year in incorrectly billed and therefore denied in-office lab work.

### **Executive Director**

CORNERSTONE HEALTH CARE, P.A - High Point, NC  
1997 to 2000

Responsible for overall management and planning in a growing 85 physician, primary care based group practice with wraparound IPA. Accomplishments include:

- Grew group from 60 physicians to 85 physicians, adding 5 offices and 3 specialties.
- Grew collected revenues from \$35MM annualized to \$50MM annualized.
- Led successful recruitment of physicians in all specialties.
- Led negotiations with managed care payors, resulting in significant contract improvements from major national and regional plans.
- Led negotiations on mergers and acquisitions, including mergers of both specialty and primary care practices, and acquisition of Imaging Center that added \$1.4MM in net profits to group

### **Director of Operations and Development**

JOHNS HOPKINS BAYVIEW PHYSICIANS, P.A - Baltimore, MD  
1994 to 1997

Leader of operations and development in a 200 physician FTE multispecialty group within the Hopkins Medicine umbrella. Accomplishments include:

- Managed capitated contracts, including capitation rates, fee levels, terms, and relationships with payors covering some 30,000 full-medical-risk lives.
- Developed infrastructure and provider network to support statewide multispecialty capitation contract covering 25,000 lives.
- Developed and coordinated corporate marketing plan.
- Managed 15,000 square foot multispecialty office and seven primary care offices.
- Developed new offices; evaluated acquisition targets and managed transitions.

### **Executive Vice President/Administrator**

RETINA VITREOUS ASSOCIATES, INC - Toledo, OH  
1992 to 1994

Led turnaround of a \$6 million, 8 office group practice after a breakup, corporate restructuring, and complete loss of management staff. Accomplishments include:

- Created, revised, modernized management systems and policies throughout organization.
- Improved cash flow, collections, and net income by 40%.
- Trained an entirely new management staff.
- Developed contribution margin accounting system that documented profitability of satellites.
- Opened new satellite offices in two different states.
- Specified, analyzed proposals, chose and installed new information system.

#### EARLIER EMPLOYMENT AND ACCOMPLISHMENTS

Rose to rank of Chief Operating Officer of 229 bed, \$60MM net revenue hospital (1992 dollars) with responsibility for 450 FTE's and many major programs. Prior experience as Vice President at same hospital and additional experience in major teaching hospital. Extensive experience in developing and expanding outpatient services, management engineering and staffing optimization, physician recruitment, building programs, and labor relations. Additional information will be supplied on request.

#### Education

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##### **Masters Degree in Health Administration in Health Administration**

Duke University - Durham, NC

##### **Bachelor of Arts**

State University of New York at Stony Brook - Stony Brook, NY

#### Skills

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Operations, Management, Strategic Planning, Public Speaking, Team Building, budget

#### Additional Information

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Ideal situations would be within a 4 hour drive of Wilmington, NC; one week on then one week off; or 2 - 3 days per week onsite. Interim dedicated management also considered. Other travel situations negotiable.

For a brief description of the Town of Carolina Beach's Boards & Committees click [here](#).

\* Full Name  
Jeannette Mobley

Home Address  
304 Birmingham Ave  
Unit 1  
Carolina Beach NC

\* **Email Address**  
Erinwoz@hotmail.com

Phone  
(919) 897-9779

\* Check Box List  
Police Advocacy Committee

**How long have you lived in Carolina Beach?**  
10 months

Availability  
Available for day meetings  
Available for night meetings

**Educational Background**  
3-year Computer Systems Technology diploma from Mohawk College Hamilton, ON Canada

**Occupational Background**  
I spent the last 17 years of my career in Clinical Research. Before that I was in various roles within the Technical Support relm

**Special Talents and Interests**  
I enjoy speaking with various members of the community. I participate with some local folks in a weekday daily gym HIIT sessions. I believe in buying/eating and shopping local as often as possible. I believe in keeping our communities clean and I am always picking up trash around the lake area.

**Community Involvement**  
I have been a member of the CB Trash Walkers for 6 months. I attend the monthly council meetings to stay informed and have personally met all council members. I am now retired so I am looking to continue more community involvement.

Resume or other Attachment  
[Jeannette Mobley Resume September 2023.docx](#)

\* **Date of Application**  
09/22/2023