

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, August 10, 2021 — 6:30 PM

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



AGENDA

CALL TO ORDER

ADOPT THE AGENDA

CONSENT AGENDA

- [1.](#) Set a public hearing for September 14, 2021 to amend Article XII to consider adopting updated standards for Planned Unit Developments. Applicant: Town of Carolina Beach
- [2.](#) Set a public hearing for September 14, 2021 to Article III & Article IX to consider adopting updated standards for Private Parking Lots. Applicant: Town of Carolina Beach
- [3.](#) Set a public hearing for September 14, 2021 to amend Article IX to consider amending mixed use commercial -residential standards to accommodate standalone residential structures. Applicant: Cape Fear Four, LLC
- [4.](#) Set a public hearing for September 14th, 2021 to consider amending the Land Use Plan for the Mixed Use Commercial classification to allow standalone residential buildings within a Mixed Use commercial-residential development. Applicant: Cape Fear four, LLC
- [5.](#) Year End Budget Transfers
- [6.](#) Budget Amendments for Carryovers
- [7.](#) Budget Amendments/Transfers for FY22
- [8.](#) Approval of Meeting Minutes from 7/13/2021 and 7/27/2021

SPECIAL PRESENTATIONS

- [9.](#) Presentation by Pleasure Island Habitat Regarding Heritage Trees
- [10.](#) Presentation by the Wilmington MPO
- [11.](#) Events Update by Tim Murphy
- [12.](#) Manager's Update

PUBLIC COMMENT

Public Comment allows the public an opportunity to address the Town Council. There is a three minute limit on public comments.

PUBLIC HEARINGS

- [13.](#) Amend Chapter 40, Zoning Ordinance to address gated communities and drives.

Applicant: Town of Carolina Beach

ITEMS OF BUSINESS

- [14.](#) Adopt a Resolution of Intent to close 20' on the east side of the 1400 block of Croaker Ln right-of-way
- [15.](#) Committee Appointments

NON-AGENDA ITEMS

ADJOURNMENT



AGENDA ITEM COVERSHEET

PREPARED BY: Miles Murphy, Senior Planner

DEPARTMENT: Planning

MEETING: Town Council – 10 AUG 2021

SUBJECT: Set a public hearing for September 14, 2021 to amend Article XII to consider adopting updated standards for Planned Unit Developments. Applicant: Town of Carolina Beach

BACKGROUND:

Staff is proposing an ordinance to establish PUD standards related to nonconforming situations and minimum site plan standards.

ACTION REQUESTED

Set public hearing for September 14, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director **DEPARTMENT:** Planning

MEETING: Town Council – 10 AUG 2021

SUBJECT: Set a public hearing for September 14, 2021 to Article III & Article IX to consider adopting updated standards for Private Parking Lots. Applicant: Town of Carolina Beach

BACKGROUND:

Staff is proposing an ordinance to address private parking lots that charge for parking.

ACTION REQUESTED

Set public hearing for September 14, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director **DEPARTMENT:** Planning

MEETING: Town Council – 10 AUG 2021

SUBJECT: Set a public hearing for September 14, 2021 to amend Article IX to consider amending the Land Use Plan to for mixed use commercial -residential standards. Applicant: Cape Fear Four, LLC

BACKGROUND:

An amendment to allow standalone residential within a mixed-use development.

ACTION REQUESTED

Set public hearing for September 14, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director

DEPARTMENT: Planning

MEETING: Town Council – 10 AUG 2021

SUBJECT: Set a public hearing for September 14th, 2021 to consider amending the Land Use Plan for the Mixed Use Commercial classification to allow standalone residential buildings within a Mixed Use commercial-residential development. Applicant: Cape Fear four, LLC

BACKGROUND:

An amendment to allow standalone residential within a mixed use development.

ACTION REQUESTED

Set public hearing for September 14th, 2021

RECOMMENDED MOTION:

Approve consent agenda



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 08/10/2021

SUBJECT: Year End Budget Transfers

BACKGROUND:

Notification of Year-End Transfers:

With the closing of budget year 2020/2021, it is necessary to process year-end budget transfers. Monies are transferred from one account and placed into another. There is no effect on the budget totals. This serves as your notification of these transactions. I've attached a listing of all accounts affected.

BUDGET IMPACT:

Transfers will not affect budget.

ACTION REQUESTED:

Approve budget transfers as presented by the Finance Director.

BUDGET AMENDMENTS/TRANSFERS				
Date	DESCRIPTION	GL #	DEBIT	CREDIT
6/30/2021	Year End Budget Transfers to clean up account			
	line items for FY20-21			
	Finance Contract Services	10-440-045	900.00	
	Finance Bank Charges	10-440-036		900.00
	HR Liability Insurance	10-450-051	1,700.00	
	HR Workmans Compensation	10-450-009	40.00	
	HR Medical Insurance	10-450-006		1,740.00
	Public Works Contract Services	10-493-045	500.00	
	Public Works Professional Services	10-493-046		500.00
	Marina Electric	10-550-013	1,020.00	
	Environmental Electric	10-580-013		1,020.00
	Fire M&O Vehicles	10-530-017	450.00	
	Fire M&O Tires	10-530-021		450.00
	Environmental M&O Buildings	10-580-015	2,600.00	
	Public Works Professional Services	10-493-046		2,600.00
	Parking M&O Equipment	10-570-016	3,500.00	
	Parking Professional Services	10-570-046		3,500.00
	P&R M&O Equipment	10-620-016	345.00	
	P&R M&O Grounds	10-620-018	210.00	
	P&R Contract Serivces	10-620-045	5,810.00	
	P&R Electric	10-620-013		6,365.00
	Beach Maintenance Fish Tiles	10-630-016	1,471.00	
	P&R Electric	10-620-013		1,471.00
	Total General Fund		18,546.00	18,546.00

[illegible]



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 08/10/2021

SUBJECT: Budget Amendments for Carryovers

BACKGROUND:

I have received several year-end budget carryover requests. As you know transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the transfers.

Budget Amendments for Carryovers:

Carryover 2020/2021 funds to 2021/2022 to cover projects or materials ordered but not yet invoiced. A list of the carryovers approved by the Town Manager is attached.

Carryover totals

General Fund =	\$158,975.54
Utility Fund =	<u>\$338,262.45</u>
Total	\$497,237.99

BUDGET IMPACT:

The transfers will increase the 2020/2021 available fund balance and reduce the 2021/2022 available fund balance.

ACTION REQUESTED:

Approve budget amendments for carryovers as presented by the Finance Director.

BUDGET CARRYOVER REQUEST

GENERAL FUND

PO #	Acct #	Dept.	Amount	Vendor	Description
211629	10-530-024	Fire	\$1,800.00	Galls LLC	Uniform shorts for firefighters
211632	10-530-024	Fire	\$500.00	Galls LLC	Dress shoes for firefighters
211634	10-530-015	Fire	\$6,000.00	Satellite Army Inc	Monitor and cameras
211583	10-530-011	Fire	\$1,000.00	Amazon	Station alerting system
211582	10-530-011	Fire	\$1,000.00	BB&T Credit Card	Response monitor for dayroom
211534	10-440-033	Fin	\$700.00	Amazon	Desk for Asst Finance Director (Back ordered)
210884	10-510-017	PD	\$1,000.00	MOBILE COMMUNICATIONS AMERICA, INC	SUPPLEMENT NEW LEASED VEHICLES
210885	10-510-017	PD	\$1,062.00	MOBILE COMMUNICATIONS AMERICA, INC	SUPPLEMENT NEW LEASED VEHICLES
211156	10-510-024	PD	\$930.00	LAWMEN SUPPLY COMPANY OF NJ	WAITING ON INVOICE
211354	10-510-021	PD	\$600.00	BSI SERVICE CENTER	TIRES ORDERED; NOT INVOICED YET
211449	10-420-022	EXE	\$7,275.00	DELL MARKETING L.P.	EQUIPMENT ORDERED; WAITING ON DELIVERY/INVOICE
211481	10-510-045	PD	\$1,500.00	VC3 INC	FOR COMPUTERS PURCHASED IN 20/21
211488	10-510-024	PD	\$1,500.00	LAWMEN SUPPLY COMPANY OF NJ	WAITING ON INVOICE
211496	10-510-045	PD	\$33,360.00	AXON ENTERPRISE, INC	PROCESSING/UNDER PARTIAL GRANT FUNDING
211499	10-510-074	PD	\$250.00	BB&T BANKCARD CORPORATION	WAITING FOR STOCK
211501	10-510-014	PD	\$4,406.04	UTLIMATE TRAINING MUNITIONS INC	WAITING ON INVOICE
211508	10-510-016	PD	\$2,000.00	DELL MARKETING L.P.	EQUIPMENT ORDERED; WAITING ON DELIVERY/INVOICE
211509	10-510-016	PD	\$7,000.00	BB&T BANKCARD CORPORATION	TO BE INSTALLED FALL 2021
220000	10-510-023	PD	\$325.91	DELL MARKETING L.P.	EQUIPMENT ORDERED; WAITING ON DELIVERY/INVOICE
No PO	10-510-074	PD	\$16,866.59	NO PO ASSIGNED; ENTERPRISE FLEET	NEEDED TO SUPPLEMENT BUDGET FOR LEASED VEHICLES
211554	10-620-018	P&R	\$3,000.00	Landscapes Unlimited	Irrigation Services
211691	10-620-045	P&R	\$41,100.00	Pat Talbert Building & Deveopment LLC	Bridge replacement and repairs at Lake Park
No PO	10-580-045	ENV	\$25,000.00		Upgrade Boardwalk restroom fixtures
211603	10-550-016	MAR	\$800.00	STACY L EARNHARDT	Inspection of all mooring balls with video

\$158,975.54

Total General Fund Carryovers

BUDGET CARRYOVER REQUEST

UTILITY FUND					Description
PO #	Acct #	Dept.	Amount	Vendor	
211099	30-812-045	WAT	\$69,675.00	Utility SE/ Suez	Pit Lid Replacement & Aclara MY Reprogramming
211171	30-812-067	WAT	\$2,898.26	Perkinson	Water Plant 2 Actuators- Field Service
211234	30-812-067	WAT	\$19,700.00	Custom Controls	Control Cabinet- Water Plant 2
211522	30-810-047	WWTP	\$7,250.00	Coastline Electric	Rebuild Sludge Storage Basin Aerator Panel
211550	30-810-047	WWTP	\$17,127.00	Huber	Influent Bar Screen Hydraulic Ram Press Rebuild
211596	30-811-016	WWC	\$48,500.00	Coastline Electric	LS 4- Install of New Pump Control Panel
211597	30-812-020	WAT	\$4,658.69	Coremain	Infrastructure Repair Materials
211093	30-900-020	SW	\$3,500.00	Heath	Canal Dr Drop Inlet Repair
211085	30-900-019	SW	\$43,000.00	Heath	Croaker Lane Storm Drain Project
210541	30-900-046	SW	\$9,226.00	Xylem Dewatering	Upgrades to SCADA for Lake Pumps 1,2 & 3
210901	30-900-045	SW	\$12,727.50	Whthersravenel	Stormwater Management Plan Development
No PO	30-900-074	SW	\$100,000.00		Ocean Heights SW Install

Total Utility Fund Carryovers

\$338,262.45



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 8/10/21

SUBJECT: Budget Amendments/Transfers for FY22

BACKGROUND:

I have received several budget amendments and/or transfer requests. As you know, transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendments and/or transfers. I have also attached a copy of the supporting documentation for the appropriations.

Appropriations:

Appropriate \$59,319.74; \$39,19.74 to account 10-510-011 Police Communications and \$19,600 to account 10-530-011 Fire Communications to cover final lease payment on Motorola radios.

Transfers:

Transfer \$9,250 from account 10-420-090 Executive Contingency to account 10-408-070 Donations to Non-Profits to cover line-item shortage.

BUDGET IMPACT:

Appropriation will affect budget.

ACTION REQUESTED:

Approve the budget amendments and/or transfers as presented by the Finance Director.



CAROLINA BEACH POLICE DEPARTMENT

Chief Vic Ward



To: Debbie Hall, Finance Director
Bruce Oakley, Town Manager

From: Vic Ward, Chief of Police
Alan Griffin, Fire Chief

Date: 07/29/2021

Re: Budget Amendment Request

A budget amendment is requested for the Police and Fire Departments for the final payment of the lease/purchase contract for radio equipment obtained in August 2016. Preliminary review of the contract during Budget Prep for FY 20/21 indicated that the 5th and final payment would be made in August 2020. Funds were not appropriated for FY 21/22 based on this information. However, upon further review and clarification, a final payment in the amount of \$59,319.74 is due on the loan.

Therefore, an amendment is respectfully requested to increase the budget for the line items listed below:

10-510-011	\$39,719.74
10-530-011	<u>\$19,600.00</u>
	\$59,319.74

Thank you.

From: Sheila Nicholson
Sent: Friday, July 30, 2021 4:20 PM
To: Debbie Hall
Cc: Bruce Oakley
Subject: Transfer request for 408-070

Debbie,
Please transfer \$9,250.00 from 10-420-090 to 10-408-070 to increase amount approved for account by Council.

Thanks!

Sheila P. Nicholson

Executive Assistant to the Town Manager
Town of Carolina Beach
sheila.nicholson@carolinabeach.org
(910)458-2995

DISCLAIMER:

E-mail correspondence to and from this address may be confidential and/or subject to the North Carolina Public Records Law and may be disclosed to third parties.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council – 8/10/2021

SUBJECT: Approval of Meeting Minutes from 7/13/2021 and 7/27/2021

BACKGROUND:

Attached are the meeting minutes from 7/13/2021 and 7/27/2021.

ACTION REQUESTED:

Review and consider approving under the consent agenda.

CAROLINA BEACH

Town Council Regular Meeting

Tuesday, July 13, 2021 - 6:30 PM

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



MINUTES

CALL TO ORDER WITH INVOCATION GIVEN BY JEFF BURNS WITH CAROLINA COASTAL COACHING

Mayor Pierce called the meeting to order at 6:30 PM, followed by the invocation by Jeff Burns of Carolina Coastal Coaching and Pledge of Allegiance.

PRESENT

Mayor LeAnn Pierce

Mayor Pro Tem Jay Healy

Council Member Lynn Barbee

Council Member JoDan Garza

Council Member Steve Shuttleworth

ALSO PRESENT

Town Manager Bruce Oakley

Assistant Town Manager Ed Parvin

Town Clerk Kim Ward

Town Attorney Noel Fox

ADOPT THE AGENDA

ACTION: Motion to adopt the agenda

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

CONSENT AGENDA

1. Set a public hearing for August 10, 2021 to consider adopting standards for gates located on streets and drives. Applicant: Town of Carolina Beach
2. Budget Amendments/Transfers
3. Year End Budget Transfers
4. Adopt Resolution 21-2239 Accepting the American Rescue Plan Act Funds
5. Approval of Meeting Minutes from 5/25, 6/8/, 6/15 and 6/22

ACTION: Motion to adopt the consent agenda

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

SPECIAL PRESENTATIONS

6. Events Update by Tim Murphy

Tim Murphy, Recreation Programs Superintendent/Community Events Coordinator for the Town, reviewed special events for July/August:

- Carolina Beach Market – May 15-October 2 (Saturdays) at Lake Park
- Life Rolls On, Sponsored by Ocean Cure – August 7
- 35th Annual Beach Music Fest – August 14
- Whomporama – August 21 at Hamlet Access
- Fireworks continue weekly on Thursdays through September
- Family Night continues weekly on Tuesdays through the end of August
- Movies at the Lake series continues weekly on Sundays through September

Council Member Garza recommended that Mr. Murphy give a quick overview of each event for residents so they can understand the positive community impact. Mr. Murphy said Life Rolls On helps people with challenges and disabilities get in the water, and all proceeds from Whomporama go to the Federal Point Help Center.

Mr. Murphy said staff has accepted a permit application from the Netflix series “Florida Man.” He introduced Mike Hewett, who is the Locations Manager for the production.

Mr. Hewett said “Florida Man” is looking to film in the Town for a few days in August with plans to revisit the island once per month through November for additional filming. He said the production is requesting to film on the beach in front of SeaWitch Motel August 17-19 for the purposes of depicting a shark attack. He said the scenes have plans to include about six vehicles on the beach.

Council Member Garza asked if Fire Chief Alan Griffin was consulted. Mr. Murphy said Mr. Hewett presented at a recent Events Committee meeting and received backing from Police and Fire.

Council Member Barbee asked if representatives from sea turtle groups were part of the discussion. Mr. Hewett said he has opened dialogue with those groups. He said there is some nighttime beach filming proposed, but it will be confined to the area in front of SeaWitch Motel.

Mayor Pro Tem Healy asked if tourists have the ability to cross the area during the filming days. Mr. Hewett said people would be able to cross at times in between the camera rolling and that accesses to get on the perimeter of the area would be open. He said the production is requesting than a Police Officer be present in official capacity to encourage people to take the walkway around the area.

Council Member Shuttleworth said he thinks this filming request will not be a problem because by then school will be back in session and crowds will be lighter.

Mayor Pierce asked if there would be road closures. Mr. Hewett said they are possible in a small section right in front of SeaWitch Motel, but they would affect a very minimal area.

Council Member Garza said his primary concerns are that the location is a prime spot and the sea turtles. Mr. Murphy said the production will be on board with the sea turtle groups before moving forward with anything.

ACTION: Motion to approve the use of the beach strand for the Netflix series “Florida Man”

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce said there has been other filming in the Town all summer and it’s gone well. She said Mr. Murphy has done a great job managing the activity and asked him to contact the adjacent property and business owners.

Mayor Pierce said Mr. Murphy as well as Parks & Recreation Director Eric Jelinski and the rest of that department have done a great job putting together summer activities. She said this is the first year that the Town has taken over the music and fireworks, and she thanked them for their hard work. Mr. Murphy credited the Operations Department with providing assistance.

7. Manager’s Update

Mr. Oakley updated Council on current and future projects. He said at the last meeting, Council Member Garza asked staff to run through some highlights from the past fiscal year.

Highlights from FY 20-21

- COVID-19
- Efficiency study
- Hurricane Isaias – response and reimbursements
- Pack It In, Pack It Out
- New Police Chief

FY 20-21 Accomplishments

- Police Department
- Grant funding for body cameras and less lethal weapons (Tasers)
- Drone for public safety and situational awareness (donated funds)
- UTV beach vehicle
- Implemented eCrash program to improve efficiency
- Revision and implementation of electronic policy
- Obtained active shooter helmets
- Efficiency study
 - Filled Captain’s position
 - Increased training

FY 20-21 Accomplishments

Parks & Recreation

- Renovated the front desk of the Rec Center, installed new flooring throughout the first floor, painted the walls and doors, and installed wainscoting (COVID project)
- Installed new playground at McDonald Park
- Joseph Ryder Lewis Park Ribbon Cutting
- Tennis courts resurfaced
- New scoreboard (donation)
- New dugouts at both ball fields
- Safety netting coming (donation)
- New backboards being installed
- Continued work on turf improvements
- New benches at playground and dog park
- Received Military Ocean Terminal Sunny Point (MOTSU) approval for new shed

FY 20-21 Accomplishments

Public Works

- Debris management for Hurricane Isaias
- Staining and maintenance of Boardwalk and marina docks prior to summer
- Flood control and prevention
- Implementation of Pack It In, Pack It Out
- Many stormwater improvements throughout Town
- Replacement of can machine for Freeman Park and beach strand
- Emergency bypass for Greenville stormwater pumpstation
- Replacement of knuckleboom debris truck

FY 20-21 Accomplishments

Fire Department

Mr. Oakley said there is a team of lifeguards in Jacksonville Beach, Florida, competing in an annual competition, and he wished them well.

- Beach Patrol – three part-time officers now active
- Enhanced in-house training
- Live burns
- Class 2 Insurance Services Office (ISO) rating (top 5 percent in nation)

Council Member Shuttleworth asked Mr. Oakley to give residents an idea of what the ISO rating means for the community in terms of insurance savings. Mr. Oakley said he can present specifics at the next meeting, but in general homeowner insurance costs go down when there is a higher rating.

FY 20-21 Accomplishments

Planning Department

- Coastal Area Management Act (CAMA) Land Use Plan update
- Hazard Mitigation Plan update
- 160D adopted
- Conditional zoning
- Sign ordinance

FY 20-21 Accomplishments

Utilities

- Customer service improvements
- Invoice Cloud – increased online billing and paperless bills
- Aclara/AMI – automated meter reading improvements
- Well rehabilitation
- Lift station – electrical upgrades

Manager's Update

- Girl Scouts Greenway markers – Mr. Oakley said these are now up and are a great addition.
- Hamlet Ocean Rescue/bathrooms – Mr. Oakley said this project has gone out for bid and bids are due on July 27, so there should be an update in August.
- Utility bills – \$1.50 administrative fee for all paper bills; no charge for paperless bills
- Coastal storm mitigation – Mr. Oakley said the U.S. House Committee on Appropriations has released a draft bill that includes the Town's project for beach renourishment. He said it's not a done deal but a positive first step.
- Lake dredge – Mr. Oakley said engineers still have work to do, and they are working on permitting with the U.S. Army Corps of Engineers. He also said State Rep. Charlie Miller is working on funding, and hopefully good news would come soon.
- Tree ordinance – Planning Director Jeremy Hardison said the Town has never adopted anything definite on this issue. He reviewed a tree planting option but said single- and two-family lots are exempt from tree-planting requirements.

Regarding the Hamlet Ocean Rescue/bathrooms item, Council Member Shuttleworth asked what the construction schedule will be if the Town gets an acceptable bid. Mr. Oakley said he hopes the project would start right after Labor Day and be done by Easter.

Mayor Pierce said the Town is also bidding out bathroom projects for Mike Chappell Park and Lake Park, and she asked Mr. Oakley when the Town anticipates a request for proposals (RFP) for those two projects. Mr. Oakley said this would happen very soon. Mayor Pierce said the Town should try to do all three at the same time.

Council Member Shuttleworth asked what the Town is doing to be proactive about letting people know how they can avoid the administrative fee for utility bills. Mr. Oakley said the Town has printed this information on the paper bills but could push out more messages. Council Member Garza said the Town should consider printing this information on the outside of envelopes as well as posting it on the Town website and Facebook page.

Regarding beach nourishment, Council Member Barbee asked when it would be too late to get the project done this year. Council Member Shuttleworth said the deadline is looming now, coming within a few days or a week. Mayor Pierce said the Town asked the U.S. Army Corps of Engineers to continue with plans and specs while the Town searches for money and ways to get it. She said she hopes to hear news on this soon.

Council Member Barbee asked if something has changed with beach management. He said he has started to get complaints about items being left in the dunes. Mr. Oakley said he will check with Operations about the schedule and ask for more vigilance in looking for items in the dunes. He said people should locate the Beach Patrol or call 911 if someone is spotted in the dunes.

Mayor Pierce asked how people will recognize Beach Patrol officers. Mr. Oakley said they wear yellow shirts and dark shorts. He said the Beach Patrol hopes to educate but can also write tickets and otherwise handle issues.

Mayor Pro Tem Healy asked if there has been any luck with filling the Code Enforcement Officer position. Mr. Hardison said someone will be starting on August 1.

Council Member Garza said he would like to see the fiscal year accomplishments review become a regular thing every July, and he encouraged Mr. Oakley to also include failures and how the Town plans to address them. He also reminded residents that we are in hurricane season and encouraged everyone to have a plan. In addition, he said he has heard positive things about the Pack It In, Pack It Out program.

Regarding the tree ordinance, Council Member Garza brought up Senate Bill 436 and House Bill 496, which he said counteract each other. House Bill 496 seeks to keep counties and cities from adopting ordinances regulating the removal of trees from private property without the express authorization of the General Assembly, while Senate Bill 436 seeks to authorize counties and cities to adopt ordinances providing standards for the preservation or replacement of trees. Ms. Fox said per the last draft of House Bill 496, it would not affect enabling legislation granted to all New Hanover County municipalities in 1987 to allow them to adopt tree ordinances.

Council Member Shuttleworth said he would be in favor of Council coming up with a policy statement expressing opposition to and rejection of House Bill 496.

Council Member Barbee said he opposes the General Assembly taking away any authority from the Town.

Mayor Pierce said the State doesn't always know the particular needs of the Town. She said it's best for the Town to have control over its own tree ordinances. She read proposed Resolution #21-2240, which voices opposition to House Bill 496 and support for retaining local control over tree ordinances. She said Council can vote on this following public comment.

Council Member Garza suggested writing something in favor of Senate Bill 436. He also brought up his support for House Bill 781, which seeks to allow open containers of alcoholic beverages in certain social districts.

PUBLIC COMMENT

Patrick Boykin of 712 Glenn Avenue said activity is starting at the solid waste center before 6:00 AM. He mentioned the noise ordinance and requested that the Town prohibit activity there before 7:00 AM. He also said residents of Ocean Heights are complaining about Town-owned vehicles cutting

through the neighborhood. He said this needs to stop because the streets are narrow and children play in the area. In addition, he said tree buffers will be necessary to separate the residential area from adjacent businesses, and he requested that business entrances and exits be on Bridge Barrier Road instead of Glenn Avenue. He said there is already enough traffic on Glenn Avenue.

Mayor Pierce said these are all good points, and she asked Mr. Oakley to check on the start time of the solid waste center activity.

James Sattie of 610 Glenn Avenue also asked that the Town not allow activity at the solid waste center before 7:00 AM or possibly even 8:00 AM. He said there is currently lots of noise at 6:00 AM. In addition, he said population density in the neighborhood is excessive and that allowing entrances and exits onto Glenn Avenue from businesses would complicate things. He said he isn't sure how the property for the business in question at 608 Glenn Avenue is zoned Highway Business when there is currently a residence being rented out on the property. He said his understanding is the house will be demolished and the business expanded.

Mr. Hardison said the property is currently zoned Highway Business and the owner does want to redevelop it, although no plans have been submitted. He said there would be a buffer requirement with redevelopment. Mayor Pierce asked him to look into the matter. Council Member Garza encouraged Mr. Hardison to reach out before any plans are submitted.

Barbara Arntsen of 1007 South Fifth Street said she supports the resolution to oppose House Bill 496.

Brittany Evans, who said she has lived in the Town for 11 years, voiced opposition to House Bill 496 and encouraged planting of trees. She said she would volunteer to dig holes for residents who want to plant new trees.

Mike Hoffer of 608 Seafarer Drive, Chairman of the Bike/Pedestrian Committee since its inception, asked Council not to consolidate the Bike/Pedestrian Committee with the Operations Committee. He said his committee is efficient and that volunteer members do a lot of physical work that usually goes to the Operations Department.

Mayor Pierce, liaison to the Bike/Pedestrian Committee, said the committee does a phenomenal job, and she thanked members for their hard work. She said in addition to the physical labor, members perform a lot of mental labor that saves Council Members from having to do research.

Cindy Dunn, Chairman of the Beautification Committee and Secretary to the Operations Committee, said she supports the resolution to oppose House Bill 496. She said the Beautification Committee is proposing to recommend that the Town become a Tree City USA, which would require compliance with four standards. She said the Beautification Committee would like to be part of any discussion about tree ordinances.

Mayor Pierce thanked Ms. Dunn for volunteering and said the Town is fortunate to have a lot of people who are willing to volunteer.

Bill Carew of 1520 Bonito Lane said illegal fireworks are getting out of control and pose a hazard due to their proximity to homes. He said the Town needs a way to address the issue proactively because it is difficult for Police Officers to address so much activity reactively.

Mayor Pierce said safety is a priority.

David Berkel of 404 Ivy Lane said illegal fireworks were out of control on Fourth of July weekend. He said they are dangerous, and those using them have no regard for others, including pets and people with post-traumatic stress disorder and dementia. He said it is frustrating that this behavior goes unchecked and that it happens at times other than the Fourth of July. He suggested a substantial fine for violators and assigning sufficient resources to combat the issue, especially because houses and businesses are in close quarters on the island.

Lisa Berkel of 404 Ivy Lane said a Police Officer responded when she called the number for reporting illegal fireworks, but she was told there was not enough staffing to take action. She said some fireworks were going off at 2:45 AM on a Tuesday and expressed concern for pets and the elderly. She said she wants to know why more Police Officers were not on patrol and suggested that some be assigned to deal specifically with community policing.

Mayor Pierce asked Ms. Berkel to get in touch with Mr. Oakley for possible solutions. Mayor Pierce said she apologizes for any issues that Ms. Berkel did not feel were properly resolved. She said the Town-sanctioned fireworks were not allowed to go off the previous week because Fire Chief Alan Griffin determined it was too windy.

Virginia Holman of 921 Oceanward Lane, a resident of the Town since 2004, Founder and Chairman of Island Wildlife, and a Board member of the Alliance for Cape Fear Trees, said she stands united in opposition to House Bill 496. She said the Board of Island Wildlife has written a letter to Council advocating for the creation of a tree ordinance by the Planning and Zoning Commission. She encouraged Council Members to make a note of how they appreciate mature trees that remain in the Town and pledge to conserve more of them. She asked them to look at ways to increase native tree plantings in residential and commercial areas.

Mayor Pierce thanked Ms. Holman for her efforts.

Beth Bernstein of 300 Seafarer Drive said she would appreciate enforcement of the illegal fireworks law. She said she enjoys the weekly Town-sanctioned fireworks but would like to see some control over the others. She suggested raising the fine and asked if violators get tickets or just warnings. She said she has some great ideas that she can share and thanked Council Members for all they do.

Mayor Pierce asked Mr. Oakley if there is a fine for illegal fireworks. Mr. Oakley said the Town fine is \$50, but the offense is punishable at the State level up to \$500. He said the Town could raise its fine anytime, not just during the annual budget process. Mayor Pierce suggested proactive measures such as putting a "no fireworks" message on the digital sign during busy weekends.

Paul Levy of 1606 Mackerel Lane, Chairman of the Operations Committee, said committees are the best way to improve communication between the residents and the Town, and he is opposed to merging the Operations Committee with the Bike/Pedestrian Committee. He said the missions of the two may not be compatible, the merged committee may too large, and having fewer committees reduces constructive citizen input.

Mayor Pierce thanked Mr. Levy for serving and said this will be part of the discussion about committees later in the meeting.

Melanie Boswell of 107 Island Palms Drive said she has been trying to get a tree ordinance in place since 2018. She said she supports the resolution opposing House Bill 496 and retaining local control over tree ordinances.

Mayor Pierce thanked Ms. Boswell for being on the Planning and Zoning Commission.

Debra LeCompte of 307 Charlotte Avenue, Chairman of the Planning and Zoning Commission, said the Commission will be addressing the tree ordinance during a workshop on August 12 at 5:30 PM. She said she is in support of Council signing the resolution opposing House Bill 496.

Mayor Pierce thanked Ms. LeCompte for being on the Planning and Zoning Commission.

No one else requested to speak.

ACTION: Motion to approve Resolution #21-2240, which is in opposition to House Bill 496

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce said Council will submit the resolution to the proper authorities. She thanked everyone for all the public comment and said it was great to see so many people at the meeting.

Council Member Shuttleworth said the tree ordinance is a very complicated process, and he wants to see staff come back with a proposed tree ordinance for a public hearing in September.

Mayor Pierce said she agreed with this and wanted to see the tree ordinance more forward.

Council Member Barbee said the issue has been sitting for a while, and doing nothing is not acceptable.

Council Member Garza said he agrees and wants Council to formally show support for Senate Bill 436 as a way of being proactive. He also suggested getting the Town to ask contracted landscapers to start planting things for longevity.

Council Member Shuttleworth said he appreciates this idea but thinks there should be a larger conversation and a more holistic approach to what the Town can do about trees.

Mayor Pro Tem Healy said there is nothing more important right now in the Town than preserving trees. He said the Tree City USA endeavor is a great step. He praised the Beautification Committee and said trees are important for improving the community's quality of life.

Council Member Garza said he wants to discuss the tree ordinance at Council's August workshop in preparation for it to be on the agenda at Council's regular meeting in September.

Mayor Pierce asked staff to put something together to go through the Planning and Zoning Commission and then Council. She also said Mayor Pro Tem Healy should get the Beautification Committee to present the Tree City USA requirements at a future Council meeting.

ITEMS OF BUSINESS

8. Restructuring of Citizen Advisory Committees

Mr. Parvin said the proposed changes to the code regarding Citizen Advisory Committees (CACs) are a result of discussions during Council's June 22 workshop. He said there are currently more than 30 groups working with Council, and this is a lot of information to manage. He said the goal is to ensure these groups are in line with Council's vision for the community moving forward. He said there have been struggles with communication, so the intent is to create a better process moving forward.

Mr. Parvin presented additional details.

Forming New Committees – Majority Vote by Town Council

Questions Council must answer when forming a new committee:

- Was this CAC developed solely by the Town and not required by state or federal law?
- What are the mission, vision, and goals? Have or could these be resolved by staff or reallocated to another responsible party?
- How many members should be on the CAC?
- Will there be a staff liaison and/or Council liaison?
- Will the CAC be ad hoc or standing?
- How many members will be on the CAC?

Goals of New Policy and Ordinance

1. Improving productivity and transparency of CACs by laying out clear expectations and reporting requirements
2. Enhance Council ability to manage CACs by streamlining the ordinance and policies for creating and modifying CACs

Motions for Consideration

- Motion to adopt ordinance number 21-1152
- Motion to adopt the proposed policy for committees
- Motion to dissolve:
 1. Canal Drive Committee
 2. Harbor Commission

3. Freeman Park Committee

- Motion to combine the Bike/Pedestrian Committee and Operations Advisory Committees
- Motion to have the Town Manager appoint a staff liaison to the Marketing Advisory Committee

Possible considerations to restructure the following:

1. Police Advisory Committee: Create an auxiliary/volunteer group to augment Blueliners and help with planned activities
2. Parks and Recreation: Create an auxiliary/volunteer group to augment Friends of the Parks

Council Member Garza asked if the Town had communicated with all committee volunteers about possible changes. Mr. Parvin said staff has talked to some Chairmen and staff liaisons but not everyone. Council Member Garza said it's important for transparency to let them know their committees could be dissolved.

Mayor Pro Tem Healy said he is in favor of dissolving the Canal Drive Committee, Harbor Commission, and Freeman Park Committee. He said he is against combining Bike/Pedestrian and Operations. He said the Parks and Recreation Committee doesn't want any changes and recommended that the Beautification Committee become standing instead of ad hoc.

Council Member Barbee said the Police Advisory Committee should remain to continue the relationship with new Police Chief Vic Ward and encourage critical community feedback.

Council Member Garza said he is in favor of everything laid out except for combining the Bike/Pedestrian Committee and Operations Advisory Committee.

Council Member Shuttleworth said he is comfortable with Mayor Pro Tem Healy's ideas. He added that he thinks the Mr. Oakley should appoint a staff person to serve on the Marketing Advisory Committee.

ACTION: Motion to dissolve the Canal Drive Committee, Harbor Commission, and Freeman Park Committee

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

ACTION: Motion to not combine the Bike/Pedestrian Committee and Operations Committee, and the Town Manager shall appoint a staff liaison to the Marketing Advisory Committee

Motion made by Council Member Shuttleworth

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

ACTION: Motion to keep the Parks and Recreation Committee and Police Advisory Committee as they are

Motion made by Mayor Pro Tem Healy

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza,

Council Member Shuttleworth
Motion passed unanimously

Mayor Pierce asked if the Town will also move forward with Friends of Parks and Greenways. Mr. Parvin said yes. Mayor Pierce explained that this would be a 501(c)(3) group to help raise funds for the Town's Parks & Recreation Department.

Ms. Fox said Council should make a motion to adopt the ordinance and proposed policies.

ACTION: Motion to adopt the proposed policy for committees, ordinance number 21-1152, with staff agreeing to bring back the social media portion of that policy

Motion made by Council Member Shuttleworth

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mr. Parvin said the Town is still crafting the social media part of the ordinance.

Council Member Garza asked about the possibility of having honorary members for committees as a way to include those who previously served for a long time. Ms. Fox said all committee meetings are open to the public, so any former members can participate that way.

Mayor Pierce asked Pro Tem Healy to get with Mr. Oakley about a possible honorary member of the Parks and Recreation Committee.

Council Member Garza said he wants Council to hear from committee Chairmen at least twice a year, possibly in March and September. He said quick updates would help to build relationships and demonstrate transparency.

Council Member Barbee praised those who served on the three disbanded committees for their expertise. He said they should be celebrated for finishing their work. Council Member Garza suggested inviting them to next month's meeting to publicly thank them.

Mayor Pierce said she appreciates everyone who serves on Town committees.

ACTION: Motion for the Beautification Committee to go from ad hoc to a standing committee

Motion made by Mayor Pro Tem Healy

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza

Voting Nay: Council Member Shuttleworth

Motion passed 4-1

NON-AGENDA ITEMS

Council Member Garza

- He agreed that illegal fireworks are frustrating. He apologized for residents feeling like Police Officers were not responsive but said it was a very busy weekend for them.

- House Bill 781 would be good for the Town; it will allow open containers in certain business districts.
- Senate Bill 436 supports tree ordinances, so the Planning and Zoning Commission may want to look into this.
- Golf cart parking violations that are an attempt to save regular spaces for tourists should not be strictly enforced unless the situation is harmful.
- The Town needs a booth staffed by employees at the Saturday morning market at the lake. He would like to know the status of this idea.
- There should be a better onboarding system for new Council Members, especially during their first 90 days.

Council Member Barbee

- It was a rough Fourth of July weekend with the illegal fireworks. The Town should ask for mutual aid assistance with issuing citations. It will take resources and time, but the Town can do better and should take action.
- Residents have complained that handicap parking spaces around the Boardwalk are in bad locations. Staff should look at those after the season to determine better placement.

Mayor Pro Tem Healy

- The buzzer used to time public comments should be changed. A nice little ding would be sufficient.
- It's good to see what the Town has achieved during the past year. The Town needs to do a better job of communicating positive news with the public.

Council Member Shuttleworth

None

Mayor Pierce

- Mr. Parvin should find a less aggressive-sounding buzzer to time public comments.

CLOSED SESSION

ACTION: Motion to go into closed session to discuss an attorney/client matter in accordance with NCGS 143-318.11(a)(3). Matters being discussed are:

18 CVS 3151 Town of Carolina Beach vs. Carolina Freeman LLC

18 CVS 3152 Town of Carolina Beach vs. B&F Enterprises LLC

18 CVS 3153 Town of Carolina Beach vs. DRDK LLC

18 CVS 3154 Town of Carolina Beach vs. Freeman Beach LLC

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously

Mayor Pierce called the meeting back to order and said Council took no action during closed session.

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza,
Council Member Shuttleworth

Motion passed unanimously

The meeting adjourned at 9:30 PM.

CAROLINA BEACH

Town Council Workshop

Tuesday, July 27, 2021 - 9:00 AM

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



MINUTES

CALL TO ORDER

Mayor Pierce called the meeting to order at 9:00 AM.

PRESENT

Mayor LeAnn Pierce

Mayor Pro Tem Jay Healy

Council Member Lynn Barbee

Council Member JoDan Garza

Council Member Steve Shuttleworth

ALSO PRESENT

Town Manager Bruce Oakley

Assistant Town Manager Ed Parvin

Town Clerk Kim Ward

DISCUSSION ITEMS

1. Employee Recognition

Fire Chief Alan Griffin introduced the three new Beach Patrol Officers who have been on the job since just before July 4: Barry, Kalyn, and John. He said they are getting a lot of positive feedback for doing a good job. He said one Officer is on the beach most days, with two scheduled on busy weekends, and their purpose is to identify violations of beach strand rules, such as glass bottles, dogs during prohibited times, visitors digging large holes and leaving them, and trash.

Council Member Shuttleworth asked if the Beach Patrol Officers are writing citations. Chief Griffin said they initially try to educate visitors, and most people comply and walk away. He said right now, if an incident escalates to a ticket situation then a Police Officer is called.

Council Member Barbee said he likes this approach for safety purposes.

Mayor Pro Tem Healy asked if they are educating visitors about the Pack It In, Pack It Out program. Chief Griffin said yes and that they have bags to hand out for those who need them.

Council Member Garza said the Beach Patrol Officers represent the Town and can set the tone for a visitor's positive vacation experience.

Mayor Pierce said she is glad to see the program get off the ground.

Planning Director Jeremy Hardison recognized Building Inspector Darrel Johnson, who was recently recognized by the N.C. Building Inspectors' Association as the Building Inspector of the Year.

Mayor Pierce congratulated him and expressed appreciation for his work.

2. Manager's Update

Town Manager Bruce Oakley gave an update on various projects and events:

- **Canal Drive Flooding:** The Town has sent letters to properties identified as problematic but has not yet heard back from anyone. Coastal Area Management Act (CAMA) will meet with the Town soon to offer ideas, and the Town is also researching Federal Emergency Management Agency (FEMA) assistance. In addition, Town Attorney Noel Fox is reviewing ordinances from other communities.
- **Legislative Update:** Mr. Oakley and Mayor Pierce recently met with former U.S. Rep. Mike McIntyre, a Town Consultant, who shared that time is running out but hope still remains that federal funds will be reprogrammed to allow for beach nourishment this year. Mayor Pierce asked when the Town would get an answer about money for this cycle. Mr. Oakley said within the next week or two. He said the engineering and specs are ready to go. Mr. Oakley also shared that the U.S. Department of Interior reversed the decision about using sand from the Coastal Barrier Resources Act (CBRA) zone, so when the Town's 15-year project expires sand will have to come from out at sea unless this is reversed again. He said he has asked the U.S. Army Corps of Engineers to confirm this interpretation.
- **American Rescue Plan:** The Town passed a resolution accepting funding but has not yet received anything. Patience has been requested, as a lot of communities are waiting for this money. Council's next meeting will include a plan for how to spend the money, the majority of which will be used for stormwater projects.
- **Beach Patrol:** Council Member Garza asked Chief Griffin to post a group photo of the new Officers on Facebook, including the Carolina Beach Locals group page, so the community will recognize them.
- **Ocean Rescue:** Chief Griffin gave this update. A group of 18 lifeguards recently traveled to Jacksonville Beach, Florida, to participate in a regional competition, where they finished second in their category, Division B, and brought home 42 medals. The Town has put its name in the hat to host the regional competition within the next year or two, which would bring about 250 lifeguards to the area over three weekdays. A fundraiser is under way to bring 12 lifeguards to the national competition in Texas, with \$10,000 raised toward the goal of \$15,000. More donations are expected. Mayor Pierce said she is proud of the group and feels sure the Town can bridge the gap if the fundraising effort falls short. Council Member Shuttleworth said it was a problem the last time the Town offered to use public dollars for this type of expense. Mayor Pierce said they will figure it out. Chief Griffin asked for help in sharing the fundraising effort on

social media. He said they will make it happen. Council Member Garza praised Chief Griffin and his staff for their achievements. Council Member Barbee said this must be a great recruiting tool and credited these types of opportunities with the high quality of lifeguards the Town is getting. He said Council supports Ocean Rescue and thanked the group.

3. Finance Director's Update

Finance Director Debbie Hall gave an update:

Wilmington Beach Street Reassessment

- Approved May 13, 2014
- Total assessment \$2.2 million
- 505 properties
- 7 equal annual installments at 6 percent interest
- 11 delinquent accounts with a balance of \$46,880
- Working with Ms. Fox to determine collection options

Revenues Estimates Through June 30, 2021

- Sales and use tax: Collections are up 21.89 percent over same period in FY 19/20
- Property tax collections: Ad valorem current year collections were 97 percent for the same time period in FY 19/20
- ABC tax, building inspections, parking lots, parking meters, and parking permits revenue sources are all up

Expenses Estimates Through June 30, 2021

- General fund expenses: estimated fund balance 24 percent

Council Member Shuttleworth questioned why the FY 19/20 and FY 20/21 expense total numbers were significantly lower than the budgeted expenses figures. Mayor Pierce said she was expecting the fund balance to be a lot higher when she saw the sales tax projections. Mr. Oakley said revenue was higher than expected while projects were cut. Ms. Hall said she was highlighting higher revenue numbers, but some came in well under budget, including Freeman Park figures. Mayor Pierce said if there are revenue sources that are down, then Council needs to know about them in addition to those that are up. She asked for the report to be updated. Mr. Oakley said staff would prepare a report and send it to Council before the next meeting, where it would be presented.

4. Onboarding New Council Members

Council Member Garza recently suggested a new onboarding process be implemented for incoming Council Members. He said there are better ways to prepare them for success and cited the first 60 days as being particularly difficult for new Council Members.

Council Member Shuttleworth said he appreciates Council Member Garza's idea but thinks those running for Council should have a foundation of knowledge that comes from doing their homework.

Council Member Garza said he would like to see a two-day workshop implemented right after the swearing in of new Council Members.

Mayor Pro Tem Healy said he agrees it is the responsibility of new Council Members to meet with department heads and come to Council meetings and workshops before taking office.

Mayor Pierce said she understood what Council Member Shuttleworth and Mayor Pro Tem Healy were saying but that she also appreciates Council Member Garza's efforts because there are things staff can do to help new Council Members.

Council Member Garza said it is important to help each other and mentioned new Council Members may not know they should be reaching out to County and State officials as part of their duties.

Council Member Shuttleworth said Council Members should always be developing those relationships by checking in with County and State officials on a regular basis, even when there is not a specific request.

Council Member Garza said incoming Council Members do not know who to contact, and there is not a proper structure in place to ensure these interactions. He said he and Mayor Pro Tem Healy sat down with Mr. Oakley, Ms. Ward, and Mr. Parvin for two hours to discuss ideas for an onboarding process. He said other Council Members must not have read the summary of these ideas or their thought process would be different.

Council Member Barbee said it was incorrect for Council Member Garza to assume that those who disagree with him were not participating in the process. Council Member Barbee said he read everything and agrees with a lot of it.

Mayor Pierce said she was confused about what Council is doing with this agenda item.

Mr. Oakley said staff will put together a proposed orientation program for new Council Members and present it to the current Council for review and input.

Council Member Shuttleworth said Council Member Garza's assumptions about others not reading the summary are not accurate. Council Member Shuttleworth said his thoughts are that he's not sure how much time should be spent educating those who don't take the initiative to become informed.

Council Member Garza said new Council Members should be expected to do their homework, but things can be done to help them improve.

NON-AGENDA ITEMS

Council Member Garza

- More should be done to save trees. In addition to the resolution Council recently passed to oppose House Bill 496, which seeks to keep counties and cities from adopting ordinances regulating the removal of trees from private property without the express authorization of the General Assembly, Council should pass a resolution in favor of Senate Bill 436, which seeks to

authorize counties and cities to adopt ordinances providing standards for the preservation or replacement of trees.

- Council should discuss House Bill 781, which offers the possibility for open containers of alcohol within downtown districts. Council Member Shuttleworth said he would not support this because it could be problematic and go against the goal of creating of a family-oriented community atmosphere. He said residents have also voiced opposition to this. Council Member Garza said with the evolving COVID-19 pandemic and people becoming more cautious again, this could help with social distancing. Council Member Barbee said he has talked to residents who support and oppose this measure. He said the issue will require significant discussion before he is willing to take a position for or against. Mayor Pro Tem Healy said other places have done this successfully, but his main concern is that it could strain the Police Department. He said he would like public input before making a decision.
- The Town should be proactive in planning for the COVID-19 variant, and staff should think about a game plan. The operation of Town committees needs to be considered.
- Residents should be reminded to plan, prepare, and execute for hurricane season and also changing their smoke detectors.
- The next 30 days will be packed with events, so it's important to let residents know to expect more traffic and lots of visitors.
- The Town should establish a table at the Saturday morning market at the lake.

Council Member Barbee

- Allocation and placement of handicap parking should be discussed during the off-season.
- Is there an update on beach pickup of leftover items? Mr. Oakley said the Police Department tags abandoned items at night, and in the morning Public Works picks up the tagged items and disposes of them; if there is no tag, the assumption is that the item was put out early in the morning. Mr. Oakley said he is trying to ensure this process is still being followed, and there have been fewer complaints about the issue this year versus last year.
- Boardwalk bathroom facilities are inadequate for the volume of people in the area. Many have complained. The Town should increase cleanings during peak periods, such as on Thursday evenings before the music and fireworks. Council Member Shuttleworth said CAMA will not allow the Town to rebuild the current bathrooms, so the Town had previously looked at putting bathrooms across the street on the FEMA lot but had abandoned that idea. He said additional bathroom facilities are needed in the core business district. Mayor Pierce said it may be time to revisit the FEMA lot. Mr. Oakley said staff can bring a proposal to Council. Mayor Pierce said staff should see if bathrooms on the FEMA lot are feasible and possibly add all the Town bathroom projects together.

Mayor Pro Tem Healy

- The new beach access at Sand Dollar Lane via the Beautification Committee and Public Works Director Brian Stanberry is awesome.
- The new bridges and swing at the lake are amazing and represent solid construction.
- At some point, the Town will need to have a serious conversation about parking because private lots will be lost next year and it will be an issue.

Council Member Shuttleworth

None

Mayor Pierce

Where is the Town with getting a loan to consolidate all three bathroom projects? Mr. Oakley said the Town got a loan for the Hamlet project and is working on putting the Mike Chappell Park bathroom project into the loan; the lake project was originally in one of the earmarks that didn't get approved, so the Town is going to have to make a plan for that one and roll it into the loan. Mayor Pierce said the goal is to have one lump sum to do all three projects at the same time and use room occupancy tax (ROT) funds to make the payment each year. Mr. Oakley said Hamlet bids should be in today.

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Mayor Pierce

Voting Yea: Mayor Pierce, Mayor Pro Tem Healy, Council Member Barbee, Council Member Garza, Council Member Shuttleworth

Motion passed unanimously



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council – 08/10/2021

SUBJECT: Presentation by Pleasure Island Habitat Regarding Heritage Trees

BACKGROUND:

The Pleasure Island Habitat will present their ideas on preserving heritage trees in Carolina and Kure Beach. The initiative is called Habitat for Tree. This initiative will donate trees to be planted on public/town property. They are asking both Carolina Beach and Kure Beach Councils to identify areas where heritage trees may be planted. There will be no cost to the Town, but it will serve to beautify areas like the lake, the greenway, and our parks.

ACTION REQUESTED:

Pleasure Island Habitat is requesting support from Council to move forward with this initiative.

RECOMMENDED MOTION:

Motion to support the Habitat for Tree program.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Council Meeting 08/10/2021

SUBJECT: Presentation by the Wilmington MPO

BACKGROUND:

Nick Cannon with the Wilmington MPO will present the Cape Fear Change in Motion 2020 plan.



AGENDA ITEM COVERSHEET

PREPARED BY: Tim Murphy

DEPARTMENT: Parks and Rec

MEETING: Town Council Meeting 8/10/2021

SUBJECT: Events Update by Tim Murphy

BACKGROUND:

Tim Murphy will give an update on the upcoming events.

ACTION REQUESTED:

No action needed.



AGENDA ITEM COVERSHEET

PREPARED BY: Bruce Oakley, Town Manager

DEPARTMENT: Executive

MEETING: Town Council Meeting 8/10/2021

SUBJECT: Manager's Update

BACKGROUND:

Town Manager Bruce Oakley will give an update on various projects and events.



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director

DEPARTMENT: Planning

MEETING: Planning & Zoning – 8 July 2021

SUBJECT: Amend Chapter 40, Zoning Ordinance to address gated communities and drives.

Applicant: Town of Carolina Beach

BACKGROUND:

Staff is proposing an ordinance to address gated drives and streets. The concern was brought up by the Fire Department about not having requirements for gates when the town receives request for them. The ordinance is currently silent on the allowance of gates, along with have not having any standards for them. The proposal would address the allowance for gates over roadways and create standards for them. Currently the town has two private communities that are gated 1) Oceana/Spinnaker Point) and 2) Waterview condos. The change would only regulate new gated communities. TRC reviewed the ordinance and recommends the attached ordinance. The ordinance would allow gates over private drives, but not allow any public streets or public access easements to be gated. A vehicle turnaround shall be provided before the gate entrance and the gate shall be setback from the abutting street for the cuing of vehicles. The gates shall open away from, not toward vehicles entering. Pedestrian access points should be provided along the gates. The gate entrance area shall be illuminated. Gates shall be approved by the Fire marshal and meet fire code standards. The proposed ordinance addresses opening gate width requirements and would exempt the town for closing streets and facility for maintenance or safety reasons, such as Canal Dr for flooding reasons or Freeman Park for severe weather.

The Land use Plan does not address gates directly. The proposed amendment would not conflict with the plan if the town would like to address standards and create an allowance.

ACTION REQUESTED:

Review the proposed ordinance and make a motion to Council or direct staff to bring back alternative language

RECOMMENDED MOTION:

Approval - whereas in accordance with the provisions of the NCGS, the Council does hereby find and determine that the adoption of the following ordinance amendment to amending Chapter 40, is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans

or

A statement approving the proposed amendment and declaring that this also amends the plan, along with an explanation of the change in conditions to meet the development needs of the community that were taken into account in the zoning amendment.

Denial - based on inconsistencies with the goals and objectives of the



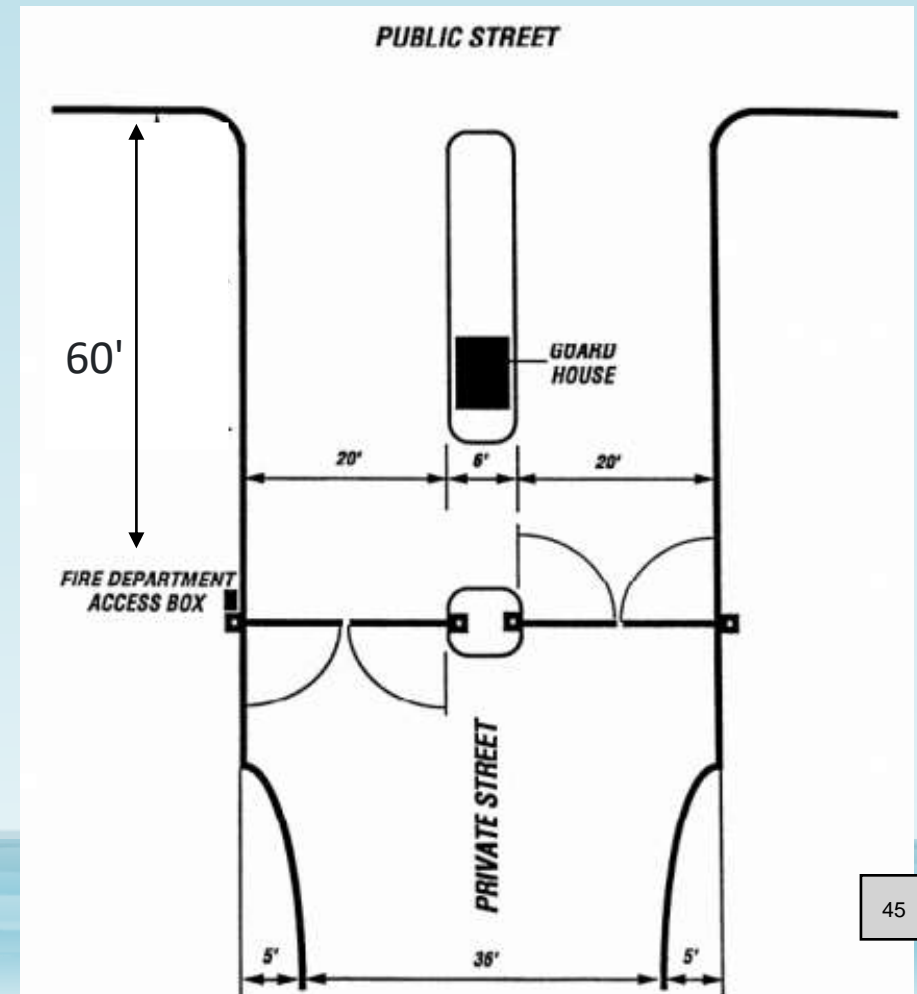
Gated Communities and Drives

Gates

- Fire Department request regulations
- Zoning Ordinance is silent, no regulations
- Currently - two gated communities



1. Shall not be located in an improved town access easement or public right-of-way.
2. A vehicle turnaround shall be provided before the gate entrance. The turnaround shall be a minimum of 20' from the curb line or end of the abutting street.
3. Gate Setback: Minimum of sixty feet (60') from curb line or end of abutting street.
4. All gates will be required to open away from, not toward, a vehicle entering the development.
5. Pedestrian access shall be provided.
6. The gate entrance shall be illuminated.
7. Emergency access shall be approved by the Town of Carolina Beach Fire Marshal and meet the North Carolina State Fire Prevention Code.
8. Opening Gate Requirements:
 - a. Single Gate Width: Minimum clear width of twenty two feet (22') from curb face to curb face for one-way or two-way traffic.
 - b. Dual Gate Width: Minimum clear width of fourteen feet (14') per lane from curb face to curb face on both travel lanes.
9. The closing of town streets and facilities for safety and maintenance reasons shall be exempt from the requirements above.



ACTION REQUESTED:

Review the proposed ordinance and make a motion for approval

RECOMMENDED MOTION:

Approval - whereas in accordance with the provisions of the NCGS, the Council does hereby find and determine that the adoption of the following ordinance amendment to amending Chapter 40, is consistent with the goals and objectives of the adopted Land Use Plan and other long-range plans

P&Z Motion

Approved unanimously to adopt the ordinance as proposed by staff.

Gated Communities and Drives



ORDINANCE NO.

Amend Chapter 40, Zoning Ordinance to address gated communities and drives.

ARTICLE VII. - FENCE REGULATIONS

Sec. 40-209. Gated Streets & Drives

Permits shall be obtained, and are subject to approval by the Town. All gates shall meet the following requirements:

1. Shall not be located in an improved public access easement or public right-of-way.
2. A vehicle turnaround shall be provided before the gate entrance. The turnaround shall be a minimum of 20' from the curb line or end of the abutting street.
3. Gate Setback: Minimum of sixty feet (60') from curb line or end of abutting street.
4. All gates will be required to open away from, not toward, a vehicle entering the development.
5. Pedestrian access shall be provided.
6. The gate entrance shall be illuminated.
7. Emergency access shall be approved by the Town of Carolina Beach Fire Marshal and meet the North Carolina State Fire Prevention Code.
8. Opening Gate Requirements:
 - a. Single Gate Width: Minimum clear width of twenty two feet (22') from curb face to curb face for one-way or two-way traffic.
 - b. Dual Gate Width: Minimum clear width of fourteen feet (14') per lane from curb face to curb face on both travel lanes.
9. The closing of town streets and facilities for safety and maintenance reasons shall be exempt from the requirements above.

Adopted this 10th day of August, 2021.

LeAnn Pierce, Mayor

Attest: _____

Kimberlee Ward, Town Clerk



AGENDA ITEM COVERSHEET

PREPARED BY: Jeremy Hardison, Planning Director

DEPARTMENT: Planning

MEETING: Town Council – 10 AUG 2021

SUBJECT: Adopt a Resolution of Intent to close 20' on the east side of the 1400 block of Croaker Ln right-of-way

BACKGROUND:

SUMMARY OF THE REQUEST

The petition submitted by Kristen Dunn is to close 20' feet right-of-way on the east side of the 1400 block of Croaker Ln right-of-way. The area to be closed includes 6 lots that face Croaker Ln and one corner lot on Ocean Blvd.

ANALYSIS

Typically, when a road closure occurs the land is divided as equitably as possible, generally by way of a '50/50' split between the adjoining land owners on each side of the right-of-way. In this instance the land on the west side of Croaker Ln is owned by the United States. Therefore, this is a request for a partial closure of Croaker Ln right-of-way. Croaker Ln right-of-way was originally platted in 1913 as a 90' right-of-way as part of the Wilmington Beach plat. The plat was designed as a 16 X 7 block area consisting of eighteen (18) 50' right-of-ways and five (5) 90' right-of-ways. In 1955 the US government purchased 5 of the 50' right-of-ways to designate the Sunny Point buffer zone.

The Town paved Croaker Ln and installed water/sewer and stormwater within in the 90' right-of-way in 2008. Since that time all 7 lots have been permitted for development with power and fiber optics installed in the right-of-way. If the petition is approved Croaker Ln would become a 70' right-of-way. In 2010 Seagrove closed the 1200 & 1300 block of Croaker Ln. Croaker Ln was not improved prior to the Seagrove approval. Seagrove designed the right-of-way and installed water/sewer, stormwater and sidewalks within a 50' right-of-way.

THE PROCESS FOR STREET/ALLEYWAY CLOSURES:

1 - Petition or Request for Street/Alley Closing

The Technical Review Committee has reviewed the depicted the areas to be closed. The following comments were presented at the TRC meeting:

1. Infrastructure is currently located in the proposed right-of-way closure. Water main, cleanouts, taps, stormwater, fire hydrant, fiberoptics and power lines, transformer box is located within the proposed closure.
2. If the closure was to occur the cost associated with moving the infrastructure
3. The town is currently improving the stormwater on Croaker Ln. Expanding the dimensions of the properties would potentially allow for greater impervious surfaces to add to the exiting issues.
4. Purpose of a right-of-way is to accommodate vehicular, pedestrian, water, sewer, power, communications and stormwater. Closing a right-of-way would set a precedent for future request with providing these functions.
5. The development off of Croaker Ln is towards the east side because of the Buffer Zone. All of the infrastructure is on the east side of the road to accommodate the homes. The infrastructure is strategically placed from one another in order to maintain each while providing clear distance. If the infrastructure were to be relocated then they would be in close proximity to each other with potential conflicts and harder to maintain.

2 - Resolution of Intent to Close

The Town Council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. If the resolution is passed then the public hearing will be on September 14, 2021.

3 - Publication of Resolution of Intent to Close and Notification to Adjoining Property Owners

The resolution would be published once a week for four successive weeks prior to the hearing, a copy thereof will be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley.

4 - Public Hearing Following Four Weeks of Advertising

At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley.

5 - Record at Register of Deeds the Resolution Ordering Street Closed

A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street or any portion thereof, is located.

6 – Ownership of the right-of-way after closure

All right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

ACTION REQUESTED

To adopt a resolution of Intent to close 20' on the east side of the 1400 block of Croaker Ln right-of-way

RECOMMENDED MOTION:

Adopt a resolution of Intent to close 20' on the east side of the 1400 block of Croaker Ln right-of-way to be published once a week for four successive weeks prior to the September 14, 2021 council meeting.

APPENDIX #2 Resolution of Intent

**RESOLUTION NO. _____**

This is a **Resolution of Intent** to close 20' on the east side of Croaker Ln right-of-way;

WHEREAS, the **Carolina Beach Town Council** has received an application signed by the petitioner owning the property abutting Croker Ln adjacent to the closure; and

WHEREAS, the Town Attorney and appropriate members of the town staff have investigated the sufficiency of the application; and

WHEREAS, the Town Council is of the opinion that the proposed portions of right of way should be closed and the closing of the same is in the public interest, all in accordance with NCGS 160A-299.

NOW, THEREFORE, BE IT RESOLVED, by the Town Council of the Town of Carolina Beach, North Carolina, as follows:

1. The Town Council intends to close to close 20' on the east side of Croaker Ln right-of-way from;
2. The Town Council will hear all persons on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual at a public hearing to be held at 6:30 p.m. on the 14th day of September, 2021 in the Council Room at the Carolina Beach Municipal Administration Building, 1121 N. Lake Park Blvd., Carolina Beach, North Carolina.
3. The Town Clerk is hereby directed to cause this resolution to be published once a week for four successive weeks prior to the scheduled hearing.
4. The Town Clerk is further directed to send by registered or mail or certified mail a copy of this resolution to all owners of property adjoining the street or portion thereof described above as reflected by the tax records of New Hanover County, and to post in at least two (2) prominent places along said street or portion thereof a notice of the proposed closing and said hearing.

Adopted by The Carolina Beach Town Council this 10th day of August 2021.

(S E A L)

LeAnn Pierce, Mayor

Attest:

Kim Ward, Town Clerk

Noel Fox, Town Attorney



**Town of Carolina Beach, NC
Planning and Development**

1121 N. Lake Park Boulevard
Telephone: (910) 458 2978 FAX: (910) 458 2997
www.carolinabeach.org

STREET CLOSING PETITION

CLOSING OF PUBLIC STREETS AND ALLEYS

Section A. SUBMITTAL REQUIREMENTS

PLEASE INCLUDE ALL OF THE FOLLOWING (CHECK OFF). If any information is missing from the petition package, you will be asked to complete the petition and re-submit, so please check the list below carefully before you submit:



\$425 FILING FEE. The petitioner(s) pays for advertisement in a newspaper of general circulation for four consecutive weeks, 2 hours staff analysis, 2 hours in hearings, 4 hours of clerical time (agenda preparation, hearing minutes, legal advertisements, typing) 1 hour case close-out.



NEW HANOVER COUNTY PROPERTY IDENTIFICATION MAP. The petitioner(s) must obtain a New Hanover County Property map from the Carolina Beach Planning Department showing the existing roadway to be closed and all abutting properties.



DESCRIPTION OF THE STREET OR ALLEY. The petitioner(s) must list the description of the street or alley (using the form on Page 3 of this application, and give his / her name, address, city, state, zip code and telephone number.



LIST OF PROPERTY OWNERS. The parcel identification number, names and addresses of the property owners utilizing the street right-of-way should be listed on Page 4&5. The petitioner(s) should obtain the signature of each property owner listed on the petition.

STREET AND ALLEY CLOSING PROCESS:

In order to meet all legal requirements regarding closing a street or alley or abandoning public right-of-way, it is recommended that the petitioner(s) employ counsel. This will also assure property owners of clear title to the petitioned property in the event the Town Council chooses to adopt a resolution to close the street.

Once the petition has been received, the Planning Department will coordinate a review of the proposed street closing with other Town Departments. Town Administration will make a recommendation to the Town Council. The Council will hold a public hearing, and then decide if the closing is in the public interest. If they determine that it is, they will pass a resolution closing the street or alley. At this time, the abutting property owners may submit recombination plats showing the new property lines to the Planning Department, wherein they will be authorized for recording in the New Hanover County Register of Deeds office.

All of the items noted above shall be delivered to town hall or be mailed to:

Carolina Beach Planning Department
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428

Street Closing Petition
Form Revised February 21, 2006

Section B.

NOTICE TO PETITIONERS

1. *Please read the petition and all other information carefully. It is important that you understand what you are signing and how it will affect you.*
2. *Find your property on the enclosed map. Each lot is assigned a number and you must sign beside the number that indicates your lot. If you own more than one affected property, you must sign beside each parcel listed that you own.*
3. *Make sure your deed and the petition map's road frontage correspond with one another. If there is a discrepancy, write the road frontage noted on your deed in the space provided on the petition.*
4. *Sign the petition as signed on the deed. If there are multiple owners, signatures must be listed in the same manner as on the deed.*
5. *If you are signing on behalf of a corporation, give your title and place your corporate seal over your signature.*

Note: Incorrect signatures are not binding on the petition and may cause delay in processing. If you have any questions call the Planning Department at 458-2978. Please read the below excerpt from the North Carolina General Statutes that describes the process of law that must be followed by the City to close a street or alley.

N. C. G. S. 160A-299 Procedure for permanently closing streets and alleys.

- (a) *When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and call a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interests, or the property rights of the individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would be thereby deprived of reasonable means of ingress or egress to this property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgement of the court) shall be filed in the office of the register of deeds of the county in which the street or any portion thereof, is located.*
- (b) *Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. The court shall hear the matter de novo, and shall have full jurisdiction to try the issues arising and to order the street or alley closed upon proper findings of fact by the jury. No cause of action or defense founded upon the invalidity of any proceedings taken closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun 30 days after the order is adopted.*
- (c) *Upon closing of a street or alley in accordance with this section, all right, title and interest in the right-of-way shall be conclusively presumed to be vested in those person owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.*
- (d) *This section shall apply to any street or public alley that has been irrevocably dedicated to the public, without regard to whether it has actually been opened.*
- (e) *No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto (1971, c. 698, s. 1; 1973, c. 426, s.47; c. 507, s. 5; 1977, c.464, s. 34)*

Section C.**SUMMARY INFORMATION**

1. Official street or alley name: Croaker Lane (1400 block)
2. Location of the street or alley: From (name of intersecting street) Ocean Blvd extending (direction) S
(distance in feet) 400' to (name of intersecting street; if dead in or turnaround, state "termination") termination
3. Two (2) copies of tax maps or subdivision plats drawn to scale (at least 1" = 50') depicting the public street or alley right-of-way requested to be closed, showing the names of adjacent property owners, and indicating the location in relation to adjacent intersections and streets.

1. REASON FOR CLOSING THE STREET:

I would like to reduce the right of way from 90' to 50' to not only match the 1200 + 1300 blocks of Croaker Lane, but also all of the other fish streets in Wilmington Beach. The 1400 block of Croaker Lane terminates because of the Island Greenway.

3. THIS PETITION WAS SUBMITTED BY:

NAME: Kristen Dunn

MAILING ADDRESS: 905 Ocean Blvd, # 2

CITY: Carolina Beach STATE: NC ZIP: 28428

DAYTIME TELEPHONE: 910-297-0752 FAX: —

4. TODAY'S DATE: May 17, 2021

5. NEW HANOVER COUNTY PROPERTY MAP – Attached is a copy of the New Hanover County Property Map which shows the subject street or alley and surrounding properties (Obtain from Carolina Beach Planning Department, 1121 N. Lake Park Blvd.)

WE, THE UNDERSIGNED PROPERTY OWNERS, owning land utilizing the street or alley shown on the attached map, hereby petition the Carolina Beach Town Council to close and withdraw acceptance of dedication of such land for street purposes. The parcel identification numbers below refer to parcels as shown on the attached map dated _____.

PARCEL IDENTIFICATION NUMBER R09013-017-001-000 ROAD FRONTAGE (from deed) 100'
 PROPERTY OWNER: Kristen Dunn + Charles M Dunn
 MAILING ADDRESS: 905 Ocean Blvd #2
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: Kristen Dunn Charles M Dunn

PARCEL IDENTIFICATION NUMBER R09013-017-002-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: John Yorfino III and Stacy Yorfino
 MAILING ADDRESS: 1405 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: John Yorfino III Stacy Yorfino

PARCEL IDENTIFICATION NUMBER R09017-008-027-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: William Lewis III and Maureen Lewis
 MAILING ADDRESS: 1407 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: William Lewis III Maureen Lewis

PARCEL IDENTIFICATION NUMBER R09017-008-025-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: Robert Maino + Teresa Maino
 MAILING ADDRESS: 1409 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: Teresa Maino

PARCEL IDENTIFICATION NUMBER R09017-008-023-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: Michael Massey + Yvonne Massey
 MAILING ADDRESS: 1411 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: _____

PARCEL IDENTIFICATION NUMBER R09017-008-021-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: Roger Kenney + Celeste Kenney
 MAILING ADDRESS: 1413 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: Celeste Kenney Roger Kenney

PARCEL IDENTIFICATION NUMBER R09017-008-019-000 ROAD FRONTAGE (from deed) 50'
 PROPERTY OWNER: TDO Construction Company
 MAILING ADDRESS: 1415 Croaker Lane
 CITY: Carolina Beach STATE: NC ZIP: 28428
 SIGNATURE: Michael J. Sullivan, President

Proposed 20' right-of-way to be closed





AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward

DEPARTMENT: Clerk

MEETING: Town Council – 8/10/2021

SUBJECT: Committee Appointments

BACKGROUND:

Council will make committee appointments for expiring and vacant terms.

ACTION REQUESTED:

Council will appoint the following positions:

Beautification Committee (1 vacant position)
Board of Adjustment (3 expiring and 1 vacant)
Marketing Advisory Committee (1 expiring)
Operations (1 expiring)
Parks and Rec (3 expiring terms)
Planning and Zoning (1 expiring term)
Police Advisory (2 expiring terms)

2021 Annual Committee Appointments

Item 15.

Beautification has one vacant seat.

Please Select One:

- ☐ Scott Pate (also applying for Bike/Ped)
- ☐ Christina Bumgarner
- ☐ Rachel Nadeau (also applying for MAC)
- ☐ Hope Combs (also applying for Police Advisory)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Re-advertise

Board of Adjustment has three expiring terms and one vacant term.

Please Select Four:

- ☐ *Jullena Jones Shelley (incumbent – appointed in 2019 to fill a vacant position)
- ☐ *Paul Levy (incumbent – appointed in 2019 to fill a vacant position)
- ☐ *Amanda Nestor (incumbent – appointed in 2019 to fill a vacant position)
- ☐ Scott Cornelison (also serves on Ops)
- ☐ Keith Bloemendaal
- ☐ Tim Howard Hickey (applying for all committees)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Re-advertise

Operations Advisory Committee has one expiring term. John Ittu is not seeking reappointment

Please Select One:

- ☐ Aaron Smith (also applying for P&Z)
- ☐ Butch LeCompte (also applying for Police Advisory)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Tim Howard Hickey (applying for all committees)
- ☐ Re-advertise

Marketing Advisory Committee has one expiring term

Please Select One:

- ☐ *Amy Snider (incumbent – served 2 terms)
- ☐ Amanda Nestor (serves on BOA, also applying for P&Z)
- ☐ Andrea Cannistraci
- ☐ David Weimer
- ☐ Jessica Guinn (also applying for Parks and Rec)
- ☐ Jullena Jones Shelley (serves on Beautification and BOA)
- ☐ Lexi Pate
- ☐ Nicole Powell
- ☐ Rachel Nadeau (also applying for Beautification)
- ☐ Tim Howard Hickey (applying for all committees)

Parks and Rec Committee has three expiring terms.

Please Select Three:

- ☐ *Jason Kesler (incumbent – served 1 term)
- ☐ *Bill Nadeau (incumbent – served 1 term)
- ☐ *Charlie Thomas (incumbent – served 8 terms)
- ☐ Yvonne Bailey (also serves on Bike/Ped)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Scott Cornelison (also serves on Ops)
- ☐ Jessica Guinn (also applying for MAC)
- ☐ Emily Harding (also serves on Beautification)
- ☐ Eric Lachance (also applying for P&Z)
- ☐ Louis Sawyer (new applicant)
- ☐ Re-advertise

Planning and Zoning has one expiring term.

Please Select One:

- ☐ *Melanie Boswell (incumbent – served 1 term)
- ☐ Aaron Smith (also applying for Ops)
- ☐ George Acker (also serve on Police Advisory)
- ☐ Scott Cornelison (also serves on Ops)
- ☐ David Gadalla
- ☐ Eric Lachance (also applying for Parks)
- ☐ Paul Levy (serves on Ops & BOA)
- ☐ Quinn Marlow
- ☐ Amanda Nestor (also serves on BOA)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Re-advertise

Police Advisory has two expiring terms

Please Select Two:

- ☐ *Lou Messina (incumbent – served 1 term)
- ☐ *Lynn Conto (incumbent – appointed in 2020 to fill a vacant seat)
- ☐ Scott Cornelison (serves on Ops also applying for others)
- ☐ David Cole (serves on Ops Committee)
- ☐ Hope Combs (also serves on Beautification)
- ☐ Paul Levy (also serves on Ops also applying for MAC & P&Z)
- ☐ Bill Skinner (serves on Ops and former Canal Drive)
- ☐ Shannon Spell
- ☐ Butch LeCompte (also applying for Ops)
- ☐ Christopher Bartosik (applying for all committees)
- ☐ Tim Howard Hickey (applying for all committees)
- ☐ Re-advertise