



# Town of North Topsail Beach

## Board of Aldermen Regular Meeting Agenda

Wednesday, June 07, 2023, at 11:00 AM

Town Hall - 2008 Loggerhead Court, North Topsail Beach, NC 28460

(910) 328-1349 | [www.northtopsailbeachnc.gov](http://www.northtopsailbeachnc.gov)

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Mayor - Joann M. McDermon  
Alderman - Richard Grant  
Alderman - Connie Pletl  
Town Manager - Alice Derian

Mayor Pro Tem - Mike Benson  
Alderman – Alfred Fontana  
Alderman – Tom Leonard  
Deputy Town Clerk – Kate Winzler

- I. **CALL TO ORDER (Mayor McDermon)**
- II. **INVOCATION (Mayor Pro Tem Benson)**
- III. **PLEDGE OF ALLEGIANCE (Mayor McDermon)**
- IV. **APPROVAL OF AGENDA**

**Specific Action Requested: Mayor will request for a motion to adopt the agenda**

- V. **MANAGER'S REPORT (Manager Derian)**
- VI. **OPEN FORUM**

Citizens have the opportunity to address the Board for no more than three minutes per comment on any issue upon which the Board of Alderman has control.

### VII. **PUBLIC PRESENTATIONS AND HEARINGS**

- A. Monthly update from the Coastal Engineer Fran Way

### VIII. **CONSENT AGENDA**

- A. Approval of Minutes
  - March 15, 2023, budget workshop
  - April 5, 202, regular meeting
- B. Department Head Reports
  - 1. Finance Department
  - 2. Fire Department
  - 3. Inspections Department
  - 4. Planning Department
  - 5. Police Department

- C. Committee Reports

1. Planning Board & PPI Committee
2. Board of Adjustment
3. TISPC <https://tispc.org/minutes/>
4. ONWASA <https://www.onwasa.com/AgendaCenter>

- D. Ratification of the Town Manager's execution of License Agreement with Carolina Telephone and Telegraph for limited privilege and license to erect a community sign recognizing Ocean City to be placed on the property line.

***Specific Action Requested: Mayor will request a motion to approve the Consent Agenda***

## **IX. CONTINUING BUSINESS**

- A. BISAC Update (Chair Strother)
- B. NCDOT Memorandum of Understanding (Town Manager Derian)

## **X. OPEN FORUM**

Citizens have the opportunity to address the Board for no more than three minutes per comment on any issue upon which the Board of Alderman has control.

## **XI. ATTORNEY'S REPORT**

## **XII. MAYOR'S REPORT**

## **XIII. ALDERMAN'S REPORT**

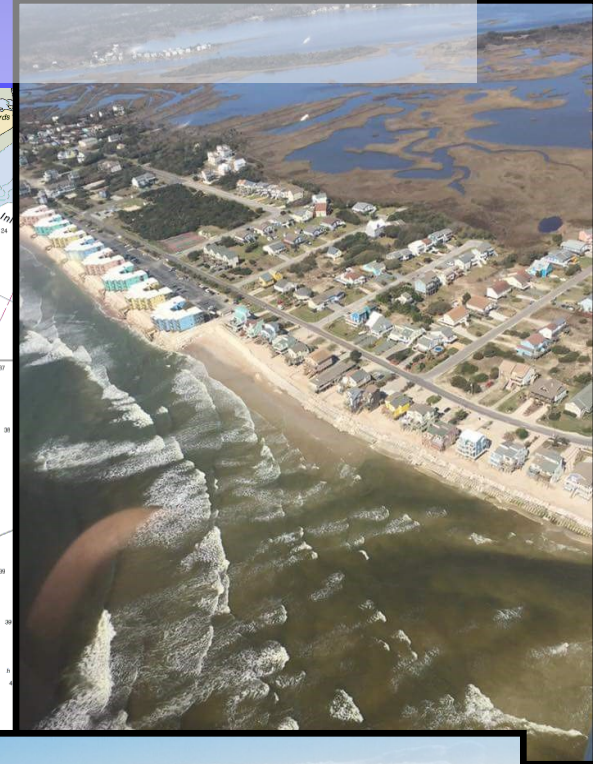
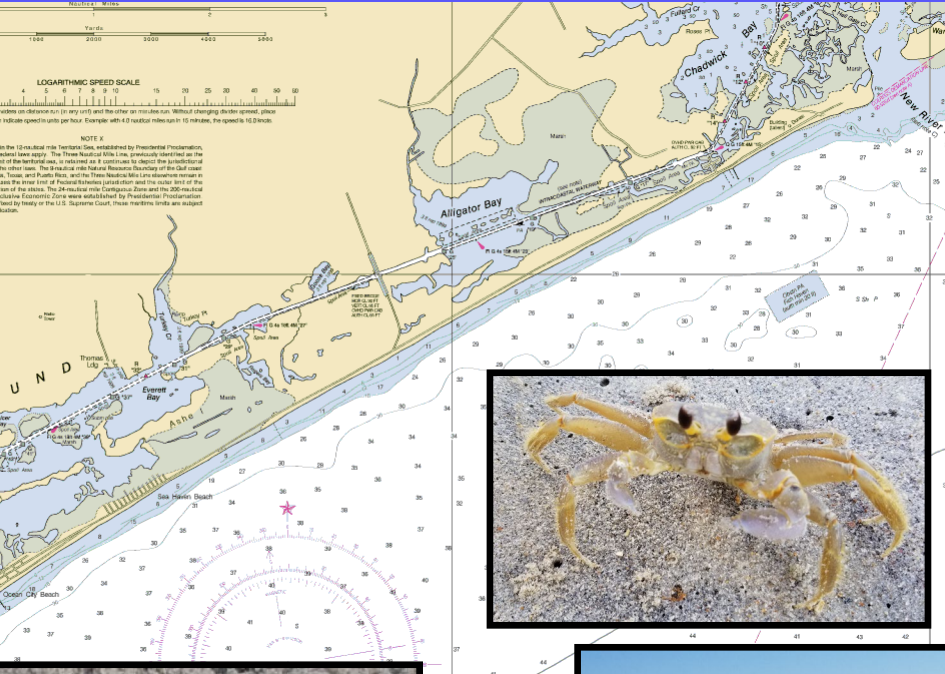
## **XIV. CLOSED SESSION** as per NCGS 143-318.11

- (3) Consultation with the attorney
- (5) Acquisition of real property

## **XV. ADJOURNMENT**

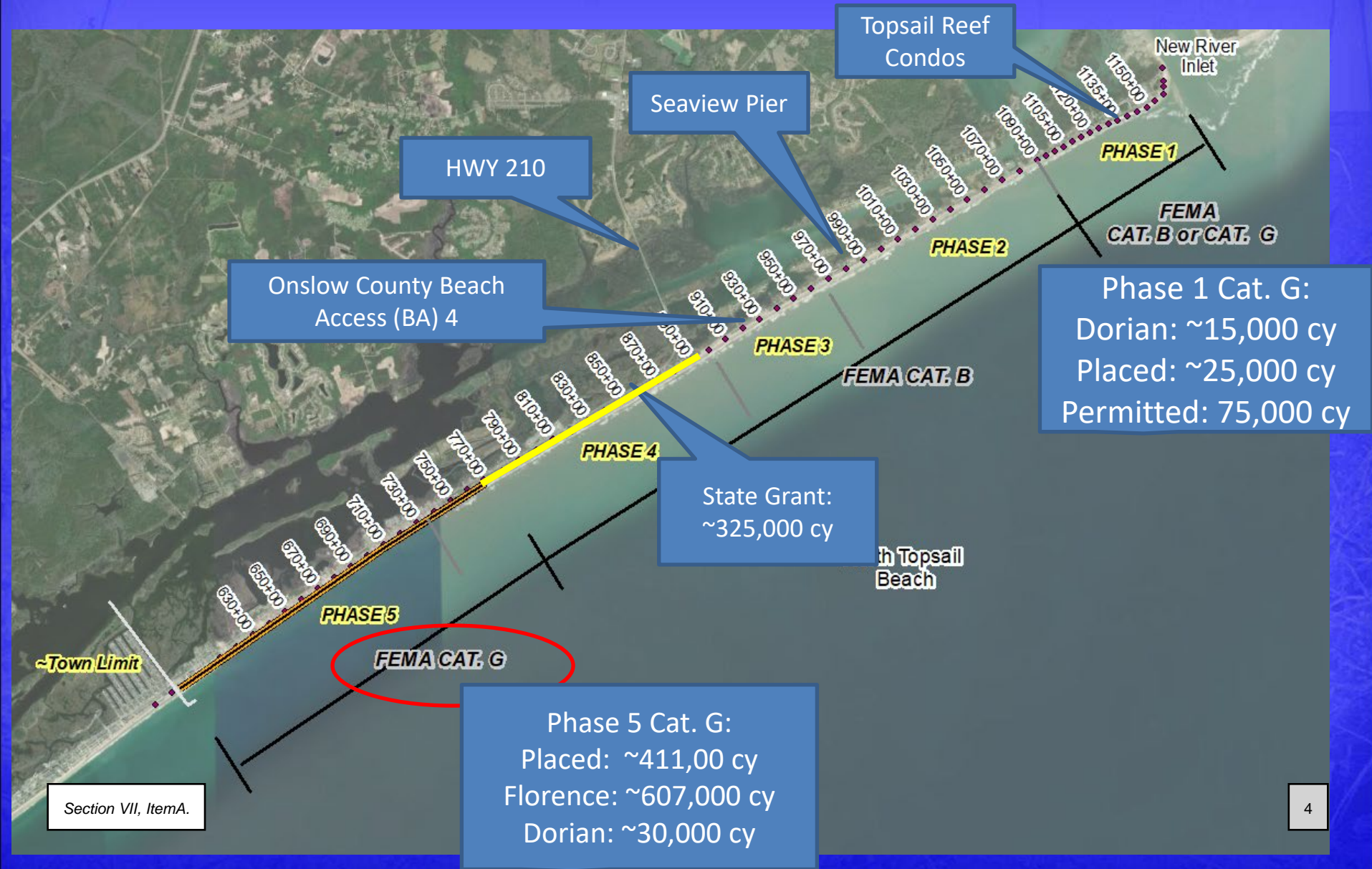
# North Topsail Beach Coastal Update

## June 2023



# Ongoing and Upcoming Projects Overview

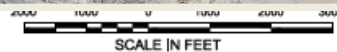
## State Grant, Dorian and Florence FEMA Category G



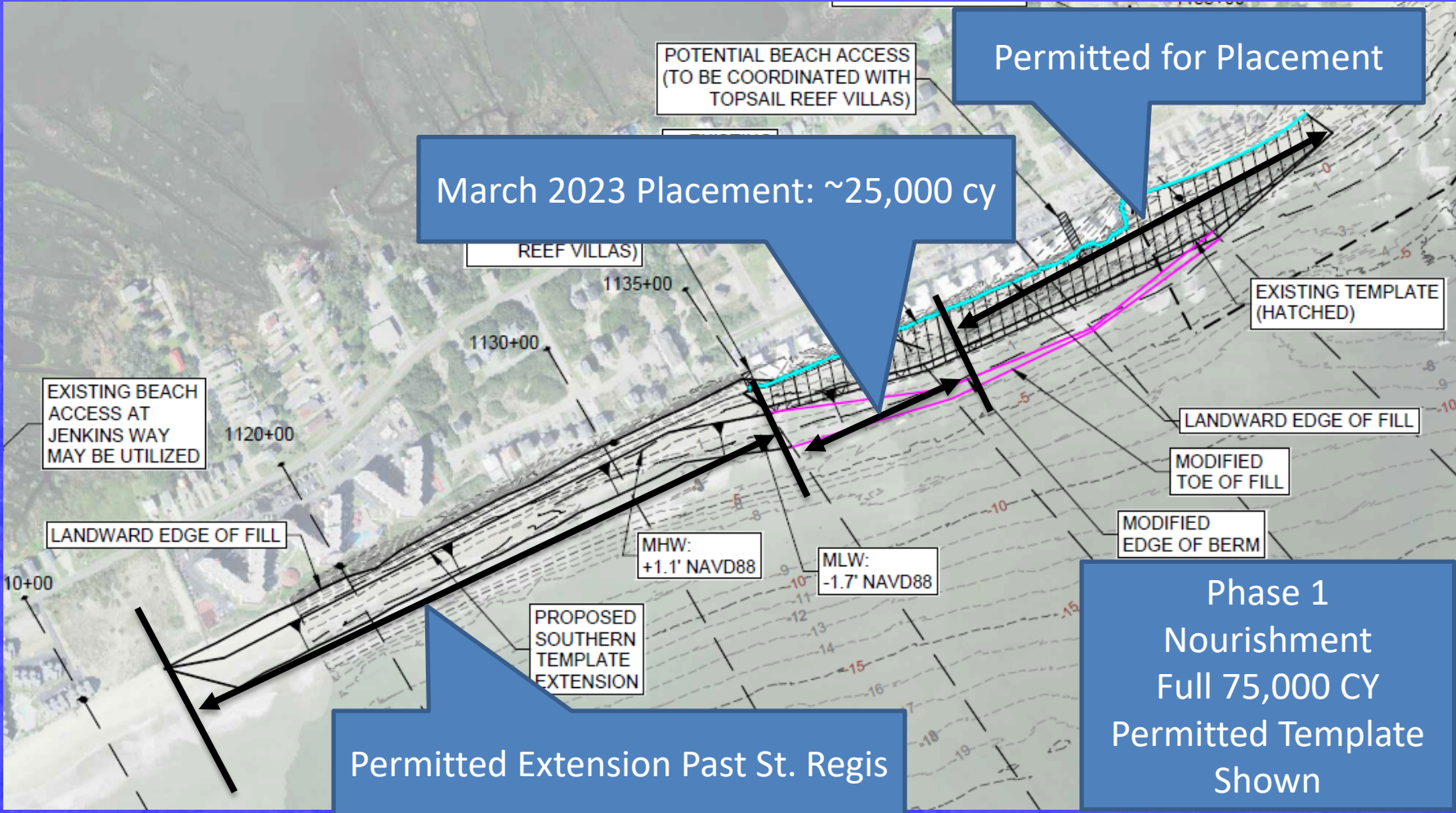
# USACE (Corps) AIWW/Channel Dredging. Completed Mid March



NOTES



# Permitted Nourishment Areas in Phase 1 Beach (not Dune) Truck Haul Nourishment



Section VII, Item A. L Truck Haul Extension South to ~St. Regis

- Phase 1 Nourishment – 15,000 cy FEMA funded (and placed in March)

# Ongoing Florence & Dorian Nourishment in Phase 5 Beach (not Dune) Nourishment. ~3.0 Miles of New Beach



Project to Occur over  
Two Seasons

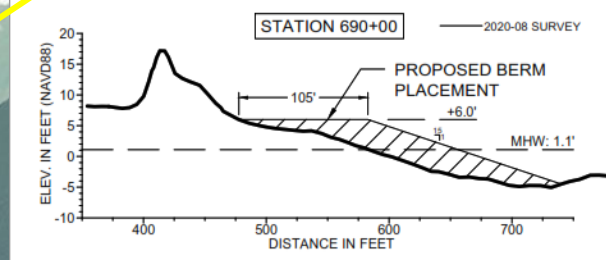
Work Completed  
~3.0 Miles

Remaining Work  
(November 16, 2023)

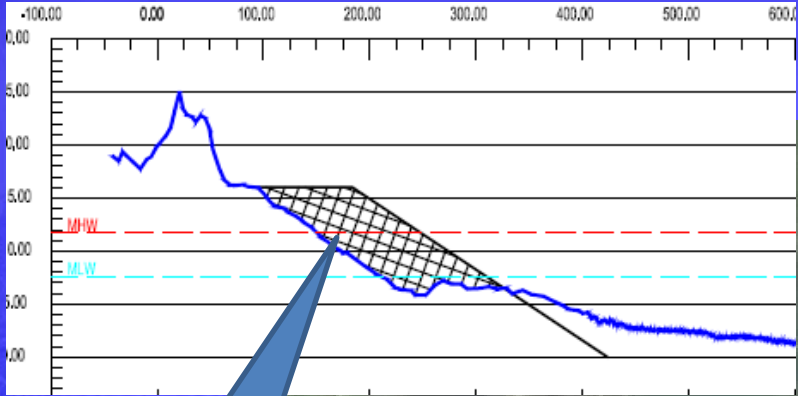
Access at Gray  
Street and  
Working South

Town Limit

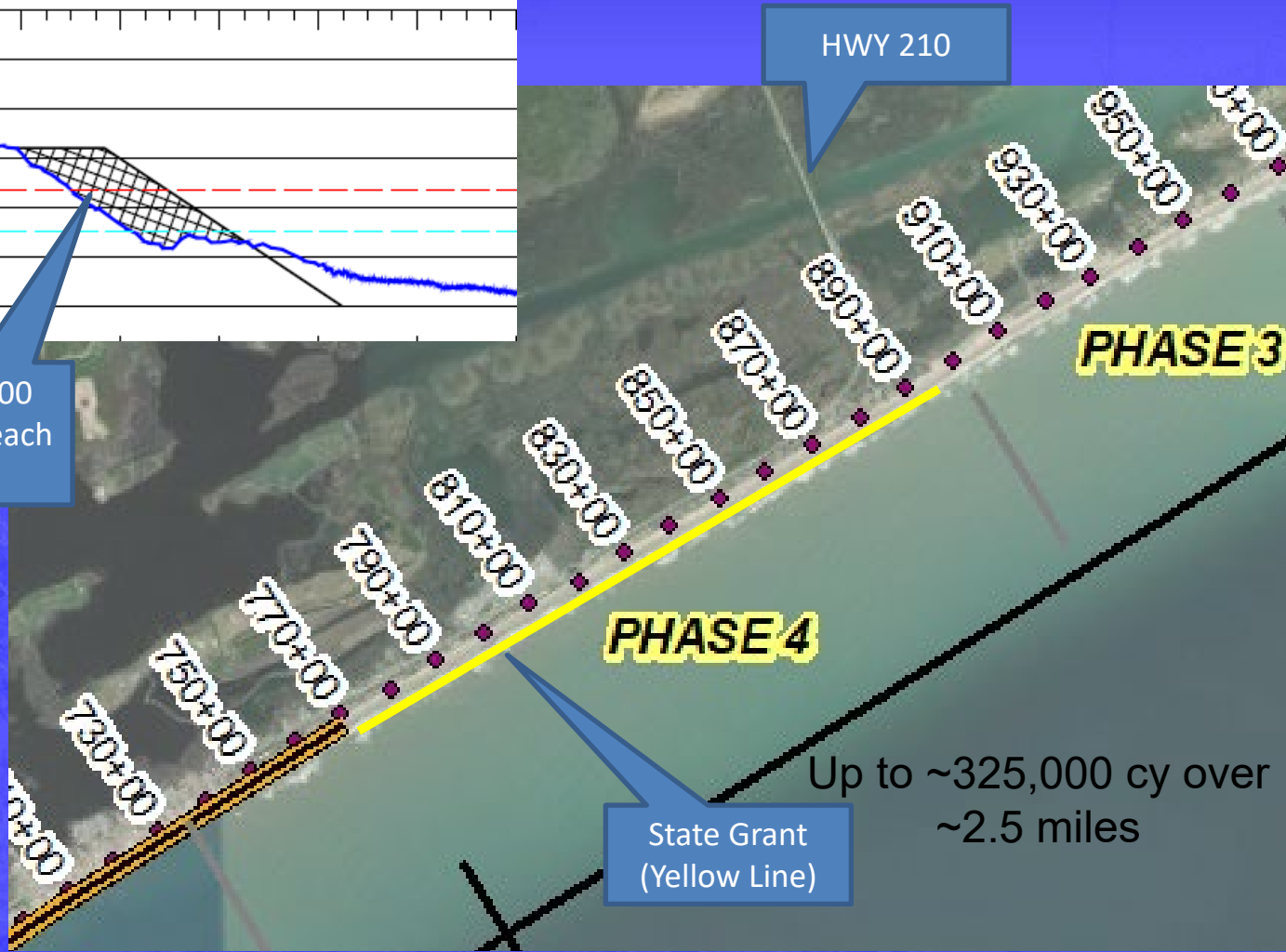
Section VII, Item A.



# Successful State Grant in Phase 4. Beach (not Dune) Nourishment



~80 to 100 Feet of Beach Width



**PHASE 4**

**PHASE 3**

State Grant (Yellow Line)

Up to ~325,000 cy over ~2.5 miles

Project to Occur Next Season – Permits In-Hand



# County Beach Access Dune Rehabilitation - Completed

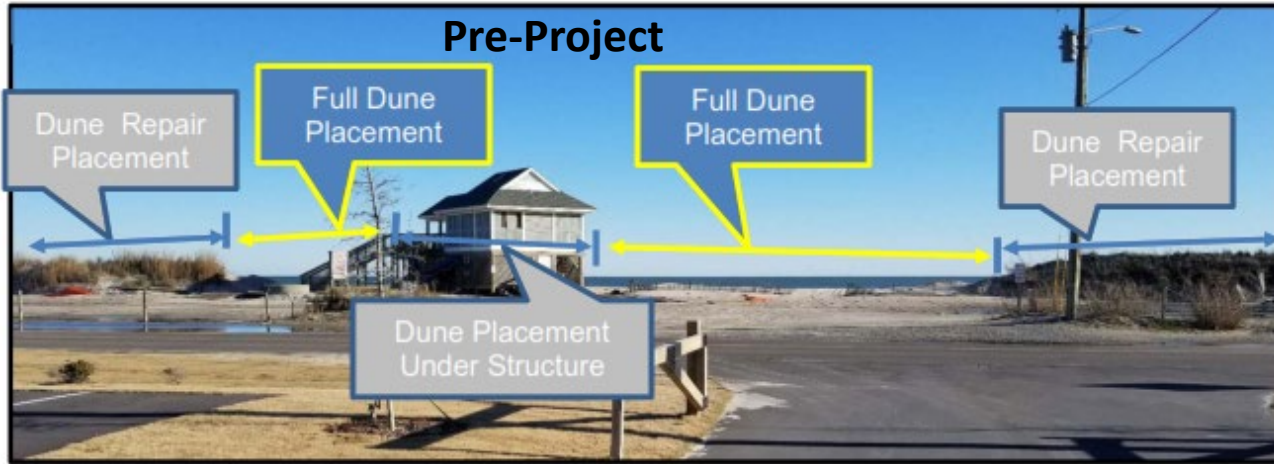


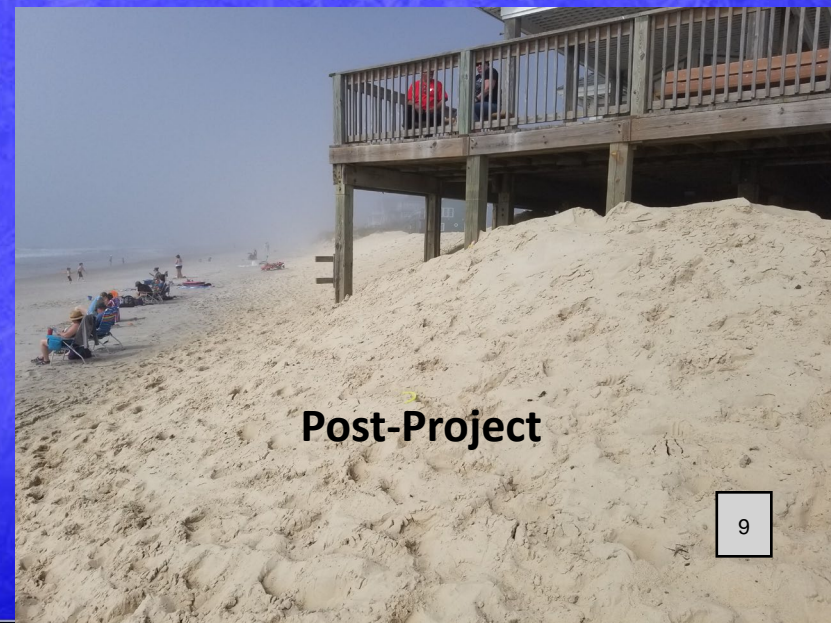
Figure 1: Dune Material Placement (photo taken February 3, 2021).



## Vegetation Sprigging Occurred last week of May (Sea Oats and Bitter Panicum)



Section VII, Item A.



# Town Beach Projects Updates

- USACE AIWW/Channel Dredging and Phase 1 Placement Completed in Mid March - ~160,000 cy
- Hurricane Dorian Phase 1 FEMA Category G (~15,000 cy) near Topsail Reef Condos. Completed ~25,000 cy at Topsail Reef Condos (bldgs. 5, 6, 7, 8) and ~50,000 cy now permitted for placement (starting Nov 16, 2023) extending south of St. Regis as well as north of bldgs. 5, 6, 7, and 8.
- New River Inlet Management Master Plan EIS: Notice of Intent (NOI) has been published and Draft EIS under development.
- County Beach Access 4 –Vegetation Sprigging Completed Late May
- State Grant Nourishment - ~325,000 cy in Phase 4 and connects with Phase 5 Truck Haul. To begin in the fall/winter.
- Phase 5 Beach Nourishment – Placed ~411,000 cy. Remaining volume (~226,000 cy) to be placed starting November 16, 2023.
- Working with NTB Finance Officer and DEC Associates regarding funding for FEMA and State funded projects
- Permitting Coordination (all projects)





Joann M. McDermon, Mayor  
Mike Benson, Mayor Pro Tem

Alice Derian, ICMA-CM  
Town Manager

Aldermen:  
Fred Fontana  
Richard Grant  
Tom Leonard  
Connie Pletl

Nancy Avery  
Interim Town Clerk

Board of Aldermen  
Budget Workshop Minutes  
Wednesday, March 15, 2023, at 8:30 am  
North Topsail Beach Town Hall

The Town of North Topsail Beach Board of Aldermen held a budget workshop on Wednesday, March 15, 2023. There was a quorum of the Board present.

Board members present: Mayor Joann McDermon, Mayor Pro Tem Mike Benson  
Aldermen: Fred Fontana, Tom Leonard, Richard Grant, Connie Pletl

Board members absent: None

Staff present: Finance Officer Caitlin Elliott (via telephone), Fire Chief Chad Soward, Police Chief William Younginer, IT Director Ricky Schwisow, Public Works Director Scott Poelhitz, Interim Town Clerk Nancy Avery, and Town Manager Alice Derian.

Call to order

Mayor McDermon called the workshop to order at 8:30 am.

Approval of the agenda

Motion – Alderman Leonard motioned to approve the agenda as presented; seconded by Alderman Fontana; unanimously approved.

Presentation on Five Year Projections

Mr. Doug Carter of Doug Carter and Associates explained how the forecast process works stating his hoped for outcomes for today are to set the process for forecast development along with initial expectations and obtain the Board’s input and expectations.

Small jurisdictions do not often request an Operating Forecast. Generally, people use a five-year standard though three years is usually more accurate.

Last year we had the General Fund looked at. What about the Beach Fund? There are some costs within the Beach Fund that will be falling off in upcoming years. Ultimately looking at the Beach Fund and how to invest for future projects, we have to know what the beach plan is. We need to look at the needs for new nourishment and set aside funds for ongoing maintenance. We will need to look at how we will build reserves for that. You might want to look further than five years on the beach plan. We just did Nags Head and it was for eight years. It is important to

separate operating and capital which is difficult with one General Fund. The Town has done a good job at separating this and looking at Capital Projects.

It is a good idea to separately plan for capital maintenance of existing assets as opposed to new facility needs. There should be consistency in moving funds from the General Fund to the Capital Improvement Projects Fund.

Mr. Carter asked the Board if there is a need for sensitivity analysis and if so, how much do you think is needed.

Mayor McDermon stated she thinks there is a consensus to not raise taxes this year. The Board's focus right now is on finishing the current projects and developing a beach plan for the future and budgeting funds for it. We have a forecast model now for the General Fund that Mr. Carter did for us and she thinks this conversation is to build or update that. She said she is not opposed to sensitivity analysis and thinks it should be done only on the General Fund side. We need to be aware of the staff time that sensitivity analysis would require.

Mr. Carter said we did do a General Fund forecast last year. The Capital model will force you to borrow at times rather than to pay as you go. His concern is within the operating budget. At what point will the operating expenses outweigh the revenue. This is heavily based on personnel costs. What will future costs of employment be to retain employees. The guidance he needs is the expectation of employee costs in the future. Do we assume average wage increase or assume three or four percent and forecast what that will cost you.

Alderman Grant said he would like to understand inflation impact and whether there is a need to raise taxes this year or next along with a forecast for the cost of a terminal groin and other projects. He is concerned that if the Town starts making commitments of so many cents to the Capital Improvement Project Fund or the Beach Fund, he does not want to end up short in the General Fund. The Town has failed to plan in the past. He is not talking about doing this by department. He is looking at a higher level such as costs today are this amount and with a projected inflation rate of a certain percentage, costs will be a certain amount over time.

Alderman Fontana stated if it was true that the Town did not plan in the past then we would be short on the money to build the Fire Station.

Note: Alderman Leonard left the meeting at 9:12 am.

Mayor Pro Tem Benson said he is hearing that if the sensitivity analysis could show us trends up and down that would be nice, but he is also hearing that we do not have the extra staff time to do a sensitivity analysis.

Mr. Carter said maybe the Board should move this discussion to the fall to allow you to finish this budget. The challenge on the Fire Station will be getting the bids in. He recommends 120 day bid process to allow time to get a loan, have a public hearing, etc. because this will be happening in the middle of the budget process.

Mayor McDermon called for a break at 9:39 am.  
Mayor McDermon resumed the workshop at 9:50 am

Recap of Draft FY 2024 budget

The Board reviewed the amount budgeted for Recreation and whether that was enough for events, the bike path and DOT plans and how to proceed.

Finance Officer Elliott stated the tax valuation for Fiscal Year 2022-23 was \$1,589,800 and is projected at \$1,612,500,000 for Fiscal Year 2023. One cent tax rate value is \$161,250 for 1 cent at a 100% collection rate and \$153,187.50 for 1 cent at a 95% collection rate. She reviewed tax rate comparisons with the Board.

**Consensus items:**

1. Get through the budget process and work on an analysis forecast in the fall.
2. Order of priority for Doug Carter and Associates is
  - A. Capital Improvement Project Fund
  - B. Beach Fund
  - C. General Fund contributions to Capital Improvement Project Fund and/or Beach Fund.
3. Recreation Budget – increase draft budget expenditure amount from \$7,000 to \$10,000
4. Bike Lane – add to April agenda for formal vote
5. Draft budget decisions to be made:
  - a) Add salary increase numbers
  - b) Budget for contingency fund.

**Motion** – Alderman Pletl motioned to adjourn at 10:23 am; seconded by Mayor Pro Tem Benson; unanimously approved.

Budget presentation herein incorporated as part of these minutes.

\_\_\_\_\_  
Joann McDermon, Mayor

ATTEST \_\_\_\_\_  
Nancy Avery, Interim Town Clerk



Joann M. McDermon, Mayor  
Mike Benson, Mayor Pro Tem

Alice Derian, ICMA-CM  
Town Manager

Aldermen:  
Fred Fontana  
Richard Grant  
Tom Leonard  
Connie Pletl

Nancy Avery  
Interim Town Clerk

Board of Aldermen  
Regular Meeting  
Wednesday, April 5, 2023  
North Topsail Beach Town Hall

The Town of North Topsail Beach Board of Aldermen held its regular meeting on April 5, 2023. A quorum of the board was present. Attorney Edes was in attendance.

Board members present: Mayor McDermon, Mayor Pro Tem Benson, Aldermen Connie Pletl, Fred Fontana, Richard Grant, and Tom Leonard.

Board members absent: none.

Staff present: Town Manager Derian, IT Director Ricky Schwisow, Police Chief Younginer, Fire Chief Sower, Planning Director Hill, Finance Officer Elliott and interim Town Clerk Avery.

Call to order

Mayor McDermon called the meeting to order at 11:00 am.

Alderman Pletl gave the invocation and led the Pledge of Allegiance.

Approval of Agenda

Manager Derian requested her report be moved under Presentations and a new item be added under New Business as item D. NC Resilient Coastal Communities Program with a presentation by WK Dickson and projects for the town and possible action via resolution to apply for grant funding of priority project. Alderman Fontana asked to remove and postpone to next month item 9c on the bike lane as he does not have information yet. Mayor Pro Tem Benson asked to pull the minutes from the Consent Agenda to Continuing Business for corrections.

**Motion** - Alderman Pletl motioned to adopt the agenda as amended as referenced above; seconded by Alderman Fontana; unanimously approved.

Public Hearings

A. Application from Carrigan Family Foundation LTD to install Electrical Vehicle Charging Station (EVCS) at Palm Tree Market, Tiki Bar and Restaurant.

Mayor McDermon opened the Public Hearing at 11:04 am.

Planning Director Hill explained the Carrigan Family Foundation LTD submitted an application to install electrical vehicle charging station at their property located at 2181 New River Inlet Road. The site includes a convenience store and Tike Bar and restaurant. The requested charging

station meter panel will be installed at the south end of the bar outside, approximately five feet above ground. Charging units will be mounted at grade level. Requested use is compatible with the zoning ordinance. Application requires site plan review and all staff comments are included in your packet. Staff indicated no issues. The Planning Board recommended approval.

*Discussion*

Alderman Grant stated we do not need to amend the text to grant this application is that correct? He said he wants to make sure we do it right the first time. Have we put everything in the changes to the ordinance that it will be streamlined going forward?

Planning Director Hill replied that is correct. This is the first commercial site use we are approving and that requires changes to the ordinance. We have approved residential use before.

Mayor Pro Tem Benson asked if the charging station meets state standards.

Planning Director Hill said state standard requirements will have to be met as part of the approval.

Alderman Fontana asked if these will be open to the general public?

Applicant Chris Carrigan answered that charging stations will be open to the public.

**Motion** - Alderman Leonard motioned to close the Public Hearing at 11:19 am; seconded by Alderman Pletl; unanimously approved.

**Motion** - Alderman Pletl motioned to approve the application to install electric vehicle charging stations as presented; seconded by Alderman Grant; unanimously approved.

Attorney Edes stated the approval needs to be based on the condition that it is approved if it meets all state law requirements.

B. Proposed text amendment to UDO Chapter 4 (Use specific), Table 4-1 to add Definitions for Electric Vehicle Charging Stations (EVCS)

**Motion** - Alderman Leonard motioned to open the Public Hearing at 11:20 am; seconded by Alderman Grant; unanimously approved.

Planning Director Hill recommended a proposed amendment to Table 4-1 Use Table of the Unified Development Ordinance (UDO) to allow for EV charging stations 1 and 2 by right in all residential districts and charging stations 2 and 3 by right in both B-1 and B-2 zoning districts to include the appropriate definitions in Article 11 for clarification when receiving applications.

*Discussion*

Alderman Fontana asked if we could mandate that commercial level two charging stations be open to the public.

Planning Director Hill said she thinks by the nature of it being commercial makes it open to the public.

Alderman Grant said by passing this we are not precluding the permitting process, is that correct?

Planning Director Hill said applications will still have to go through the permit process.

**Motion** - Alderman Grant motioned to close the Public Hearing at 11:29 pm; seconded by Alderman Pletl; unanimously approved.

**Motion** - Alderman Grant motioned to adopt the proposed amendment to Table 4-1 Definitions in the Unified Development Ordinance as presented; seconded by Alderman Pletl; unanimously approved.

Open Forum

None

Manager's report

**Beach Projects:**

**Phase 5**

- ST Wooten completed their work with the Phase 5 project. Approximately 178,305 CY's have been placed as of March 10<sup>th</sup> during this segment of the project, with approximately 300,000 cubic yards (CY's) placed in total. CM Mitchell has started Tranche 2 of the project and is actively hauling sand. As of April 3<sup>rd</sup> they have placed 58,336 CY's of sand and will continue to haul sand through the end of this month.

**Phase 1**

- ST Wooten worked through March 30<sup>th</sup> to place 24,419 CY's of sand. The area immediate to the South of the Reef received sand that included buildings #5,6,7 and 8 to include 100 feet south of the Reef. We received notice from the state at EOD on Friday, March 31<sup>st</sup> that they granted a one-time extension of the permitted moratorium to allow work through April 14<sup>th</sup>. Fran has reached out to ST Wooten to determine if they can resume. They expressed concern with working further into the season because of seasonal/traffic issues. They will finish the remaining amount of work that the BOA has authorized when we resume in the fall.

**BA#4**

- Work was completed at BA#4 as of March 31<sup>st</sup>. 2,017 CY's of sand have been placed.

**Richard Peters Park**

- Renovations continue in Richard Peters Park. We will be scheduling painting the outside of the building and playground swings.

**Fire Station Replacement:**

- Since our last meeting, I have made applications for all permits. We have a meeting scheduled next week with the Architect to complete a page-by-page review of documents and I will be working on preparation of IFB documents.

**NTB Music Festival:**

- A lot of work went into the scheduled NTB Music Festival that was scheduled for April 1<sup>st</sup>. Leading up to the event, we had meetings with the vendor that manages the bands



concerning weather. The decision was ultimately made to cancel the event in advance so that we could get \$15,000 back on the contract for the bands and be able to give all ticket holders a 100% refund on their purchased tickets.

- We sold 181 tickets that included 6 children under 12 that were free of charge. \$5,250 in ticket sales. The vendor indicated that historically there are always a lot of tickets sold at the gate. The unrecoverable total cost for the concert was \$3,387. This represents a portion of the contract for the bands \$3,000 plus \$387 for the Trolley.

**Budget:**

- The next round of budget meetings for the FY 2023-2024 budget are as follows:
  - April 19<sup>th</sup> and April 20<sup>th</sup> –BOA Budget Workshops to be held from 8:30am to 4:30pm at Town Hall
  - May 10<sup>th</sup> – Public Hearing on the Budget to be held at 1:00pm at Town Hall
  - June 7<sup>th</sup> – Budget / Ordinance Adoption – Budget to be adopted during the regular June BOA meeting.
- Please note that while the budget workshops are scheduled over a two-day period, if tasks are completed within one workshop day, the second will not be necessary.
- This schedule will also allow for an additional workshop in May if necessary.

**Shrimp Trawler Debris:**

- I have continued to follow up with NC Coastal Federation and they have been working with several partners and their contractor to determine the feasibility of removing as much as possible of the metal rigging from the sunken shrimp trawler in the New River Inlet. They are contracting with commercial divers to remove the rigging to the extent possible. They may be able to work on the debris removal in the next couple of weeks. They have worked with this particular contractor to remove 100 vessels along the coast since 2021 . As I stated before, I am thankful to the NC Coastal Federation for their assistance and willingness to allocate funds throughout the last several months for this upcoming project. I will provide updates and advise once we have a firmer date and schedule for the project.

Coastal Engineer Report

Mr. Fran Way updated the Board on the status of projects with the following highlights:

- The Army Corps recently finished phase I placement of material at the end of March and placed 160,000 cubic yards of material. The sand is a good color and the beach is compatible.
- Phase 5 project is going well. They are still working south to Gray Street and material has been placed on two and a half miles of beach so far. It should spread south also, which is a good benefit. CM Mitchell asked this morning to extend the work into May. He thinks the agencies will be okay with it and we will have to get an ok from the turtle monitoring program.

Manager Derian asked if an extension is granted, how many more cubic yards will be placed?

Mr. Way responded approximately 40,000 more.

**Consensus** – proceed with extending the work by CM Mitchell into May.

- Phase 4 permit was issued today. It will start November and place 325,000 cubic yards of material will head up to where we are right now 2.5 miles of beach.

Manager Derian asked if there has been conversation about stockpiling for Phase 4 in advance? Mr. Way said yes. There may be additional costs and CM Mitchell is to get me an estimate.

- He viewed the County beach access dune rehabilitation project today and it is looking good. The Hatteras ramp is back.

#### *Discussion*

Mayor McDermon said if we are not planting, we will not have fully vegetated dunes.

Mr. Way said we came in under budget. We could use that money for planting.

Manager Derian said that was never part of the original scope with the County on the project and they will have to agree. This is a formality we will have to go through.

**Consensus** - plant using the under budgeted funds with the Manager approaching the County and staying under budget for the project.

Manager Derian asked Mr. Way to get her a cost estimate for planting and the scope of work.

- We can wrap up the FEMA Category G Dorian project that placed 15,000 cubic yards near Topsail Reef Villas. The New River Inlet Management Master Plan Environmental Impact Study Notice of Intent has been published. The County beach access project is complete besides mounds of sand and vegetation.

#### Consent Agenda

Alderman Grant asked Finance Officer Elliot questions regarding her report. 1. As the normal period for are what we thought we would collecting for property taxes is over and have we likely collected all we will; 2. Interest is up because town deposit interest rates are up, sales tax is at \$1.86 million and the whole budget is \$1.89 for the year and that is good, paid parking is a problem versus budget and will not catch up will it and expenses are at about 60% for the year and if there are no glitches that is good. Elliott answered in the affirmative. For Fund 12 we have collected \$1 million and budgeted \$990,000 and expenses look good. Fund 30 is on target with collection of \$1.5 million with a budget of \$2 million. We are looking good on revenue with expenses under control and no expected glitches. Again Elliot confirmed these.

Finance Officer Elliott said paid parking will not catch up. She sees no major glitches.

**Motion** - Alderman Leonard motioned to approve the Consent Agenda as amended; seconded by Mayor Pro Tem Benson; unanimously approved.

#### Continuing Business

- A. BISAC update - Chair Strother read his report from the Beach, Inlet, Sound Advisory Committee (included in minutes) stating the committee recommends the Board of Aldermen request the County to adopt an ordinance banning the use of unencapsulated polystyrene in dock floats in county waters similar to what the town adopted.

**Consensus** - Mayor McDermon to make recommendation to County to adopt ordinance as referenced.

#### B. Washington DC trip update

Alderman Leonard stated he, the Mayor and Town Manager were in Washington DC from March 20 - 24 to meet with legislators. He presented a power point slide show to the Board and requested it be included as part of these minutes. Highlights from the slide were:

#### Meeting schedule:

- Tuesday, March 21
  - TISPC In briefing with The Ferguson Group
  - Mr. Ryan Hambleton, Staff Director, House Subcommittee on Water Resources and Environment
- Wednesday, March 22
  - Senator Ted Budd and Staff
  - Senator Thom Tillis Key Staff
  - Congressman David Rouzer and Staff
  - U.S. Army Corps of Engineers
- Thursday, March 23
  - Mr. Kiel Weaver, Staff Director, House Committee on Natural Resources Subcommittee on Water, Wildlife and Fisheries
  - Congressman Greg Murphy and Legislative Assistant Ray Celeste

**House Bill 2437** was introduced by Congressman Murphy on March 30, 2023, and co-sponsored by Congressman Rouzer. It was referred to the House Committee on Natural Resources on March 30<sup>th</sup>. The bill contains language to correct existing CBRA Map unit L06 language.

#### What's Next

- Resolution thanking Congressmen Murphy & Rouzer
- Continue discussions with Congressman Murphy's office
- Continue discussions with The Ferguson Group
  - Companion Senate Bill - Mike McIntyre

#### How you can help

- Write to Congressmen Murphy and Rouzer
- Write to members of House Committee on Natural Resources:
  - <https://naturalresources.house.gov/about/members.htm>
  - No NC Members on Committee
  - Out of State Property Owners
    - Ask Representatives to please support H.B. 2437

Mayor McDermon said previously we drafted a CBRA letter for residents to take from the website to send to legislators. Alderman Leonard responded he would work on that.

**Motion** – Alderman Leonard motioned to approve resolutions thanking Congressmen Rouzer and Murphy for assistance with filing a bill regarding the CBRA Map L06 amendment; seconded by Mayor Pro Tem Benson; unanimously approved.

C. Minutes from March meeting

Mayor Pro Tem Benson said there are two corrections to the March minutes: 1) on page 34 of the packet, after the last bullet item on coastal engineering report, the context should say 'at county beach access 4'. This is necessary for there to be context and 2) on page 39, 'RISPC' should be 'TISPC'.

**Motion** - Mayor Pro Tem Benson motioned to approve the March 2023 minutes as amended; seconded by Alderman Leonard; unanimously approved.

New business

A. Increase in Sneads Ferry housing on public safety

Alderman Grant stated as public safety goes off island to help and we have an agreement with the County for assistance. The Sheriff's department is understaffed and that may be an issue with all the new development occurring in Sneads Ferry.

Manager Derian said the new sheriff is having quarterly meetings with the police chiefs. They can discuss any emerging issues and bring any topics of concern to her for further review.

Alderman Leonard stated there was an article in the news about this and new apartment complexes are advertising themselves as minutes to the beach. This will put a drain on all our resources and it is not fair or just to put increases on the backs of taxpayers. We need to think about how we are going to approach who, when and why about the type of this development and the speed and impact. Sneads Ferry is unincorporated and we respond there often. Something has to give.

Alderman Pletl said these are good points. The County is struggling with budget but they will get new property taxes and she thinks the County needs to help with funding in the future. She said she has no problem with aid over the bridge but there is a cost associated with it.

Alderman Grant stated the County has volunteer fire departments and may not have funding for staffing or may not get people to volunteer.

B. Beach engineer to provide some background - CBRA

Alderman Grant said BISAC (Beach, Inlet, Sound Advisory Committee) discussed financial analysis of where beach money has been spent in town last few years. They want to put together a fact sheet for the Board to answer questions for educational purposes.

Alderman Leonard stated Topsail Island Shoreline Protection Commission (TISPC) did a short paper with a good summary on CBRA. Mayor McDermon said that paper should be on our website.

C. ECO Topsail

Manager Derian stated at the last Shoreline Protection meeting, ECO Topsail did a presentation asking towns to come forward with an ordinance to ban balloons on Topsail Island. She is not

recommending any action at this point, this informational. If the Board should go forward with this, we want to make sure the ordinance is comparable with other towns so it is not confusing. The violation they proposed is civil with a fine of \$500 per balloon. She thinks this is somewhat excessive and there is the matter of enforcement.

Mayor McDermon said she does not know how you would enforce this. The problem she has with the majority of ordinances we have trouble with is enforcing them. She would not have an issue with a policy statement discouraging release of balloons, but no ordinance. Education is better and maybe the turtle hospital could add this to their talks.

Alderman Pletl said unless they announce a release of balloons, she does not know how we would enforce it. It sounds cumbersome.

Alderman Grant commented that if we find them, they are deflated, so we pick them up and dispose of them. It does not sound like a good use of our time.

#### D. Presentation by WK Dickson

*Town Manager Derian* said the Towns received an RCCP grant in the amount of \$135,000 that was filed jointly by the three towns (North Topsail Beach, Surf City and Topsail Beach). The RCCP provided a phased framework to assess coastal risks and vulnerabilities, engage community stakeholders, and develop projects to strategically improve the resiliency of communities and their natural built infrastructure. Through this process, 10 sites/hot spots for NTB as we called them were identified.

WK Dickson presented at the last TISPC meeting (Feb. 24<sup>th</sup>) the finalization of potential storm water projects. I requested WK Dickson to provide a proposal for grant writing services on two of the projects presented (park and fire station area) and a probable cost of construction immediately following the TISPC meeting. The Site 4 (The Fire Station) Opinion of Construction costs is about \$671,000. This project utilizes the Topsail Ave "Paper Street" Site 8 (Richard Peters Park) Opinion of Construction costs is about \$338,000. Both projects are attached.

I have reviewed a proposed Resolution for LASII Funding which stands for Local Assistance for Stormwater Infrastructure Investments Program and amended it so it would not tie us financially to the construction costs. There is no match required for this grant. If the board chooses to proceed with these two projects and apply for LASII funding, it will essentially get us to the point where final design and permitting will be completed. We would then have the option to seek and apply for construction funds. I have provided a copy of that amended Resolution to the Town Attorney for review. The sense of urgency to add this item to today's Agenda revolves around grant deadlines for storm water projects. LASII has a deadline of May 1<sup>st</sup> and The RCCP Phase 4 : Implementation and Construction has a deadline of April 28<sup>th</sup>.

As I mentioned earlier, RCCP was proposed in phases. We completed Phases 1-3 and the next step would be Phase 4 Implementation. Our two projects require additional design and permitting to get them to be ready for construction. Having said that, I have fully vetted and started to prepare an application for Phase 4 through RCCP for the Park project. Having worked through all probable costs with WK Dickson yesterday, I landed on a \$399,520 request. Again,

this is for implementation, so this is for probable design, permitting AND construction costs. No match required. The downside if we choose to go this route for the project in lieu of including it in the LASSI application is the expected grant awards that DCM anticipates making, which range from \$50,000 to \$250,000. The park project far exceeds this range and could likely be declined. I can complete this grant application on my own with making the deadline; however, want to be fully transparent to the Board with the options and allow you to make an informed decision on grant direction should you choose to pursue these projects.

*Mark Horstman, WK Dickson, stated:*

- He has been working with the Town Manager to review the RCCP results.
- He will talk about some potential funding opportunities.
- Presented solutions utilize nature-based designs, implement as little gray infrastructure as possible and are designed to infiltrate as much runoff as possible
- The solutions do not solve hurricane related events.
- The intent is to get the water off the road to allow safe travel during regular storm events.
- A lot of the solutions are on state roads, so approval from Department of Transportation would be needed.
- Proposed infiltration chambers within secondary dune systems as a solution
- Another useful infiltration tool is the use of permeable pavers.
- ARPA LASII funding is available using some funding the state set aside for this. To qualify you have to document stormwater issues, demonstrate significant hardship raising revenue, and requires a Board resolution has to be approved.
- No matching funds are required and applications are due by May 1<sup>st</sup>.
- Two hotspot solutions identified were # 4 Site 4 Fire Station and Site 8 (Richard Peters Park)
- The Town can apply up to \$400,000 for both planning and permitting.
- Construction costs are not included in this funding.

Town Manager Derian asked Mr. Horstman to provide estimated construction costs from bid values collected over the last 6 months.

#### *Discussion*

Board member discussed maintenance issues with pumping and permeable pavement, how DOT bike lanes would be done during resurfacing, whether or not they could put more crown on the road to help with this and whether the infiltration swells are covered or open.

Manager Derian stated the recommendation if the Board decides to move forward with both or either of these projects is to proceed with the LASII grant funding application for design and permitting. The park project construction estimate is \$399,000 for planning, permitting and construction. State funding is limited to \$220,000 range and we might lose out. We would then miss this opportunity. If funding is received, we can then look at construction cost.

Mayor McDermon said it is a total of \$15,000 to write the grant for both projects, is that correct. Manager Derian replied it is a total of up to \$15,000 for both.

Mayor McDermon polled the Board members and the unanimous consensus was to move forward with spending up to \$15,000 to write a LASII grant for both projects.

Mr. Horstman stated to proceed, we will need a resolution.

- **Motion** - Alderman Grant motioned to approve the resolution for the not to exceed \$15,000 to proceed with grant application for design and permitting for two proposed sites identified as # 4 Site 4 Fire Station and Site 8 (Richard Peters Park); seconded by Alderman; unanimously approved.

Open Forum

None

Attorney report

None

Mayor McDermon stated a tremendous amount of work went into planning the concert and she is disappointed it had to be cancelled. We want to look at small things we can do in the park instead of trying to reschedule the concert.

Mayor Pro Tem Benson thanked the manager and staff and Susan Myer for the work on the concert.

Alderman Pletl thanked all that attended or watch the videos and asked that residents join us for budget meetings. She thanked the manager for her work on the shrimp trawler. She said we need volunteers on the Parks and Recreation committee.

Alderman Leonard said we have to keep pushing legislation on CBRA. The NC Beach, Inlet, and Waterway conference is coming up in May.

Alderman Fontana said he echoed what Alderman Pletl said. He has been walking the New River Inlet Road and there is a lot more traffic. He cautioned everyone to watch out for pedestrians.

Alderman Grant stated he attended the County Commissioner meeting. They are getting pressure on their budget and are going to talk to the General Assembly to try to increase the sales tax. He thanked and complimented the manager and staff on the budget report.

Closed session

**Motion** - Alderman Leonard motioned to go into closed session 1:37 pm as per NCGS 1430318.11(3) consultation with the attorney; seconded by Alderman Grant; unanimously approved.

Adjournment

Motion – Alderman Leonard motioned to return to open session and adjourn at 2:04 pm; seconded by Alderman Fontana; unanimously approved.

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Joann McDermon, Mayor

ATTEST: \_\_\_\_\_  
Nancy Avery, Interim Town Clerk





BOARD OF ALDERMEN  
MEMORANDUM

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TO: MAYOR MCDERMON AND ALDERMEN

FROM: Caitlin Elliott, Finance Officer

SUBJECT: Monthly Financial Report

DATE: May 24, 2023

The following events occurred during May 2023 in the Finance Department:

- The Town received a payment from FEMA for \$35,824.84. This was the final monies from a Hurricane Matthew, Category G project in Phase 5 that was closed out in 2020. This project brought over 150,000 cubic yards of sand to Phase 5.
- The Town collected \$70,880.95 in interest within the North Carolina Capital Management Trust account in April.
- The Town submitted a Request for Disbursement to Onslow County for \$126,741.48 for the work completed at Beach Access 4. This does not include dune plantings.
- A Budget to Actual report is contained in this month's packet as well as a graph for the fiscal year. A separate Budget to Actual report is provided for Fund 31, the Capital Project Fund for the beach renourishment project.
- We received \$60,947.25 in paid parking revenues for the month of April. Once again, the majority of revenues were made up of annual passes. For comparison, April of 2022 we collected \$67,860.

- So far this month, we have received \$43,119.73 from Onslow County for property taxes, which is in the process of being deposited.
- April's Motor Vehicle taxes are pending deposit for \$6,597.25.
- To date, we have processed approximately \$964,089.90 in accounts payable this month. The check register is enclosed for review. Please be aware that there is still a remaining check run for May to be processed.
- It is rental season again and we are seeing an increase in our Occupancy Taxes. For May, we received \$126,115 for rentals during April. A detailed report is provided. Last year during the same time frame we received \$125,739 for a comparison. Please note that we have already exceeded our projected figure for Occupancy Taxes in the Budget to Actual report, Fund 30 revenues.
- Lastly, we received \$222,031.71 for Sales and Use Tax, for collections during April. Last year, for revenue comparison, we collected \$206,358.68 for the same period. We also received our quarterly Solid Waste Disposal Tax in the amount of \$198.29.

If anyone has any questions, concerns, or needs additional information, please do not hesitate to ask!

Respectfully submitted,



Caitlin Elliott  
Finance Officer

## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
<b>Revenues</b>							
10-301-00 AD VALOREM TAX - Current Year	3,678,714	0.00	0.00	4,046,716.69	368,002.69	110%	
10-301-01 AD VALOREM TAX - Prior Years	50,000	0.00	0.00	(11,472.82)	(61,472.82)	-23%	
10-301-02 AD VALOREM TAX - MOTV	70,000	0.00	0.00	74,342.38	4,342.38	106%	
10-317-00 AD VALOREM TAX Penalties	3,000	0.00	0.00	1,840.52	(1,159.48)	61%	
10-317-01 COUNTY GRANT FUNDING	10,000	0.00	0.00	5,050.00	(4,950.00)	51%	
10-329-00 INTEREST	175,000	0.00	0.00	310,705.74	135,705.74	178%	
10-335-00 MISCELLANEOUS	5,000	0.00	0.00	15,818.35	10,818.35	316%	
10-335-01 MEETING ROOM	500	0.00	0.00	0.00	(500.00)		
10-336-06 DONATIONS-BEAUTIFICATION	0	0.00	0.00	(300.00)	(300.00)		
10-336-07 SALE OF TOWN MERCHANDISE	5,000	0.00	0.00	419.85	(4,580.15)	8%	
10-337-00 UTILITIES FRANCHISE TAX	330,000	0.00	0.00	254,537.79	(75,462.21)	77%	
10-341-00 BEER & WINE TAX	3,400	0.00	0.00	30.00	(3,370.00)	1%	
10-343-00 POWELL BILL ALLOCATIONS	25,000	0.00	0.00	34,116.54	9,116.54	136%	
10-345-00 LOCAL OPTION SALES TAX	1,864,500	0.00	0.00	2,260,592.23	396,092.23	121%	
10-347-02 SOLID WASTE DISP TAX	750	0.00	0.00	803.43	53.43	107%	
10-350-00 RECREATION -RENTAL FEES	1,500	0.00	0.00	2,731.00	1,231.00	182%	
10-350-01 PAID PARKING REVENUE	182,500	0.00	0.00	122,905.20	(59,594.80)	67%	
10-351-01 OFFICER CITATIONS & COURT	5,000	0.00	0.00	2,064.40	(2,935.60)	41%	
10-352-01 FIRE FINES & VIOLATIONS	2,000	0.00	0.00	0.00	(2,000.00)		
10-352-02 PARKING/CODE ENFORCEMENT FINES	20,000	0.00	0.00	1,400.00	(18,600.00)	7%	
10-352-03 PLANNING DEPT. FEES	6,000	0.00	0.00	0.00	(6,000.00)		
10-355-00 BUILDING PERMITS	85,000	0.00	0.00	99,401.90	14,401.90	117%	
10-355-01 MECHANICAL PERMITS	15,000	0.00	0.00	8,270.00	(6,730.00)	55%	
10-355-02 ELECTRICAL PERMITS	18,000	0.00	0.00	15,820.00	(2,180.00)	88%	
10-355-03 PLUMBING PERMITS	2,500	0.00	0.00	2,450.00	(50.00)	98%	
10-355-04 INSULATION PERMITS	500	0.00	0.00	70.00	(430.00)	14%	
10-355-05 HOMEOWNERS RECOVERY FEE	300	0.00	0.00	184.00	(116.00)	61%	

## Budget vs Actual

NORTH TOPSAIL BEACH  
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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-355-06 TECHNOLOGY FEE	7,500	0.00	0.00	6,742.86	(757.14)	90%	
10-355-07 REINSPECTION FEE/FINES	3,000	0.00	0.00	1,650.00	(1,350.00)	55%	
10-357-08 ZONING PERMITS	20,000	0.00	0.00	27,900.00	7,900.00	140%	
10-359-00 REFUSE COLLECTION FEES	514,524	0.00	0.00	465,746.63	(48,777.73)	91%	
10-359-50 VACANT LOT SWF	10,000	0.00	0.00	150.00	(9,850.00)	2%	
10-359-51 LOST CART REPLACEMENT	2,000	0.00	0.00	320.00	(1,680.00)	16%	
10-359-52 ADD'L CART RECYCLING	2,500	0.00	0.00	2,400.00	(100.00)	96%	
10-367-01 SALES TAX REFUNDS	20,000	0.00	0.00	24,233.92	4,233.92	121%	
10-368-01 GRASS MOWING REIMB	8,396	0.00	0.00	8,395.67	(0.33)	100%	
10-368-02 GRANT FUNDS	57,400	0.00	0.00	0.00	(57,400.00)		
10-382-00 SALE OF LESO ASSETS	5,000	0.00	0.00	3,551.00	(1,449.00)	71%	
10-383-00 SALE OF FIXED ASSETS	20,000	0.00	0.00	17,845.00	(2,155.00)	89%	
10-383-01 HURRICANE REIMBURSEMENT	12,590	0.00	0.00	12,589.92	0.00	100%	
<b>Revenues Totals:</b>	<b>7,242,074</b>	<b>0.00</b>	<b>0.00</b>	<b>7,820,022.20</b>	<b>577,947.92</b>	<b>108%</b>	
<b>Expenses</b>							
10-410-02 SALARIES	36,000	0.00	0.00	31,000.00	5,000.00	86%	
10-410-05 FICA (7.65%)	2,754	0.00	0.00	2,371.50	382.50	86%	
10-410-14 TRAVEL & TRAINING	2,000	0.00	0.00	225.00	1,775.00	11%	
10-410-33 DEPARTMENTAL SUPPLIES	1,500	0.00	0.00	1,446.46	53.54	96%	
10-410-42 CHARTER CODES SERVICE	5,000	0.00	0.00	595.00	4,405.00	12%	
10-410-43 AUDITOR FEES	15,500	0.00	0.00	17,850.00	(2,350.00)	115%	
10-410-45 TAX COLLECTION FEES	62,000	0.00	0.00	62,463.74	(463.74)	101%	
10-410-47 PROFESSIONAL SERVICES	100,000	0.00	0.00	38,266.14	61,733.86	38%	
10-410-50 DONATIONS OTHER AGENCIES	6,000	0.00	0.00	3,500.00	2,500.00	58%	
10-410-53 DUES & SUBSCRIPTIONS	2,750	0.00	0.00	3,354.70	(604.70)	122%	
10-410-57 MISCELLANEOUS	500	0.00	0.00	84.97	415.03	17%	
10-410-58 TAX REFUNDS	2,500	0.00	0.00	362.79	2,137.21	15%	
10-410-95 BOARD STIPEND	3,600	0.00	0.00	2,300.00	1,300.00	64%	
<b>GOVERNING BODY Totals:</b>	<b>240,104</b>	<b>0.00</b>	<b>0.00</b>	<b>163,820.30</b>	<b>76,283.70</b>	<b>68%</b>	

## Budget vs Actual

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10-420-02 SALARIES	377,000	0.00	0.00	324,328.70	52,671.30	86%
10-420-05 FICA (7.65%)	30,371	0.00	0.00	24,734.79	5,635.71	81%
10-420-06 GROUP INSURANCE	42,250	0.00	0.00	33,647.79	8,602.21	80%
10-420-07 ORBIT RETIREMENT (12.23%)	48,553	0.00	0.00	39,569.59	8,983.51	81%
10-420-08 401K (3%)	11,910	0.00	0.00	8,843.71	3,066.29	74%
10-420-09 TOWN INSURANCE HRA	30,000	0.00	0.00	23,859.83	6,140.17	80%
10-420-10 EMPLOYEE TRAINING	6,000	0.00	0.00	246.00	5,754.00	4%
10-420-11 POSTAGE	2,500	0.00	0.00	1,274.44	1,225.56	51%
10-420-12 MANAGER EXPENSE ACCT	1,000	0.00	0.00	0.00	1,000.00	
10-420-13 TUITION REIMBURSEMENT	2,500	0.00	0.00	0.00	2,500.00	
10-420-15 BANK CHARGES	2,500	0.00	0.00	514.53	1,985.47	21%
10-420-16 M & R EQUIPMENT	500	0.00	0.00	0.00	500.00	
10-420-17 M & R VEHICLE	1,500	0.00	0.00	52.24	1,447.76	3%
10-420-18 CONSUMABLES	4,000	0.00	0.00	4,128.26	(128.26)	103%
10-420-26 ADVERTISING	1,500	0.00	0.00	3,068.00	(1,568.00)	205%
10-420-31 GAS, OIL & TIRES	2,000	0.00	0.00	1,031.22	968.78	52%
10-420-33 DEPARTMENT SUPPLIES	6,000	0.00	0.00	5,067.67	932.33	84%
10-420-34 TOWN APPAREL & MERCH EXPENSE	3,000	0.00	0.00	3,831.44	(831.44)	128%
10-420-35 IT EQUIPMENT & SERVICES	6,500	0.00	0.00	8,955.06	(2,455.06)	138%
10-420-45 CONTRACTED SERVICES	46,200	0.00	0.00	40,043.60	6,156.40	87%
10-420-53 DUES & SUBSCRIPTIONS	8,000	0.00	0.00	10,572.00	(2,572.00)	132%
10-420-57 MISCELLANEOUS	1,000	0.00	0.00	1,225.69	(225.69)	123%
10-420-58 EMPLOYEE ENGAGEMENT	10,000	0.00	0.00	1,763.17	8,236.83	18%
10-420-74 CAPITAL OUTLAY	15,500	0.00	0.00	13,559.19	1,940.81	87%
10-420-75 DEBT SERVICE	0	0.00	0.00	311.68	(311.68)	
10-420-76 EQUIPMENT LEASE PAYMENTS	27,500	0.00	0.00	24,669.51	2,830.49	90%
ADMINISTRATION Totals:	687,784	0.00	0.00	575,298.11	112,485.49	84%
10-490-02 SALARIES	92,500	0.00	0.00	85,455.70	7,044.30	92%
10-490-03 PART-TIME SALARIES	15,500	0.00	0.00	10,005.68	5,494.32	65%
10-490-05 FICA (7.65%)	8,262	0.00	0.00	7,302.85	959.15	88%

## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-490-06 GROUP INSURANCE	8,500	0.00	0.00	6,954.50	1,545.50	82%	
10-490-07 ORBIT RETIREMENT (12.23%)	11,313	0.00	0.00	10,426.87	885.88	92%	
10-490-08 401K (3%)	2,775	0.00	0.00	2,547.13	227.87	92%	
10-490-10 EMPLOYEE TRAINING	3,000	0.00	0.00	251.10	2,748.90	8%	
10-490-16 M & R EQUIPMENT	500	0.00	0.00	0.00	500.00		
10-490-17 M & R VEHICLES	1,000	0.00	0.00	991.70	8.30	99%	
10-490-31 GAS, OIL, & TIRES	1,000	0.00	0.00	1,547.34	(547.34)	155%	
10-490-45 CONTRACTED SERVICES	6,000	0.00	0.00	5,836.19	163.81	97%	
10-490-53 DUES & SUBSCRIPTIONS	1,650	0.00	0.00	1,230.00	420.00	75%	
10-490-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00		
10-490-58 CRS FLOOD ACTIVITY	1,400	0.00	0.00	0.00	1,400.00		
PLANNING/ZONING/CAMA Totals:	153,650	0.00	0.00	132,549.06	21,100.69	86%	
10-491-02 SALARIES	135,500	0.00	0.00	128,464.42	7,035.58	95%	
10-491-05 FICA (7.65%)	10,366	0.00	0.00	9,693.39	672.36	94%	
10-491-06 GROUP INSURANCE	17,000	0.00	0.00	13,909.00	3,091.00	82%	
10-491-07 ORBIT RETIREMENT (12.23%)	16,572	0.00	0.00	15,429.64	1,142.01	93%	
10-491-08 401K (3%)	4,065	0.00	0.00	3,772.83	292.17	93%	
10-491-10 EMPLOYEE TRAINING	4,500	0.00	0.00	3,258.15	1,241.85	72%	
10-491-17 M & R VEHICLES	1,200	0.00	0.00	30.99	1,169.01	3%	
10-491-31 GAS, OIL & TIRES	3,000	0.00	0.00	1,829.56	1,170.44	61%	
10-491-33 DEPARTMENTAL SUPPLIES	1,050	0.00	0.00	1,063.08	(13.08)	101%	
10-491-45 CONTRACTED SERVICES	10,000	0.00	0.00	6,756.18	3,243.82	68%	
10-491-53 DUES & SUBSCRIPTIONS	1,555	0.00	0.00	480.00	1,075.00	31%	
10-491-54 DEMOLITION	135,000	0.00	0.00	0.00	135,000.00		
10-491-57 MISCELLANEOUS	500	0.00	0.00	0.00	500.00		
10-491-75 DEBT SERVICE	10,651	0.00	0.00	9,067.41	1,583.59	85%	
INSPECTIONS Totals:	350,958	0.00	0.00	193,754.65	157,203.75	55%	
10-500-11 PHONES	30,000	0.00	0.00	23,102.95	6,897.05	77%	
10-500-13 UTILITIES	50,000	0.00	0.00	38,200.88	11,799.12	76%	

## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-500-15 M & R BUILDINGS/GROUNDS	55,000	0.00	0.00	51,690.46	3,309.54	94%	
10-500-17 LANDSCAPING EXPENSE	7,750	0.00	0.00	2,895.16	4,854.84	37%	
10-500-33 BUILDING SUPPLIES	6,500	0.00	0.00	1,783.01	4,716.99	27%	
10-500-35 FURNITURE	7,500	0.00	0.00	1,010.40	6,489.60	13%	
10-500-43 CLEANING SERVICES	7,000	0.00	0.00	5,500.00	1,500.00	79%	
10-500-45 PEST CONTROL	1,500	0.00	0.00	1,206.00	294.00	80%	
10-500-57 TOWN SIGN M & R	5,000	0.00	0.00	4,214.00	786.00	84%	
10-500-58 WEB EOC SERVICE	1,500	0.00	0.00	1,125.00	375.00	75%	
10-500-74 CAPITAL OUTLAY	342,000	100,896.70	0.00	88,238.97	152,864.33	55%	
10-500-76 LEASE PAYMENTS	0	0.00	0.00	4,000.00	(4,000.00)		
PUBLIC BLDGS Totals:	513,750	100,896.70	0.00	222,966.83	189,886.47	63%	
10-501-09 WORKER'S COMPENSATION	55,000	0.00	0.00	47,713.34	7,286.66	87%	
10-501-13 PROPERTY LIABILITY & BONDS	129,000	0.00	0.00	111,555.89	17,444.11	86%	
10-501-17 VFIS INSURANCE	22,500	0.00	0.00	22,400.00	100.00	100%	
10-501-53 CYBER INSURANCE	26,000	0.00	0.00	13,626.78	12,373.22	52%	
10-501-54 FLOOD INSURANCE	45,000	0.00	0.00	2,943.00	42,057.00	7%	
INSURANCE Totals:	277,500	0.00	0.00	198,239.01	79,260.99	71%	
10-509-02 PSA SALARY	15,905	0.00	0.00	14,680.08	1,224.92	92%	
10-509-05 FICA (7.65%)	1,220	0.00	0.00	1,122.96	97.04	92%	
PSA - RETIRED POLICE OFFICERS Totals:	17,125	0.00	0.00	15,803.04	1,321.96	92%	
10-510-02 SALARIES	788,610	0.00	0.00	651,742.24	136,867.76	83%	
10-510-03 PART-TIME SALARIES	5,000	0.00	0.00	9,800.29	(4,800.29)	196%	
10-510-04 OVERTIME	35,000	0.00	0.00	22,263.72	12,736.28	64%	
10-510-05 FICA (7.65%)	65,178	0.00	0.00	51,582.88	13,595.12	79%	
10-510-06 GROUP INSURANCE	111,000	0.00	0.00	81,121.77	29,878.23	73%	
10-510-07 ORBIT RETIREMENT (13.04%)	103,200	0.00	0.00	87,054.59	16,145.41	84%	
10-510-08 401K (5%)	38,000	0.00	0.00	32,074.79	5,925.21	84%	
10-510-09 BEACH PATROL EXPENSE	15,000	0.00	0.00	384.00	14,616.00	3%	

## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-510-10 EMPLOYEE TRAINING	10,000	0.00	0.00	5,859.64	4,140.36	59%	
10-510-16 M & R EQUIPMENT	3,500	0.00	0.00	299.99	3,200.01	9%	
10-510-17 M & R VEHICLES	11,000	0.00	0.00	8,958.58	2,041.42	81%	
10-510-31 GAS,OIL & TIRES	55,000	0.00	0.00	49,176.38	5,823.62	89%	
10-510-32 OFFICE SUPPLIES	1,000	0.00	0.00	296.73	703.27	30%	
10-510-33 DEPARTMENTAL SUPPLIES	5,050	0.00	0.00	3,808.00	1,242.00	75%	
10-510-36 UNIFORMS	12,000	0.00	0.00	6,941.46	5,058.54	58%	
10-510-37 BALLISTIC VEST GRANT EXPENSE	4,570	0.00	0.00	0.00	4,570.00		
10-510-47 PROFESSIONAL SERVICES	4,160	0.00	0.00	1,674.75	2,485.25	40%	
10-510-53 DUES & SUBSCRIPTIONS	21,671	0.00	0.00	6,444.02	15,226.98	30%	
10-510-57 K-9 EXPENSES	2,000	0.00	0.00	1,225.03	774.97	61%	
10-510-60 LESO PROGRAM	5,000	0.00	0.00	4,769.01	230.99	95%	
10-510-73 NON-CAPITAL OUTLAY	26,290	8,387.00	0.00	14,732.14	3,170.86	88%	
10-510-74 CAPITAL OUTLAY	165,000	426.31	0.00	169,854.86	(5,281.17)	103%	
10-510-75 DEBT SERVICE	35,712	0.00	0.00	30,403.94	5,308.06	85%	
10-510-76 TAXES & TITLES	2,250	0.00	0.00	2,118.97	131.03	94%	
POLICE Totals:	1,525,191	8,813.31	0.00	1,242,587.78	273,789.91	82%	
10-545-02 SALARIES	183,500	0.00	0.00	174,395.54	9,104.46	95%	
10-545-03 PART-TIME SALARIES	43,000	0.00	0.00	9,930.05	33,069.95	23%	
10-545-04 OVERTIME	2,000	0.00	0.00	4,596.58	(2,596.58)	230%	
10-545-05 FICA (7.65%)	17,480	0.00	0.00	14,482.62	2,997.63	83%	
10-545-06 GROUP INSURANCE	34,000	0.00	0.00	27,674.16	6,325.84	81%	
10-545-07 ORBIT RETIREMENT (12.23%)	27,946	0.00	0.00	23,098.50	4,847.05	83%	
10-545-08 401K (3%)	6,855	0.00	0.00	5,315.37	1,539.63	78%	
10-545-14 EMPLOYEE TRAINING	2,500	0.00	0.00	348.16	2,151.84	14%	
10-545-16 M & R EQUIPMENT	20,000	0.00	0.00	15,284.32	4,715.68	76%	
10-545-17 M & R VEHICLES	15,000	0.00	0.00	9,499.16	5,500.84	63%	
10-545-31 GAS, OIL & TIRES	20,000	0.00	0.00	18,938.96	1,061.04	95%	



## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-545-32 OFFICE SUPPLIES	500	0.00	0.00	0.00	500.00		
10-545-33 DEPARTMENTAL SUPPLIES & EQUIP	6,000	0.00	0.00	3,589.28	2,410.72	60%	
10-545-34 MOSQUITO CONTROL EXPENSE	5,000	0.00	0.00	0.00	5,000.00		
10-545-36 UNIFORMS	1,500	0.00	0.00	887.70	612.30	59%	
10-545-37 RENTAL EQUIPMENT	2,900	0.00	0.00	2,313.36	586.64	80%	
10-545-53 DUES & SUBSCRIPTIONS	0	0.00	0.00	32.08	(32.08)		
10-545-57 MISCELLANEOUS	100	0.00	0.00	1,156.68	(1,056.68)	1157%	
10-545-74 CAPITAL OUTLAY	242,100	0.00	0.00	228,432.30	13,667.70	94%	
10-545-75 DEBT SERVICE	11,053	0.00	0.00	9,409.58	1,643.42	85%	
PUBLIC WORKS Totals:	641,434	0.00	0.00	549,384.40	92,049.40	86%	
10-560-13 STREET LIGHT EXPENSE	30,000	0.00	0.00	16,984.87	13,015.13	57%	
10-560-15 M & R PUBLIC PARKING	25,000	7,350.00	0.00	11,764.72	5,885.28	76%	
10-560-33 DEPARTMENTAL SUPPLIES	4,000	0.00	0.00	3,845.15	154.85	96%	
10-560-43 TOWN ENTRANCE SIGNS	2,000	0.00	0.00	0.00	2,000.00		
10-560-72 STORMWATER	15,000	0.00	0.00	15,000.00	0.00	100%	
10-560-73 STREET PAVING & REPAIR	25,000	0.00	0.00	1,069.74	23,930.26	4%	
10-560-74 CAPITAL OUTLAY	40,000	0.00	0.00	36,850.00	3,150.00	92%	
STREETS Totals:	141,000	7,350.00	0.00	85,514.48	48,135.52	66%	
10-580-45 SANITATION CONTRACTS	413,969	0.00	0.00	336,319.55	77,649.81	81%	
10-580-46 TIPPING FEES	70,555	0.00	0.00	65,685.32	4,869.68	93%	
10-580-47 RECYCLING	30,000	0.00	0.00	2,181.29	27,818.71	7%	
SANITATION Totals:	514,524	0.00	0.00	404,186.16	110,338.20	79%	
10-620-12 SNOWFLAKES	12,000	0.00	0.00	10,345.21	1,654.79	86%	
10-620-14 PARK WELL	1,500	0.00	0.00	0.00	1,500.00		
10-620-15 PARK MAINTENANCE	40,000	0.00	0.00	28,313.56	11,686.44	71%	
10-620-17 PARK LANDSCAPING	22,250	0.00	0.00	5,710.65	16,539.35	26%	
10-620-18 M & R BIKE PATH	1,500	0.00	0.00	0.00	1,500.00		
10-620-27 SPECIAL EVENTS	40,000	0.00	0.00	23,653.90	16,346.10	59%	

## Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-620-33 PARK SUPPLIES	3,500	0.00	0.00	3,240.23	259.77	93%	
10-620-72 OCEAN CITY GRANT EXPENSE	10,000	0.00	0.00	5,403.50	4,596.50	54%	
RECREATION Totals:	130,750	0.00	0.00	76,667.05	54,082.95	59%	
10-690-02 SALARIES	865,500	0.00	0.00	756,004.05	109,495.95	87%	
10-690-03 VOL INCENTIVE PAY	2,500	0.00	0.00	0.00	2,500.00		
10-690-04 OVERTIME	40,000	0.00	0.00	37,613.00	2,387.00	94%	
10-690-05 FICA (7.65%)	69,462	0.00	0.00	59,850.53	9,611.47	86%	
10-690-06 GROUP INSURANCE	143,750	0.00	0.00	97,011.43	46,738.57	67%	
10-690-07 ORBIT RETIREMENT (12.23%)	110,743	0.00	0.00	96,663.91	14,078.74	87%	
10-690-08 401K (3%)	27,165	0.00	0.00	23,413.93	3,751.07	86%	
10-690-10 EMPLOYEE TRAINING	6,000	0.00	0.00	3,408.99	2,591.01	57%	
10-690-16 M & R EQUIPMENT	20,000	0.00	0.00	6,566.96	13,433.04	33%	
10-690-17 M & R VEHICLES	21,500	0.00	0.00	17,585.81	3,914.19	82%	
10-690-31 GAS, OIL & TIRES	20,000	0.00	0.00	16,914.33	3,085.67	85%	
10-690-32 OFFICE SUPPLIES	1,500	0.00	0.00	1,009.11	490.89	67%	
10-690-33 DEPARTMENTAL SUPPLIES	45,500	6,525.00	0.00	20,048.76	18,926.24	58%	
10-690-34 FIRE FIGHTER PHYSICALS	6,000	0.00	0.00	1,820.00	4,180.00	30%	
10-690-36 UNIFORMS	13,000	(2,581.00)	0.00	7,801.32	7,779.68	40%	
10-690-53 DUES & SUBSCRIPTIONS	8,500	0.00	0.00	5,662.63	2,837.37	67%	
10-690-57 MISCELLANEOUS	250	0.00	0.00	152.82	97.18	61%	
10-690-73 COMUNICATIONS EQUIP	6,000	5,039.48	0.00	140.12	820.40	86%	
10-690-74 CAPITAL OUTLAY	230,000	105,508.00	0.00	310.00	124,182.00	46%	
FIRE DEPARTMENT Totals:	1,637,370	114,491.48	0.00	1,151,977.70	370,900.47	77%	
10-695-91 PLANNING BOARD EXPENSE	1,000	0.00	0.00	275.50	724.50	28%	
10-695-92 BOARD OF ADJUSTMENT EXPENSE	1,000	0.00	0.00	275.50	724.50	28%	
COMMITTES Totals:	2,000	0.00	0.00	551.00	1,449.00	28%	
10-999-01 CONTINGENCY	408,935	0.00	0.00	0.00	408,934.72		
CONTINGENCY Totals:	408,935	0.00	0.00	0.00	408,934.72		

## Budget vs Actual

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	<b>Expenses Totals:</b>	7,242,074	231,551.49	0.00	5,013,299.57	1,997,223.22	72%
10 GENERAL FUND	Revenues Over/(Under) Expenses:			0.00	2,806,722.63		

## Budget vs Actual

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12 CAPITAL IMPROVEMENT FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
<b>Revenues</b>							
12-301-00 AD VALOREM TAX (.07)	990,423	0.00	0.00	1,042,989.11	52,566.11	105%	
12-383-00 SALE OF FIXED ASSETS	125,000	0.00	0.00	116,970.00	(8,030.00)	94%	
<b>Revenues Totals:</b>	1,115,423	0.00	0.00	1,159,959.11	44,536.11	104%	
<b>Expenses</b>							
12-750-01 FIRE DEPARTMENT	424,467	0.00	0.00	188,671.85	235,795.15	44%	
12-750-02 FIRE TRUCK	141,489	0.00	0.00	0.00	141,489.00		
12-750-11 FUTURE CAPITAL IMPROVEMENTS	549,467	0.00	0.00	0.00	549,467.00		
<b>Totals:</b>	1,115,423	0.00	0.00	188,671.85	926,751.15	17%	
<b>Expenses Totals:</b>	1,115,423	0.00	0.00	188,671.85	926,751.15	17%	
12 CAPITAL IMPROVEMENT FUND	Revenues Over/(Under) Expenses:		0.00	971,287.26			

## Budget vs Actual

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15 AMERICAN RESCUE PLAN FUNDING							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
<b>Revenues</b>							
15-305-00 AMERICAN RESCUE PLAN FUNDING	118,396	0.00	0.00	118,396.10	0.10	100%	
<b>Revenues Totals:</b>	118,396	0.00	0.00	118,396.10	0.10	100%	
<b>Expenses</b>							
15-790-00 AMERICAN RESCUE PLAN	118,396	0.00	0.00	0.00	118,396.00		
<b>Totals:</b>	118,396	0.00	0.00	0.00	118,396.00		
<b>Expenses Totals:</b>	118,396	0.00	0.00	0.00	118,396.00		
15 AMERICAN RESCUE PLAN FUNDING	Revenues Over/(Under) Expenses:		0.00	118,396.10			

## Budget vs Actual

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### 30 SHORELINE PROTECTION

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
<b>Revenues</b>						
30-301-00 ACCOMMODATION TAX	1,500,000	0.00	0.00	2,219,123.64	719,123.64	148%
30-301-05 AD VALOREM TAX - Beach	1,414,890	0.00	0.00	1,607,937.41	193,047.41	114%
30-317-01 COUNTY GRANT FUNDING	150,000	0.00	0.00	150,000.00	0.00	100%
30-329-00 INTEREST INCOME	1,000	0.00	0.00	101,264.87	100,264.87	10126%
30-336-00 SEA OATS PROGRAM	25,000	0.00	0.00	0.00	(25,000.00)	
30-345-00 LOCAL OPTION SALES TAX	653,873	0.00	0.00	773,759.78	119,886.78	118%
30-348-09 FEMA REIMBURSEMENTS (POST HURRICANE)	41,800	0.00	0.00	77,624.84	35,824.84	186%
30-350-01 PAID PARKING REVENUE	547,500	0.00	0.00	368,715.60	(178,784.40)	67%
30-383-02 SPECIAL ASSESSMENT	7,000	0.00	0.00	0.00	(7,000.00)	
<b>Revenues Totals:</b>	<b>4,341,063</b>	<b>0.00</b>	<b>0.00</b>	<b>5,298,426.14</b>	<b>957,363.14</b>	<b>122%</b>
<b>Expenses</b>						
30-710-08 LEASE PAYMENTS	48,000	0.00	0.00	36,900.00	11,100.00	77%
30-710-10 BEACH LOBBYIST CONTRACT	60,000	0.00	0.00	56,794.18	3,205.82	95%
30-710-12 BEACH/ACCESS MAINTENANCE	50,000	0.00	0.00	17,641.34	32,358.66	35%
30-710-14 BEACH MEETINGS / CONFERENCES	20,000	0.00	0.00	15,242.45	4,757.55	76%
30-710-15 M & R DUNE/CROSSWALK	8,000	0.00	0.00	0.00	8,000.00	
30-710-45 CONTRACTED SERVICES	10,000	0.00	0.00	160.00	9,840.00	2%
30-710-59 SEA OATS PROGRAM	50,000	0.00	0.00	44,250.00	5,750.00	89%
<b>Totals:</b>	<b>246,000</b>	<b>0.00</b>	<b>0.00</b>	<b>170,987.97</b>	<b>75,012.03</b>	<b>70%</b>
30-720-03 HURRICANE EXPENDITURES	0	0.00	0.00	378,363.42	(378,363.42)	
30-720-04 FEMA Florence Truck Haul	0	0.00	0.00	611,601.58	(611,601.58)	
30-720-07 Harden Structure Permit/Design	280,000	0.00	0.00	101,220.20	178,779.80	36%
30-720-08 CONTRACTS, PLANS, SPECS	175,800	0.00	0.00	106,155.03	69,644.97	60%
30-720-18 OTHER CONTRACTS & PLANS	60,000	0.00	0.00	59,798.00	202.00	100%
30-720-50 2022B SOB PAYMENT	2,030,484	0.00	0.00	1,933,363.03	97,120.97	95%
30-720-57 2022C FEMA SOB FEES	0	0.00	0.00	200,489.78	(200,489.78)	

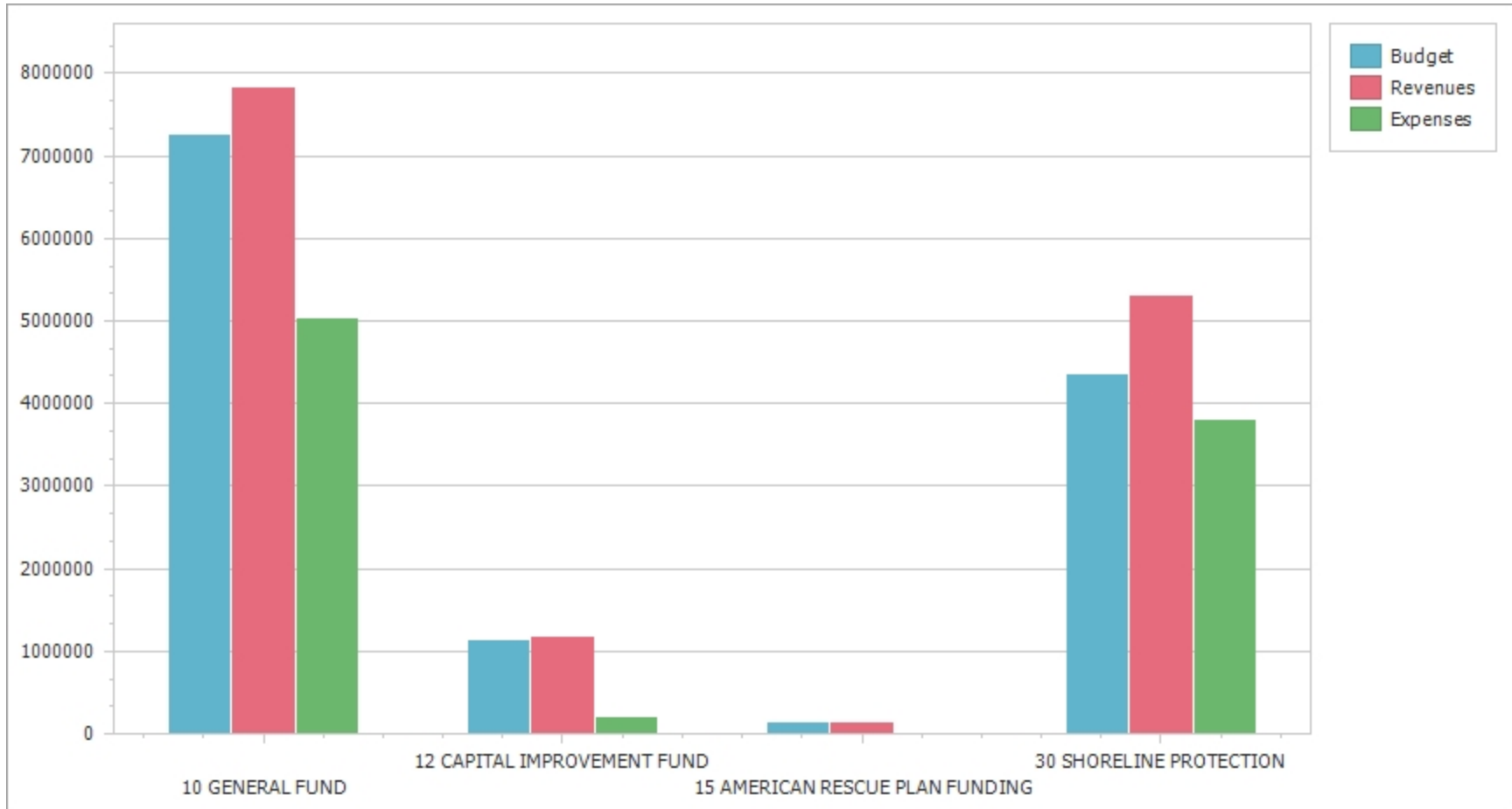
## Budget vs Actual

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30 SHORELINE PROTECTION							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
30-720-58 2022A FEMA SOB FEES	0	0.00	0.00	199,235.11	(199,235.11)		
30-720-59 2022B USDA SOB FEES	0	0.00	0.00	35,059.09	(35,059.09)		
30-720-60 30 YEAR BEACH PLAN	30,000	0.00	0.00	0.00	30,000.00		
30-720-64 Sandbag Repair Project	200,000	0.00	0.00	0.00	200,000.00		
30-720-68 Future Projects Fund	1,318,779	0.00	0.00	0.00	1,318,779.00		
BEACH REN. / DUNE STAB. Totals:	4,095,063	0.00	0.00	3,625,285.24	469,777.76	89%	
Expenses Totals:	4,341,063	0.00	0.00	3,796,273.21	544,789.79	87%	
30 SHORELINE PROTECTION Revenues Over/(Under) Expenses:			0.00	1,502,152.93			





## Budget vs Actual

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31 CAPITAL PROJECT BEACH MAINTENANCE							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
<b>Revenues</b>							
31-330-00 LOAN PROCEEDS	0	0.00	0.00	8,765,828.66	8,765,828.66		
31-348-08 FEMA REIMBURSEMENT	17,599,184	0.00	0.00	3,838,292.60	(13,760,891.40)	22%	
31-368-00 NCDEQ GRANT FUNDS	10,500,000	0.00	0.00	5,250,000.00	(5,250,000.00)	50%	
31-399-01 T/I FROM BEACH FUND	1,528,134	0.00	0.00	0.00	(1,528,133.90)		
<b>Revenues Totals:</b>	29,627,318	0.00	0.00	17,854,121.26	(11,773,196.64)	60%	
<b>Expenses</b>							
31-450-01 ENGINEERING & CONSTRUCTION PHASE SUPPORT	9,000	0.00	0.00	3,996.00	5,004.00	44%	
31-450-02 CONSTRUCTION MANAGEMENT & ADMINISTRATION	210,000	0.00	0.00	362,735.25	(152,735.25)	173%	
31-450-03 LABORATORY ANALYSIS	44,400	0.00	0.00	6,020.00	38,380.00	14%	
31-450-04 REGULATORY COORDINATION & CLOSEOUT	10,000	0.00	0.00	3,102.50	6,897.50	31%	
31-450-05 MOBILIZATION & DEMOBILIZATION	180,000	0.00	0.00	180,000.00	0.00	100%	
31-450-06 HAUL & PLACEMENT OF BEACH FILL	8,378,110	0.00	0.00	9,141,735.55	(763,625.55)	109%	
31-450-07 PAYMENT & PERFORMANCE BONDS	45,000	0.00	0.00	45,000.00	0.00	100%	
31-450-08 PROFESSIONAL FEES	123,490	0.00	0.00	562,915.14	(439,425.14)	456%	
31-450-09 TRANCHE 2 CONSTRUCTION	8,621,653	0.00	0.00	2,214,718.48	6,406,934.16	26%	
31-450-10 TRANCHE 2 ENGINEERING	585,000	0.00	0.00	138,045.00	446,955.00	24%	
31-450-11 TRANCHE 2 CONTINGENCY	920,665	0.00	0.00	595.00	920,070.26	0%	
31-460-00 TRANCHE 3 PROJECT	10,500,000	0.00	0.00	1,690.00	10,498,310.00	0%	
<b>Totals:</b>	29,627,318	0.00	0.00	12,660,552.92	16,966,764.98	43%	
<b>Expenses Totals:</b>	29,627,318	0.00	0.00	12,660,552.92	16,966,764.98	43%	
31 CAPITAL PROJECT BEACH MAINTENANCE	Revenues Over/(Under) Expenses:		0.00	5,193,568.34			

# GL Account History Summary

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Account Range: 30-301-00 ACCOMMODATION TAX - 30-301-00 ACCOMMODATION TAX

Date Range: 5/1/2023 - 5/24/2023

<b>GL Account - 30-301-00 ACCOMMODATION TAX</b>					
Date	Description	Source	Debits	Credits	Date
Fiscal Period - FY 22-23		Beg Balance	\$0.00	\$4,036,298.48	
05/03/2023	OCC TAX	GL GJ	\$0.00	\$159.30	05/03/2023
05/04/2023	OCC TAX	GL GJ	\$0.00	\$198.31	05/05/2023
05/08/2023	OCC TAX	GL GJ	\$0.00	\$196.17	05/11/2023
05/08/2023	OCC TAX	GL GJ	\$0.00	\$2,100.02	05/08/2023
05/09/2023	OCC TAX	GL GJ	\$0.00	\$156.45	05/11/2023
05/10/2023	OCC TAX	GL GJ	\$0.00	\$551.51	05/11/2023
05/12/2023	OCC TAX	GL GJ	\$0.00	\$22,035.34	05/16/2023
05/12/2023	OCC TAX	GL GJ	\$0.00	\$10,129.05	05/12/2023
05/15/2023	OCC TAX	GL GJ	\$0.00	\$151.66	05/16/2023
05/15/2023	OCC TAX	GL GJ	\$0.00	\$169.22	05/16/2023
05/15/2023	OCC TAX	GL GJ	\$0.00	\$6,114.60	05/16/2023
05/17/2023	OCC TAX	GL GJ	\$0.00	\$117.33	05/18/2023
05/18/2023	OCC TAX	GL GJ	\$0.00	\$81,975.48	05/19/2023
Transaction Totals			\$0.00	\$124,054.44	
**	End Balance		\$0.00	\$124,054.44	**

## Check Listing

Date From: 5/1/2023 Date To: 5/24/2023

Vendor Range: A PLUS WAREHOUSE EQUIPMENT & SUPPLY - ZOCKLEIN & ASSOCIATES

NORTH TOPSAIL BEACH

05/24/2023 01:27 PM

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Check Number	Bank	Vendor	Date	Amount
46936	1	SHEPARD'S WRECKER SERVICE	05/17/2023	<u>\$1,867.21</u>
46964	1	CHARTER COMMUNICATIONS	05/04/2023	<u>\$827.53</u>
46965	1	CM MITCHELL CONSTRUCTION	05/04/2023	<u>\$559,550.00</u>
46966	1	CREATIVE DIPLAYS INC	05/04/2023	<u>\$3,559.75</u>
46967	1	CROSSLEY MCINTOSH COLLIER	05/04/2023	<u>\$2,047.16</u>
46968	1	CW IT SUPPORT, INC.	05/04/2023	<u>\$739.69</u>
46969	1	JONES ONSLOW ELECTRIC COMPANY	05/04/2023	<u>\$2,426.41</u>
46970	1	MES	05/04/2023	<u>\$3,702.20</u>
46971	1	NEILL M. SINGLETARY	05/04/2023	<u>\$625.00</u>
46972	1	ONSLow COUNTY SOLID WASTE DEPT	05/04/2023	<u>\$5,646.99</u>
46973	1	PEACHY CLEAN	05/04/2023	<u>\$250.00</u>
46974	1	PNC BANK	05/04/2023	<u>\$66,035.11</u>
46975	1	SHERRILL A STRICKLAND JR.	05/04/2023	<u>\$920.00</u>
46976	1	THE VIKING LOCKSMITH	05/04/2023	<u>\$813.20</u>
46977	1	THREAD FX	05/04/2023	<u>\$481.65</u>
46978	1	TI COASTAL SERVICES, INC.	05/04/2023	<u>\$6,625.00</u>
46979	1	TOWN OF TOPSAIL BEACH	05/04/2023	<u>\$75.00</u>
46980	1	APPLIED TECHNOLOGY & MNGMT	05/10/2023	<u>\$3,498.00</u>
46981	1	BALLAST POINT BUILDING COMPANY INC.	05/10/2023	<u>\$6,598.42</u>
46982	1	CM MITCHELL CONSTRUCTION	05/10/2023	<u>\$108,743.48</u>
46983	1	DIAL CORDY	05/10/2023	<u>\$8,641.20</u>
46984	1	DODSON PEST CONTROL	05/10/2023	<u>\$127.00</u>
46985	1	ECLIPSE 360	05/10/2023	<u>\$2,329.71</u>
46986	1	GFL ENVIRONMENTAL	05/10/2023	<u>\$33,342.51</u>
46987	1	JENNIFER C PARKER	05/10/2023	<u>\$500.00</u>
46988	1	ONSLow WATER & SEWER AUTHORITY	05/10/2023	<u>\$235.60</u>
46989	1	PHILLIP'S TOWING SERVICE INC.	05/10/2023	<u>\$1,750.00</u>
46990	1	RICHARD LUDWIG	05/10/2023	<u>\$108.00</u>
46991	1	SOUTHEAST FOUNDATION AND CRAWLSPACE REPAIR	05/10/2023	<u>\$2,250.00</u>
46992	1	TI COASTAL SERVICES, INC.	05/10/2023	<u>\$72,500.00</u>
46993	1	TOWN OF SURF CITY	05/10/2023	<u>\$5,450.89</u>

## Check Listing

Date From: 5/1/2023 Date To: 5/24/2023

Vendor Range: A PLUS WAREHOUSE EQUIPMENT & SUPPLY - ZOCKLEIN & ASSOCIATES

NORTH TOPSAIL BEACH

05/24/2023 01:27 PM

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Check Number	Bank	Vendor	Date	Amount
46994	1	TRUIST BANK	05/10/2023	<u>\$11,037.16</u>
46995	1	VERIZON WIRELESS	05/10/2023	<u>\$803.85</u>
46996	1	BALLAST POINT BUILDING COMPANY INC.	05/18/2023	<u>\$5,919.16</u>
46997	1	DYLAN O'DWYER	05/18/2023	<u>\$125.00</u>
46998	1	ECI COMMUNICATION	05/18/2023	<u>\$12,932.34</u>
46999	1	ECLIPSE 360	05/18/2023	<u>\$300.12</u>
47000	1	HERC RENTALS	05/18/2023	<u>\$2,472.12</u>
47001	1	INTERNATIONAL INSTITUTE OF MUNICIPAL CLERKS	05/18/2023	<u>\$200.00</u>
47002	1	JONES ONSLOW ELECTRIC COMPANY	05/18/2023	<u>\$1,131.95</u>
47003	1	KATE WINZLER	05/18/2023	<u>\$60.26</u>
47004	1	NC INTERLOCAL RISK MGMT AGENCY	05/18/2023	<u>\$538.87</u>
47005	1	O'REILLY AUTOMOTIVE INC.	05/18/2023	<u>\$4,670.67</u>
47006	1	ONSLOW COUNTY FINANCE OFFICE	05/18/2023	<u>\$1,766.15</u>
47007	1	PEACHY CLEAN	05/18/2023	<u>\$250.00</u>
47008	1	QUALITY EQUIPMENT LLC	05/18/2023	<u>\$800.56</u>
47009	1	SHEPARD'S WRECKER SERVICE	05/18/2023	<u>\$1,037.25</u>
47010	1	SIGN WORKS	05/18/2023	<u>\$2,664.73</u>
47011	1	WELLS INSURANCE	05/18/2023	<u>\$113.00</u>
47012	1	WK DICKSON	05/18/2023	<u>\$15,000.00</u>
50	Checks Totaling -			<b>\$964,089.90</b>

### Totals By Fund

	Checks	Voids	Total
10	\$129,026.09		\$129,026.09
30	\$105,995.33		\$105,995.33
31	\$729,068.48		\$729,068.48
Totals:	\$964,089.90		\$964,089.90



BOARD OF ALDERMEN  
AGENDA ITEM  
JUNE 7, 2023

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ISSUE: Budget Amendment 2022-23.6

PRESENTED BY: Caitlin Elliott, Finance Officer

DEPARTMENT: Shoreline Protection Fund

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**BACKGROUND:** This Budget Amendment is to properly allocate monies the Finance Office has recently received. The first is monies from FEMA, the final reimbursement for a Category G, Hurricane Matthew project that was closed out in 2020. This project placed over 150,000 cubic yards of sand in Phase 5.  
The second is monies from Onslow County, reimbursing the Town for the work that has been completed to date (beach engineer, hauling and placing sand and project management) at Beach Access #4. An additional reimbursement will be submitted to the County for the cost of dune plantings.

**ATTACHMENTS:** Budget Amendment 2022-23.6

**RECOMMENDATION:** Approve Amendment as recommended

**ACTION NEEDED:** Yes

**SUGGESTED MOTION:** *"I, \_\_\_\_\_, make a motion to approve Budget Amendment 2022-23.6 as presented."*

**FUNDS:** 30

**FOLLOW UP:** Finance Officer

**TOWN OF NORTH TOPSAIL BEACH**  
**2008 Loggerhead Court**  
**North Topsail Beach, NC 28460**

FISCAL YEAR 2022-2023

**AMENDMENT TO THE BUDGET ORDINANCE**

**BA 2022-23.6**

**BE IT ORDAINED** by the Governing Board for the Town of North Topsail Beach, North Carolina that the following amendment be made to the annual budget ordinance for the fiscal year ending June 30, 2023:

**Section 1:** To amend the Shoreline Protection Fund appropriations with increases as follows:

<u>DEPARTMENT NO:</u>	<u>ACCOUNT</u>		
30-720	OTHER CONTRACTS & PLANS	\$	126,741.48
30-720	FUTURE PROJECTS FUND	\$	35,824.84
		<b>Total Expenditures</b>	<b>\$ 162,566.32</b>

This amendment will result in an increase to the following funds:  
**SHORELINE PROTECTION FUND**  
 The purpose of this budget amendment is to appropriate funds received from FEMA for Hurrican Matthew reimbursement & for monies from Onslow County for Beach Access # 4 reimbursement.

**Section 2:** To amend the Shoreline Protection Fund estimated revenues with increases as follows:

30-317	COUNTY GRANT FUNDING	\$	126,741.48
30-348	FEMA REIMBURSEMENT	\$	35,824.84
		<b>Total Revenues</b>	<b>\$ 162,566.32</b>

The Finance Officer has performed a thorough analysis of the Revenues and has determined that the following changes are recommended to ensure a balanced statement for Fiscal Year 2022-2023

**Section 3:** Copies of the budget ordinance amendment shall be furnished to the Town Clerk, the Council, the Budget Officer, and the Finance Officer for their direction.

Adopted this 7th day of June 2023.

Motion made by \_\_\_\_\_, 2nd by \_\_\_\_\_

**VOTE: \_\_\_ FOR \_\_\_ AGAINST \_\_\_ ABSENT**

\_\_\_\_\_  
 JOANN MCDERMON, MAYOR

\_\_\_\_\_  
 CAITLIN ELLIOTT, FINANCE OFFICER

<b>ORIGINAL BUDGET</b>	<b>7/1/2022</b>	\$	4,149,263.00
Budget Amendment 2	8/3/2022	\$	150,000.00
Budget Amendment 5	4/5/2023	\$	41,800.00
Budget Amendment 6	6/7/2023	\$	162,566.32
New Budget Ordinance for FY 22-23		\$	<b>4,503,629.32</b>

# Town of North Topsail Beach Fire Department

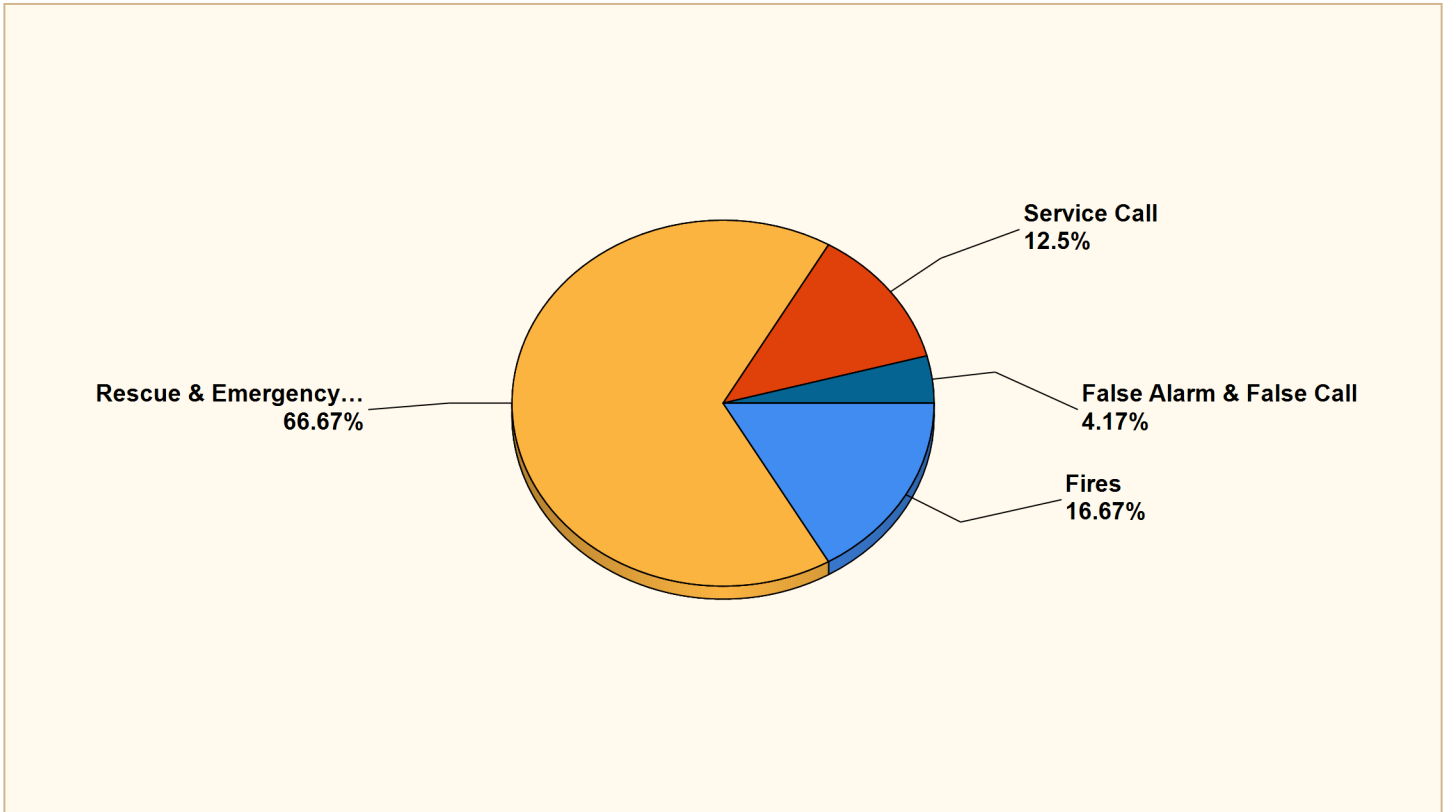
North Topsail Beach, NC

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## Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 05/01/2023 | End Date: 05/22/2023



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	4	16.67%
Rescue & Emergency Medical Service	16	66.67%
Service Call	3	12.5%
False Alarm & False Call	1	4.17%
<b>TOTAL</b>	<b>24</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Section VIII, ItemB.



### Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	4	16.67%
300 - Rescue, EMS incident, other	1	4.17%
311 - Medical assist, assist EMS crew	11	45.83%
322 - Motor vehicle accident with injuries	1	4.17%
323 - Motor vehicle/pedestrian accident (MV Ped)	1	4.17%
353 - Removal of victim(s) from stalled elevator	1	4.17%
365 - Watercraft rescue	1	4.17%
500 - Service Call, other	1	4.17%
531 - Smoke or odor removal	1	4.17%
553 - Public service	1	4.17%
744 - Detector activation, no fire - unintentional	1	4.17%
<b>TOTAL INCIDENTS:</b>	<b>24</b>	<b>100%</b>

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.

Section VIII, Item B.





## 📈 Permits Issued List

From Date: 04/06/2023

To Date: 05/23/2023

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Addition Permit	Single Family	AP23-000004	614 HAMPTON COLONY CIR	04/21/2023	200.00
Addition Permit	Single Family	AP22-000005	4 BERMUDA LANDING PL	04/21/2023	425.00
Addition Permit	Single Family	AP23-000002	3200 GRAY ST	05/16/2023	1,235.00
<b>Addition Permit Total</b>	<b>Single Family Total</b>			3	1,860.00
<b>Addition Permit Total</b>				3	1,860.00
Beach Access Application	Beach Access Application	BAA23-000014	3760 ISLAND DR	05/18/2023	200.00
Beach Access Application	Beach Access Application	BAA23-000012	424 NEW RIVER INLET RD	05/01/2023	200.00
<b>Beach Access Application Total</b>	<b>Beach Access Application Total</b>			2	400.00
<b>Beach Access Application Total</b>				2	400.00
Contractor Change Request	Contractor Change Request	CCR23-000044	100 OCEAN CLUB CT	05/17/2023	0.00
Contractor Change Request	Contractor Change Request	CCR23-000039	1075 NEW RIVER INLET RD	04/06/2023	0.00
Contractor Change Request	Contractor Change Request	CCR23-000040	1075 NEW RIVER INLET RD	04/21/2023	0.00
<b>Contractor Change Request Total</b>	<b>Contractor Change Request Total</b>			3	0.00
<b>Contractor Change Request Total</b>				3	0.00
Demolition Permit	Commercial	D23-000004	435 HAMPTON COLONY CIR	05/04/2023	75.00
<b>Demolition Permit Total</b>	<b>Commercial Total</b>			1	75.00
Demolition Permit	Residential	D22-000001	C/A Topsail Reef NEW RIVER INLET RD	05/17/2023	75.00
<b>Demolition Permit Total</b>	<b>Residential Total</b>			1	75.00
<b>Demolition Permit Total</b>				2	150.00

Dock/Bulkhead/Retaining Wall Permit	Bulkhead	DBR23-000003	163 OLD VILLAGE LN	05/04/2023	200.00
<b>Dock/Bulkhead/Retaining Wall Permit Total</b>	<b>Bulkhead Total</b>			1	200.00
<b>Dock/Bulkhead/Retaining Wall Permit Total</b>				1	200.00
Driveway Permit	Driveway Permit	DVW23-000014	4404 ISLAND DR	05/02/2023	0.00
Driveway Permit	Driveway Permit	DVW22-000080	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Driveway Permit	Driveway Permit	DVW23-000006	22 PORPOISE PL	05/16/2023	0.00
Driveway Permit	Driveway Permit	DVW23-000018	134-136 SEA GULL LN	05/09/2023	0.00
Driveway Permit	Driveway Permit	DVW22-000033	6 CAPE LN	04/21/2023	0.00
Driveway Permit	Driveway Permit	DVW22-000073	4360 ISLAND DR	04/28/2023	0.00
<b>Driveway Permit Total</b>	<b>Driveway Permit Total</b>			6	0.00
<b>Driveway Permit Total</b>				6	0.00
Electrical Permit	Residential	E23-000097	872 VILLAS DR	05/19/2023	75.00
Electrical Permit	Residential	E23-000080	3713 ISLAND DR	05/17/2023	75.00
Electrical Permit	Residential	E23-000036	3200 GRAY ST	05/16/2023	0.00
Electrical Permit	Residential	E23-000102	4276 ISLAND DR	05/16/2023	75.00
Electrical Permit	Residential	E23-000099	8811 2ND AVE	05/16/2023	75.00
Electrical Permit	Residential	E23-000101	3829 ISLAND DR	05/16/2023	75.00
Electrical Permit	Residential	E23-000105	1008 NEW RIVER INLET RD	05/22/2023	75.00
Electrical Permit	Residential	E23-000103	2874 ISLAND DR	05/23/2023	75.00
Electrical Permit	Residential	E22-000340	4360 ISLAND DR	04/28/2023	0.00

Electrical Permit	Residential	E23- 000068	4170 ISLAND DR	05/01/2023	75.00
Electrical Permit	Residential	E23- 000071	199 PORTO VISTA DR	05/02/2023	75.00
Electrical Permit	Residential	E22- 000246	4 BERMUDA LANDING PL	04/21/2023	0.00
Electrical Permit	Residential	E23- 000075	2224 NEW RIVER INLET RD 235	04/24/2023	75.00
Electrical Permit	Residential	E23- 000082	892 NEW RIVER INLET RD 3	04/25/2023	75.00
Electrical Permit	Residential	E22- 000325	1060 NEW RIVER INLET RD	04/25/2023	0.00
Electrical Permit	Residential	E23- 000081	2290-1 NEW RIVER INLET RD	04/25/2023	75.00
Electrical Permit	Residential	E23- 000086	4707 23RD AVE	04/26/2023	75.00
Electrical Permit	Residential	E22- 000182	6 CAPE LN	04/21/2023	0.00
Electrical Permit	Residential	E23- 000054	3713 ISLAND DR	04/21/2023	75.00
Electrical Permit	Residential	E23- 000067	2076 NEW RIVER INLET RD	04/21/2023	75.00
Electrical Permit	Residential	E23- 000079	4021 ISLAND DR Lot 80B Mullet St	04/21/2023	70.00
Electrical Permit	Residential	E23- 000048	1961 NEW RIVER INLET RD	04/06/2023	0.00
Electrical Permit	Residential	E23- 000065	7508 9TH AVE	04/06/2023	75.00
Electrical Permit	Residential	E23- 000047	1955 NEW RIVER INLET RD	04/06/2023	0.00
Electrical Permit	Residential	E23- 000072	134-136 SEA GULL LN	05/09/2023	0.00
Electrical Permit	Residential	E23- 000070	220 TOPSAIL RD	05/09/2023	75.00
Electrical Permit	Residential	E23- 000069	180 TOPSAIL RD	05/09/2023	75.00
Electrical Permit	Residential	E23- 000020	22 PORPOISE PL	05/16/2023	0.00

Electrical Permit	Residential	E23-000084	615 NEW RIVER INLET RD	05/16/2023	75.00
Electrical Permit	Residential	E23-000077	4021 ISLAND DR 158G Reel St	05/16/2023	75.00
Electrical Permit	Residential	E23-000062	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Electrical Permit	Residential	E23-000076	3920 RIVER RD	05/05/2023	75.00
Electrical Permit	Residential	E23-000094	236 SEA SHORE DR	05/05/2023	75.00
Electrical Permit	Residential	E23-000059	4404 ISLAND DR	05/02/2023	0.00
Electrical Permit	Residential	E23-000044	604 NEW RIVER INLET RD	05/02/2023	0.00
<b>Electrical Permit Total</b>	<b>Residential Total</b>			35	1,720.00
<b>Electrical Permit Total</b>				35	1,720.00
Elevator Permit	Residential	EL22-000009	1060 NEW RIVER INLET RD	04/25/2023	305.00
<b>Elevator Permit Total</b>	<b>Residential Total</b>			1	305.00
<b>Elevator Permit Total</b>				1	305.00
Fence Permit	Residential	FNC23-000009	7716 8TH AVE	04/12/2023	50.00
Fence Permit	Residential	FNC23-000008	208 BAYVIEW DR	04/12/2023	50.00
Fence Permit	Residential	FNC23-000011	615 NEW RIVER INLET RD	05/01/2023	50.00
Fence Permit	Residential	FNC23-000010	214 BAYVIEW DR	05/16/2023	50.00
<b>Fence Permit Total</b>	<b>Residential Total</b>			4	200.00
<b>Fence Permit Total</b>				4	200.00
Fuel Gas Permit	Residential	FG23-000016	615 NEW RIVER INLET RD	05/17/2023	75.00
Fuel Gas Permit	Residential	FG23-000015	208 MASON CT	05/08/2023	0.00
Fuel Gas Permit	Residential	FG22-000031	201 TAMARIX CT	04/06/2023	0.00
Fuel Gas Permit	Residential	FG23-000010	106 SCOTCH BONNET CIR	04/06/2023	0.00

Fuel Gas Permit	Residential	FG23-000012	422 HAMPTON COLONY CIR	04/26/2023	75.00
<b>Fuel Gas Permit Total</b>	<b>Residential Total</b>			5	150.00
<b>Fuel Gas Permit Total</b>				5	150.00
Insulation Permit	Residential	I22-000070	4360 ISLAND DR	04/28/2023	0.00
Insulation Permit	Residential	I22-000042	4 BERMUDA LANDING PL	04/21/2023	0.00
Insulation Permit	Residential	I22-000029	6 CAPE LN	04/21/2023	0.00
Insulation Permit	Residential	I22-000076	1075 NEW RIVER INLET RD	05/05/2023	0.00
Insulation Permit	Residential	I23-000009	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Insulation Permit	Residential	I23-000010	4404 ISLAND DR	05/02/2023	0.00
Insulation Permit	Residential	I22-000059	208 MASON CT	05/10/2023	0.00
Insulation Permit	Residential	I23-000007	22 PORPOISE PL	05/16/2023	0.00
Insulation Permit	Residential	I23-000012	134-136 SEA GULL LN	05/09/2023	0.00
<b>Insulation Permit Total</b>	<b>Residential Total</b>			9	0.00
<b>Insulation Permit Total</b>				9	0.00
Mechanical Permit	Residential	M22-000224	100 OCEAN CLUB CT	05/17/2023	0.00
Mechanical Permit	Residential	M22-000246	1785 NEW RIVER INLET RD Unit 3	05/19/2023	75.00
Mechanical Permit	Residential	M23-000059	2334-2 NEW RIVER INLET RD	05/22/2023	75.00
Mechanical Permit	Residential	M23-000058	117 S PERMUDA WYND DR	05/19/2023	75.00
Mechanical Permit	Residential	M22-000158	120 SCOTCH BONNET CIR	05/16/2023	75.00
Mechanical Permit	Residential	M22-000264	219 PORT DR	05/18/2023	75.00
Mechanical Permit	Residential	M23-000031	134-136 SEA GULL LN	05/09/2023	0.00

Mechanical Permit	Residential	M23-000050	504 OCEAN DR	05/08/2023	75.00
Mechanical Permit	Residential	M23-000047	1330 NEW RIVER INLET RD	05/08/2023	75.00
Mechanical Permit	Residential	M23-000054	116 OCEANVIEW LN	05/10/2023	75.00
Mechanical Permit	Residential	M23-000043	4110 ISLAND DR 202	05/10/2023	75.00
Mechanical Permit	Residential	M23-000011	22 PORPOISE PL	05/16/2023	0.00
Mechanical Permit	Residential	M23-000023	627 OCEAN DR	05/10/2023	75.00
Mechanical Permit	Residential	M23-000035	1180 NEW RIVER INLET RD	05/10/2023	75.00
Mechanical Permit	Residential	M22-000074	153 OCEANVIEW LN	05/10/2023	75.00
Mechanical Permit	Residential	M23-000029	4404 ISLAND DR	05/02/2023	0.00
Mechanical Permit	Residential	M23-000046	8702 3RD AVE	05/02/2023	75.00
Mechanical Permit	Residential	M23-000049	134 OCEANVIEW LN	05/03/2023	75.00
Mechanical Permit	Residential	M23-000042	5719 18TH AVE	05/01/2023	75.00
Mechanical Permit	Residential	M23-000045	6 BOTTLENOSE BLVD	05/01/2023	75.00
Mechanical Permit	Residential	M23-000026	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Mechanical Permit	Residential	M23-000051	4110 ISLAND DR 102	05/05/2023	75.00
Mechanical Permit	Residential	M22-000102	6 CAPE LN	04/21/2023	0.00
Mechanical Permit	Residential	M22-000237	4220 ISLAND DR	04/06/2023	0.00
Mechanical Permit	Residential	M22-000181	4 BERMUDA LANDING PL	04/21/2023	0.00
Mechanical Permit	Residential	M23-000003	1075 NEW RIVER INLET RD	04/21/2023	0.00

Mechanical Permit	Residential	M23-000025	126 SEA OAKS CT	04/27/2023	75.00
Mechanical Permit	Residential	M23-000033	866 VILLAS DR	04/25/2023	75.00
Mechanical Permit	Residential	M23-000032	283 SEA SHORE DR	04/25/2023	75.00
Mechanical Permit	Residential	M23-000036	2254 ISLAND DR	04/26/2023	75.00
Mechanical Permit	Residential	M22-000250	4360 ISLAND DR	04/28/2023	0.00
Mechanical Permit	Residential	M23-000040	2664 ISLAND DR	04/27/2023	75.00
Mechanical Permit	Residential	M23-000039	125 S PERMUDA WYND DR	04/27/2023	75.00
Mechanical Permit	Residential	M23-000041	422 HAMPTON COLONY CIR	04/27/2023	75.00
<b>Mechanical Permit Total</b>	<b>Residential Total</b>			34	1,800.00
<b>Mechanical Permit Total</b>				34	1,800.00
Mobile Food Truck/Pushcart	Mobile Food Truck	MFV23-000008	2181 NEW RIVER INLET RD	04/28/2023	500.00
<b>Mobile Food Truck/Pushcart Total</b>	<b>Mobile Food Truck Total</b>			1	500.00
Mobile Food Truck/Pushcart	Push Cart	MFV23-000006	484 NEW RIVER INLET RD	05/02/2023	75.00
Mobile Food Truck/Pushcart	Push Cart	MFV23-000007	484 NEW RIVER INLET RD	05/02/2023	75.00
<b>Mobile Food Truck/Pushcart Total</b>	<b>Push Cart Total</b>			2	150.00
<b>Mobile Food Truck/Pushcart Total</b>				3	650.00
New Construction Permit	Multi-Unit	C22-000060	948-950 NEW RIVER INLET RD	05/04/2023	3,236.36
New Construction Permit	Multi-Unit	C23-000012	134-136 SEA GULL LN	05/09/2023	1,718.33
<b>New Construction Permit Total</b>	<b>Multi-Unit Total</b>			2	4,954.69
New Construction Permit	Single Family	C23-000007	22 PORPOISE PL	05/16/2023	1,766.61
New Construction Permit	Single Family	C23-000010	4404 ISLAND DR	05/02/2023	1,235.33

New Construction Permit	Single Family	C22- 000055	4360 ISLAND DR	04/28/2023	1,789.99
New Construction Permit	Single Family	C22- 000025	6 CAPE LN	04/21/2023	1,964.01
<b>New Construction Permit Total</b>	<b>Single Family Total</b>			4	6,755.94
<b>New Construction Permit Total</b>				6	11,710.63
Plumbing Permit	Residential	P22- 000039	6 CAPE LN	04/21/2023	0.00
Plumbing Permit	Residential	P23- 000023	615 NEW RIVER INLET RD	04/21/2023	75.00
Plumbing Permit	Residential	P22- 000083	4360 ISLAND DR	04/28/2023	0.00
Plumbing Permit	Residential	P23- 000020	4404 ISLAND DR	05/02/2023	0.00
Plumbing Permit	Residential	P23- 000022	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Plumbing Permit	Residential	P23- 000011	22 PORPOISE PL	05/16/2023	0.00
Plumbing Permit	Residential	P23- 000032	1866 NEW RIVER INLET RD 3104C	05/16/2023	75.00
Plumbing Permit	Residential	P23- 000024	134-136 SEA GULL LN	05/09/2023	0.00
<b>Plumbing Permit Total</b>	<b>Residential Total</b>			8	150.00
<b>Plumbing Permit Total</b>				8	150.00
Simple Build Permit	Commercial	SB23- 000041	2250 NEW RIVER INLET RD Units 120, 220, 320, 119, 219, 319, 118, 218, 318,	05/08/2023	1,227.50
Simple Build Permit	Commercial	SB23- 000040	2264 NEW RIVER INLET RD Units 110, 210, 310, 101, 201, 301	05/08/2023	566.00
Simple Build Permit	Commercial	SB23- 000046	2174 NEW RIVER INLET RD units 186, 286, 386, 185, 285, 385, 184, 284, 384	05/08/2023	455.75
Simple Build Permit	Commercial	SB23- 000044	2210 NEW RIVER INLET RD units 159, 259, 359, 158, 258, 358, 157, 257, 357,	05/08/2023	566.00
Simple Build Permit	Commercial	SB23- 000043	2224 NEW RIVER INLET RD units 134, 234, 334, 135, 235, 335	05/08/2023	345.50
Simple Build Permit	Commercial	SB23- 000042	2240 NEW RIVER INLET RD units 129, 229, 329, 128, 228, 328, 124, 224, 324,	05/08/2023	676.25



<b>Simple Build Permit Total</b>	<b>Commercial Total</b>			6	3,837.00
Simple Build Permit	Multi-Unit	SB22- 000076	1928 NEW RIVER INLET RD 222	04/06/2023	200.00
<b>Simple Build Permit Total</b>	<b>Multi-Unit Total</b>			1	200.00
Simple Build Permit	Single Family	SB23- 000033	6200 15TH AVE DR	05/17/2023	200.00
Simple Build Permit	Single Family	SB23- 000031	2342-1 NEW RIVER INLET RD	04/06/2023	200.00
Simple Build Permit	Single Family	SB23- 000036	215 COASTAL DR	04/21/2023	200.00
Simple Build Permit	Single Family	SB23- 000039	59 BERMUDA LANDING PL	04/27/2023	200.00
Simple Build Permit	Single Family	SB23- 000037	1835 NEW RIVER INET RD	04/26/2023	75.00
Simple Build Permit	Single Family	SB22- 000093	1060 NEW RIVER INLET RD	04/25/2023	0.00
Simple Build Permit	Single Family	SB23- 000038	462 OCEAN DR	05/04/2023	75.00
Simple Build Permit	Single Family	SB23- 000022	3200 GRAY ST	05/16/2023	0.00
<b>Simple Build Permit Total</b>	<b>Single Family Total</b>			8	950.00
<b>Simple Build Permit Total</b>				15	4,987.00
Special Use Permit	Special Use Permit	SUP22- 000002	4 BERMUDA LANDING PL	04/21/2023	350.00
<b>Special Use Permit Total</b>	<b>Special Use Permit Total</b>			1	350.00
<b>Special Use Permit Total</b>				1	350.00
Swimming Pool Permit	Residential	SP23- 000009	3200 GRAY ST	05/16/2023	0.00
Swimming Pool Permit	Residential	SP22- 000033	39 SAILVIEW DR	05/22/2023	305.00
Swimming Pool Permit	Residential	SP23- 000012	3713 ISLAND DR	04/21/2023	305.00
Swimming Pool Permit	Residential	SP23- 000011	1961 NEW RIVER INLET RD	04/06/2023	305.00
Swimming Pool Permit	Residential	SP23- 000010	1955 NEW RIVER INLET RD	04/06/2023	305.00

Swimming Pool Permit	Residential	SP23-000013	604 NEW RIVER INLET RD	05/02/2023	305.00
<b>Swimming Pool Permit Total</b>	<b>Residential Total</b>			6	1,525.00
<b>Swimming Pool Permit Total</b>				6	1,525.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000080	2264 NEW RIVER INLET RD Units 110, 210, 310, 101, 201, 301	05/08/2023	0.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000081	2250 NEW RIVER INLET RD Units 120, 220, 320, 119, 219, 319, 118, 218, 318,	05/08/2023	0.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000082	2240 NEW RIVER INLET RD units 129, 229, 329, 128, 228, 328, 124, 224, 324,	05/08/2023	0.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000084	2210 NEW RIVER INLET RD units 159, 259, 359, 158, 258, 358, 157, 257, 357,	05/08/2023	0.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000086	2174 NEW RIVER INLET RD units 186, 286, 386, 185, 285, 385, 184, 284, 384	05/08/2023	0.00
Zoning and Floodplain Development Permit	Commercial	ZFP23-000083	2224 NEW RIVER INLET RD units 134, 234, 334, 135, 235, 335	05/08/2023	0.00
<b>Zoning and Floodplain Development Permit Total</b>	<b>Commercial Total</b>			6	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000076	6200 15TH AVE DR	05/17/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000214	948-950 NEW RIVER INLET RD	05/04/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000059	4404 ISLAND DR	05/02/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000071	163 OLD VILLAGE LN	05/04/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000067	134-136 SEA GULL LN	05/09/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000117	Between 557-601 NEW RIVER INLET RD	05/10/2023	50.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000021	22 PORPOISE PL	05/16/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000035	3200 GRAY ST	05/16/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000047	604 NEW RIVER INLET RD	05/02/2023	0.00

Zoning and Floodplain Development Permit	Residential	ZFP22-000181	4360 ISLAND DR	04/28/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000077	59 BERMUDA LANDING PL	04/27/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000027	206 MASON CT	04/28/2023	50.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000204	1060 NEW RIVER INLET RD	04/25/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000073	1016 NEW RIVER INLET RD	04/24/2023	50.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000125	138 OCEANVIEW LN	04/27/2023	50.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000049	1955 NEW RIVER INLET RD	04/06/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000048	1928 NEW RIVER INLET RD 222	04/06/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000051	2342-1 NEW RIVER INLET RD	04/06/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000050	1961 NEW RIVER INLET RD	04/06/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000057	614 HAMPTON COLONY CIR	04/21/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000061	215 COASTAL DR	04/21/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP23-000055	3713 ISLAND DR	04/21/2023	125.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000049	6 CAPE LN	04/21/2023	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000133	4 BERMUDA LANDING PL	04/21/2023	0.00
<b>Zoning and Floodplain Development Permit Total</b>	<b>Residential Total</b>			24	325.00
<b>Zoning and Floodplain Development Permit Total</b>				30	325.00
<b>All Permits Total</b>				174	26,482.63

From: 04/18/2023  
 To: 05/31/2023

Permit#	Issue Date	Address	Property#	Legal Description	Property Owner	Contractor	Building Final	CO Issued	Cost	Receipt#	Estimated Value	Recovery Fund	Technology Fee
MFV23-000008	04/28/2023	2181 NEW RIVER INLET RD	778C-169	L23 WM&KATIE SMITH DIV	CARRIGAN FAMILY FOUNDATION LTD				500.00	184	0.00	0.00	0.00
MFV23-000006	05/02/2023	484 NEW RIVER INLET RD	775-2.2	BEACH ACCESS 4	STATE OF N C				75.00	194	0.00	0.00	0.00
MFV23-000007	05/02/2023	484 NEW RIVER INLET RD	775-2.2	BEACH ACCESS 4	STATE OF N C				75.00	195	0.00	0.00	0.00
ZFP23-000055	04/21/2023	3713 ISLAND DR	813-5.3	TR 2 SR BARNES PROPERTY	NAGLE WILLIAM S III & SUE ANN	Ocean Blue Pools and Spas of North Carolina Corporation - Kevin Dunne			125.00	162	73000.00	0.00	0.00
ZFP23-000061	04/21/2023	215 COASTAL DR	778C-91.1	L10B S3 BE NORTH TOPSAIL SHORES	DEAN JAMES W	Joseph Collis -			125.00		7000.00	0.00	0.00
ZFP23-000057	04/21/2023	614 HAMPTON COLONY CIR	768A-120	L10 HAMPTON COLONY	BACKER DENNIS J & MARCELLA R & BACKER KELLY E & ADAM M	Dennis Backer -			125.00		8000.00	0.00	0.00
ZFP22-000049	04/21/2023	6 CAPE LN	775-1.14	LA LOTS AT ENTRANCE TO CAPE ISLAND	JATWHIT LLC	Whittenton Builders Enterprises, Inc. - (Anthony) Todd Whittenton			125.00		750000.00	0.00	0.00
ZFP22-000133	04/21/2023	4 BERMUDA LANDING PL	812-230	L12 4 BERMUDA LANDING	MIGNONE LAURA	DeVco Build & Design LLC - Anton DeVries			125.00		75000.00	0.00	0.00
ZFP23-000073	04/24/2023	1016 NEW RIVER INLET RD	774-47.7	NEW LOT A GARY F. GRAY & WIFE SUSAN L. GRAY	GRAY GARY F & SUSAN L	RG Properties, LLC - Ryan Gray			50.00	168	2000.00	0.00	0.00
ZFP22-000204	04/25/2023	1060 NEW RIVER INLET RD	774G-5	L5 BA OCEAN CAY	CARPENTER MICHAEL & VICKY	Mike Carpenter - Owner/Builder -			125.00		29000.00	0.00	0.00
ZFP22-000125	04/27/2023	138 OCEANVIEW LN	768B-12	L12 OCEAN SOUND VILLAGE	KAELIN DANIEL TRUSTEE & JENNIFER TRUSTEE	Sunshine Landscaping - Barry Suggs			50.00	462	28000.00	0.00	0.00
ZFP23-000077	04/27/2023	59 BERMUDA LANDING PL	812-177	L2 59 BERMUDA LANDING	ALLEN EDWARD G & MARIA M	TVA JOHNSON CONTRACTING - GREGORY T JOHNSON			125.00		15000.00	0.00	0.00
ZFP23-000027	04/28/2023	206 MASON CT	775B-81	L26 OCEAN CLUB VILLAGE	WHITTINGTON RICHARD & LISA	SUNSHINE LANDSCAPING -			50.00	182	3000.00	0.00	0.00
ZFP22-000181	04/28/2023	4360 ISLAND DR	768A-85	L15 S2 OCEAN RIDGE VILLAGE	A & S REAL ESTATE LLC	Pine State Construction Group, LLC - James E Brewer			125.00		600000.00	0.00	0.00
ZFP23-000047	05/02/2023	604 NEW RIVER INLET RD	775B-2	L2 SEA DUNES VILLAGE	HUTTEN MICHAEL J & MARGARET E &	Cardinal Pools LLC - Abraham Villa			125.00		70000.00	0.00	0.00

ZFP23-000059	05/02/2023	4404 ISLAND DR	768A-13	L13 SUMMERTYME	AHRENS ANGELICA PATRICIA & BARRY MATTHEW	- Clarence Nathan King			125.00		317007.20	0.00	0.00
ZFP23-000071	05/04/2023	163 OLD VILLAGE LN	806-135	L36 S2 VILLAGE OF STUMP SOUND	ANDERSON LEON J & TERESA H	Hammer Head Marine Construction - Peter Meuller			125.00		10000.00	0.00	0.00
ZFP22-000214	05/04/2023	948-950 NEW RIVER INLET RD	774-25.3	L1 S1 NORMANS LANDING	CDM LAND HOLDINGS LLC	Shoals Building, LLC - Michael C Greet			125.00		1025000.00	0.00	0.00
ZFP23-000083	05/08/2023	2224 NEW RIVER INLET RD units 134, 234, 334, 135, 235, 335	778C-5	BLDG D TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		42000.00	0.00	0.00
ZFP23-000086	05/08/2023	2174 NEW RIVER INLET RD units 186, 286, 386, 185, 285, 385, 184, 284, 384	778C-1.	BLDG H TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		63000.00	0.00	0.00
ZFP23-000084	05/08/2023	2210 NEW RIVER INLET RD units 159, 259, 359, 158, 258, 358, 157, 257, 357,	778C-4	BLDG E TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		84000.00	0.00	0.00
ZFP23-000082	05/08/2023	2240 NEW RIVER INLET RD units 129, 229, 329, 128, 228, 328, 124, 224, 324,	778C-6	BLDG C TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		105000.00	0.00	0.00
ZFP23-000081	05/08/2023	2250 NEW RIVER INLET RD Units 120, 220, 320, 119, 219, 319, 118, 218, 318,	778C-7.	BLDG B TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		210000.00	0.00	0.00
ZFP23-000080	05/08/2023	2264 NEW RIVER INLET RD Units 110, 210, 310, 101, 201, 301	778C-8	BLDG A TOPSAIL REEF	TOPSAIL REEF HOMEOWNERS ASSOCIATION INC C/O COMMUNITY ASSOCIATION MANAGEMEN	AIM Green, LLC - Margaret N Mosca			125.00		84000.00	0.00	0.00
ZFP23-000067	05/09/2023	134-136 SEA GULL LN	778C-169.29	L4 WILLIAM & KATIE SMITH	RODRIGUEZ JOE	Wellman's Construction, Inc. - David W Wellman			125.00		199920.00	0.00	0.00
ZFP22-000117	05/10/2023	Between 557-601 NEW RIVER INLET RD	775B-77	L22 OCEAN CLUB VILLAGE	MASSOOD MICHAEL JR	East Coast Consolidated LLC -		217	50.00		802.00	0.00	0.00
ZFP23-	05/16/2023	22 RPOISE	778D-91	L23 DOLPHIN SHORES	NORTH TOPSAIL RENTALS LLC	Barnhill Properties, LLC			125.00		360000.00	0.00	0.00

						- Christian K Barnhill							
ZFP23-000035	05/16/2023	3200 GRAY ST	807-77	L20 B14 OCEAN CITY	CAROLINA CUSTOM INVESTMENT PROPERTIES	AKA Blue Collar Boys Construction - Johnny C Beasley, TVA			125.00		10500.00	0.00	0.00
ZFP23-000076	05/17/2023	6200 15TH AVE DR	810-25	L1 S2 BA OLD SETTLERS BEACH	MOORE ANDREW KENNETH JR &	In and Out Home Solutions - Pepper Rathburn			125.00		10000.00	0.00	0.00
DVW22-000033	04/21/2023	6 CAPE LN	775-1.14	LA LOTS AT ENTRANCE TO CAPE ISLAND	JATWHIT LLC	Whittenton Builders Enterprises, Inc. - (Anthony) Todd Whittenton			50.00		750000.00	0.00	0.00
DVW22-000073	04/28/2023	4360 ISLAND DR	768A-85	L15 S2 OCEAN RIDGE VILLAGE	A & S REAL ESTATE LLC	Pine State Construction Group, LLC - James E Brewer			50.00		500000.00	0.00	0.00
DVW23-000014	05/02/2023	4404 ISLAND DR	768A-13	L13 SUMMERTYME	AHRENS ANGELICA PATRICIA & BARRY MATTHEW	- Clarence Nathan King			50.00		2500.00	0.00	0.00
DVW22-000080	05/04/2023	948-950 NEW RIVER INLET RD	774-25.3	L1 S1 NORMANS LANDING	CDM LAND HOLDINGS LLC	Shoals Building, LLC - Michael C Greet			50.00		2000.00	0.00	0.00
DVW23-000018	05/09/2023	134-136 SEA GULL LN	778C-169.29	L4 WILLIAM & KATIE SMITH	RODRIGUEZ JOE	Wellman's Construction, Inc. - David W Wellman			50.00		5000.00	0.00	0.00
DVW23-000006	05/16/2023	22 PORPOISE PL	778D-91	L23 DOLPHIN SHORES	NORTH TOPSAIL RENTALS LLC	Barnhill Properties, LLC - Christian K Barnhill			50.00		5000.00	0.00	0.00
SUP22-000002	04/21/2023	4 BERMUDA LANDING PL	812-230	L12 4 BERMUDA LANDING	MIGNONE LAURA				350.00	566	0.00	0.00	0.00
FNC23-000011	05/01/2023	615 NEW RIVER INLET RD	775B-22	L22 SEA DUNES VILLAGE	HARGIS PROPERTIES LLC	Element Home Services - Mallory & Jody Padgett			50.00	188	10332.00	0.00	0.00
FNC23-000010	05/16/2023	214 BAYVIEW DR	779D-51.1	L25B B2 S PT BAYVIEW	JENKINS CHARLES F & GAY S	chuck jenkins -			50.00	225	2000.00	0.00	0.00

# Town of North Topsail Beach



Service

Integrity

## Police Department

Chief William K. Younginer

### Department Report for April 1, 2023 - April 30, 2023

Citations	
State Citations	14
Warning Citations	3

Summary	
Total Calls for Service	137
Total Citations Issued	17
Total Reports	5
Total Security Checks	1334

Calls For Service	
Accidents	1
Alarm Calls	5
Animal	4
Assaults	1
Beach Wheelchair	6
Breaking & Entering	1
Cit / Mot / Ped Assists	36
Disturbances	8
Domestic Disturbances	5
Larceny/Theft	1
911 Hang Up	6
Misc. Calls	20
Missing Person	1
Open Door	1
Property Damage	1
Suspicious Activity	6
Trespassing	4
Welfare	1

Assist Other Agencies	
E. M. S.	8
N.T.B. F.D.	14
O.C.S.	28
S.C.P.D.	2



*Town of North Topsail Beach*  
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	06 07 2023

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**Issue:** Planning Board Committee Report  
Hanna McCloud, Chair  
**Department:** Planning  
**Prepared by:** Deborah J. Hill MPA AICP CFM CZO  
**Presentation:** No

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No meeting was held on May 11 due to staff illness.





*Town of North Topsail Beach*  
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	06 07 2023

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**Issue:** Board of Adjustment Committee Report  
Hanna McCloud, Chair

**Department:** Planning

**Prepared by:** Deborah J. Hill MPA AICP CFM CZO

**Presentation:** No

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**To be rescheduled from May 24 due to staff illness:**

1. **Case #AA23-000003 (Continued):** Appeal by Mark Wilson of decision by Deborah J. Hill, Planning Director to issue a Notice of Violation and Citation based on § 10.07.02 REBUILDING OF DAMAGED DUNES; §10.02.01 DEVELOPMENT WITHOUT A PERMIT; §10.02.02 DEVELOPMENT INCONSISTENT WITH A PERMIT; §10.02.03 VIOLATION OF CONDITIONS IMPOSED; § 10.07.02 REBUILDING OF DAMAGED DUNES. The case was continued for approximately six weeks, to allow a cooperative effort to resolve the issues; the fine has not been lifted. The appellant understands that he must abide by the provisions of the existing stop work order; the appellant agrees to work in good faith with Town staff to attempt to resolve the decisions from which he has appealed from. ***Staff and applicant have completed tasks as agreed and ready to report to Board of Adjustment.***
2. **Case #AA23-000003:** Appeal by Cedar Home Investments, LLC of decision by Deborah J. Hill, Planning Director to issue a Notice of Violation and Citation based on § 10.07.02 REBUILDING OF DAMAGED DUNES; §10.02.02 DEVELOPMENT INCONSISTENT WITH A PERMIT; §10.02.03 VIOLATION OF CONDITIONS IMPOSED; § 10.07.02 REBUILDING OF DAMAGED DUNES.

**LICENSE AGREEMENT**

**THIS LICENSE AGREEMENT**, made and entered into this 9<sup>th</sup> day of MAY, 2023, (the "Effective Date") by and between **CAROLINA TELEPHONE AND TELEGRAPH COMPANY, LLC**, a North Carolina limited liability company, having an address of 1120 South Tryon Street, 7<sup>th</sup> Floor, Charlotte, North Carolina 28203 ("LICENSOR"), and **THE TOWN OF NORTH TOPSAIL BEACH**, a municipality under North Carolina law ("LICENSEE").

**WITNESSETH:**

**WHEREAS**, LICENSOR is the owner of the fee simple title to that certain parcel located at 2865 Island Drive, North Topsail Beach, NC (the "Property"); and

**WHEREAS**, LICENSEE is desirous of acquiring from LICENSOR the limited privilege and license to erect a community sign to be put on the property line the Property, as described and represented in detail on Exhibit A, attached hereto; and

**WHEREAS**, LICENSOR is willing to grant to LICENSEE the desired limited privilege and license for such occupancy and utilization, subject to certain terms and conditions as stipulated below.

**NOW, THEREFORE, IT IS MUTUALLY AGREED AS FOLLOWS:**

A. That for and in consideration in the amount of \$10.00, the receipt and sufficiency of which are hereby acknowledged, LICENSOR hereby grants to LICENSEE, and LICENSEE hereby accepts from LICENSOR, the limited privilege and license (the "License") to occupy and utilize a portion of the Property not exceeding a plot measuring six (6) feet by three (3) feet, bordering the property line as described and depicted in Exhibit A attached hereto (the "License Area"), for the placement and maintenance of a community sign as described and depicted in Exhibit B attached hereto (the "Improvement"). This License includes the right of ingress and egress, for the purpose of making repairs or enhancements to the Improvement, together with such other limited privilege and license as may be reasonably necessary or convenient for the full enjoyment of the License Area for the above purpose only.

B. That the term of this License shall be for a period of **five (5) years** from the Effective Date, unless sooner terminated or extended as provided hereinafter. Provided LICENSEE is not in default under this License Agreement, LICENSEE shall have the right to extend the term of this License Agreement from the date upon which it would otherwise expire for **two (2) additional term(s) of five (5) years each**. Such extension(s) shall be automatic unless LICENSOR notifies LICENSEE of its intent not to renew by giving written notice to LICENSEE no later than six months prior to the expiration of the initial term or any renewal term. Six months prior to the end of the final five-year renewal period, if LICENSEE desires continuation of the License Agreement, it shall notify LICENSOR and the parties shall renegotiate the License Agreement upon mutually agreeable terms and conditions.

LICENSEE may terminate this License Agreement during the initial term or any extensions thereof upon 90 days written notice to LICENSOR. After such termination, LICENSEE shall have 60 days to remove the Improvement from LICENSOR's Property. If LICENSEE fails to remove the Improvement as provided herein, it shall be deemed abandoned by LICENSEE and become the sole property of the LICENSOR, who may remove it at LICENSEE's sole cost and expense.

C. It is expressly stipulated by the said LICENSOR and LICENSEE that this License Agreement is a license for permissive use only and that the placing of any improvement upon the property to this Agreement shall not operate to create or vest any property right in said LICENSEE.

Section VIII, Item D.

D. It is expressly stipulated by the said LICENSOR and LICENSEE that the privileges

provided herein create no perpetual rights but determinable privileges depending solely on the conditions in this Agreement and at no time shall this License Agreement be construed as a license coupled with an interest.

E. That LICENSOR's consent to LICENSEE's use of the property described herein is limited. Such conditional and restricted consent creates privileges in the LICENSEE to use the land only insofar as compliance with the conditions herein is continued.

F. That LICENSOR expressly reserves unto itself, its successors, lessees and assigns, the continued right to occupy and utilize the entire License Area and to grant to other parties such privileges affecting the License Area as are not inconsistent with privileges herein granted.

G. That upon LICENSEE's breach of any covenant or condition contained herein, this License Agreement after written notification by LICENSOR to LICENSEE of such breach and upon failure of LICENSEE to remedy or remove such breach within a period of thirty (30) working days after receipt of such written notification, shall cease and terminate and shall become null and void and the privilege and License herein granted shall thereupon immediately revert to the LICENSOR in absolute; however, LICENSOR expressly does not waive any rights of recourse LICENSOR may have against LICENSEE for damages sustained by LICENSOR as a result of such breach.

H. That any costs, attorney's fees or expenses incurred by LICENSOR in construing or enforcing this License Agreement shall be borne by the LICENSEE.

I. That this privilege and license is personal to LICENSEE and shall not be assigned or transferred in whole or in part without the express prior written consent of LICENSOR, which consent of LICENSOR shall be solely at LICENSOR's discretion.

J. That the validity of this License Agreement is contingent upon LICENSEE first obtaining proper zoning, authority, approval and/or permit from the appropriate governmental body or public agency having jurisdiction over such utilization at this location. If such zoning, authority, approval and/or permit is not secured, this Agreement will be considered null and void.

K. That LICENSOR shall not be liable for any damages due to LICENSEE's utilization howsoever resulting from LICENSOR's continued use and occupancy of the License Area; LICENSOR, however, shall not willfully cause undue damage to LICENSEE's utilization.

L. That LICENSOR shall assume the sole duty, responsibility and obligation of mowing and otherwise maintaining the surface of the portion of the License Area upon and across the land involved in a condition compatible with the surrounding area.

M. That the entire disturbed area within the License Area shall be restored by LICENSEE to a condition at least as good as that which existed prior to placement of the Improvement.

N. That LICENSEE hereby expressly understands, covenants and agrees (a) that nothing contained in this Agreement or contemplated is intended to or shall increase LICENSOR's liability for personal injury or death or for any property damage, (b) that LICENSOR does not assume any such additional liability, (c) that liability arising out of the utilization and occupancy of LICENSOR's License Area by LICENSEE and LICENSEE's employees, agents, contractors, invitees or any representative, is hereby assumed by LICENSEE and shall be at the sole and exclusive risk of LICENSEE, (d) that LICENSEE shall answer and satisfy to LICENSOR's satisfaction any and all complaints relative to LICENSEE's utilization of LICENSOR's License Area, (e) that LICENSEE shall protect, defend, hold harmless and indemnify LICENSOR from and against any and all actions, claims, damages and/or loss, but not limited to actions or claims from LICENSEE's employees, contractors, and including, but not limited to, claims for remediation, damages or fines from governmental entities, which may be assessed now or in the future, together with any costs attorney's fees, occasioned by or growing out of any

actual or claimed usage or condition of the License Area arising in any manner whatsoever, directly or indirectly, by reason of this Agreement for LICENSEE's utilization thereof.

O. That LICENSEE will carry policies of insurance acceptable to LICENSOR with respect to General Liability with Bodily Injury limits not less than \$200,000 each person and \$500,000 each occurrence and with Property Damage limits not less than \$50,000 each occurrence and \$100,000 aggregate. LICENSEE will have the insurance policies mentioned endorsed by their insurance carrier to provide blanket contractual coverage expressly with respect to Paragraph "N" above, to the full limits of and for the liabilities insured under said policies; and prior to commencing initial construction activities within the License Area, LICENSEE will furnish LICENSOR with a certificate evidencing insurance coverage of the liability assumed under said Paragraph "N."

IN WITNESS WHEREOF, the said LICENSOR and LICENSEE have caused these presents to be executed in their respective corporate names by their proper officers thereunto duly authorized and their respective corporate seals to be hereunto affixed and attested, all as of the day and year first above written.

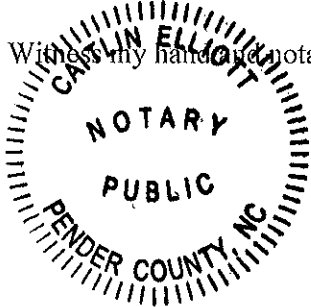
**LICENSEE:**

**THE TOWN OF NORTH TOPSAIL BEACH**  
a North Carolina municipality

By: Alice Derian  
Name: Alice Derian  
Title: Town Manager

STATE OF NORTH CAROLINA  
COUNTY OF Onslow

I, Caitlin Elliott a Notary Public of Pender County, State of North Carolina, certify that Alice Derian, of THE TOWN OF NORTH TOPSAIL BEACH, a North Carolina municipality, personally appeared before me this day and acknowledged the due execution of the foregoing consent agreement on behalf of the limited liability company, in the capacity stated.



Witness my hand and notarial seal, this 9<sup>th</sup> day of May, 2023.

Caitlin Elliott  
Notary Public  
Caitlin Elliott  
Notary Public Printed/Typed Name

My commission expires: April 6, 2025

[SEAL]  
Section VIII, Item D.

[Signatures continue on following page]

IN WITNESS WHEREOF, the said LICENSOR and LICENSEE have caused these presents to be executed in their respective corporate names by their proper officers thereunto duly authorized and their respective corporate seals to be hereunto affixed and attested, all as of the day and year first above written.

**LICENSOR:**

**CAROLINA TELEPHONE AND TELEGRAPH COMPANY, LLC**

a North Carolina limited liability company

By: \_\_\_\_\_

Name: \_\_\_\_\_

Title: \_\_\_\_\_

**STATE OF NORTH CAROLINA**

**COUNTY OF LENOIR**

I, \_\_\_\_\_ a Notary Public of \_\_\_\_\_ County, State of North Carolina, certify that \_\_\_\_\_, of CAROLINA TELEPHONE AND TELEGRAPH COMPANY, LLC, a North Carolina limited liability company, personally appeared before me this day and acknowledged the due execution of the foregoing consent agreement on behalf of the limited liability company, in the capacity stated.

Witness my hand and notarial seal, this \_\_\_\_\_ day of \_\_\_\_\_, 2023.

\_\_\_\_\_  
Notary Public

\_\_\_\_\_  
Notary Public Printed/Typed Name

My commission expires: \_\_\_\_\_

[SEAL]

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**To:** NTB Board of Aldermen

**Subject:** BISAC May Meeting Report

**From:** Larry Strother, Chair

**Date:** May 16, 2023

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**Manager's Update.** Manager Derian, *ex officio*, updated the committee on the status of the shoreline projects. CM Mitchell did not make much progress with Tranche 2 of the Phase 5 truck haul project. They stockpiled sand that was not pushed and they reported that it was not enough to do a complete profile for surveying/payment, therefore it remained stockpiled until more sand could be hauled this week. The contractor reported that they were waiting for the sand mine to catch up. The permit extension was only through May 19<sup>th</sup> so unfortunately, the work extension granted has not yielded any benefits.

#### **30 Year Beach Plan:**

The BOA approved the proposal submitted by TI Coastal for a 30-year beach plan to include a strategic 5-year plan for nourishing Phases 2 and 3.

#### **Abandoned Shrimp Trawler:**

The Coastal Federation's contractor, Mainstream Commercial Divers, mobilized yesterday in preparation for the removal of the trawler rigging in New River Inlet. They will be on site today, 5/16/23 to begin removal operations. Estimations, depending on weather and wave conditions are that they will be finished by Thursday, 5/18/23. They were asked to remove as much as possible of the metal rigging that is visible above the sand and water. There may still be some vessel debris buried in the shoal remaining at the site.

#### **BA#4:**

Manager Derian reported that following numerous requests to the engineer for a proposal to vegetate BA#4 Dune, one was received. MY communication to the engineer was if the vendor could not or did not want to provide a proposal, move on to another vendor. She received the proposal 5/15/23 to install 4,510 plantings of sea oats and bitter panicum. The project was placed on the schedule to be completed within 2 weeks. The county is reimbursing NTB for all cost associated with this project.

**Sand Sourcing-Logistics, Quality and Price:** Chris Gibson, T.I. Coastal, made a presentation about NC and USFWS Sediment Criteria. We discussed Technical Standards for Beach Fill Projects regarding Silt content, Grain size and Gravel/Shell content. He talked about Sand Color and Compactability. He also talked about Methods of Acquiring Sand and the Logistical as well as Financial Differences based on the volume of material needed.

**Topsail Island Shoreline Protection Commission (TISPC)** Mayor Pro Tem Mike Benson reported on the meeting held Friday, April 28, 2023.

He advised the Organization and Representatives from NTB, Surf City, TB, Pender and Onslow Counties. We had presentations from Mike McIntyre about our Washington Legislative Trip; Connie Wilson, by email, about NC Legislation Activities; Kerrie Allen, North Carolina Coastal Federation, discussed Grant funding for oyster sanctuary-marine vessel & debris removal and unencapsulated polystyrene ban for all 20 coastal counties. Kathy Zagzebski made a report on the Turtle Hospital that Community day tour was a success; Public tours starting-reservations required. NTB Manager Alice Derian Outlined status of FEMA projects; BA4 access restored; Permit for Phase 4 nourishment; RCCP projects grant submitted.

**NCBIWA SPRING MEETING:** Brief comments were made by attendees Manager Derian, Alderman Grant and Larry Strother.

**No Public Comments**

**The next BISAC meeting is Tuesday, June 20, 2023, at 10:30 am**