



CAROLINA BEACH
Regular Town Council Meeting Agenda
Tuesday, August 13, 2019 @ 6:30 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

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3. CONSENT AGENDA	
a. Consider setting a Public Hearing for September 10, 2019 at 6:30 PM for a Text Amendment to amend Article IX. - Development Standards For Particular Uses, Mixed use commercial-residential regulations to review the commercial sq. ft. requirement when located in a V-floodzone. Applicant: Jeff Stokley	3
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AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Jeremy Hardison

Department: Planning

Consider setting a Public Hearing for September 10, 2019 at 6:30 PM for a Text Amendment to amend Article IX. - Development Standards For Particular Uses, Mixed use commercial-residential regulations to review the commercial sq. ft. requirement when located in a V-floodzone. Applicant: Jeff Stokley

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Prepared By: Jeremy Hardison

Department: Planning

Consider setting a Public Hearing for September 10, 2019 at 6:30 PM for a Conditional Use Permit that consist of a roof top bar expansion to Hurricane Alleys, located at 5 Boardwalk - Applicant: JLM Partnership LLC

BACKGROUND:

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AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Debbie Hall

Department: Finance

Budget Amendments for Carryovers

BACKGROUND:

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

Budget Amendments for Carryovers:

Carryover 2018/2019 funds to 2019/2020 to cover items ordered but not yet invoiced. A list of the carryovers approved by the Town Manager is attached.

Carryover totals

General Fund = \$257,948.37

Utility Fund = \$511,112.16

BUDGET IMPACT:

The transfers will increase the 2018/2019 available fund balance and reduce the 2019/2020 available fund balance.

ACTION REQUESTED:

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

ATTACHMENTS:

[Carryovers Utility Fund](#)

[Carryovers General Fund](#)

Budget Carryovers for the Utility Fund

PO Date	PO #	Vendor	Dept	Amt Open	Project
3/15/2019	191559	CRAWFORD DOOR SYSTEMS INC	810 - Wastewater Treatment	\$2,800.00	Rolling Steel Service Door & Install
4/1/2019	191612	BITTING ELECTRIC INC	810 - Wastewater Treatment	\$89,805.00	300 kW Standby Generator Replacement
5/13/2019	191886	HIGHFILL INFRASTRUCTURE ENGINEERING	810 - Wastewater Treatment	\$14,602.00	WWTP Headworks Foundation Study
5/15/2019	191998	CAROLINA GUARDRAIL LLC	810 - Wastewater Treatment	\$5,472.52	Steel Beam Guardrail & Terminal End Sections
6/14/2019	192189	CHARLES R UNDERWOOD, INC	810 - Wastewater Treatment	\$27,428.00	Clarifier # 1 Drive Emergency Repair
10/24/2018	190810	EWECO INC	811 - Wastewater Collection	\$1,500.00	Lift Station 9 Control Cabinet Electrical Service
3/18/2019	191567	POLECAT CONCRETE INC	811 - Wastewater Collection	\$8,272.00	801 Dow- Concrete Pad & Apron
4/23/2019	191726	CAPE FEAR GENERATORS	811 - Wastewater Collection	\$25,898.23	Generator for Lift Station #7
4/30/2019	191763	CAPE FEAR GENERATORS	811 - Wastewater Collection	\$32,573.04	Ops Building Generator
5/5/2019	191806	XYLEM WATER SOLUTIONS USA INC	811 - Wastewater Collection	\$3,908.82	3069 Pumps LS 11
5/15/2019	191993	XYLEM WATER SOLUTIONS USA INC	811 - Wastewater Collection	\$15,896.55	LS 1 Pump Control Panel Replacement
5/15/2019	191994	XYLEM WATER SOLUTIONS USA INC	811 - Wastewater Collection	\$15,896.55	LS 7 Pump Control Panel Replacement
5/15/2019	191995	CAPE FEAR GENERATORS	811 - Wastewater Collection	\$29,410.00	Lift Station 11 Generator
5/15/2019	192018	XYLEM WATER SOLUTIONS USA INC	811 - Wastewater Collection	\$15,896.55	LS11 Pump Control Panel Replacement
4/23/2019	191728	PORT CITY FENCING INC	812 - Water	\$6,112.50	Water Plant #1- Fence Replacement
5/15/2019	191996	CAPE FEAR GENERATORS	812 - Water	\$3,700.00	Well 8 Generator Power Transfer Switch
5/15/2019	192019	CUSTOM CONTROLS UNLIMITED INC	812 - Water	\$54,100.00	Install of SCADA System in Raw Wells
3/7/2019	191518	ENGINEERING SERVICES PA INC	900 - Stormwater Drainage	\$32,000.00	Stormwater Priority List #1-5
5/5/2019	191804	HEATH GRADING & UTILITY INC	900 - Stormwater Drainage	\$17,500.00	800 Clarendon Ave Storm Drain/ Catch Basin
5/6/2019	191825	VALVE & PUMP SPECIALTIES, INC	900 - Stormwater Drainage	\$29,686.00	Check Valves and Tide Flexes
5/12/2019	191869	HEATH GRADING & UTILITY INC	900 - Stormwater Drainage	\$1,400.00	Hamlet & 8th Street Storm Drain
5/12/2019	191871	HEATH GRADING & UTILITY INC	900 - Stormwater Drainage	\$20,700.00	S 7th St and Charlotte Ave Storm Drain
5/12/2019	191873	DRAGONFLY POND WORKS	900 - Stormwater Drainage	\$2,354.40	Additional Treatments of Lake Algae/ Vegetation
5/15/2019	191928	NEW HANOVER PAVING	900 - Stormwater Drainage	\$5,000.00	703 Hamlet- Rplc Driveway- Catch Basin & Storm Lin
5/17/2019	192114	HEATH GRADING & UTILITY INC	900 - Stormwater Drainage	\$29,200.00	Bowfin & TN at Snapper, 5 Drop Inlets & Asphalt
5/17/2019	192115	HEATH GRADING & UTILITY INC	900 - Stormwater Drainage	\$20,000.00	Refine Trouble Spots Near Hemmiker's Ditch

511,112.16

Total Utility Fund

Budget Carryovers for the General Fund

PO Date	PO #	Vendor	Dept	Amt Open	Project
4/11/2019	191706	APTIM COASTAL PLANNING & ENGINEERING OF NC	493 - Public Works Administr.	\$7,408.00	Canal Drive Study: CO #1, Task 5- Cost Estimating
5/15/2019	192021	ECONO SIGN & BARRICADE	493 - Public Works Administr.	\$9,680.88	Steet Name Blade Signs
6/27/2019	192225	APTIM COASTAL PLANNING & ENGINEERING OF NC	493 - Public Works Administr.	\$1,962.00	Canal Drive Study, CO#2, Task 6
5/16/2019	192045	BB&T BANKCARD CORPORATON	520 - Lifeguards	\$1,200.00	new F250 supplies
5/16/2019	192046	WIRELESS COMMUNICATIONS, INC	520 - Lifeguards	\$4,000.00	radio and light install for new F250
5/16/2019	192047	WILD CHILD CUSTOM GRAPHICS	520 - Lifeguards	\$750.00	graphics for new F250 lifeguard
5/16/2019	192048	CAPTAIN FATTY'S TINTING & GRAPHICS	520 - Lifeguards	\$250.00	window tint for F250
5/2/2019	191780	ASHEVILLE FORD LINCOLN MERCURY	520 - Lifeguards	\$30,000.00	New lifeguard truck
2/18/2019	191426	KASCAR LLC	530 - Fire	\$1,000.00	fire prevention fpr public
5/16/2019	192072	GALLS LLC	530 - Fire	\$1,500.00	duty pants
5/16/2019	192073	SEASIDE SILKSCREENING CO	530 - Fire	\$1,000.00	duty shirts
5/16/2019	192074	MARKER 8 LLC	530 - Fire	\$2,500.00	uniform shirts
6/30/2019	0	SAFR Grant	530 - Fire	\$52,500.00	Unsuued Grant Funds for Firefighter Wages
6/30/2019	0	No PO Assinged	580 - ENVIRONMENTAL	\$100,000.00	Beach Access Repairs put on hold due to Florence
6/14/2019	192187	MOORES GLASS SERVICE INC	580 - ENVIRONMENTAL	\$4,002.00	Replace the outside front door at Planning
6/12/2019	192183	ILDERTON DODGE CHRYSLER JEEP	630 - Beach Maintenance	\$26,482.00	2019 Dodge Ram 1500 Replacement Vehicle # 106
6/13/2019	192186	IPS GROUP INC	630 - Beach Maintenance	\$1,557.99	Replacement citation device and printer - Veh # 106
6/24/2019	192213	SF MOBILE-VISION INC	630 - Beach Maintenance	\$5,171.00	L3 Camera - replacement for Vehicle # 106
6/24/2019	192214	MOBILE COMMUNICATIONS AMERICA, INC	630 - Beach Maintenance	\$700.00	Light package install - Vehicle # 106
6/24/2019	192215	MOTOROLA SOLUTIONS INC	630 - Beach Maintenance	\$4,422.50	Radio equipment for Vehicle # 106
6/24/2019	192216	CHIEF SUPPLY	630 - Beach Maintenance	\$902.00	Replacement equipment for Vehicle # 106
6/24/2019	192217	WILD CHILD CUSTOM GRAPHICS	630 - Beach Maintenance	\$800.00	Graphics for replacement vehicle - # 106
6/24/2019	192218	CAPTAIN FATTY'S TINTING & GRAPHICS	630 - Beach Maintenance	\$160.00	Tinting for replacement vehicle - # 106
Total General Fund				257,948.37	



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Debbie Hall

Department: Finance

Year End Budget Transfers

BACKGROUND:

Notification of Year-End Transfers:

With the closing of budget year 2018/2019, it is necessary to process year-end budget transfers. Monies are transferred from one account and placed into another. There is no effect on the budget totals. This serves as your notification of these transactions. I've attached a listing of all accounts affected.

ACTION REQUESTED:

Approve budget transfers as presented by the Finance Director.

ATTACHMENTS:

[Year End Budget Transfers 8.13.19](#)

BUDGET AMENDMENTS/TRANSFERS				
Date	DESCRIPTION	GL #	DEBIT	CREDIT
6/30/2019	Year End Budget Transfers to clean up account			
	line items for FY18-19.			
	Executive Communications & Phone	10-420-011	3,471.46	
	Executive Supplies	10-420-033	1,141.64	
	Executive Contract Services	10-420-045	127.05	
	Executive Liability Insurance	10-420-051		4,740.15
	Finance Overtime Pay	10-440-003	164.60	
	Finance Wages	10-440-002		164.60
	HR Liability Insurance	10-450-051	458.00	
	HR Dues & Subscription	10-450-053	52.02	
	HR Medical Insurance	10-450-006		510.02
	Planning Contract Services	10-491-045	275.00	
	Planning Professional Services	10-491-046		275.00
	Lifeguard Overtime Pay	10-520-003	388.00	
	Lifeguard Wages	10-520-002		388.00
	Lifeguard Rental of Property	10-520-050	800.00	
	Lifeguard Supplies	10-520-033		800.00
	Fire M&O - Vehicles	10-530-017	374.00	
	Fire M&O - Equipment	10-530-016		374.00
	Fire Rental of Property	10-530-050	309.00	
	Fire Supplies	10-530-033		309.00
	Marina Electric	10-550-013	1,199.00	
	Environmental Electric	10-580-013		1,199.00
	Environmental M&O - Buildings	10-580-015	2,113.00	
	Environmental M&O - Grounds	10-580-018	779.00	
	Environmental M&O - Equipment	10-580-016		2,892.00
	Environmental Professional Services	10-580-046	301.00	
	Environmental Contract Services	10-580-045		301.00
	Beach Maintenance Professional Services	10-630-046	26,143.85	
	Parking Professional Services	10-570-046		26,143.85
	Beach Maintenance M&O -Fish Tiles	10-630-016	899.00	
	Beach Maintenance inlet Dredging	10-630-081		899.00
	Beach Maintenance Capital over \$10,000	10-630-074	153.00	
	Beach Maintenance Supplies	10-630-033		153.00
	Total General Fund		39,148.62	39,148.62
	W&S Admin Overtime Pay	30-800-003	23.00	
	W&S Admin Wages	30-800-002		23.00



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Jerry Haire

Department: Executive

Budget Amendments for AIA Project

BACKGROUND:	Budget Amendment Ordinances for the AIA Water and AIA Wastewater Projects are attached to cover the \$2,250 Grant Administrative fees for each project not covered by grant project funding. These amendments clear the books to to receive the final \$184,750 in reimbursements from the Division of Water Infrastructure.
BUDGET IMPACT:	Ordinance No. 19-1116 - AIA Water: \$2,250 from the Water & Sewer Fund. Ordinance No. 19-1117 - AIA Wastewater: \$2,250 from the Water & Sewer Fund.
ACTION REQUESTED:	Adopt Ordinance No. 19-1116 - AIA Water Adopt Ordinance No. 19-1117 - AIA Wastewater
COMMITTEE RECOMMENDATION:	NA
ATTACHMENTS:	Budget Ordinance 19-1116 AIA Water - 8-13-19 Budget Ordinance 19-1117 AIA Sewer - 8-13-19

Ordinance 19-1116

Town of Carolina Beach
Town Council



**ORDINANCE NO. 19-1116
AN ORDINANCE TO AMEND THE WATER AND SEWER BUDGET FOR THE AIA DRINKING WATER
GRANT PROJECT**

The Town Council of the Town of Carolina Beach, North Carolina, doth ordain:

SECTION ONE:

That the Fiscal Year 2019-2020 Budget for the Town of Carolina Beach is hereby amended to include the expenditures associated with a Water and Sewer Fund Capital Project by adopting the following Water and Sewer Capital Project Ordinance:

<u>Account Code</u>	<u>Description</u>	<u>Previous</u>	<u>Amended</u>	<u>Changed</u>
24-013-046	Professional Services	\$180,000.00	\$2,250.00	\$182,250.00
TOTAL			\$ 182,250.00	

SECTION TWO:

That the Fiscal Year 2017-2018 Budget for the Town of Carolina Beach is hereby amended to include the revenue associated with the Island Greenway Project by amending the following General Fund Capital Project Ordinance:

<u>Account Code</u>	<u>Description</u>	<u>Previous</u>	<u>Amended</u>	<u>Changed</u>
24-350-000	Transfer from W & S Fund	\$30,000.00	\$2,250.00	\$32,250.00
24-350-001	State Grant – AIA	\$150,000.00	\$0.00	\$150,000.00
TOTAL:			\$182,250.00	

SECTION THREE:

Town of Carolina Beach
Ordinance No. 19-1105

Ordinance 19-1116

Town of Carolina Beach
Town Council

A copy of this Ordinance shall be furnished to the Finance Officer for direction in disbursement of Town funds and for public inspection.

Duly adopted this 13th day of August, 2019.

Joseph Benson, Mayor

Attest: Kimberlee Ward, Town Clerk

Date Approved

Ordinance 19-1117

Town of Carolina Beach
Town Council



**ORDINANCE NO. 19-1117
AN ORDINANCE TO AMEND THE WATER AND SEWER BUDGET FOR THE AIA WASTEWATER
GRANT PROJECT**

The Town Council of the Town of Carolina Beach, North Carolina, doth ordain:

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24-012-046	Professional Services	\$180,000.00	\$2,250.00	\$182,250.00
TOTAL			\$ 182,250.00	

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24-350-001	State Grant – AIA	\$150,000.00	\$0.00	\$150,000.00
TOTAL:			\$182,250.00	

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Town of Carolina Beach
Ordinance No. 19-1105

Ordinance 19-1117

Town of Carolina Beach
Town Council

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Joseph Benson, Mayor

Attest: Kimberlee Ward, Town Clerk

Date Approved

CAROLINA BEACH

Regular Town Council Minutes
Tuesday, July 9, 2019 @ 6:30 PM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Regular Town Council was held on Tuesday, July 9, 2019 at 6:30 PM at Council Chambers.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, and Council Member JoDan Garza

ABSENT: Council Member Steve Shuttleworth

ALSO PRESENT: Interim Town Manager Ed Parvin, Finance Director Debbie Hall, Town Clerk Kim Ward, and Town Attorney Noel Fox

1. MEETING CALLED TO ORDER WITH A MOMENT OF SILENCE FOLLOWED BY THE PLEDGE OF ALLEGIANCE

2. ADOPT THE AGENDA

ACTION: Motion to adopt the agenda with the removal of setting a public hearing to review the sign ordinance and removing the closed session to discuss a personnel matter.

Motion: Joe Benson

Vote: UNANIMOUS

3. CONSENT AGENDA

a. Items Approved Under Consent

The following items were approved under the consent agenda:

- Budget amendments and transfers as presented by the Finance Director
- Budget amendments for carryovers
- Set a public hearing for August 13, 2019 to consider a rezoning request from R-1 to R-3 to rezone 25 properties on the south side of Sumter Ave from the 400 block of Sumter Ave to the Sunny Point buffer, and to include 804 & 803 S. Sixth st and 804 S 4th st. Applicant: Karen Graybush
- Budget Ordinance 19-1115, an amendment to the Island Greenway Project
- Year end budget transfers
- Meeting minutes from May 28, June 11, June 18, and June 25, 2019

ACTION: Motion to approve the consent agenda.

Motion: Joe Benson

Vote: UNANIMOUS

4. SPECIAL PRESENTATIONS

a. Special Events

Brenda Butler presented the events scheduled for July and August.

b. New Special Event - 90's Neon Nighttime Bike Brigade

Kevin Murphy with Ocean Cure presented a request for a new event - 90's Neon Nighttime Bike Brigade. This is a fundraiser to benefit Ocean Cure in collaboration with the Carolina Beach Bar Club, a local social group. The event will take place on Saturday, November 9, 2019 at the Lake. Bike riders will be limited to 3 beers per person.

ACTION: Motion to approve the 90's Neon Nighttime Bike Brigade for November 9, 2019 at the Lake.

Motion: Tom Bridges

Vote: UNANIMOUS

c. Watershed Management Plan

Tracy Skrabal with the North Carolina Coastal Federation spoke about stormwater run-off and the benefits of developing a watershed restoration plan.

d. Manager's Update

Mr. Parvin gave an update on the following topics:

Upcoming Land Use Plan Meetings:

- July 16th, August 8th, and September 10th

Food Trucks - There are two food trucks currently on the Island.

- Pelican Snowballs on the Astor lot
- Ice Cream truck on the corner of Hamlet and Lake Park

Budget books are being put together this week.

The Billing window is now open from 10 - 5.

New fencing is being put up at the water plant at Raleigh/Cape Fear.

Updating software with automated meter to help reads

Interviews are being held for Police Sergeant, Officer, Stormwater Construction Specialist, Billing Supervisor, Public Works Supervisor, and Accounting Technician

Reviewed the conditions of approval for working after hours.

Technical Review Committee is reviewing the following:

- CUP modification for Hurricane Ally's
- One way street on Wilson Avenue
- Recommendations on public nudity ordinance
- Demolition and rebuild on the corner of Cape Fear and Lake Park Boulevard
- Mixed use text amendment

Freeman Park Update and current status:

1. Only the following vehicles will be allowed into the park:
Vehicles with an annual permit permanently affixed to the windshield, or;
Vehicles associated with an existing camping reservation south of the closure area (maximum of 2 vehicles per campsite).
2. No daily access passes will be sold; annual permits may still be purchased. (weekdays)
3. Camping will be limited to designated spaces south of the closure area. (additional limitations)
4. No vehicles are allowed past marked closures. Anyone driving past a designated closure will be issued a citation. Visitors of the park may still walk past closure points.
5. No vehicle shall operate or park in the tidal zone (wet sand area).
6. Lifeguards will only patrol areas of Freeman Park where vehicles are allowed.
7. Intermittent closures are anticipated to occur due to limited beach area and level of patron use.
8. Pending increased tidal surges, access to Freeman Park may result in additional restrictions and closures.

Council Member Garza said that the website needs to be updated. It does not state that the pass is non-refundable. He suggested that Council look at setting a limit on the number of passes sold.

Mayor Benson thanked Ed for handling that mess and reminded visitors that the Town does not have the authority to renourish Freeman Park.

Council Member Pierce thanked staff for protecting the visitors and citizens.

Mr. Parvin discussed a few options for providing refunds for Freeman Park passes. Staff recommends that Council not consider a refund as the application states they are non-refundable and non-transferable. Council agreed not to offer refunds.

Stormwater Check Valves:

3 installed last year

1 installed week at Florida/Maryland

10 on order that are anticipated to be here in August and installed by September

2 remaining will be needed at the north end of Canal Drive

5 will be incorporated to the Marina project

5. PUBLIC COMMENT

- a. Lynn Conto 807 North Carolina Avenue said that it is Day 14 for Publix and she thanked Council for allowing them to come.

She also suggested offering discounts next year to those who purchased a Freeman Park decal this year.

Kevin Fritzing 1319 Canal Drive mentioned that the sailboat in the harbor sunk. There is a blue marker above where it is sitting.

Mr. Parvin replied that the Town removed the vessel and has to hold it for 30 days. He can have it demolished or sold according to ordinance after the 30 day hold period.

Mr. Fritzinger suggested expanding the mooring field so they can't park in that area.

Mr. Parvin said that he tried to expand it in 2008 with no luck but would look into it again.

Council Member Garza asked to put this on the July workshop.

Mr. Parvin said that he would be out of town but could possibly put it on the August workshop.

Mr. Fritzinger also mentioned that Canal Drive was repainted but Carolina Beach Avenue North was not and you cannot see the yellow line or the bike path at night.

Patricia Jones 712 St. Joseph Street suggested looking at Isle of Palms and how they do perpendicular parking. She would like for the Town to become a walking and biking community. She added that there are no crosswalks on Lake Park Boulevard from the bridge to Harper Avenue. She said that the Town needs to adopt a vision for the future.

Kurt Bartley asked Council to make sure the people are speaking into the microphones during Council meetings. It is hard for those who are watching online to hear speakers when they turn their head away from the microphones. He also asked about the crosswalk at Ocean Boulevard.

Joe Tyron 619 Hamlet Avenue said that there is a visual impairment at Hamlet and Dow. There is vegetation blocking the line of sight.

Brett Besterfeldt 214 Raleigh mentioned the hazard of cycling on Lake Park Boulevard. Large trucks park from Hamlet to Harper on Lake Park and you cannot see around them. It should be compact cars only. Also, there are large pot holes on Carolina Beach Avenue South that need to be filled.

6. PUBLIC HEARINGS

- a. Conditional Use Permit: Consider a Conditional Use Permit for a 6-unit Planned Unit Development consisting of 3 two-family dwellings located at 409, 411 & 413 Carolina Beach Ave N. Applicant: Steve Shuttleworth

The following were sworn in by the Town Clerk:

Attorney Ned Barnes, Planning Director Jeremy Hardison, Assistant Town Manager Ed Parvin, and resident Patricia Jones

Mayor Benson: At this time, I open the evidentiary hearing. I would like the Town Attorney to give a brief review of the quasi-judicial hearings.

Ms. Fox: Mayor, Council and Members of the Town that are in attendance, this is a quasi-judicial matter which means that this hearing is an evidentiary hearing, much like a court hearing. Council must follow specific procedures that are required by state law in making its decision tonight. Specifically, Council's discretion is limited and must base its decision based on competent, relevant, and substantial evidence in the record. If you are a witness, you need to focus on the facts and standards, not personal preference or opinion. If you intend to testify, please do not offer

unsupported opinions or speculation. The Council cannot consider that testimony. Please limit your testimony to relevant, competent, substantial and material evidence. Before we begin, does any member of Council have any partiality to disclose or recusal to offer?

Council: None

Ms. Fox: Does any board member have an ex parte or communications to disclose?

Council: No

Mayor Benson: Council Member Shuttleworth had a delayed flight and was unable to attend the meeting.

Mr. Hardison: This is a conditional use permit to consider a six unit, planned unit development in the T-1 zoning district consisting of three, two-family dwellings. Representing the applicant tonight is Attorney Ned Barnes. The previous use of this site was the Gulf Stream Hotel. It was in distress and dilapidated and it was bought and since been demolished. When it was bought, it was one parcel, then it was subdivided into three properties meeting the minimum T-1 size of 6,000 square feet. The Town has issued two permits for two town homes. The applicant would like to pursue a swimming pool creating a planned unit development environment combining the properties together for usage by the six proposed homeowners and to eliminate those property lines. The pool would extend over the two property lines so this would be one unified development. The zoning ordinance regulates that the pool has to meet certain setbacks so the property lines are proposed to be eliminated to meet that. In order to have more than one principal building on a lot, you must have a conditional use permit through a planned unit development. Adjacent uses - across the street to the East is the Beach House Inn. Parking for the Beach House Inn is beside the development on the south side. On the north side is a four unit structure. To the west, behind the development is a vacant lot and also a two-family dwelling. This is identified as a tourist industry area and serves as a transition area between the central business district and the residential area. The existing uses in this area is 14 single family, six vacant lots, seven multi-family, five motels, and one two-unit building. The applicant must meet specific standards, seven of them are ordinance driven. The applicant is proposing a driveway cut from each dwelling unit off of Carolina Beach Avenue North. Each individual unit will have four parking spaces and that's based off the number of bedrooms. The applicant is proposing roll-away trash containers. The stormwater will be diverted to Carolina Beach Avenue North. They will be updating the taps for each unit. They will be providing a 5 foot landscape buffer. They are requesting a six foot fence along the property lines. Most of the buffer will be around the pool area from the adjacent residential uses. No signs are being proposed. The project does meet the yard and open space requirements. There are four general conditions that the applicant must meet. Staff reviewed and found that it is in general conformity with the Land Use Plan and recommends approval that is consistent with the zoning ordinance. Before you is the action for approval or denial. Denial must be directly related to one of the findings. Planning and Zoning reviewed the project last month and recommended approval. The location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the Town Land Use Plan and Policies. I will answer any questions that you have. The applicant is here tonight.

Ms. Fox: Council Member Shuttleworth is absent from the meeting tonight. You will notice that he

is listed as the applicant. Had he been here, Council would have made a motion to recuse him if he had failed to offer that. In an abundance of caution, although I do not think it is necessary, if you would make a motion to excuse Council Member Shuttleworth who is not here tonight, from voting.

Mayor Benson made a motion to excuse Council Member Shuttleworth from the meeting. Motion carried unanimously.

Mr. Barnes: As Jeremy indicated, the proposal is for six units with one pool. It went through TRC and met every requirement. The property is zoned for a maximum of 15 units, and the applicant is only requesting six. The pool is going to be fenced, the property is going to be buffered with trees. The pool will have posted times that it can be used. The previous property was distressed and dilapidated. It was visited frequently by the police department and cited for many code violations. It meets the seven specific criteria. Staff recommended a 5 foot buffer around the property. The only signs will be the ones required at the pool. They meet all the setback and height requirements.

Mayor: Does the Board have any questions for the applicant?

MPT Bridges: No

Mayor: Does the applicant have any other witnesses to call?

Mr. Barnes: No

Mayor Benson made a motion to open the public hearing. Motion carried unanimously.

Mayor Benson: Would anyone from the public like to come and address Council.

Town Clerk sworn in Patricia Jones.

Patricia Jones: I have one question that would help with clarification for a lot of us as residents that don't quite understand. There's always a tax issue and there's also a resale issue when you combine parcels of land, then what is the process if you want to divide the land again. I'm not sure who can address that but I've always had that question and I'm not sure the public understands that to be able to speak intelligently.

Mayor Benson: That's a great question but not germane to the CUP. Is that right Noel? Am I missing anything?

Ms. Fox: No, you are not.

Mayor Benson: We will address that separately. Anyone else want to address the CUP as presented?

Mayor Benson made a motion to close the public hearing. Motion carried unanimously.

Mayor Benson made a motion to approve the Conditional Use Permit for a 6-unit Planned Unit Development consisting of 3 two-family dwellings located at 409, 411 & 413 Carolina Beach Ave N. The location and character of the use if developed according to the plan as submitted and approved will be in harmony with the area in which it is to be located and in general conformity with the town Land Use Plan and policies and meets the four general and seven specific criteria. Motion carried unanimously.

Mayor Benson asked Mr. Parvin to look into Patricia Jones' question as a RFI.

7. ITEMS OF BUSINESS

- a. Consider a Conditional Use Permit extension for Carolina Beach Business Center located at 1324, 1326, and 1328 North Lake Park Boulevard. Applicant: RGL Development

Jeremy Hardison presented the request for a permit extension at 1324, 2326, and 1328 North Lake Park Boulevard.

Mayor Benson said nothing in the permit has changed. Hurricane Florence interfered with the progress of this project.

ACTION: Motion to approve a one-time CUP extension for 12 months at 1324, 1326, and 1328 North Lake Park Boulevard.

Motion: Joe Benson

Vote: UNANIMOUS

- b. Annual Committee Appointment

The following applicants were appointed to committees:

Board of Adjustment:

Teresa Shue was reappointed as an alternate

Miriam Howe newly appointed alternate

Freeman Park:

Brian Graybush was reappointed

Brett Betterfeldt newly appointed

Lou Messina newly appointed

Holley Snider newly appointed

Marketing Advisory Committee:

Miles Bielec was reappointed

Amy Hooker-Kidd was reappointed

Mark Sblendorio was reappointed

Jeff Hogan was reappointed

Operations Advisory:

Jay Healy newly appointed

Bill Skinner newly appointed

Parks and Rec:

Bill Nadeau newly appointed

Planning and Zoning:

Jerry Kennedy was reappointed

John Ittu was reappointed

Police Advisory:

Debra LeCompte was reappointed

Melanie Boswell was reappointed

David Berkel newly appointed

Lynn Barbee newly appointed alternate

8. NON-AGENDA ITEMS

a. Council Member Garza:

Suggested running the movies at the Lake through December

Supported purchasing lapel mics for those presenting

Would like to eliminate over sized vehicle parking in first 10 spaces on Harper and Hamlet.

Council Member Pierce asked to open up the application process for an interim or full time town manager. She suggested reaching out to the CFCOG or someone outside that could assist with the interview panel but in the meantime, have HR advertise the position within the week.

Mayor Benson:

Asked staff to look at the tax implications that Patricia had mentioned

The NCDOT submission is huge public buzz. Please keep Council posted on what Brian comes back with. Please include the request for a 25 mph speed limit from Dow to the Kure Beach Town line.

Post 110 and 129 would like to put up a flag pole and they are trying to identify the optimum location. Right now, the thought is on the Boardwalk. This will be privately funded. They would like a tri-pole so that Ocean Rescue can fly the ocean conditions flag.

Council Member Garza would also like to look into changing the speed limit on Ocean Boulevard and Dow Road up to Mike Chappell Park.

Mayor Benson asked Mr. Parvin to send these requests parallel.

Council Member Pierce asked staff to include Kure Beach on those discussions.

Mr. Parvin said that DOT will want 3 separate resolutions.

Council Member Garza asked to put this on the July workshop.

Mayor Benson asked about informing golf cart drivers to stay off of Dow Road.

Council Member Pierce replied that it says that on the application. She suggested talking to staff about educating each person that gets a decal.

Council Member Garza suggested printing it on the back of the decal.

Mayor Benson spoke about the kiosk at the Boardwalk and that the Town will have one side and the Chamber will have the other. Advertisements will be sponsored by the Chamber.

There will be an Open House for the Clarendon Avenue Multi-use Path and that will be advertised. He asked that a rendering be available to show if it will cross from one side of the road to the other. Council would like to see the cost of changing the location.

Mayor Benson asked for an update on the Ryder Lewis Park and the instruction for commencement.

Council Member Garza mentioned that one issue DOT had with approving projects is that the Town did not have sufficient sidewalks. He suggested that the Town consider taking care of that expense.

Mayor Benson asked Mr. Parvin to look into using Powell Bill money.

Council Member Garza said that they are increasing Powell Bill contributions by 10% next year and 10% the next.

Council Pierce added that DOT said the Town would have to install sidewalks before they would consider crosswalks on Lake Park Boulevard.

Council Member Garza asked Mr. Parvin to bring this back to a workshop.

9. ADJOURNMENT

ACTION: Motion to adjourn at 8:30 p.m.

Motion: Joe Benson

Vote: UNANIMOUS

Adopted at a regular meeting on August 13, 2019

CAROLINA BEACH

Town Council Workshop Minutes
Tuesday, July 23, 2019 @ 9:00 AM
Council Chambers
1121 N. Lake Park Boulevard
Carolina Beach, NC 28428

ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, July 23, 2019 at 9:00 AM at Council Chambers.

PRESENT: Mayor Pro Tem Tom Bridges, Council Member LeAnn Pierce, and Council Member Steve Shuttleworth

ABSENT: Mayor Joe Benson and Council Member JoDan Garza

ALSO PRESENT: Town Manager Lucky Narain, Interim Town Manager Ed Parvin, Finance Director Debbie Hall, Town Clerk Kim Ward, and Town Attorney Noel Fox

1. MPT BRIDGES CALLED THE MEETING TO ORDER AT 9 AM

- a. Mayor Benson and Council Member Garza had scheduling conflicts and were excused from this meeting.

2. DISCUSSION ITEMS

- a. Pay Study Presentation by David Hill with HRE Consultants

David Hill with HRE Consultants presented his findings from his study of Town salaries. On average, employees are approximately 2 pay grades below or -7% where they should be.

Mr. Parvin said this will come back to the August 13, 2019 meeting for a vote to approve the salary grade adjustment.

- b. Update on New Website

GIS Coordinator Gigi Baggarley reviewed the status of the new website design. Granicus conducted a live demonstration remotely.

Mrs. Baggarley said this would cost \$7,500 the first year for the redesign, then it would go down to around \$4,000 each year. The difference you would pay over a 5 year period is \$7,400.

Council Member Shuttleworth asked how long the transition would take.

Mrs. Baggarley replied 4-6 months to go live.

Council Member Shuttleworth said that he would like to bring this back to the August meeting for Council Member Garza to see since he expressed an interest.

c. Discussion on various DOT related topics

Public Works Director Brian Stanberry gave a few updates on communications with NCDOT.

The collapsible bollards at all crosswalks (8) were approved by DOT. The Town has to install and maintain them. They also approved the supplemental signage to put flashing signs on each side at every crosswalk.

They are still working on putting a high visibility crosswalk at the Ocean Boulevard greenway crosswalk. DOT is asking for clarification on what type of beacon that will be used. They may not all be implement at one time but the Town is asking for all from DOT.

Council member Shuttleworth asked if there were crosswalks needed on any Town maintained roads.

Mr. Stanberry said that they have been focused on the problematic areas which are the State roads.

Council Member Shuttleworth said that Wildlife is towing vehicles off Annie Drive and St. Joseph Street. Residents think the Town is doing it. He asked staff to reach out to Wildlife to see if they can work something out so that trucks and trailers are not getting towed.

MPT Bridges mentioned that the timing of the lights at the crosswalks flash longer than they need to. Atlanta Avenue was flashing the other day and no one was around. Same at Good Hops.

Mr. Stanberry said he would look into it.

Council Member Shuttleworth asked about getting a left turn signal at the light at the ABC store and Publix.

Mr. Hardison replied that DOT and Publix are working on it. They recognize the need.

Council Member Shuttleworth asked staff to put the word out that they are looking into it. He also asked staff to inquire if they could adjust the timing of the stop lights in general seasonally.

Council Member Shuttleworth asked staff to get with Lanier Parking on why they are not manning Freeman Park and why the meters are not working. Also, are they working on plan for double golf cart parking?

Council Member Pierce said that visitors are going on Freeman Park prior to 8 am because they know that no one will be at the gate.

Chief Spivey mentioned that he was at Freeman Park at 6 am for three Saturdays in July and only 1-3 vehicles came onto the park before 8 am.

Council Member Shuttleworth recommended sending an officer out at 7:55 am to check passes.

Council Member Pierce asked how long it would be before the flashing beacons go out.

Mr. Stanberry replied that they are ready to go.

Council Member Pierce asked Mr. Stanberry to push forward because the citizens want to see movement.

Council Member Pierce mentioned that everyone wants to see the solar speed signs around Town. People love them. She suggested looking into a cost share with neighborhoods.

Mr. Stanberry said that the cost \$2,600 each.

Council Member Shuttleworth stated that he likes the analytics side of it.

Council Member Shuttleworth said that signs are becoming very cluttered and busy. Observe pedestrian habits, some are not going to the crosswalks.

MPT Bridges stated that if signs stay in one place for a long time you start ignoring them. Move the solar signs around to get valuable data. The sign on South Sixth has trees growing over it.

Council Member Shuttleworth asked for an update on the speed limit reduction request to DOT.

Mr. Hardison said that he sent the request to DOT on Friday. He requested they look at Dow Road, North Lake Park Boulevard, and Ocean Boulevard. It usually takes about 8-10 weeks to get the results back.

MPT Bridges feels that it would be beneficial to have Ocean Boulevard reduced to 35 mph due to the Greenway.

d. Town Manager Hiring Discussion

Mr. Parvin reached out to the Mercer Group for assistance with hiring a town manager. The cost to search for an interim town manager would not exceed \$1,000. The full time town manager proposal is laid out in several steps. They estimate it would be mid-April before they could have a full time manager in place. The cost would be up to \$22,500.

Council Member Pierce said that at the last Council meeting, Council directed staff to put out an advertisement for an interim and a full time manager.

Mr. Parvin said that he understood that Council wanted staff to move forward with either the Cape Fear Council of Governments or a consultant to start the process but staff can do this internally if Council desires that.

Council Member Shuttleworth said that he would like to advertise sooner rather than later because

they could be missing a possible candidate that's out there right now. He feels that the Interim Town Manager, the HR Director, and the Attorney can sit down and review the advertisement and benefits package. He agrees that a vision statement needs to be established. There are parts of the consultant's contract that could be negotiated but he does not want the full scope. Maybe have them produce a brochure.

MPT Bridges wants to move forward to get the interim in for a smooth transition. He feels staff can handle this without a consultant group.

Council Member Pierce said that she was very clear two weeks ago that staff needs to advertise for an interim and/or a full-time manager. She agrees that there may be some benefits to parts of what the consultant is proposing but she is not interested in paying \$22,000 for the full scope.

Mr. Parvin asked to move forward with the Mercer Group on finding an interim and limit them to \$500 because they could probably find some good candidates. Staff could go ahead and advertise for the full-time position.

Council Member Pierce asked if staff could advertise for both without relying on a consultant.

Mr. Parvin replied that they could.

MPT Bridges suggested to go that route.

Council Member Shuttleworth asked what staff was looking for out of an interim.

Mr. Parvin said that there are multiple projects going on right now that he needs help with. It would depend on the person but he feels that they need someone for 40 hours a week.

Council Member Pierce mentioned that she doesn't want Mr. Parvin having to train the interim.

MPT Bridges feels that a novice person will not apply for the position. He asked that Ms. Brooks communicate with Council what she is requesting in the advertisement.

Council Member Pierce asked Ms. Brooks when she would get the advertisement out.

Ms. Brooks said that she would have it out by Friday.

3. NON-AGENDA ITEMS

- a. Council Member Pierce commended Mr. Hardison for doing an awesome job while Mr. Parvin was out. She asked for an update on the number of daily passes sold over the past couple of months in comparison to last year. Maybe pull the last three years.

Mr. Parvin said that they are pulling a lot of data on Freeman Park so they will get that together.

Council Member Shuttleworth mentioned that this is going to have a budget impact so they need to evaluate that. He would like a month by month like the ROT reports. The sell of annual park passes

are in last year's budget so you cannot account for that in our current fiscal year.

Council Member Shuttleworth said that the Land Use Plan meeting has started a fury of activities. There is a lot of confusion about what the CRC is allowing. Financing is very difficult when you have a non-conforming use.

Mr. Parvin asked to funnel all questions through Planning and not the consultant. Residents have been contacting Stewart Engineering.

Council Member Shuttleworth said they need a clear understanding of the CRC ruling with what the development line allows. Who's drafting the language? The Land Use Plan Committee was not familiar with what showed up in the final draft.

Council Member Pierce asked if the Town would have to extend the contract with Stewart Engineering if they add more meetings.

Mr. Parvin said that they would. The contract covers a certain number of meetings.

Mr. Hardison added that there is a meeting with the consultant on August 22.

Council Member Pierce said that they need to highlight all changes. The consultant can't expect everyone to read all 60 pages every time to look for what's been changed.

4. CLOSED SESSION

- a. **MPT Bridges made a motion to go into closed session to discuss a real estate matter in accordance to NCGS 143-318.11(a)(5). The real estate matter includes properties located at 310 Canal Drive and 3 Carolina Beach Avenue South for the purpose of parking. Also to discuss an attorney/client matter in accordance to NCGS 143-318.11(a)(3). The matters being discussed are:
 Town of Carolina Beach vs Carolina Freeman LLC 18CVS3151
 Town of Carolina Beach vs BNF Enterprises LLC 18CVS3152
 Town of Carolina Beach vs DRDK LLC 18CVS3153
 Town of Carolina Beach vs Freeman Beach LLC 18CVS3154
 Motion carried unanimously.**

5. ADJOURNMENT

- a. MPT Bridges called the meeting back into open session stated that no action was taken.

MPT Bridges made a motion to adjourn at 11:45 am. Motion carried unanimously.

Adopted at a regular meeting on August 13, 2019.

Recorded by Kimberlee Ward, Town Clerk



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Alan Griffin

Department: Fire

Employee Recognition

BACKGROUND: Firefighter Blue Card Recipients

Roy Gardner 15 years

Harry Humphries 20 years



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019
Prepared By: Brenda Butler
Department: Planning

TC Special Events

BACKGROUND: Brenda Butler will brief the special events for August and September.

ATTACHMENTS: [TC Special Events](#)



SPECIAL EVENTS

AUGUST – SEPTEMBER 2019

WEEKLY SUMMER EVENTS



Carolina Beach Market
 May 11th - September 28th
 2019
 Saturdays 8:00 AM to 1:00 PM
 Local Growers, Artisans & Crafters

Find us on  <http://carolinabeachfarmersmarket.com> follow us on  [twitter](#)

CB MARKET
 Saturdays 8:00 AM – 1:00 PM
 LAST Saturday September 25th



Select Tuesday Nights at the Carolina Beach Boardwalk Gazebo!

Join us from 6:30 pm until 8:30 pm for FREE activities including a bounce house, face painting, entertainment, characters, crafts, and more! All activities are weather permitting.

BRADGOLD BROTHERS & SIBLINGS	Lynne and DJ Dave	Mr. Scooter	It's Sleazy's MAGIC
June 18th	July 9th	July 2nd	June 25th
July 23rd	July 30th	August 6th (National Night Out)	July 16th
		August 13th	

For more information, please contact the Carolina Beach Recreation Center at (910) 458-2977.

Family Night
 Tuesdays 6:30 PM – 8:30 PM
 LAST Tuesday August 13th



Happiness is Yelling
BINGO
 ON
 Carolina Beach Boardwalk
 Every Wednesday night

CB DOWNTOWN INITIATIVE
 Downtown Area
 15 21

Bingo at the Boardwalk
 Wednesdays 6:30 PM
 LAST Wednesday August 28th



MOVIES AT THE LAKE – CB LAKE - EVERY SUNDAY - @ DARK (Around 9:00 pm)

AUGUST

18th – HOW TO TRAIN YOUR DRAGON
 25th - CRAZY RICH ASIANS

SEPTEMBER

1st – Wonder Park



Boardwalk Blast Music Starts
 Thursdays 6:30 PM
 &
Fireworks Start
 Thursdays 9:00 PM
 LAST Music and Fireworks
 Friday August 30




Friday Nights from 7:00 pm - 9:00 pm
 at the Boardwalk Gazebo Stage

June 7th	David Bohm
June 14th	Rick Courtney & Friends
June 21st	Artistry in Jazz
June 28th	Ship Groove
July 5th	Marie Pergerson
July 12th	Eric Keely
July 19th	Artistry in Jazz
July 26th	Eric Keely
August 2nd	Ship Groove
August 9th	Artistry in Jazz
August 16th	Rick Courtney & Friends

Enjoy a variety of free entertainment from 21 piece jazz orchestras to acoustic solo acts! Performances are weather permitting.

CB Performing Arts Night
 Fridays 7:00 PM – 9:00 PM
 LAST Friday August 16th

AUGUST



Whomporama Body Championship
Hamlet Ave
Saturday 17th 7:00 AM – 5:00 PM



SEPTEMBER

Dragon Boat Race
Friday 20th – 6:00 PM – 10:00 PM
Saturday 21st – 7:00 AM – 5:00 PM



Rock the Beach
Saturday 7th 10:00 AM – 5:00 PM

QUESTIONS??

CONTACT:

BRENDA BUTLER
COMMUNITY ORGANIZATION OFFICER

910-458-8218
brenda.butler@carolinabeach.org



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Brenda Butler

Department: Planning

New Event-Superb Beach Soccer Festival

BACKGROUND:	This is going to be a Beach Soccer Tournament for ages 7-Adult. Teams will include local and out of town teams. Each game will be officiated by a licensed referrer. Both the Courtyard Marriott and the Hampton Inn & Suites support the event. There will be 5 to 7 soccer fields on the beach expanded from the Marriott to the Hampton Inn.
ACTION REQUESTED:	Council to consider approving this event.
COMMITTEE RECOMMENDATION:	The Event Committee is in agreement that this event should be approved.
ATTACHMENTS:	Soccer Application Hampton Inn & Suites Beach Soccer Tournament Septmeber 13-15, 2019 Courtyard by Marriott Beach Soccer Tournament September 13-15, 2019 Superb Beach Soccer Tournament Superb Beach Soccer Tourn - Staff



PUBLIC PROPERTY EVENT #

PUBLIC PROPERTY SPECIAL EVENT APPLICATION

**Application MUST be submitted at least 30 days prior to your special event.
Application for an event occurring on a State/Federal Holiday MUST be submitted at least 45 days prior to event.**

I. General Information

Type of Event: Beach Soccer Tournament

Event Name: Superb Beach Soccer Festival

Event Location: Carolina Beach in front of Hilton Ocean Front and Courtyard Marriott

Event Date (s): 9/28 - 9/29 **Inclement Weather Date(s):** _____

Start Time: 9:00am **End Time:** 9/28 5:00pm 9/29 3:00pm

Set-Up: Date & Time: 9/28 & 9/29 7:00am **Dismantle** Date & Time: 9/28 5:00pm 9/29 3:00pm

Description of Event (Please briefly describe the event.)
Beach Soccer Tournament for ages 7 - Adult. Teams will include local and out of town teams.
Each game will officiated by a licensed referee.

Estimated Daily Attendance: 1000

II. Applicant and/or Sponsoring Organization Information

Name: Superb Soccer

Sponsor Status: If non-profit, are you: 501c (3) 501c (6) Place of worship

Applicant Name: Kelly Findlay **Title:** Administration

Address: PO Box 3652 **City:** Wilmington **State:** NC **Zip:** 28406

Mobile Phone: 828-230-2780 **Email:** info@superbsoccer.com

Day of Event Contact: (Please provide information for a contact person who will be on-site the day of your event.)

Contact Name: Kelly Findlay

Mobile Phone: 828-230-2780 **Email:** info@superbsoccer.com

III. Event Details:

Yes No **Is this an annual event?**
 What years have the event taken place? This will be the first year.

Yes No **Does the event involve the sale or use of alcoholic beverages?**
 > Provide copy of the ABC permit obtained.

7.3.19

Yes No Will there be **musical entertainment** at your event?
 > Note: Live music shall not exceed 11:00pm and shall not exceed 9:00pm if located within 200 feet of a residential district.

Signs: List all temporary signs and their locations to be displayed **during** the event
 Yes No Will any signs be used for this event?
 Number of signs: 8 Sizes of each sign: 12in x 18in
 Where sign(s) will be placed: event location on beach, Hampton Inn Ocean Front, Courtyard Marriott

Tents
 Yes No Will there be any **tents, canopies, or temporary structures** in the proposed event site?
 > Provider of tents: Superb Soccer # of tents: 2
 > Will any tent exceed 400 sq feet in area? Yes No
Note: Tent permits will be required from Fire Department if exceed 400 Sq ft in area.

TOWN PROVIDED SERVICES:

Crowd/Traffic Control: Detailed Crowd/Traffic Control Plan Required – At least TWO Officers required when alcohol is being served:

Yes No Carolina Beach Police Officers # Officers required: _____

Port-A-Johns

Yes No #Port-A-Johns needed (sets): _____ (Individual): _____
 ▪ The town will NO LONGER supply Port-A-Johns.
 ▪ 1 to 750 people = 1 set of 6 trailered port-a-johns and 1 single handicap port-a-john
 ▪ 750 to 1,500 people = 2 set of 6 trailered port-a-johns and 2 single handicap port-a-john
 ▪ 1,500 to 3,000 people = 3 set of 6 trailered port-a-johns and 3 single handicap port-a-john
 ▪ Exceptions will only be made if permanent town restroom facilities exist at the location.

Trash & Recycling:

Yes No #Trash barrels needed: 4 #Recyclable barrels needed: 2

Yes No Town employee maintain trash receptacles – Hours employee needed 9/28 12 - 1 & 5:00 9/29 12- 1 & 3:00

Yes No Trash Trailer: _____

Fencing

Yes No Fencing: _____ft

Cones/Barrels

Yes No # Cones needed: _____ # Barrels needed: _____

Parking

Yes No Do you need parking meters bagged or parking spaces blocked off?
Note: There is a fee per space, per day for bagging meters or closing parking spaces

Water

Yes No Will you require **access to Town of Carolina Beach water** for the event?

Electrical needs

Yes No Will you require **electrical hookups** for this event?
 > Note: If service is required during the event it is the APPLICANTS responsibility to contact EWE @ 443-0700. The APPLICANT will be billed directly if called for service during the event.

IV. Run/Walk/Parade Route Closure Requests

Special Information and Conditions of receiving a Special Event Permit:

Vulgar Language and Lewd Conduct:

Applicant agrees to restrict the use vulgar language or lewd behavior by event participants, vendors, or talent that may offend patrons at the event. Specific consideration should be given to occasions with free admission and openly accessible event spaces.

Event Advertisement

Do not announce, advertise or promote your event until you have a completed and submitted this application and you have received approval from your Municipal Event Coordinator.

Street/Event Area Conditions

No permanent alterations to the street or permitted area will be permitted. Any and all festival/event equipment, trash or remnants must be removed within 12 hours of the end of the event.

Public Safety:

Police: If in the opinion of the Police Chief or his designee a sworn officer is essential for a special event the applicant will be instructed on the number of officers needed and if security can be provided with on duty staff. If a special event serves alcohol, the *special event will be* required to have at a minimum of one police officer at the event.

Binding Agreement

I have read and understand this application and the requirements placed upon this applicant and organization. I agree to abide by the Town of Carolina Beach rules, regulations and ordinances should my permit application be approved. And I will fulfill the requirements placed upon this permit application.

Authorized Signature: Kelly Findlay Date: 7/8/2019
 Organization: Superb Soccer

The following documents MUST be attached with submitted application:

- Insurance:** Please attach proof of insurance or applicable rider - liability insurance for the business naming the TOWN OF CAROLINA BEACH as the additional insured entity for no less than \$1,000,000
- Appendixes:** A, B and/or C (as required)

Map of Event: Provide a scaled site plan showing the driveway cuts, parking areas, planned activity areas, proposed structures, bathrooms, concessions, tents, and any other related activities that will occur or be placed on site

RETURN COMPLETED APPLICATION TO:
Town of Carolina Beach Community Organizaiton Officer
1121 N. Lake Park Blvd, Carolina Beach NC 28428
Telephone: (910) 458-8218, Fax: (910) 458-2997
Email: Brenda.butler@carolinabeach.org



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
10/22/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Sheally Insurance Group 34 Covil Ave. Wilmington NC 28403	CONTACT NAME: John Meiser PHONE (A/C, No, Ext): (910) 452-9877 FAX (A/C, No): (888) 321-4818 E-MAIL ADDRESS: Info@sheallyinsurance.com INSURER(S) AFFORDING COVERAGE NAIC # INSURER A : WESTERN WORLD INSURANCE COMPANY INSURER B : INSURER C : INSURER D : INSURER E : INSURER F :
INSURED Superb Soccer Inc PO Box 3652 Wilmington NC 28403	

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:			NPP1471941	08/01/2018	08/01/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

CERTIFICATE HOLDER Town of Carolina Beach 1121 North Lake Park Blvd Carolina Beach NC 28428	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	--

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Hampton Inn & Suites by Hilton Carolina Beach - Oceanfront
1 Harper Ave, Carolina Beach, North Carolina 28428

tel: **910.707.1770**
fax: 910.707.1771

July 30, 2019

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428

Dear Town Council Members,

The Hampton Inn & Suites Carolina Beach gives permission to Superb Soccer to set-up soccer fields on the beach in front of the hotel during the weekend of September 13-15.

Based on other events in the area, namely the Sandblast Beach Soccer Tournament, we believe this will be a great event benefitting not only the hotel but the entire Carolina Beach area as it will bring multiple families after the summer season. This is a great opportunity to show potential travelers this area is just as beautiful in fall as it is in the summer.

We believe the Supurb Soccer event will add value to Carolina Beach this year and potentially for years to come.

Sincerely,

A handwritten signature in black ink, appearing to read 'L. Fischer'.

Lance Fischer
General Manager
Hampton Inn & Suites Carolina Beach - Oceanfront



for reservations please visit us at hampton.com or call 1.800.hampton





July 30, 2019

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428

Dear Town Council,

The Courtyard by Marriott Carolina Beach Oceanfront gives permission to Superb Soccer to set-up a limited amount space in front of our hotel for soccer fields during the weekend of September 13, 2019 to September 15, 2019. We trust that beach space will be made available for our out of town guest that are here to visit Carolina Beach.

We agree with the Hampton Inn Carolina Beach Oceanfront; this is a wonderful opportunity to showcase the Town of Carolina Beach and the wonderful community that we are.

Warm Regards,

Tom Ullring
General Manager
Courtyard by Marriott Carolina Beach Oceanfront

// Courtyard by Marriott® Carolina Beach
Oceanfront

// 100 Charlotte Avenue
Carolina Beach, NC 28428

// 910.458.2030
www.courtyardcarolinabeach.com

Operated under license from Marriott International, Inc. or one of its affiliates.

SUPERB BEACH SOCCER TOURNAMENT REQUEST



Dwight Findlay & Ryan Gillespie

INTRODUCTION

Dwight Findlay, Owner &
Founder of Superb Soccer I
Wilmington NC Futsal I
Superb Athletics



Ryan Gillespie, Owner &
Founder of Peak Athletics
former US Men's National
Beach Soccer Team Player



BENEFITS TO CAROLINA BEACH COMMUNITY

VA BEACH ECONOMIC IMPACT RANGES (PER 1000 TEAMS) <small>* Data from City of VA Beach Economic Impact Study</small>			ESTIMATED CAROLINA BEACH IMPACT
ECONOMIC CATEGORY	LOW	HIGH	PER TEAM <small>(Team consist of 5-10 players)</small>
Lodging	\$3,399,700	\$4,497,022	\$3,948
Food & Beverage	\$2,608,150	\$3,909,774	\$3258
Entertainment	\$627,110	\$939,684	\$1566
Other	\$1,373,245	\$2,163,798	\$3537
Total Economic Impact	\$8,008,205	\$11,510,278	\$19518

GOALS

- Inaugural Year so goals are to host an invitation only Beach Soccer Tournament
- Introduce New Fun & Exciting Sport to area
- Stay to play requirement. Visiting teams will be asked to stay at Hampton Inn & Suites Carolina Beach and CourtYard Marriott
- Target # of Teams for 1st Year: 40 Teams
- Target # of Teams 2nd Year: 80 Teams
- Develop Community Business Partnerships for following years

INSURANCE

SUPERB SOCCER:

- General Liability Insurance
- Registration Portal and waivers for participants & Coaches

BEACH SOCCER GAME

- 5 V 5 (Min. 5 players Max. 10 players per team)
- Certified paid Referees for each game (1 Referee for U8-U12 Age Groups, 2 Referees for U13-Adult Age Groups)
- Goal Dimensions: approximately 6ft wide x 7ft high
- Court Size: 50ft Wide x 70ft Long

SUPPORT LOCAL

- 10% of Proceeds to support Superb Athletics Local 501C3 - providing opportunities for economically challenged families to participate in local sports.
- Local Business Sponsorships & Advertising available at Event

TOURNAMENT SPECIFICS

- REQUESTED DATES: Friday September 13th, Saturday September 14th & Sunday September 15th
- Set Up for Event: 9/13 6PM & Break Down: 9/15 6PM
- First Game will be played on 9/14 @ 9AM
- Last Game will be played on 9/15 @ 5PM
- Six (50ft X 70ft Courts) in front of Hampton Inn Carolina Beach Hotel & Courtyard Marriott
- Teams Check in Times: Friday Evening & Saturday Morning
- Teams Check in at the Hotel & CB Boardwalk Pavillion

INCLEMENT WEATHER

- NO Make up date if the Event is cancelled due to inclement weather

THANK YOU

Dwight Findlay

Superb Soccer | Wilmington NC
Futsal | Superb Athletics

Email: info@superbsoccer.com

Ryan Gillespie,

Peak Athletics

Email: ryan@peakathleticsnc.com

SUPERB BEACH SOCCER TOURNAMENT

SEPTEMBER 14TH & SEPTEMBER 15TH

Proposal

- Courts will take up the beach from the Courtyard Marriot to the Hampton Inn.
- Friday, September 13th through Sunday September 15th
 - Set up Friday night starting at 6:00 pm
 - First game starts Saturday at 9:00 am
 - Last game will be played Sunday at 5:00 pm
- No other events are planned for the 13th-14th
- 500-1,000 attendee
- Town will check electrical on the boardwalk stage
- Parking – no designated parking provided, will utilize existing town parking spaces, right-of-way.



- COURTS ARE 15ft from Dunes
- EACH COURT IS 50ft x 70ft
- TENT IS 10 x 10ft



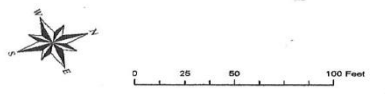


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- EACH COURT IS 50 FT X 70 FT
- TENT IS 10 X 10 FT





- COURTS ARE 15FT FROM DUNES
- EACH COURT IS 50FT BY 70FT
- TENT IS 10 X 10FT



Committee Recommendation

- Staff can accommodate the requested resource.
- Recommendation:
 - Approve this event



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Ed Parvin

Department: Executive

Manager's Update

BACKGROUND: Ed Parvin will give an update on various projects. Please see the attached minutes from the meeting with Engineering Services.

ATTACHMENTS: [SW priorities](#)

July 22, 2019 Meeting with Engineering Services

Attendees: Ed Parvin, Mark Meyer, Ben Meister, Brian Cox, Brian Stanberry, Jerry Haire

Phase C: Close out engineering contract (Jerry departed the meeting)

Network Realty / Lake Park / Mona Black Priority 1: TBD

Piping system in this area is inadequate/undersized. Looked at various options. Option A was the only one showing a substantial benefit to flooding issues experienced with current development. As development continues (i.e. Harris Teeter property) Option B and C may need to be completed. Option A includes crossing the road with an 18" SW pipe and tie into the existing line on the east side of Lake Park Blvd.

Actions that have taken place since the study started: Old Mariners have brought the pond back into compliance and fixed the overflow. In addition, staff modified the sedimentation box behind Jersey Mike's to allow for overflow to occur earlier in a storm event.

Texas Pump Station Priority 2: \$80,000

Piping from the pump station to the ocean outfall is inadequate. Slope and condition are good. Kure Beach has increased the amount of SW going to the outfall.

Solutions presented go to go to the Ocean would be difficult to permit. Solutions going to the Alabama pond are cost prohibitive.

Actions recommended to move forward on implementation immediately:

1. Installed SCADA to monitor the pump station status.
2. Install a bypass connection on the existing 16" force main and installed a standby backup diesel pump with a float control system.
3. Made adjustments to the control setting to allow for slower/steady removal of stormwater.
4. Ensure wet well screen and grated inlet boxes are free of trash and debris.
5. Add inlet boxes in the pipe system in the Snapper Lane and Texas Avenue intersections to provide more collection points (when new development occurs)
6. Implement maintenance schedule for current pump station.

Charlotte / Cape Fear / 6th Street Priority 3A: No cost.

Code Enforcement: Keep ditching clean from Charlotte to Cape Fear. All piping from Hamlet to Harper has already been replaced.

Cape Fear and 4th Street Priority 3B: \$30,000

Replace piping to be graded properly from approximately 50' west of 4th to 150' east of 4th along Cape Fear Blvd.

Marina / Lumberton / Wilson Priority 4A: \$295,000

Incorporate into Phase C.

Inlet boxes are not lined up with the pipe. New inlet boxes would need to be installed over the pipe. The inlet boxes are definitely within the right of way. It is questionable if the pipe itself falls within ROW.

Goldsboro to Island Marina Priority 4B: \$250,000

Incorporate into Phase C

Replacement of SW pipe under DOT right of way and realign the SW outfall at Island Marina.

Dow to 7th and Harper to Sumter Priority 5: TBD

Surveying is complete. Engineering Services is in process of putting together the model. We anticipate having this complete by the Town Council meeting in October.



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Jeremy Hardison

Department: Planning

Consider amending ARTICLE VI. – SCHEDULES, Sec. 16-208. - Schedule F, traffic patterns on specified streets to designate a portion of the 200 block of Wilson Ave at the intersection of N. Lake Park Blvd for one-way traffic.

BACKGROUND:

Currently the 200 block of Wilson Ave is a one-way street due to the lack of visibility on the corner of N. Lake Park Blvd and Wilson Ave. Wilson Ave prohibits exiting on to N. Lake Park Blvd because of the sharp angle of the intersection and the location of the Remax building that was built up to the property line reducing the line of site. The Baptist Church located on the south west corner of N. Lake Park Blvd. and Wilson Ave. approached the Police Advisory Committee about changing a portion of Wilson Ave to allow for two-way traffic leading up to the entrance drive to the Church. This would allow vehicles to access the church turning off of Third st to drive down Wilson Ave to access the church property without having to go around to N. Lake Park Blvd and driving west bound on to Wilson Ave to get to the church property.

Staff reviewed the area and came up with a possible design that would allow for two-way traffic on to Wilson Ave, but would prohibit vehicles from existing onto N. Lake Park Blvd by making the first 90' from N. Lake Park Blvd of Wilson Ave one-way. Attached is a sketch of a design by marking the pavement and creating a raised median and adding signage along Wilson Ave including a no outlet sign on Third and Wilson Ave.

ACTION REQUESTED:

Make a motion to consider amending ARTICLE VI. – SCHEDULES, Sec. 16-208. - Schedule F, traffic patterns on specified streets to designate a portion of the 200 block of Wilson Ave at the intersection of N. Lake Park Blvd for one-way traffic.

COMMITTEE RECOMMENDATION:

TRC reviewed the proposal and recommends installing traffic control devices and signage designating the first 90' of Wilson Ave as one-way traffic.

ATTACHMENTS:

[Ordinance 19-1118 Wilson Ave](#)

[Wilson Ave Proposed Design](#)

[Wilson Ave Traffic Pattern](#)

Traffic Patterns



ORDINANCE 19-1118

Amend ARTICLE VI. – SCHEDULES, Sec. 16-208. - Schedule F, traffic patterns on specified streets

Sec. 16-208. - Schedule F, traffic patterns on specified streets.

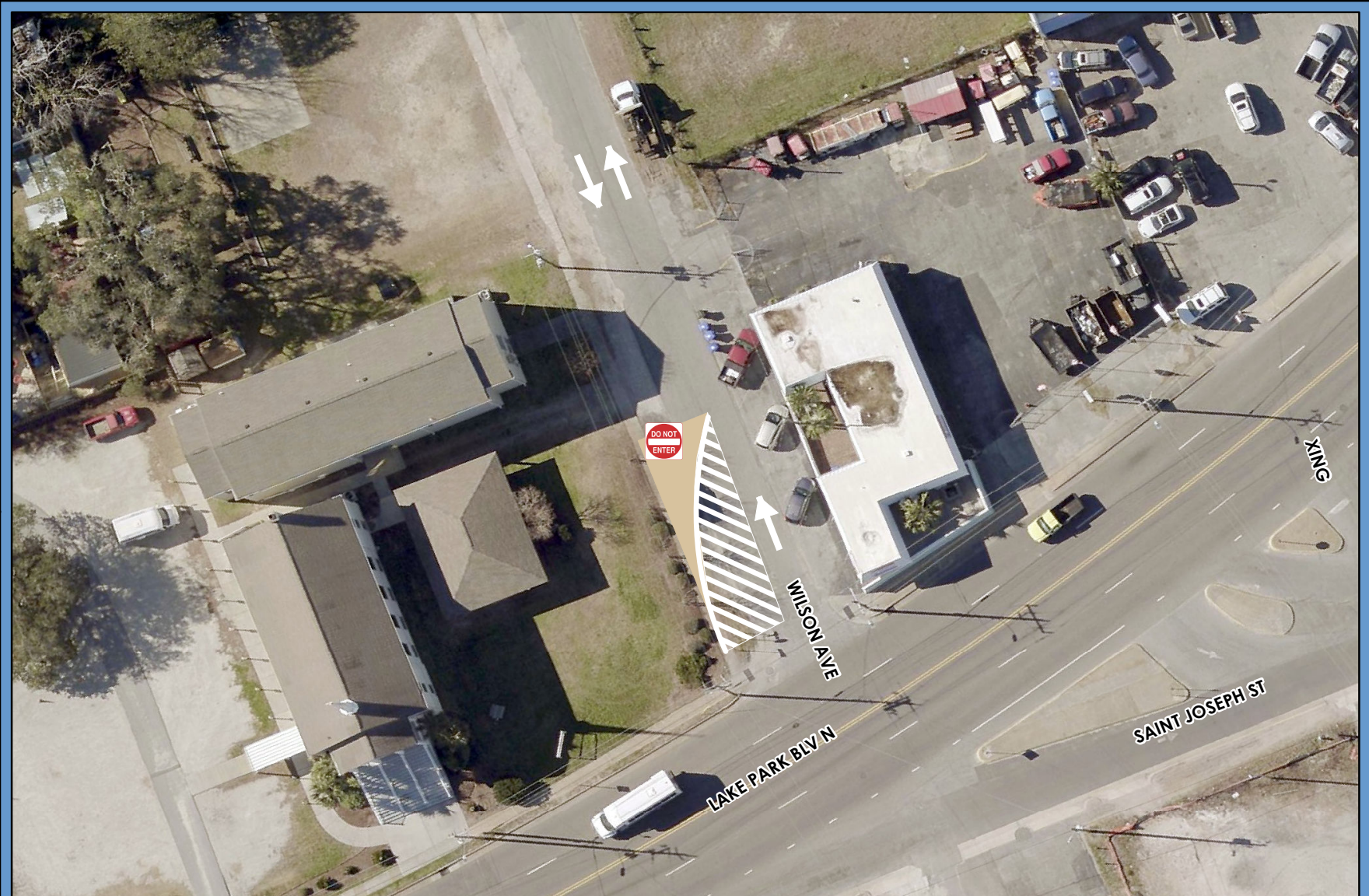
The following schedule designates traffic patterns on specific streets:

Carolina Beach Avenue North is designated as a two-way street with 9½-foot drive lanes and a pedestrian/bike lane provided along the east side of the street (widths will vary), and including three-way stops at appropriate intersections.
Canal Drive is designated as a two-way street with 9½-foot drive lanes and a pedestrian/bike lane provided on the west side of the street (widths will vary).
All streets located between Canal Drive and Carolina Beach Avenue North from Pelican to Salt Marsh shall be designated as two-way.
The 300 block of Texas Avenue is a one-way street running west to east to permit traffic to travel towards the beach. It will be accessed from a three-way stop at the intersection of Texas Avenue and Swordfish Lane. The end of the 300 block will connect with a four-way stop at Texas Avenue and Snapper Lane.
<u>Wilson Avenue shall be two-way on the 200 block for local traffic up to the intersection of Lake Park Blvd. The intersection of Wilson Avenue on Lake Park Blvd shall be one-way running east to west to eliminate vision clearance issues that would be created from exiting Wilson onto Lake Park Blvd.</u>

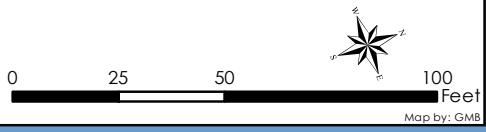
Adopted this 13th day of August, 2019.

Joseph Benson, Mayor

Attest: _____
Kimberlee Ward, Town Clerk

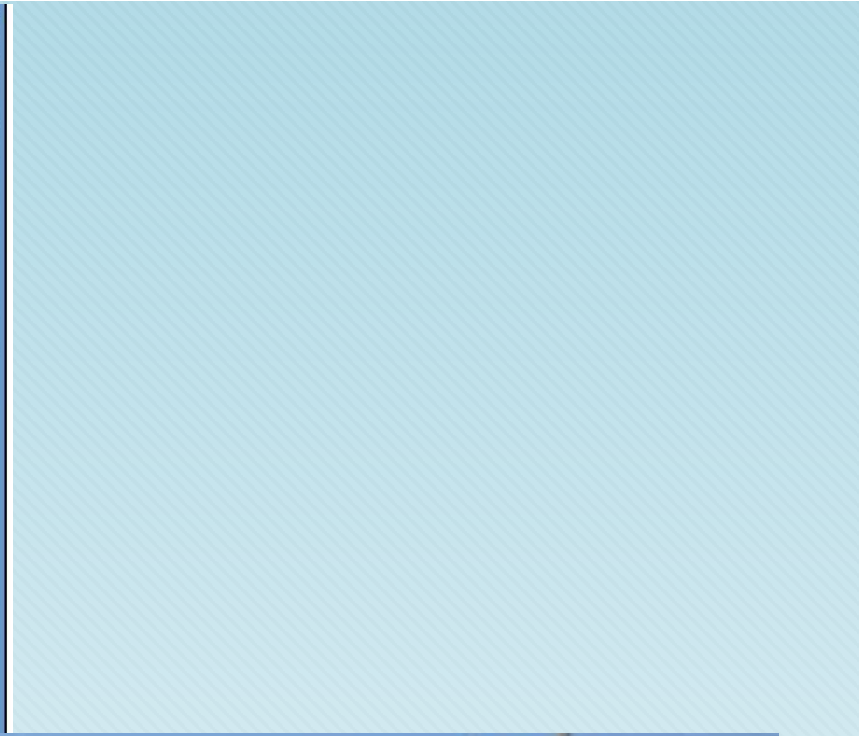


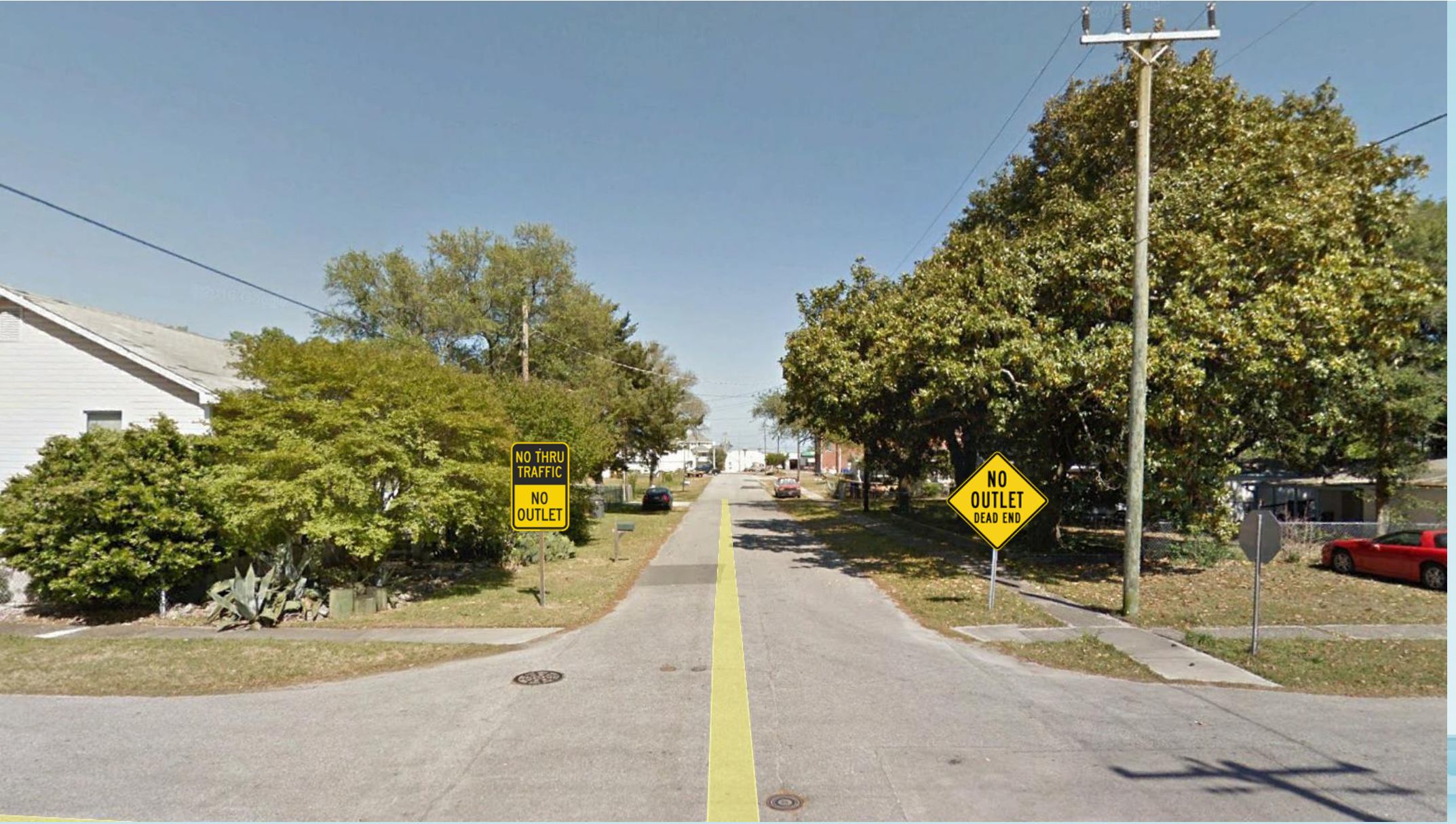
Town of Carolina Beach
Wilson Avenue
Proposed Modifications





Wilson Ave Traffic Pattern





Amend ARTICLE VI. – SCHEDULES, Sec. 16-208. - Schedule F, traffic patterns on specified streets

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AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Miles Murphy

Department: Planning

Text Amendment: Consider Amending Chapter 28 – Watercraft, Beaches, and Coastal Parks, Article IV, Sec. 28-166. – Public Nudity

BACKGROUND: In July of 2019, Town Council directed Staff to investigate the Public Nudity ordinance (Sec. 28-166). Staff looked into the local ordinance, consulted regional examples, and referenced the State Statutes related to indecent exposure (GS 14-190.9).

Upon review of regional comparisons and the state statutes, staff determined that CB is with the minority of coastal towns that places further restriction on indecent exposure than the NCGS.

Unregulated*	Prohibited	
Nags Head	Sunset Beach	"less than ful
Topsail Island	Kure Beach	'No thc
Wrightsville Beach	Oak Island	"less than ful
Surf City	Ocean Isle	"less than ful
Emerald Isle	Holden Beach	"less than ful
Kill Devil Hills		
Pine Knoll Shores		
Indian Beach		
Kitty Hawk		
Wilmington		
Caswell		
Bald Head Island		
North Topsail Beach		

*Many municipalities' ordinances do not explicitly address public nudii several for clarification, the assumption has been made that most defa regulations if they do not have a stricter policy.

In 1998 the State looked into this issue in the court case of State V. Fly. It was determined there that,

"To hold that buttocks are private parts would make criminals of all North Carolinians who appear in public wearing "thong" or "g-string" bikinis or other such skimpy attire during our torrid summer months. Our beaches, lakes, and resort areas are often teeming with such scantily clad vacationers. We simply do not believe that our

legislature sought to discourage a practice so commonly engaged in by so many of our people when it enacted N.C.G.S. § 14–190.9.”

This ruling verifies that is legal to expose the buttocks on the beach, so long as it does not result in exposure of genitals or the anus. The UNC SOG released in article in August of 2016 looking into this issue. They went along to state that, based on one court case and GS 160A-174, towns may not even have the right to have an ordinance in place which is stricter than it already is. Essentially, local ordinances may not actually be able to prohibit the exposure of buttocks.

- BUDGET IMPACT:** There is no budget impact.
- ACTION REQUESTED:** Consider approving or denying to Amend Chapter 28 –Sec. 28-166. – Public Nudity.
- COMMITTEE RECOMMENDATION:** TRC Recommended approval to amend Chapter 28 –Sec. 28-166. – Public Nudity.
- ATTACHMENTS:** [Ordinance 19-1119 Public Nudity](#)
[GS 14-190.9 Indecent Exposure](#)
[Public Nudity 2.0](#)

Public Nudity



ORDINANCE 19-1119

Amend Chapter 28 – Watercraft, Beaches, and Coastal Parks, Article IV, Sec. 28-166. – Public Nudity

Sec. 28-166. - Public nudity.

- (a) It shall be unlawful for any fully developed female to willfully expose her breasts in Freeman Park or on any public beach, any public street or in any public park. For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning. For the purpose of this article, exposing of breasts shall mean the revealing of the female breast with less than a fully opaque covering on any portion thereof lower than the top of any part of the areola.
- (b) It shall be unlawful for any person to appear on any public beach, any public street or in any public park in a state of dress or undress so as to expose to the view of others the human male or female pubic area, pubic hair, anus, or vulva ~~vulva or buttocks~~ with less than a fully opaque covering.

Adopted this 13th day of August, 2019.

Joseph Benson, Mayor

Attest: _____
Kimberlee Ward, Town Clerk

§ 14-190.9. Indecent exposure.

(a) Unless the conduct is punishable under subsection (a1) of this section, any person who shall willfully expose the private parts of his or her person in any public place and in the presence of any other person or persons, except for those places designated for a public purpose where the same sex exposure is incidental to a permitted activity, or aids or abets in any such act, or who procures another to perform such act; or any person, who as owner, manager, lessee, director, promoter or agent, or in any other capacity knowingly hires, leases or permits the land, building, or premises of which he is owner, lessee or tenant, or over which he has control, to be used for purposes of any such act, shall be guilty of a Class 2 misdemeanor.

(a1) Unless the conduct is prohibited by another law providing greater punishment, any person at least 18 years of age who shall willfully expose the private parts of his or her person in any public place in the presence of any other person less than 16 years of age for the purpose of arousing or gratifying sexual desire shall be guilty of a Class H felony. An offense committed under this subsection shall not be considered to be a lesser included offense under G.S. 14-202.1.

(a2) Unless the conduct is prohibited by another law providing greater punishment, any person who shall willfully expose the private parts of his or her person in the presence of anyone other than a consenting adult on the private premises of another or so near thereto as to be seen from such private premises for the purpose of arousing or gratifying sexual desire is guilty of a Class 2 misdemeanor.

(a4) Unless the conduct is punishable by another law providing greater punishment, any person at least 18 years of age who shall willfully expose the private parts of his or her person in a private residence of which they are not a resident and in the presence of any other person less than 16 years of age who is a resident of that private residence shall be guilty of a Class 2 misdemeanor.

(a5) Unless the conduct is prohibited by another law providing greater punishment, any person located in a private place who shall willfully expose the private parts of his or her person with the knowing intent to be seen by a person in a public place shall be guilty of a Class 2 misdemeanor.

(b) Notwithstanding any other provision of law, a woman may breast feed in any public or private location where she is otherwise authorized to be, irrespective of whether the nipple of the mother's breast is uncovered during or incidental to the breast feeding.

(c) Notwithstanding any other provision of law, a local government may regulate the location and operation of sexually oriented businesses. Such local regulation may restrict or prohibit nude, seminude, or topless dancing to the extent consistent with the constitutional protection afforded free speech. (1971, c. 591, s. 1; 1993, c. 301, s. 1; c. 539, s. 124; 1994, Ex. Sess., c. 24, s. 14(c); 1998-46, s. 3; 2005-226, s. 1; 2015-250, ss. 2, 2.1, 2.3.)



Text Amendment

Chapter 28 – Sec. 28-166. – Public Nudity.

August 13th, 2019

Local Buttocks Comparisons

Unregulated*

Nags Head
Topsail Island
Wrightsville Beach
Surf City
Emerald Isle
Kill Devil Hills
Pine Knoll Shores
Indian Beach
Kitty Hawk
Wilmington
Caswell
Bald Head Island
North Topsail Beach

Prohibited

Sunset Beach	“less than fully opaque”
Kure Beach	‘No thongs’
Oak Island	“less than fully opaque”
Ocean Isle	“less than fully opaque”
Holden Beach	“less than fully opaque”

*Many municipalities’ ordinances do not explicitly address public nudity. After contacting several for clarification, the assumption has been made that most default to the State regulations if they do not have a stricter policy.

Proposed Ordinance

Amend Chapter 28 –Sec. 28-166. – Public Nudity

Sec. 28-166. - Public nudity.

(a) It shall be unlawful for any fully developed female to willfully expose her breasts in Freeman Park or on any public beach, any public street or in any public park. For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning. For the purpose of this article, exposing of breasts shall mean the revealing of the female breast with less than a fully opaque covering on any portion thereof lower than the top of any part of the areola.

(b) It shall be unlawful for any person to appear on any public beach, any public street or in any public park in a state of dress or undress so as to expose to the view of others the human male or female pubic area, pubic hair, anus, [or vulva](#) ~~vulva or buttocks~~ with less than a fully opaque covering.

(Code 1986, § 11-72; Ord. No. 06-658, 11-14-2006)

Amend Chapter 28 – Sec. 28-166. – Public Nudity.

1. Open the hearing for public comment.
2. Close public comment.
3. Consider approving or denying to Amend Chapter 28 –Sec. 28-166. – Public Nudity.

TRC Recommended approval to amend Chapter 28 –Sec. 28-166. – Public Nudity.

Questions?

Public Nudity



ORDINANCE 19-1119

Amend Chapter 28 – Watercraft, Beaches, and Coastal Parks, Article IV, Sec. 28-166. – Public Nudity

Sec. 28-166. - Public nudity.

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- (b) It shall be unlawful for any person to appear on any public beach, any public street or in any public park in a state of dress or undress so as to expose to the view of others the human male or female pubic area, pubic hair, anus, or vulva ~~vulva or buttocks~~ with less than a fully opaque covering.

Adopted this 13th day of August, 2019.

Joseph Benson, Mayor

Attest: _____
Kimberlee Ward, Town Clerk

§ 14-190.9. Indecent exposure.

(a) Unless the conduct is punishable under subsection (a1) of this section, any person who shall willfully expose the private parts of his or her person in any public place and in the presence of any other person or persons, except for those places designated for a public purpose where the same sex exposure is incidental to a permitted activity, or aids or abets in any such act, or who procures another to perform such act; or any person, who as owner, manager, lessee, director, promoter or agent, or in any other capacity knowingly hires, leases or permits the land, building, or premises of which he is owner, lessee or tenant, or over which he has control, to be used for purposes of any such act, shall be guilty of a Class 2 misdemeanor.

(a1) Unless the conduct is prohibited by another law providing greater punishment, any person at least 18 years of age who shall willfully expose the private parts of his or her person in any public place in the presence of any other person less than 16 years of age for the purpose of arousing or gratifying sexual desire shall be guilty of a Class H felony. An offense committed under this subsection shall not be considered to be a lesser included offense under G.S. 14-202.1.

(a2) Unless the conduct is prohibited by another law providing greater punishment, any person who shall willfully expose the private parts of his or her person in the presence of anyone other than a consenting adult on the private premises of another or so near thereto as to be seen from such private premises for the purpose of arousing or gratifying sexual desire is guilty of a Class 2 misdemeanor.

(a4) Unless the conduct is punishable by another law providing greater punishment, any person at least 18 years of age who shall willfully expose the private parts of his or her person in a private residence of which they are not a resident and in the presence of any other person less than 16 years of age who is a resident of that private residence shall be guilty of a Class 2 misdemeanor.

(a5) Unless the conduct is prohibited by another law providing greater punishment, any person located in a private place who shall willfully expose the private parts of his or her person with the knowing intent to be seen by a person in a public place shall be guilty of a Class 2 misdemeanor.

(b) Notwithstanding any other provision of law, a woman may breast feed in any public or private location where she is otherwise authorized to be, irrespective of whether the nipple of the mother's breast is uncovered during or incidental to the breast feeding.

(c) Notwithstanding any other provision of law, a local government may regulate the location and operation of sexually oriented businesses. Such local regulation may restrict or prohibit nude, seminude, or topless dancing to the extent consistent with the constitutional protection afforded free speech. (1971, c. 591, s. 1; 1993, c. 301, s. 1; c. 539, s. 124; 1994, Ex. Sess., c. 24, s. 14(c); 1998-46, s. 3; 2005-226, s. 1; 2015-250, ss. 2, 2.1, 2.3.)



Text Amendment

Chapter 28 – Sec. 28-166. – Public Nudity.

August 13th, 2019

Local Buttocks Comparisons

Unregulated*

Nags Head
Topsail Island
Wrightsville Beach
Surf City
Emerald Isle
Kill Devil Hills
Pine Knoll Shores
Indian Beach
Kitty Hawk
Wilmington
Caswell
Bald Head Island
North Topsail Beach

Prohibited

Sunset Beach	“less than fully opaque”
Kure Beach	‘No thongs’
Oak Island	“less than fully opaque”
Ocean Isle	“less than fully opaque”
Holden Beach	“less than fully opaque”

*Many municipalities’ ordinances do not explicitly address public nudity. After contacting several for clarification, the assumption has been made that most default to the State regulations if they do not have a stricter policy.

Proposed Ordinance

Amend Chapter 28 –Sec. 28-166. – Public Nudity

Sec. 28-166. - Public nudity.

(a) It shall be unlawful for any fully developed female to willfully expose her breasts in Freeman Park or on any public beach, any public street or in any public park. For the purpose of this section, the following definition shall apply unless the context clearly indicates or requires a different meaning. For the purpose of this article, exposing of breasts shall mean the revealing of the female breast with less than a fully opaque covering on any portion thereof lower than the top of any part of the areola.

(b) It shall be unlawful for any person to appear on any public beach, any public street or in any public park in a state of dress or undress so as to expose to the view of others the human male or female pubic area, pubic hair, anus, [or vulva](#) ~~vulva or buttocks~~ with less than a fully opaque covering.

(Code 1986, § 11-72; Ord. No. 06-658, 11-14-2006)

Amend Chapter 28 – Sec. 28-166. – Public Nudity.

1. Open the hearing for public comment.
2. Close public comment.
3. Consider approving or denying to Amend Chapter 28 –Sec. 28-166. – Public Nudity.

TRC Recommended approval to amend Chapter 28 –Sec. 28-166. – Public Nudity.

Questions?



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019
Prepared By: Jerry Haire
Department: Executive

Resolution in Support of a 2019 CAMA Public Beach Access Grant.

BACKGROUND:

Funding is available through the CAMA Public Beach and Coastal Waterfront Access Grant Program. In April staff submitted a pre-application for funding to assist with the purchase of a .14 acre lot located at 310 Canal Dr. for continued use as public beach access parking (aerial map attached). In July the Town was approved to submit a final application. The Town has leased this property for a number of years but for this year the owner opted not to renew the lease with the Town and and has indicated she wishes to build or sell. This lot is one of several adjacent and adjoined properties the Town utilizes for beach parking. The 310 Canal lot comprises 12 of the total 86 spaces in the combined Town lots.

The program provides for an 85/15 percent match as follows:

- Grant funds: \$195,500
 - Town match: \$34,500
- Total cost: \$230,000

If Council wishes to proceed the attached Resolution No. 19-2206 must be adopted for submittal with the application. The grant application is due Sept. 6. Awards will be announced in October. Grant contracts will be executed in the December timeframe. The town can enter into the contract to purchase but cannot close until the grant contract is fully executed.

BUDGET IMPACT:

General Fund: \$34,500

ACTION REQUESTED:

Adopt Resolution No. 19-2206 in Support of a 2019 CAMA Public Beach Access Grant.

COMMITTEE RECOMMENDATION:

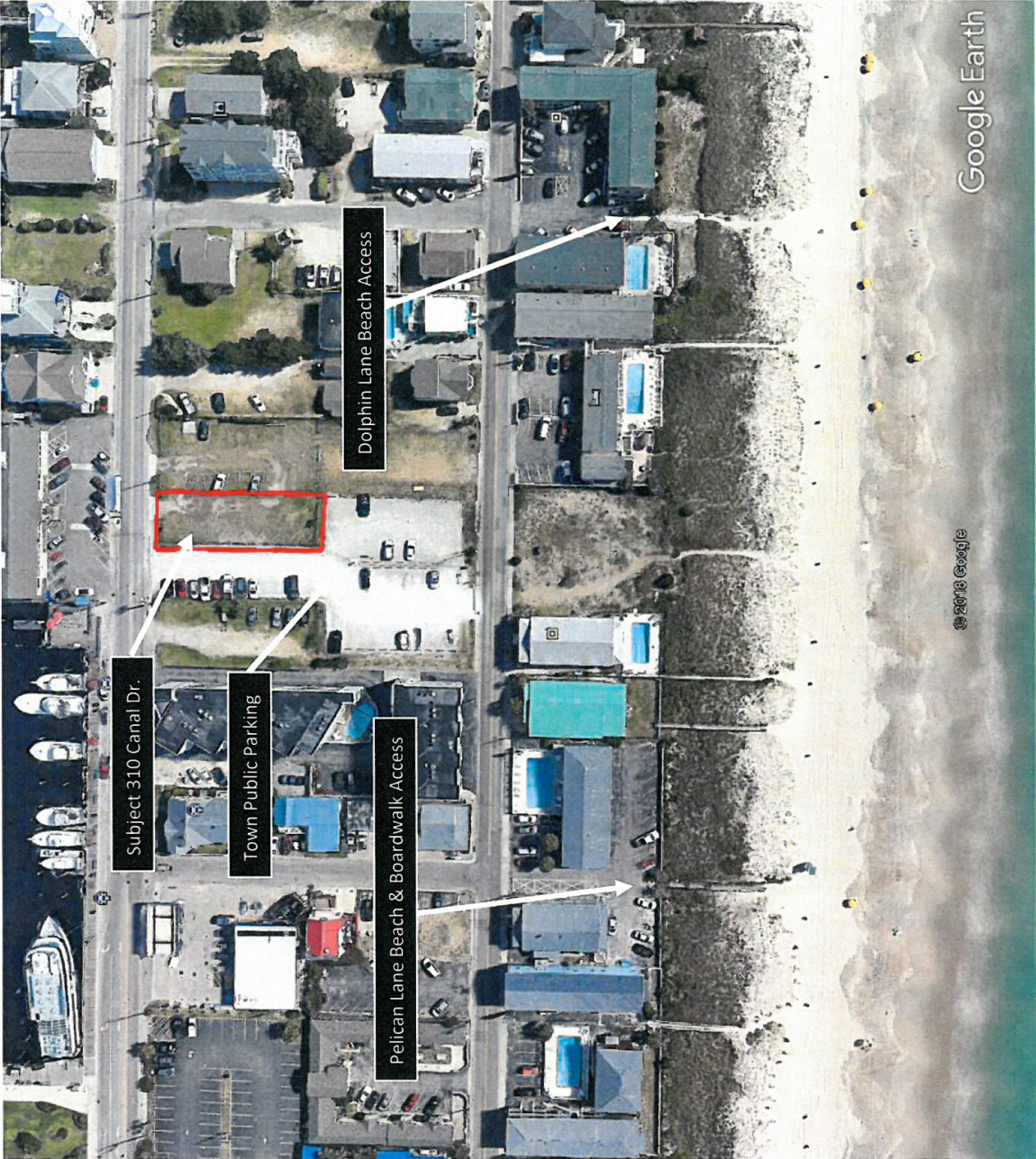
NA

ATTACHMENTS:

[310 Canal Dr. aerial map](#)

[Resolution 19-2206 - CAMA 310 Canal - 8-6-19](#)

310 Canal Drive Acquisition – Downtown Central Business & Marina District



Resolution 19-2206

Town of Carolina Beach
Town Council



Resolution No. 19-2206

RESOLUTION AUTHORIZING THE TOWN OF CAROLINA BEACH TO SUBMIT AN APPLICATION TO THE NC DIVISION OF COASTAL MANAGEMENT FOR PUBLIC BEACH AND COASTAL WATERFRONT ACCESS FUNDS

WHEREAS, funding is available through the 2019 NC Division of Coastal Management (CAMA) Public Beach and Coastal Waterfront Access Grant Program. Land acquisition, site improvements, and amenities for public access to the coastal waters are funded through this grant program.

WHEREAS, the Town wishes to acquire property located at 310 Canal Drive for use as public parking for beach access, and

WHEREAS, this property is located in the Central Business District between Myrtle Grove Sound, the Town Marina and the heavily used Pelican Lane and Dolphin Lane CAMA Public Beach Accesses., and

WHEREAS, the provision of public beach and waterway access and parking is a high priority in the Carolina Beach CAMA Land Use Plan.

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) That the Town Manager is hereby authorized to submit an application to the (CAMA) Public Beach and Coastal Waterfront Access Grant Program in the amount of \$195,500, and if the CAMA funds are awarded for the project, the Town will contribute the required 15% cash match necessary for the Project in the amount of \$34,500.
- 2) The Town assumes full obligation for payment of the balance of project costs.
- 3) The Town will obtain all necessary State and Federal permits.
- 4) The Town will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
- 5) The Town will assure that the project is open for use by the public on an equal basis with no restrictions.

Town of Carolina Beach
Resolution No.

1 | Page

Resolution 19-2206

Town of Carolina Beach
Town Council

- 6) The Town will hold the funding agency harmless from any damages that may result from the construction, operation and maintenance of the project.
- 7) The Town accepts responsibility for the operation and maintenance of the completed project.

Adopted by the Town Council this 13th day of August, 2019 by a vote of ____ in favor and against.

Joseph Benson, Mayor

Attest: Kimberlee Ward, Town Clerk

Date Approved



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Jeremy Hardison

Department: Planning

Consider redesign of the website

BACKGROUND:

Staff was directed to look into redesigning the website. A few staff members solicited web design companies and meet to review their proposals. They recommended going with Granicus, who the city of Wilmington uses. More than 4,200 government agencies have chosen Granicus to modernize their online services, web presence, and communications strategies. They offer seamless digital solutions that help the town actively reach, inform, and engage citizens for a better experience. It will take about 4-6 months to roll out the new website.

Pricing:

	Granicus (New)	Revize (Existing)
Year One	\$7,500*	\$3,200
Year Two	\$4,000	\$3,200
Year Three	\$4,200	\$3,200
Year Four	\$4,410	\$3,200
Year Five	\$4,630.50	\$3,200

* includes the fee for designing the website, the migration of 50 pages, and web-based training.

Staff recommends Granicus based on the following;

- Flexibility in customization of forms, registrations, email notifications, and online payments
- Integration between website and social media updates—can update multiple platforms at one time
- Auto roll-out of website upgrades
- Free website redesign after five years
- Freedom to modify website without hidden charges

ACTION REQUESTED:

Direct Staff to go into contract with Granicus to redesign the website

ATTACHMENTS:

[website](#)

[website](#)

Town Website

- Pricing:

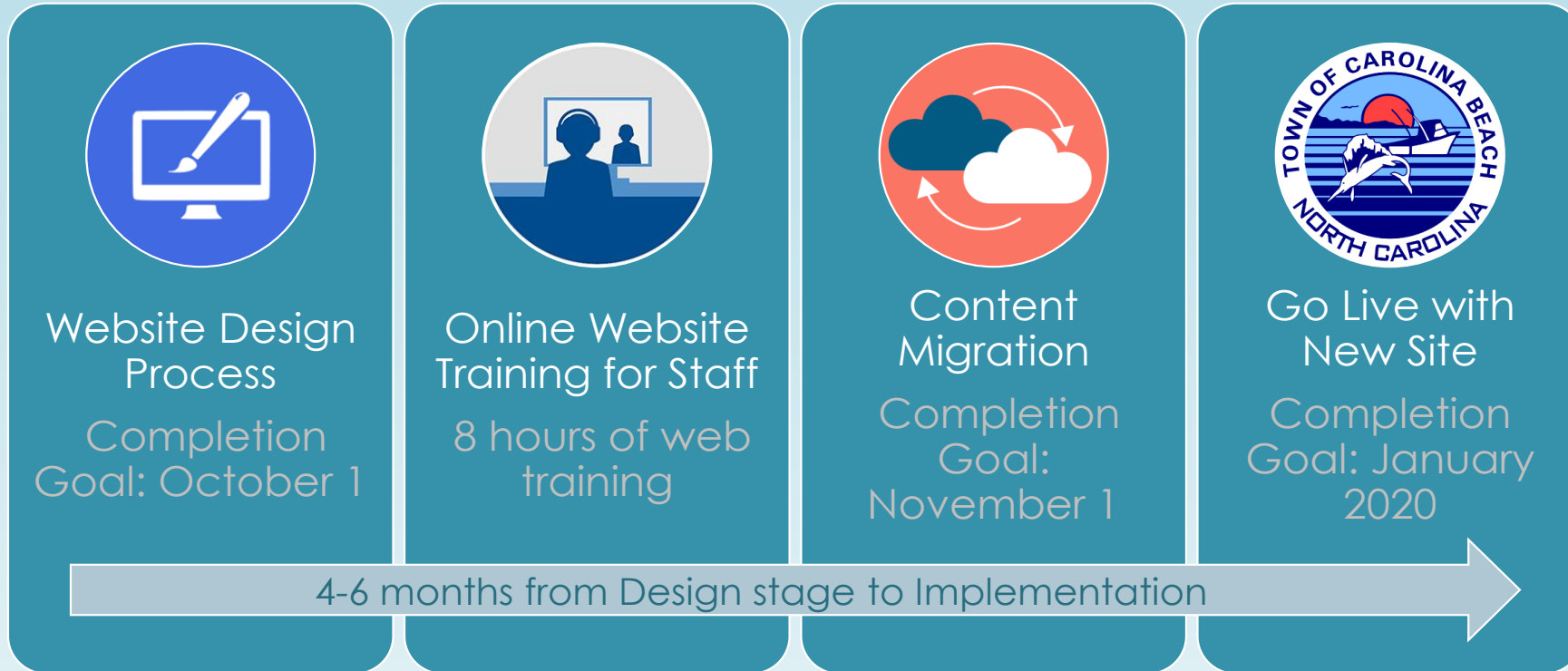
	Granicus (New)	Revize (Existing)
Year One	\$7,500	\$3,200
Year Two	\$4,000	\$3,200
Year Three	\$4,200	\$3,200
Year Four	\$4,410	\$3,200
Year Five	\$4,630.50	\$3,200

*Pricing increases by 5% annually to cover the cost of automatic upgrades to features that are newly available quarterly

- Why Choose Granicus?

- Flexibility in customization of forms, registrations, email notifications, and online payments
- Integration between website and social media updates—can update multiple platforms at one time
- Auto roll-out of website upgrades
- Free website redesign after five years
- Freedom to modify website without hidden charges

Website Implementation Timeline



Town Website

- Pricing:

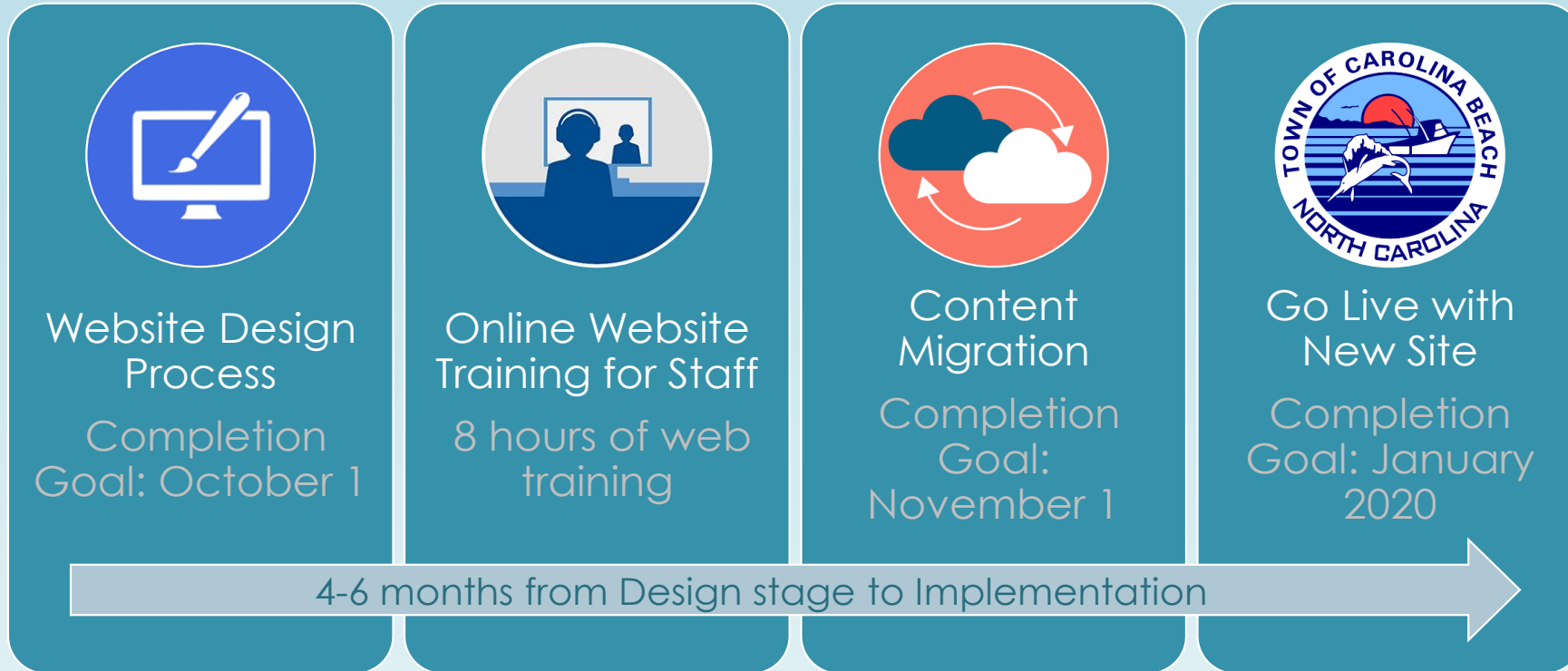
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- Why Choose Granicus?

- Flexibility in customization of forms, registrations, email notifications, and online payments
- Integration between website and social media updates—can update multiple platforms at one time
- Auto roll-out of website upgrades
- Free website redesign after five years
- Freedom to modify website without hidden charges

Website Implementation Timeline





AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Holly Brooks

Department: Human Resources

Consider Adopting the New Pay Plan

BACKGROUND: Ed Parvin will present the recommended pay plan for Council's consideration.

ATTACHMENTS: [Carolina Beach Recommended Pay Plan Aug 7, 2019](#)

Job Title	Recmnd Grade	Min	Midpt
UNASSIGNED	10	27,636	34,545
UNASSIGNED	11	29,018	36,272
GENERAL MAINTENANCE WORKER I	12	30,469	38,086
RECEPTIONIST	12	30,469	38,086
UTILITY MAINTENANCE WORKER I	12	30,469	38,086
GENERAL MAINTENANCE WORKER II	13	31,992	39,990
POLICE RECORDS SPECIALIST	13	31,992	39,990
STORMWATER CONSTRUCTION SPECIALIST	13	31,992	39,990
UTILITY MAINTENANCE WORKER II	13	31,992	39,990
ADMINISTRATIVE SUPPORT SPECIALIST I	14	33,592	41,990
BILLING/CUSTOMER SERVICE REP	14	33,592	41,990
BUILDING MAINTENANCE SPECIALIST	14	33,592	41,990
EQUIPMENT OPERATOR II	14	33,592	41,990
RECREATION SPECIALIST	14	33,592	41,990
ADMINISTRATIVE SUPPORT SPECIALIST II	15	35,271	44,089
GENERAL MAINTENANCE WORKER III	15	35,271	44,089
SR. STORMWATER CONST SPECIALIST	15	35,271	44,089
FINANCE ACCOUNTING TECHNICAN II	16	37,035	46,294
LABORATORY MANAGER	16	37,035	46,294
PARKS MAINTENANCE SUPERVISOR	16	37,035	46,294
PUBLIC WORKS CREW LEADER	16	37,035	46,294
RECREATION COORDINATOR	16	37,035	46,294
STORMWATER CONSTRUCTION CREW LEADER	16	37,035	46,294
UTILITY CONSTRUCTION REVIEW TECHNICIAN	16	37,035	46,294
WASTE WATER COLLECTIONS CREW LEADER	16	37,035	46,294
WATER SYSTEM OPERATOR/WATER	16	37,035	46,294
WATER SYSTEM OPERATOR/WWC	16	37,035	46,294
WWT PLANT OPERATOR	16	37,035	46,294
CODE ENFORCEMENT OFFICER	17	38,887	48,608
FIRE FIGHTER I	17	38,887	48,608
POLICE OFFICER I	17	38,887	48,608
ADMINISTRATIVE ASSISTANT (Police, Fire & Ops)	18	40,831	51,039
MASTER FIREFIGHTER/FIREFIGHTER II	18	40,831	51,039

POLICE OFFICER II	18	40,831	51,039
SENIOR PLANT OPERATOR	18	40,831	51,039
ASSISTANT FIRE SHIFT SUPERVISOR/LIEUTENANT	19	42,873	53,591
COMMUNITY ORGANIZATION OFFICER	19	42,873	53,591
FINANCE ACCOUNTING SPECIALIST	19	42,873	53,591
PAYROLL AND BENEFITS SPECIALIST	19	42,873	53,591
PLANNER	19	42,873	53,591
PLANT OPERATOR SUPERVISOR/WATER	19	42,873	53,591
STORMWATER CONSTRUCTION SUPERVISOR	19	42,873	53,591
UTILITY BILLING SUPERVISOR	19	42,873	53,591
UTILITY SYSTEM SUPERVISOR	19	42,873	53,591
EXECUTIVE ASSISTANT	20	45,016	56,270
OCEAN RESCUE CAPTAIN	20	45,016	56,270
POLICE DETECTIVE	20	45,016	56,270
PUBLIC WORKS SUPERVISOR	20	45,016	56,270
RECREATION PROGRAM SUPERINTENDANT	20	45,016	56,270
WELL & SANITARY SEWER PUMP STATION SUPERVISOR	20	45,016	56,270
FIRE SHIFT SUPERVISOR/CAPTAIN	21	47,267	59,084
POLICE DETECTIVE SERGEANT	21	47,267	59,084
POLICE SERGEANT	21	47,267	59,084
UNASSIGNED	22	49,630	62,038
POLICE LIEUTENANT	23	52,112	65,140
PROJECT MANAGER-EXECUTIVE	23	52,112	65,140
PROJECT MANAGER-PUB UTIL	23	52,112	65,140
TOWN CLERK	23	52,112	65,140
CHIEF BUILDING INSPECTOR	24	54,717	68,397
DEPUTY CHIEF/FIRE MARSHAL	24	54,717	68,397
GIS ADMINISTRATOR	24	54,717	68,397
POLICE CAPTAIN	24	54,717	68,397
WWT PLANT SUPERINTENDENT	24	54,717	68,397
UNASSIGNED	25	57,453	71,817
UNASSIGNED	26	60,326	75,407
UNASSIGNED	27	63,342	79,178
HUMAN RESOURCES DIRECTOR	28	66,509	83,137

PARKS AND RECREATION DIRECTOR	28	66,509	83,137
PLANNING AND DEVELOPMENT DIRECTOR	28	66,509	83,137
PUBLIC WORKS DIRECTOR	28	66,509	83,137
FINANCE DIRECTOR	29	69,835	87,293
PUBLIC UTILITIES DIRECTOR	29	69,835	87,293
FIRE CHIEF	30	73,327	91,658
POLICE CHIEF	30	73,327	91,658
UNASSIGNED	31	76,993	96,241
ASSISTANT TOWN MANAGER	32	80,843	101,053
UNASSIGNED	33	84,885	106,106
UNASSIGNED	34	89,129	111,411
UNASSIGNED	35	93,585	116,982
UNASSIGNED	36	98,265	122,831
UNASSIGNED	37	103,178	128,972
TOWN MANAGER	38	108,337	135,421
UNASSIGNED	39	113,754	142,192
UNASSIGNED	40	119,441	149,301

Max

- 41,454
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95,013

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104,752
104,752

109,990
109,990

115,489

121,264

127,327

133,693

140,378

147,397

154,767

162,505

170,630

179,162



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Ed Parvin

Department: Fire

Add three full time employees in the Fire Department

- BACKGROUND:** Staff is recommending moving forward with the hiring of the additional three FTE at the Fire Department to ensure our Fire Department is staffed at the minimal OSHA levels and enhance ISO ratings. Additional details are enclosed.
- BUDGET IMPACT:** \$52,500
- ACTION REQUESTED:** Roll over \$52,500 from the 2018-19 to the 2019-20 budget. Add 3 members to the Fire Department with recruitment starting in October.
- ATTACHMENTS:** [Aug Council Meeting Fire Dept](#)

Joe Benson
Mayor

Steve Shuttleworth
Council Member

LeAnn Pierce
Council Member



Tom Bridges
Mayor Pro Tem

JoDan Garza
Council Member

Ed H. Parvin
Interim Town Manager

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Tel: (910) 458-2999
Fax: (910) 458-2997

Memorandum

To: Mayor and Town Council
From: Ed H. Parvin, Interim Town Manager
Re: Personnel
Date: July 22, 2019

Overview of the Fire Department Personnel

Staff levels at the Fire Department are inadequate to keep up with the day-to-day services and responses required for our community. Similar to other departments the fire department must periodically reinvent itself to keep up with the changes in the community and changing federal state and local regulations. The Fire Department has 13 FTE and 20 volunteers along with 40 plus lifeguards in the summertime. The fire department has always been very proactive in identifying ways to increase their efficiencies while keeping staffing at the optimal level.

Issues behind the problem

Declining interest in volunteers

In 2010 the Town boasted approximately 40 volunteers that either lived on the island or within close proximity. They typically joined on and stayed for 20+ years! They were dependable and key component to the success of the department. As the island and dynamics of ours and other Fire Departments across the country have changed so have our abilities to depend on volunteers. In 2015, volunteers had fallen to 35. Today in 2019, our volunteers have dropped to approximately 20. We have seen most of our long-term volunteers retire. The new recruits getting valuable training from us, and quickly moving on to full time positions at other Fire Departments or pursuing related professional careers.

Increased training

Training requirements mandated by the state ensure the safety of the community and the first responders. Every volunteer must receive ongoing training in order to start and continue to augment staff. Each volunteer must also work a minimum of two 12-hour shifts each month. They must also attend Monday night trainings. Requirements for actually go to response calls has been eliminated because it has been too difficult for volunteers to manage. With the quick change over in volunteers, it has become extremely taxing on our full-time staff to keep up required entry-level qualifications and successfully find ways to get volunteers to response calls. Allocating more resources into entry level training and scheduling has also prevented our full-time staff from advancing and moving on to obtaining professional qualifications that will help their career and help them become a better resource for the community.

Increased call volume

As the community grows, the call volume has substantially increased as well.

2009-10: 463 calls
2014-15: 619 calls
2018-19: 993 calls

Costs and Efficiency

On average, the Town is spending approximately \$4,000 on a volunteer each year. This excludes the staff time it takes to continuously manage and train these folks. With current FTE staffing, we need to keep 35 to 40. Unfortunately, we have been unable to keep this level of volunteers in the program.

Stamina and diversity

With the decreased dependability of volunteers, our full-time force must step in and work extra shifts. In addition, administrative staff that typically would be attending meetings, fire inspections, managing training and personnel must put themselves in the shift rotations. There is value in having all staff competent and qualified with response efforts, however, this has reduced the department morale and fatigued our workforce. There are other aspects of the Fire Department that need attention such as prevention, community events, and training evolutions that cannot receive the attention deserved.

Limited staff on response

Currently there are a minimum of three fire fighters going out on responses. Safety is a huge issue in these scenarios. For example, one firefighter is operating the fire pump, while another is securing a water supply at the hydrant. This leaves one firefighter to pull handlines and in a worst-case scenario have to perform a rescue, alone, until help arrives. This is dangerous for the staff and could have deadly results for civilians. OSHA requires that we have four firefighters on scene to enter into a burning building unless there is a known life hazard, having a fourth firefighters enables us to have two firefighters working together inside while two are outside as backup.

Alternatives

Part Time

Part Time employees is a possibility, however there will be inherent issues with retention, scheduling, and competing with their full-time employer, typically you have to utilize full-time firefighters from neighboring departments who are seeking off duty work.

Overtime

Our members are already having to cover events, vacations, sick and backfilling for injuries. This alone creates worker fatigue and quality of life for staff at home. Excess overtime is only a temporary fix for a long-term issue. Additional overtime, though might be welcomed early on would only lead to employee burn out and potentially more injuries and critical mistakes.

Full Time

Three additional FTE would allow us to meet minimum requirements of the state of North Carolina's requirement of 15 members to operate as a fire department. We will still need a minimum of 30 plus to manage the work at the fire department so the volunteer program needs to remain. Staff would attempt to keep between 15 and 20 volunteers. The current organizational structure that is dependent on volunteers has become increasingly difficult to maintain due to increase call volumes, decline in volunteer force and the requirements and amount of training involved in volunteering. To assist with these issues the Fire Department respectfully requests to add 3 additional full time firefighters to the force.

Staff Recommendation

Approve the grant match requested for roll over tonight to Fiscal year 2019-20 for \$52,500. Successfully obtaining the grant would result in the \$52,500 going back into the general fund balance. If we are not successfully awarded the grant then the \$52,500 along with the existing matching grant money in the current budget will be utilized to hire the additional 3 firefighters. With Town Council's approval tonight we anticipate the recruitment process to begin in October regardless of whether the grant is or is not obtained.

MOTION

Roll over \$52,500 from the 2018-19 to the 2019-20 budget. Add 3 members to the Fire Department with recruitment starting in October.



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Kim Ward

Department: Clerk

Bike/Ped Committee Appointment

BACKGROUND: A member of the Ad-hoc Bike/Ped Committee was not attending the meetings. The Council Member liaison and staff requested the Clerk's office advertise for a replacement.

ACTION REQUESTED: Select a replacement by ballot.

ATTACHMENTS: [Ballot Single](#)
[Bike Ped Danielle Kurtz July 2019](#)
[Bike Ped Danielle Kurtz Part II](#)
[Bike Ped Diane Hodapp Bike Ped](#)
[Bike Ped Jeff Page](#)
[Bike Ped Ricky Niec 2019](#)
[BikePed Kathleen Giffin 2019](#)

COMMITTEE BALLOT

There is one vacancy on the Bike/Ped Committee.

Please select ONE of the interested applicants or if you wish the Clerk's office to re-advertise.

_____ Diane Hodapp

_____ Danielle Kurtz

_____ Jeff Page

_____ Ricky Niec

_____ Kathleen Griffin

_____ Please re-advertise the vacancy.

Council Signature



**Carolina Beach
BOARD APPLICATION**

BA-19-18

Received Date: July 19, 2019

Application Type: Ad-Hoc Bike / Pedestrian Advisory Committee

NAME: danielle kurtz

LENGTH OF RESIDENCY: 16 years

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

Evening Meetings

Daytime Meetings

OCCUPATIONAL BACKGROUND: Register nurse dedicated for 26 years and counting;-)

EDUCATIONAL BACKGROUND: BSN 1993

REASON FOR APPLYING: I want to make Carolina Beach a safe place for bikers and walkers. We have a lot of areas we can improve and I want to help be a part of the solution

RELEVANT EXPERIENCE: For the last 15 years, I've been a project manager in research. I am skilled at doing research and problem solving the issues that arise during the project course. I'm also skilled at planning events as I sit on the planning committees for Pediatric nursing research council and the Southeastern pediatric nutrition conference held annually.

COMMUNITY INVOLVEMENT: Active member of the community and property owner since 2003. I currently volunteer my time UNCW to help student interns find preceptors through a research internship program at NHRMC.

Please indicate if the following is true:

You are a property owner within the community

You or a family member is the owner of a local business in the community

You have been convicted of a felony

Danielle A. Kurtz RN, BSN

918 Riptide Lane Carolina Beach, NC 28428 / 619-379-4969 / DanielleAnnKurtz@gmail.com

Education

TOWSON STATE UNIVERSITY
 Bachelor of Science and Nursing
 Honors: Sigma Theta Tau

*Towson, MD
 May 1993*

JOHNS HOPKINS NURSING
 Fundamentals for the Research Coordinator

*Baltimore, MD
 October 2006*

EPIC
 Clinical Documentation Certification

*Verona, WI
 June 2014*

PROFESSIONAL EXPERIENCE

December 2017- current New Hanover Regional Medical Center *Wilmington, NC*

Clinical Research Project Manager

- Responsible for daily operations, ensuring that policies, practices, procedures and standards of performance are followed.
- Leads using the mission, and goals of the organization in order to direct employees in a manner consistent with the mission and values of the organization.
- Provides leadership and facilitates professional development.
- Leads education conference planning for the annual Pediatric Nutrition Conference
- Supports shared governance principles, coaches for success, provides staff recognition and creates an environment to retain and facilitate staff development.
- Multidisciplinary Research Council Co-Chair (2015 – Present)
- Provides leadership for clinical research studies, ensuring timelines and deliverables met or exceeded standards.
- Assists with protocol and amendment review.

2015- November 2017 Coastal Carolina Neonatology

Wilmington, NC

Clinical Research and Development Manager

- Responsible for daily operations, ensuring that policies, practices, procedures and standards of performance are followed.
- Leads using the mission, and goals of the organization in order to direct employees in a manner consistent with the mission and values of the organization.
- Provides leadership and facilitates professional development.
- Leads education conferences planning.

Danielle A. Kurtz RN, BSN

918 Riptide Lane Carolina Beach, NC 28428 / 619-379-4969 / DanielleAnnKurtz@gmail.com

- Supports shared governance principles, coaches for success, provides staff recognition and creates an environment to retain and facilitate staff development.
- Multidisciplinary Research Council Co-Chair (2015 – Present)
- Provides leadership for clinical research studies, ensuring timelines and deliverables met or exceeded standards.
- Assists with protocol and amendment review.
- Manages financials for each study including: budget negotiations, invoices and reconciliation.
- Orchestrated a NICU department database.

2009—November 2017 Coastal Carolina Neonatology

Wilmington, NC

Senior Research Nurse Coordinator

- Provides Clinical coordination of numerous Phase II and Phase III studies for neonates and premature infants from study start up to study closure
- Acts as liaison between the physician and sponsor
- Demonstrates ability, efficiency and flexibility in working at 2 different clinic sites as needed to meet research department and staffing needs.
- Responsible for assisting in the informed consent process, screening potential patients for clinical trials; assessed treatment patients for toxicities, treatment modifications, and serious adverse events.
- Provides patient/family/medical/nursing staff education related to clinical trials; assists physicians in assessments of subjects as per protocol.
- Ensures accurate data collection, orders all protocol requirements and obtains results; prepare, handle and ships all required research specimens.
- Attends research/clinic meetings and training bi-monthly or more as needed and required.
- Manages regulatory documents and clinical trials manuals; design patient tracking charts using spreadsheets and formulates source documents and data collection charts
- Controls quality of data retrieved from hospital records and reported research activities to team
- Writes severe adverse event reports and obtains MD signatures; submits to sponsor and the IRB
- Implements recruitment strategies to get PT's more involved with subject enrollment
- Identifies problems and/ or inconsistencies and monitors patients' progress to include documentation and reporting of adverse events

2006-2011 SEAHEC Department of Neonatology

Wilmington, NC

Danielle A. Kurtz RN, BSN

918 Riptide Lane Carolina Beach, NC 28428 / 619-379-4969 / DanielleAnnKurtz@gmail.com

Research Nurse Coordinator

- Coordinated, organized and maintained all study documentation including source documentation, case report forms, study and regulatory binders and patient binders.
- Screened subjects from the daily clinic schedule and confirm eligibility of potential study subjects.
- Scheduled study visits and necessary testing including procuring blood, urine, serum, and saliva specimens.
- Prepared and processed all documentation through the Institutional Review Board (IRB), including submissions, continuing reviews, amendments and adverse event reporting.
- Prepared for and participated in audits conducted by sponsors and other oversight entities such as NHRMC's Regulatory and Compliance Office.
- Served as NICU Vermont Oxford Coordinator (VON).

2004-2011 New Hanover Regional Medical Center *Wilmington, NC*

Registered Nurse, Neonatal Intensive Care Unit

- Managed all phases of the critical care cycle in a 45 bed Level III Neonatal Intensive Care unit including attending deliveries and resuscitation of newborn infants.
- Provided complex care including HFO/iNO/PICC/UAC/UVC, promoted developmental care and kangaroo care
- Provided support, comfort and education to families, building solid and trusting relationships by fostering one-on-one communication
- Participate in Organizational Committees. Vermont Oxford Network Coordinator Chair (2006-2007); Professional Practice Council (2004-2005)

2003-2004 Medical Center HealthCare Service *Long Branch, NJ*

Registered Nurse, Neonatal Intensive Care Unit

- Managed all phases of the critical care cycle in a Level III Neonatal Intensive Care unit including attending deliveries and resuscitation of newborn infants.
- Provided complex care including HFO/iNO/PICC/UAC/UVC, promoted developmental care and kangaroo care
- Provided support, comfort and education to families, building solid and trusting relationships by fostering one-on-one communication

2002-2003 UCSD Medical Center *San Diego, CA*

Registered Nurse, Same Day Surgery/ PACU

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- Safely monitored patients, administered medication, provide education to patients and caregivers for discharge instructions with a focus on proper use of equipment, safety, infection control, and pain management;
- Collaborated effectively with an interdisciplinary team of medical and health professionals;
- Developed individualized patient care plans and initiate discharge planning;
- Educated/mentored new nursing graduates and medical technicians in areas of patient care, policies and procedures

1997 - 2003 UCSD Medical Center *San Diego, CA*

Registered Nurse, Neonatal Intensive Care Unit

- Managed all phases of the critical care cycle in a Level IV Neonatal Intensive Care unit including attending deliveries and resuscitation of newborn infants.
- Provided complex care including ECMO/HFO/iNO/PICC/UAC/UVC, promoted developmental care and kangaroo care
- Provided support, comfort and education to families, building solid and trusting relationships by fostering one-on-one communication
- Participate in Organizational Committees; Developmental Committee.

1996 -2004 American Mobile Nursing/ RN Network *San Diego/ San Francisco, CA*

Registered Nurse, Neonatal Intensive Care Unit

- Managed all phases of the critical care cycle in a Level III Neonatal Intensive Care unit including attending deliveries and resuscitation of newborn infants.
- Provided complex care including HFO/iNO/PICC/UAC/UVC, promoted developmental care and kangaroo care
- Provided support, comfort and education to families, building solid and trusting relationships by fostering one-on-one communication

1995 - 1996 Johns Hopkins Bayview Medical Center *Baltimore, MD*

Registered Nurse, Neonatal Intensive Care Unit

- Managed all phases of the critical care cycle in a Level III Neonatal Intensive Care unit including attending deliveries and resuscitation of newborn infants.
- Provided complex care including Jet/HFO/PICC/UAC/UVC, promoted developmental care and kangaroo care
- Provided support, comfort and education to families, building solid and trusting relationships by fostering one-on-one communication

1993 - 1996 Kennedy Krieger Institute *Baltimore, MD*

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Registered Nurse, Pediatrics

- Managed all phases of care in a Pediatric Rehabilitation Unit and Pediatric Feeding Disorders Unit.
- Provided ventilator, tracheostomy, and gastrointestinal care and maintenance.
- Implemented prescribed occupational, physical, and speech therapies.
- Administered medications orally, intramuscularly, and by gastrointestinal tube.
- Performed patient and family education on issues related to the special care of critically ill or medically fragile children.

Publications:

Sherman, T.I., Moya, F. R., Simmons, P.D., Kurtz, D.A., Shaffer, T.H. (2016) Parental preferences regarding administration of an animal-derived versus a synthetic medication to newborn infants. *Journal of Neonatal-Perinatal Medicine*, Vol. 9, no. 1, pp. 7-14.

Poster Presentations:

UNCW Research Day: May 2011, First Place Award

Pediatric Academic Society: Boston MA, April 2012

National Association of Neonatal Nurses Palm Springs October 2012

International Conference on Nutrition & Growth: October 2012

Pediatric Academic Society: Washington, DC May 2013

Pediatric Academic Society: Vancouver, Canada May 2014

Pediatric Academic Society: San Diego CA May 2015

Oral Presentations:

International Conference on Nutrition & Growth: January 2014

*Is Early Neonatal Hypophosphatemia Related to the Severity of Intrauterine Growth Restriction?
Barcelona, Spain*

Grants Awarded:

Mead Johnson

Study Grant, \$93,422 Awarded October 2008—August 2010

Abbott Nutrition

Education Grant, \$33,776, awarded March 1, 2011

Abbott Nutrition

Education Grant, \$31,776, awarded March 1, 2012

Abbott Nutrition

Education Grant, \$7,500, awarded July 1, 2012

Danielle A. Kurtz RN, BSN

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Abbott Nutrition

Education Grant, \$27,000, awarded January 2013

Abbott Nutrition

Education Grant \$19,000, awarded April 2013

Abbott Nutrition

Education Grant \$9,000 awarded July 2013

Abbott Nutrition

Education Grant \$9,000, awarded October 2013

Current Research Projects/Interests:

Case-Control Genetic Study of Bronchopulmonary Dysplasia

Validating the Accuracy of Weight Based Equations for Orogastric and Nasogastric Tube Placements in Neonates

Incidence of Serum Hypophosphatemia in Growth Restricted and Appropriately Grown Preterm Infants

Parents' Preferences Regarding Administering an Animal-Derived versus a Synthetic Medication to their Newborn Infant

A Multicenter, Randomized, Open-Label, Controlled Trial to Assess the Safety and Tolerability of Lucinactant for Inhalation in Preterm Neonates 26 to 28 weeks PMA

A Multicenter, Randomized, Open-Label, Controlled t4rial to Assess the Safety and Tolerability of Lucinactant for Inhalation in Preterm Neonates 26 to 28 weeks PMA

A clinical Study to Evaluate the Safety and Effectiveness of the Infinity Acute Care System Workstation Neonatal Care Babylog VN500 Device in Hight Frequency Oscillatory Ventilation (HFOV) Mode in Very Low Birth Weight (VLBW) Neonates

Kim Ward

From: danielle kurtz <danielleannkurtz@gmail.com>
Sent: Friday, July 19, 2019 3:27 PM
To: Kim Ward
Subject: Re: Bike/Ped Committee

Be Advised: This email originated from outside of the Town of Carolina Beach, NC

Thank you Kim,

Please add: Being a nurse for the past 26 years, with the last 15 being in project management, I want to contribute to our community of Carolina Beach. I'm interested in preserving the character of our residential neighborhoods but feel like many community members for the need to improve our bike and pedestrian rec paths on public and conserved land. I feel like I could provide a progressive and environmentally concerned perspective to the committee dynamics. I truly care about local land use issues. I am an excellent researcher and could provide the much needed evidence to support decision making and the planning process."

Thank you,

Danielle

On Fri, Jul 19, 2019 at 2:32 PM Kim Ward <kim.ward@carolinabeach.org> wrote:

Absolutely!

Just email me if you would like and I will make sure it's included with your application.

From: danielle kurtz <danielleannkurtz@gmail.com>
Sent: Friday, July 19, 2019 2:25 PM
To: Kim Ward <kim.ward@carolinabeach.org>
Subject: Re: Bike/Ped Committee

Be Advised: This email originated from outside of the Town of Carolina Beach, NC

Hello Kim,



**Carolina Beach
BOARD APPLICATION**

BA-19-20

Received Date: July 23, 2019

Application Type: Ad-Hoc Bike / Pedestrian Advisory Committee

NAME: Diane Hodapp

LENGTH OF RESIDENCY: 20 year resident, 10 year homeowner, 6.5 year business owner

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

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: I am the sole owner and operator of Shore Break Bikes, a 4000 sq. ft. full service bike shop which I opened in 2013. I am opening a second location this fall at River Lights. My previous background is project manager for construction projects on military bases, apartment building construction, and retail store design and construction. I lived on the island till fall 2018 and now reside in Beau Rivage. My business is at 915 N. Lake Park Blvd. in Carolina Beach.

EDUCATIONAL BACKGROUND: Associate Degree in Interior Design. I have held a real estate license, loan officers license and have been a notary public.

REASON FOR APPLYING: To help relay and exchange relevant information and concerns from my daily interaction with customers at the bike shop, and use the information to improve the riding and walking experiences and improve safety for our residents and visitors in our growing community.

RELEVANT EXPERIENCE: 20 year resident, and previous property owner for 10 years in Carolina Beach. Bike shop owner since 2013. Project Management background. I have experience in purchasing and all aspects of government contracts. Working relationships with many town officials, Blue Liners, and local business owners. Avid Cyclist.

COMMUNITY INVOLVEMENT: Bicycle Rodeo committee member last 4 years and dedicated Sponsor. 2017 Sponsor of "A Bike for Every Child". Donations and involvement in various local events and fundraisers (Missed Pleasure Island Pageant, Seafood Blues and Jazz, etc)

Please indicate if the following is true:

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



**Carolina Beach
BOARD APPLICATION**

BA-19-19

Received Date: July 19, 2019

Application Type: Ad-Hoc Bike / Pedestrian Advisory Committee

NAME: Jeff Page

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

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: <https://www.linkedin.com/in/jpage/>

EDUCATIONAL BACKGROUND: <https://www.linkedin.com/in/jpage/>

REASON FOR APPLYING: As a father of 6 children and an avid cyclist, I want to help serve the citizens of Carolina Beach by advocating for and promoting a safe and convenient pedestrian and cycling infrastructure. My goal is to benefit the communities and lifestyles of Carolina Beach through education, legislation, and programs of which i will be a leader and vocal proponent.

RELEVANT EXPERIENCE: I have experience serving on committees and boards, and am currently serving as secretary of the Carolina Sands HOA. I cycle over 2000 miles a year and my predominate mode of transportation in town is bike/pedestrian related. I bring experience in leadership, public speaking and community engagement.

Please indicate if the following is true:

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



**Carolina Beach
BOARD APPLICATION**

BA-19-16

Received Date: June 12, 2019

Application Type: Ad-Hoc Bike / Pedestrian Advisory Committee

NAME: Ricky Niec

LENGTH OF RESIDENCY: 57 years

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

- Evening Meetings
- Daytime Meetings

OCCUPATIONAL BACKGROUND: Retired

EDUCATIONAL BACKGROUND: BS Computer Science, UNCW 1983

REASON FOR APPLYING: I'm interested in improving the multi use paths, bike trails, and side walks in our town to make the town safer while being conscience of the budget,

RELEVANT EXPERIENCE: My wife and I walk and ride bikes over the entire island frequently.

COMMUNITY INVOLVEMENT: Worked with PISA for years and have been attending the Bike/Ped committee meetings as a resident for months.

Please indicate if the following is true:

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

First Name:	Kathleen
Last Name:	Giffin
Phone:	9107469129
Email	paris50_53@yahoo.com
Street Address:	927 Coast Walk Ln
City	Carolina Beach
Province/State	NC
Postal/Zip Code	28428
Please choose the Board/Committee you are applying for	Ad-Hoc Bike / Pedestrian Advisory Committee
Length of Residency	5 years
Appointment to a Board, Commission, or Committee will require your consistent attendance at regularly scheduled meetings.	Appointment to a Board, Commission, or Committee will require your consistent attendance at regularly scheduled meetings.
Are you available for:	Are you available for:
Evening Meetings	True
Daytime Meetings	True
Employment Status	
Employer if applicable	
Occupational Background	Program Analyst for NASA, retired May 3, 2019
Educational Background	BA
Reason for Applying	Community involvement
Relevant Experience	Active Bike path usage
Community Involvement:	
Please indicate if any of the following are true:	Please indicate if any of the following are true:
You are a property owner within the community	True
You or a family member is the owner of a local business in the community	False
You have been convicted of a felony	False
Date Received	04/15/19



AGENDA ITEM

Meeting: Regular Town Council - 13 Aug 2019

Prepared By: Ed Parvin

Department: Executive

Closed Session to Discuss an Attorney/Client, Real Estate and Personnel Matter

ACTION REQUESTED:

Motion to go into closed session to discuss an attorney/client, real estate and personnel matter in accordance to NCGS 143-318.11(a)(3)(5) and (6).

The properties being discussed include:

310 Canal Drive, Carolina Beach, NC

3 Carolina Beach Avenue South

316 Cape Fear Boulevard

12 Pavilion Avenue North

The matters being discussed include:

TCB vs. Carolina Freeman LLC NHC 18 CVS 3151

TCB vs, B&F Enterprises LLC NHC 18 CVS 3152

TCB vs DRDK, LLC NHC 18 CVS 3153

TCB vs Freeman Beach, LLC 18 CVS 3154