



# TOWN COUNCIL AGENDA

**REGULAR MEETING**

**September 15, 2015 @ 6:30 PM**

CALL TO ORDER – Mayor Lambeth

INVOCATION – Pastor Dan Keck, Kure Memorial Lutheran Church

PLEDGE OF ALLEGIANCE – Mayor Lambeth

## APPROVAL OF CONSENT AGENDA ITEMS

1. Approve M.L. Smith's resignation from the SLABPP Committee
2. Approve Sarah Smith's move from an alternate position to a regular member position on the SLABPP Committee
3. Approve Proclamation P15-01, proclaiming September 17 through September 23, 2015 Constitution Week
4. Building Inspections Report
5. YTD Finance Report
6. Meeting Minutes:
  - August 18, 2015, regular

## ADOPTION OF THE AGENDA

## DISCUSSION AND CONSIDERATION OF PRESENTATIONS TO COUNCIL

1. Consideration of Resolution R15-11, adopting the Cape Fear Transportation 2040 Plan (John Ellen/Suraiya Rashid)

## DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

Sign up at podium (3 minute limit)

## DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Board of Adjustment
2. Community Center Committee
3. Marketing Committee
4. Parks & Recreation Advisory Board
5. Planning & Zoning Commission
  - a. Text amendment request to Section 19-320 of the code, submitted for 517 Anchor Way
6. Shoreline Access, Beach Protection and Parking Committee
  - a. "H" Avenue Beach Access Ramp
  - b. Adopt-A-Beach Program

## DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration and Recreation (Avery)
  - a. Authorization for street closings and food vendors for upcoming events:
    - Half Marathon – October 4<sup>th</sup>



# TOWN COUNCIL AGENDA

## REGULAR MEETING

September 15, 2015 @ 6:30 PM

- Farewell Summer Jazz Funeral & Concert – October 9<sup>th</sup>
- Holiday Market – November 21<sup>st</sup> and 28<sup>th</sup>
- 2. Finance Department
- 3. Building Department
- 4. Fire Department
- 5. Police Department
- 6. Public Works Department (Beeker)
  - a. Cost to install and operate decorative lighting on Atlantic Avenue between L and N Avenues
  - b. Cost to install and operate lighting in corral parking area

## DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Policy on use of town's email distribution list for political communications
2. Sandman property update (Heglar)

## DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Gurney Hood Barking Lot (dog park) maintenance

## COMMISSIONER ITEMS (no action required)

CLOSED SESSION – Consultation with attorney per G.S. 143-318.11(3)

## ADJOURNMENT

## Nancy Hewitt

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**From:** Nancy Avery <townclerk@townofkurebeach.org>  
**Sent:** Monday, August 31, 2015 1:03 PM  
**To:** Nancy Hewitt; Tony Gonsalves  
**Subject:** Fwd: SLAP Committee

See below

Nancy Avery  
Town Clerk  
Town of Kure Beach  
117 Settlers Lane  
Kure Beach, NC 28403  
910-458-8216 office  
910-458-7421 cell  
910-443-0410  
[www.townofkurebeach.org](http://www.townofkurebeach.org)

Begin forwarded message:

**From:** "sara.ml.smith@gmail.com" <sara.ml.smith@gmail.com>  
**Date:** August 31, 2015 at 10:30:14 AM EDT  
**To:** Nancy Avery <townclerk@townofkurebeach.org>  
**Subject:** SLAP Committee

Dear Ms Avery,

I regret to inform you that due to unforeseen circumstances I need to resign my seat as a member of the SLAP committee.

This resignation is effective immediately.

Thank you,  
ML Smith

Sent from my iPhone



TOWN COUNCIL  
TOWN OF KURE BEACH, NC

**P**ROCLAMATION P15-01

IN SUPPORT OF CONSTITUTION WEEK

**WHEREAS**, September 17, 2015 marks the two hundred twenty-eighth anniversary of the drafting of the Constitution of the United States of America by the Constitutional Convention; and

**WHEREAS**, it is fitting and proper to officially recognize this magnificent document and the anniversary of its creation; and

**WHEREAS**, it is fitting and proper to officially recognize the patriotic celebrations which will commemorate the occasion; and

**WHEREAS**, Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America, designating September 17th through the 23rd as Constitution Week;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Kure Beach Town Council does hereby proclaim September 17 through 23, 2015 to be CONSTITUTION WEEK in the Town of Kure Beach, NC, and does ask our citizens to reaffirm the ideals that the Framers of the Constitution had in 1787.

Proclaimed this 15<sup>th</sup> day of September, 2015.

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Dean Lambeth, Mayor

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Attest: Nancy Hewitt, Deputy Town Clerk



Wilmington Ladies Tea Walk Chapter, NSDAR  
P O Box 347  
Carolina Beach, NC 28428

The Wilmington Ladies Tea Walk Chapter of the National Society Daughters of the American Revolution was organized on 08 December 2007 aboard the Battleship North Carolina. The chapter is a member chapter of the North Carolina Society Daughters of the American Revolution and the National Society. We follow the mission of the national society to promote historic preservation, education and patriotism.

The chapter has grown from the original 13 members to 32 members, eight of whom are "junior" members under the age of 35. We meet in the evening so that our working members can attend the meetings. The chapter has several pending members and a number of prospects who we are assisting in researching their family genealogy in order for them to join our chapter.

Since our organization, our chapter has participated in meeting our objectives in the following ways:

We have given out over 13,500 copies of the U S Constitution to school children, businesses and ordinary citizens throughout New Hanover County.

We have given out almost 7000 copies of the Constitution bookmark which contains the Pledge of Allegiance, the Preamble to the Constitution and the American's Creed.

We have performed a Constitution program at area schools, scout groups and for other organizations.

We have assisted the U S Citizenship and Immigration Services with naturalization ceremonies.

We have assisted with the American Legion with flag retirement ceremonies.

We participate in Commemorative Events, such as July 4, Memorial Day, Veterans' Day programs, the Battle of Moores Creek Anniversary and provide materials for these programs.

We have co-sponsored a Continuing Legal Education program on the Constitution for New Hanover County attorneys.

We participate in the National Society's program of scholarships.

We support the DAR sponsored schools.

We sponsor the New Hanover Association Society of the National Society Children of the American Revolution.

We have sent boxes of requested books, personal items, etc., to our military overseas.

We have supported veterans projects both here in our community, at our nearby V A hospitals and facilities and the nationwide DAR projects.

We have received a grant from The Home Depot Foundation and worked with the Team Depot employees and other local businesses to repair the home of a veteran with permanent disabilities received in a war zone.

We have won state and national awards for sending books to the DAR National Library in Washington, DC, which is one of the largest genealogical research libraries in the world.

We have won state awards for our work for recognizing Constitution Week. We hang posters, give out Constitutions, flags and bookmarks, create displays to promote the study of the Constitution and even hang our Revolutionary flag from the mast of the Battleship North Carolina.

For more information about the Wilmington Ladies Tea Walk Chapter, NSDAR, please call:

Jo Campbell, Regent 910-685-2809 or jo@advlegal.com

*The Wilmington Ladies Tea Walk Chapter, National Society Daughters of the American Revolution is proud to serve our community for over 7 years. As elected officials of Kure Beach we thank you for your service. Sandy McKeithan 1.910.200.2270*

**Kure Beach Inspections Dept. Fees Received: 8/1/2015 - 8/31/2015**

| Type / No / PayMethod / PayNote          | Sub-Type  | Date                | Fee       | DateRecd   | FeeRecd   | Balance            |
|--|-----------|---------------------|-----------|------------|-----------|--------------------|
| <b>Building</b>                          |           |                     |           |            |           |                    |
| 5708                                     | Check N/A | Permit Fee          | 8/3/2015  | \$100.00   | 8/3/2015  | \$100.00 \$0.00    |
| 5703                                     | Check N/A | Water meter         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5703                                     | Check N/A | Homeowners Recoverv | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00 \$0.00     |
| 5703                                     | Check N/A | User                | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 \$0.00  |
| 5703                                     | Check N/A | Plan Review         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5703                                     | Check N/A | Permit Fee          | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 \$0.00  |
| 5704                                     | Check N/A | User                | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 \$0.00  |
| 5704                                     | Check N/A | Plan Review         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5704                                     | Check N/A | Homeowners Recoverv | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00 \$0.00     |
| 5704                                     | Check N/A | Water meter         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5704                                     | Check N/A | Permit Fee          | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 \$0.00  |
| 5705                                     | Check N/A | Water meter         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5705                                     | Check N/A | Homeowners Recoverv | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00 \$0.00     |
| 5705                                     | Check N/A | User                | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 \$0.00  |
| 5705                                     | Check N/A | Plan Review         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5705                                     | Check N/A | Permit Fee          | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 \$0.00  |
| 5706                                     | Check N/A | Plan Review         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5706                                     | Check N/A | Water meter         | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00 \$0.00    |
| 5706                                     | Check N/A | Permit Fee          | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 \$0.00  |
| 5706                                     | Check N/A | Homeowners Recoverv | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00 \$0.00     |
| 5706                                     | Check N/A | User                | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 \$0.00  |
| 5709                                     | Check N/A | Permit Fee          | 8/6/2015  | \$100.00   | 8/6/2015  | \$100.00 \$0.00    |
| 5710                                     | Check N/A | Permit Fee          | 8/6/2015  | \$300.00   | 8/6/2015  | \$300.00 \$0.00    |
| 5711                                     | Check N/A | Stormwater          | 8/13/2015 | \$4,000.00 | 8/13/2015 | \$4,000.00 \$0.00  |
| 5711                                     | Check N/A | Permit Fee          | 8/13/2015 | \$1,365.00 | 8/13/2015 | \$1,365.00 \$0.00  |
| 5711                                     | Check N/A | Plan Review         | 8/13/2015 | \$200.00   | 8/13/2015 | \$200.00 \$0.00    |
| 5711                                     | Check N/A | Sewer Tap           | 8/13/2015 | \$1,500.00 | 8/13/2015 | \$1,500.00 \$0.00  |
| 5711                                     | Check N/A | Water tap           | 8/13/2015 | \$1,500.00 | 8/13/2015 | \$1,500.00 \$0.00  |
| 5711                                     | Check N/A | Homeowners Recoverv | 8/13/2015 | \$10.00    | 8/13/2015 | \$10.00 \$0.00     |
| 5711                                     | Check N/A | Impact              | 8/13/2015 | \$400.00   | 8/13/2015 | \$400.00 \$0.00    |
| 5712                                     | Check N/A | Permit Fee          | 8/25/2015 | \$2,610.00 | 8/25/2015 | \$2,610.00 \$0.00  |
| 5712                                     | Check N/A | Homeowners Recoverv | 8/25/2015 | \$10.00    | 8/25/2015 | \$10.00 \$0.00     |
| 5712                                     | Check N/A | Water tap           | 8/25/2015 | \$1,500.00 | 8/25/2015 | \$1,500.00 \$0.00  |
| 5712                                     | Check N/A | Sewer Tap           | 8/25/2015 | \$1,500.00 | 8/25/2015 | \$1,500.00 \$0.00  |
| 5712                                     | Check N/A | Stormwater          | 8/25/2015 | \$4,000.00 | 8/25/2015 | \$4,000.00 \$0.00  |
| 5712                                     | Check N/A | Plan Review         | 8/25/2015 | \$200.00   | 8/25/2015 | \$200.00 \$0.00    |
| 5712                                     | Check N/A | Impact              | 8/25/2015 | \$400.00   | 8/25/2015 | \$400.00 \$0.00    |
| <b>Total Fees from : Building</b>        |           |                     |           |            |           | <b>\$37,135.00</b> |
| <b>Total Balance Due from : Building</b> |           |                     |           |            |           | <b>\$0.00</b>      |

**Total Fees: 37**

**Total Fees Recd: \$37,135.00**  
**Total Balance Due: \$0.00**

**Kure Beach Inspections Dept. Fees Received: 8/1/2015 - 8/31/2015**

| Type / No  | Fee SubType                            | Parcel ID         | StreetNo / Street     | PayMethod / PayNotes         | Date      | Fee        | Date Recd | Fee Recd   | Balance |
|--|--|-------------------|-----------------------|------------------------------|-----------|------------|-----------|------------|---------|
| <b>Homeowners Recovery</b>   |  |                   |                       |                              |           |            |           |            |         |
| <b>Building</b>  |  |                   |                       |                              |           |            |           |            |         |
| 5706   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00    | \$0.00  |
|  | New SFD Townhome #312 Laurel Lane      |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5703   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00    | \$0.00  |
|  | New SFD Townhome #309 Kure Village Way |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5704   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00    | \$0.00  |
|  | New SFD Townhome #313 Kure Village Way |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5712   | Building                               | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A                    | 8/25/2015 | \$10.00    | 8/25/2015 | \$10.00    | \$0.00  |
|  | New SFD                                |                   |                       | EZZELL GROVER LOUISE         |           |            |           |            |         |
| 5705   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$10.00    | 8/4/2015  | \$10.00    | \$0.00  |
|  | New SFD Townhome #308 Laurel Lane      |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5711   | Building                               | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A                    | 8/13/2015 | \$10.00    | 8/13/2015 | \$10.00    | \$0.00  |
|  | New SFD                                |                   |                       | WIMBERLEY RONNIE A DEBORAH H |           |            |           |            |         |
| <p style="text-align: right;">Total Fees from : Homeowners Recovery Building \$60.00</p> <p style="text-align: right;">Total Fees from : Homeowners Recovery \$60.00</p> <p style="text-align: right;">Total Balance Due from : Homeowners Recovery \$0.00</p> |  |                   |                       |                              |           |            |           |            |         |
| <b>Impact</b>  |  |                   |                       |                              |           |            |           |            |         |
| <b>Building</b>  |  |                   |                       |                              |           |            |           |            |         |
| 5712   | Building                               | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A                    | 8/25/2015 | \$400.00   | 8/25/2015 | \$400.00   | \$0.00  |
|  | New SFD                                |                   |                       | EZZELL GROVER LOUISE         |           |            |           |            |         |
| 5711   | Building                               | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A                    | 8/13/2015 | \$400.00   | 8/13/2015 | \$400.00   | \$0.00  |
|  | New SFD                                |                   |                       | WIMBERLEY RONNIE A DEBORAH H |           |            |           |            |         |
| <p style="text-align: right;">Total Fees from : Impact Building \$800.00</p> <p style="text-align: right;">Total Fees from : Impact \$800.00</p> <p style="text-align: right;">Total Balance Due from : Impact \$0.00</p>                                      |  |                   |                       |                              |           |            |           |            |         |
| <b>Permit Fee</b>  |  |                   |                       |                              |           |            |           |            |         |
| <b>Building</b>  |  |                   |                       |                              |           |            |           |            |         |
| 5703   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 | \$0.00  |
|  | New SFD Townhome #309 Kure Village Way |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5704   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 | \$0.00  |
|  | New SFD Townhome #313 Kure Village Way |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |
| 5705   | Building                               | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A                    | 8/4/2015  | \$1,450.00 | 8/4/2015  | \$1,450.00 | \$0.00  |
|  | New SFD Townhome #308 Laurel Lane      |                   |                       | Pleasure Island Partners LLC |           |            |           |            |         |

| Type / No          | Fee SubType  | Parcel ID         | StreetNo / Street     | PayMethod / PayNotes                      | Date  | Fee        | Date Recd          | Fee Recd   | Balance |
|--------------------|--|-------------------|-----------------------|---|---|------------|--------------------|------------|---------|
| <b>Permit Fee</b>  |  |                   |                       |   |   |            |                    |            |         |
| 5706               | Buildina<br>New SFD Townhome #312 Laurel Lane          | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015                                      | \$1,450.00 | 8/4/2015           | \$1,450.00 | \$0.00  |
| 5708               | Buildina<br>finish off bottom of house to heated space | R09217-017-015-00 | 330 S THIRD AVE       | Check N/A<br>MAHER ERIN M                 | 8/3/2015                                      | \$100.00   | 8/3/2015           | \$100.00   | \$0.00  |
| 5709               | Buildina<br>New doors                                  | R09209-012-018-00 | 621 SETTLERS LN       | Check N/A<br>LUKASZEWSKI PATRICIA A       | 8/6/2015                                      | \$100.00   | 8/6/2015           | \$100.00   | \$0.00  |
| 5711               | Buildina<br>New SFD                                    | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A<br>WIMBERLEY RONNIE A DEBORAH H | 8/13/2015                                     | \$1,365.00 | 8/13/2015          | \$1,365.00 | \$0.00  |
| 5712               | Buildina<br>New SFD                                    | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A<br>EZZELL GROVER LOUISE         | 8/25/2015                                     | \$2,610.00 | 8/25/2015          | \$2,610.00 | \$0.00  |
| 5710               | Buildina<br>Solar Installation                         | R09405-006-010-00 | 539 S FORT FISHER BLV | Check N/A<br>MCGONIGAL WILLIAM DORENNNA M | 8/6/2015                                      | \$300.00   | 8/6/2015           | \$300.00   | \$0.00  |
|                    |  |                   |                       |   | <b>Total Fees from : Permit Fee Building</b>  |            | <b>\$10,275.00</b> |            |         |
|                    |  |                   |                       |   | <b>Total Fees from : Permit Fee</b>           |            | <b>\$10,275.00</b> |            |         |
|                    |  |                   |                       |   | <b>Total Balance Due from : Permit Fee</b>    |            | <b>\$0.00</b>      |            |         |
| <b>Plan Review</b> |  |                   |                       |   |   |            |                    |            |         |
| <b>Building</b>    |  |                   |                       |   |   |            |                    |            |         |
| 5711               | Buildina<br>New SFD                                    | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A<br>WIMBERLEY RONNIE A DEBORAH H | 8/13/2015                                     | \$200.00   | 8/13/2015          | \$200.00   | \$0.00  |
| 5703               | Buildina<br>New SFD Townhome #309 Kure Village Way     | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015                                      | \$200.00   | 8/4/2015           | \$200.00   | \$0.00  |
| 5706               | Buildina<br>New SFD Townhome #312 Laurel Lane          | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015                                      | \$200.00   | 8/4/2015           | \$200.00   | \$0.00  |
| 5705               | Buildina<br>New SFD Townhome #308 Laurel Lane          | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015                                      | \$200.00   | 8/4/2015           | \$200.00   | \$0.00  |
| 5712               | Buildina<br>New SFD                                    | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A<br>EZZELL GROVER LOUISE         | 8/25/2015                                     | \$200.00   | 8/25/2015          | \$200.00   | \$0.00  |
| 5704               | Buildina<br>New SFD Townhome #313 Kure Village Way     | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015                                      | \$200.00   | 8/4/2015           | \$200.00   | \$0.00  |
|                    |  |                   |                       |   | <b>Total Fees from : Plan Review Building</b> |            | <b>\$1,200.00</b>  |            |         |
|                    |  |                   |                       |   | <b>Total Fees from : Plan Review</b>          |            | <b>\$1,200.00</b>  |            |         |
|                    |  |                   |                       |   | <b>Total Balance Due from : Plan Review</b>   |            | <b>\$0.00</b>      |            |         |
| <b>Sewer Tap</b>   |  |                   |                       |   |   |            |                    |            |         |
| <b>Building</b>    |  |                   |                       |   |   |            |                    |            |         |
| 5712               | Buildina<br>New SFD                                    | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A<br>EZZELL GROVER LOUISE         | 8/25/2015                                     | \$1,500.00 | 8/25/2015          | \$1,500.00 | \$0.00  |



| Type / No  | Fee SubType | Parcel ID         | StreetNo / Street     | PayMethod / PayNotes                      | Date      | Fee        | Date Recd | Fee Recd   | Balance |
|--|-------------|-------------------|-----------------------|---|-----------|------------|-----------|------------|---------|
| <b>Sewer Tap</b>   |             |                   |                       |   |           |            |           |            |         |
| 5711   | Buildina    | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A<br>WIMBERLEY RONNIE A DEBORAH H | 8/13/2015 | \$1,500.00 | 8/13/2015 | \$1,500.00 | \$0.00  |
| <b>Total Fees from : Sewer Tap Building \$3,000.00</b><br><b>Total Fees from : Sewer Tap \$3,000.00</b><br><b>Total Balance Due from : Sewer Tap \$0.00</b>    |             |                   |                       |   |           |            |           |            |         |
| <b>Stormwater</b>  |             |                   |                       |   |           |            |           |            |         |
| <b>Building</b>  |             |                   |                       |   |           |            |           |            |         |
| 5711   | Buildina    | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A<br>WIMBERLEY RONNIE A DEBORAH H | 8/13/2015 | \$4,000.00 | 8/13/2015 | \$4,000.00 | \$0.00  |
| 5712   | Buildina    | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A<br>EZZELL GROVER LOUISE         | 8/25/2015 | \$4,000.00 | 8/25/2015 | \$4,000.00 | \$0.00  |
| <b>Total Fees from : Stormwater Building \$8,000.00</b><br><b>Total Fees from : Stormwater \$8,000.00</b><br><b>Total Balance Due from : Stormwater \$0.00</b> |             |                   |                       |   |           |            |           |            |         |
| <b>User</b>  |             |                   |                       |   |           |            |           |            |         |
| <b>Building</b>  |             |                   |                       |   |           |            |           |            |         |
| 5703   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 | \$0.00  |
| 5704   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 | \$0.00  |
| 5706   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 | \$0.00  |
| 5705   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$2,500.00 | 8/4/2015  | \$2,500.00 | \$0.00  |
| <b>Total Fees from : User Building \$10,000.00</b><br><b>Total Fees from : User \$10,000.00</b><br><b>Total Balance Due from : User \$0.00</b>                 |             |                   |                       |   |           |            |           |            |         |
| <b>Water meter</b>   |             |                   |                       |   |           |            |           |            |         |
| <b>Building</b>  |             |                   |                       |   |           |            |           |            |         |
| 5704   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00   | \$0.00  |
| 5706   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00   | \$0.00  |
| 5703   | Buildina    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00   | \$0.00  |

| Type / No                                     | Fee SubType | Parcel ID         | StreetNo / Street     | PayMethod / PayNotes                      | Date      | Fee        | Date Recd | Fee Recd   | Balance |
|---|-------------|-------------------|-----------------------|---|-----------|------------|-----------|------------|---------|
| <b>Water meter</b>                            |             |                   |                       |   |           |            |           |            |         |
| 5705  | Building    | R09200-001-282-00 | 307 KURE VILLAGE WAY  | Check N/A<br>Pleasure Island Partners LLC | 8/4/2015  | \$200.00   | 8/4/2015  | \$200.00   | \$0.00  |
| New SFD Townhome #308 Laurel Lane             |             |                   |                       |   |           |            |           |            |         |
| <b>Water tap</b>                              |             |                   |                       |   |           |            |           |            |         |
| <b>Building</b>                               |             |                   |                       |   |           |            |           |            |         |
| 5712  | Building    | R09205-017-007-00 | 802 FORT FISHER BLV N | Check N/A<br>EZZELL GROVER LOUISE         | 8/25/2015 | \$1,500.00 | 8/25/2015 | \$1,500.00 | \$0.00  |
| New SFD                                       |             |                   |                       |   |           |            |           |            |         |
| 5711  | Building    | R09205-015-082-00 | 742 SETTLERS LN       | Check N/A<br>WIMBERLEY RONNIE A DEBORAH H | 8/13/2015 | \$1,500.00 | 8/13/2015 | \$1,500.00 | \$0.00  |
| New SFD                                       |             |                   |                       |   |           |            |           |            |         |
| <b>Total Fees from : Water meter Building</b> |             |                   |                       |   |           |            |           |            |         |
| <b>Total Fees from : Water meter</b>          |             |                   |                       |   |           |            |           |            |         |
| <b>Total Balance Due from : Water meter</b>   |             |                   |                       |   |           |            |           |            |         |
| <b>\$800.00</b>                               |             |                   |                       |   |           |            |           |            |         |
| <b>\$800.00</b>                               |             |                   |                       |   |           |            |           |            |         |
| <b>\$0.00</b>                                 |             |                   |                       |   |           |            |           |            |         |
| <b>Total Fees from : Water tap Building</b>   |             |                   |                       |   |           |            |           |            |         |
| <b>Total Fees from : Water tap</b>            |             |                   |                       |   |           |            |           |            |         |
| <b>Total Balance Due from : Water tap</b>     |             |                   |                       |   |           |            |           |            |         |
| <b>\$3,000.00</b>                             |             |                   |                       |   |           |            |           |            |         |
| <b>\$3,000.00</b>                             |             |                   |                       |   |           |            |           |            |         |
| <b>\$0.00</b>                                 |             |                   |                       |   |           |            |           |            |         |
| <b>Total Fees Recd: \$37,135.00</b>           |             |                   |                       |   |           |            |           |            |         |
| <b>Total Balance Due: \$0.00</b>              |             |                   |                       |   |           |            |           |            |         |

Total Fees: 37

**REVENUE AND EXPENDITURE SUMMARY  
JULY 1, 2015 TO SEPTEMBER 8, 2015**

**REVENUES**

|                                  | 2016<br>Initial Bud. | 2016<br>Amend. Bud. | Actual<br>09/08/2015 | %<br>Collected |
|----------------------------------|----------------------|---------------------|----------------------|----------------|
| <b>GENERAL FUND</b>              |                      |                     |                      |                |
| Property Taxes (Cur. & PV)       | \$ 2,121,250         | \$ 2,121,250        | \$ 129,742           | 6.1%           |
| Local Option Sales Tax           | \$ 785,200           | \$ 785,200          | \$ 134,570           | 17.1%          |
| Franchise & Utility Tax          | \$ 201,500           | \$ 201,500          | \$ -                 | 0.0%           |
| TDA Funds                        | \$ 203,057           | \$ 203,057          | \$ -                 | 0.0%           |
| Garbage & Recycling              | \$ 341,400           | \$ 341,400          | \$ 61,799            | 18.1%          |
| ABC Revenue                      | \$ 10,725            | \$ 10,725           | \$ 3,116             | 29.1%          |
| Bldg. Permit & Fire Inspct. Fees | \$ 54,400            | \$ 54,400           | \$ 25,950            | 47.7%          |
| Communication Tower Rent         | \$ 86,702            | \$ 86,702           | \$ 15,787            | 18.2%          |
| Motor Vehicle Tags               | \$ 7,000             | \$ 7,000            | \$ 475               | 6.8%           |
| Com Ctr/Parks & Rec/St Festival  | \$ 28,150            | \$ 28,150           | \$ 5,098             | 18.1%          |
| Town Facility Rentals            | \$ 10,500            | \$ 10,500           | \$ 3,170             | 30.2%          |
| Beer & Wine Tax                  | \$ 9,500             | \$ 9,500            | \$ -                 | 0.0%           |
| OFF - Bluefish Purchases         | \$ 8,800             | \$ 8,800            | \$ 2,640             | 30.0%          |
| Sales Tax Refund                 | \$ 30,000            | \$ 30,000           | \$ -                 | 0.0%           |
| CAMA & Impact Fees               | \$ 2,800             | \$ 2,800            | \$ 1,575             | 56.3%          |
| All Other Revenues               | \$ 7,845             | \$ 7,845            | \$ 2,698             | 34.4%          |
| Other Financing Sources          | \$ 111,000           | \$ 111,000          | \$ -                 | 0.0%           |
| <b>Total Revenues</b>            | \$ 4,019,829         | \$ 4,019,829        | \$ 386,620           | 9.6%           |

**WATER & SEWER FUND**

|                               |              |              |            |        |
|-------------------------------|--------------|--------------|------------|--------|
| Water Charges                 | \$ 710,710   | \$ 710,710   | \$ 198,072 | 27.9%  |
| Sewer Charges                 | \$ 1,011,270 | \$ 1,011,270 | \$ 222,373 | 22.0%  |
| Tap, Connect & Reconnect Fees | \$ 27,840    | \$ 27,840    | \$ 32,100  | 115.3% |
| All Other Revenues            | \$ 6,035     | \$ 6,035     | \$ 873     | 14.5%  |
| Other Financing Sources       | \$ 130,750   | \$ 130,750   | \$ 40,742  | 31.2%  |
| <b>Total Revenues</b>         | \$ 1,886,605 | \$ 1,886,605 | \$ 494,160 | 26.2%  |

**STORM WATER FUND**

|                       |            |            |            |       |
|-----------------------|------------|------------|------------|-------|
| <b>Total Revenues</b> | \$ 523,330 | \$ 523,330 | \$ 105,513 | 20.2% |
|-----------------------|------------|------------|------------|-------|

**POWELL BILL FUND**

|                       |           |           |      |      |
|-----------------------|-----------|-----------|------|------|
| <b>Total Revenues</b> | \$ 64,030 | \$ 64,030 | \$ 6 | 0.0% |
|-----------------------|-----------|-----------|------|------|

**SEWER EXPANSION RESERVE FUND (SERF)**

|                       |           |           |           |        |
|-----------------------|-----------|-----------|-----------|--------|
| <b>Total Revenues</b> | \$ 22,635 | \$ 22,635 | \$ 27,525 | 121.6% |
|-----------------------|-----------|-----------|-----------|--------|

**BEACH PROTECTION FUND**

|                       |           |           |      |      |
|-----------------------|-----------|-----------|------|------|
| <b>Total Revenues</b> | \$ 50,000 | \$ 50,000 | \$ - | 0.0% |
|-----------------------|-----------|-----------|------|------|

**FEDERAL ASSET FORFEITURE FUND**

|                       |           |           |      |      |
|-----------------------|-----------|-----------|------|------|
| <b>Total Revenues</b> | \$ 50,000 | \$ 50,000 | \$ - | 0.0% |
|-----------------------|-----------|-----------|------|------|

**EXPENDITURES**

|                                  | 2016<br>Initial Bud. | 2016<br>Amend. Bud. | Actual<br>09/08/2015 | %<br>Spent |
|----------------------------------|----------------------|---------------------|----------------------|------------|
| <b>GENERAL FUND</b>              |                      |                     |                      |            |
| Governing Body                   | \$ 40,467            | \$ 40,467           | \$ 21,452            | 53.0%      |
| Committees                       | \$ 7,500             | \$ 7,500            | \$ 825               | 11.0%      |
| Finance                          | \$ 146,033           | \$ 146,033          | \$ 35,451            | 24.3%      |
| Administration                   | \$ 385,448           | \$ 385,448          | \$ 105,914           | 27.5%      |
| Community Center                 | \$ 17,750            | \$ 17,750           | \$ 3,178             | 17.9%      |
| Emergency Mgmt. & Elections      | \$ 3,200             | \$ 3,200            | \$ 1                 | 0.0%       |
| Tax Collections                  | \$ 25,000            | \$ 25,000           | \$ 243               | 1.0%       |
| Legal                            | \$ 28,900            | \$ 28,900           | \$ 4,764             | 16.5%      |
| Police Department                | \$ 1,208,819         | \$ 1,213,819        | \$ 216,878           | 17.9%      |
| Fire Department                  | \$ 484,760           | \$ 479,760          | \$ 77,337            | 16.1%      |
| Lifeguards                       | \$ 190,957           | \$ 190,957          | \$ 85,848            | 45.0%      |
| Parks & Recreation               | \$ 138,748           | \$ 138,748          | \$ 25,668            | 18.5%      |
| Bldg Inspection/Code Enforcement | \$ 126,565           | \$ 126,565          | \$ 19,860            | 15.7%      |
| Streets & Sanitation             | \$ 740,797           | \$ 740,797          | \$ 134,646           | 18.2%      |
| Debt Service                     | \$ 294,205           | \$ 294,205          | \$ 65,060            | 22.1%      |
| Transfer to Other Funds          | \$ 50,000            | \$ 50,000           | \$ -                 | 0.0%       |
| Contingency                      | \$ 130,680           | \$ 130,680          | \$ -                 | 0.0%       |
| <b>Total Expenses</b>            | \$ 4,019,829         | \$ 4,019,829        | \$ 797,125           | 19.8%      |

**WATER & SEWER FUND**

|                       |              |              |            |       |
|-----------------------|--------------|--------------|------------|-------|
| Governing Body        | \$ 16,767    | \$ 16,767    | \$ 3,777   | 22.5% |
| Legal                 | \$ 28,900    | \$ 28,900    | \$ 4,764   | 16.5% |
| Finance               | \$ 171,402   | \$ 171,402   | \$ 33,252  | 19.4% |
| Administration        | \$ 251,919   | \$ 251,919   | \$ 95,071  | 37.7% |
| Operations & Transfer | \$ 1,417,617 | \$ 1,417,617 | \$ 241,359 | 17.0% |
| <b>Total Expenses</b> | \$ 1,886,605 | \$ 1,886,605 | \$ 378,223 | 20.0% |

**STORM WATER FUND**

|                       |            |            |           |       |
|-----------------------|------------|------------|-----------|-------|
| <b>Total Expenses</b> | \$ 523,330 | \$ 523,330 | \$ 73,608 | 14.1% |
|-----------------------|------------|------------|-----------|-------|

**POWELL BILL FUND**

|                       |           |           |          |      |
|-----------------------|-----------|-----------|----------|------|
| <b>Total Expenses</b> | \$ 64,030 | \$ 64,030 | \$ 3,762 | 5.9% |
|-----------------------|-----------|-----------|----------|------|

**SEWER EXPANSION RESERVE FUND (SERF)**

|                       |           |           |      |      |
|-----------------------|-----------|-----------|------|------|
| <b>Total Expenses</b> | \$ 22,635 | \$ 22,635 | \$ - | 0.0% |
|-----------------------|-----------|-----------|------|------|

**BEACH PROTECTION FUND**

|                       |           |           |      |      |
|-----------------------|-----------|-----------|------|------|
| <b>Total Expenses</b> | \$ 50,000 | \$ 50,000 | \$ - | 0.0% |
|-----------------------|-----------|-----------|------|------|

**FEDERAL ASSET FORFEITURE FUND**

|                       |           |           |          |       |
|-----------------------|-----------|-----------|----------|-------|
| <b>Total Expenses</b> | \$ 50,000 | \$ 50,000 | \$ 9,738 | 19.5% |
|-----------------------|-----------|-----------|----------|-------|

**TOWN OF KURE BEACH  
CASH AND INVESTMENTS  
AS OF AUGUST 31, 2015**

| <u>FUND</u>                              | <u>CASH IN BANK</u> | <u>INVESTMENTS</u> | <u>TOTAL CASH &amp;<br/>INVESTMENTS</u> |
|--|---------------------|--------------------|---|
| General                                  | \$1,689,553         | \$341,105          | \$2,030,658                             |
| Water/Sewer                              | \$1,207,131         | \$583,641          | \$1,790,772                             |
| Storm Water                              | \$724,689           | \$239,814          | \$964,503                               |
| SERF                                     | \$272,886           | \$91,069           | \$363,955                               |
| Federal Asset Forfeiture                 | \$136,275           | \$0                | \$136,275                               |
| Powell Bill                              | \$194,083           | \$19,884           | \$213,967                               |
| Beach Protection                         | \$186,640           | \$0                | \$186,640                               |
| <b>TOTAL</b>                             | <b>\$4,411,257</b>  | <b>\$1,275,513</b> | <b>\$5,686,770</b>                      |
| BB&T                                     | \$4,411,257         | \$0                |   |
| First Bank - Certificates of Deposit     | \$0                 | \$961,006          |   |
| Bank of America - Certificate of Deposit | \$0                 | \$258,435          |   |
| NCCMT Term Portfolio                     | \$0                 | \$50,255           |   |
| NCCMT Cash Portfolio                     | \$0                 | \$5,817            |   |
| <b>TOTAL</b>                             | <b>\$4,411,257</b>  | <b>\$1,275,513</b> |   |

**TOWN OF KURE BEACH**  
**SUMMARY OF CONTINGENCY FUND AND COMMITTEE**  
**EXPENDITURE ACTIVITY**  
**07/01/2015 - 09/08/2015**

**CONTINGENCY FUND**

|                                 |                            |
|---------------------------------|----------------------------|
| Fiscal Year 2016 Budget         | \$130,680.00               |
| Less:                           |                            |
| No activity                     | <u>\$0.00</u>              |
| Remaining Budget as of 9/8/2015 | <u><u>\$130,680.00</u></u> |

**COMMITTEE (Shoreline Access, Beach Protection & Parking) EXPENDITURES**

|  |                          |
|--|--------------------------|
| Fiscal Year 2016 Budget                            | \$7,500.00               |
| Less Expenditures:                                 |                          |
| Grant Writer Fees                                  | <u>\$825.00</u>          |
| Total Expenditures                                 | \$825.00                 |
| Projects Approved By Council But Not Yet Expended: |                          |
| Parking sign for corral                            | <u>\$112.35</u>          |
| Total Approved, Not Expended                       | <u>\$112.35</u>          |
| Remaining Budget as of 9/8/2015                    | <u><u>\$6,562.65</u></u> |

**TOWN OF KURE BEACH  
DEBT LISTING  
SEPTEMBER 15, 2015**

| <u>LOAN PURPOSE/DESCRIPTION</u>                    | <u>FUND</u> | <u>LENDER</u> | <u>DATE OF LOAN</u> | <u>AMOUNT FINANCED</u> | <u>INTEREST RATE</u> | <u>LOAN TERM (YRS)</u> | <u>DATE PAID OFF</u> | <u>BALANCE AT 09/15/15</u> | <u>PAYMENT FREQUENCY</u> | <u>PAYMENT AMOUNT</u> | <u>NEXT PAY DATE</u> | <u>INT. EXPENSE LIFE OF LOAN</u> |
|--|-------------|---------------|---------------------|------------------------|----------------------|------------------------|----------------------|----------------------------|--------------------------|-----------------------|----------------------|----------------------------------|
| Sewer Rehabilitation Project (a)                   | W/S         | Fed Gov       | 05/01/2010          | \$432,660              | 0.00%                | 20                     | 05/01/2030           | \$158,335.75               | Annual                   | \$10,555.72           | 05/01/2016           | \$0.00                           |
| Ocean Front Park (development)                     | G           | BB&T          | 07/12/2011          | \$347,000              | 4.39%                | 17                     | 07/12/2028           | \$265,352.96               | Annual                   | \$32,060.75           | 07/12/2016           | \$137,099.64                     |
| Ocean Front Park (acquisition)                     | G           | BB&T          | 12/19/2007          | \$3,600,000            | 4.28%                | 20                     | 12/19/2027           | \$843,750.13               | Annual                   | \$101,016.37          | 12/19/2015           | \$690,135.16                     |
| 334 S. 4th, 402 H & 406 H Ave.                     | G           | BB&T          | 03/12/2015          | \$409,471              | 2.49%                | 10                     | 03/12/2025           | \$409,471.15               | Annual                   | \$51,142.95           | 03/12/2016           | \$56,077.07                      |
| Water Tower & Well House & Town Hall Expansion (b) | G, W/S      | BB&T          | 04/11/2007          | \$1,187,187            | 3.92%                | 15                     | 05/07/2022           | \$640,001.83               | Semi-annual              | \$52,716.71           | 11/07/2015           | \$394,314.33                     |
| O'Brien 7065 Hydroletter (c)                       | W/S, SW     | 1st Bank      | 08/13/2015          | \$81,485               | 1.70%                | 5                      | 08/13/2020           | \$81,484.95                | Annual                   | \$17,149.28           | 08/13/2016           | \$4,202.44                       |
| Cutter Court Drainage Project                      | SW          | B of A        | 07/23/2005          | \$875,000              | 4.40%                | 15                     | 06/23/2020           | \$342,413.93               | Monthly                  | \$6,677.76            | 10/23/2015           | \$326,995.49                     |
| (2) 2015 Police Cars                               | G           | BB&T          | 03/27/2015          | \$48,359               | 2.19%                | 4                      | 03/27/2019           | \$48,359.00                | Annual                   | \$12,758.83           | 03/27/2016           | \$2,676.33                       |
| 2015 Ford F-250 Utility Truck                      | W/S         | BB&T          | 10/24/2014          | \$32,216               | 2.19%                | 4                      | 10/24/2018           | \$32,216.00                | Annual                   | \$8,499.73            | 10/24/2015           | \$1,782.92                       |
| Downtown Improvement Project                       | G           | BB&T          | 01/17/2014          | \$117,000              | 1.93%                | 4.5                    | 06/17/2018           | \$94,539.10                | Annual                   | \$24,719.00           | 01/17/2016           | \$6,595.00                       |
| 2013 Ford F-150 Police Truck                       | G           | BB&T          | 01/15/2014          | \$32,000               | 2.18%                | 4                      | 01/15/2018           | \$24,256.90                | Annual                   | \$8,440.70            | 01/15/2016           | \$1,762.80                       |
| 2013 Ford Police Utility                           | G           | BB&T          | 06/28/2013          | \$29,836               | 2.17%                | 4                      | 06/28/2017           | \$15,238.21                | Annual                   | \$7,867.99            | 06/28/2016           | \$1,635.96                       |
| 2011 International Garbage Truck                   | G           | BB&T          | 09/16/2011          | \$152,152              | 1.81%                | 5                      | 09/16/2016           | \$31,531.79                | Annual                   | \$32,102.53           | 09/16/2016           | \$8,360.65                       |

**FUND CODES**

G - General Fund  
W/S - Water/Sewer Fund  
SW - Storm Water Fund

**TOTAL OUTSTANDING DEBT AT 09/15/2015:**

|                  |                        |
|------------------|------------------------|
| General Fund     | \$ 1,873,299.64        |
| Water/Sewer Fund | \$ 730,495.65          |
| Storm Water Fund | \$ 383,156.41          |
| Total            | <u>\$ 2,986,951.70</u> |

**NOTES**

**LOAN PAYMENTS DUE (Next 12 Months):**

|                         |                      |
|-------------------------|----------------------|
| 09/16/2015 - 12/31/2015 | \$ 182,266.09        |
| 01/01/2016 - 03/31/2016 | \$ 117,094.76        |
| 04/01/2016 - 06/30/2016 | \$ 91,173.70         |
| 07/01/2016 - 09/15/2016 | \$ 101,334.04        |
| Total                   | <u>\$ 491,868.59</u> |

- (a) - Total amount borrowed was \$432,660. As part of ARRA, the unpaid balance was immediately reduced by one-half of the loan amount.
- (b) - 78% of loan is Water/Sewer Fund and 22% is General Fund.
- (c) - 50% of loan is Water/Sewer Fund and 50% is Storm Water Fund.



# TOWN COUNCIL MINUTES

**REGULAR MEETING**

**August 18, 2015**

The Kure Beach Town Council held their regular meeting on Tuesday, August 18, 2015 at 6:30 p.m. The Town Attorney was present and there was a quorum of Council present.

## **COUNCIL MEMBERS PRESENT**

Mayor Dean Lambeth  
Mayor Pro Tem (MPT) Craig Bloszinsky  
Commissioner Emilie Swearingen  
Commissioner David Heglar  
Commissioner Steve Pagley

## **STAFF PRESENT**

Public Works Director – Sonny Beeker  
Finance Officer – Arlen Copenhaver  
Town Clerk – Nancy Avery  
Deputy Town Clerk – Nancy Hewitt

## **CALL TO ORDER AND WELCOME**

Mayor Lambeth called the meeting to order at 6:30 p.m., conducted the invocation and led everyone in the Pledge of Allegiance.

## **APPROVAL OF CONSENT AGENDA ITEMS**

1. Adopt Resolution R15-10 to declare an official intent to reimburse
2. Building Inspections Report – July 2015
3. Fire Department Report – July 2015
4. YTD Finance Report
5. Meeting Minutes:
  - July 22, 2015, regular
  - July 24, 2015, special

**MOTION** – Commissioner Swearingen made the motion to approve the Consent Agenda Items, as presented.

**SECOND** – Commissioner Heglar

**VOTE** – Unanimous

Said resolution is herein incorporated as part of these minutes.

## **ADOPTION OF THE AGENDA**

MPT Bloszinsky added Wadley Pool Deck Extension as Item 1 under New Business, and Commissioner Swearingen added NC League of Municipalities Annual Meeting Travel as Item 2 under New Business.



# TOWN COUNCIL MINUTES

**REGULAR MEETING**

**August 18, 2015**

MOTION – Commissioner Swearingen made the motion to adopt the agenda, as amended.

SECOND – MPT Bloszinsky

VOTE – Unanimous

## DISCUSSION AND CONSIDERATION OF PERSONS TO ADDRESS COUNCIL

1. John Ellen, town liaison to the Wilmington Metropolitan Planning Organization (WMPO) Citizens Advisory Committee

Mr. Ellen informed council that he and a staff member of the WMPO will be presenting the Cape Fear 2040 Transportation Plan at the September council meeting for consideration and approval.

## DISCUSSION AND CONSIDERATION OF COMMITTEE BUSINESS

1. Community Center Committee

Mayor Lambeth said the committee held their annual barbecue this past Saturday and it did better than the year before.

2. Parks & Recreation Advisory Board

Mayor Lambeth said that the board is planning a winter bus trip.

3. Shoreline Access, Beach Protection and Parking Committee

Committee Chairman, Tony Gonsalves, said that the DOT came and painted parking spaces on Fort Fisher Boulevard while he was away, before he and Chief Cooper could meet to discuss which of the missing spaces should be painted. He said that they didn't paint the parking spaces that were on the list, they just did what they wanted to do, and council can either leave it the way it is or they can call the DOT to have them come back and fix them. He said the DOT was supposed to call him before they came to paint the lines, but they didn't.

## DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration and Recreation

Town Clerk Avery addressed council regarding decorative lights on Atlantic Avenue, between L and N Avenues. She explained that she was asked by two residents living in the 200 block of Atlantic Avenue about replacing the existing streetlights with the decorative street lights that are in the 100 block of Atlantic Avenue. She told them that council hadn't discussed extending the decorative lights in other areas of town but that she would bring their request to council's attention. She asked for a general consensus from council on what they wanted to do.





# TOWN COUNCIL MINUTES

## REGULAR MEETING

August 18, 2015

CONSENSUS – Council asked for an estimated cost to install decorative lights all the way down Atlantic Avenue, as well as the estimated electric cost to light them. The cost of solar lights should also be obtained.

Public Works Director Beeker has agreed to obtain this information from Duke Energy to be presented to council at their September meeting.

### 2. Finance Department – Property tax bills

Finance Officer Copenhaver explained that New Hanover County has mailed out the property tax bills, and the vendor that printed them rounded the town's tax rate to .262, instead of showing the correct tax rate of .2615. He said that the total tax amount was calculated correctly, but he wanted to let council know about it in case they get questions from property owners.

### 3. Building Department – FEMA Community Rating System Class 8 rating

Mayor Lambeth said that he received a letter from FEMA regarding the Class 8 Rating the town received under the National Flood Insurance Program's Community Rating System. He said this is in correlation to the plaque that Building Inspector Batson received last month.

### 4. Public Works Department – Corral parking lights and street lighting

Director Beeker said he will be meeting with a representative from Duke Energy to obtain the cost to install lighting in the corral parking area. He said the cost to operate two to three lights would be approximately \$100 to \$150 per month. At Commissioner Swearingen's request, he said he will also ask about the cost to install and operate solar lights. He said he is also going to ask them about changing the street lights over to LED lights which he believes will save the town money in the long run.

Mayor Lambeth instructed Director Beeker to also ask the representative to have them fix two street lights that are located on South Fort Fisher Boulevard that are leaning over.

## DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Adoption of resolution R15-08, approving final CAMA application for a grant of \$42,370 for a handicapped beach access at H Avenue. *If the grant is approved, the Town agrees to a cash match of \$11,924 from the Contingency Fund and in-kind services from Public Works in the amount of \$2,200.*

MOTION – Commissioner Heglar made the motion to adopt Resolution R15-08, approving the final CAMA application for a grant of \$42,370 for a handicapped beach access at H Avenue.



# TOWN COUNCIL MINUTES

## REGULAR MEETING

August 18, 2015

SECOND – Commissioner Pagley

VOTE – Unanimous

Said resolution is herein incorporated as part of these minutes.

### 2. Sewer By-Pass Force Main Project Grant

Mayor Lambeth said he looked into getting a grant that would split the cost of the project by 80/20 but was told that the town would not be eligible for the grant.

Commissioner Heglar pointed out that council is still in favor of the project, even without the grant.

## DISCUSSION AND CONSIDERATION OF NEW BUSINESS

### 1. Pool Deck Extension, 510 N. Fort Fisher Boulevard

MPT Bloszinsky explained that, in May of 2014, the town entered into an encroachment agreement with the homeowners to allow their proposed pool structure to encroach 28 feet into the town's beach renourishment line, with the stipulation that the homeowners would be responsible for removing the pool immediately, at their own expense, if the town required it. He said that, since then, the pool has been built and extends 27 feet into the renourishment line with only about 1 foot of concrete on the east side of the pool, as opposed to the 3 feet of concrete that was proposed in the original drawing. He said that the homeowners are now asking to install an extra 5-1/2 feet of decking on the east side of the pool. He said that this would put their pool at the same depth into the encroachment line as their next door neighbor's pool. He stated that the Building Inspector is fine with it but needs council's approval. He said that the homeowners will still be bound by the removal agreement.

Commissioner Heglar asked if the berm was stable enough to support the structure since that area of the beach is one of the smallest sections along the Kure Beach strand.

MPT Bloszinsky responded that it is stable enough and the pool and deck will still be well behind the CAMA line.

MOTION – MPT Bloszinsky made the motion to approve letting the homeowners add another 5-1/2 feet of decking on the east side of their pool, located at 510 N. Fort Fisher Boulevard.

SECOND – Commissioner Heglar

VOTE – Passed three to two, as follows: Mayor Lambeth, MPT Bloszinsky and Commissioner Heglar FOR; Commissioners Swearingen and Pagley AGAINST.



# TOWN COUNCIL MINUTES

## REGULAR MEETING

August 18, 2015

Commissioner Swearingen asked that the Town Attorney be given the final, revised agreement to review, before anything proceeds.

Town Attorney Canoutas asked that the original description and agreement be revised and submitted to him for review before he submits it to council for final approval. He explained that the original agreement refers to Exhibit "A," which is the drawing; so a new, professional drawing should be required since that is what the town will be legally bound to.

Commissioner Heglar said that council originally approved the drawing showing a 28-foot extension into the encroachment, measured from the second floor deck to the end of the structure. He said that council just approved an additional 5-1/2 feet extension from that measurement. He said that there needs to be an accurate understanding of how the measurements were taken before council can be comfortable with their decision.

MPT Bloszinsky said he will contact the homeowners to have them submit a new, as-built drawing of the pool and proposed decking. He said that the official meeting minutes should reflect that council approved a 5-1/2 foot extension, and no more. He said he will tell the homeowners to not build the deck until the attorney is happy with everything and all legal paperwork is completed and approved.

### 2. NC League of Municipalities (NCLM) Annual Meeting Travel

Commissioner Swearingen asked council to approve her travel to Winston Salem, NC to attend the 2015 NCLM Annual Meeting. She explained that the meeting will be held from October 10-13 with the registration fee costing \$500, the hotel costing approximately \$500 and the mileage costing \$284.

Mayor Lambeth asked council to approve his travel to the meeting as well, but he will only need his registration fee paid.

MOTION – Commissioner Heglar made the motion to approve travel for Commissioner Swearingen and Mayor Lambeth to attend the NCLM 2015 Annual Meeting, to be paid out of council's travel budget at the cost of approximately \$1,784.

SECOND – MPT Bloszinsky

VOTE – Unanimous

### COMMISSIONER ITEMS

Commissioner Heglar said that the town has an email distribution list but doesn't have a specific policy on how it can be used for political communications. He said he would like to discuss this at the September meeting so council can set a policy about this.



# TOWN COUNCIL MINUTES

## REGULAR MEETING

August 18, 2015

Commissioner Swearingen asked if anyone had requested use of it for political purposes, to which Commissioner Heglar responded that no one had done so yet.

Commissioner Heglar said the Town Clerk has expressed that she wouldn't put anything on the email distribution for political purposes if asked, but he said that he wants council's opinion on it so staff can be given a clear policy on the subject. He said that, until a policy has been set, no political emails will be allowed to go out to the town's email distribution list.

Town Clerk Avery said that the original email distribution list was established for the purpose of emailing out an electronic "newsletter" containing news and activity updates relating directly to the town. She warned that allowing political communications to be emailed to the list could lead to council members wanting to include individual, personal opinions going out in emails.

## ADJOURNMENT

MOTION – Commissioner Heglar made the motion to adjourn.

SECOND – MPT Bloszinsky

VOTE – Unanimous

The meeting adjourned at 7:07 p.m.

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Dean Lambeth, Mayor

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ATTEST: Nancy Hewitt, Deputy Town Clerk

NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. Due to problems with the digital recording device, no recording of this meeting was made.



TOWN COUNCIL  
TOWN OF KURE BEACH, NC

**R**ESOLUTION R15-11

**RESOLUTION TO ADOPT THE CAPE FEAR TRANSPORTATION 2040 PLAN**

**WHEREAS**, the Wilmington Urban Area Metropolitan Planning Organization (Wilmington MPO) provides transportation planning services for the City of Wilmington, the Town of Carolina Beach, the Town of Kure Beach, the Town of Wrightsville Beach, the Town of Belville, the Town of Leland, the Town of Navassa, New Hanover County, Brunswick County, Pender County, the Cape Fear Public Transportation Authority and the N.C. Board of Transportation; and

**WHEREAS**, the Wilmington MPO is federally required to update the metropolitan transportation plan (MTP) every five years; and

**WHEREAS**, the Wilmington MPO began development of the *Cape Fear Transportation 2040* plan in 2013 to satisfy the requirements of the Moving Ahead for Progress in the 21<sup>st</sup> Century Act (MAP-21) as well as other federal, state and local laws for a continuing, cooperative and comprehensive transportation planning process; and

**WHEREAS**, the *Cape Fear Transportation 2040* plan is a product of a multi-modal, 3-C transportation planning process, compatible with the Wilmington MPO's long range vision; and

**WHEREAS**, the *Cape Fear Transportation 2040* plan is fiscally constrained; and

**WHEREAS**, the *Cape Fear Transportation 2040* plan was developed by the Wilmington MPO's Citizen Advisory Committee in coordination with the Technical Coordinating Committee and the Transportation Advisory Committee, local elected and appointed officials, local municipal and county staff, service organizations, and the general public; and

**WHEREAS**, public comments were solicited at regular intervals during the planning process and a 30-day public comment period was held to receive comments on the plan; and

**WHEREAS**, the Wilmington MPO's Transportation Advisory Committee requests adoption of the Cape Fear Transportation 2040 Plan by the MPO's local member jurisdictions;

**NOW, THEREFORE, BE IT RESOLVED THAT** the Kure Beach Town Council hereby adopts the *Cape Fear Transportation 2040* plan.

Adopted by the Kure Beach Town Council this 15<sup>th</sup> day of September, 2015.

\_\_\_\_\_  
Dean Lambeth, Mayor

\_\_\_\_\_  
Attest: Nancy Hewitt, Deputy Town Clerk



KURE BEACH  
PLANNING & ZONING COMMISSION

Meeting Date: Sept. 2, 2015

Agenda Item # VI

Present to Town Council on:

Date: Sept. 15, 2015

PLANNING AND ZONING COMMISSION  
CONSISTENCY STATEMENT  
N.C. Gen. Stat. 160A-383

**(To be read into the record as a motion, seconded, and voted upon)**

\_\_\_\_\_ This recommendation is consistent with the objectives and policies of the Town of Kure Beach Land Use Plan adopted by Town Council September 27, 2006 (Adopted and Certified by Coastal Resources Commission November 17, 2006)

\_\_\_\_\_ This recommendation applies to Section \_\_\_\_\_ Part \_\_\_\_\_ of the Town of Kure Beach Land Use Plan

X  Consideration of recommended text amendment to The Town of Kure Beach Code , Chapter 19 Zoning, Art.  IV  Sec.  19-320

**See attached**

\_\_\_\_\_ This recommendation applies to the John Sawyer Architects B1 District Study (HPA 2007)

The Planning and Zoning Commission considers its recommendation to be reasonable and in the public interest based on the following:

1. This request is not consistent with the Town's comprehensive plan; zoning regulations promote appropriate use of land, stabilizes property values, and provides public health, safety and welfare.

Therefore, the Planning and Zoning Commission requests Town Council's consideration of the above recommendation and not grant the Request for Text Amendment submitted by applicant Paul Deveraux.

Attest:

\_\_\_\_\_  
Craig Galbraith, Chairman  
Planning and Zoning Commission



## Kure Beach Inspections Department

117 Settlers Lane · Kure Beach, NC 28449  
Office (910) 458-6535 · Fax (910) 458-4269  
John Batson, Inspector

To: Planning and Zoning Commission

From: John Batson

Re: Requested Text Amendment to 19-320 – Staff Recommendation

Date: August 12, 2015

Commissioners,

Section 19-320 is a part of the ordinance that deals with permissible things within setback.

The ordinance says that only a fence or beach walkovers can be in the setbacks, but nothing else if a building permit is required. Just about everything requires a building permit in Kure Beach, so this ordinance restricts most things.

Some of the most common things that I see encroach on our setbacks are HVAC units, wells, propane tanks, generators, arbor/pergola style entrances to fenced in yards, etc.

In most cases, I catch these encroachments at the time of construction, but many I do not as property owners are upgrading their creature comforts not knowing it violates the ordinances.

Currently, I don't believe there is anything wrong with Sec. 19-320. While challenging at times, I have enforced as consistently as possible.

If this text amendment were to be approved, it would certainly grant some relief to homeowners and contractors who are trying to maximize square footage on their lots. It would also create an easier ordinance to abide by when updating an existing home, or adding much needed appliances/comforts.

I have no revisions for the proposed text amendment.





OK  
August  
September  
P. 2  
meeting

**TOWN OF KURE BEACH  
APPLICATION FORM**  
Requesting text amendment to Code of Ordinances

PLEASE READ THOROUGHLY BEFORE COMPLETING  
TYPE OR PRINT ONLY PLEASE

|  |  |  |                          |
|--|--|--|--------------------------|
| <u>Name of Applicant</u><br>Paul Devereaux               | <u>Application No.</u>                         | <u>Zoning Area</u>                                   |                          |
| <u>Applicant's Phone No.</u><br>910-617-0692             | <u>Date</u><br>07/24/2015                      | <u>Address of Applicant</u><br>801<br>Alabama Avenue | <u>Zip Code</u><br>28428 |
| <u>Name of Text to be changed</u><br>Control of Setbacks | <u>Section of Text to be changed</u><br>19-320 |  |                          |

**APPLICATION FOR A TEXT AMENDMENT**

**CONTENT OF THE APPLICATION; FEES**

Application must be received and reviewed by the Town Clerk for completeness prior to acceptance. A \$100 fee payable to Town of Kure Beach MUST accompany the application. Should the text amendment be for Chapters 15 "Subdivision" or 19 "Zoning" the petition must be reviewed by the Planning and Zoning Commission and a recommendation made by them to Town Council before Town Council may act. The Planning and Zoning Commission and/or the Town Council reserve the right to require additional information, if needed, to assure that the proposed text amendment is in accordance with all of the Town's plans and policies. The Town Council gives final approval for all text amendments to the Code of Ordinances.

**GUIDE TO REVIEW PROCEDURES**

Applications for a text amendment are first referred to all departments for review and comment. Should the request be for an amendment to Chapters 15 or 19, the Kure Beach Planning and Zoning Commission must also review and make a recommendation before being acted upon by the Kure Beach Town Council. Applications must be received in the office of the Town Clerk twenty (20) working days before the Planning and Zoning Commission meeting or the Town Council meeting (should Planning & Zoning involvement not be required) to allow adequate time for processing and review.

Planning and Zoning Commission meetings are held at 7:00pm in the Kure Beach Town Hall, 117 Settlers Lane, North Carolina, on the first Wednesday of each month. The Planning and Zoning Commission's recommendation regarding this application will automatically be referred to the Kure Beach Town Council. Town Council meetings are held on the third Tuesday of each month at 6:30pm at Town Hall as referenced above.



## EXISTING TEXT

- Sec. ~~19-321~~ - Control of setbacks.

Any structure requiring a building permit shall not be permitted in the setback area with the exception of the following items:

- (1) Fence.
- (2) Beach walkovers that are at least ten (10) feet to the rear of the building, and meet the 1996 Hurricane Replacement Standards.

## PROPOSED TEXT CHANGE

- Sec. ~~19-321~~ - Control of setbacks.

Any structure requiring a building permit shall not be permitted in the setback area with the exception of the following items:

- (1) Fence.
- (2) Beach walkovers that are at least ten (10) feet to the rear of the building, and meet the 1996 Hurricane Replacement Standards.
- (3) Stand-alone HVAC condensing units, stand-by generators, and rainwater catchment vessels (all without subsurface foundations), not to exceed 18 inches into setback area.

TO: Kure Beach Planning and Zoning Commission

FROM: Fred Yelverton

Property Owner, 521 Anchor Way

It has come to my attention that the property owners at 517 Anchor Way have requested a text amendment to the 5-foot side setback regulation set forth by the town of Kure Beach. My wife and I are the adjacent property owners and the purpose of this email is to officially object to this text amendment they seek.

This current violation of the setback regulation involves a generator that is greater than 2 feet into the setback that places it less than 3 feet from my property line. The generator was knowingly placed in the setback by Mr Paul Devereaux, the contractor.

A quick review of the events is necessary to demonstrate that he knew this was not allowable. First, during construction of the house, Mr Devereaux placed the HVAC units a little less than a foot into the setback. I politely informed him of this setback issue and also told him he had placed them right outside of my bedroom window. He responded (politely) that he would plant something to help reduce the noise. To date, he has never followed through on this promise.

Further, as the construction of the house was nearing completion, the HVAC units were moved right up to the house with no space between the units and the structure. Once the house passed inspection, the HVAC units were moved back into the setback. They reside there today.

Shortly after the residents moved in (his father-in-law and mother-in-law), Mr Devereaux then installed the generator in question that is clearly into the setback by at least 2 feet. It is placed on the street side of the HVAC units and is clearly visible from the street and obviously in the setback. Because he is a building contractor, he obviously knows the rules but he chose to violate the rules set forth by the town of Kure Beach.

I need to make it clear that Mr and Ms Jones (the elderly couple) who live there are wonderful neighbors and I feel badly for them that Mr Devereaux has put them in this position. I feel confident that Mr Jones was unaware the Mr Devereaux was knowingly and openly violating town rules.

Because Mr Devereaux showed no interest in obeying the setback and no respect for me as an adjacent property owner, I informed Mr Batson of the violation of the setback with the generator. As I am sure Mr Batson would verify, I was very patient in seeking a resolution to this violation. I first notified Mr Batson on July 1, 2014. This issue has been unresolved for over a year. It is important that this committee understand that I spoke to Mr Devereaux about the setback violation with the HVAC units. Once he moved them back after the COO was obtained, it was obvious to me that he had no respect for me as an adjacent property owner and no respect for the town ordinance regarding side setbacks.

The generator is a moveable object that was knowingly placed in the setback. I would strongly argue that this generator should be moved and I encourage your committee to deny this text amendment.

I fully understand and appreciate that setback rules are, in part, for noise issues for adjacent property owners and aesthetics for the community. His violation of this rule affects both of these issues and, in turn, negatively affects my property value. That is why I object.

I might also add that once Mr Devereaux found out that I had reported this to the town, he sent me an email that I found to be somewhat threatening. After showing this to my attorney, he agreed that the wording was threatening. Mr. Devereaux also showed the very poor judgment of sending this to my N. C. State University (I am a professor at NCSU) email address, that of course, is public information. I am enclosing the email below.

Because the fall semester has begun on campus, I cannot attend the meeting on Tuesday. I am sending this email to you to officially object to this generator (and HVAC units) from being placed in the side setback. It is an obvious violation, is visible from the street, and affects my property, As such, I encourage you to reject this amendment and require Mr Devereaux to abide by the rules just like everyone else is required to abide by the rules.

I would be happy to respond to any questions you may have. My cell phone number is 919.741.0797 or I can be reached by email.

Thank you for your time and consideration of this matter.

Fred Yelverton, PhD  
[fred.yelverton@gmail.com](mailto:fred.yelverton@gmail.com)

919.741.0797

**[pdev@charter.net](mailto:pdev@charter.net) via [ncsu.edu](mailto:ncsu.edu)**

to Fred\_Yelverton

Apr  
14

This is how you treat elderly neighbors that have done nothing to you? Except maybe raise your property value.

What goes around, etc.

Paul Devereaux

P.O. Box 2232  
Carolina Beach NC 28428  
910-617-0692

TIM HINES, PE  
2030 Eastwood Road, Suite 4  
Wilmington, NC 28403

September 4, 2015

Tony Gonsalves  
Town of Kure Beach  
117 Settlers Lane  
Kure Beach, NC 28449

Re: Design and Engineering Proposal for New Beach Access Ramp at H Avenue Access

Dear Mr. Gonsalves:

I am pleased to submit herewith my proposal for the design and structural engineering services for the above referenced project. This proposal includes full design and structural engineering of the new beach access ramp including coordination with lighting subcontractor and marine contractor.

My estimated cost of the design, engineering and drafting services is \$2,500. The approximate breakdown of cost for the project is as follows:

1. \$2,000 for design and engineering of the access ramp.
2. \$500 for site visits during construction.

My standard terms are \$500 down payment and \$1,500 progress payment for design and engineering at completion of drawings and final payment due upon completion of construction.

Thank you for the opportunity to submit this proposal for these services. I look forward to assisting you with this project.

If you have any questions, please call me at 910.398.5740. I look forward to working with you on this project.

Sincerely,



Tim Hines, PE

# **Kure Beach Adopt-A-Beach Program**

## **“Proposal”**

### **Mission Statement:**

The Kure Beach Adopt-A-Beach program is an effort to provide a way for businesses, civic clubs, school groups, private individuals and neighborhood associations to make a significant contribution to the preservation of our beautiful coastal environment. By participation, groups and individuals become a strong advocate for the preservation of our beach community and are committed to maintaining a litter free environment.

### **Method of operation:**

- Partnerships are established for specific beach access sites/sections.
- Partnerships are effective for one year
- Partnership agreement forms signed to “hold harmless” the Town of Kure Beach, and the State of North Carolina
- Responsibilities will include picking up of litter along sections of beach. During summer months, daily monitoring is needed, weekly/monthly monitoring the remaining months.
- Partnership sign ups through the Town of Kure Beach website.
- Partnerships agree to safety guidelines, dune protection, provide own supplies like gloves/bags, etc.
- No costs to the Town of Kure Beach will be incurred
- Sub-committee of the Shoreline Access, Beach Protection and Parking Committee will monitor program ongoing.



# MEMO

**TO:** Town Council  
**FROM:** Nikki Keely, Recreation Manager  
**RE:** Road Closures for Half Marathon – Sunday, October 4, 2015  
**DATE:** 9/8/15

Town Hall has received a Special Event Application for a Half Marathon Race on Sunday, October 4, 2015. The race will begin and end in Carolina Beach, only passing through Kure Beach. The roads requested for closure are as follows:

- Dow Road
- K Avenue (between Dow and Settlers)
- Settlers Lane
- Mackerel Lane

The race begins at 8am, with all roads reopened by 11am or earlier.

The requesting party is Butch Robertson with NC Races, a professional event and race planner. He successfully implemented this same event last year and I have yet to hear any negative feedback from those along the race route.

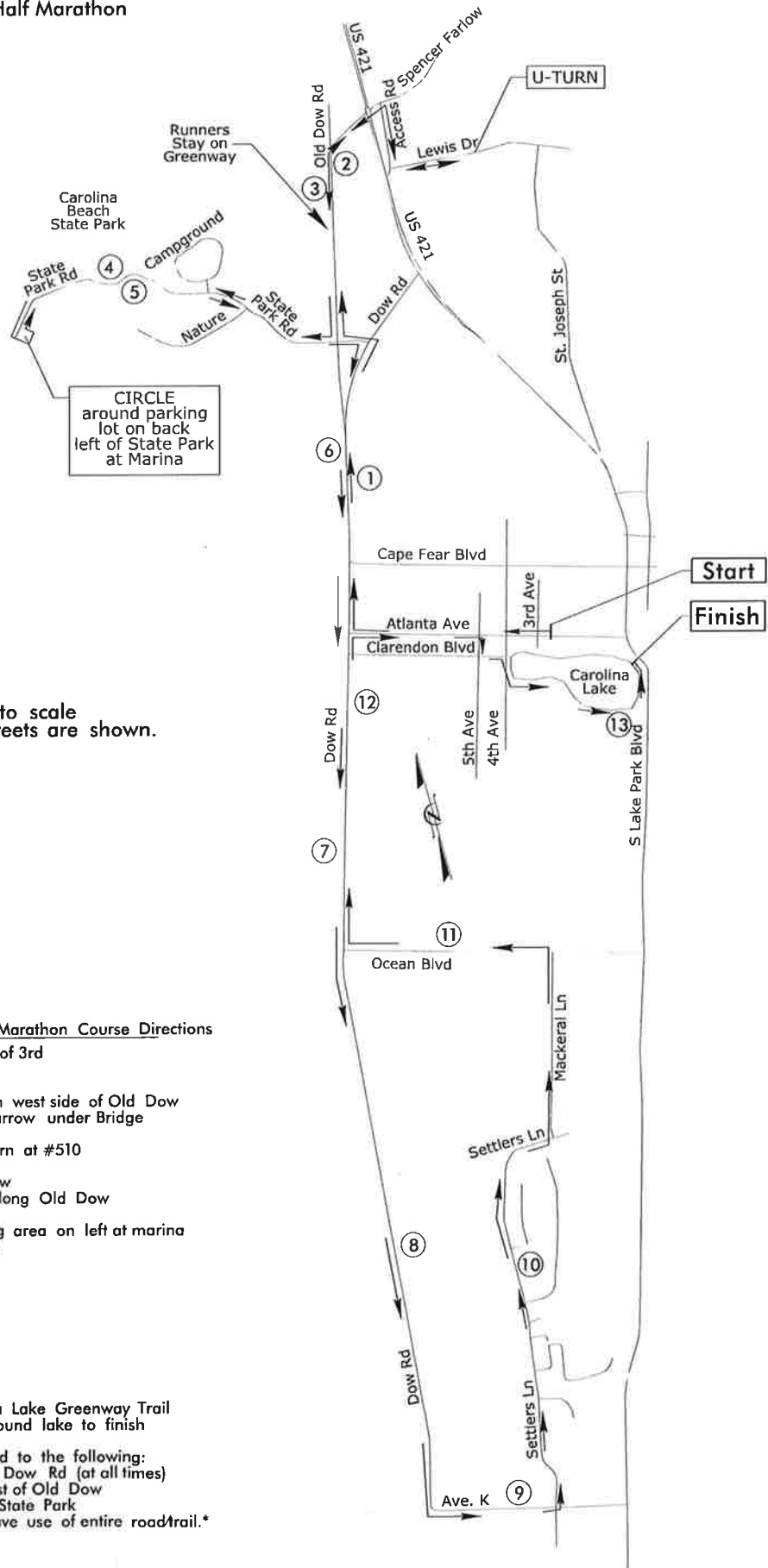
He has requested assistance from the Police Department in implementing the road closures. Upon approval from Council and Department Heads, we will create an invoice that meets the needs of our Police in ensuring safe execution of the event for participants and residents. He also has a plan in place to inform residents along the race route of the road closure.

Action required by Town Council at this time is a decision regarding road closures for part of K Avenue, Settlers Lane, and Mackerel Lane from 8am through 11am on Sunday, October 5, 2014.

nk

Attachment  
2014 Race Route

2014 Carolina Beach Half Marathon  
 October 5, 2014



Note:  
 Map not to scale  
 Not all streets are shown.

Carolina Beach Half Marathon Course Directions

- Start on Atlanta east of 3rd
- Right on Dow
- Left on State Park
- Right on greenway on west side of Old Dow
- Right onto Spencer Farrow under Bridge
- Right on Access Rd
- Left on Lewis to U-turn at #510
- Right on Access Rd
- Left on Spencer Farrow
- Left onto greenway along Old Dow
- Right on State Park
- Circle around parking area on left at marina
- Return on State Park
- Right on Dow
- Right to Ave. K
- Left on Settlers Lane
- Left on Mackerel
- Left on Ocean Blvd
- Right on Dow
- Right on Atlanta
- Right on 5th
- Left on Clarendon
- Straight onto Carolina Lake Greenway Trail
- Counter-clockwise around lake to finish

\*Runners are restricted to the following:  
 -Right lane on Dow Rd (at all times)  
 -Greenway west of Old Dow  
 -Right lane in State Park  
 Otherwise, runners have use of entire road/trail.\*



# MEMO

**TO:** Town Council  
**FROM:** Nikki Keely, Recreation Manager  
**RE:** Fall Events  
**DATE:** 9/8/15

When planning town-sponsored events, we strive to produce programs that compliment the character of Kure Beach, as well as attract visitors to our area. There are two events on the fall calendar, the Kure Beach Jazz Funeral and the Kure Beach Holiday Market, that are in their second and third years, respectively. Both events have seen success on a small scale, but potential exists to grow each into a bigger attraction with minimal impact on each overall event budget.

The Kure Beach Jazz Funeral, scheduled for Friday, October 9th, is our farewell summer celebration. It entails a New Orleans style funeral procession in honor of summer's passing, followed by a jazz concert in the Park. The turnout to participate in the procession was larger than anticipated last year and we moved the group from the boardwalk to the roadway at the last minute (see attached photos). In anticipation of a larger crowd this year, we would like to close off Atlantic Avenue between K and L Avenues for the day of the event.

We offered samples of gumbo, purchased from Big Daddy's, as part of the event last year. It was a nice touch but the logistics, cost, and staff time that it took to make that happen has caused us to reconsider for the future. However, there is a new food truck owned and operated by a resident of Kure Beach that serves New Orleans style food. With approval to close Atlantic Avenue for the day of the event, room would be available to safely add the food truck to the event. Instead of spending money to provide gumbo, the Town could collect a small vendor fee from the truck to participate and guests would be able to purchase authentic New Orleans food.

The Kure Beach Holiday Market, scheduled for November 21st and November 28th, is always the Saturday before and after the Thanksgiving holiday. Due to the continued success of the event, vendor interest to participate is growing. Remaining within the Ocean Front Park limits the number of vendors we can allow. With permission to close Atlantic Avenue, between K and L Avenues, for both event days, we will increase the number of vendors we can allow, thus increasing the revenue generated from the event.

We currently allow vendors selling food products, but not food trucks. If we allow for expansion of the Holiday Market onto Atlantic Avenue, we would like to open up the vendor applicant pool to food trucks as well. The Holiday Market is 6 hours, running 9 am through 3 pm. With setup and breakdown, those participating and/or working are on site for 8-9 hours. It would be nice to have easy access to food, as well as provide a greater attraction to the overall event.



The proposed changes to the Jazz Funeral and Holiday Market will improve public safety during each event by eliminating traffic flow down Atlantic Avenue through large crowds of pedestrians. These changes also allow for the continued growth and popularity of each event. To allow for such changes, Council action is required on the following items:

- Close Atlantic Avenue to vehicle traffic between K and L Avenue from the early morning hours through 10 p.m. on Friday, October 9, 2015 for the Kure Beach Jazz Funeral.
- Close Atlantic Avenue to vehicle traffic between K and L Avenue from the early morning hours through 5 p.m. on Saturday, November 21, 2015 and Saturday, November 28, 2015 for the Kure Beach Holiday Market.
- Allow for the participation of food truck vendors during event hours on Friday, October 9th, Saturday, November 21st, and Saturday, November 28th.

nk

Attachment  
2014 Jazz Funeral Images





# MEMO

TO: Town Council  
FROM: Nancy Avery, Town Clerk  
RE: Agenda item #1 under New Business  
DATE: 9/3/15

## Background

At the August meeting, Council requested a policy on the use of the Town's email distribution list for political communications.

Since there is no existing policy on use of the Town's email distribution list, website and notice board postings, I incorporated it all into the attached draft policy. If adopted, this will be Article X of the Policy Manual.

## Action requested by staff

Adopt the proposed policy with any recommendations.

## Funding required

None

## Comments for consideration

It would be helpful to have a policy to refer to when we receive requests from the public about what may or may not be allowed to be posted. It takes pressure off of the staff.

DRAFT  
TOWN OF KURE BEACH PUBLIC NOTIFICATION CONTENT POLICY  
ARTICLE X OF THE POLICY MANUAL

It is the policy of the Town of Kure Beach to maintain a website, email distribution list, and outside notice boards at Town Hall, Ocean Front Park, and the Community Center.

#### PUBLIC NOTIFICATION TOOLS

The established public notification tools of the Town are:

- Official website [www.townofkurebeach.org](http://www.townofkurebeach.org)
- Email distribution list collected as part of the website under “Notify Me” on the home page
- Notice boards located outside of Town Hall, the Ocean Front Park and the Community Center

#### PURPOSE

The sole purpose of the website, email distribution list and notice boards is to provide adequate provisions for notification and education of town residents, property owners, seasonal and potential residents, and visitors to provide factual information about the town, including various services and resources available in the town, or available from other governmental agencies in the area.

In providing an official website, the Town does not intend in any manner to create a forum for public discourse, feedback, exchange of opinions, or discussion on issues of any nature, with the single exception of an occasional survey to assist the town in service delivery.

#### GOALS

Goals of the website, email distribution list and notice boards are:

- To encourage increased citizen participation and engagement in town government by making public information more readily available.
- To provide electronic and hard copy access to town information.
- To keep the public informed of town meetings, events, classes and recreational programs.
- To encourage both commerce and tourism.

#### ADMINISTRATORS

The Town Clerk and Deputy Town Clerk serve as the Administrators who are responsible for the appearance and content of the website, email distribution and notice boards in compliance with this and other Town policies. All information prepared for posting on any of the above referenced tools shall be approved by one of the Administrators.

#### ALLOWED CONTENT

- Municipal information such as committee, board and Council meeting schedules, official announcements, minutes, policies, plans, ordinances, emergency contact information, financial budgets and audits, etc.
- Requests for community input / involvement / assistance with activities of a particular board or committee.

- Membership drives for board and committee vacancies.
- Citizen surveys.
- Answers to frequently asked questions.
- Contact information for town officials as well as county, state and federal representatives.
- Detailed information, forms and applications related to services provided by the Town.
- Information about town sponsored events, classes and recreational opportunities and non-town sponsored events approved to be held in the town.
- Contact information for businesses physically located in the town.
- Emergency information to include location of shelters and evacuation procedures.
- NC General Assembly legislative information and updates.
- New Hanover County services and legislative information impacting residents.
- Information about tourist attractions on the island.
- Links to websites that encourage citizen participation in government; promote local businesses and attractions; provide contact information for local government agencies such as the ferry service, library, hospital, airport, health department.
- Board of Elections information regarding upcoming election, voter registration and precinct information.
- Town Council candidate statements during an election year. Statements will be published on a non-partisan basis, and may not be of a negative or character assassination nature. Statements may outline the candidate's reasons for running for Council. These statements may only be published bi-weekly on a Monday by each candidate beginning in September until Election Day.

#### EXCLUDED CONTENT

- Opinions, endorsements or candidates statements regarding county, state or federal candidates for office. (or should we allow candidates statements?)
- Promotion or advertisement of non-local businesses, non-profits or special interest groups.
- One sided articles advocating a candidate; a position on a local, state, or federal issue; or pending legislation.
- Corporate or for-profit organization information.
- Individual or personal home pages.
- Hyperlinks with content within the browser that exhibits one or more of the following categories:
  - Content which a reasonable person would find graphically depicts or describes violence, or nudity and/or sexual activities in a way designed to evoke prurient interest.
  - Content which facilitates or incites crime.
  - A hyperlink that directly links to other content that when perceived within a browser is in violation of any of the prohibited content stated above.
  - Discussion groups, chat rooms, bulletin boards, and other largely unedited content created by individuals who are not officials of the town.
  - Websites containing information that violates any of the town's equal opportunity policies.
- Personal phone numbers, home and email addresses of volunteers serving on the Town's committees or boards unless expressly authorized.

- Personal phone numbers, home and email addresses of Board of Adjustment members.
- Fundraising advertisements unless for a town sponsored event.
- Any submission considered by the Administrators to be inappropriate or not in compliance with this policy.

Websites that have been approved and linked, but subsequently demonstrate any of the above categories of excluded content, will be unlinked from the website without notice.

#### APPLICATION FOR PUBLICATION

Anyone requesting publication should submit the request by email to either of the Administrators at [townclerk@tokb.org](mailto:townclerk@tokb.org) or [frontdesk@tokb.org](mailto:frontdesk@tokb.org).

Applicants who are denied publication may, within 5 (five) business days, follow the Appeals procedure.

#### APPEALS

Complaints about any aspect of this policy should be brought first to the attention of an Administrator. If a complainant is unsatisfied, s/he may appeal any decision of the Administrator to the Town Council who will discuss the matter at the next scheduled Council meeting. The decision of the Town Council is the final word on matters arising from implementation of this policy

#### CONFIDENTIALITY

While the website may track overall site traffic, it does not collect individual user details unless a user voluntarily submits such information. This information is not shared with outside sources unless specified in the Public Records statute.

#### DISCLAIMER

The Town shall make every effort to insure that information posted is correct at the time of posting. Information is provided as a public service. The Town makes no claims, representations, guarantees or warranties as to quality, content, accuracy, completeness, suitability of the information, text, graphics, photos, links and other items provided.

## Nancy Hewitt

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**From:** Nancy Avery <townclerk@townofkurebeach.org>  
**Sent:** Thursday, September 03, 2015 7:00 PM  
**To:** Nancy Hewitt  
**Subject:** FW: Gurney Hood Barking Lot

Please print the email below for the September agenda packet, item #1 under New Business.

*Nancy Avery*  
Town Clerk  
910-458-8216 (work)  
910-443-0410 (cell)  
[townclerk@tokb.org](mailto:townclerk@tokb.org)

Town of Kure Beach  
117 Settlers Lane  
Kure Beach, N 28449  
[www.tokb.org](http://www.tokb.org)

**From:** Jane Fiery [mailto:jfiery100@gmail.com]  
**Sent:** Wednesday, September 02, 2015 10:36 PM  
**To:** Nancy Avery <townclerk@townofkurebeach.org>  
**Subject:** Gurney Hood Barking Lot

Nancy,

The Gurney Hood Barking Lot board would like the Town of Kure Beach to take over the maintenance and operation of the dog park effective September 16th.

Please feel free to contact me with any questions or concerns.

Thank you,

Jane Fiery

910-619-8622

On Wed, Sep 2, 2015 at 3:44 PM, Nancy Avery <[townclerk@townofkurebeach.org](mailto:townclerk@townofkurebeach.org)> wrote:

Hi Jane – as per our conversation, I would appreciate an email stating that your group would like the Town to take over maintenance of the dog park effective September 16<sup>th</sup>. I need it by next Tuesday, September 8<sup>th</sup> so it can be in the agenda packet.

The electrical outlets by the tennis courts don't work. There are outlets on the side of the viewing deck at the baseball field next to the tennis courts and a 4 prong connection on the storage building by the tennis courts. You will need some long extension cords.