



# TOWN COUNCIL AGENDA

**REGULAR/ORGANIZATIONAL MEETING**

**December 10, 2015 @ 6:30 p.m.**

Call to Order – Mayor Dean Lambeth

Invocation – Pastor Cathy Chester, Coastal Carolina Vineyard Church

Pledge of Allegiance – Mayor Dean Lambeth

## APPROVAL OF CONSENT AGENDA ITEMS

1. Appoint Elaine Hall as a regular member of the Community Center Committee
2. Authorize the creation of a separate website for the purpose of promoting the Adopt -A-Beach program sponsored by the Shoreline Access, Beach Protection and Parking Committee with the associated domain cost to be paid from the committee budget (estimated cost \$60 - \$75 annually)
3. Approve contract and engagement letter with the auditing firm of Bernard Robinson and Company, LLP in the amount of \$17,100 for FY15-16
4. YTD Finance Report Meeting
5. Minutes:
  - November 17, 2015, regular meeting

## ADOPTION OF THE AGENDA

## DISCUSSION AND CONSIDERATION OF PRESENTATIONS TO COUNCIL

## 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
6. Shoreline Access, Beach Protection and Parking Committee

## DISCUSSION AND CONSIDERATION OF DEPARTMENT HEAD BUSINESS

1. Administration and Recreation
2. Finance Department
3. Building Department
4. Fire Department
5. Police Department
6. Public Works Department

## DISCUSSION AND CONSIDERATION OF OLD BUSINESS

1. Beach Nourishment project staff and council contacts (Swearingen)



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2. Letters of interest for council vacancy (Swearingen)
  - Deadline to submit is 4:00 p.m. on December 30, 2015
  - Mail, email or drop at Town Hall to attention of Town Clerk
  - Interviews to be conducted at January 19<sup>th</sup> council meeting that begins at 6:30 p.m.
  - Council is requiring responses to eight questions as part of application process

## DISCUSSION AND CONSIDERATION OF NEW BUSINESS

1. Administration of Oaths of Office by New Hanover County District Court Judge Robin Wicks Robinson and seating of new council
  - Emilie Swearingen, Mayor (2-year term)
  - David Heglar, Commissioner (4-year term)
  - Joseph Whitley, Commissioner (4-year term)
2. Appointment of Mayor Pro Tem (Council)
3. Appointment of Building Commissioner as liaison to Building Inspections Dept. - Council
4. Appointment of 2 Council members to serve on KB/CB Sewer Authority - Council
5. Assignment of Department liaisons - Mayor
  - Administration & Recreation
  - Finance
  - Fire
  - Police
  - Public Works
6. Assignment of Committee liaisons - Mayor
  - Shoreline Access, Parking & Beach Protection
  - Community Center
  - Joint Committee Chairpersons
  - Marketing
  - Parks & Recreation
  - Planning & Zoning Commission
7. Review of non-Town committee appointments - Council
  - Council of Governments (COG) - must be elected official (was Pagley)
  - Cape Fear Disability Commission - Deborah McKenna appointed 2/17/15
    - Dennis Moore, alternate, appointed 2/17/15
  - FF State Recreational Area Advisory - Craig Bloszinsky appointed 12/17/13
  - MPO Citizens Advisory - John Ellen appointed 7/16/13



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- MPO Technical Coordinating (TCC) - must be employee, currently N. Avery
- MPO Technical Advisory (TAC) - must be elected official
- Tourism Development Authority (TDA) - must be mayor and one business owner
  - Anne Brodsky appointed 12/14/10
- Ports, Waterway and Beach Commission - usually elected official, but not required
  - Craig Bloszinsky appointed 12/17/13

8. 2016 Annual Council Retreat (Heglar)

COMMISSIONER ITEMS (no action required)

CLOSED SESSION, if needed

ADJOURNMENT

There will be a reception at the Beachwalk Clubhouse (located next to Town Hall) after the meeting.