

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Tom Leonard
Susan Meyer
Richard Peters



David J. Gilbride
Town Manager

Laura Oxley, JD, MPA
Town Clerk

Nature's Tranquil Beauty

Board of Aldermen Regular Meeting Agenda Thursday, October 1, 2020 6:30 P.M.

- I. Call to Order (Mayor McDermon)
 - II. Invocation (Mayor Pro Tem Benson)
 - III. Pledge of Allegiance (Mayor McDermon)
 - IV. Approval of Agenda
 - V. Open Forum*
- Staff will collect questions ahead of the Meeting and present to the Board of Aldermen.*
- VI. Public Presentations and Hearings
 - A. Coastal Engineer Update (Mr. Fran Way of ATM Consulting)
 - B. [Town Financial Presentation](#)
(Mr. Doug Carter, President and Managing Director DEC Associates, Inc.)
 - C. [Public Hearing- Case SD-20-01](#) (Planning Director Hill)
 - D. [Special Use Permit- Case SUP-20-05](#) (Planning Director Hill)
 - E. [Proposed Amendment- to remove requirement for Certification of Final Construction](#) (Planning Director Hill)
 - VII. Consent Agenda
 - A. Approval of Minutes ([September 3, 2020](#))

*All open forums are subject to a 3-minute limit

2008 Loggerhead Court
North Topsail Beach, NC 28460

ntbnc.org

Phone (910) 328-1349
Toll Free: (800) 687-7092
Fax (910) 328-4508

NTB is an equal opportunity provider and employer.

- B. Department Head Reports
 - 1. [Finance Department](#)
 - 2. Fire Department
 - 3. [Inspections Department](#)
 - 4. [Planning Department](#)
 - 5. [Police Department](#)
- C. Committee Reports
 - 1. [Planning Board & PPI Committee](#)
 - 2. [Board of Adjustment](#)
 - 3. TISPC ([link to minutes](#))
 - 4. ONWASA ([link to minutes](#))
- D. [MOTV Tax Return](#)
- E. [Budget Amendment](#)
- F. [Ratify Proclamation](#)

VIII. Continuing Business

- A. Drone Ordinance (Alderman Meyer)

IX. New Business

- A. Municipal Service District ("MSD") Explanation (Town Attorney Edes)
- B. [Holly Ridge Proposed Annexation](#) (Town Attorney Edes)
- C. NCBIWA 2020 Annual Conference (Alderman Leonard)

X. Attorney's Report

XI. Mayor's Report

XII. Aldermen's Report

XIII. Closed Session:

- consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee

XIV. Adjournment



Town of North Topsail Beach

Beach Nourishment Update – USDA Loan Payoff and
2020 Corps Project

October 1, 2020

Beach Nourishment Update and Moving Forward

- NTB phase 5 initial construction in 2015
 - USDA Rural Development Loan – \$16.815 million
 - 30-year debt amortization
 - Use of special obligation bonds as mode of loan
 - USDA funded the loan at end of project – required bank loan to fund construction period costs
 - Construction period bank loan required Local Government Commission(LGC) approval
 - As part of LGC approval, NTB signed Prepayment Agreement with LGC requiring early payment of USDA loan – if Beach Fund FB exceeds \$5 million, annually, all excess must pre-pay USDA principal
 - Likely FY21 will see Beach Fund over \$5 million FB

Beach Nourishment Update and Moving Forward

- Use of Beach Fund revenues for payment of proposed U.S. Army Corps of Engineers (Corps) nourishment project cost and loan would require LGC review and sign off
 - Current revenues, defined by LGC agreement, could provide for USDA payoff in FY25 or FY26 (estimated)
 - Corps advises that new project, if approved by NTB, would begin in FY22
 - Overlap in debt service of USDA and Corps would require new revenues for at least overlap period
- DEC and NTB staff continue work on revised Beach Fund financial model to define USDA payoff date and new revenue needs if Corps project is approved

Estimate of USDA Payoff

- 2021 Beach Fund should reach \$5 million FB when FEMA expenditures are reimbursed - approx. \$1.2 million expected
- Annual Beach Fund revenues, costs and excess (estimate 2021)

Property taxes	\$1,300,000
Occupancy taxes	\$1,200,000
Sales taxes	<u>\$600,000</u>
Total	\$3,100,000
Expenses (d/s, other)	- <u>\$1,100,000</u>
Estimate - excess available	\$2,000,000

Estimate of USDA Payoff

- Pay off calculation in FY25 & FY26 (estimated)
Principal Outstanding: FY25 \$13.2 million, FY26 \$12.7 million
 - USDA reserve balance \$4,572,000
 - Accumulated excess (FY22-25) \$8,000,000
- Many variables could change payoff calculation
 - Economy and pandemic recovery or another downturn
 - Corps project? Interim cost before loan if project is approved
 - Without Corps project – need to renourish phase V
 - Other storms, beach damage, other related cost
 - Others
- Work with staff should bring more clarity to payoff projection in next several weeks

Corps Nourishment Project

- NTB initial project investment share – current estimate \$16.5 million*
- Amortization of this amount and future renourishment projects – method to provide for stable dedicated revenues
 - Amortize initial invest. over 7 yrs (23-29) – annual d/s approx. \$2.9 million
 - Renourishment project cost – Corps est. 2027 - \$10.9 million NTB share
- Potential methods to raise approx. \$3.0 million in new revenue
 - Raise Occupancy Tax – requires discussion and agreement with Onslow County and Act of N.C. Legislature and study of revenue potential
 - Parking Fees – study of implementation, fee level and amount of revenue potential
 - Municipal Service District Property Taxes – study of current districts, alignment changes, if any, distribution of Corps project d/s and other costs to each district, values in districts and resulting tax levy
 - Town-wide Property Tax – study to come along with other revenues
- Significant work before funding method of Corps project is determined

Final Observations

- Upon payoff of USDA Loan the revenues of the Beach Fund, approx. \$3 million, MAY be adequate to pay Corps project d/s
- Overlapping additional revenue needs, approx. \$3 million, for estimated period of FY23-26, assuming Corps project is approved, could be lowered/eliminated after payoff of USDA

OR WILL OTHER BEACH NEEDS REQUIRE SOME ADDITIONAL REVENUE?

- Higher Corps renourishment project cost
- Other NTB beach nourishment phase project costs (d/s or other)
- Revenue shortfalls – economy, legislative change or other occurrences
- Others

Further Updates to NTB will be provided as we move forward

STAFF REPORT CONTACT INFORMATION

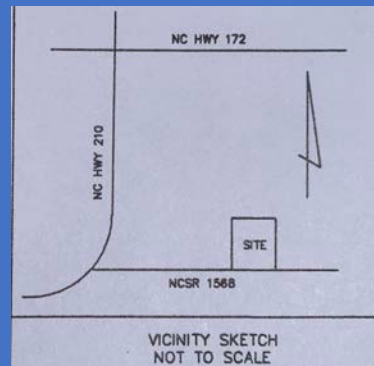
Deborah J. Hill MPA AICP CFM CZO Planning Director

910.581.3008

dhill@ntbnc.org

DOCKET/CASE/APPLICATION NUMBER
CASE SD-20-01APPLICANT/PROPERTY OWNER
John L. Pierce & Associates, P.A. on behalf of
Dabbs Brothers, LLCPUBLIC HEARING DATE
October 1, 2020 6:30 pmPROPERTY ADDRESS/LOCATION
New River Inlet Road Tax Map # 775-1.2**BRIEF SUMMARY OF REQUEST**

Pursuant to § 2.06.05 (A), Dabbs Brothers, LLC is seeking to subdivide a 2.44-acre parcel, zoned R-5, creating 2 lots, each 1.22 acres (53,260.68 square feet and 53,069.15 square feet).



VICINITY FROM SKETCH PLAN FOR ISLAND WALK SUBDIVISION PREPARED FOR DABBS BROTHERS LLC BY JOHN L. PIERCE & ASSOCIATES, P.A. DATED JUNE 2, 2020

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
R-5	VACANT	NW CUR-8 Sailview NE R-5 Villa Capriani parking lot SE R-5 Single Family, Emerald Dunes SW R-5 Single Family	VACANT	2.44 acres

PLANNING BOARD RECOMMENDATION

APPROVE**APPROVE WITH CONDITIONS****DENY****COMPATIBILITY** with the COMPREHENSIVE PLAN

Future Land Use Map 13B classifies the property as High Density Residential.

PROPERTY HISTORY

The property is within CBRS L06 and is not eligible for federal flood insurance. The property is within an AE Flood Zone; Base Flood Elevation 12 feet.

COMPATIBILITY with the ZONING ORDINANCE

Plat meets final requirements for a proposed subdivision pursuant to § 2.06.05 (C). Both lots meet the minimum dimensional requirements for R-5 zoning district.

The plat has been reviewed by the Technical Review Committee and is recommended for approval.

- Pluris has reviewed the proposed subdivision and issued a Sewer Approval Letter Permit No. WQ0041499 dated March 23, 2020 for the construction and operation upon certification of approximately 425 linear feet of 8-inch gravity sewer to serve two duplex buildings with up to 16 total bedrooms as part of the Dabbs Brothers Duplexes project.
- ONWASA has reviewed and recommends approval. The Utility Certificate for water is unnecessary as there will be no new infrastructure to dedicate or provide a warranty for nor will ONWASA need to accept the dedication.
- NCDOT has confirmed verification of the Coastal Wetlands AEC adjacent to these Outstanding Resource Waters. USACoE has verified the Section 404 Wetlands.
- The plat meets NCDOT requirements and is recommended for approval. Lots will be accessible by a proposed access road from New River Inlet Road.

ATTACHMENTS

PLAT**APPLICATION FORM****RESPONSE TO STANDARDS**



Town of North Topsail Beach

SUBDIVISION & SITE PLAN APPLICATION

Date: _____

CASE NO. SD- _____ - _____

Check #: _____

Receipt #- _____

Name of Subdivision: Island Walk Subdivision

Location: (Road name & SR number) NCSR 1568 (New River Inlet Road)

Subdivisions/PUDs

☐ Sketch \$300

☐ Preliminary \$300

☒ Final ~~\$150~~ \$200 (W)

Exemptions

☐ \$50.00

Site Plans

☐ Special Requirement Site Plans (includes CUP fee) \$750.00

☐ Commercial Site Plan Review (includes CUP fee) \$750.00

R = REVIEW BODY; D = DECISION-MAKING BODY; A = APPEALS BODY; H = PUBLIC HEARING REQUIRED;
N = NEWSPAPER NOTICE; M = MAILED NOTICE; P = POSTED NOTICE

Subdivision of Land (reference: Sec. 2.06.05; Sec. 6.01)
Planned Unit Developments (Sec. 2.06.03; Sec. 6.02)

REVIEW, DECISION-MAKING

**PUBLIC
NOTICE REQUIRED**

Sketch plan

STAFF

PB

BOA

☒

☒

☐

☐

Preliminary

☒

☒

D/H*

M,P

Final

☒

☒

D/H*

M,P

Tax Parcel ID: 775-1.2

Smallest lot: 1.22 Acres

Total acreage: 2.44 Acres

Average lot size: 1.22 Acres

Number of lots 2

Zoning District: R-5

Infrastructure:

Water Supply: ☒ ONWASA ☐ well ☐ community system

Sewer Type: ☒ Pluris ☐ septic ☐ community system

Streets: ☒ public ☐ private

Surveyor/Engineer: John L. Pierce & Associates P.A.

Address P.O. Box 1685 Jacksonville, NC 28541

Phone (910) 346-9800

Email address bettyb@jlpnc.com

Developer Dabbs Brothers LLC

Address 4020 Oleander Drive, Wilmington NC 28403

Phone Fax (910) 620-0686

Email address ducey@dabbsbrothers.com

Property Owner Dabbs Brothers LLC

Address 4020 Oleander Drive, Wilmington NC 28403

Phone Fax (910) 620-0686

Email address Ducey@dabbsbrothers.com

LINE	BEARING	DISTANCE
W1	S 86°02'47" E	17.18'
W2	S 81°21'32" E	20.97'
W3	S 71°15'04" E	48.58'
W4	S 41°36'01" E	13.07'
W5	S 66°01'30" E	38.78'
W6	S 42°53'30" E	20.75'
W7	S 09°41'53" W	20.47'
W8	S 67°05'16" E	8.95'
W9	N 55°13'10" E	30.74'
W10	S 73°24'34" E	25.75'
W11	S 66°19'30" E	37.80'
W12	N 38°11'08" E	11.84'
W13	N 18°34'26" W	12.68'
W14	N 60°57'40" W	35.33'
W15	N 00°27'41" W	22.36'
W16	N 06°46'52" E	28.62'
W17	N 68°16'51" W	61.90'
W18	N 14°43'36" W	21.86'
W19	S 82°38'14" E	25.69'
W20	S 66°38'28" E	32.97'
W21	N 86°12'15" E	30.37'
W22	S 75°06'26" E	19.52'
W23	S 72°40'30" E	17.44'
W24	N 50°52'52" E	23.20'
W25	N 36°10'55" E	29.53'
W26	N 22°07'01" W	31.58'
W27	N 41°42'22" W	21.52'

LINE	BEARING	DISTANCE
L1	S 50°48'36" E	10.47'

TRACT DATA:
EXISTING LOTS = 1
PROPOSED LOTS = 2
PROPOSED LOT 1 = 53,260.68 S.F. (1.22 ACRES)
PROPOSED LOT 2 = 53,069.15 S.F. (1.22 ACRES)
SMALLEST LOT = (LOT 2) 53,069.15 S.F. (1.22 ACRES)
AVERAGE LOT SIZE = 53,164.91 S.F. (1.22 ACRES)
TOTAL AREA = (106,329.83 S.F.) 2.44 Ac.
TOTAL WETLAND AREA = (60,466.12 S.F.) 1.39 Ac
TOTAL UPLAND AREA = (45,863.71 S.F.) 1.05 Ac.
TAX MAP & PARCEL NUMBER = 775-1.2
ZONING (NORTH TOPSAIL BEACH) = R-5
EXISTING LAND USE = VACANT TRACT
PROPOSED LAND USE = RESIDENTIAL

SETBACKS FOR ZONE R-5
FRONT = 20'
SIDE = 8'
REAR = 10'

ELECTRIC = ON-SLOW EMC
WATER = ONWASA
SEWER = PLUNKS

EFFECTIVE MAP
PROPERTY LOCATED IN FLOOD ZONE "AE EL 12"
A SPECIAL FLOOD HAZARD AREA PER FEMA 3720428700K
DATED 6-19-2020.

PROPERTY LOCATED COASTAL BARRIER RESOURCE
SYSTEM AREA(CBRS). FEDERAL FLOOD INSURANCE IS NOT
AVAILABLE FOR STRUCTURES BUILT OR SUBSTANTIALLY
IMPROVED AFTER OCTOBER 1, 1983.

SQUARE FOOTAGE OF BUILT UPON AREA (BUA)	
LOT 1 AREA	= 53,260.68 SF (1.22 acres)
LOT 1 BUA	= 6,687.65 SF
PERCENTAGE	= 12.56%
LOT 2 AREA	= 53,069.15 SF (1.22 acres)
LOT 2 BUA	= 5,976.96 SF
PERCENTAGE	= 11.26%

- LEGEND:
- M.B. = MAP BOOK
 - D.B. = DEED BOOK
 - P.G. = PAGE
 - EIS = EXISTING IRON STAKE
 - ES = SET IRON STAKE
 - EIP = EXISTING IRON PIPE
 - ECM = EXISTING CONCRETE MONUMENT
 - SPK = SET P.K. NAIL
 - R/W = RIGHT OF WAY
 - MBL = MINIMUM BUILDING LINE
 - C/L = CENTERLINE
 - PP = POWER POLE
 - GW = GUY WIRE
 - E-E- = POWER LINE
 - OCO = CLEANOUT
 - WV = WATER VALVE
 - WM = WATER METER
 - FH = FIRE HYDRANT
 - SSMH = SANITARY SEWER MANHOLE
 - TB = TELEPHONE BOX
 - FO = FIBER OPTIC MARKER
 - LP = SECURITY LIGHT
 - EB = ELECTRIC BOX
 - DI = DROP INLET
 - CB = CATCH BASIN
 - DU&E = DRAINAGE AND UTILITY EASEMENT
 - EB = ELECTRIC BOX
 - POB = POINT OF BEGINNING
 - RCP = REINFORCED CONCRETE PIPE
 - CMP = CORRUGATED METAL PIPE
 - BFP = BACK FLOW PREVENTOR
 - F.F. = FINISHED FLOOR
 - = GUARD RAIL

REFERENCES:
D.B.4989, PG.155
M.B.35, PG. 149, SL. J-656
D.B.1474 P.211 (TRACT II)
M.B.31 P.99
M.B.26 P.147-D

I, JOHN L. PIERCE, CERTIFY THAT THIS PLAT WAS
DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY
MADE UNDER MY SUPERVISION (DEED REFERENCES SHOWN
HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE
CLEARLY INDICATED; THAT THE RATIO OF PRECISION
AS CALCULATED IS 1:10,000+; WITNESS MY
ORIGINAL SIGNATURE, LICENSE NUMBER AND SEAL
THIS DAY OF 2020.
NOTE: THIS DOCUMENT ORIGINALLY ISSUED AND SEALED BY:
JOHN L. PIERCE, P.L.S., L-2596, ON JULY 28, 2020.
THIS MEDIA SHALL NOT BE CONSIDERED A CERTIFIED DOCUMENT.
JOHN L. PIERCE P.L.S. L-2596

NORTH CAROLINA,
ONSLAW COUNTY
I, A NOTARY PUBLIC OF THE COUNTY AND STATE AFORESAID, CERTIFY
THAT JOHN L. PIERCE, A PROFESSIONAL LAND SURVEYOR, PERSONALLY
APPEARED BEFORE ME THIS DAY AND ACKNOWLEDGED THE EXECUTION
OF THE FOREGOING INSTRUMENT.
WITNESS MY HAND AND OFFICIAL STAMP OR SEAL, THIS 20 DAY OF
2020

MY COMMISSION EXPIRES DECEMBER 28, 2023.

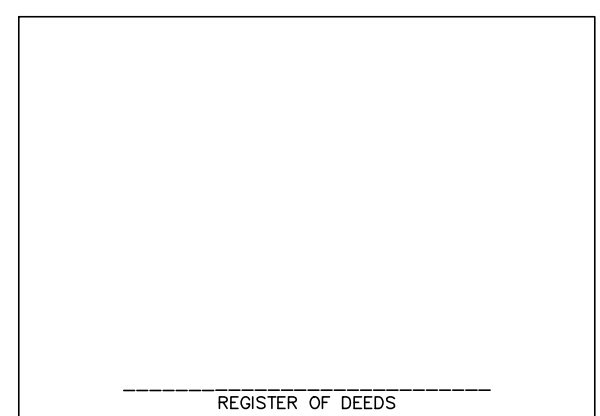
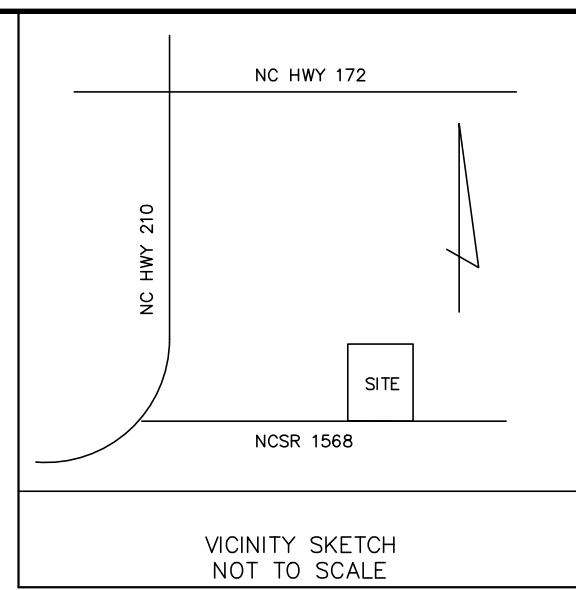
GPS DATA:
ALL COORDINATES AND BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM
OF 1983(NRS 2011) (EPOCH 2010.00)
ESTABLISHED USING NC "North Carolina GNSS Real Time
Network (RTN)" ON 4-24-19. Elevations based on NAVD 88.
UNITS OF MEASUREMENT ARE US SURVEY FEET.

WETLAND DELINEATION DATE: FEBRUARY 25, 2020
RACHEL CAPITO, REGULATORY SPECIALIST,USACE &
HAYWOOD PITTMAN, SOIL SCIENTIST,PITTMAN SOIL CONSULTING

LINE	BEARING	DISTANCE
H1	N 44°49'08" E	16.00'
H2	S 45°10'52" E	24.00'
H3	S 44°49'08" W	16.00'
H4	S 45°10'52" E	6.00'
H5	S 45°10'52" W	6.00'
H6	S 44°49'08" W	15.25'
H7	N 44°49'08" E	15.25'

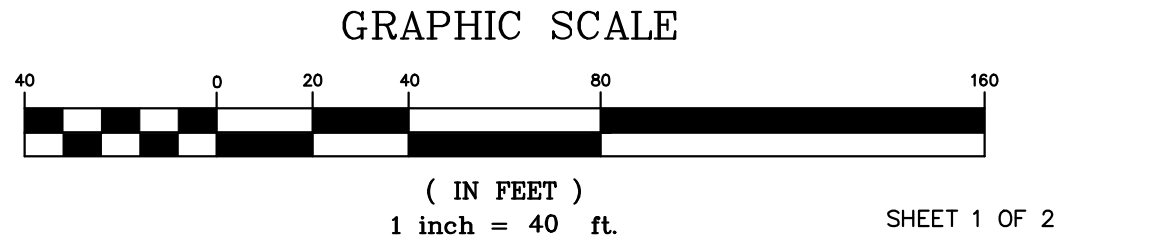
NOTE:
THE PURPOSE OF THIS PLAT IS TO LABEL THE UNIT DESIGNATION OF EACH BUILDING.
THE LAND IS STILL TO BE OWNED IN COMMON AS NO LAND DIVISION IS INTENDED
HEREON INCLUDING BUT NOT LIMITED TO THE PAD BENEATH EACH UNIT.

NAD83 (2011) (EPOCH 2010.00)



EFFECTIVE 6-19-20
ZONE AE (EL 12)
ZONE VE (EL 13)
EFFECTIVE 6-19-20
ZONE AE (EL 12)
ZONE VE (EL 13)
ZONE VE (EL 15)

FINAL PLAT
MINOR SUBDIVISION FOR
ISLAND WALK SUBDIVISION
PREPARED FOR
DABBS BROTHERS, LLC
STUMP SOUND TOWNSHIP, ONSLOW COUNTY, NC
PREPARED BY
JOHN L. PIERCE & ASSOCIATES, P.A.
NORTH CAROLINA LICENSE No. C-1888
405 JOHNSON BLVD. JACKSONVILLE, NC 28540
PHONE: 910-346-9800 DATE: JULY 28, 2020
SCALE: 1"=40' F.B.925, PG.6
JOB # 2019-19526



CERTIFICATE OF OWNERSHIP AND DEDICATION OF STREETS AND RIGHT-OF-WAY

THE UNDERSIGNED HEREBY ACKNOWLEDGE(S) THIS PLAT AND ALLOTMENT TO BE (HIS, HER, THEIR) FREE ACT AND DEED, AND HEREBY DEDICATE(S) TO PUBLIC USE AS STREETS, PLAYGROUNDS, PARKS, OPEN SPACES, AND EASEMENTS FOREVER ALL AREAS SO SHOWN OR INDICATED ON SAID PLAT.
THIS ____DAY OF _____, 2020.

(NAME OF OWNER)

BY: _____

TITLE: _____

OWNER'S CERTIFICATION AS TO SEWER SERVICE

I CERTIFY (I) THAT I AM THE OWNER OF THE LANDS SHOWN ON THIS MAP AND OF ALL THE SEWER SERVICE INFRASTRUCTURE LOCATED ON SUCH LANDS, (II) THAT ALL REQUIRED SEWER SERVICE IMPROVEMENTS HAVE BEEN CONSTRUCTED WITHIN THE STREETS AND/OR UTILITY EASEMENTS SHOWN ON THIS MAP IN ACCORDANCE WITH PLANS AND SPECIFICATIONS APPROVED BY THE SEWER SERVICE PROVIDER BELOW, (III) THAT SUCH SEWER SERVICE IMPROVEMENTS ARE HEREBY DEDICATED AND CONVEYED TO THE SEWER SERVICE PROVIDER, FREE OF LIENS AND ENCUMBRANCES, (IV) THAT THE SEWER SERVICE PROVIDER IS HEREBY GRANTED A PERPETUAL EASEMENT OVER ALL STREETS AND UTILITY EASEMENTS SHOWN ON THIS MAP, AND (V) THAT THE UNDERSIGNED WARRANTS TO THE SEWER SERVICE PROVIDER FOR A PERIOD OF 18 MONTHS FROM THE DATE OF THIS CERTIFICATION THAT SUCH IMPROVEMENTS ARE FREE FROM DEFECTS IN MATERIALS AND WORKMANSHIP.

THIS ____DAY OF _____, 2020

(NAME OF OWNER)

BY: _____

TITLE: _____

CERTIFICATE AS TO SEWER UTILITIES AND DEDICATION

I HEREBY CERTIFY THAT THE PLANS AND SPECIFICATIONS FOR THE SEWER SERVICE IMPROVEMENTS FOR **ISLAND WALK SUBDIVISION** HAVE BEEN REVIEWED BY THE SEWER SERVICE PROVIDER, THAT SUCH SEWER SERVICE IMPROVEMENTS HAVE BEEN CONSTRUCTED, AND THAT THE SEWER SERVICE PROVIDER HEREBY ACCEPTS THE DEDICATION OF THE SEWER SERVICE IMPROVEMENTS ALONG WITH ASSOCIATED EASEMENTS.

THIS ____ DAY OF _____, 2020.

(NAME OF SEWER SERVICE PROVIDER)

BY: _____

PRINT NAME: _____

TITLE: _____

OWNER'S CERTIFICATION AS TO WATER SERVICE

I CERTIFY (I) THAT I AM THE OWNER OF THE LANDS SHOWN ON THIS MAP AND OF ALL OF THE WATER AND/OR SEWER INFRASTRUCTURE LOCATED ON SUCH LANDS, (II) THAT ALL REQUIRED WATER AND/OR SEWER IMPROVEMENTS HAVE BEEN CONSTRUCTED WITHIN THE STREETS AND/OR UTILITY EASEMENTS SHOWN ON THIS MAP IN ACCORDANCE WITH PLANS AND SPECIFICATIONS APPROVED BY ONSLOW WATER AND SEWER AUTHORITY ("ONWASA"), (III) THAT ALL SUCH WATER AND/OR SEWER IMPROVEMENTS ARE HEREBY DEDICATED AND CONVEYED TO ONWASA, FREE OF LIENS AND ENCUMBRANCES, (IV) THAT ONWASA IS HEREBY GRANTED A PERPETUAL EASEMENT OVER ALL STREETS AND UTILITY EASEMENTS SHOWN ON THIS MAP, AND (V) THAT THE UNDERSIGNED WARRANTS TO ONWASA FOR A PERIOD OF 18 MONTHS FROM THE DATE OF THIS CERTIFICATION THAT SUCH IMPROVEMENTS ARE FREE FROM DEFECTS IN MATERIALS AND WORKMANSHIP.

THIS ____DAY OF _____, 2020

(NAME OF OWNER)

BY: _____

TITLE: _____

CERTIFICATE AS TO WATER UTILITIES AND DEDICATION

I HEREBY CERTIFY THAT THE PLANS AND SPECIFICATIONS FOR THE WATER AND/OR SEWER IMPROVEMENTS FOR SUBDIVISION HAVE BEEN REVIEWED AND APPROVED BY ONSLOW WATER AND SEWER AUTHORITY THAT SUCH WATER AND/OR SEWER IMPROVEMENTS HAVE BEEN CONSTRUCTED, AND THAT ONSLOW WATER AND SEWER AUTHORITY HEREBY ACCEPTS THE DEDICATION OF THE WATER AND/OR SEWER IMPROVEMENTS ALONG WITH ASSOCIATED EASEMENTS.

THIS ____DAY OF _____, 2020

ONSLOW WATER AND SEWER AUTHORITY

BY: _____

PRINT NAME: _____

TITLE: _____

APPROVED

APPROVED BY THE BOARD OF ALDERMEN OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, EFFECTIVE ON THE ____DAY OF _____, 2020

MAYOR, TOWN OF NORTH TOPSAIL BEACH

AEC STANDARDS

THIS SUBDIVISION CONFORMS TO THE STANDARDS OF THE NORTH CAROLINA COASTAL AREA MANAGEMENT ACT OF 1974, AND PORTIONS OF THE SUBDIVISION LOCATED WITHIN AN AREA OF ENVIRONMENTAL CONCERN IS DULY NOTED.

PLANNING DIRECTOR

REFERENCES:
D.B.4989, PG.155
M.B.35, PG. 149, SL. J-656
D.B.1474 P.211 (TRACT II)
M.B.31 P.99
M.B.26 P.147-D

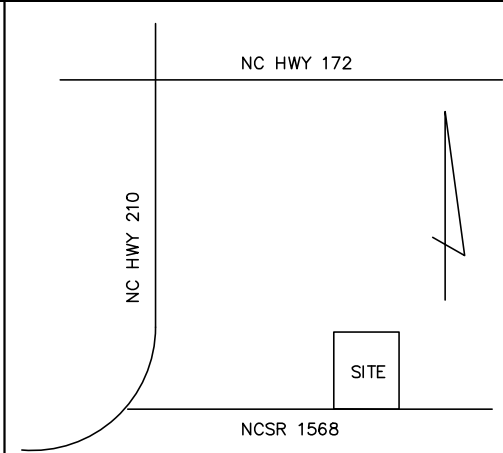
I, JOHN L. PIERCE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED REFERENCES SHOWN HEREON); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED; THAT THE RATIO OF PRECISION AS CALCULATED IS 1:10,000+; WITNESS MY ORIGINAL SIGNATURE, LICENSURE NUMBER AND SEAL THIS ____ DAY OF _____, 20____
NOTE: THIS DOCUMENT ORIGINALLY ISSUED AND SEALED BY: JOHN L. PIERCE, P.L.S., L-2596, ON JULY 28, 2020. THIS MEDIA SHALL NOT BE CONSIDERED A CERTIFIED DOCUMENT.
JOHN L. PIERCE P.L.S. L-2596

GPS DATA:
ALL COORDINATES AND BEARINGS ARE BASED ON THE NORTH AMERICAN DATUM OF 1983(NSRS 2011) (EPOCH 2010.00)
ESTABLISHED USING NC "North Carolina GNSS Real Time Network (RTN)" ON ~~4-24-19~~, Elevations based on NAVD 88.
UNITS OF MEASUREMENT ARE US SURVEY FEET.

I, JOHN L. PIERCE, PROFESSIONAL LAND SURVEYOR NO. 2596, CERTIFY TO ONE OR MORE OF THE FOLLOWING AS INDICATED:

- ☒ A. THAT THIS PLAT IS OF A SURVEY THAT CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND;
- ☐ B. THAT THIS PLAT IS OF A SURVEY THAT IS LOCATED IN SUCH PORTION OF A COUNTY OR MUNICIPALITY THAT IS UNREGULATED AS TO AN ORDINANCE THAT REGULATES PARCELS OF LAND;
- ☐ C. ANY ONE OF THE FOLLOWING:
1--THAT THIS PLAT IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET;
2--THAT THIS PLAT IS OF AN EXISTING BUILDING OR OTHER STRUCTURE, OR NATURAL FEATURE, SUCH AS A WATERCOURSE; OR 3--THAT THIS PLAT IS OF A CONTROL SURVEY.
- ☐ D. THAT THIS PLAT IS OF A SURVEY OF ANOTHER CATEGORY, SUCH AS THE RECOMBINATION OF EXISTING PARCELS, A COURT-ORDERED SURVEY OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION;
- ☐ E. THAT THE INFORMATION AVAILABLE TO THIS SURVEYOR IS SUCH THAT I AM UNABLE TO MAKE A DETERMINATION TO THE BEST OF MY PROFESSIONAL ABILITY AS TO PROVISIONS CONTAINED IN (A) THROUGH (D) ABOVE.

JOHN L. PIERCE, PROFESSIONAL LAND SURVEYOR NO. 2596



VICINITY SKETCH
NOT TO SCALE

FINAL PLAT
MINOR SUBDIVISION FOR
ISLAND WALK SUBDIVISION
PREPARED FOR
DABBS BROTHERS, LLC
STUMP SOUND TOWNSHIP, ONSLOW COUNTY, NC
PREPARED BY
JOHN L. PIERCE & ASSOCIATES, P.A.
NORTH CAROLINA LICENSE No. L-888
400 JOHNSON BLVD. JACKSONVILLE, NC 28540
PHONE: 910-346-9800 DATE: JULY 28, 2020
SCALE: 1"=40' F.B.925, PG.6
JOB # 2019-19526

GRAPHIC SCALE



(IN FEET)
1 inch = 40 ft.

SHEET 2 OF 2

STAFF REPORT CONTACT INFORMATION

Deborah J. Hill MPA AICP CFM CZO Planning Director

910.328.1349 ext 27

dhill@ntbnc.org

DOCKET/CASE/APPLICATION NUMBER
CASE SUP-20-05APPLICANT/PROPERTY OWNER
CAPITAL ASSET PROPERTIES/NEIL REALTY CO INCPUBLIC HEARING DATE
OCT 1, 2020 630PMPROPERTY ADDRESS/LOCATION
New River Inlet Road
L4 SHIP WATCH VILLAS Tax Map # 779E-4**BRIEF SUMMARY OF REQUEST**

Pursuant to § 2.06.05 (A), Capital Asset Properties/Neil Realty Co Inc is seeking a special use permit to construct 3-unit townhouses.



Source: Special Use Plan Shipwatch Villas Lot 4 Parker & Associates

EXISTING ZONING	EXISTING LAND USE	SURROUNDING ZONING & LAND USE	SITE IMPROVEMENTS	SIZE OF PROPERTY
R-8	Vacant	North & East: Onslow County BEACH ACCESS 1 (R-20) South: Atlantic Ocean West: Shipwatch Villas Townhomes (R-8)	None	1.1 acres
PLANNING BOARD RECOMMENDATION				
APPROVE		APPROVE WITH CONDITIONS		DENY

COMPATIBILITY with the COMPREHENSIVE PLAN

Future Land Use Map
classifies the property as
High Density Residential

PROPERTY HISTORY

ONWASA water and Pluris sewer service are available. The property is within CBRS L06 and is not eligible for federal flood insurance. The property is within the AE Special Hazard Flood Zone, Base Flood Elevation 11 feet, FIRM 3720429800K effective 6/19/2020. Ocean Hazard Area of Environmental Concern.

COMPATIBILITY with the UDO

Proposed lot meets the minimum dimensional requirements 3-unit townhomes in R-8 zoning district (i.e., 8,000 sq. ft. plus 8,000 sq. ft. for each unit over 2. See Response to Standards for deficiencies with § 2.06.06 and § 4.03.03

ATTACHMENTS

SITE PLAN**APPLICATION FORM****RESPONSE TO STANDARDS**

RESPONSE TO STANDARDS

I. Findings: In granting the permit, the Board of Aldermen *shall* make a written decision that identifies the key facts of the case and applies these facts to the following standards. The Board must find that all of these conditions exist, or the application will be denied.

A. The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare;

Statement by Planning Director: Special Use Plan is consistent with § 4.03.03 TOWNHOUSE DEVELOPMENT (See attached for detail).

B. The use or development complies with all required regulations and standards of this Ordinance and with all other applicable regulations;

Statement by Planning Director:

Proposed lot meets the minimum dimensional requirements 3-unit townhomes in R-8 zoning district (i.e., 8,000 sq. ft. plus 8,000 sq. ft. for each unit over 2).

Special Use Plan states that the proposal is in an Area of Environmental Concern. The property is within the Ocean Hazard Area AEC.

C. The use or development conforms to the plans for the land use and development of Town of North Topsail Beach as embodied in this Zoning Ordinance and in the Town of North Topsail Beach CAMA Land Use Plan.

Statement by Planning Director:

CAMA Land Use Plan: Future Land Use Map classifies the property as High Density Residential.

Proposed lot meets the minimum dimensional requirements 3-unit townhomes in R-8 zoning district (i.e., 8,000 sq. ft. plus 8,000 sq. ft. for each unit over 2).

Special Use Plan not consistent with § 4.03.03 TOWNHOUSE DEVELOPMENT. Has been reviewed by NC Division of Coastal Management and NTB Fire Department.

Plot plan to be submitted as preliminary in accordance with § 2.06.05(B), final 2.06.05(C), which must include lighting plan and maintenance plan/agreement.



Town of North Topsail Beach
SPECIAL USE PERMIT (SUP) APPLICATION
 (A Pre-submittal conference must be held prior to submission)

Tracking Information (Staff Only)

Case Number:	Date/Time received:	Application verified by:
\$350 non-refundable filing fee & \$150 deposit subject to Cancellation Policy*	Check #:	Receipt #:
Deadline for Legal Ad:	Scheduled for Planning Board on:	at 6:30 p.m.
Deadline for Legal Ad:	Scheduled for Board of Aldermen on:	at 6:30 p.m.

About this Application

ONLY COMPLETE APPLICATIONS CAN BE ACCEPTED

Only the Special Uses, as specified in the various districts (reference: UDO Table 4-1 Use Table), may be permitted after review by the Planning Board and approval by the Board of Aldermen.

Submittal: Applications are due by noon on the submittal deadline date. Deadlines are discussed at the pre-submittal meeting. Applications should be submitted in-person, and fees are due at time of submittal.

The application is a form of written testimony, and used both to show how Ordinance considerations are addressed and to provide evidence that the required findings for approval can be made. In addition to the application materials, the applicant may provide any other written, drawn or photographed material to support his/her request and as permitted by the Planning Board and/or Board of Aldermen, as applicable. Any such additional material submitted will become part of the application, and as such cannot be returned.

Attendance at the hearing is required. Applicants may represent themselves or may be represented by someone appropriate for quasi-judicial public hearings. The applicant has the **burden of proof** and must provide sufficient evidence in order for the required findings to be made. The public hearing will allow the applicant, proponents, opponents and anyone else the opportunity to testify in regards to the request. An application may be approved, approved with conditions, continued for more information, or denied.

Contact Information: If you have any questions, please contact the Planning Director at (910) 328-1349 ext. 27 between 8:00 a.m. and 5:00 p.m. on weekdays or email at dhill@ntbnc.org.

***Cancellation Policy:** All cancellations must be received at least 48 hours before the start of the Public Hearing and refunds are subject to a \$150 cancellation fee. Cancellations must be received in writing by e-mail (kate@ntbnc.org), fax (910-328-4508 ATTN: Kate Winzler), or by U.S. mail (2008 LOGGERHEAD CT, N TOPSAIL BEACH NC 28460-9286 - ATTN: Kate Winzler.) No refunds will be made for requests received after that time. Please allow two weeks for processing.

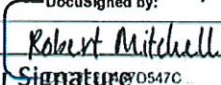
Application Requirements	Applicant Initials	Staff Initials
Pre-submittal meeting		
Filing fee		DH
SITE PLAN or PLOT PLAN, as determined at the pre-submittal meeting.		
Completed application and responses: ORIGINAL signatures required.		
Any additional supporting documents		

Case # _____

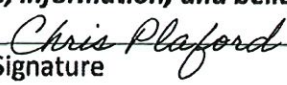
Property Information

Site Address: 1568 Old NC 210	Parcel #: 779E-4
Zoning District(s) : R-8	Plat Book/Page #: 22/57
Overlay District(s): Cobra	Date Plat Filed: 12/28/1983
Current Use: Undeveloped	Deed Book/Page #: 643/202
Flood Zone: AE	Date Deed Recorded: 2/10/1983

Property Owner: The application must either be signed by the property owner or a written, signed statement must be provided by the property owner giving consent to the request.

Name(s): Neil Realty Co, Inc.	
Contact Person: Vickie Moore	Telephone: (252) 747-7894
Address: P.O. Box 6159	Fax:
City/State/ZIP: Kingston, NC 28501	Email:
<div style="display: flex; justify-content: space-between;"> <div>  Owner Signature </div> <div> 7/28/2020 3:23 PM EDT Date </div> </div>	

Applicant

Name(s): Capital Asset Properties	
Contact Person: Chris Plaford	Telephone: (910) 821-0060
Address: 7522 Dunbar Road	Fax:
City/State/ZIP: Wilmington, NC 28411	Email:
<p><i>I certify that all of the information presented by me in this application is accurate to the best of my knowledge, information, and belief.</i></p> <div style="display: flex; justify-content: space-between;"> <div>  Applicant Signature </div> <div> 7/28/20 Date </div> </div>	

Agent (if different than applicant)

Name: Parker and Associates	
Contact Person: Kimberly H. Whaley	Telephone: (910) 455-2414
Address: 306 New Bridge Street	Fax: N/A
City/State/ZIP: Jacksonville, NC 28540	Email: drafting@parkerjacksonville.com

Case # _____

Complete and respond to the following with an attachment (suggested) or in the space provided:

Applicant's Name: I, _____, do hereby petition the Town of North Topsail Beach for a SPECIAL USE permit to allow the following:

I. **Findings:** In granting the permit, the Board of Aldermen *shall* make a written decision that identifies the key facts of the case and applies these facts to the following standards. The Board must find that all of these conditions exist, or the application will be denied.

A. *The use or development is located, designed, and proposed to be operated so as to maintain or promote the public health, safety, and general welfare; **Statement by Applicant:***

This site is zoned R-8. The adjoining property on the west is zoned R-8 with existing townhomes, to the O.C. Public Access zoned R-20, to the North (across New River Inlet Rd) are existing Townhomes zoned R-8 and O.C. Public Access Parking Area zoned R-20.

B. *The use or development complies with all required regulations and standards of this Ordinance and with all other applicable regulations; **Statement by Applicant:***

Proposal for this site is to subdivide the site into 2 lots with a shared driveway access. On one Lot the plan shows 3 Townhomes with a parking area & parking under the units. The proposed plan complies with the regulations and standards of North Topsail Beach.

C. *The use or development conforms to the plans for the land use and development of Town of North Topsail Beach as embodied in this Zoning Ordinance and in the Town of North Topsail Beach CAMA Land Use Plan. **Statement by Applicant:***

CAMA Land Use Plan identifies the site and adjoining properties as High Density Residential. The zoning for this site is R-8 zone the proposed townhouse plan meets both the CAMA Land Use and Zoning Requirements.

Approved by the Board of Aldermen of the
Town of North Topsail Beach, North Carolina,
effective on the _____ day of _____, 20____

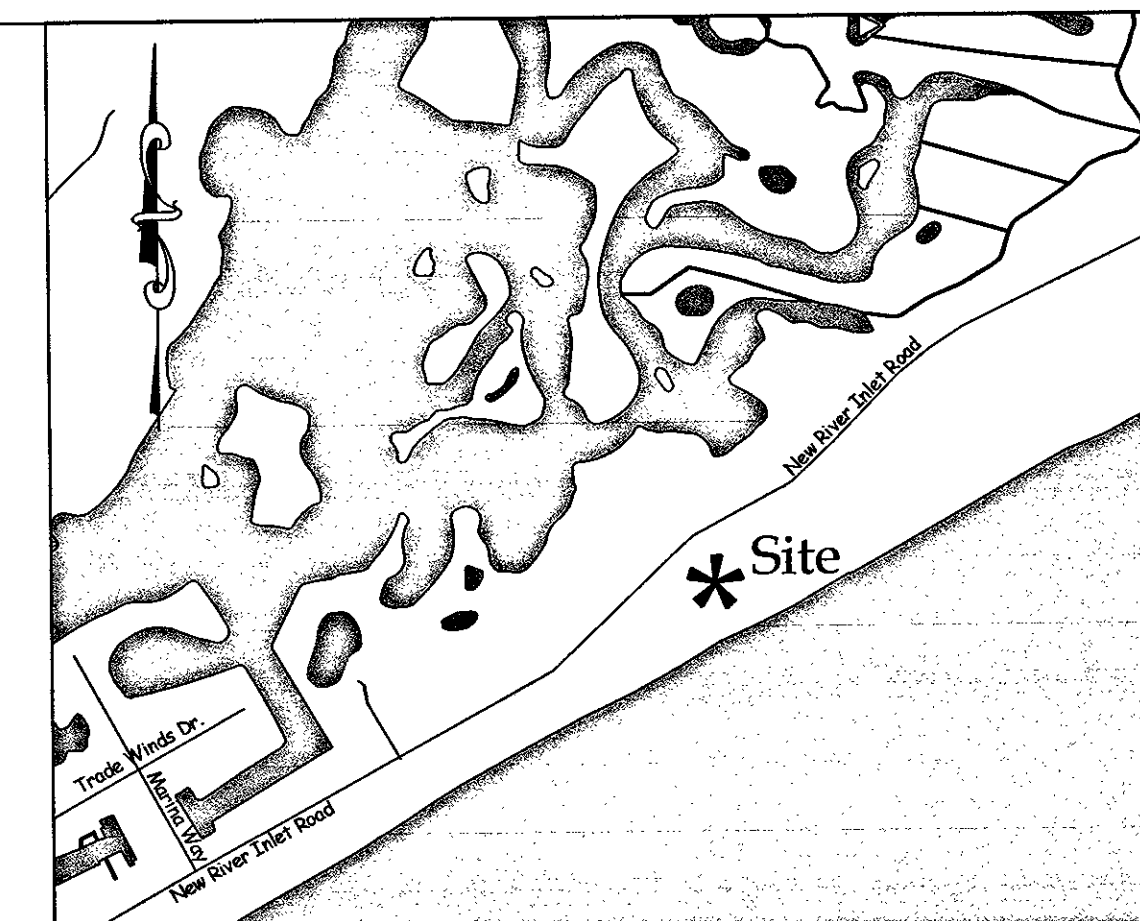
Mayor, Town of North Topsail Beach

This subdivision conforms to the standards
of the North Carolina Coastal Area Management
Act of 1974, being G.S. 113A-100 et seq., and
portions of the subdivision located within an
Area of Environmental Concern is duly Noted.

Planning Director

Legend:

B.G. - Below Ground
COMP. - Coordinate Geometry Calc. Point
D.B. - Deed Book
ebw - Existing Electric Wire
egw - Existing Gas Wire
Elev. - Elevation
eop - Edge of Pavement
epb - Existing Phone Box
epw - Existing Power Pole
ex - Existing
FLSNV - First Line of Stable Vegetation
GL - Ground Level
inv. - Invert
IPF - Iron Pipe Found
M.B. - Map Book
Pg. - Page
R/W - Right-of-way
() - Survey Data
ohpl - Overhead Powerline
x 6.32 - Existing Spot Elevation
NAVD '83 DATUM
2 - Unit Designation



Vicinity Sketch

Not to Scale

Tract Data:

Total Acreage 1.1 Ac.
Percentage of Site Devoted
To Open Space 78%
Number of Units Existing 0
Number of Units Proposed 3
Number of Lots Existing 1
Number of Lots Proposed 2
Maximum Impervious Surface Area 7,341 S.F.
Ownership Status Condominium
Existing Use (s) Undeveloped
Proposed Use (s) Multi-Family
Water Service ONWASA
Sewer Service FLURIS
Zone R-8
Impervious Surface Area per Unit:
Unit #1 896 s.f.
Unit #2 896 s.f.
Unit #3 896 s.f.
Total Impervious Surface Area 2,688 s.f.
Percentage of Impervious Surface 0.06%

Tax Map 779 E Parcel 4
PIN: 429814236446
Ref.: D.B. 643, Pg. 202
M.B. 22, Pg. 57

Setbacks

Front Setback, min. (feet) 20
Corner Side Setback,
min. (feet) 15
Rear Setback, min. (feet) 10
Side Setback, min. (feet) 8

Building Data

Max. Building Height allowed 48 feet
Proposed Max. Height of Building ... 35 ± feet
Sprinkler No
Existing Building Square Footage ... 0 S.F.
Proposed Building Square Footage ... 2,688 s.f.
Total Building Square Footage 2,688 s.f.
Proposed Number of Bedrooms:
Unit #1 3 Bedrooms
Unit #2 3 Bedrooms
Unit #3 3 Bedrooms
Total Number of Bedrooms 9 Bedrooms
Construction Materials Concrete, Masonry & Wood

Parking Data:

Parking Required 2 spaces per dwelling unit with
fewer than 3 rooms, plus one per
room for each additional room
(excluding kitchen, bath, dining
or living room) = 9 spaces
Existing Parking 0 Spaces
Total Parking 9 Spaces (6 (2 per Unit)
Underneath Building)

Notes:

1. Total development area is totally cleared.
2. All easements to be public drainage & utility easements at dimensions shown, unless otherwise noted. Easements shown as _____ or _____.
3. There are Areas of Environmental Concern (AEC) as defined by Coastal Area Management Act (CAMA) on this site.
4. There are no Wetlands on this site.
5. Flood lines drawn from a best fit of an electronic overlay of the digital flood map FIRM (CPN 370366 4298 K (Town of North Topsail Beach) Effective June 19, 2020.
6. Topography shown is from an actual survey performed by Parker & Associates, Inc. dated June 2020.
7. Adjoining property information per Onslow County Tax Records.
8. For additional details, see specifications and additional plans.
9. All distances are horizontal ground, U.S. Survey Feet.
10. No Register of Deed search search done by, or furnished to surveyor in regard to Deed or Covenant Restrictions.
11. Elevations per NAVD '88 Datum.
12. No USGS or NCGS monuments within 2000' of site.
13. Setbacks are subject to change and should follow correct zoning setbacks requirements.
14. Solid Waste to be Roll Out Container.
15. Lighting plan to be by others. All utilities shall be underground.
16. Open Spaces to be maintained by and to be conveyed to Home Owners Association.

Note:

Contractor shall insure that he and all his workers (contractors, subcontractors and other site personnel) do not damage construction stakes or other measures used in laying out the project whether by the Engineer or another entity including those under the employ of the contractor. Contractor shall cause his workers to observe and verify to the fullest extent practicable that stakes, other measures and grades are, or appear to be, accurate and correct, and immediately, but prior to any associated work, notify the staking entity of any potential conflict, error or question regarding the work. The Engineer shall not be responsible if all of the above measures are not strictly adhered to. The Engineer shall not be responsible where due to damage, his staking can not be verified. For critical or costly components of the work, where the contractor believes that staking may not be preserved, the contractor shall request the staking entity to place staking in an area where its preservation can be insured.

Field Book: Topsail/Surf City #2, Pg. 5
Disk Name: acad 2334
Filename: Lot 4 SWV-SUP.dwg MPT
Job No.: S200602-7390

Sheet 1 of 1

Special Use Plan

Ship Watch Villas Lot 4

Stump Sound Twp., Onslow Co., North Carolina

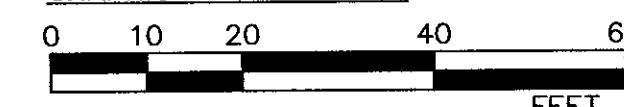
Developer: Capital Asset Properties

7522 Dunbar Road
Wilmington, NC 28411
(910) 821-0060

DATE: 7/28/2020

SCALE: 1"=20'

GRAPHIC SCALE: 1"=20'



PARKER & ASSOCIATES, INC.

Engineers - Surveyors - Planners
Jacksonville, North Carolina
P.O. Box 976 - 306 New Bridge Street - 28540
Phone (910) 455-2414 - www.ParkerJacksonville.com
N.C. Firm License Number: F-0108





Town of North Topsail Beach
Board of Aldermen

PUBLIC HEARING

Date: 10/01/2020

Issue:	Proposed Amendment to § 7.04 (B) (1) (d) (iii) (1); § 7.04 (B) (3) (f) and § 7.05 (G) (9), removing requirement for Certification of Final Construction
Department:	Planning
Presented by:	Deborah J. Hill, MPA AICP CZO CFM - Planning Director
Presentation:	Yes

BACKGROUND

I initially did not include the Certification of Final Construction in the draft, but Dan Brubaker, NC Department of Public Safety/State Coordinator responded:

The “SHALL” is straight from the NC Building Code: R322.3.6 Construction Documents. It was put in there to make the ordinance consistent with the NC Building Code.”... It’s optional because it’s not in the NFIP regs, but the State Building Code. The ordinance will be NFIP-compliant whether or not the language is in there. However, in order to be consistent with the NC Building Code, it needs to be in there. It still needs to be followed regardless.

R322.3.6 Construction documents. The construction documents shall include documentation that is prepared and sealed by a registered design professional that the design and methods of construction **to be used** meet the applicable criteria of this section.

Exception: Piers and docks meeting the requirements of Section R327.

That section does not say inspect and certify the actual construction. After adoption of the Flood Ordinance, the application of requiring a Certification of Finished Construction by the design professional proved to be convoluted. It is impractical and would add unnecessary costs to construction to have a design professional duplicate the inspections currently performed by both the Building Inspector and Floodplain Administrator.

RECOMMENDATION

The Planning Board recommends that the Board of Aldermen conducts a public hearing and approve the amendments to **§ 7.04 (B) (1) (d) (iii) (1); § 7.04 (B) (3) (f) and § 7.05 (G) (9), replacing**

“In addition, prior to the Certificate of Compliance/Occupancy issuance, a registered professional engineer or architect shall certify the finished construction is compliant with the design, specifications and plans for VE Zone construction.”

With former text:

“Prior to the certificate of compliance/occupancy issuance, the Floodplain Administrator may require that a registered professional engineer or architect certify the finished construction is compliant with the design, specifications and plans for VE Zone construction.”

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Tom Leonard
Susan Meyer
Richard Peters



David J. Gilbride
Town Manager

Laura Oxley, JD, MPA
Town Clerk

Nature's Tranquil Beauty

Board of Aldermen Regular Meeting Minutes Thursday, September 3, 2020 6:30 P.M.

Attendees: Mayor McDermon; Mayor Pro Tem Benson; Aldermen Grant, Leonard, Meyer and Peters; Town Manager Gilbride; Town Clerk Oxley; Town Attorney Edes

I. Call to Order

Mayor McDermon called the Meeting to order.

II. Invocation

Alderman Meyer delivered an invocation.

III. Pledge of Allegiance

Mayor McDermon led the attendees in the Pledge.

IV. Approval of Agenda

Mayor Pro Tem Benson made a motion to add a revetment committee update to continuing business.

Alderman Grant made a motion to add a closed session item to discuss personnel.

Alderman Leonard made a motion to add board discussion after the public forum.

Alderman Leonard made a motion to approve the Agenda as amended.
Alderman Meyer seconded. The Motion passed unanimously, 5-0.

V. Manager's Report

*All open forums are subject to a 3-minute limit

2008 Loggerhead Court
North Topsail Beach, NC 28460

ntbnc.org

Phone (910) 328-1349
Toll Free: (800) 687-7092
Fax (910) 328-4508

NTB is an equal opportunity provider and employer.

Mr. Gilbride provided an update to the Board. He began by reporting on the townhall renovation project. The drawings have been reconciled. Next week, the engineer will prepare bid advertisements.

Regarding the truck haul bids, there were some minor irregularities. The Town Attorney will have more to report.

Onslow County's beach access restoration project took a notable and unexpected turn for North Topsail Beach. The contractor flattened the dune at the construction site. Administrators for the County Government have been contacted.

Ms. Hill is preparing the materials required to obtain a CAMA permit to expand parking areas managed by the Town.

VI. Open Forum*

Staff will collect questions ahead of the Meeting and present to the Board of Aldermen.

A. Public Comments

The Town Clerk read the pre-submitted comments. Mrs. Becky Dickson and Mr. Phil Fowler sent messages to the Clerk to be read at the meeting. The comments are attached.

B. Board Discussion

Mayor McDermon explained that the Town has a lot to accomplish- including capital projects. Outside of this meeting's public comment period, she has personally read a lot of comments about North Topsail Beach needing to work with Surf City; she emphasized that the two municipalities are working together and that none of this occurs in a vacuum.

Alderman Leonard suggested that those who are providing feedback should propose solutions and not just criticisms. As a reminder, the Town completed the Phase 5 project in 2014/2015, because it did not know when or if the "Federal Project" would ever be approved. The main goal of a beach project is protection; recreation is a byproduct. And when the Town completed the Phase 5 Project, it protected the Town during three named storms; it served its purpose.

In Alderman Leonard's opinion, not a lot of the emails he received demonstrated a willingness to shoulder the costs of the proposed project. The reality is that the Town is likely facing a property tax increase. He began attending Town meetings in 2006, and early on, he learned that everyone wants a nice beach, but no one

wants to pay for it. He emphasized that the Town is not throwing in the towel. Town officials are analyzing how to make the project work alongside other projects, such as the projects mentioned by Mrs. Dickson. Alderman Leonard ended by stating that he received a wonderful email from Mr. Kenneth Chestnut, and he really appreciated the message.

Alderman Grant addressed the topic by saying he envisions the decision-making process as buckets. He is certain that most of Surf City wants the project- that is one bucket. But Surf City's opinion does not override his responsibility to North Topsail Beach's best interest. Another bucket is that the Town has already placed sand in Phase 5 and is still paying for that project. Total annual Town revenues is about \$8-9 million, so out of the gate, the project cost is difficult. Another bucket is the people who support the project but do not want to personally pay for it. Alderman Grant saw a lot of examples of this in the email correspondences; for example, many people suggested the Town proceed with paid parking to offset expenses. But one question that a lot of people overlook- should all of the Town's money go to one project?

Alderman Grant wanted citizens to know that the Board is looking at many different options, but it will have to raise taxes if the Town proceeds with the federal project. Another bucket is the Phases 2 through 4 citizens who believe money is not being distributed fairly throughout the Town. All of this comes down to: 1) What is the cost? and 2) How do we pay for it?

Alderman Grant referenced the proverbial "\$600 hammer," which is common in government contracts. The Town needs to know the breakdown of costs before a decision can be made. Bottomline: everyone is in favor of the project if it is free. The project is not free. Can the Town find an equitable way to pay for the project?

Alderman Meyer stated that she is in agreement with Aldermen Grant and Leonard. There are a lot of funding issues to work through. Some of the terms of the agreement are not firm, and outside funding is not necessarily guaranteed. There are a lot of issues to work though.

Alderman Peters suggested that the Board should look at all possible revenue streams. If, for example, the combination of paid parking, occupancy tax and a Municipal Service District ("MSD") would cover the additional financial needs, he would support the project.

Mayor Pro Tem Benson addressed Mrs. Dickson's comment. The Town has two main funds. The general fund covers capital improvements for projects such as a public safety building. The other fund is the beach fund, which addresses projects like the federal project. In the Mayor Pro Tem's opinion, the federal project and public safety building projects are separate topics of discussion, because they draw from separate funds.

Mayor Pro Tem Benson also heard a lot of debate about the north end versus the south end of Town. He emphasized that North Topsail Beach is one small town. He provided a breakdown of spending. Substantially more funding for nourishments projects has gone to the south compared to the north end of Town. An important question is what about the “central” part of town?

Mayor Pro Tem Benson commented on the idea of a Municipal Service District. In the Mayor Pro Tem’s opinion, North Topsail Beach is one small town, and it should work together. His tax money may go to support one project that does not affect his property, but later, others’ tax money may help a project that directly impacts his interests. There is a necessary give and take in communities. He would be interested in exploring a tax increase town wide.

Lastly, Mayor Pro Tem addressed the questions about the cost of the project. The federal project will require an ocean-certified dredge, and there are only five companies in the United States that meet the requirements. Also, by law, the company selected must be a US-based company. It is a matter of supply and demand. Additionally, the proposed federal project will build the profile by a substantial amount.

VII. Public Presentations and Hearings

A. Coastal Engineer Update

Mr. Fran Way of ATM Consulting presented his monthly report.

Mr. Way also discussed the Florence project. First, at least in the category b section of the project, the damages from Hurricane Dorian were not as substantial, and he believes the upcoming project could accommodate both Florence and Dorian nourishment needs. Second, in terms of the category g project, the Town could truck-haul material for a similar price to dredging an offshore borrow area. This would avoid a steep mobilization fee for a dredge. He presented this as an option to the Board.

Mayor McDermon stated that the Board would like to see the project’s financials, including any FEMA reimbursements.

Alderman Grant asked about the FEMA reimbursement process.

Mr. Way replied that the most common FEMA reimbursement approach is that FEMA pays 75% of the project cost and the state historically picks up the remaining 25%. There is an alternative, but it can take a year or more to receive reimbursements.

Finance Officer Elliott responded that the Town usually submits invoices as they are paid, which is approximately monthly. FEMA typically reimburses as the project is ongoing.

Mayor Pro Tem added that with prior projects, we received reimbursements typically within a few months.

B. North Topsail Beach Northern Shoreline Dune Truck Haul

The bids are attached to the Minutes. The Town Attorney will discuss with the Board.

C. Federal Project Discussion/Possible Decision

1. Financial Opinion

Mr. Doug Carter, President and Managing Director DEC Associates, Inc. presented information to the Board. He has been working with town staff. He agrees with Mayor Pro Tem Benson that this decision requires looking at multiple funds and multiple projects. When the USDA debt obligation is retired, Mr. Carter hopes more money will be available for the federal project. He is reviewing how rapidly the Town can pay that obligation. Currently, his firm is looking at the possibility of completing the terms of the loan in 4-5 years, and in so doing, the Town would remove any encumbrances on the \$3 million annual revenue in the beach fund.

Alderman Grant responded that removing encumbrances is helpful, but the federal project would add a new encumbrance that may prevent any other project. The Town should still consider new and additional revenue options.

Mr. Carter added that timing is important. For the next four to five years, the Town's beach fund is tied up. It is important that the Town understand precisely when debt service payments begin with the Corps.

Mr. Carter also reported that his meeting with the Army Corps of Engineers was very productive, but there are a few business points that are outstanding and important:

1) Use of a financing tool by the Corps is unusual

It is rare that a loan is allowed. Typically, municipal units must pay upfront in cash. This is a rare opportunity, and the Town needs to know the requirements to ensure that it does not violate state statutes that regulate municipal units of government.

2) Use of PPA with two partners is rare

Typically, PPA's are executed between one governmental entity and the Army Corps of Engineers. The nature of the joint agreement is what brought about the joint and several liability clause. If the Corps would agree to split the PPA and enter into a separate agreement with the Town, this would eliminate many issues.

Ms. Pam Castens of the Army Corps of Engineers provided information on the topic. She reported that the projects cannot stand on their own. An alternative is for one municipal unit to take ownership of being the sole signatory. Ms. Castens will confirm and report back to the Board.

Mr. Carter stated an additional concern. Entities of government that are part of a joint and several liability agreement carry the agreement's debt in its entirety as it counts towards credit ratings. This could hurt as the Town pursues other loans, such as financing for a fire station. Mr. Carter plans to review shorter payback periods to help free-up money for renourishment. Ideally, Mr. Carter would like to construct the agreement to be less than a 30 year loan. He believes the Town will likely need to borrow for the first renourishment. If the first project loan is not paid off in seven years, he is worried that it will be difficult to obtain a loan. Mr. Carter again expressed a need for caution before incurring overlapping debt.

Mr. Carter is also reviewing the Agreement's termination clause, required financing certificates and a longer fixed interest rate. To the last point, the Corps responded that the Town may not have a fixed interest rate that exceeds five years. Mr. Carter has now asked the Corps for more details about their calculations to better predict how the interest rate may fluctuate.

Mr. Carter explained that during the call with the Corps, it was revealed that the Corps understands that any of the government units, local or federal, may not have funding for renourishment projects. The Corps will not hold the Town to the terms of the Agreement if the funding is not available. Mr. Carter would like this understanding reduced to writing.

Mr. Bob Keistler of the Corps addressed the Board. He expressed his appreciation for the Town's time on the joint call. He understands that this is a difficult decision for the Town. He suggested that the Corps needs to hold a joint meeting with both towns. He wanted the Board to know that an indecision at this meeting was not the kiss of death for the project. Lastly, he reminded everyone that the Topsail Beach project is not an apples to apples comparison.

Mayor McDermion stressed that a separate PPA would alleviate a lot of the Town's concerns.

Mr. Bob Keistler offered to arrange the joint meeting.

Alderman Leonard stated that the Town must go back to the LGC. Even if this project is approved, he worries that it will inhibit the Town's ability to pursue other projects.

2. Board Discussion/Possible Decision

Discussion was encompassed in the previous point. The Board did not take action.

VIII. Consent Agenda

- A. Approval of Minutes ([August 6, 2020](#))
- B. Department Head Reports
 - 1. [Finance Department](#)
 - 2. [Fire Department](#)
 - 3. [Inspections Department](#)
 - 4. [Planning Department](#)
 - 5. [Police Department](#)
- C. Committee Reports
 - 1. [Planning Board & PPI Committee](#)
 - 2. [Board of Adjustment](#)
 - 3. TISPC ([link to minutes](#))
 - 4. ONWASA ([link to minutes](#))
- D. [MOTV Tax Return](#)
- E. [Planning Board Recommendation](#)

Mayor McDermion announced that the Planning Board made some recommendations to the Board of Aldermen. She asked staff, specifically Mr. Gilbride and Ms. Hill, to follow-up on how to implement these suggestions. One specific item is a tribute to the Ocean City community in town hall; this will be planned as the Town makes progress towards returning to town hall.

Mayor Pro Tem Benson made a motion to approve the consent agenda. Alderman Leonard seconded. The Motion passed unanimously, 5-0.

IX. Continuing business

A. Revetment Committee

Mayor Pro Tem Benson reported a very productive Revetment Committee meeting. The Committee accepted the engineer's proposed design work. The engineer is responsible for managing the contractor to ensure the integrity of the design.

X. New Business

A. Osprey HOA Request

The Town Clerk presented the HOA's request.

Alderman Leonard expressed concerns with the carts crossing the bike path. He is also concerned that the proposed path is not straight across New River Inlet Road.

Alderman Grant expressed concern that the proposal takes away from public parking.

Alderman Leonard is also concerned for safety. This is a congested area of Town.

Town Attorney Edes suggested that in addition to deeding the access for public use, the Town could index the lost parking spaces and require the HOA offset the loss revenue.

Alderman Leonard made a motion to deny the request. Alderman Meyer seconded. Alderman Leonard stated that it is a bad precedent and is potentially unsafe.

Mayor Pro Tem Benson spoke against the Motion. He believes it is a win/win situation. This solves a problem for the homeowners by agreeing to the best solution to date. It also helps the Town by obtaining a crossover that it is not responsible for building. The Town could ask the HOA to build the crossover with the stipulation that it would be deeded to the Town for public use. This could help with paid parking in the future.

Alderman Peters stated that safety is already a concern in how it is currently being managed.

Alderman Grant stated that if the Town develops the parking lot, the Board may want to reevaluate. A lower speed limit is also an option to explore.

The Motion to deny the request passed, 3-2 with Mayor Pro Tem Benson and Alderman Peters voting against the Motion.

Town Attorney Edes recommended the Board of Aldermen send the request to the Planning Board to consider a more global solution. There was a Board consensus.

XI. Attorney's Report

Mr. Edes reported that he had items to discuss in closed session.

XII. Mayor's Report

Mayor McDermon stated her appreciation for everyone's participation in the meeting. Everyone was engaged in good discussion.

XIII. Aldermen's Report

Alderman Grant did not have anything to add.

Alderman Leonard reported on the previous week's meeting with Congressmen Murphy and Rouzer. The North Topsail Beach representatives were able to take the Congressional Delegation to the beach and visually point to CBRA versus non-CBRA properties. The point of this demonstration was to show that no real difference exists between the properties; the designation is arbitrary yet has significant impacts. On the ride back to the fire station, the North Topsail Beach representatives had a lot of one-on-one time with the Congressmen.

Mayor Pro Tem Benson seconded Alderman Leonard's comments. The Congressional tour was very effective. Additionally, he thanked the thoughtful participation of the citizens in the Board's call for input. As for Labor Day weekend, he applauded the Public Works Director for his outstanding preparation for Town, and he specifically cited the signs that warned against potential rip tides.

Alderman Peters thanked everyone who submitted their comments about the prospective federal project. He was amazed by the feedback. He also thanked his fellow board members, the town manager and the town attorney for their work on the project.

Alderman Meyer reported that a citizen came to her with a concern for a drone hovering by her deck. The police were called, but the Town does not have a drone ordinance. Alderman Meyer found a drone ordinance from Nags Head and will try to put something together for the Town Attorney's review.

Alderman Grant made a motion to enter closed session for the reasons stated. Alderman Meyer seconded. The Motion passed unanimously, 5-0.

XIV. Closed Session:

- to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged
- consider the qualifications, competence, performance, character, fitness, conditions of appointment, or conditions of initial employment of an individual public officer or employee or prospective public officer or employee; or to hear or investigate a complaint, charge, or grievance by or against an individual public officer or employee

Alderman Leonard made a motion to return to open session. Alderman Meyer seconded. The Motion passed unanimously, 5-0.

Mayor McDermon announced that the Board was now in open session, and it did not take action in closed session. The Mayor stated that she was looking for a motion to award the project to CM Mitchell as the lowest, responsible bidder with the condition that the Town and contractor split the difference on the mathematical error between the bid calculation and the obvious error with the unit price.

Alderman Leonard made the motion. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 5-0.

The Board instructed the Town Attorney to contact CM Mitchell.

XV. Adjournment

Alderman Leonard made a motion to adjourn. The Mayor Pro Tem Benson seconded. The Motion passed unanimously, 5-0. The Meeting adjourned at 9:32 PM.

Joann McDermon
Mayor

ATTEST:

Laura Oxley, JD, MPA
Town Clerk

Approved: 10/ /2020

Laura Oxley

From: Becky Dickson <bd62359@gmail.com>
Sent: Wednesday, September 2, 2020 8:03 PM
To: Laura Oxley
Cc: Becky Dickson
Subject: Town Infrastructure (Buildings)

We are HIGHLY OPPOSED to participating in the North Topsail Beach/Surf City Federal Project. Our Fire and Rescue buildings, Law Enforcement Department, and Town Hall have been neglected in many, many ways.

While the North End Fire Station needs some repair and attention, the South End Fire Station is a disgrace to this town and those who have ignored and/or neglected to prioritize the upkeep and maintenance to make it a safe, healthy workplace. Everyone, taxpayers included, should stop by and take a tour of what our dedicated Fire and Rescue Professionals have to live with when they come to work. Not one resident of North Topsail Beach would live with the current conditions that these professionals live with when they are on duty for our residents. The "I beam support structure" and the metal facade are rusted and rotted completely through. When sleeping, if it rains the roof leaks and there is a rush to find buckets...after the bedding is already wet. This is an embarrassment to our town.

Law Enforcement, what can we say? To expect our Law Enforcement Officers, Admin, and Chief to work in a closet sized space, with not enough secure, safe area to keep all of the records and evidence protected is another area of neglect when examining the needs of our Law Enforcement Professionals. We have hired professionals in Law Enforcement and it is about time to provide them with the space and secure storage area that they deserve and need to adequately and professionally do their job.

To utilize the plans of other Public Safety Buildings and build a North Topsail Beach Public Safety Building is a NEED, and well past any further discussion or delay. Taxpayer dollars were spent on attempting to learn how to "retain" employees. Isn't it obvious? Competitive pay, competitive benefits, AND a HEALTHY, SAFE WORKING ENVIRONMENT! Rotted buildings (Fire/Rescue), inadequate space to move around (Law Enforcement), and no secure or adequate space for records/evidence do not represent a desirable working environment. It is time to listen to our Fire Chief and our Police Chief. North Topsail Beach has hired true professionals in these men and it is about time to provide a SAFE, HEALTHY, PROFESSIONAL space in which they can work and protect and provide services to the residents of North Topsail Beach.

Our Town Hall was underinsured. Isn't it ridiculous that two years after Hurricane Florence our Town Hall is still a shell of a building? It is well past time for our Town Hall to be back home, on the island...period. Hopefully, when Town Hall eventually gets repaired someone will make it a priority to check the insurance and make sure that it is a "repair or replace" policy that reflects the true value and cost of replacement. Again, the fact that two years after Florence hit our Town Hall is still uninhabitable and an eyesore for our community, ridiculous!

Forget locking us into an extremely long, expensive commitment for sand. Figure out how Topsail Beach did it without participating in this Federal Program and look at these types of other options. Build a Public Safety Building that we can be proud of that meets the needs of our Fire/Rescue and Law Enforcement Professionals. Make necessary repairs to our North End Fire Station and our Public Works Building. Get our Town Hall repaired. Our town building structures have been ignored for too long, get it done.

Laura Oxley

From: Paf1984 <paf1984@gmail.com>
Sent: Wednesday, September 2, 2020 11:13 AM
To: Laura Oxley
Subject: Federal Project input for Alderman meeting

Hello Laura,
Please find below, my remarks for the meeting.
Thank you
Vr-Phil Fowler

>>> Good Evening Madam Mayor and Members of the Board,
>>>
>>> Perception is reality!
>>> No matter how good yesterday was-today is all we've got.
>>>
>>> You are voting on perhaps one of the more important issues for NTB--do we make history, or do we become a footnote to Topsail Island? A positive outcome For this unprecedented project fortifies the safety and well being of our citizens and communities while demonstrating NTB's commitment to the long term wellness of the island.
>>>
>>> NTB is in the birth pangs of something new, and right now it's full of uncertainty and confusion.
>>>
>>> You are the benefactors of the division/dissent fostered by your predecessors. There is no "north end" or "south end"; no we-vs-they, only one NTB.
>>>
>>> You can make a difference!
>>>
>>> The first step in this new epic journey rests in your hands via tonight's vote. It will take great vision, strong hearts and determination to move the town forward. When you were sworn into office, you obligated yourself to represent the people.
>>>
>>> Don't squander this opportunity, vote in favor of the Federal Project!
>>>

Sent from my iPhone

Laura Oxley

From: Way, Francis <FWay@appliedtm.com>
Sent: Monday, August 31, 2020 10:37 AM
To: Laura Oxley
Subject: RE: Board Meeting - Sept 3rd

Hi Laura,

I am available this Thursday for a zoom meeting. A few bullet points:

- 1) 4 truck haul bids were received and they were very competitive prices. Under budget and lower than last year's truck haul prices.
- 2) Florence Category G: the Corps staff we coordinated with are okay with using borrow area A. Of course they can change their minds if something changes in the future. In any event, we can move forward with borrow area A with is offshore and just south of Topsail Beach.
- 3) Another potential option for the Florence Category G is truck haul. This is based on the competitive prices of the last bid. Of course this is a much larger volume (607,000 cy) but can be done.

From: Laura Oxley <LOxley@ntbnc.org>
Sent: Saturday, August 29, 2020 11:42 PM
To: Way, Francis <FWay@appliedtm.com>
Subject: Board Meeting - Sept 3rd

Caution: This email originated from outside the organization. Always use caution when opening attachments or clicking links when receiving unexpected emails.

Hi Fran,

Just doing a check-in for this week's meeting. On Monday, I will ask Deb to send a Zoom invite to you so you can participate. I have you early on the agenda: 1) provide monthly update and 2) go over the truck haul bids. I do not have a final answer from the Town Attorney. I will send another message this evening to nudge him. I think it is important to know what direction he plans to take this. Worst case, we may need to remove it from the Agenda.

Will you be providing a written monthly report this month?

Thanks,

Laura Oxley, JD, MPA
Town Clerk & HR Manager
Town of North Topsail Beach, NC
910-328-1349 / Fax 910-328-4508

Online: www.ntbnc.org
Facebook: www.facebook.com/ntbnc
Twitter: www.twitter.com/ntbnc

Pursuant to the Freedom of Information-Privacy Acts and NCGS Chapter 32, Public Records, this electronic mail message and any attachments hereto, as well as any e-mail message(s) that may be sent in response to it are considered public record and as such are subject to request and review by anyone at any time and may be disclosed to third parties.

North Topsail Beach 2020 - Bids												
COMPANY	CM Mitchell SUBMITTED BID		CM Mitchell CORRECTED		ST Wooten		Triangle Grading & Paving		Barnhill		Wells Brothers Construction	
Bid Form	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price	Unit Price	Total Price
1	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 5,000.00	\$ 87,000.00	\$ 87,000.00	\$ 154,000.00	\$ 154,000.00	\$ 159,000.00	\$ 159,000.00	\$ 235,000.00	\$ 235,000.00
205000	\$ 27.20	\$ 5,576,000.00	\$ 27.65	\$ 5,668,250.00	\$ 27.68	\$ 5,674,400.00	\$ 30.00	\$ 6,150,000.00	\$ 30.83	\$ 6,320,150.00	\$ 47.00	\$ 9,635,000.00
1	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 20,000.00	\$ 33,000.00	\$ 33,000.00	\$ 58,395.00	\$ 58,395.00	\$ 25,700.00	\$ 25,700.00	\$ 10,000.00	\$ 10,000.00
Total		\$ 5,601,000.00		\$ 5,693,250.00		\$ 5,794,400.00		\$ 6,362,395.00		\$ 6,504,850.00		\$ 9,880,000.00
Bid Security	Unitted Fire and Casualty Comp.				Fidelity and Deposit Comp.		Phila. Indemnity Insurance		Travelers		Markel Insurance Comp.	
Subcontractors Trucking	Atlantic Coast Trucking				ST Wooten		Triangle Grading & Paving		Blue Max Trucking		Alan Baxley	
	G. J. Adams Trucking											
	Alan Baxley, Inc.											
	J.L. Blanks Trucking											
	Double M Transport											
Suppliers Sand	421 Sand				ST Wooten		421 Sand		421 Sand		421 Sand	
	S.T. Wooten											
	Martin Marietta											
References	Camp Lejeune Sand Dunes				NC 12 Dune Project - Hatteras		SEEM TO BE ROADS				road work and	
	Surf City Phase 1 & 2 Dunes				NC 12 Dune Project - Ocracoke						erosion control work	
	Town of Surf City Dune (2017)				North Topsail Beach Phase 5							
	North Topsail Sandbags (2015)											
	North Topsail Beach (2014)											
Equipment	YES				YES		YES		YES		YES	
Work Plan	YES				YES		NO		YES		YES	
IRS Form	2020				2020		2020		2020		2018	
Insurance	YES				YES		YES		YES		YES	
CY Per Day	2,080								2,500			
Start	11/17/2020				11/15/2020		11/19/2020		11/17/2020		11/16/2020	
Complete	4/2/2021				4/30/2021		4/30/2021		4/20/2021		4/21/2021	

Different from submitted bid form

\$ (193,400.00)

\$ (193,400.00)

Units	CM Mitchell Submitted		
1	\$ 5,000.00	\$ 5,000.00	
205000	\$ 27.65	\$ 5,576,000.00	\$ 27.20
1	\$ 20,000.00	\$ 20,000.00	
		\$ 5,601,000.00	

ARTICLE 5 – BASIS OF BID

5.01 Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

Item No.	Description	Estimated Quantity	Unit	Unit Cost	Total Cost
001	Mobilization & Demobilization	1	L.S.	\$ 5000.00	\$ 5000.00
002	Haul & Placement of Dune Fill	205,000	C.Y.	\$ 27.65	\$ 5,576,000.00
003	Payment & Performance Bonds	1	L.S.	\$ 20,000.00	\$ 20,000.00

Bidder acknowledges that (1) each Bid Unit Price includes an amount considered by Bidder to be adequate to cover Contractor's overhead and profit for each separately identified item, and (2) estimated quantities are not guaranteed, and are solely for the purpose of comparison of Bids, and final payment for all unit price Bid items will be based on actual quantities, determined as provided in the Contract Documents. See Paragraph 5.02 for additional quantity information. Contractor shall confirm all required quantities.

Total Base Bid Price \$ 5,601,000.00

BOARD OF ALDERMEN MEMORANDUM

TO: MAYOR MCDERMON AND ALDERMEN

FROM: Caitlin Elliott, Finance Officer

SUBJECT: Monthly Financial Report

DATE: September 23, 2020

The following events occurred during the month of September 2020 in the Finance Department:

- We are still waiting on reimbursement from FEMA for the Town Park project in the amount of \$199,320.43 as well as the final reimbursement for the Hurricane Matthew Beach Renourishment project which will be a little over \$1,000,000.
- The past few weeks I have been working with Mr. Doug & Andrew Carter on revising the Beach Fund financial model which will assist with the USDA payoff projection as well as future project capabilities.
- This month's packet contains a current Budget to Actual Report as well as a graph for the period.
- Collected \$319,369 in September for Occupancy Taxes from rentals during the month of August. The report is attached. For revenue comparisons, September of 2019 we collected \$220,442.06.
- Approximately \$137,777 in accounts payable has been processed during the month of September. Accounts payable will be ran a final time later this week and that will be included in next month's report. A copy of the check registers is enclosed for review.
- We received approximately \$398,600 for Ad Valorem taxes during the period of August 28th – September 23rd.
- Received approximately \$4,591 in Motor Vehicle Taxes for the period of August 2020.
- In September we received \$223,267.75 for Sales and Use Tax, for July collections. Again, for comparison, last year that figure was \$169,354.18, so we are continuing to trend higher than a year ago. We also received \$56,396.74 for Utility Franchise tax, which is a quarterly receivable.

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

Respectfully submitted,

Caitlin Elliott

Caitlin Elliott
Finance Officer

A/P Check Listing

Vendor Range - AARON'S GRADING & PAVING' - 'ZOOM VIDEO COMMUNICATION

Date From - 9/1/2020 Date To - 9/23/2020

NORTH TOPSAIL BEACH

09/23/2020 11:39 AM

Page: 1 of 2

Check Number	Bank	Vendor	Date	Amount
44921	1	— B & S BODY SHOP INC.	09/03/2020	\$2,055.26
44922	1	— CHARTER COMMUNICATIONS	09/03/2020	\$826.98
44923	1	— DODSON PEST CONTROL	09/03/2020	\$89.00
44924	1	— KATHY PARKER	09/03/2020	\$2,500.00
44925	1	— LOWE'S HOME CENTERS	09/03/2020	\$308.14
44926	1	— MES	09/03/2020	\$1,067.86
44927	1	— QUALITY COUNTS, LLC	09/03/2020	\$1,800.00
44928	1	— SIMPLE COMMUNICATION	09/03/2020	\$32.11
44929	1	— SONOCO PRODUCTS CO.	09/03/2020	\$4,215.50
44930	1	— TOP NOTCH TEES	09/03/2020	\$856.00
44931	1	— TOWN OF SURF CITY	09/03/2020	\$1,500.00
44932	1	— UNC SCHOOL OF GOVERNMENT	09/03/2020	\$10,000.00
44933	1	— VERIZON WIRELESS	09/03/2020	\$765.04
44934	1	— BB&T	09/10/2020	\$1,647.38
44935	1	— CAPE FEAR COUNCIL OF	09/10/2020	\$441.00
44936	1	— CAROLINA CONTAINERS &	09/10/2020	\$101.89
44937	1	— CARQUEST	09/10/2020	\$128.31
44938	1	— CATHERINE FRANCIN	09/10/2020	\$14.06
44939	1	— CINTAS CORPORATION	09/10/2020	\$843.13
44940	1	— COMPUTER WARRIORS, INC.	09/10/2020	\$3,520.89
44941	1	— CROSSLEY MCINTOSH COLLIER	09/10/2020	\$2,041.40
44942	1	— DELL FINANCIAL SERVICES	09/10/2020	\$16,740.94
44943	1	— GFL ENVIRONMENTAL	09/10/2020	\$32,372.58
44944	1	— GUY C. LEE BUILDING MATERIALS	09/10/2020	\$231.14
44945	1	— JONES ONSLOW ELECTRIC COMPANY	09/10/2020	\$2,426.41
44946	1	— LEMONIE TYLER	09/10/2020	\$22.54
44947	1	— NAPA FOUR CORNERS	09/10/2020	\$119.54
44948	1	— NC DEPARTMENT OF ENVIRONMENT QUALITY	09/10/2020	\$100.00
44949	1	— ONSLOW COUNTY SOLID WASTE DEPT	09/10/2020	\$11,567.43
44950	1	— SELECTIVE INSURANCE	09/10/2020	\$2,514.00

A/P Check Listing

Vendor Range - AARON'S GRADING & PAVING' - 'ZOOM VIDEO COMMUNICATION

Date From - 9/1/2020 Date To - 9/23/2020

NORTH TOPSAIL BEACH

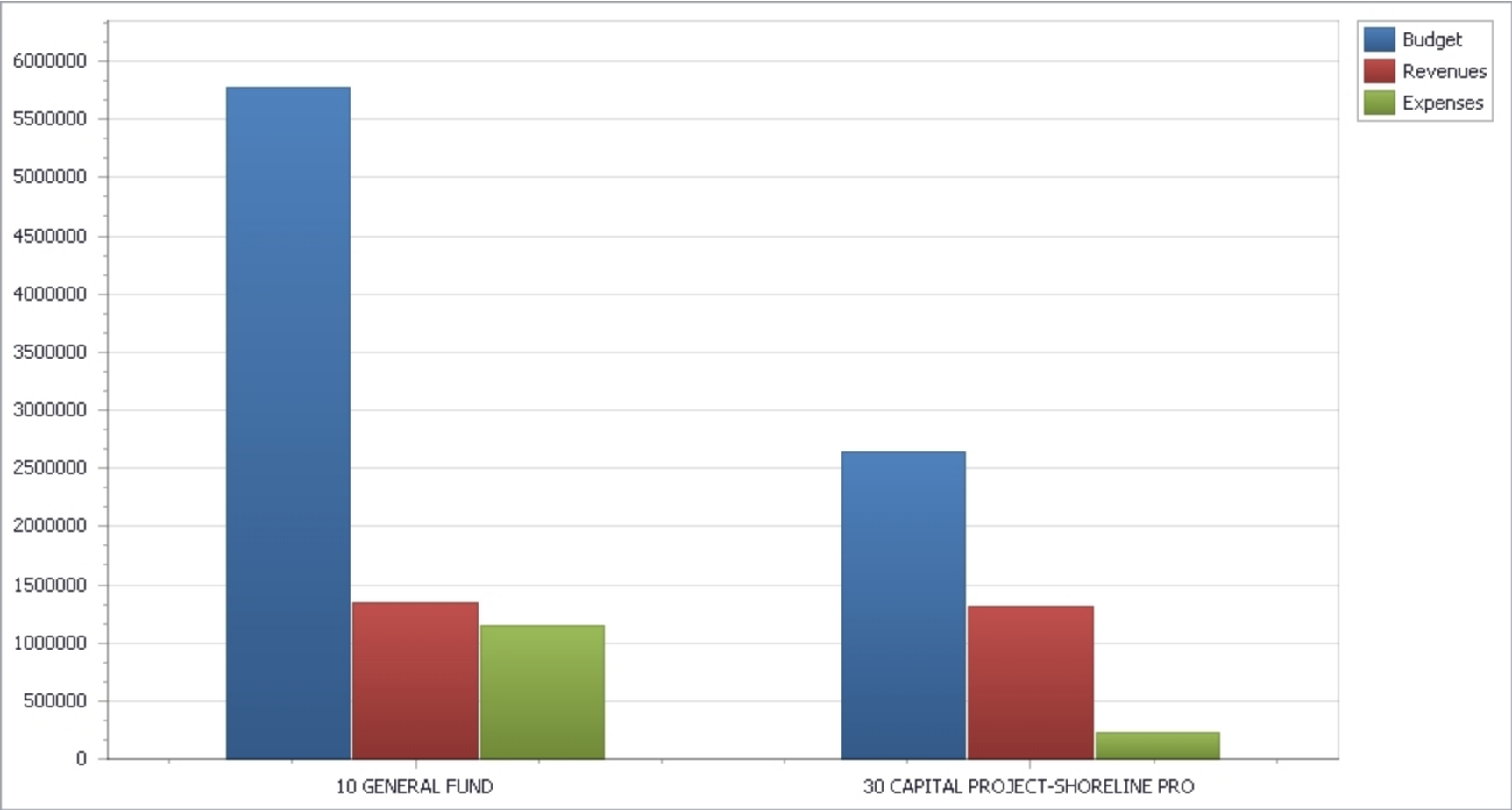
09/23/2020 11:39 AM

Page: 2 of 2

Check Number	Bank	Vendor	Date	Amount
44951	1	ZOOM VIDEO COMMUNICATION	09/10/2020	\$54.99
44952	1	BLACKS TIRE SERVICE	09/17/2020	\$3,142.08
44953	1	EASTERN CAROLINA COUNCIL	09/17/2020	\$3,600.00
44954	1	EDDIE'S TRUCK LEASING INC.	09/17/2020	\$800.00
44955	1	FIRST CITIZENS BANK CC	09/17/2020	\$3,090.83
44956	1	JONES ONSLOW ELECTRIC COMPANY	09/17/2020	\$1,747.12
44957	1	MED FIRST IMMEDIATE CARE	09/17/2020	\$320.00
44958	1	NC PERMITTING PERSONNEL ASSOC	09/17/2020	\$50.00
44959	1	NEILL M. SINGLETARY	09/17/2020	\$50.00
44960	1	ONSLow WATER & SEWER AUTHORITY	09/17/2020	\$201.31
44961	1	SHERRILL A STRICKLAND JR.	09/17/2020	\$480.00
44962	1	SIMPLE COMMUNICATION	09/17/2020	\$32.11
44963	1	STEWART COOPER NEWELL	09/17/2020	\$10,216.84
44964	1	SUPERION LLC	09/17/2020	\$358.45
44965	1	THREAD FX	09/17/2020	\$160.50
44966	1	TOWN OF SURF CITY	09/17/2020	\$1,500.00
44967	1	UNITED RENTALS	09/17/2020	\$11,178.83
47	Checks Totaling -			\$137,831.59

Totals By Fund

	Checks	Voids	Total
10	\$137,831.59	\$54.99	\$137,776.60
Totals:	\$137,831.59	\$54.99	\$137,776.60



Budget vs Actual

NORTH TOPSAIL BEACH
9/23/2020 11:21:03 AM

Page 1 Of 14

Period Ending 6/30/2021

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
10-301-00 AD VALOREM TAX - Current Year	2,993,703	0.00	0.00	661,719.25	(2,331,983.75)	22%	
10-301-01 AD VALOREM TAX - Prior Years	50,000	0.00	0.00	9,918.97	(40,081.03)	20%	
10-301-02 AD VALOREM TAX - MOTV	55,000	0.00	0.00	14,022.56	(40,977.44)	25%	
10-301-05 BEACH RENRSH/DUNE STAB	0	0.00	0.00	0.00	0.00		
10-317-00 AD VALOREM TAX Penalties	3,500	0.00	0.00	954.21	(2,545.79)	27%	
10-317-01 COUNTY TOURISM GRANT	50,000	0.00	0.00	0.00	(50,000.00)		
10-325-00 PRIVILEGE LICENSES	100	0.00	0.00	0.00	(100.00)		
10-328-00 CABLE FRANCHISE	0	0.00	0.00	0.00	0.00		
10-329-00 INTEREST	75,000	0.00	0.00	2,350.01	(72,649.99)	3%	
10-330-00 LOAN PROCEEDS	0	0.00	0.00	0.00	0.00		
10-330-01 P&L INSURANCE PROCEEDS	79,713	0.00	0.00	1,758.51	(77,954.27)	2%	
10-335-00 MISCELLANEOUS	8,000	0.00	0.00	617.86	(7,382.14)	8%	
10-335-01 MEETING ROOM	0	0.00	0.00	0.00	0.00		
10-335-02 Shotgun Reimbursement	0	0.00	0.00	0.00	0.00		
10-335-03 STATE REIMBURSEMENTS	0	0.00	0.00	0.00	0.00		
10-335-05 DEBT SETOFF	0	0.00	0.00	0.00	0.00		
10-335-06 RACE INCOME	0	0.00	0.00	0.00	0.00		
10-336-03 SEA OATS COST SHARE PROGRAM	20,000	0.00	0.00	0.00	(20,000.00)		
10-336-06 DONATIONS-BEAUTIFICATION	0	0.00	0.00	0.00	0.00		
10-336-07 Town Apperal Purchases	0	0.00	0.00	10.00	10.00		
10-336-08 NTB HOLIDAY DONATIONS	0	0.00	0.00	0.00	0.00		
10-337-00 UTILITIES FRANCHISE TAX	298,000	0.00	0.00	56,396.74	(241,603.26)	19%	
10-341-00 BEER & WINE TAX	3,500	0.00	0.00	0.00	(3,500.00)		
10-343-00 POWELL BILL ALLOCATIONS	26,300	0.00	0.00	0.00	(26,300.00)		
10-345-00 LOCAL OPTION SALES TAX	1,170,000	0.00	0.00	415,154.98	(754,845.02)	35%	
10-347-02 SOLID WASTE DISP TAX	500	0.00	0.00	141.13	(358.87)	28%	
10-349-00 MOSQUITO CONTROL GRANT	0	0.00	0.00	0.00	0.00		

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-350-00 RECREATION -RENTAL FEES	1,000	0.00	0.00	0.00	(1,000.00)		
10-350-01 Paid Parking Revenue	40,000	0.00	0.00	60,056.18	20,056.18	150%	
10-351-01 OFFICER CITATIONS & COURT	20,000	0.00	0.00	11,156.00	(8,844.00)	56%	
10-351-02 POLICE ESHARE ACCOUNT	1,250	0.00	0.00	0.00	(1,250.00)		
10-351-03 BODY ARMOR REIMBURSEMENT	2,000	0.00	0.00	0.00	(2,000.00)		
10-352-01 FIRE FINES & VIOLATIONS	2,000	0.00	0.00	20.00	(1,980.00)	1%	
10-352-02 PARKING/CODE ENFORCEMENT FINES	6,000	0.00	0.00	2,300.00	(3,700.00)	38%	
10-352-03 PLANNING DEPT. FEES	1,000	0.00	0.00	0.00	(1,000.00)		
10-355-00 BUILDING PERMITS	70,000	0.00	0.00	11,648.75	(58,351.25)	17%	
10-355-01 MECHANICAL PERMITS	15,000	0.00	0.00	5,040.00	(9,960.00)	34%	
10-355-02 ELECTRICAL PERMITS	18,000	0.00	0.00	2,940.00	(15,060.00)	16%	
10-355-03 PLUMBING PERMITS	8,000	0.00	0.00	560.00	(7,440.00)	7%	
10-355-04 INSULATION PERMITS	1,000	0.00	0.00	70.00	(930.00)	7%	
10-355-05 HOMEOWNERS RECOVERY FEE	200	0.00	0.00	25.00	(175.00)	13%	
10-355-06 TECHNOLOGY FEE	6,500	0.00	0.00	1,336.65	(5,163.35)	21%	
10-355-07 REINSPECTION FEE/FINES	2,500	0.00	0.00	575.00	(1,925.00)	23%	
10-355-08 OCCUPANCY TAX ADM	0	0.00	0.00	125.00	125.00		
10-357-08 ZONING PERMITS	16,000	0.00	0.00	4,825.00	(11,175.00)	30%	
10-359-00 REFUSE COLLECTION FEES	482,706	0.00	0.00	78,945.03	(403,760.97)	16%	
10-359-01 REFUSE COLLECT PRIOR YEAR	300	0.00	0.00	0.00	(300.00)		
10-359-50 VACANT LOT SWF	10,000	0.00	0.00	1,800.00	(8,200.00)	18%	
10-359-51 ADD'L CART SWF	1,000	0.00	0.00	480.00	(520.00)	48%	
10-359-52 ADD'L CART RECYCLING	1,000	0.00	0.00	1,200.00	200.00	120%	
10-367-01 SALES TAX REFUNDS	25,000	0.00	0.00	0.00	(25,000.00)		
10-367-02 REIMB. PW FROM BF	0	0.00	0.00	0.00	0.00		
10-368-00 OTHER STATE REVENUES	0	0.00	0.00	(11,149.51)	(11,149.51)		
10-368-01 GRASS MOWING REIMB	7,950	0.00	0.00	0.00	(7,950.00)		
10-368-02 GRANT FUNDS	179,000	0.00	0.00	11,250.00	(167,750.00)	6%	

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-383-00 SALE OF FIXED ASSETS	20,000	0.00	0.00	550.00	(19,450.00)	3%	
10-383-01 HURRICANE REIMBURSEMENT	0	0.00	0.00	0.00	0.00		
10-383-02 SPECIAL ASSESSMENT	0	0.00	0.00	0.00	0.00		
10-383-03 SPEC ASSESSMENT-EXT	0	0.00	0.00	0.00	0.00		
10-384-00 REIMBURSEMENT FROM F30	0	0.00	0.00	0.00	0.00		
10-399-00 APPROP. FUND BALANCE	0	0.00	0.00	0.00	0.00		
10-399-01 T/I CAPITAL RESERVE FUND	0	0.00	0.00	0.00	0.00		
10-399-02 T/I OTHER FUNDS	0	0.00	0.00	0.00	0.00		
Revenues Totals:	5,770,722	0.00	0.00	1,346,797.32	(4,423,924.46)	23%	
Expenses							
10-410-02 SALARIES	36,000	0.00	0.00	9,000.00	27,000.00	25%	
10-410-04 PROFESSIONAL SERVICES	45,000	0.00	0.00	7,924.20	37,075.80	18%	
10-410-05 FICA TAX EXPENSE	4,410	0.00	0.00	688.50	3,721.50	16%	
10-410-14 TRAVEL-TRAINING	2,000	0.00	0.00	0.00	2,000.00		
10-410-31 Gas, Oil, & Tires	0	0.00	0.00	0.00	0.00		
10-410-33 DEPARTMENTAL SUPPLIES	250	0.00	0.00	0.00	250.00		
10-410-42 CHARTER CODES SERVICE	5,000	0.00	0.00	0.00	5,000.00		
10-410-43 AUDITOR	15,000	0.00	0.00	366.10	14,633.90	2%	
10-410-45 TAX COLLECTION FEES	38,000	0.00	0.00	505.37	37,494.63	1%	
10-410-50 DONATIONS OTHER AGENCIES	18,000	0.00	0.00	5,175.00	12,825.00	29%	
10-410-51 NTB HOLIDAY DONATIONS	0	0.00	0.00	0.00	0.00		
10-410-53 DUES & SUBSCRIPTIONS	2,500	0.00	0.00	380.03	2,119.97	15%	
10-410-54 DONATION FOR CFCC ROAD	0	0.00	0.00	0.00	0.00		
10-410-57 MISCELLANEOUS	2,500	0.00	0.00	191.36	2,308.64	8%	
10-410-58 TAX REFUNDS	1,500	0.00	0.00	36.60	1,463.40	2%	
10-410-61 LITIGATION	0	0.00	0.00	0.00	0.00		
10-410-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
10-410-95 BOARD EXPENSE ACCOUNT	3,600	0.00	0.00	700.00	2,900.00	19%	
GOVERNING BODY Totals:	173,760	0.00	0.00	24,967.16	148,792.84	14%	

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10-420-02 SALARIES	320,000	0.00	0.00	77,531.50	242,468.50	24%
10-420-03 SALARY ADJUSTMENTS	0	0.00	0.00	0.00	0.00	
10-420-05 FICA	24,480	0.00	0.00	5,638.24	18,841.76	23%
10-420-06 GROUP INSURANCE	38,750	0.00	0.00	10,083.61	28,666.39	26%
10-420-07 ORBIT RETIREMENT (10.3%)	32,960	0.00	0.00	7,469.62	25,490.38	23%
10-420-08 401K (3%)	9,600	0.00	0.00	2,005.96	7,594.04	21%
10-420-09 TOWN INSURANCE HRA	20,000	0.00	0.00	4,238.54	15,761.46	21%
10-420-10 EMPLOYEE TRAINING	6,000	0.00	0.00	600.00	5,400.00	10%
10-420-11 POSTAGE	2,000	0.00	0.00	562.15	1,437.85	28%
10-420-12 MANAGER EXPENSE ACCT	1,000	0.00	0.00	8.99	991.01	1%
10-420-13 TUITION REIMBURSEMENT	2,500	0.00	0.00	0.00	2,500.00	
10-420-15 BANK CHARGES	1,500	0.00	0.00	439.84	1,060.16	29%
10-420-16 M & R EQUIPMENT	1,500	0.00	0.00	276.96	1,223.04	18%
10-420-17 M & R VEHICLE	1,000	0.00	0.00	0.00	1,000.00	
10-420-18 CONSUMABLES	4,000	0.00	0.00	33.99	3,966.01	1%
10-420-26 ADVERTISING	2,000	0.00	0.00	310.74	1,689.26	16%
10-420-31 GAS, OIL & TIRES	1,000	0.00	0.00	337.08	662.92	34%
10-420-32 OFFICE SUPPLIES	1,500	0.00	0.00	550.27	949.73	37%
10-420-33 DEPART SUPPLIES\MATERIALS	5,000	0.00	0.00	600.21	4,399.79	12%
10-420-34 TOWN APPAREL EXPENSE	500	0.00	0.00	0.00	500.00	
10-420-45 CONTRACTED SERVICES	45,000	0.00	0.00	20,976.51	24,023.49	47%
10-420-53 DUES & SUBSCRIPTIONS	4,500	0.00	0.00	483.00	4,017.00	11%
10-420-57 MISCELLANEOUS	500	0.00	0.00	73.70	426.30	15%
10-420-58 PERFORMANCE PAY BONUSES	10,000	0.00	0.00	0.00	10,000.00	
10-420-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
10-420-75 DEBT SERVICE	0	0.00	0.00	0.00	0.00	
10-420-76 LEASE PAYMENTS	27,500	0.00	0.00	18,585.75	8,914.25	68%
10-420-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00	
10-420-93 EMPLOY SECURITY COMM	0	0.00	0.00	0.00	0.00	
ADMINISTRATION Totals:	562,790	0.00	0.00	150,806.66	411,983.34	27%
10-430-57 ELECTION EXPENSES	0	0.00	0.00	0.00	0.00	

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ELECTIONS Totals:	0	0.00	0.00	0.00	0.00	
10-490-02 SALARIES	84,000	0.00	0.00	18,929.24	65,070.76	23%
10-490-03 PART TIME SALARIES	13,000	0.00	0.00	3,781.39	9,218.61	29%
10-490-05 FICA	7,421	0.00	0.00	1,737.38	5,683.12	23%
10-490-06 GROUP INSURANCE	8,000	0.00	0.00	2,519.04	5,480.96	31%
10-490-07 ORBIT RETIREMENT (10.3%)	8,652	0.00	0.00	1,951.62	6,700.38	23%
10-490-08 401K (3%)	2,520	0.00	0.00	567.88	1,952.12	23%
10-490-10 EMPLOYEE TRAINING	3,000	0.00	0.00	216.65	2,783.35	7%
10-490-11 POSTAGE	0	0.00	0.00	0.00	0.00	
10-490-16 EQUIPMENT MAINT / REPAIR	500	0.00	0.00	112.84	387.16	23%
10-490-17 M & R VEHICLES	1,500	0.00	0.00	0.00	1,500.00	
10-490-26 ADVERTISEMENT	0	0.00	0.00	0.00	0.00	
10-490-31 GAS, OIL, & TIRES	1,000	0.00	0.00	73.13	926.87	7%
10-490-33 DEPARTMENTAL SUPPLIES	1,000	0.00	0.00	0.00	1,000.00	
10-490-45 CONTRACTED SERVICES	4,500	0.00	0.00	4,800.00	(300.00)	107%
10-490-53 DUES & SUBSCRIPTIONS	1,000	0.00	0.00	0.00	1,000.00	
10-490-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00	
10-490-58 CRS-ACTIVITY-FLOOD	1,400	0.00	0.00	0.00	1,400.00	
10-490-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
10-490-75 DEBT SERVICE	0	0.00	0.00	0.00	0.00	
10-490-76 TAXES AND TITLES	0	0.00	0.00	0.00	0.00	
10-490-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00	
PLANNING/ZONING/CAMA Totals:	137,743	0.00	0.00	34,689.17	103,053.33	25%
10-491-02 SALARIES	123,500	0.00	0.00	27,891.20	95,608.80	23%
10-491-05 FICA	9,448	0.00	0.00	2,118.88	7,328.87	22%
10-491-06 GROUP INSURANCE	15,750	0.00	0.00	5,027.65	10,722.35	32%
10-491-07 ORBIT RETIREMENT (10.3%)	12,721	0.00	0.00	2,875.59	9,844.91	23%
10-491-08 401K (3%)	3,705	0.00	0.00	836.74	2,868.26	23%
10-491-10 EMPLOYEE TRAINING	4,400	0.00	0.00	0.00	4,400.00	
10-491-16 M & R EQUIPMENT	0	0.00	0.00	0.00	0.00	
10-491-17 M & R VEHICLES	500	0.00	0.00	0.00	500.00	

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-491-31 GAS, OIL, & TIRES	1,800	0.00	0.00	342.30	1,457.70	19%	
10-491-33 DEPARTMENTAL SUPPLIES	1,500	0.00	0.00	42.39	1,457.61	3%	
10-491-45 CONTRACTED SERVICES	9,000	0.00	0.00	5,520.00	3,480.00	61%	
10-491-53 DUES & SUBSCRIPTIONS	1,500	0.00	0.00	98.00	1,402.00	7%	
10-491-57 MISCELLANEOUS	1,300	0.00	0.00	0.00	1,300.00		
10-491-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00		
10-491-75 DEBT SERVICE	10,651	0.00	0.00	0.00	10,651.00		
10-491-76 LEASE PAYMENTS	0	0.00	0.00	0.00	0.00		
10-491-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
INSPECTIONS Totals:	195,774	0.00	0.00	44,752.75	151,021.50	23%	
10-500-11 PHONES	34,000	0.00	0.00	5,577.44	28,422.56	16%	
10-500-13 UTILITIES	40,000	0.00	0.00	7,830.22	32,169.78	20%	
10-500-15 M & R BUILDINGS/GROUNDS	47,000	1,865.00	0.00	8,614.12	36,520.88	22%	
10-500-17 LANDSCAPE M & R	3,000	0.00	0.00	942.45	2,057.55	31%	
10-500-31 GAS, TIRES, OIL	0	0.00	0.00	0.00	0.00		
10-500-33 SUPPLIES FOR BUILDINGS	3,000	0.00	0.00	265.79	2,734.21	9%	
10-500-43 TOWN HALL CLEANING	5,000	0.00	0.00	0.00	5,000.00		
10-500-45 PEST CONTROL	2,500	0.00	0.00	0.00	2,500.00		
10-500-46 SECURITY MONITORING	400	0.00	0.00	0.00	400.00		
10-500-54 FLOOD INSURANCE	0	0.00	0.00	0.00	0.00		
10-500-57 TOWN SIGN	1,000	0.00	0.00	0.00	1,000.00		
10-500-58 CALL BACK/WEB EOC	1,500	0.00	0.00	0.00	1,500.00		
10-500-74 CAPITAL OUTLAY	610,000	0.00	0.00	40,340.05	569,659.95	7%	
10-500-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
PUBLIC BLDGS Totals:	747,400	1,865.00	0.00	63,570.07	681,964.93	9%	
10-501-09 WORKERS COMPENSATION	47,500	0.00	0.00	47,946.93	(446.93)	101%	
10-501-13 INSURANCE AND BONDS	108,200	0.00	0.00	60,406.00	47,794.00	56%	
10-501-17 VFIS INSURANCE	22,000	0.00	0.00	19,704.00	2,296.00	90%	
10-501-54 FLOOD INSURANCE	3,500	0.00	0.00	2,514.00	986.00	72%	

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INSURANCE Totals:	181,200	0.00	0.00	130,570.93	50,629.07	72%
10-509-02 PSA Salary	15,905	0.00	0.00	3,670.02	12,234.98	23%
10-509-05 FICA TAXES	1,220	0.00	0.00	280.74	939.26	23%
PSA - RETIRED POLICE OFFICERS Totals:	17,125	0.00	0.00	3,950.76	13,174.24	23%
10-510-01 PSA Officer Salary	0	0.00	0.00	0.00	0.00	
10-510-02 SALARIES	764,800	0.00	0.00	157,713.98	607,086.02	21%
10-510-03 PART-TIME SALARIES	4,237	0.00	0.00	1,072.82	3,164.18	25%
10-510-04 PROFESSIONAL SERVICES	4,160	0.00	0.00	320.00	3,840.00	8%
10-510-05 FICA	58,831	0.00	0.00	12,105.28	46,726.05	21%
10-510-06 GROUP INSURANCE	93,500	0.00	0.00	25,687.47	67,812.53	27%
10-510-07 ORBIT RETIREMENT (10.9%)	83,825	0.00	0.00	17,109.31	66,715.72	20%
10-510-08 401K (5%)	38,452	0.00	0.00	7,611.75	30,840.10	20%
10-510-09 INTERN Beach Salary	3,240	0.00	0.00	0.00	3,240.00	
10-510-10 EMPLOYEE TRAINING	10,000	0.00	0.00	0.00	10,000.00	
10-510-12 TUITION ASSISTANCE	0	0.00	0.00	0.00	0.00	
10-510-16 MAINT. & REPAIRS-EQUIP.	4,600	0.00	0.00	72.00	4,528.00	2%
10-510-17 MAINT. & REPAIRS-VEHICLES	10,000	0.00	0.00	4,027.56	5,972.44	40%
10-510-31 GAS,OIL, & TIRES	50,000	0.00	0.00	12,503.04	37,496.96	25%
10-510-32 OFFICE SUPPLIES	3,000	0.00	0.00	0.00	3,000.00	
10-510-33 DEPARTMENTAL SUPPLIES	8,000	0.00	0.00	2,683.47	5,316.53	34%
10-510-36 UNIFORMS	12,000	0.00	0.00	584.14	11,415.86	5%
10-510-37 BALLISTIC VEST REPLACE	4,570	0.00	0.00	0.00	4,570.00	
10-510-53 DUES & SUBSCRIPTIONS	9,300	0.00	0.00	5,269.72	4,030.28	57%
10-510-57 K-9 EXPENSES	3,000	0.00	0.00	417.63	2,582.37	14%
10-510-73 NON-CAPITAL OUTLAY	15,000	0.00	0.00	335.00	14,665.00	2%
10-510-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
10-510-75 DEBT SERVICE	35,712	0.00	0.00	0.00	35,712.00	
10-510-76 TAXES AND TITLES	0	0.00	0.00	21.50	(21.50)	
10-510-77 LEASED/RENTED EQUIPMENT	0	0.00	0.00	0.00	0.00	
10-510-79 DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00	

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10 GENERAL FUND							
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10-510-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
POLICE Totals:	1,216,227	0.00	0.00	247,534.67	968,692.54	20%	
10-545-02 SALARIES	201,000	0.00	0.00	40,536.34	160,463.66	20%	
10-545-03 PART TIME SALARIES	0	0.00	0.00	2,353.44	(2,353.44)		
10-545-05 FICA	15,377	0.00	0.00	3,269.02	12,107.48	21%	
10-545-06 GROUP INSURANCE	38,750	0.00	0.00	10,010.86	28,739.14	26%	
10-545-07 ORBIT RETIREMENT (10.3%)	20,703	0.00	0.00	4,144.65	16,558.35	20%	
10-545-08 401K (3%)	6,030	0.00	0.00	1,189.19	4,840.81	20%	
10-545-14 EMPLOYEE TRAINING	1,000	0.00	0.00	0.00	1,000.00		
10-545-16 MAINT/REPAIR EQUIPT	17,000	2,578.43	0.00	8,738.25	5,683.32	67%	
10-545-17 MAINT REPAIR - VEHICLES	15,000	0.00	0.00	873.11	14,126.89	6%	
10-545-31 GAS, OIL, & TIRES	14,000	0.00	0.00	1,463.46	12,536.54	10%	
10-545-32 OFFICE SUPPLIES	150	0.00	0.00	0.00	150.00		
10-545-33 DEPARTMENTAL SUPPLIES	10,000	0.00	0.00	1,723.67	8,276.33	17%	
10-545-34 CHEMICAL-MOSQ CONTROL	5,800	0.00	0.00	100.00	5,700.00	2%	
10-545-36 UNIFORMS	3,000	0.00	0.00	723.61	2,276.39	24%	
10-545-53 DUES & SUBSCRIPTIONS	100	0.00	0.00	0.00	100.00		
10-545-57 MISCELLANEOUS	100	0.00	0.00	0.00	100.00		
10-545-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00		
10-545-75 DEBT SERVICE	11,053	0.00	0.00	0.00	11,053.00		
10-545-76 TAXES AND TITLES	0	0.00	0.00	0.00	0.00		
10-545-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
PUBLIC WORKS Totals:	359,063	2,578.43	0.00	75,125.60	281,358.47	22%	
10-560-13 UTILITES-STREET LIGHTS	30,000	0.00	0.00	7,279.23	22,720.77	24%	
10-560-15 M&R PUBLIC PARKING	20,000	0.00	0.00	0.00	20,000.00		
10-560-16 M & R EQUIPMENT	10,000	0.00	0.00	0.00	10,000.00		
10-560-33 DEPARTMENTAL SUPPLIES	6,000	0.00	0.00	1,735.91	4,264.09	29%	
10-560-43 RIVER ROAD WALK	4,000	0.00	0.00	0.00	4,000.00		
10-560-73 STREET REPAIR CONST IMPRO	40,000	(4,200.00)	0.00	7,200.00	37,000.00	8%	

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2021

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-560-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00		
10-560-75 DEBT SERVICE	17,000	0.00	0.00	0.00	17,000.00		
10-560-79 DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00		
10-560-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
STREETS Totals:	127,000	(4,200.00)	0.00	16,215.14	114,984.86	9%	
10-580-45 SANITATION CONTRACTS	390,206	0.00	0.00	64,953.16	325,252.84	17%	
10-580-46 TIPPING FEES	68,500	0.00	0.00	24,226.58	44,273.42	35%	
10-580-47 RECYCLING	24,000	0.00	0.00	9,985.92	14,014.08	42%	
10-580-58 SOLID WASTE FEE REFUNDS	0	0.00	0.00	0.00	0.00		
10-580-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
SANITATION Totals:	482,706	0.00	0.00	99,165.66	383,540.34	21%	
10-620-12 SNOWFLAKES	4,500	0.00	0.00	0.00	4,500.00		
10-620-13 PARK UTILITIES	0	0.00	0.00	0.00	0.00		
10-620-14 PARK WELL	500	0.00	0.00	0.00	500.00		
10-620-15 PARK MAINTENANCE	5,000	1,275.00	0.00	714.32	3,010.68	40%	
10-620-17 BIKE PATH M & R	2,500	0.00	0.00	0.00	2,500.00		
10-620-27 SPECIAL EVENTS	0	0.00	0.00	0.00	0.00		
10-620-33 PARK SUPPLIES	2,500	0.00	0.00	3,294.37	(794.37)	132%	
10-620-73 BIKE & PED GRANT	0	0.00	0.00	0.00	0.00		
10-620-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00		
10-620-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
RECREATION Totals:	15,000	1,275.00	0.00	4,008.69	9,716.31	35%	
10-690-02 SALARIES	750,000	0.00	0.00	147,051.73	602,948.27	20%	
10-690-03 VOL INCENTIVE PAY	5,000	0.00	0.00	0.00	5,000.00		
10-690-04 VOLUNTEER APPRECIATION	0	0.00	0.00	0.00	0.00		
10-690-05 FICA	57,375	0.00	0.00	11,046.41	46,328.59	19%	
10-690-06 GROUP INSURANCE	131,000	0.00	0.00	32,017.32	98,982.68	24%	
10-690-07 ORBIT RETIREMENT (10.3%)	77,250	0.00	0.00	15,160.94	62,089.06	20%	

Budget vs Actual

NORTH TOPSAIL BEACH

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Period Ending 6/30/2021

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-690-08 401K (3%)	22,500	0.00	0.00	4,411.57	18,088.43	20%	
10-690-10 EMPLOYEE TRAINING	6,000	0.00	0.00	130.00	5,870.00	2%	
10-690-13 TUITION ASSITANCE EXPENSE	0	0.00	0.00	0.00	0.00		
10-690-16 M & R EQUIPTMENT	17,500	0.00	0.00	437.47	17,062.53	2%	
10-690-17 M & R VEHICLES	16,000	0.00	0.00	1,335.34	14,664.66	8%	
10-690-31 GAS, OIL, & TIRES	14,000	3,500.00	0.00	2,269.54	8,230.46	41%	
10-690-32 OFFICE SUPPLIES	2,500	0.00	0.00	301.20	2,198.80	12%	
10-690-33 DEPARTMENTAL SUPPLIES	66,500	5,317.00	0.00	1,758.57	59,424.43	11%	
10-690-34 FIRE FIGHTER PHYSICALS	5,600	0.00	0.00	0.00	5,600.00		
10-690-36 UNIFORMS	8,000	5,315.85	0.00	946.00	1,738.15	78%	
10-690-53 DUES & SUBSCRIPTIONS	8,500	0.00	0.00	612.89	7,887.11	7%	
10-690-56 FEDERAL FIRE GRANT	0	0.00	0.00	0.00	0.00		
10-690-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00		
10-690-73 COMUNICATIONS EQUIP	6,000	5,352.00	0.00	0.00	648.00	89%	
10-690-74 CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00		
10-690-75 DEBT SERVICE	42,800	0.00	0.00	0.00	42,800.00		
10-690-76 Taxes & Titles	0	0.00	0.00	0.00	0.00		
10-690-79 DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00		
10-690-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
FIRE DEPARTMENT Totals:	1,236,775	19,484.85	0.00	217,478.98	999,811.17	19%	
10-695-00 DCM Grant-Land Use Plan	1,000	0.00	0.00	0.00	1,000.00		
10-695-91 PLANNING BOARD	1,000	0.00	0.00	0.00	1,000.00		
10-695-93 BEAUTIFICATION COMM	0	0.00	0.00	0.00	0.00		
10-695-94 X-MAS DONATION EXP.	0	0.00	0.00	0.00	0.00		
COMMITTES Totals:	2,000	0.00	0.00	0.00	2,000.00		
10-720-08 CONTRACTS, PLANS & SPECS	48,000	0.00	0.00	0.00	48,000.00		
10-720-10 BEACH LOBBIST CONTRACT	60,000	0.00	0.00	12,612.63	47,387.37	21%	
10-720-12 BEACH & ACCESS MAINTENANCE	50,000	0.00	0.00	14,431.50	35,568.50	29%	

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2021

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-720-14 BEACH RELATED MEETINGS & CONFERENCES	20,000	0.00	0.00	1,100.00	18,900.00	6%	
10-720-15 DUNE & CROSSWALK REPAIRS/MAINTENANCE	8,000	0.00	0.00	458.62	7,541.38	6%	
10-720-36 EASEMENT & LEGAL EXPENSES	1,000	0.00	0.00	0.00	1,000.00		
10-720-45 CONTRACTED SERVICES	10,000	0.00	0.00	500.00	9,500.00	5%	
10-720-46 WEED MITIGATION	0	0.00	0.00	0.00	0.00		
10-720-53 ASBPA DUES and MEETINGS	2,500	0.00	0.00	0.00	2,500.00		
10-720-55 SAND PUSH (GENERAL)	0	0.00	0.00	0.00	0.00		
10-720-59 SEA OATS PROGRAM (50/50)	20,000	0.00	0.00	2,280.00	17,720.00	11%	
10-720-80 STORM DAMAGE	0	0.00	0.00	0.00	0.00		
BEACH REN. / DUNE STAB. Totals:	219,500	0.00	0.00	31,382.75	188,117.25	14%	
10-998-02 Transfer out-Beach Nouris	0	0.00	0.00	0.00	0.00		
10-998-04 T/O Capital Reserve Fund	0	0.00	0.00	0.00	0.00		
Totals:	0	0.00	0.00	0.00	0.00		
10-999-01 CONTINGENCY	96,659	0.00	0.00	0.00	96,659.32		
CONTINGENCY Totals:	96,659	0.00	0.00	0.00	96,659.32		
Expenses Totals:	5,770,722	21,003.28	0.00	1,144,218.99	4,605,499.51	20%	
10 GENERAL FUND Revenues Over/(Under) Expenses:			0.00	202,578.33			

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2021

30 CAPITAL PROJECT-SHORELINE PRO							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
30-301-00 ACCOMMODATION TAX	1,200,000	0.00	0.00	939,139.87	(260,860.13)	78%	
30-301-01 Onslow County Contribution	0	0.00	0.00	0.00	0.00		
30-301-05 AD VALOREM TAX - Beach	997,901	0.00	0.00	223,879.32	(774,021.68)	22%	
30-329-00 INTEREST INCOME	14,000	0.00	0.00	527.49	(13,472.51)	4%	
30-335-00 MISCELLANEOUS / OTHER	0	0.00	0.00	0.00	0.00		
30-335-16 NC HURRICANE FLORENCE RECOVERY	0	0.00	0.00	0.00	0.00		
30-335-17 NC TRAILS GRANT	0	0.00	0.00	0.00	0.00		
30-335-18 Fee in Lieu of Open Space	0	0.00	0.00	0.00	0.00		
30-335-20 In-Kind Services	0	0.00	0.00	0.00	0.00		
30-335-30 Transfer In GF	0	0.00	0.00	0.00	0.00		
30-345-00 LOCAL OPTION SALES TAX	400,000	0.00	0.00	142,100.02	(257,899.98)	36%	
30-348-03 PARTF Grant	0	0.00	0.00	0.00	0.00		
30-348-04 CAMA Park Grant	0	0.00	0.00	0.00	0.00		
30-348-05 County Tourism Grant	0	0.00	0.00	0.00	0.00		
30-348-06 DWR Grant 15	0	0.00	0.00	0.00	0.00		
30-348-07 DWR Grant 16	0	0.00	0.00	0.00	0.00		
30-348-08 FEMA - Beach Nourishment PJT	0	0.00	0.00	0.00	0.00		
30-348-09 FEMA REIMBURSEMENTS (POST HURRICANE)	0	0.00	0.00	0.00	0.00		
30-350-00 STATE FUNDING	0	0.00	0.00	0.00	0.00		
30-383-02 SPECIAL ASSESSMENT	25,000	0.00	0.00	10,233.97	(14,766.03)	41%	
30-398-00 SPECIAL OBLIGATION BONDS	0	0.00	0.00	0.00	0.00		
30-399-00 APPROP. FUND BALANCE	0	0.00	0.00	0.00	0.00		
30-399-01 Trans From Beach Fund	0	0.00	0.00	0.00	0.00		
Revenues Totals:	2,636,901	0.00	0.00	1,315,880.67	(1,321,020.33)	50%	
Expenses							
30-620-02 Salaries	0	0.00	0.00	0.00	0.00		

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2021

30 CAPITAL PROJECT-SHORELINE PRO							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
30-620-04 Engineering-Design	0	0.00	0.00	0.00	0.00		
30-620-05 FICA	0	0.00	0.00	0.00	0.00		
30-620-07 Retirement	0	0.00	0.00	0.00	0.00		
30-620-16 Construction	0	0.00	0.00	0.00	0.00		
30-620-26 Advertising	0	0.00	0.00	0.00	0.00		
30-620-33 Administrative	0	0.00	0.00	0.00	0.00		
30-620-45 Surveying	0	0.00	0.00	0.00	0.00		
30-620-46 General Site Work	0	0.00	0.00	0.00	0.00		
30-620-47 Paving Old/New	0	0.00	0.00	0.00	0.00		
30-620-99 Contingency	0	0.00	0.00	0.00	0.00		
RECREATION Totals:	0	0.00	0.00	0.00	0.00		
30-720-03 HURRICANE EXPENDITURES	0	0.00	0.00	0.00	0.00		
30-720-04 FEMA PHASE 5 ENGINEERING COST	0	0.00	0.00	0.00	0.00		
30-720-05 HURRICANE FLORENCE EXPENSES	240,000	0.00	0.00	131,107.48	108,892.52	55%	
30-720-06 FEMA - HURRICANE MATTHEW PROJE	0	0.00	0.00	0.00	0.00		
30-720-07 Harden Structure Permit/Design	330,000	0.00	0.00	0.00	330,000.00		
30-720-08 CONTRACTS, PLANS, SPECS	110,000	0.00	0.00	70,624.22	39,375.78	64%	
30-720-15 Bank Charges	0	0.00	0.00	0.00	0.00		
30-720-16 HURRICANE MATTHEW SVC CONTRACT	0	0.00	0.00	0.00	0.00		
30-720-18 OTHER CONTRACTS & PLANS	57,500	0.00	0.00	0.00	57,500.00		
30-720-36 EASEMENTS/LEGAL	0	0.00	0.00	0.00	0.00		
30-720-50 TOWN PARK SOUTH	0	0.00	0.00	0.00	0.00		
30-720-51 TOWN GENERATOR	0	0.00	0.00	0.00	0.00		
30-720-54 CONSTRUCTION	0	0.00	0.00	0.00	0.00		
30-720-55 NEW RIVER DREDGE	0	0.00	0.00	0.00	0.00		

Budget vs Actual

NORTH TOPSAIL BEACH

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Period Ending 6/30/2021

30 CAPITAL PROJECT-SHORELINE PRO							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
30-720-56 OCEAN BAR DESIGN	0	0.00	0.00	0.00	0.00		
30-720-57 NORTH END EMERGENCY	0	0.00	0.00	0.00	0.00		
30-720-60 PHASE I DEBT SERVICE	0	0.00	0.00	0.00	0.00		
30-720-61 PHASE 2-5 DEBT SERVICE	0	0.00	0.00	0.00	0.00		
30-720-62 PHASE 5 DEBT SERVICE - USDA	900,115	0.00	0.00	0.00	900,115.00		
30-720-63 CONTR. TO FUND BAL	0	0.00	0.00	0.00	0.00		
30-720-64 Sandbag Repair Project	200,000	0.00	0.00	19,811.61	180,188.39	10%	
30-720-65 Due To USDA Sinking Fund	300,115	0.00	0.00	0.00	300,115.00		
30-720-66 Due To USDA Reserve Fund	90,000	0.00	0.00	0.00	90,000.00		
30-720-67 Reimburse General Fund	0	0.00	0.00	0.00	0.00		
30-720-68 Future Projects Fund	306,659	0.00	0.00	0.00	306,658.50		
30-720-70 DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00		
BEACH REN. / DUNE STAB. Totals:	2,534,389	0.00	0.00	221,543.31	2,312,845.19	9%	
30-730-02 SALARIES	75,000	0.00	0.00	0.00	75,000.00		
30-730-05 FICA (7.65%)	5,738	0.00	0.00	0.00	5,737.50		
30-730-06 GROUP INSURANCE	8,000	0.00	0.00	0.00	8,000.00		
30-730-07 ORBIT RETIREMENT (10.3%)	7,725	0.00	0.00	0.00	7,725.00		
30-730-08 401K (3%)	2,250	0.00	0.00	0.00	2,250.00		
30-730-10 EMPLOYEE TRAINING	0	0.00	0.00	0.00	0.00		
30-730-16 EQUIPMENT MAINTENCE / REPAIR	0	0.00	0.00	0.00	0.00		
30-730-17 VEHICLE MAINTENCE / REPAIR	500	0.00	0.00	0.00	500.00		
30-730-31 GAS-OIL-TIRE EXPENSE	1,800	0.00	0.00	0.00	1,800.00		
30-730-33 DEPARTMENT SUPPLY EXPENSE	1,500	0.00	0.00	0.00	1,500.00		
Totals:	102,513	0.00	0.00	0.00	102,512.50		
Expenses Totals:	2,636,901	0.00	0.00	221,543.31	2,415,357.69	8%	
30 CAPITAL PROJECT-SHORELINE PRO	Revenues Over/(Under) Expenses:		0.00	1,094,337.36			

GL Account History Summary

NORTH TOPSAIL BEACH

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

Date Range: 9/1/2020 - 9/23/2020

GL Account - 30-301-00 ACCOMMODATION TAX					
Date	Description	Source	Debits	Credits	Date
Fiscal Period - FY 20/21		Beg Balance	\$0.00	\$1,628,997.53	
09/02/2020	OCC TAX	GL GJ	\$0.00	\$88.16	09/03/2020
09/03/2020	OCC TAX	GL GJ	\$0.00	\$453.30	09/04/2020
09/04/2020	OCC TAX	GL GJ	\$0.00	\$173.85	09/08/2020
09/08/2020	OCC TAX	GL GJ	\$0.00	\$5,069.93	09/08/2020
09/10/2020	OCC TAX	GL GJ	\$0.00	\$4,289.66	09/11/2020
09/11/2020	OCC TAX	GL GJ	\$0.00	\$51,272.81	09/14/2020
09/11/2020	OCC TAX	GL GJ	\$0.00	\$352.41	09/14/2020
09/14/2020	OCC TAX	GL GJ	\$0.00	\$1,783.72	09/15/2020
09/15/2020	OCC TAX	GL GJ	\$0.00	\$214,822.69	09/15/2020
09/16/2020	OCC TAX	GL GJ	\$0.00	\$7,603.16	09/17/2020
09/17/2020	OCC TAX	GL GJ	\$0.00	\$127.54	09/18/2020
09/17/2020	OCC TAX	GL GJ	\$0.00	\$868.60	09/18/2020
09/17/2020	OCC TAX	GL GJ	\$0.00	\$17,378.68	09/18/2020
09/18/2020	OCC TAX	GL GJ	\$0.00	\$11,960.54	09/21/2020
09/21/2020	OCC TAX	GL GJ	\$0.50	\$0.00	09/23/2020
09/21/2020	OCC TAX	GL GJ	\$0.00	\$3,124.17	09/21/2020
Transaction Totals			\$0.50	\$319,369.22	
**		End Balance	\$0.00	\$319,368.72	**

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 1

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 22 Year 20

Permit	Date	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
	Issued				Plumb	Mech	Elect
200415	8272020	GYSGT D W BOATMAN DR 208-1 ANDERSON AMBER ANDERSON AMBER	N TOPSAIL BEACH	01			
		Lrk / Pin : 778C-167.1 /		Contr #:			
		Sub Div / Tax Loc: NORTH TOPSAIL SHORES		Lot # : 31			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	2,000.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200475	8272020	14TH AVENUE 6405 MYERS JAMES & LYNNE LIFT IT USA LLC	SPENCER	01			200475
		Lrk / Pin : 812-111 /		Contr #:	1443		
		Sub Div / Tax Loc: SEAHAVEN BEACH		Lot # : 3			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	8,000.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200479	8312020	SAILVIEW DRIVE 22 MANTOOTH CHARLES PFL CONSTRUCTION	DANVILLE	01			
		Lrk / Pin : 775C-11.2 /		Contr #:	1573		
		Sub Div / Tax Loc: CAPE ISLAND		Lot # : 22			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	14,800.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200482	9012020	OCEAN DRIVE 610 STOVALL JONELLE DB5238/PG303-306 STOVALL JONELLE DB5238/PG303-3	CLAYTON	01			
		Lrk / Pin : 807-5 /		Contr #:			
		Sub Div / Tax Loc: OCEAN CITY		Lot # : 5			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	7,000.00
	75.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200487	9012020	NEW RIVER INLET ROAD #2409 2000 RUSSELL DONNA REAMAS, LLC	SWANSBORO	01			
		Lrk / Pin : 779F-2409 /		Contr #:	1373		
		Sub Div / Tax Loc: BG2 ST REGIS		Lot # : 2409			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	18,000.00
	75.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200484	9032020	BERMUDA LANDING PLACE 23 KAPRAL SCOTT & TINA KAPRAL SCOTT & TINA	MANLIUS	01			
		Lrk / Pin : 812-215 /		Contr #:			
		Sub Div / Tax Loc: BERMUDA LANDING		Lot # : 9			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use:	Value Est:	4,000.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 2

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 22 Year 20

Permit	Date	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
	Issued				Plumb	Mech	Elect
200493	9042020	ISLAND DRIVE LOT 139 DOCK ST ORANGE 4021 ROGERS BAY CAMP -GROUND OWN C/O C.LAMM ROGERS BAY CAMP -GROUND OWN C/	NASHVILLE	01			
		Lrk / Pin : 769-4.1 /		Contr #:			
		Sub Div / Tax Loc: ROGERS BAY CAMPGROUND		Lot # : 1390			
	Cost	Check # 1236	Building Final:	C.O. Issued:	Land Use: 105	Value Est:	4,500.00
	75.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200311	9082020	HUNTER HEATH DRIVE 7 DEGRAND PATRICIA & THOMAS TRUSTEE A'N'A BUILDERS, INC	ORANGE	01	200311	200311	200311
		Lrk / Pin : 763A-7 /		Contr #:	820		
		Sub Div / Tax Loc: ASHE ISLAND FARM		Lot # : 7			
	Cost	Check # 20980	Building Final:	C.O. Issued:	Land Use: 103	Value Est:	400,000.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200476	9082020	HAMPTON COLONY CIRCLE 635 HAMPTON COLONY HOMEOWNERS ASSOCIATIO VISTA DEL MAR, LLC	ROCKAWAY	01	200476		200476
		Lrk / Pin : /		Contr #:	1571		
		Sub Div / Tax Loc: HAMPTON COLONY CIRCLE		Lot # :			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use: 907	Value Est:	248,000.00
	282.50	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200490	9092020	WAHOO STREET 1505 WELLMANS CONSTRUCTION INC WELLMAN'S CONSTRUCTION, I	HOLLY RIDGE	01	200490	200490	200490
		Lrk / Pin : 804C-11 /		Contr #:	163		
		Sub Div / Tax Loc: SOUNDSIDE PARK AT NORTH TOPSAIL BEAC		Lot # : 12			
	Cost	Check # 19547	Building Final:	C.O. Issued:	Land Use: 101	Value Est:	93,000.00
	1100.72	NC Homeowners Recovery Fund: 1		10.00	Tech Fee:	.00	
200498	9102020	BERMUDA LANDING PLACE 35 WOOTEN JANET GORDINEER UNLIMITED LLC	SURF CITY	01			
		Lrk / Pin : 812-203 /		Contr #:	1576		
		Sub Div / Tax Loc: BERMUDA LANDING		Lot # : 7			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use: 105	Value Est:	7,500.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	
200499	9102020	BERMUDA LANDING PLACE 53 SMITH STEVENSON GORDINEER UNLIMITED LLC	N TOPSAIL BEACH	01			
		Lrk / Pin : 812-181 /		Contr #:	1576		
		Sub Div / Tax Loc: BERMUDA LANDING		Lot # : 2			
	Cost	Check #	Building Final:	C.O. Issued:	Land Use: 105	Value Est:	8,500.00
	200.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00	

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 3

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 22 Year 20

Permit	Date	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
	Issued				Plumb	Mech	Elect
200427	9112020	TOPSAIL ROAD 106 BAKER TIMOTHY WORTHINGTON DEVELOPMENT C	JACKSONVILLE	01	200427	200427	200427
		Lrk / Pin : 809-19	/		Contr #:	1226	
		Sub Div / Tax Loc: OLD SETTLERS BEACH		Lot #:	1		
		Cost Check # 5559	Building Final:	C.O. Issued:	Land Use: 101	Value Est:	370,000.00
		2177.50 NC Homeowners Recovery Fund: 1	10.00	Tech Fee:	.00		
200494	9142020	BAYVIEW DRIVE 200 WARREN ROSEMARY WARREN ROSEMARY	GREENVILLE	01			
		Lrk / Pin : 779D-54.1	/		Contr #:		
		Sub Div / Tax Loc: BAYVIEW		Lot #:	22		
		Cost Check #	Building Final:	C.O. Issued:	Land Use: 105	Value Est:	15,000.00
		475.00 NC Homeowners Recovery Fund:	.00	Tech Fee:	.00		
200506	9142020	BERMUDA LANDING PLACE 4 MURPHY LAURA CHARLES V. GRAFFIUS	N TOPSAIL BEACH	01	200506	200506	200506
		Lrk / Pin : 812-230	/		Contr #:	1578	
		Sub Div / Tax Loc: BERMUDA LANDING		Lot #:	4		
		Cost Check # 8132	Building Final:	C.O. Issued:	Land Use: 104	Value Est:	15,000.00
		75.00 NC Homeowners Recovery Fund:	.00	Tech Fee:	.00		
200509	9142020	10H AVENUE 7311 WELLMANS CONSTRUCTION INC WELLMAN'S CONSTRUCTION, I	HOLLY RIDGE	01	200509	200509	200509
		Lrk / Pin : 842-141	/		Contr #:	163	
		Sub Div / Tax Loc: SEAHAVEN BEACH		Lot #:	14		
		Cost Check # 19596	Building Final:	C.O. Issued:	Land Use: 101	Value Est:	127,000.00
		1316.23 NC Homeowners Recovery Fund: 1	10.00	Tech Fee:	.00		
200513	9172020	4TH AVENUE 8401 WELLMANS CONSTRUCTION INC WELLMAN'S CONSTRUCTION, I	HOLLY RIDGE	01	200513	200513	200513
		Lrk / Pin : 811-32	/		Contr #:	163	
		Sub Div / Tax Loc: SEAHAVEN BEACH		Lot #:	2464		
		Cost Check # 19596	Building Final:	C.O. Issued:	Land Use: 101	Value Est:	127,000.00
		1316.23 NC Homeowners Recovery Fund: 1	10.00	Tech Fee:	.00		
200518	9172020	TRADE WINDS DRIVE S 704 GMG CONTRACTING LLC GALLAHER MANAGEMENT GROUP INC.	NEW PORT	01			
		Lrk / Pin : 779B-72	/		Contr #:	1580	
		Sub Div / Tax Loc: GALLEON BAY		Lot #:	21		
		Cost Check # 1009	Building Final:	C.O. Issued:	Land Use: 105	Value Est:	350.00
		75.00 NC Homeowners Recovery Fund:	.00	Tech Fee:	.00		

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 4

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 22 Year 20

Permit	Date Issued	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -	Plumb	Mech	Elect
200521	9222020	SEA SHORE DRIVE 326 ROUSE CHRISTOPHER & TARA COLLEY CONSTRUCTION, LLC	RALEIGH	01				
		Lrk / Pin : 805-8	/		Contr #:	1583		
		Sub Div / Tax Loc: WINTER HAVEN			Lot #:	8		
Cost	Check #	Building Final:	C.O. Issued:	Land Use:	104	Value Est:	27,000.00	
75.00	NC Homeowners Recovery Fund:		.00	Tech Fee:	.00			

PERMITS ISSUED : 19
TOTAL EST. VALUE: 1,496,650.00
TOTAL COST of PERMITS : 8,518.18 *

NC HOMEOWNERS RECOVERY FUND : 40.00 NCRF COUNT : 4
TECH FEES TOTAL : .00 TECH COUNT :
NET PERMIT FEES TOTAL : .00

VOIDED PERMIT FEES TOTAL : .00

Town of North Topsail Beach

Daily

Page # 1

PLANNING PERMITS

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 23 Year 20

Permit #: **200475** Issued Date: 08262020 Date Approved: 8/27/20
Parcel #: **812-111**
Physical Address: 6405 14TH AVENUE
NORTH TOPSAIL BEACH 28159
Use Requested : ALTERATION WITHOUT ADDITION
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : **75.00**
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200476** Issued Date: 08262020 Date Approved: 9/08/20
Parcel #:
Physical Address: 635 HAMPTON COLONY CIRCLE
NORTH TOPSAIL BEACH 07866
Use Requested : POOL
Zoning District : R-15 Lot Size: 1.00 Acr. Permit Fee : **125.00**
Flood Map#: 3720427700J Date of Map: 11/03/05 Flood Zone: VE13
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200479** Issued Date: 08282020 Date Approved: 8/28/20
Parcel #: **775C-11.2**
Physical Address: 22 SAILVIEW DRIVE
NORTH TOPSAIL BEACH 24541
Use Requested : CROSSWALK/DECK/PIER
Zoning District : CU R-8 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200482** Issued Date: 08312020 Date Approved: 8/31/20
Parcel #: **807-5**
Physical Address: 610 OCEAN DRIVE
NORTH TOPSAIL BEACH 27520
Use Requested : CROSSWALK/DECK/PIER
Zoning District : CU R-5 Lot Size: .00 Acr. Permit Fee : **.00**
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200484** Issued Date: 09012020 Date Approved: 9/03/20
Parcel #: **812-215**
Physical Address: 23 BERMUDA LANDING PLACE
NORTH TOPSAIL BEACH 13104
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-5 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Town of North Topsail Beach

Daily

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PLANNING PERMITS

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 23 Year 20

Permit #: **200490** Issued Date: 09022020 Date Approved: 9/03/20
Parcel #: **804C-11**
Physical Address: 1505 WAHOO STREET
NORTH TOPSAIL BEACH 28460
Use Requested : SINGLE FAMILY DWELLING
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3720424500K Date of Map: 6/19/20 Flood Zone: VE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200494** Issued Date: 09042020 Date Approved: 9/14/20
Parcel #: **779D-54.1**
Physical Address: 200 BAYVIEW DRIVE
NORTH TOPSAIL BEACH 27858
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-10 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3704664266J Date of Map: 0/00/00 Flood Zone: AE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200497** Issued Date: 09082020 Date Approved: 9/10/20
Parcel #: **812-141**
Physical Address: 7311 10TH AVENUE
NORTH TOPSAIL BEACH 28445
Use Requested : LAND DISTURBANCE
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : **50.00**
Flood Map#: 3704664266J Date of Map: 0/00/00 Flood Zone: AE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200498** Issued Date: 09082020 Date Approved: 9/10/20
Parcel #: **812-203**
Physical Address: 35 BERMUDA LANDING PLACE
NORTH TOPSAIL BEACH 28445
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-5 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3704664266J Date of Map: 0/00/00 Flood Zone: AE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200499** Issued Date: 09082020 Date Approved: 9/10/20
Parcel #: **812-181**
Physical Address: 53 BERMUDA LANDING PLACE
NORTH TOPSAIL BEACH 28460
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-5 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3704664266J Date of Map: 0/00/00 Flood Zone: AE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Town of North Topsail Beach

Daily

Page # 3

PLANNING PERMITS

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 23 Year 20

Permit #: **200505** Issued Date: 09112020 Date Approved: 9/14/20
Parcel #: **779D-87.2**
Physical Address: 218 SANDPIPER DRIVE
NORTH TOPSAIL BEACH 21090
Use Requested : LAND DISTURBANCE
Zoning District : R-20 Lot Size: .00 Acr. Permit Fee : **50.00**
Flood Map#: 370466498J Date of Map: 0/00/00 Flood Zone: VE
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200508** Issued Date: 09142020 Date Approved: 0/00/00
Parcel #: **775C-60**
Physical Address: 32 OSPREY DRIVE
NORTH TOPSAIL BEACH 28402
Use Requested : SINGLE FAMILY DWELLING
Zoning District : R-20 Lot Size: 3.00 Acr. Permit Fee : **.00**
Flood Map#: 3720427700K Date of Map: 6/19/20 Flood Zone: VE13
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200509** Issued Date: 09142020 Date Approved: 9/14/20
Parcel #: **842-141**
Physical Address: 7311 10H AVENUE
NORTH TOPSAIL BEACH 28445
Use Requested : SINGLE FAMILY DWELLING
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3720426600K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200511** Issued Date: 09152020 Date Approved: 9/18/20
Parcel #: **775C-22**
Physical Address: 36 SAILVIEW DRIVE
NORTH TOPSAIL BEACH 21146
Use Requested : SINGLE FAMILY DWELLING
Zoning District : CU R-8 Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3720428700K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **200513** Issued Date: 09162020 Date Approved: 9/16/20
Parcel #: **811-32**
Physical Address: 8401 4TH AVENUE
NORTH TOPSAIL BEACH 28445
Use Requested : SINGLE FAMILY DWELLING
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : **125.00**
Flood Map#: 3720426600K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Town of North Topsail Beach

Daily

Page # 4

PLANNING PERMITS

From: Month 08 Day 26 Year 20

Thru: Month 09 Day 23 Year 20

Permit #: **200514** Issued Date: 09162020 Date Approved: 0/00/00

Parcel #: **807-96.1**

Physical Address: 3102 GREEN STREET
NORTH TOPSAIL BEACH 28445

Use Requested : LAND DISTURBANCE

Zoning District : CU R-5

Lot Size: .00

Acr.

Permit Fee : **50.00**

Flood Map#:

Date of Map: 0/00/00 Flood Zone:

* Zoning Compliance	Zoning Variance	Rezoning and Development	Denial
Rezoning Compliance	Conditional Use	Floodplain	Exempt

Permit #: **200515** Issued Date: 09162020 Date Approved: 0/00/00

Parcel #: **809-45**

Physical Address: 4528 24TH AVENUE
NORTH TOPSAIL BEACH 28460

Use Requested : SINGLE FAMILY DWELLING

Zoning District : MHR

Lot Size: .00

Acr.

Permit Fee : **125.00**

Flood Map#: 3720425600K

Date of Map: 6/19/20 Flood Zone: AE12

* Zoning Compliance	Zoning Variance	Rezoning and Development	Denial
Rezoning Compliance	Conditional Use	Floodplain	Exempt

PERMITS ISSUED : 19



Chief William K. Younginer

Department Report for Aug 1, 2020 - Aug 31, 2020

Arrests

Felony - Possession of Cocaine	1
Felony - Possession of Firearm by a Felon	1
Felony - Possession of Methamphetamine	1
Narcotics	12
Open Container	1
Traffic	18
Service	9

Calls for Service

Accidents	7
Alarms	9
Animal Calls	4
B & E	3
Cit / Mot / Ped Assists	103
Communicating Threats	1
Disturbances	15
Domestics	4
Fraud	1
911 Hang Up	13
Harassment	1
Larceny	2
Misc Calls	61
Missing Juvenile	1
Open Door / Window	1
Property Damage	5
Simple Assault	1
Suspicious Activity	64
Trespassing	9
Unattended Death	1
Welfare Checks	8

NC Traffic Stop Reports

State Citations	63
Town Citations	2
Warning Citations	42

Summary

TOTAL CALLS FOR SERVICE	388
TOTAL CITATIONS ISSUED	107
TOTAL REPORTS	353
TOTAL SECURITY CHECKS	1,481

Assist Other Agencies

E. M. S.	20
J.O.E.M.C.	1
N.T.B. F.D.	26
O. C. S.D	24
S.H.P.	1
S.C.P.D.	2



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	10/01/2020

Issue: Planning Board & Program for Public Information (PPI) Committee Report
Hanna McCloud, Chair

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

The Planning Board held their regular meeting on September 10, 2020.

Case SUP-20-5: Lot 4 Shipwatch Villas Parker & Associates

Capital Asset Properties/Neil Realty Co Inc is seeking a special use permit to construct 3-unit townhouses. The 1.1 acres is zoned R-8 and is located on the oceanside of New River Inlet Road, between Shipwatch Villas Townhomes and Onslow County Beach Access No. 1. The Planning Board discussed the proposal. **Mr. Dorazio made a motion to recommend approval of the special use permit to the Board of Aldermen with the condition that all corrections are submitted to Deb Hill for review no later than September 21, 2020. Mrs. Stigall seconded the motion, the motion passed unanimously, 7-0.**

Golf Cart Parking & Beach Access

As directed by the Board of Aldermen, the Planning Board discussed the concerns identified in the Board's deliberation and directed the Planning Director to consult with NCDOT.



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	10/01/2020

Issue: Board of Adjustment Committee Report
Hanna McCloud, Chair

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

The Board of Adjustment held a meeting on September 17, to hear Case #A-20-01, a request by John Snow, Alamance Construction to appeal the decision by Deborah J. Hill regarding the Notice of Violation issued 8/6/2020 based on Unified Development Ordinance § 10.02.02 Development Inconsistent with Permit with respect to the property at 709 Trade Winds Drive S (Tax Map # 779B-68), owned by Laney Realty Holdings LLC. By a vote of 4 to 1, a variance was granted.



TOWN OF NORTH TOPSAIL BEACH
Board of Aldermen
Agenda Item

Agenda Item:	Consent Agenda Item #D
Date:	09/23/2020

Issue:	MOTV Tax Refund
Department:	Finance
Presented by:	Caitlin Elliott, Finance Officer
Presentation:	Administration Department

Background: Received notice from the Onslow County Tax Office regarding the following MOTV Tax Refund for the following resident due to tag surrender:

- Lyndsey A. Foster \$33.27

Total: \$33.27

Attachment(s): Onslow County MOTV Tax Report SEPTEMBER - 2020

Recommendation: Approve refund as recommended

Action Needed: Yes

Suggested Motion: "I, _____ make a motion for the Finance Department to proceed with processing the following tax refund(s) as reported."

Funds: 10

Follow Up: Finance Officer

primary_owner	secondary_owner	Address_1	Address_3
FOSTER, LYNDSEY ALLISON	FOSTER, COLLIN DAVID	3503 ISLAND DR	N TOPSAIL BEACH, NC 28460

PlateNum	Refund_Description	Refund_Reason	RefundAmount
HDT8455	Refund Generated due to	Tag Surrender	(\$33.27)



TOWN OF NORTH TOPSAIL BEACH
Board of Aldermen
Agenda Item

Agenda	Consent
Item:	Item #E
Date:	10/1/2020

Issue: Budget Amendment 2020-21.1

Department: Police, Fund 10

Presented by: Caitlin Elliott, Finance Officer

Presentation: Finance Department

Background: A citizen made a donation for the Police Department mid-September. In order to allocate it specifically to this department, we must complete a Budget Amendment, which is normal procedure, to complete this and allow them to spend these monies.

Attachments: Budget Amendment 2020-21.1

Recommendation: Approve Amendment as recommended

Action Needed: Yes

Suggested Motion: "I, _____ make a motion to approve Budget Amendment 2020-21.1 as presented."

Funds: 10

Follow Up: Finance Officer



TOWN OF NORTH TOPSAIL BEACH
Board of Aldermen
Agenda Item

Agenda Item:	Consent #F
Date:	10/01/2020

Issue: Ratify Vote for Constitution Week Proclamation
Department: Admin
Presented by: Laura Oxley
Presentation: No

Background: Mayor McDermon directed the Board's Clerk to poll the elected body and ask if each member supported the attached proclamation to honor Constitution Week. The majority of the Board replied via email with their vote of support. Mayor Pro Tem Benson voted in the negative for the following reason:

I don't think this is a beach or coastal related thing. As such every good organization could ask us for a proclamation for their cause. We supported the off shore drilling ban, a coastal cause. We did not put out anything when 'Black Lives Matter' was a cause that communities across the country were supporting, instead we chose to wait and give additional support this year to Ocean City for their events that are now cancelled.

Attachments: Yes

Action Needed: Yes; approved by formal vote

The results of the poll:

Elected Official	Vote
Mayor Pro Tem Benson	Nay
Alderman Grant	Aye
Alderman Leonard	Aye
Alderman Meyer	Aye
Alderman Peters (by phone)	Aye

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Tom Leonard
Susan Meyer
Richard Peters



David J. Gilbride
Town Manager

Laura Oxley, JD, MPA
Town Clerk

Nature's Tranquil Beauty

A PROCLAMATION TO RECOGNIZE CONSTITUTION WEEK

WHEREAS; September 17, 2020 marks the two hundred thirty third 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 accord official recognition to this magnificent document and its memorable anniversary; and to 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 September 23rd as Constitution Week.

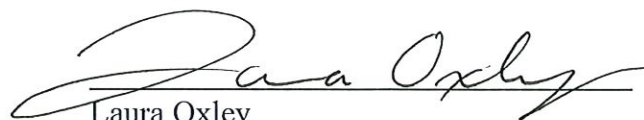
NOW, THEREFORE I, Joann McDermon, by virtue of the authority vested in me as Mayor of North Topsail Beach do hereby proclaim the week of September 17th through the 23rd as Constitution Week,

AND ask our citizens to reaffirm the ideals of the Framers of the Constitution had in 1787 by vigilantly protecting the freedoms guaranteed to us through this guardian of our liberties, remember that lost rights may never be reassigned.

Adopted this 16th day of September 2020

ATTEST:


Joann McDermon
Mayor


Laura Oxley
Town Clerk

STATE OF NORTH CAROLINA
COUNTY OF ONSLOW

ANNEXATION AGREEMENT

Town of Holly Ridge and Town of North Topsail Beach

WHEREAS, The Town of Holly Ridge and the Town of North Topsail Beach (collectively, the “Towns”), are municipalities duly incorporated and chartered under the laws of the State of North Carolina; and

WHEREAS, the Towns are situated within close geographic proximity to each other, and certain areas of land existing outside of the municipal limits of either Town are within three (3) miles of the municipal limits of both Towns, and

WHEREAS, the Towns wish to eliminate potential confusion or conflict between the Towns regarding possible future proposed annexation of areas situated between the municipal limits of the Towns; and

WHEREAS, the Towns wish to memorialize their mutual agreements via a written annexation agreement as authorized under Chapter 160A, Article 4A, Part 6 of the North Carolina General Statutes (N.C. Gen. Stat. §160A-52.21, *et seq.*) (the “Act”);

NOW, THEREFORE, THE PARTICIPATING TOWNS AGREE AS FOLLOWS:

1. This Agreement is executed pursuant to the authority of the Act, codified as N.C. Gen. Stat. §160A-52.21, *et seq.*
2. This Agreement shall remain in force and effect for a period of twenty (20) years from the Effective Date. For purposes of this section, the Effective Date shall mean the date upon which this Agreement is executed by authorized representatives of both Towns or upon which both Towns enact ordinances to approve this Agreement, whichever may occur last.
3. The Town of Holly Ridge will not annex the areas as shown on the map labeled “_____,” a copy of which is attached hereto as Exhibit A and incorporated by reference as though set forth fully herein.
4. The Town of North Topsail Beach will not annex the areas as shown on the map labeled “_____,” a copy of which is attached hereto as Exhibit B and incorporated by reference as though set forth fully herein.
5. At least sixty (60) days prior to the adoption of any annexation ordinance, the Town contemplating adoption of such an ordinance shall give written notice to the other Town of the proposed annexation. Such notice shall describe the area to be annexed by a legible map, clearly and accurately showing the boundaries of the area to be

- annexed in relation to the rea subject to this Agreement, to include roads, streams, and other prominent geographical features. Such notice shall not be effective for more than one hundred eighty (180) days. The Town receiving any such notice is permitted to waive this time period as provided in N.C. Gen. Stat. § 160A-58.24(a)(5).
6. This Agreement shall not be effective unless each participating Town has completed all material prerequisites to the adoption of this Agreement, to include the holding of a public hearing to address this Agreement. Until such time as said public hearings are completed and adopting ordinances are enacted, this Agreement shall be considered a proposed agreement. Notice of the public hearings shall be provided as required in N.C. Gen. Stat. § 160A-31(c).
 7. The Towns may, by subsequent mutual agreement, modify or terminate the terms of this Agreement. Any subsequent agreement shall be approved by ordinance after public hearings as provided in N.C. Gen. Stat. § 160A-31(c), or as may otherwise be required by applicable law in existence at the time of the proposed modification.
 8. This Agreement shall only be binding within three (3) miles of the primary corporate limits of the participating Towns and shall have no force or effect outside of said geographic area unless approved by the Board of County Commissioners of Onslow County (or, in the event of a property located outside of Onslow County, North Carolina, by the governing board for such jurisdiction). Provided, however, that an area where this Agreement is not binding because of failure of the board of the board of county commissioners to approve it, shall become subject to this Agreement if subsequent annexation brings it within three (3) miles. The approval of the board of county commissioners shall be evidenced by a resolution adopted after a public hearing as provided in N.C. Gen. Stat. § 160A-58.24(c) and (e) and 160A-31(c).
 9. This Agreement may be terminated unilaterally by a participating Town or a participating Town may withdraw from this Agreement by repealing the ordinance approving this Agreement and providing five (5) years' written notice to the other participating Town. Upon the expiration of such five (5) year notice period, this Agreement shall terminate.
 10. During the effective period of this Agreement, no participating Town may adopt an annexation ordinance as to all or any portion of an area in violation of this Agreement.
 11. Nothing in this Agreement shall be construed so as to authorize the annexation of any area which is not otherwise subject to annexation under applicable law.
 12. Any participating Town with reason to believe that this Agreement has been violated shall have available to it all remedies and relief as authorized by the Act in addition to such remedies or relief as may be authorized by applicable law.
 13. This writing contains the entire agreement between the participating Towns.

IN WITNESS WHEREOF, the Mayors of the participating Towns execute this Agreement, in duplicate, to become effective as provided in Paragraph 2 above.

This the _____ day of _____, 2020.

TOWN OF HOLLY RIDGE

Mayor Jeff Wenzel

ATTEST:

Heather Reynolds, Town Clerk

APPROVED AS TO FORM:

Kyle Fountain, Town Attorney

TOWN OF NORTH TOPSAIL BEACH

Mayor Joann McDermon

ATTEST:

Laura Oxley, Town Clerk

APPROVED AS TO FORM:

Brian Edes, Town Attorney