



Town of North Topsail Beach

Board of Aldermen Regular Meeting Agenda

Wednesday, September 07, 2022, at 11:00 AM

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

(910) 328-1349 | www.northtopsailbeachnc.gov

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

Mayor Pro Tem - Mike Benson
Alderman - Don Harte
Alderman - Vacant
Town Clerk – Melinda Mier

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

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

- V. **MANAGER'S REPORT**
- VI. **OPEN FORUM**

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

VII. PUBLIC PRESENTATIONS AND HEARINGS

- A. Dune Protection and Remediation: Proposed Text Amendments to UDO §10.07.02 Rebuilding of Damaged Dunes & Town Code Article 10 Sand Dune Protection. (Planning Director Hill)

VIII. CONSENT AGENDA

- A. Approval of Minutes (June 8, 2022, BOA Special Meeting Minutes, August 3, 2022, BOA Regular Meeting Minutes)
- B. Department Head Reports
 - 1. Finance Department
 - 2. Fire Department
 - 3. Inspections Department
 - 4. Planning Department
 - 5. Police Department
- C. Committee Reports
 - 1. Planning Board & PPI Committee
 - 2. Board of Adjustment
 - 3. TISPC <https://tispc.org/minutes/>

- 4. ONWASA <https://www.onwasa.com/AgendaCenter>
- 5. Parks & Rec Committee

D. Budget Amendment 2022-23.4

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

IX. CONTINUING BUSINESS

A. BISAC Update (Mayor Pro Tem Benson)

X. NEW BUSINESS

A. RESOLUTION NO. 2022-0007 (Town Manager Derian)

Resolution of the Town of North Topsail Beach, North Carolina, Directing the Application to the Local Government Commission for Approval of a Special Obligation Bond, Requesting Local Government Commission Approval of The Town's Special Obligation Bond and certain related matters.

Specific Action Requested: Mayor may request for a motion to adopt the resolution.

B. IFB Phase 5 Truck Haul Project, Tranche Two (Town Manager Derian)

Specific Action Requested: Mayor may request for a motion to award a contract subject to the Town Attorney and Town Manager negotiating such terms with the contract being contingent on LGC approval and permits.

C. IFB Phase 5 Truck Haul Project / Phase 4 Alternate / Discretionary Bid Item (Town Manager Derian)

Specific Action Requested: Mayor may request for a motion to award a contract subject to the Town Attorney and Town Manager negotiating such terms with the contract being contingent on grant funding and permits.

D. NCDOT Local Agreement for Debris Removal (Town Manager Derian)

Specific Action Requested: Mayor will request a motion to ratify the consensus received from the BOA on approving the agreement with NCDOT for debris removal.

E. Resolution of Appreciation - Mr. Robert Swantek (Mayor McDermon)

F. Resolution of Appreciation - Mrs. Debra Swantek (Mayor McDermon)

G. Signage (Town Manager Derian)

H. Board Of Alderman Vacancy (Mayor McDermon)

XI. OPEN FORUM

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

XII. ATTORNEY'S REPORT

XIII. MAYOR'S REPORT

XIV. ALDERMAN'S REPORT

XV. 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.

Specific Action Requested: Mayor will request a motion to enter Closed Session to 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 (G.S. 143-381.11(a)(6)).

XVI. ADJOURNMENT



Town of North Topsail Beach
Board of Aldermen

Agenda	PU	Section VII, ItemA.
Item:	HEARING	
Date:	9/7/2022	

Issue: Dune Protection and Remediation: Proposed Text Amendments to UDO §10.07.02 Rebuilding of Damaged Dunes & Town Code Article 10 Sand Dune Protection

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: Yes

BACKGROUND Pursuant to NCGS § 160D-301 (b) (4), the Planning Board is assigned the power and duty to advise the Board of Aldermen concerning the implementation of plans, including, but not limited to, review and comment on all zoning text and map amendments as required by G.S. 160D-604.

On August 11, 2022, the Planning Board reviewed UDO plat requirements for development permits; specifically, requirements for ocean front lots with respect to the dune. The Planning Board also discussed the both the Unified Development Ordinance §10.07.02 Rebuilding of Damaged Dunes and Town Code Article 10 Sand Dune Protection.

In their review of Town Code Article 10 *Sand Dune Protection*, the Planning Board recommends that the Town Manager (or designee) has the authority to enforce; that each day unrepaired is a separate offense; and that the exceptions pertaining to development in § 10-49 be deleted, as development is addressed in the UDO.

In their review of Unified Development Ordinance §10.07.02 *Rebuilding of Damaged Dunes*, the Planning Board discussed a dune buffer, non-conforming status for existing encroachments into the buffer, additions or improvements to existing structures, fines, as well as dune restoration.

RECOMMENDATION On August 11, 2022, Ms. Lisa Brown made a motion that the Planning Board recommends that the Board of Aldermen conduct a public hearing on September 7, 2022 at 11:00 a.m. to receive input on a proposed amendment to North Topsail Beach Town Code Article IV Sand Dune Protection and the North Topsail Beach Unified Development Ordinance Article 10 Enforcement § 10.07.02 Dune Protection and Remediation; and that the Board of Aldermen adopt the proposed text amendments to UDO §10.07.02 Rebuilding of Damaged Dunes (attachment 1) & Town Code Article 10 Sand Dune Protection (attachment 2). Mr. Fred Fontana seconded. The motion passed unanimously, 6-0.

ATTACHMENT

1. Ordinance to Amend Unified Development Ordinance §10.07.02 Rebuilding of Damaged Dunes
2. Ordinance to Amend Town Code Article 10 Sand Dune Protection
3. Public Notice

Ordinance 22-00__

AN ORDINANCE AMENDING THE UNIFIED DEVELOPMENT ORDINANCE OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA TO PROVIDE DUNE PROTECTION MEASURES, MANDATORY REMEDIATION FOR DAMAGED DUNES AND SET FINES

WHEREAS, N.C. General Statutes 160 D Article 6 created new standards for the procedure for adopting, amending, or repealing development regulations that apply throughout North Carolina; and

WHEREAS, pursuant to N.C. General Statutes § 160D-601 a notice of the hearing has been given once a week for two successive calendar weeks in the Jacksonville Daily News.

WHEREAS, pursuant to N.C. General Statutes § 160D-603 if any resident or property owner in the town submits a written statement regarding this proposed amendment that has been properly initiated as provided in G.S. 160D-601, to the Town Clerk at least two business days prior to the proposed vote on such change, the Town Clerk shall deliver such written statement to the Board of Aldermen.

WHEREAS, pursuant to N.C. General Statutes § 160D-604 the Planning Board has reviewed the proposed standards and recommended approval of this ordinance; and

WHEREAS, the Board of Aldermen has found this ordinance to be consistent with the Town’s adopted CAMA Land Use Plan; and

WHEREAS, the Board of Aldermen has determined that is in public interest to update standards for dune protection measures, mandatory remediation for damaged dunes and set fines in the Unified Development Ordinance in compliance with the N.C. General Statutes.

NOW THEREFORE BE IT ORDAINED by the Board of Aldermen for the Town of North Topsail Beach, North Carolina that the Unified Development Ordinance shall be amended as follows:

PART I. That Subsection of the Unified Development Ordinance be amended with the addition of the following:

PART II. This ordinance shall be effective upon its adoption.

§ 10.07.02 REBUILDING OF DAMAGED DUNES.

- (A) —Any-All dunes in the required-natural-area Ocean Hazard Area that is-are damaged during construction, or damage occurring as a result of such construction, or excavated in violation of this ordinance shall be restored to its original state using similar materials and stabilizing vegetation. It shall be the responsibility of the property owner to guarantee the protection of all identified dune systems and not allow the natural topography of the lot altered beyond that which has been authorized in the permit. The rebuilding of a dune shall be the ultimate responsibility of the property owner. Any dune in the required natural area that has been

damaged or excavated in violation of this ordinance shall be subject to a fine of \$1 restored within ~~60~~7 days of notice.

Section VII, Item A.

- (B) Failure to repair damage to dunes and vegetation after 7 days, shall constitute a separate violation for each day that such failure continues after written notification by the Planning Director.
- (C) Any development proposed within the Ocean Hazard Area shall indicate on a plat submitted with the application, the dune contour/topography and dune profile by elevation, the landward toe of the dune by bearing and distance.
- (D) No disturbance, no development, no structure shall be permitted within 5.0 feet of the landward toe of the dune, "dune buffer," except beach access crossovers as permitted.
- (E) Any additions or improvements to existing structures must comply with the standards for new construction and be relocated outside of the "dune buffer."
- (F) If any provision of this article is in conflict with a rule or regulation adopted by the State Coastal Resources Commission dealing with oceanfront erosion control, then the most stringent rule or regulation shall control and apply.

(Ord. passed 11-2-2011)

This ordinance is effective upon its adoption.
Adopted this the 7th day of September, 2022.

APPROVED:

Joann McDermon, Mayor

(Seal)

ATTEST:

Melinda Mier, Town Clerk

Ordinance 22-00_

ORDINANCE PROTECTING SAND DUNES

BE IT ORDAINED by the Board of Aldermen of the Town of North Topsail Beach, North Carolina that the Code of Ordinances be amended by inserting a new Article IV of Chapter 10 and numbering the sections et seq. accordingly. New Article IV to read:

ARTICLE IV. SAND DUNE PROTECTION

§ 10-44 FINDINGS OF FACT AND PURPOSE.

(a) The sand dunes within the town are a topographical feature unique to coastal areas, and are a tourist attraction as well as a protective barrier against the dangers of wind, flood and erosion. The sand dunes make a vital contribution to the nature and character of the town as a coastal resort community. The town believes the sand dunes should be preserved, and development on the sand dunes within the town controlled in a manner compatible with their preservation.

(b) This article is adopted to preserve and promote the protection of the town by maintaining the existence of natural and constructed dunes that help protect it from the danger of flooding and erosion, and land against the actions of sand, wind and water. The practice of destroying sand dunes and removing vegetation therefrom within the town constitutes a serious threat to the safety of adjacent properties. This article is therefore adopted for the health, safety and welfare of persons living, visiting or sojourning to and in the town, and for the protection of public and private property.

(c) As used in this article, the phrase SAND DUNE shall mean any and all manmade or natural mound of sand, regardless of size. This includes, but is not limited to, natural dunes, man-made or constructed dunes, berms, sand formations created by a beach/dune push or scrape, individual sandbags, sandbag walls, and sandbag revetments.

(d) The term FRONTAL DUNE used in this article shall refer to the first manmade or natural mound of sand landward of the highwater mark of the Atlantic Ocean, regardless of height or width, considered to be the first line of defense against impending tides and/or storm surge.

(Ord. 2015-10, passed 10-1-2015; Ord. -, passed - -)

§ 10-45 CONFLICTS WITH STATE RULES.

If any provision of this article is in conflict with a rule or regulation adopted by the State Coastal Resources Commission dealing with oceanfront erosion control, then the most stringent rule or regulation shall control and apply.

(Ord. 2015-10, passed 10-1-2015; Ord. -, passed - -)

§ 10-46 TERRITORIAL APPLICABILITY.

This article shall apply to sand dunes within the corporate limits and boundaries of
(Ord. 2015-10, passed 10-1-2015)

§ 10-47 EXEMPTIONS.

The provisions of this article do not apply to:

(a) The removal of sand, seashells or similar materials for souvenir value in such amounts as may be carried upon the person;

(b) Any activity authorized or allowed by G.S. § 113A-103(5)(b)5. for emergency maintenance and repair.

(c) Any activity conducted by a federal or state agency for beach renourishment and protection.

(Ord. 2015-10, passed 10-1-2015)

§ 10-48 ENFORCEMENT.

This article shall be enforced by the local Coastal Area Management Act (CAMA) officer and law enforcement officers of the town. If no person is serving in the capacity of local CAMA officer, this article shall be enforced by the ~~Building Inspector~~ Town Manager or such person ~~in the Inspections Department~~ as may be designated by the ~~Building Inspector~~ Town Manager.

(Ord. 2015-10, passed 10-1-2015)

Statutory reference:

Coastal Area Management Act of 1974, see G.S. 113A-100 et seq.

§ 10-49 DAMAGING SAND DUNES.

(a) (1) It shall be unlawful for any person to walk over, cross over, stand, sit, walk, run, or otherwise loiter upon any sand dune except to cross at an authorized, marked crossover or designated beach access.

(2) It shall be unlawful for any person to place any items, belongings, or beach equipment upon any dune at any time.

(b) It shall be unlawful for any person to damage, destroy or remove any sand dune or part thereof, or to kill, destroy or remove any trees, shrubbery or other vegetation growing on sand dunes, ~~except in the following locations:~~

~~—(1) The area within the foundation perimeter of any existing structure or any structure to be constructed, as shown on the survey or site plan submitted to the Building Inspector as part of the building permit application process, or to the Planning Board as part of the site plan review process.~~

~~—(2) An area around the perimeter of an existing building or proposed principal building not to exceed a width of 12 feet from the building foundation perimeter.~~

~~—(3) The area within the boundaries of existing driveways and parking areas, or driveways and parking areas to be constructed in accordance with a survey or site plan approved by the Planning Board or other appropriate reviewing town official.~~

~~—(4) On commercial, multifamily, group development, or planned unit development site plans that have been approved by the Planning Board (and Board of Aldermen if required), those areas delineated and designated on the site plan for land-disturbing activity, provided such land-disturbing activity is also undertaken pursuant to the Coastal Area Management Act.~~

~~—(5) In hard-surfaced designated recreation areas.~~

~~—(c) Subsection (b) of this section does not apply to any of the following:~~

~~—(1) Landscaping activities and garden plots, provided the original dune contour is not altered.~~

~~—(2) Water, sewage, or wastewater disposal systems and drainfields.~~

~~—(d) For the purposes of this article, a property owner, or his or her agent, shall be entitled to specify, either by means of their permit for crossover construction or by other written communication to the town, the location on their frontal dune of the private crossover they intend to use. If no crossover location on the frontal dune has been so designated by the property owner, or his or her agent, none shall be construed.~~

~~(Ord. 2015-10, passed 10-1-2015; Ord., passed)~~

~~Cross-reference:~~

~~—Vehicles on beaches, see §§ 10-30 et seq.~~

§ 10-50 REPAIRING DAMAGE CAUSED BY VIOLATIONS.

It shall be unlawful to fail to repair or restore dunes or vegetation damaged by not complying with this article. Any dune-disturbing activity shall be immediately repaired in accordance with requirements of the Coastal Area Management Act. Failure to repair damage to dunes and vegetation shall constitute a separate violation for each ~~ten days~~ day that such failure continues after written notification by the ~~CAMA officer~~ Town Manager or designee.

(Ord. 2015-10, passed 10-1-2015)

§ 10-51 CRIMINAL PENALTY.

Any person, ~~firm or corporation~~ who violates any section of this article shall be guilty of a misdemeanor and will be punished by a fine of up to a maximum of \$500, depending on the severity of the damage.

(Ord. 2015-10, passed 10-1-2015)

§ 10-52 CIVIL PENALTY.

If any person, ~~firm or corporation~~ continues to violate or further violates any provision of this article, that person shall be liable to the town for a civil penalty of not less than \$500.

(Ord. 2015-10, passed 10-1-2015)

§ 10-53 SEVERABILITY.

If any section of this article be decided by a court of competent jurisdiction to be unconstitutional or invalid, it shall not affect the validity of this article as a whole, or any section thereof, other than the section so declared to be unconstitutional or invalid.

(Ord. 2015-10, passed 10-1-2015)

This ordinance is effective upon its adoption.
Adopted this the 7th day of September, 2022.

APPROVED:

Joann McDermon, Mayor

(Seal)

ATTEST:

Melinda Mier, Town Clerk

Town of North Topsail Beach

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

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek

Melinda Mier
Town Clerk



Nature's Tranquil Beauty

**NOTICE OF PUBLIC HEARINGS
TOWN OF NORTH TOPSAIL BEACH
BOARD OF ALDERMEN**

Wednesday, September 7, 2022, 11:00 a.m.

Pursuant to NCGS § 160D-4-6 (b) and the Town's Unified Development Ordinance (UDO) § 2.05.03, notice is hereby given that a regular meeting of the North Topsail Beach Board of Aldermen will be held at 2008 Loggerhead Court, North Topsail Beach NC on Wednesday, September 7, 2022, 11:00 a.m. Hearings will be conducted to receive input on a proposed amendment to North Topsail Beach Town Code Article IV Sand Dune Protection and the North Topsail Beach Unified Development Ordinance Article 10 Enforcement § 10.07.02 Dune Protection and Remediation.

All information pertaining to these public hearings may be viewed at the Town Hall Monday through Friday between the hours of 8:00 am and 5:00 pm.

For more information, please contact:
Deborah J. Hill MPA AICP CFM CZO, Planning Director
dhill@northtopsailbeachnc.gov
910-328-1349

set to run in Jacksonville Daily News on Sunday August 14th, 21st, 2022

From: [Deb Hill](#)
To: [Melinda Mier](#)
Cc: [Wendy Purser](#); [Alice Derian](#)
Subject: RE: 10.02.07.
Date: Wednesday, August 17, 2022 1:24:44 PM

Melinda, I have edited out the personal information, but respectfully request that the email below be attached to my staff report for the Board of Aldermen for their consideration during the public hearing.

Thank you,
Deb

Deborah J. Hill MPA AICP CFM CZO
Planning Director
Town of North Topsail Beach
2008 Loggerhead Ct.
North Topsail Beach, NC 28460
910.328.1349



From: Wendy Purser <purserwendy@gmail.com>
Sent: Wednesday, August 17, 2022 10:54 AM
To: Deb Hill <dhill@northtopsailbeachnc.gov>
Subject: 10.02.07.

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

so I cannot make the meeting.

Some points of discussion that I would like to express are:

- 1.) Part A - Will natural weather be taken into account for any dune change due to high winds etc? It would seem that this has been asked before, but I wanted to mention.
- 2.) Part A - Construction being what it is, unforeseen things do happen and especially when working with machinery and newly hired labor. Although the homeowner is ultimately held responsible, and will look to the contractor for repair for such events, and in both cases of homeowner and contractor; at this time is impossible to find someone to come do a

job that may not be a large money making project in lieu of a small project in the allotted 7 days. Weather, labor shortage and high demand all play a part in this.

Can a tiered system to show the importance such as 30 days notice, a 15 day reminder and a final 7 day notice suffice? In an effort to avoid bloated charges for an emergency repair IF available at all, this would be a more realistic approach. Of course if there is a company that blatantly has a record of encroachment they can be served notice that their business is not acceptable due to violations already received and be denied a permit altogether.

3.) Is the weekend and holidays considered in the 7 days?

4.) Part D - Would a pervious type walkway (pool apron) be allowed in the 5' buffer area? Would a "sand fence" be allowed in that area?

5.) When my company has built pools in the past, we used the sand from the excavation of the pool and added to the dune and then the property owner replanted sea grass or other acceptable plantings. As this is helping to support the erosion but may encroach on the buffer after the addition, and ADD to the height of the original permitted dune, can a provision be made for this instead of incurring yet another burden of expense on the contractor/homeowner to have the sand hauled away?

Thank you for your time, and I just wanted to relate some real life situations we encounter routinely and then again through the years' exceptions to normal business practices as we see now with supply and demand.

Wendy L. Purser CPO, CBP
Wendy Purser Pool Consulting L.L.C.
32 Bear Mtn. Rdg * Green Mountain, NC 28740
910.279.1540
NC Contractors License #83236
PHTA Certified Pool Operator Instructor (CPO) /Pool Inspector (CPI)/ Certified Building Pro (CBP)
PHTA Retail Council Member (2023)



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and may possibly be disclosed to third parties.

August 30, 2022

Town Clerk
Town of North Topsail Beach
2008 Loggerhead Court
North Topsail Beach, NC 28460

RE: Written Statement regarding Proposed Amendments
To be considered for public input on SEP 7, 2022

I own and reside year-round in my home at 119 S. Permuda Wynd, North Topsail Beach, NC 28460. While the reported purpose of these amendments seems like a good idea, the actual amendments—as written—have the effect of doing very bad things. I oppose these amendments for three reasons:

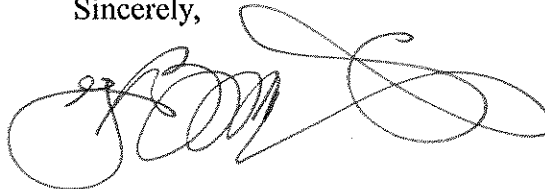
1. **I oppose the No More Crossovers Amendment.** According to the commentary, the proposal deletes exemptions in 10-49 because they're already covered elsewhere. However, the new language doesn't make any reference to any such exemptions, or where they're covered. In the writing of laws, this is called Invisible Text. And this is pretty important. Because without these exemptions, *crossovers aren't allowed any more. At all.* For any reason. No crossovers. Town. Community. Homeowners. No crossovers. Courts are reluctant to *guess* what Invisible Text is supposed to say—without at least some hints—and they're very reluctant to enforce Invisible Text. In this case, the new section 10-49 says that it's unlawful to disturb any sand dune—with no exemption for approved crossovers. The commentary says that the deleted exemptions are covered in the UDO (Unified Development Ordinance) section 10.07.02. Except that: 10.07.02 only applies to some dunes in certain areas, the section is titled "Rebuilding of Damaged Dunes," and it doesn't actually spell out the exemptions. I'd hate to rely on a Court *guessing* what you intended when you've got a chance to be clear about it in the first place. You should be specific, be clear, and avoid this trouble by including the cross-reference.
2. **I also oppose the Get Out of Jail Free Amendment for real estate and construction companies.** The penalty-provisions in 10-51 and 10-52 are being changed so that the penalties only apply to persons—and not to "firms or corporations." I'm guessing (or at least I'm hoping) that there's some definitions page somewhere that says that the word "person" includes firms and corporations. But this is Invisible Text again. Worse, the new language appears to be really clear: The Town is explicitly deleting the references to real estate companies and construction companies. And it explicitly calls out penalties ... but just for persons. It would help if there were quotation marks, or ALL CAPS, or some sort of hint that the Court needs to look at the definitions page and not rely on the plain-language meaning of the word "person."

- 3. **The Walking on Dunes to Collect Souvenirs exemption should be repealed.**
 This one is not caused by the new amendments—it's an existing problem with the current ordinance, and it's a problem that should be fixed now. Section 10-49 makes it unlawful to walk, stand or run on a sand dune. This is a good thing. However, Section 10-47 (titled "EXEMPTIONS") says very clearly ... "The provisions of this article do not apply to the removal of sand, seashells or similar materials for souvenir value in such amounts as may be carried upon the person." Wait, what? Yes, you read that correctly. Section 10-49 (the law against walking on dunes) *does not apply* if you're collecting seashells or other souvenirs.

By the way, Section 10-47 uses the word "person" in a way that does *not* mean "persons, firms or corporations."

If you have any questions, please call me or text me at 910-616-7548, or email me at allisonfamilync@gmail.com.

Sincerely,



G. Burgess Allison

Town of North Topsail Beach

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



Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek

Kate Winzler, NCCMC
Deputy Town Clerk

Nature's Tranquil Beauty

Board of Aldermen
Special Meeting Draft Minutes
Wednesday, June 8, 2022
North Topsail Beach Town Hall
2008 Loggerhead Court, North Topsail Beach, NC 28460

Present: Mayor McDermon; Mayor Pro Tem Benson; Aldermen Grant, Harte, Pletl, and Swantek; Town Manager Derian; Finance Officer Elliott; Planning Director Hill; Deputy Town Clerk Winzler.

CALL TO ORDER

Mayor McDermon called the meeting to order at 1:12 P.M.

APPROVAL OF AGENDA

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

FY 2022-2023 BUDGET MESSAGE AND ORDINANCE

Town Manager Derian presented the following Budget Message to the Board:

June 8, 2022

To the Honorable Mayor McDermon and Town Board of Aldermen: With this letter, I am pleased to present the proposed 2022-2023 fiscal year budget for your review and consideration.

This budget is the culmination of efforts by the Mayor, Board, and Staff, with department head meetings that go back to February 2022. This budget reflects a proactive approach which provides for the Town to continue to deliver high quality services while planning and providing for its future.

Priorities established for the FY 2022-23 Budget are as follows:

- ✓ Remain fiscally sound with a healthy fund balance
- ✓ Continue to provide and enhance public safety
- ✓ Maintain a high level of preparedness to respond to and recover from emergencies
- ✓ Address blighted properties
- ✓ 30-year beach plan

- ✓ Employ technology to engage, improve and expand service and public safety opportunities

The budget was prepared in accordance with North Carolina General Statutes, and the North Carolina Local Government Budget and Fiscal Control Act. All funds in the proposed budget are balanced, and all revenues and expenditures are identified for the fiscal year 2022-23.

REVENUES & EXPENDITURES

Revenue projections are conservative. The Town's largest source of revenue comes from ad valorem property taxes. As a result of the recent re-valuation completed by Onslow County, we have shown what the revenue neutral rate of \$.2894 looks like, as well as a table of varying rates. Revenue neutral implies that changes in the tax levy result in no change in the amount of revenue coming into the Town's coffers. The budget is proposing a three cent (\$.03) tax decrease for this upcoming year making the total rate forty-three cents (\$.43). This will allow the Town to continue to provide and expand necessary services, as well as plan for upcoming improvements and purchases. The total levy for next year is \$1,572,100,000, provided by the Onslow County Tax Department. This makes the estimated revenue at \$6,760,030. The budget assumes a 90% collection rate, totaling \$6,084,027 which will be divided among the town's three funds as follows:

General Fund - \$0.26
 Capital Improvement Fund - \$0.07
 Shoreline Protection Fund - \$0.10

The second largest source of revenue comes from the local sales tax which is estimated at \$2,518,373. This revenue source is also divided among funds – the General Fund as well as the Shoreline Protection Fund.

In years past, the Town has had paid parking at the northern most end of the town as well as seasonal passes to drive on the north end of the beach. These revenues were originally allocated to the General Fund. Last FY the Town enhanced our paid parking program, therefore the revenues that were generated from the north end parking were left in the General Fund, with the new revenues collected for the Shoreline Protection Fund. It is estimated that we will collect \$730,000 in parking revenue. The budget reflects 25% going into the General Fund and 75% into the Shoreline Protection Fund.

Our Accommodations Tax rate remains 3% for this upcoming fiscal year and the revenues collected will solely go towards the Shoreline Protection Fund. Staff is anticipating revenue collections to be \$1,500,000.

The Budget Officer (Town Manager) and the Finance Officer compiled and formulated the expenditures based on requests and justifications submitted by department heads, guidance provided at the budget workshops, current contracts, as well as reviewing historical data.

The Town is committed to provide professional services to include police and fire, inspections, permitting, public works and town planning. Our employees are the number one asset for the Town and account for 52% of the operating budget.

This year the Town has one new position that has been added. The position of IT Director was recently created and filled therefore new to this operating budget.

The budget also provides for a 4% COLA and a 2% Merit maximum opportunity for employees. Survey information obtained from the NC League of Municipalities was used to show where we stand in comparison beyond what the surrounding municipalities are implementing. 46% of those respondents are offering both COLA and Merit. We further looked at the breakdown by population group. North Topsail Beach is comparable to populations below 2,500. 77.3% offer COLA and/or Merit in this population group. When looking at the COLA Summary and Merit Increase summary, there is a reported 4.7% statewide average for COLA and in our population group 2% was considered the low end. In regards to the Merit increase summary, the ranges varied by region, with a statewide average of 1.8% to 3.7%. Our population group showed a low-end average of 2%. We are in unprecedented times, and this is a matter that we will continue to monitor and assess.

An additional mandatory increase for the Town's portion of the contribution to the North Carolina Local Government Retirement System will go into effect this fiscal year. General Class employees' contribution rates will increase to 12.23% and Law Enforcement Officers rate will increase to 13.04%. This increase was established by the Board of Trustees for the Local Government Employees Retirement System (LGERS). The Town's rates that are contributed to employee's 401(k) accounts remain the same at 3% and 5% for general class and law enforcement, respectively.

This year we are making an additional investment to the Capital Improvements Fund, or Fund 12. Seven cents (\$0.07) of the proposed tax increase will be exclusively allocated to this fund for the planning and preparation of future needs for the town. Specifically, Police Department expansion, an off-site EOC location/storage, South End Fire Department replacement, as well as preparation for the need of new fire trucks in years to come. This fund allows the Town to fiscally prepare for upcoming needs.

The American Rescue Plan Fund, or Fund 15 was created last fiscal year when President Biden signed the ARP into law as of March of 2021 which distributed funding to North Carolina cities and towns. Per guidance from the US Treasury as well as the State of North Carolina, a separate fund was created for the revenues to be kept separated from normal town operations and funds.

This budget reflects the diligent work of both Staff and the Board of Aldermen in its preparation. The budget is a solid plan and commitment for the Town's future. It represents the priorities of the Board and Staff as we move forward as a Town. It makes every effort to keep

Board of Alderman Special Meeting June 8, 2022

costs at a minimum and provide the necessary services to the citizens of North Topsail Beach in the most efficient and effective manner possible while also preparing for future needs. I would like to give special thanks to all the departments for their assistance in contributing to the budget process.

Respectfully Submitted,

Alice Derian, ICMA-CM
Town Manager

Town Manager Derian explained that the \$.43 tax rate in the proposed budget was arrived at during previous budget workshops with much discussion, including real-life examples of both a revenue neutral rate and the \$.43 rate scenario illustrating the tax effects on properties valued at \$400,000, \$170,000, and \$675,000, respectively.

Alderman Grant clarified that the average home value in North Topsail Beach is about \$400,000 and \$.01 in property tax increase for a \$400,000 property equates to \$40 per year.

Town Manger Derian provided a high-level look at each fund. In the General Fund \$135,000 has been allocated to address blighted properties, proceeding with condemnations throughout the next fiscal year; new equipment purchases for the Public Works Department include a used dump truck, new loader, and a used street vacuum truck; in Recreation, \$25,000 is allocated for special events, \$15,000 for a Christmas tree, park maintenance includes new playground mulch, landscape maintenance, and bathroom renovations. The Beach Fund shows a negative one hundred percent strictly because those funds were moved to Fund 30, the Beach Fund, to represent the use of those funds more accurately. Included in Fund 30 are the 2022 Special Obligation Bond (SOB) payments, \$30,000 for a thirty-year beach plan, a \$50,000 sea oats initiative, lobbyist expenses, and the North Carolina Beach, Inlet and Waterway Association (NCBIWA) Conference expenses for the Beach, Inlet, and Sound Committee (BISAC).

Mayor McDermon requested the Board give input on the budget.

Alderman Pletl expressed sympathy for folks with fixed incomes and unhappiness that the Board must raise the tax rate. Ms. Pletl praised Town Manager Derian and the Town for doing an excellent job providing services and public safety in unprecedented times. She offered that there the tax rate may be reduced next year if the Board sees more funds are raised than are needed this year. Ms. Pletl noted that the Board and Town Staff have worked very hard on this budget to provide good services and public safety to the people of the Town.

Alderman Harte offered no comment.

Mayor Pro Tem Benson supported Alderman Pletl’s comments and noted that North Topsail Beach is just coming into its own. Mr. Benson offered that seventy-three percent of the non-CBRS (Cobra/Coastal Barrier Resources System) lots are built out, and sixty-four percent of the CBRS lots are built out. There is still some room to grow, and there are sixty-five new builds currently. He noted that the Capital Improvements Fund in this budget begins to address very important Town projects, such as the south-end fire station. These projects have been

Board of Alderman Special Meeting June 8, 2022

neglected previously, but this Board is looking to and planning for the future. He suggested the tax rate may be surprising, and that Onslow County's tax rate may also be surprising, but this tax rate will help the Town get on the right track. If there are excess funds next June, the Board can always lower the rate.

Alderman Swantek expressed his happiness with the rate chosen by the Board, especially with the new revenue stream for Capital Improvements which has been needed for a long time. Mr. Swantek noted that the Town is bearing the brunt right now, and hopefully next year it may be lowered again.

Alderman Grant stated that the Town faces an unusual situation with more than ninety percent of properties being second homes and investment properties. He offered that other states, such as South Carolina, may charge a higher tax rate on secondary homes. North Carolina law does not allow this practice. So the revaluation on primary homes affects residents, especially people with a fixed income, more than property owners who rent their North Topsail Beach property for profit to cover the higher taxes. The increase in property value is unprecedented. If the increase in value had been seven percent, and the tax rate was lowered by seven percent, it would be a break-even scenario. Mr. Grant noted that the Town has been pushing off capital projects for a long time, and borrowing money is becoming more expensive. The Town needs to be monetarily self-sufficient rather than relying on financing. He added that the Town intends to file for grants to help off-set the beach planning expenses. Mr. Grant stated he is very comfortable that half of the budget is related to public safety, and that forty percent of revenue is going into the capital fund and beach fund, rather than operating expenses. He expressed that public safety is paramount. He is not happy that taxes are going up and recognizes that those hardest hit live here and do not rent their property for profit. The very unusual revaluation is the bottom line, and he hopes that the values stay up. Mr. Grant highlighted the two biggest concerns for the Board in preparing this budget were selecting a rate that did not need to be increased in the short-term and refinancing the USDA loan at the lower rate unachievable in the current market. He noted that financing for the upcoming FEMA sand project in the fall will be at a higher rate than what the Town has borrowed at previously. He thinks it is a fair budget; he does not like that the revaluation hit property owners hard; he thinks the Board has taken a balanced approach.

Mayor McDermon expressed appreciation for the time and effort put into the budget, specifically by the Staff and Board members. She especially appreciated the forward-thinking approach taken to address the critical capital projects needed to be planned and budgeted for in a responsible fiscal manner, such as a new fire station and new fire trucks. This approach is in the best interest of the Town of North Topsail Beach and its residents. Ms. McDermon noted the importance of continuing to consider compensation and retention of employees as time goes on, possibly as a budget amendment in the future after some analysis.

Alderman Swantek made a motion that we approve the budget as Ms. Derian proposed it. Mayor Pro Tem Benson seconded the motion. The motion passed unanimously, 5-0.

ADJOURNMENT

Alderman Swantek made a motion to adjourn. Alderman Grant seconded the motion. The motion passed unanimously, 5-0.

The Board of Aldermen special meeting adjourned at 1:43 P.M.

APPROVED

This 6th day of September 2022

Joann McDermon
Mayor

CERTIFIED

This 6th day of September 2022

Melinda Mier
Clerk

Town of North Topsail Beach

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

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek

Melinda Mier
Town Clerk



Nature's Tranquil Beauty

Board of Aldermen

Regular Meeting Minutes

Wednesday, August 3, 2022, at 11:00 A.M.

North Topsail Beach Town Hall

2008 Loggerhead Court, North Topsail Beach, NC 28460

Present: Mayor McDermon; Mayor Pro Tem Benson; Aldermen Grant, Harte, Pletl and Swantek. Chief Younginer, Chief Soward, Town Manager Derian, Finance Director Elliott, IT Director Schwisow, Planning Director Hill, Town Clerk Mier, Town Attorney Edes.

Via Zoom: Coastal Engineer Way

I. CALL TO ORDER

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

II. INVOCATION

Mayor McDermon took a moment of prayer for the families of Antwaun Jackson and Moses Muchai. Alderman Swantek delivered the invocation.

III. PLEDGE OF ALLEGIANCE

Mayor McDermon led attendees in the Pledge of Allegiance.

IV. APPROVAL OF THE AGENDA

Alderman Swantek made a motion to approve the agenda. Alderman Grant seconded the motion. The motion passed unanimously, 5-0.

Alderman Benson asked for discussion adding an item under New Business on Hazard Regulation.

Alderman Swantek made a motion to approve the amended agenda. Alderman Grant seconded the motion. The motion passed unanimously, 5-0.

V. MANAGER'S REPORT

Town Manager Derian presented the Aug 3, 2022, Town Manager's Report to the Board.

Phase 5 project

- The Invitation for Bid for the second tranche for the phase 5 project was issued on Monday August 1st. We have a non-mandatory pre bid meeting scheduled for August

August 3, 2022, Board of Alderman Meeting Minutes

10th at 1pm which will be held at the Gray Street access and Bids are due by August 23rd at 2:00pm. Award will be contingent upon LGC approval.

- I have met with Carter and Associates in regard to the schedule for the FEMA SOB's 2nd Tranche schedule. We will be having the LGC kickoff call in early August and expect to receive rates from PNC Bank on August 22nd. September 1st the application will be due to the LGC and at the September BOA meeting it will be on your Agenda to adopt the initial SOB's Resolution and award a contract for the project, which will be contingent on LGC approval.

Coastal Storm Damage Mitigation Fund Grant

- Our grant application for \$10.5 million dollars was submitted on July 8th following our last Board Meeting and we have received confirmation from the state that it has been received. It is currently in the review process. I have asked a time frame of when we can expect a response but have not heard back yet.
This grant would enable the Town to extend the Phase 5 project 2.5 miles to the north to renourish Phase 4 with matching funds.
This work was included in the Invitation for Bid as an Alternate Bid item in the Invitation for Bid issued for the Phase 5 project. Award will be contingent upon grant funds.

Sea Oats Planting

- Coastal Transplants continues to work on Sea Oats planting that is scheduled to wrap up at the end of August.

FY 2022-2023 Budget

- I received two notices of grant awards from Onslow County that I had applied for in March. We have received \$150,000 for SOB's assistance and \$10,000 for Ocean City signage. The contracts for the grant awards have been executed and returned to the County finance office. I have met with Carla and Craig Torrey last Friday to discuss signage and landscaping that will read Ocean City Established 1949 with two headers below the main sign that reads A Historic Community and North Carolina Civil Rights Trail. Budget Amendments were included on the agenda for approval to account for these funds.
- The Christmas tree has been ordered and we expect delivery well before Christmas and will have within the next few weeks. The tree topper has already been delivered.

Disaster Preparedness

- I coordinated a community meeting for residents on hurricane preparedness. The County and National Weather Service will be coming to NTB for us to host a community town hall meeting. It is scheduled for August 16th at 6pm. We have posted the notice on social media and our town hall sign and will continue to release as we get closer to the date.
This will be free, open to all, public discussion about hurricane preparedness. You will have the chance to hear a presentation from a meteorologist from the National Weather Service on hurricanes and their impacts on Eastern North Carolina. We will go

August 3, 2022, Board of Alderman Meeting Minutes

over why you should never just focus on just the category of the storm, what the hurricane path track means and the various impacts tropical cyclones can bring. We will also cover the hurricane outlook for the year while emphasizing that it only takes one storm to make an impact on your life! At the end you will be able to ask questions you may have.

VI. OPEN FORUM

One citizen addressed the Board. Mr. George Van - 2386 New River Inlet Rd. Mr. Van offered his condolences to the families of Antwaun Jackson and Moses Mukai.

VII. PUBLIC PRESENTATIONS AND HEARINGS

COASTAL ENGINEER UPDATE

Mr. Fran Way presented a slideshow "North Topsail Beach Coastal Update August 2022" to the Board. He noted these updates:

- Phase 5 Beach Nourishment - ST Wooten hauled one hundred twenty thousand cubic yards over two months. Project will start up again November 16, 2002. One hundred eighty thousand cubic yards remain.
- Hurricane Dorian Phase 1 FEMA Category G fifteen thousand cubic yards near Topsail Reef Villas and forty-five thousand cubic yards permitted. To occur in next environmental window (Nov 16, 2022, to April 1, 2023). Bidding next step.
- New River Inlet Management Master Plan- Work is being done on the Environmental Impact Statement (EIS) plan in coordination with Dial-Cordy and Mickey Sugg with US Army Corps of Engineers (USACE).
- Working with NTB Finance Officer and DEC Associates regarding funding for upcoming FEMA and State funded projects.
- Bidding of 2nd Phase 5 portion this summer.
- Sea Oat Planting (remaining Phases 1 to 4 and to include Phase 5) has begun and will continue for several months.
- USACE AIWW/Channel Dredging Bidding
- Permitting Coordination (all projects)
- County Beach Access
 - Coordination between DCM, CAMA, Town Staff, County, Wildlife Recourse Commission, and Town Attorney Edes
 - Two thousand, three hundred cubic yards of sand to be placed in November

- State Grant (Phase 4)

VIII. CONSENT AGENDA

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

IX. CONTINUING BUSINESS

A. 328-336 Folkstone Road Property (Town Manager Derian)

I received an email on July 21st that the buyers for the Folkstone lots were asking to extend the due diligence period for another week. The buyers wanted to try and get another perk test on the property. The contractor they were using was taking longer than expected (due to what they told the agent was due to the amount of rain). The result of that poll was that the board was in agreement with the extension and we just need to ratify it.

Alderman Swantek made a motion to approve the extension the due diligence period of Folkstone Road properties. Mayor Pro Tem Benson seconded the motion. The motion passed unanimously, 5-0.

B. NC Coastal Federation Living Shoreline Cost-Share Contract and Sand Bar Oyster Company Proposal (Town Manager Derian)

We discussed this project at the last board meeting and if the Board officially approves, we will proceed with the permit process and production of materials. I would like to add that I do not anticipate any major maintenance issues with the structure itself. That said, if we were to have a major storm that deposited debris on top of the structure, the town would need to remove the debris to ensure it functions properly but other than that it will require no maintenance on behalf of the Town.

Alderman Pletl made a motion to approve the Living Shoreline Contract. Mayor Pro Tem Benson seconded the motion; the motion passed unanimously, 5-0.

C. 2405 Spartan Fire Engine (Town Manager Derian)

The Resolution was approved by Jones Onslow Electric Membership Corporation to move forward with the 0% loan application for the fire engine at their July board meeting. Part of the funding is being applied for through USDA, which is a process that can take several months. Once the truck is built and we have possession which according to the sales contract will be completed and delivered no more than 440 days from signing and acceptance of the purchase contract, they will be able to close. Should the USDA deny the loan, we would identify an alternative lending source or pay for the truck with budgeted funds. If you have any questions on the Fire Engine, I will invite Chief Soward to the podium to address those now. If not, please proceed with a motion.

Alderman Swantek made a motion to approve the purchase of the Spartan Fire Engine. Alderman Harte seconded the motion. The motion passed unanimously, 5-0.

August 3, 2022, Board of Alderman Meeting Minutes

D. Parks and Recreation Update (Alderman Pletl)

Parks and Rec has selected and approved a Town Christmas tree which will debut with a tree lighting celebration and on display this holiday season. Alderman Pletl met with Onslow County Parks and Rec Director about programs to implement, the committee will discuss those programs and bring to the board for approval. The August meeting was postponed due to the Hurricane Preparedness forum and a re-schedule date has not been set. The committee is still seeking volunteers.

X. NEW BUSINESS

A. Mini Brooks Exemption Resolution (Town Manager Derian)

Exempting of Phase 4 Engineering Services from G.S. 143-64.31. Should the Town be awarded grant funding from the Coastal Storm Damage Mitigation Fund Grant, we may need to expend funds for additional engineering services.

Alderman Grant made a motion exempting Phase 4 Engineering Services from G.S. 143-64.31. Alderman Swantek seconded the motion. The motion passed unanimously, 5-0.

B. Buffer zone for building near dunes, wetlands or sound. (Alderman Grant)

Alderman Grant stated that after meetings and discussion with Miss Hill and the Town Manager, he is asking the Board to recommend to the Planning Board that oceanfront projects be required to provide a dune profile; secondly, to draft a text amendment establish a buffer zone 5 feet from the landward toe of the dune with the exception of beach accesses and by giving the planning director specific language, we can protect the dune but still allow people to build their homes. **Clerk Mier polled the Board. The motion passed unanimously, 5-0.**

XI. OPEN FORUM: No one came forward to speak.

XII. ATTORNEY'S REPORT

Town Attorney Edes reported that the General Assembly passed a piece of legislation in July 2022, that now requires municipalities to conspicuously state on its website when restrictions implemented pursuant to a local Declaration of a State of Emergency expire and must likewise report the same to the State.

XIII. MAYOR'S REPORT

Mayor McDermon thanked our First Responders and Town staff for all the hard work and dedication they have put in the past few weeks.

XIV. ALDERMAN'S REPORT

Alderman Pletl reported she visited the Dolphin Shore site and is pleased the Town Board and Planning committee continue to work on the dune protection issue. She next reported on the Sea Turtles; there is a total of 107 nests, which 73 are in North Topsail

August 3, 2022, Board of Alderman Meeting Minutes

Beach. She reminded everyone to turn the oceanfront lights off, because of some recent and upcoming hatchlings.

Alderman Harte, Mayor Pro Tem Benson, Alderman Swantek and Alderman Grant all individually thanked our First Responders and Town Manager Derian for all the hard work and efforts given over the last few weeks.

XV. CLOSED SESSION

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 (G.S. 143-381.11(a)(3)).

Alderman Swantek made a motion to go into closed session to Mayor Pro Tem Benson seconded. The motion passed unanimously, 5-0.

The Board entered closed session at 12:00 p.m.

Alderman Swantek made a motion to come out of closed session. Alderman Grant seconded. The motion passed unanimously, 5-0.

The Board came out of closed session at 1:41 p.m. Mayor McDermon stated that no action was taken during closed session.

XVI. ADJOURNMENT

Alderman Swantek made a motion to adjourn. Alderman Harte seconded. The motion passed unanimously, 5-0.

The Board of Aldermen meeting adjourned at 1:57 p.m.

APPROVED

This 7th day of September 2022

Joann McDermon
Mayor

CERTIFIED

This 7th day of September 2022

Melinda Mier
Town Clerk



TOWN OF NORTH TOPSAIL
BEACH
Board of Aldermen
Agenda Item

Consent	I	Section VIII, ItemB.
Agenda	VIII	
Item:	D	
Date:	08/19/2022	

Issue: MOTV Tax Refund
Department: Finance
Presented by: Kim Weaver, Deputy Finance Officer
Presentation: Administration Department

Background: Received notice from the Onslow County Tax Office regarding the following MOTV Tax Refunds for the following residents due to tag surrenders:

- Glassman Britney Leigh \$ 157.30
-
-

Total: \$157.30

Attachment(s): Onslow County MOTV Tax Report

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	Address	Refund Type	Bill Number
GLASSMAN, BRITNEY LEIGH	GLASSMAN, KYLE JAMES	4524 24TH AVE	N TOPSAIL BEACH, NC 28460	Proration Refund Amount (\$157.30)	64563446
			Refund Reason Tag Surrender		

BOARD OF ALDERMEN MEMORANDUM

TO: MAYOR MCDERMON AND ALDERMEN

FROM: Kim Weaver, Deputy Finance Officer

SUBJECT: Monthly Financial Report

DATE: August 19, 2022

The following events occurred during the month of August of 2022 in the Finance Department:

- Work on the June 30, 2022, audit is still underway and expected to be wrapping up beginning of September.
- Reimbursement requests have been submitted for the FEMA CAT G beach renourishment project that began earlier this year in Phase 5. We expect to receive these funds in the next 30-60 days which will then be applied to the FEMA Special Obligation Bond held with PNC. We are still waiting on funds from FEMA currently.
- July's paid parking revenues yielded \$84331.
- For property taxes this month, we have received 7863.57 from Onslow County.
The 2022 property tax bills have gone out and we are starting to see an increase in collections. July's Motor Vehicle Taxes refund totals \$ 157.30.
During August we processed approximately \$204,014.33 in accounts payable. A copy of the
- check registers are enclosed for review.
- We have collected 629,818.54 for Occupancy Taxes so far during August from short-term rentals during the month of July. The report is attached. For revenue comparisons, last year during the same period we collected \$375,758.29.
- This month we received \$278038.23 for Sales and Use Tax, for July collections. Last year, for comparison, we collected \$232,395.33 for the same period. This month we received \$175.48 for Solid Waste Disposal tax. Public Works sold the 1984 AMG Dump Truck on Augusta 16, 2022 for \$ 5485.

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

Respectfully submitted,

Kim weaver

Kim Weaver
Deputy Finance Officer

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
10-301-00 AD VALOREM TAX - Current Year	3,678,714	0.00	0.00	4,772.69	(3,673,941.31)	0%	
10-301-01 AD VALOREM TAX - Prior Years	50,000	0.00	0.00	6,493.94	(43,506.06)	13%	
10-301-02 AD VALOREM TAX - MOTV	70,000	0.00	0.00	6,526.24	(63,473.76)	9%	
10-317-00 AD VALOREM TAX Penalties	3,000	0.00	0.00	46.18	(2,953.82)	2%	
10-317-01 COUNTY GRANT FUNDING	10,000	0.00	0.00	0.00	(10,000.00)		
10-329-00 INTEREST	15,000	0.00	0.00	10,568.84	(4,431.16)	70%	
10-335-00 MISCELLANEOUS	5,000	0.00	0.00	83.00	(4,917.00)	2%	
10-335-01 MEETING ROOM	500	0.00	0.00	0.00	(500.00)		
10-336-07 SALE OF TOWN MERCHANDISE	5,000	0.00	0.00	0.00	(5,000.00)		
10-337-00 UTILITIES FRANCHISE TAX	330,000	0.00	0.00	0.00	(330,000.00)		
10-341-00 BEER & WINE TAX	3,400	0.00	0.00	0.00	(3,400.00)		
10-343-00 POWELL BILL ALLOCATIONS	25,000	0.00	0.00	0.00	(25,000.00)		
10-345-00 LOCAL OPTION SALES TAX	1,864,500	0.00	0.00	398,883.45	(1,465,616.55)	21%	
10-347-02 SOLID WASTE DISP TAX	750	0.00	0.00	175.48	(574.52)	23%	
10-350-00 RECREATION -RENTAL FEES	1,500	0.00	0.00	1,300.00	(200.00)	87%	
10-350-01 PAID PARKING REVENUE	182,500	0.00	0.00	45,708.00	(136,792.00)	25%	
10-351-01 OFFICER CITATIONS & COURT	5,000	0.00	0.00	555.70	(4,444.30)	11%	
10-352-01 FIRE FINES & VIOLATIONS	2,000	0.00	0.00	0.00	(2,000.00)		
10-352-02 PARKING/CODE ENFORCEMENT FINES	20,000	0.00	0.00	400.00	(19,600.00)	2%	
10-352-03 PLANNING DEPT. FEES	6,000	0.00	0.00	0.00	(6,000.00)		
10-355-00 BUILDING PERMITS	85,000	0.00	0.00	11,310.25	(73,689.75)	13%	
10-355-01 MECHANICAL PERMITS	15,000	0.00	0.00	2,450.00	(12,550.00)	16%	
10-355-02 ELECTRICAL PERMITS	18,000	0.00	0.00	2,310.00	(15,690.00)	13%	
10-355-03 PLUMBING PERMITS	2,500	0.00	0.00	140.00	(2,360.00)	6%	
10-355-04 INSULATION PERMITS	500	0.00	0.00	0.00	(500.00)		
10-355-05 HOMEOWNERS RECOVERY FEE	300	0.00	0.00	50.00	(250.00)	17%	
10-355-06 TECHNOLOGY FEE	7,500	0.00	0.00	904.53	(6,595.47)	12%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND								
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent		
10-355-07 REINSPECTION FEE/FINES	3,000	0.00	0.00	150.00	(2,850.00)	5%		
10-357-08 ZONING PERMITS	20,000	0.00	0.00	2,225.00	(17,775.00)	11%		
10-359-00 REFUSE COLLECTION FEES	514,524	0.00	0.00	41,167.64	(473,356.72)	8%		
10-359-50 VACANT LOT SWF	10,000	0.00	0.00	50.00	(9,950.00)	1%		
10-359-51 LOST CART REPLACEMENT	2,000	0.00	0.00	80.00	(1,920.00)	4%		
10-359-52 ADD'L CART RECYCLING	2,500	0.00	0.00	160.00	(2,340.00)	6%		
10-367-01 SALES TAX REFUNDS	20,000	0.00	0.00	0.00	(20,000.00)			
10-368-01 GRASS MOWING REIMB	8,396	0.00	0.00	0.00	(8,396.00)			
10-368-02 GRANT FUNDS	57,400	0.00	0.00	0.00	(57,400.00)			
10-382-00 SALE OF LESO ASSETS	5,000	0.00	0.00	0.00	(5,000.00)			
10-383-00 SALE OF FIXED ASSETS	20,000	0.00	0.00	5,485.00	(14,515.00)	27%		
Revenues Totals:	7,069,484	0.00	0.00	541,995.94	(6,527,488.42)	8%		
Expenses								
10-410-02 SALARIES	36,000	0.00	0.00	6,000.00	30,000.00	17%		
10-410-05 FICA (7.65%)	2,754	0.00	0.00	459.00	2,295.00	17%		
10-410-14 TRAVEL & TRAINING	2,000	0.00	0.00	0.00	2,000.00			
10-410-33 DEPARTMENTAL SUPPLIES	1,500	0.00	0.00	0.00	1,500.00			
10-410-42 CHARTER CODES SERVICE	5,000	0.00	0.00	0.00	5,000.00			
10-410-43 AUDITOR FEES	15,500	0.00	0.00	6,250.00	9,250.00	40%		
10-410-45 TAX COLLECTION FEES	62,000	0.00	0.00	94.63	61,905.37	0%		
10-410-47 PROFESSIONAL SERVICES	100,000	0.00	0.00	4,656.10	95,343.90	5%		
10-410-50 DONATIONS OTHER AGENCIES	6,000	0.00	0.00	3,500.00	2,500.00	58%		
10-410-53 DUES & SUBSCRIPTIONS	2,750	0.00	0.00	1,897.00	853.00	69%		
10-410-57 MISCELLANEOUS	500	0.00	0.00	0.00	500.00			
10-410-58 TAX REFUNDS	2,500	0.00	0.00	21.70	2,478.30	1%		
10-410-95 BOARD STIPEND	3,600	0.00	0.00	0.00	3,600.00			
GOVERNING BODY Totals:	240,104	0.00	0.00	22,878.43	217,225.57	10%		

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-420-02 SALARIES	397,000	0.00	0.00	57,998.91	339,001.09	15%	
10-420-05 FICA (7.65%)	30,371	0.00	0.00	4,426.11	25,944.39	15%	
10-420-06 GROUP INSURANCE	42,250	0.00	0.00	2,083.71	40,166.29	5%	
10-420-07 ORBIT RETIREMENT (12.23%)	48,553	0.00	0.00	6,997.48	41,555.62	14%	
10-420-08 401K (3%)	11,910	0.00	0.00	1,603.49	10,306.51	13%	
10-420-09 TOWN INSURANCE HRA	30,000	0.00	0.00	3,141.70	26,858.30	10%	
10-420-10 EMPLOYEE TRAINING	6,000	0.00	0.00	625.00	5,375.00	10%	
10-420-11 POSTAGE	2,500	0.00	0.00	0.00	2,500.00		
10-420-12 MANAGER EXPENSE ACCT	1,000	0.00	0.00	0.00	1,000.00		
10-420-13 TUITION REIMBURSEMENT	2,500	0.00	0.00	0.00	2,500.00		
10-420-15 BANK CHARGES	2,500	0.00	0.00	0.00	2,500.00		
10-420-16 M & R EQUIPMENT	500	0.00	0.00	0.00	500.00		
10-420-17 M & R VEHICLE	1,500	0.00	0.00	0.00	1,500.00		
10-420-18 CONSUMABLES	4,000	0.00	0.00	(98.95)	4,098.95	-2%	
10-420-26 ADVERTISING	1,500	0.00	0.00	0.00	1,500.00		
10-420-31 GAS, OIL & TIRES	2,000	0.00	0.00	220.45	1,779.55	11%	
10-420-33 DEPARTMENT SUPPLIES	6,000	0.00	0.00	865.62	5,134.38	14%	
10-420-34 TOWN APPAREL & MERCH EXPENSE	3,000	0.00	0.00	0.00	3,000.00		
10-420-35 IT EQUIPMENT & SERVICES	6,500	0.00	0.00	5,269.58	1,230.42	81%	
10-420-45 CONTRACTED SERVICES	26,200	0.00	0.00	3,267.36	22,932.64	12%	
10-420-53 DUES & SUBSCRIPTIONS	8,000	0.00	0.00	3,546.64	4,453.36	44%	
10-420-57 MISCELLANEOUS	500	0.00	0.00	0.00	500.00		
10-420-58 EMPLOYEE ENGAGEMENT	10,000	0.00	0.00	0.00	10,000.00		
10-420-74 CAPITAL OUTLAY	16,000	0.00	0.00	0.00	16,000.00		
10-420-76 EQUIPMENT LEASE PAYMENTS	27,500	0.00	0.00	832.08	26,667.92	3%	
ADMINISTRATION Totals:	687,784	0.00	0.00	90,779.18	597,004.42	13%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-490-02 SALARIES	92,500	0.00	0.00	13,908.04	78,591.96	15%	
10-490-03 PART-TIME SALARIES	15,500	0.00	0.00	2,021.97	13,478.03	13%	
10-490-05 FICA (7.65%)	8,262	0.00	0.00	1,218.65	7,043.35	15%	
10-490-06 GROUP INSURANCE	8,500	0.00	0.00	694.57	7,805.43	8%	
10-490-07 ORBIT RETIREMENT (12.23%)	11,313	0.00	0.00	1,676.57	9,636.18	15%	
10-490-08 401K (3%)	2,775	0.00	0.00	417.22	2,357.78	15%	
10-490-10 EMPLOYEE TRAINING	3,000	0.00	0.00	0.00	3,000.00		
10-490-16 M & R EQUIPMENT	500	0.00	0.00	0.00	500.00		
10-490-17 M & R VEHICLES	1,000	0.00	0.00	0.00	1,000.00		
10-490-31 GAS, OIL, & TIRES	1,000	0.00	0.00	122.65	877.35	12%	
10-490-45 CONTRACTED SERVICES	6,000	0.00	0.00	4,800.00	1,200.00	80%	
10-490-53 DUES & SUBSCRIPTIONS	1,650	0.00	0.00	0.00	1,650.00		
10-490-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00		
10-490-58 CRS FLOOD ACTIVITY	1,400	0.00	0.00	0.00	1,400.00		
PLANNING/ZONING/CAMA Totals:	153,650	0.00	0.00	24,859.67	128,790.08	16%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-491-02 SALARIES	135,500	0.00	0.00	20,787.56	114,712.44	15%	
10-491-05 FICA (7.65%)	10,366	0.00	0.00	1,566.64	8,799.11	15%	
10-491-06 GROUP INSURANCE	17,000	0.00	0.00	1,389.14	15,610.86	8%	
10-491-07 ORBIT RETIREMENT (12.23%)	16,572	0.00	0.00	2,414.77	14,156.88	15%	
10-491-08 401K (3%)	4,065	0.00	0.00	600.83	3,464.17	15%	
10-491-10 EMPLOYEE TRAINING	4,500	0.00	0.00	625.00	3,875.00	14%	
10-491-17 M & R VEHICLES	1,200	0.00	0.00	0.00	1,200.00		
10-491-31 GAS, OIL & TIRES	3,000	0.00	0.00	291.75	2,708.25	10%	
10-491-33 DEPARTMENTAL SUPPLIES	1,050	0.00	0.00	0.00	1,050.00		
10-491-45 CONTRACTED SERVICES	10,000	0.00	0.00	4,800.00	5,200.00	48%	
10-491-53 DUES & SUBSCRIPTIONS	1,555	0.00	0.00	80.00	1,475.00	5%	
10-491-54 DEMOLITION	135,000	0.00	0.00	0.00	135,000.00		
10-491-57 MISCELLANEOUS	500	0.00	0.00	0.00	500.00		
10-491-75 DEBT SERVICE	10,651	0.00	0.00	0.00	10,651.00		
INSPECTIONS Totals:	350,958	0.00	0.00	32,555.69	318,402.71	9%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-500-11 PHONES	30,000	0.00	0.00	1,100.40	28,899.60	4%	
10-500-13 UTILITIES	50,000	0.00	0.00	2,998.51	47,001.49	6%	
10-500-15 M & R BUILDINGS/GROUNDS	47,000	0.00	0.00	6,194.33	40,805.67	13%	
10-500-17 LANDSCAPING EXPENSE	7,750	0.00	0.00	0.00	7,750.00		
10-500-33 BUILDING SUPPLIES	6,500	0.00	0.00	83.55	6,416.45	1%	
10-500-35 FURNITURE	7,500	0.00	0.00	0.00	7,500.00		
10-500-43 CLEANING SERVICES	7,000	0.00	0.00	750.00	6,250.00	11%	
10-500-45 PEST CONTROL	1,500	0.00	0.00	119.00	1,381.00	8%	
10-500-57 TOWN SIGN M & R	5,000	0.00	0.00	0.00	5,000.00		
10-500-58 WEB EOC SERVICE	1,500	0.00	0.00	0.00	1,500.00		
10-500-74 CAPITAL OUTLAY	350,000	0.00	0.00	0.00	350,000.00		
PUBLIC BLDGS Totals:	513,750	0.00	0.00	11,245.79	502,504.21	2%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-501-09 WORKER'S COMPENSATION	55,000	0.00	0.00	45,044.76	9,955.24	82%	
10-501-13 PROPERTY LIABILITY & BONDS	129,000	0.00	0.00	63,136.89	65,863.11	49%	
10-501-17 VFIS INSURANCE	22,500	0.00	0.00	22,400.00	100.00	100%	
10-501-53 CYBER INSURANCE	26,000	0.00	0.00	13,626.78	12,373.22	52%	
10-501-54 FLOOD INSURANCE	45,000	0.00	0.00	0.00	45,000.00		
INSURANCE Totals:	277,500	0.00	0.00	144,208.43	133,291.57	52%	

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 8 Of 25

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-509-02 PSA SALARY	15,905	0.00	0.00	2,446.68	13,458.32	15%	
10-509-05 FICA (7.65%)	1,220	0.00	0.00	187.16	1,032.84	15%	
PSA - RETIRED POLICE OFFICERS Totals:	17,125	0.00	0.00	2,633.84	14,491.16	15%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-510-02 SALARIES	797,000	0.00	0.00	108,864.65	688,135.35	14%	
10-510-03 PART-TIME SALARIES	5,000	0.00	0.00	977.76	4,022.24	20%	
10-510-04 OVERTIME	35,000	0.00	0.00	8,007.98	26,992.02	23%	
10-510-05 FICA (7.65%)	65,178	0.00	0.00	8,917.38	56,260.62	14%	
10-510-06 GROUP INSURANCE	111,000	0.00	0.00	6,323.05	104,676.95	6%	
10-510-07 ORBIT RETIREMENT (13.04%)	103,200	0.00	0.00	14,798.31	88,401.69	14%	
10-510-08 401K (5%)	38,000	0.00	0.00	5,468.96	32,531.04	14%	
10-510-09 BEACH PATROL EXPENSE	15,000	0.00	0.00	384.00	14,616.00	3%	
10-510-10 EMPLOYEE TRAINING	10,000	0.00	0.00	0.00	10,000.00		
10-510-16 M & R EQUIPMENT	3,500	0.00	0.00	0.00	3,500.00		
10-510-17 M & R VEHICLES	11,000	0.00	0.00	1,363.80	9,636.20	12%	
10-510-31 GAS,OIL & TIRES	55,000	0.00	0.00	6,496.83	48,503.17	12%	
10-510-32 OFFICE SUPPLIES	1,000	0.00	0.00	0.00	1,000.00		
10-510-33 DEPARTMENTAL SUPPLIES	5,050	0.00	0.00	31.13	5,018.87	1%	
10-510-36 UNIFORMS	12,000	0.00	0.00	0.00	12,000.00		
10-510-37 BALLISTIC VEST GRANT EXPENSE	4,570	0.00	0.00	0.00	4,570.00		
10-510-47 PROFESSIONAL SERVICES	4,160	0.00	0.00	86.00	4,074.00	2%	
10-510-53 DUES & SUBSCRIPTIONS	21,671	0.00	0.00	888.99	20,782.01	4%	
10-510-57 K-9 EXPENSES	2,000	0.00	0.00	0.00	2,000.00		
10-510-60 LESO PROGRAM	5,000	0.00	0.00	0.00	5,000.00		
10-510-73 NON-CAPITAL OUTLAY	17,900	0.00	0.00	3,627.00	14,273.00	20%	
10-510-74 CAPITAL OUTLAY	75,000	0.00	0.00	0.00	75,000.00		
10-510-75 DEBT SERVICE	35,712	0.00	0.00	0.00	35,712.00		
10-510-76 TAXES & TITLES	2,250	0.00	0.00	148.00	2,102.00	7%	
POLICE Totals:	1,435,191	0.00	0.00	166,383.84	1,268,807.16	12%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-545-02 SALARIES	183,500	0.00	0.00	27,179.20	156,320.80	15%	
10-545-03 PART-TIME SALARIES	43,000	0.00	0.00	3,488.94	39,511.06	8%	
10-545-04 OVERTIME	2,000	0.00	0.00	1,246.12	753.88	62%	
10-545-05 FICA (7.65%)	17,480	0.00	0.00	2,441.44	15,038.81	14%	
10-545-06 GROUP INSURANCE	34,000	0.00	0.00	2,742.32	31,257.68	8%	
10-545-07 ORBIT RETIREMENT (12.23%)	27,946	0.00	0.00	3,847.01	24,098.54	14%	
10-545-08 401K (3%)	6,855	0.00	0.00	852.75	6,002.25	12%	
10-545-14 EMPLOYEE TRAINING	2,500	0.00	0.00	0.00	2,500.00		
10-545-16 M & R EQUIPMENT	20,000	0.00	0.00	811.75	19,188.25	4%	
10-545-17 M & R VEHICLES	15,000	0.00	0.00	0.00	15,000.00		
10-545-31 GAS, OIL & TIRES	20,000	0.00	0.00	619.22	19,380.78	3%	
10-545-32 OFFICE SUPPLIES	500	0.00	0.00	0.00	500.00		
10-545-33 DEPARTMENTAL SUPPLIES	6,000	0.00	0.00	0.00	6,000.00		
10-545-34 MOSQUITO CONTROL EXPENSE	5,000	0.00	0.00	0.00	5,000.00		
10-545-36 UNIFORMS	1,500	0.00	0.00	0.00	1,500.00		
10-545-57 MISCELLANEOUS	100	0.00	0.00	0.00	100.00		
10-545-74 CAPITAL OUTLAY	245,000	0.00	0.00	0.00	245,000.00		
10-545-75 DEBT SERVICE	11,053	0.00	0.00	0.00	11,053.00		
PUBLIC WORKS Totals:	641,434	0.00	0.00	43,228.75	598,205.05	7%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-560-13 STREET LIGHT EXPENSE	30,000	0.00	0.00	4,852.82	25,147.18	16%	
10-560-15 M & R PUBLIC PARKING	25,000	0.00	0.00	0.00	25,000.00		
10-560-33 DEPARTMENTAL SUPPLIES	4,000	0.00	0.00	0.00	4,000.00		
10-560-43 TOWN ENTRANCE SIGNS	2,000	0.00	0.00	0.00	2,000.00		
10-560-73 STREET PAVING & REPAIR	40,000	0.00	0.00	0.00	40,000.00		
10-560-74 CAPITAL OUTLAY	40,000	0.00	0.00	0.00	40,000.00		
STREETS Totals:	141,000	0.00	0.00	4,852.82	136,147.18	3%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-580-45 SANITATION CONTRACTS	413,969	0.00	0.00	33,550.51	380,418.85	8%	
10-580-46 TIPPING FEES	70,555	0.00	0.00	0.00	70,555.00		
10-580-47 RECYCLING	30,000	0.00	0.00	0.00	30,000.00		
SANITATION Totals:	514,524	0.00	0.00	33,550.51	480,973.85	7%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-620-12 SNOWFLAKES	12,000	0.00	0.00	0.00	12,000.00		
10-620-14 PARK WELL	1,500	0.00	0.00	0.00	1,500.00		
10-620-15 PARK MAINTENANCE	40,000	0.00	0.00	0.00	40,000.00		
10-620-17 PARK LANDSCAPING	22,250	0.00	0.00	0.00	22,250.00		
10-620-18 M & R BIKE PATH	1,500	0.00	0.00	0.00	1,500.00		
10-620-27 SPECIAL EVENTS	40,000	0.00	0.00	14,837.00	25,163.00	37%	
10-620-33 PARK SUPPLIES	3,500	0.00	0.00	0.00	3,500.00		
10-620-72 OCEAN CITY GRANT EXPENSE	10,000	0.00	0.00	2,701.75	7,298.25	27%	
RECREATION Totals:	130,750	0.00	0.00	17,538.75	113,211.25	13%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-690-02 SALARIES	865,500	0.00	0.00	126,330.16	739,169.84	15%	
10-690-03 VOL INCENTIVE PAY	2,500	0.00	0.00	0.00	2,500.00		
10-690-04 OVERTIME	40,000	0.00	0.00	5,388.17	34,611.83	13%	
10-690-05 FICA (7.65%)	69,462	0.00	0.00	9,915.93	59,546.07	14%	
10-690-06 GROUP INSURANCE	143,750	0.00	0.00	9,759.94	133,990.06	7%	
10-690-07 ORBIT RETIREMENT (12.23%)	110,743	0.00	0.00	15,875.16	94,867.49	14%	
10-690-08 401K (3%)	27,165	0.00	0.00	3,917.62	23,247.38	14%	
10-690-10 EMPLOYEE TRAINING	5,000	0.00	0.00	70.00	4,930.00	1%	
10-690-16 M & R EQUIPMENT	20,000	0.00	0.00	490.72	19,509.28	2%	
10-690-17 M & R VEHICLES	17,500	0.00	0.00	12,154.43	5,345.57	69%	
10-690-31 GAS, OIL & TIRES	20,000	0.00	0.00	2,099.77	17,900.23	10%	
10-690-32 OFFICE SUPPLIES	1,500	0.00	0.00	0.00	1,500.00		
10-690-33 DEPARTMENTAL SUPPLIES	45,500	0.00	0.00	0.00	45,500.00		
10-690-34 FIRE FIGHTER PHYSICALS	6,000	0.00	0.00	0.00	6,000.00		
10-690-36 UNIFORMS	8,000	0.00	0.00	0.00	8,000.00		
10-690-53 DUES & SUBSCRIPTIONS	8,500	0.00	0.00	2,400.00	6,100.00	28%	
10-690-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00		
10-690-73 COMMUNICATIONS EQUIP	6,000	0.00	0.00	0.00	6,000.00		
10-690-74 CAPITAL OUTLAY	240,000	0.00	0.00	0.00	240,000.00		
FIRE DEPARTMENT Totals:	1,637,370	0.00	0.00	188,401.90	1,448,967.75	12%	

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 15 Of 25

Period Ending 6/30/2023

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-695-91 PLANNING BOARD EXPENSE	1,000	0.00	0.00	0.00	1,000.00		
10-695-92 BOARD OF ADJUSTMENT EXPENSE	1,000	0.00	0.00	0.00	1,000.00		
COMMITTEES Totals:	2,000	0.00	0.00	0.00	2,000.00		

Budget vs Actual

Section VIII, ItemB.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 16 Of 25

Period Ending 6/30/2023

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
10-720-10 BEACH LOBBIST CONTRACT	0	0.00	0.00	10,084.17	(10,084.17)	
10-720-14 BEACH RELATED MEETINGS & CONFERENCES	0	0.00	0.00	1,100.00	(1,100.00)	
BEACH REN. / DUNE STAB. Totals:	0	0.00	0.00	11,184.17	(11,184.17)	

Budget vs Actual

Section VIII, ItemB.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 17 Of 25

Period Ending 6/30/2023

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
10-999-01 CONTINGENCY	326,345	0.00	0.00	0.00	326,344.80	
CONTINGENCY Totals:	326,345	0.00	0.00	0.00	326,344.80	

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 18 Of 25

Period Ending 6/30/2023

	Expenses Totals:	7,069,484	0.00	0.00	794,301.77	6,275,182.59	11%
10 GENERAL FUND	Revenues Over/(Under) Expenses:			0.00	(252,305.83)		

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

12 CAPITAL IMPROVEMENT FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
12-301-00 AD VALOREM TAX (.07)	990,423	0.00	0.00	1,284.73	(989,138.27)	0%	
12-383-00 SALE OF FIXED ASSETS	125,000	0.00	0.00	116,970.00	(8,030.00)	94%	
Revenues Totals:	1,115,423	0.00	0.00	118,254.73	(997,168.27)	11%	
Expenses							
12-750-01 FIRE DEPARTMENT	424,467	0.00	0.00	0.00	424,467.00		
12-750-02 FIRE TRUCK	141,489	0.00	0.00	0.00	141,489.00		
12-750-11 FUTURE CAPITAL IMPROVEMENTS	549,467	0.00	0.00	0.00	549,467.00		
Totals:	1,115,423	0.00	0.00	0.00	1,115,423.00		

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 20 Of 25

Period Ending 6/30/2023

	Expenses Totals:	1,115,423	0.00	0.00	0.00	1,115,423.00
12 CAPITAL IMPROVEMENT FUND	Revenues Over/(Under) Expenses:			0.00	118,254.73	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

15 AMERICAN RESCUE PLAN FUNDING							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
15-305-00 AMERICAN RESCUE PLAN FUNDING	118,396	0.00	0.00	118,396.10	0.10	100%	
Revenues Totals:	118,396	0.00	0.00	118,396.10	0.10	100%	
Expenses							
15-790-00 AMERICAN RESCUE PLAN	118,396	0.00	0.00	0.00	118,396.00		
Totals:	118,396	0.00	0.00	0.00	118,396.00		

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 22 Of 25

Period Ending 6/30/2023

Expenses Totals:		118,396	0.00	0.00	0.00	118,396.00
15 AMERICAN RESCUE PLAN FUNDING	Revenues Over/(Under) Expenses:			0.00	118,396.10	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

30 SHORELINE PROTECTION							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
30-301-00 ACCOMMODATION TAX	1,500,000	0.00	0.00	1,039,349.28	(460,650.72)	69%	
30-301-05 AD VALOREM TAX - Beach	1,414,890	0.00	0.00	1,835.74	(1,413,054.26)	0%	
30-317-01 COUNTY GRANT FUNDING	150,000	0.00	0.00	0.00	(150,000.00)		
30-329-00 INTEREST INCOME	1,000	0.00	0.00	3,409.14	2,409.14	341%	
30-336-00 SEA OATS PROGRAM	25,000	0.00	0.00	0.00	(25,000.00)		
30-345-00 LOCAL OPTION SALES TAX	653,873	0.00	0.00	136,530.58	(517,342.42)	21%	
30-350-01 PAID PARKING REVENUE	547,500	0.00	0.00	137,124.00	(410,376.00)	25%	
30-383-02 SPECIAL ASSESSMENT	7,000	0.00	0.00	0.00	(7,000.00)		
Revenues Totals:	4,299,263	0.00	0.00	1,318,248.74	(2,981,014.26)	31%	
Expenses							
30-710-08 LEASE PAYMENTS	48,000	0.00	0.00	0.00	48,000.00		
30-710-10 BEACH LOBBYIST CONTRACT	60,000	0.00	0.00	0.00	60,000.00		
30-710-12 BEACH/ACCESS MAINTENANCE	50,000	0.00	0.00	3,724.12	46,275.88	7%	
30-710-14 BEACH MEETINGS / CONFERENCES	20,000	0.00	0.00	0.00	20,000.00		
30-710-15 M & R DUNE/CROSSWALK	8,000	0.00	0.00	0.00	8,000.00		
30-710-45 CONTRACTED SERVICES	10,000	0.00	0.00	0.00	10,000.00		
30-710-59 SEA OATS PROGRAM	50,000	0.00	0.00	0.00	50,000.00		
Totals:	246,000	0.00	0.00	3,724.12	242,275.88	2%	

Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Period Ending 6/30/2023

30 SHORELINE PROTECTION							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
30-720-07 Harden Structure Permit/Design	280,000	0.00	0.00	0.00	280,000.00		
30-720-08 CONTRACTS, PLANS, SPECS	134,000	0.00	0.00	57,484.50	76,515.50	43%	
30-720-18 OTHER CONTRACTS & PLANS	60,000	0.00	0.00	0.00	60,000.00		
30-720-50 2022B SOB PAYMENT	2,030,484	0.00	0.00	0.00	2,030,484.00		
30-720-58 2022A FEMA SOB FEES	0	0.00	0.00	44,100.00	(44,100.00)		
30-720-60 30 YEAR BEACH PLAN	30,000	0.00	0.00	0.00	30,000.00		
30-720-64 Sandbag Repair Project	200,000	0.00	0.00	0.00	200,000.00		
30-720-68 Future Projects Fund	1,318,779	0.00	0.00	0.00	1,318,779.00		
BEACH REN. / DUNE STAB. Totals:	4,053,263	0.00	0.00	101,584.50	3,951,678.50	3%	

Budget vs Actual

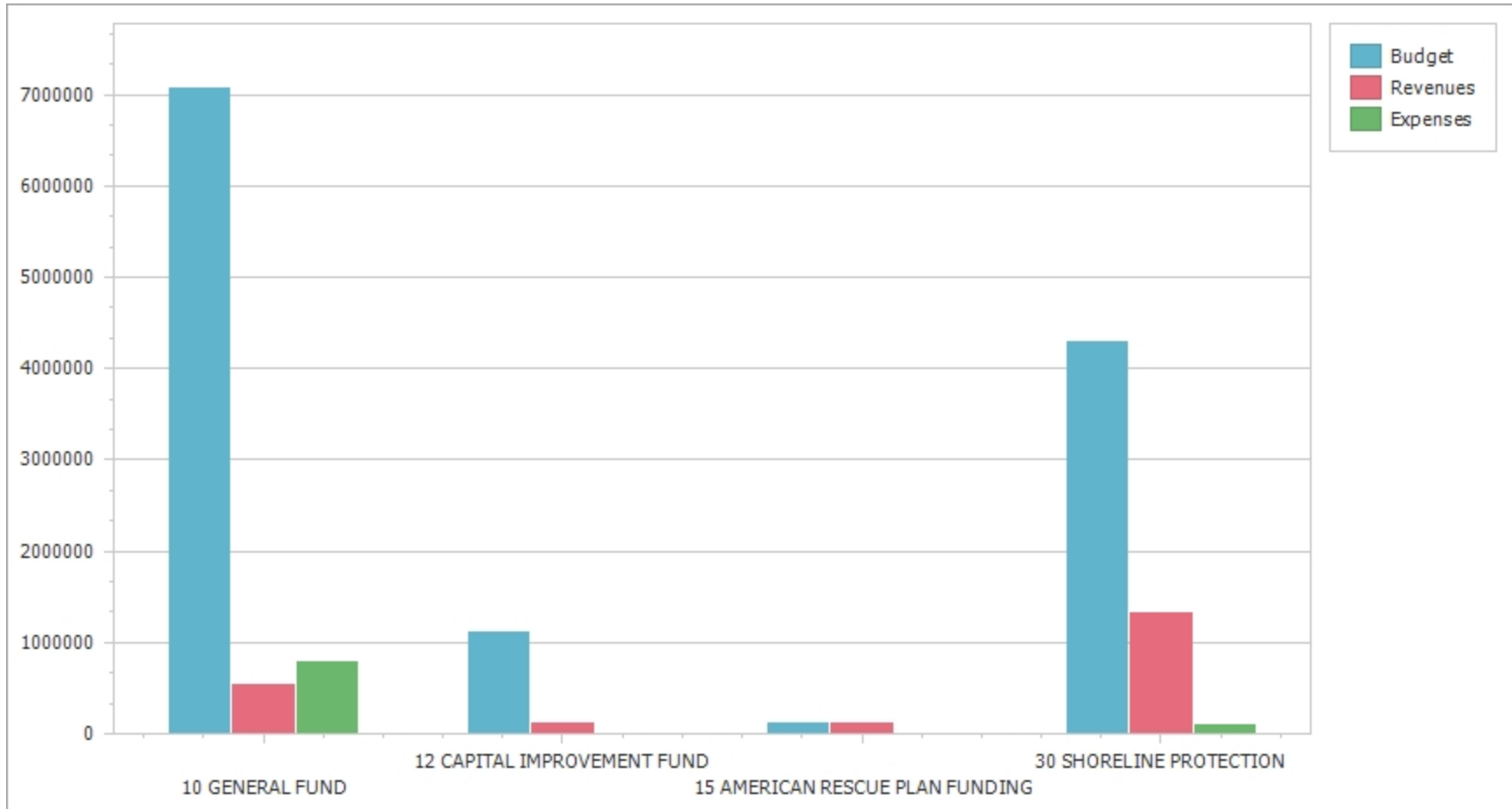
Section VIII, ItemB.

NORTH TOPSAIL BEACH
8/19/2022 9:55:43 AM

Page 25 Of 25

Period Ending 6/30/2023

Expenses Totals:	4,299,263	0.00	0.00	105,308.62	4,193,954.38	2%
30 SHORELINE PROTECTION Revenues Over/(Under) Expenses:			0.00	1,212,940.12		



Budget vs Actual

NORTH TOPSAIL BEACH
8/19/2022 10:06:52 AM

Period Ending 6/30/2025

31 CAPITAL PROJECT BEACH MAINTENANCE

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
Revenues						
31-330-00 LOAN PROCEEDS	0	0.00	0.00	4,110,678.96	4,110,678.96	
31-348-08 FEMA REIMBURSEMENT	9,000,000	0.00	0.00	0.00	(9,000,000.00)	
Revenues Totals:	9,000,000	0.00	0.00	4,110,678.96	(4,889,321.04)	46%
Expenses						
31-450-01 ENGINEERING & CONSTRUCTION PHASE SUPPORT	9,000	0.00	0.00	2,035.00	6,965.00	23%
31-450-02 CONSTRUCTION MANAGEMENT & ADMINISTRATION	210,000	0.00	0.00	193,116.25	16,883.75	92%
31-450-03 LABORATORY ANALYSIS	44,400	0.00	0.00	0.00	44,400.00	
31-450-04 REGULATORY COORDINATION & CLOSEOUT	10,000	0.00	0.00	57.50	9,942.50	1%
31-450-05 MOBILIZATION & DEMOBILIZATION	180,000	0.00	0.00	180,000.00	0.00	100%
31-450-06 HAUL & PLACEMENT OF BEACH FILL	8,378,110	0.00	0.00	3,513,480.04	4,864,629.96	42%
31-450-07 PAYMENT & PERFORMANCE BONDS	45,000	0.00	0.00	45,000.00	0.00	100%
31-450-08 PROFESSIONAL FEES	123,490	0.00	0.00	0.00	123,490.00	
Totals:	9,000,000	0.00	0.00	3,933,688.79	5,066,311.21	44%

Budget vs Actual

Section VIII, Item B.

NORTH TOPSAIL BEACH
8/19/2022 10:06:52 AM

Page 2 Of 2

Period Ending 6/30/2025

	Expenses	Totals:	9,000,000	0.00	0.00	3,933,688.79	5,066,311.21	44%
31 CAPITAL PROJECT BEACH MAINTENANCE		Revenues Over/(Under) Expenses:			0.00	176,990.17		

Check Listing

Date From: 8/1/2022 Date To: 8/19/2022

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

NORTH TOPSAIL BEACH

08/19/2022 09:26 AM

Page: 1 of 2

Check Number	Bank	Vendor	Date	Amount
46432	1	ALLISON TUCKER	08/04/2022	<u>\$150.00</u>
46433	1	APPLIED TECHNOLOGY & MNGMT	08/04/2022	<u>\$11,684.50</u>
46434	1	AT&T MOBILITY	08/04/2022	<u>\$622.50</u>
46435	1	ATLANTIC DISCOUNT STORAGE	08/04/2022	<u>\$2,880.00</u>
46436	1	AXON ENTERPRISE, INC.	08/04/2022	<u>\$3,880.89</u>
46437	1	BLACKWATER BAND, INC	08/04/2022	<u>\$3,000.00</u>
46438	1	CAVANAUGH MACDONALD CONSULTING	08/04/2022	<u>\$366.10</u>
46439	1	CHARTER COMMUNICATIONS	08/04/2022	<u>\$809.52</u>
46440	1	COMPUTER WARRIORS, INC.	08/04/2022	<u>\$659.73</u>
46441	1	CROSSLEY MCINTOSH COLLIER	08/04/2022	<u>\$2,045.00</u>
46442	1	DODSON PEST CONTROL	08/04/2022	<u>\$119.00</u>
46443	1	KIMBERLY LYNN ALTMAN	08/04/2022	<u>\$200.00</u>
46444	1	LOWE'S HOME CENTERS	08/04/2022	<u>\$601.29</u>
46445	1	MHC KENWORTH	08/04/2022	<u>\$10,455.63</u>
46446	1	NCAMC	08/04/2022	<u>\$160.00</u>
46447	1	NCIUA	08/04/2022	<u>\$1,080.89</u>
46448	1	PEACHY CLEAN	08/04/2022	<u>\$250.00</u>
46449	1	SHEPARD'S WRECKER SERVICE	08/04/2022	<u>\$627.81</u>
46450	1	TRUIST BANK	08/11/2022	<u>\$6,125.81</u>
46451	1	BLACKS TIRE SERVICE	08/11/2022	<u>\$1,417.53</u>
46452	1	CAPE FEAR COMMUNITY COLLEGE	08/11/2022	<u>\$70.00</u>
46453	1	COLONIAL LIFE	08/11/2022	<u>\$588.28</u>
46454	1	DOWNTOWN DECORATIONS INC	08/11/2022	<u>\$11,837.00</u>
46455	1	GFL ENVIRONMENTAL	08/11/2022	<u>\$33,550.51</u>
46456	1	GUY C. LEE BUILDING MATERIALS	08/11/2022	<u>\$183.05</u>
46457	1	JAMES MCCANNON	08/11/2022	<u>\$21.70</u>
46458	1	JONES ONSLOW ELECTRIC COMPANY	08/11/2022	<u>\$2,426.41</u>
46459	1	O'REILLY AUTOMOTIVE INC.	08/11/2022	<u>\$1,532.74</u>
46460	1	OCEAN CITY BEACH CITIZENS COUNCIL	08/11/2022	<u>\$2,701.75</u>
46461	1	PNC BANK	08/11/2022	<u>\$44,100.00</u>
46462	1	STAPLES	08/11/2022	<u>\$48.95</u>
46463	1	TOWN OF SURF CITY	08/11/2022	<u>\$5,750.00</u>

Check Listing

Date From: 8/1/2022 Date To: 8/19/2022

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

NORTH TOPSAIL BEACH

08/19/2022 09:26 AM

Page: 2 of 2

Check Number	Bank	Vendor	Date	Amount
46464	1	TRUIST BANK	08/11/2022	<u>\$4,234.77</u>
46465	1	JONES ONSLOW ELECTRIC COMPANY	08/18/2022	<u>\$2,188.99</u>
46466	1	METLIFE	08/18/2022	<u>\$998.14</u>
46467	1	NEILL M. SINGLETARY	08/18/2022	<u>\$595.00</u>
46468	1	PEACHY CLEAN	08/18/2022	<u>\$250.00</u>
46469	1	TI COASTAL SERVICES, INC.	08/18/2022	<u>\$45,800.00</u>
38	Checks Totaling -			\$204,014.33

Totals By Fund

	Checks	Voids	Total
10	\$102,429.83		\$102,429.83
30	\$101,584.50		\$101,584.50
Totals:	\$204,014.33		\$204,014.33

GL Account History Summary

Section VIII, ItemB.

NORTH TOPSAIL BEACH

8/19/2022 9:37 AM

Page 1/1

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

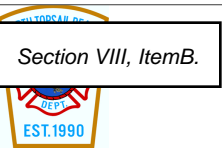
Date Range: 8/1/2022 - 8/19/2022

GL Account - 30-301-00 ACCOMMODATION TAX					
Date	Description	Source	Debits	Credits	Date
Fiscal Period - FY 22-23		Beg Balance	\$0.00	\$2,350,760.02	
08/03/2022	OCC TAX	GL GJ	\$0.00	\$1,975.90	08/03/2022
08/05/2022	OCC TAX	GL GJ	\$0.00	\$20,430.05	08/05/2022
08/08/2022	OCC TAX	GL GJ	\$0.00	\$109.35	08/09/2022
08/09/2022	OCC TAX	GL GJ	\$0.00	\$717.23	08/11/2022
08/11/2022	OCC TAX	GL GJ	\$0.00	\$99.75	08/16/2022
08/12/2022	OCC TAX	GL GJ	\$0.00	\$31,328.43	08/16/2022
08/16/2022	OCC TAX	GL GJ	\$0.00	\$2,697.90	08/17/2022
08/16/2022	OCC TAX	GL GJ	\$0.00	\$531,706.57	08/16/2022
08/17/2022	OCC TAX	GL GJ	\$0.00	\$4,132.44	08/19/2022
08/18/2022	GL CORRECTION 081822 wrong amount	GL GJ	\$531,706.57	\$0.00	08/18/2022
08/18/2022	OCC TAX	GL GJ	\$0.00	\$35,160.16	08/19/2022
08/18/2022	OCC TAX	GL GJ	\$0.00	\$1,460.76	08/19/2022
08/18/2022	OCC TAX	GL GJ	\$0.00	\$531,706.57	08/18/2022
Transaction Totals			\$531,706.57	\$1,161,525.11	
**	End Balance		\$0.00	\$629,818.54	**

Town of North Topsail Beach Fire Department

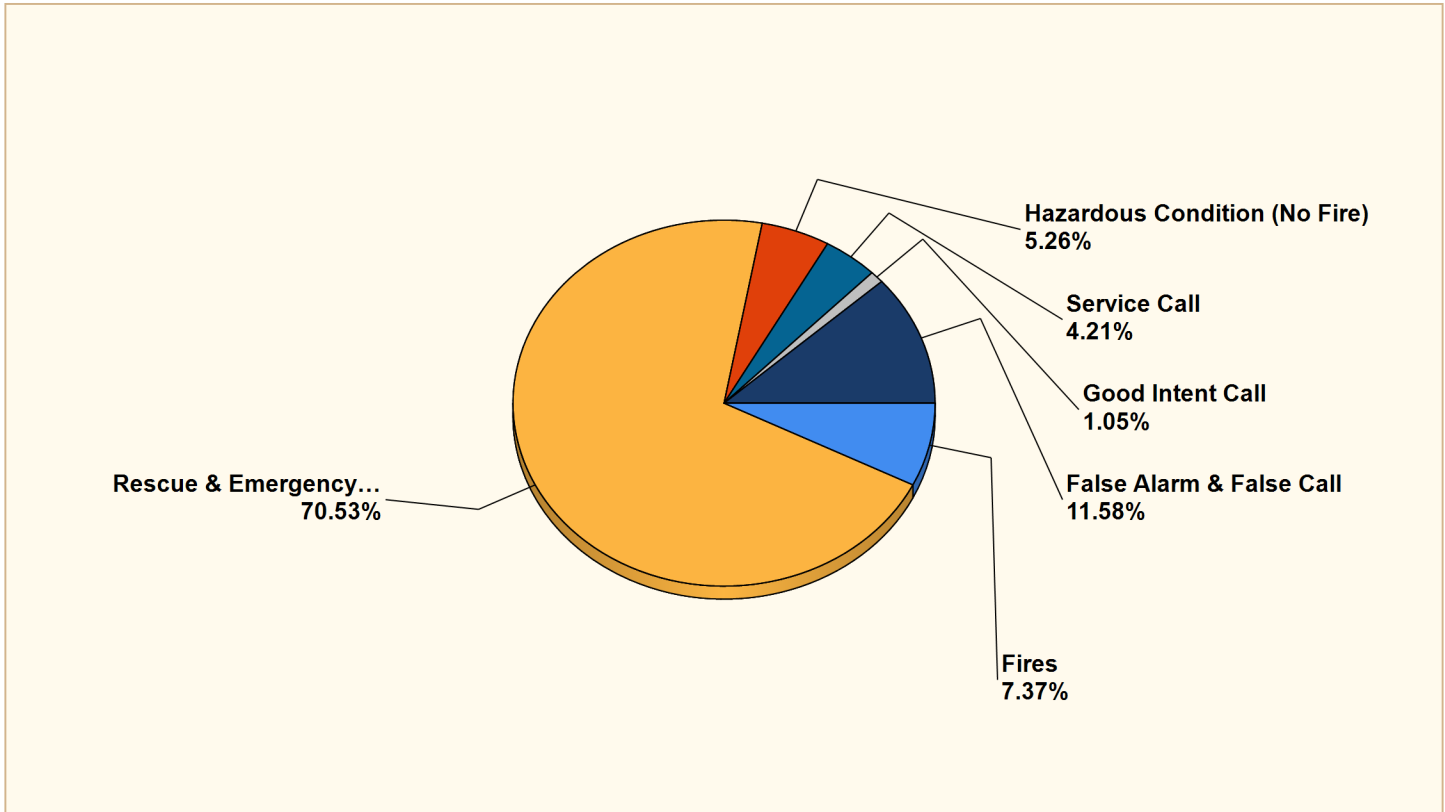
North Topsail Beach, NC

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Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 07/07/2022 | End Date: 08/22/2022



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	7	7.37%
Rescue & Emergency Medical Service	67	70.53%
Hazardous Condition (No Fire)	5	5.26%
Service Call	4	4.21%
Good Intent Call	1	1.05%
False Alarm & False Call	11	11.58%
TOTAL	95	100%

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



Detailed Breakdown by Incident Type

Section VIII, Item B.

INCIDENT TYPE	# INCIDENTS	% OF TOTAL
111 - Building fire	4	4.21%
131 - Passenger vehicle fire	1	1.05%
143 - Grass fire	2	2.11%
311 - Medical assist, assist EMS crew	39	41.05%
320 - Emergency medical service, other	6	6.32%
321 - EMS call, excluding vehicle accident with injury	1	1.05%
322 - Motor vehicle accident with injuries	1	1.05%
324 - Motor vehicle accident with no injuries.	3	3.16%
331 - Lock-in (if lock out , use 511)	1	1.05%
342 - Search for person in water	1	1.05%
353 - Removal of victim(s) from stalled elevator	2	2.11%
364 - Surf rescue	8	8.42%
365 - Watercraft rescue	5	5.26%
412 - Gas leak (natural gas or LPG)	1	1.05%
444 - Power line down	2	2.11%
445 - Arcing, shorted electrical equipment	1	1.05%
462 - Aircraft standby	1	1.05%
500 - Service Call, other	1	1.05%
550 - Public service assistance, other	1	1.05%
553 - Public service	2	2.11%
600 - Good intent call, other	1	1.05%
715 - Local alarm system, malicious false alarm	1	1.05%
733 - Smoke detector activation due to malfunction	1	1.05%
734 - Heat detector activation due to malfunction	1	1.05%
743 - Smoke detector activation, no fire - unintentional	3	3.16%
745 - Alarm system activation, no fire - unintentional	5	5.26%
TOTAL INCIDENTS:	95	100%

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



Permits Issued List

Section VIII, Item B.

From Date: 07/15/2022

To Date: 08/16/2022

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Driveway Permit	Driveway Permit	DVW22-000043	104 SCOTCH BONNET DR	07/15/2022	0.00
Driveway Permit	Driveway Permit	DVW22-000038	1511 NEW RIVER INLET RD	07/28/2022	0.00
Driveway Permit	Driveway Permit	DVW22-000050	310 LANTERNA LN	07/29/2022	50.00
Driveway Permit Total	Driveway Permit Total			3	50.00
Driveway Permit Total				3	50.00
Electrical Permit	Commercial	E22-000253	221 COASTAL DR sewer pump station	08/03/2022	75.00
Electrical Permit	Commercial	E22-000082	1914 BIRD LN	07/22/2022	75.00
Electrical Permit	Commercial	E22-000237	346 SEA SHORE DR Sewer Pump Station	07/22/2022	75.00
Electrical Permit	Commercial	E22-000238	1247 NEW RIVER INLET RD Sewer Pump Station	07/22/2022	75.00
Electrical Permit	Commercial	E22-000239	103 BAY CT Sewer Pump Station	07/22/2022	75.00
Electrical Permit	Commercial	E22-000240	3618 ISLAND DR Sewer Pump Station	07/22/2022	75.00
Electrical Permit	Commercial	E22-000245	818 & 820 VILLAS DR Pump Station	07/22/2022	75.00
Electrical Permit Total	Commercial Total			7	525.00
Electrical Permit	Residential	E22-000195	1079 NEW RIVER INLET RD	08/15/2022	0.00
Electrical Permit	Residential	E22-000201	3592 ISLAND DR	08/16/2022	0.00
Electrical Permit	Residential	E22-000210	3600 ISLAND DR	07/26/2022	0.00
Electrical Permit	Residential	E22-000145	2757 ISLAND DR	07/27/2022	0.00
Electrical Permit	Residential	ELE-	1541 NEW RIVER INLET RD	07/28/2022	

			Section VIII, Item B.		
		210381			
Electrical Permit	Residential	E21- 000117	4503 24TH AVE	07/20/2022	0.00
Electrical Permit	Residential	E22- 000235	4021 ISLAND DR Lot 17X Atlantic St	07/20/2022	75.00
Electrical Permit	Residential	E22- 000242	217 PORT DR	07/21/2022	75.00
Electrical Permit	Residential	E22- 000232	2182 NEW RIVER INLET RD 278	07/15/2022	75.00
Electrical Permit	Residential	E22- 000252	213 PINELLAS BAY DR	08/01/2022	75.00
Electrical Permit	Residential	E22- 000202	1511 NEW RIVER INLET RD	07/28/2022	0.00
Electrical Permit	Residential	E22- 000215	4528 24TH AVE	08/10/2022	0.00
Electrical Permit	Residential	E22- 000258	5912 17TH AVE	08/10/2022	75.00
Electrical Permit	Residential	E22- 000219	104 SCOTCH BONNET DR	08/11/2022	0.00
Electrical Permit	Residential	E22- 000070	3648 ISLAND DR	08/12/2022	0.00
Electrical Permit	Residential	E22- 000244	40 OSPREY DR	08/12/2022	0.00
Electrical Permit Total	Residential Total			16	450.00
Electrical Permit Total				23	975.00
Fuel Gas Permit	Residential	FG22- 000020	3592 ISLAND DR	08/16/2022	0.00
Fuel Gas Permit	Residential	FG22- 000019	104 SCOTCH BONNET DR	07/15/2022	0.00
Fuel Gas Permit	Residential	FG21- 000004	124 S PERMUDA WYND	07/19/2022	0.00
Fuel Gas Permit Total	Residential Total			3	0.00
Fuel Gas Permit Total				3	0.00
Insulation Permit	Residential	I22- 000043	3592 ISLAND DR	08/16/2022	0.00
Insulation Permit	Residential	I22- 000037	104 SCOTCH BONNET DR	07/15/2022	0.00

Insulation Permit	Residential	I21- 000033	51 SAILVIEW DR	08/0	Section VIII, ItemB.
Insulation Permit	Residential	I22- 000032	1511 NEW RIVER INLET RD	07/28/2022	0.00
Insulation Permit Total	Residential Total			4	0.00
Insulation Permit Total				4	0.00
Mechanical Permit	Commercial	M22- 000187	2049 NEW RIVER INLET RD	08/02/2022	75.00
Mechanical Permit Total	Commercial Total			1	75.00
Mechanical Permit	Residential	M22- 000122	3592 ISLAND DR	08/16/2022	0.00
Mechanical Permit	Residential	M22- 000198	346 SEA SHORE DR	08/16/2022	75.00
Mechanical Permit	Residential	M22- 000174	886 NEW RIVER INLET RD 47	08/16/2022	75.00
Mechanical Permit	Residential	M22- 000186	1074 NEW RIVER INLET RD	08/02/2022	75.00
Mechanical Permit	Residential	M22- 000127	1511 NEW RIVER INLET RD	07/28/2022	0.00
Mechanical Permit	Residential	M22- 000190	3003 ISLAND DR	08/02/2022	75.00
Mechanical Permit	Residential	M22- 000188	1822 NEW RIVER INLET RD 1103	08/03/2022	75.00
Mechanical Permit	Residential	M22- 000189	422 HAMPTON COLONY CIR	08/03/2022	75.00
Mechanical Permit	Residential	M22- 000192	205-A SEA SHORE DR	08/04/2022	75.00
Mechanical Permit	Residential	M22- 000191	138 TOPSAIL RD	08/05/2022	75.00
Mechanical Permit	Residential	M22- 000196	3305 GRAY ST	08/09/2022	75.00
Mechanical Permit	Residential	M22- 000197	2273 NEW RIVER INLET RD	08/09/2022	75.00
Mechanical Permit	Residential	M21- 000097	51 SAILVIEW DR	08/10/2022	0.00
Mechanical Permit	Residential	M22- 000195	1681 NEW RIVER INLET RD	08/15/2022	75.00

Mechanical Permit	Residential	M22- 000150	104 SCOTCH BONNET DR	07/1	Section VIII, ItemB.
Mechanical Permit	Residential	M21- 000051	4290 Island DR	07/18/2022	0.00
Mechanical Permit	Residential	M22- 000172	1866 NEW RIVER INLET RD 3108	07/18/2022	75.00
Mechanical Permit	Residential	M22- 000176	3886 ISLAND DR	07/22/2022	75.00
Mechanical Permit	Residential	M22- 000175	3632 ISLAND DR	07/21/2022	75.00
Mechanical Permit	Residential	M22- 000180	113 SCOTCH BONNET CIR	07/27/2022	75.00
Mechanical Permit	Residential	M22- 000178	477 OCEAN DR	07/22/2022	75.00
Mechanical Permit	Residential	M22- 000179	1251 NEW RIVER INLET RD	07/25/2022	75.00
Mechanical Permit	Residential	M22- 000177	2000 NEW RIVER INLET RD 1403	07/26/2022	75.00
Mechanical Permit Total	Residential Total			23	1,350.00
Mechanical Permit Total				24	1,425.00
New Construction Permit	Single Family	C22- 000028	1511 NEW RIVER INLET RD	07/28/2022	3,354.74
New Construction Permit	Single Family	C21- 000032	51 SAILVIEW DR	08/10/2022	3,080.69
New Construction Permit	Single Family	C22- 000032	104 SCOTCH BONNET DR	08/10/2022	2,845.23
New Construction Permit Total	Single Family Total			3	9,280.66
New Construction Permit Total				3	9,280.66
Plumbing Permit	Residential	P22- 000043	3592 ISLAND DR	08/16/2022	0.00
Plumbing Permit	Residential	P22- 000044	1511 NEW RIVER INLET RD	07/28/2022	0.00
Plumbing Permit	Residential	P22- 000050	104 SCOTCH BONNET DR	07/15/2022	0.00
Plumbing Permit Total	Residential Total			3	0.00
Plumbing Permit Total				3	0.00
Renovation Permit	Single Family	B22-	3592 ISLAND DR	08/16/2022	

				Section VIII, ItemB.	
		000013			
Renovation Permit	Single Family	B22-000015	4528 24TH AVE	08/10/2022	150.00
Renovation Permit Total	Single Family Total			2	600.00
Renovation Permit Total				2	600.00
Simple Build Permit	Single Family	SB22-000071	251 SANDPIPER DR	08/09/2022	200.00
Simple Build Permit	Single Family	SB22-000069	40 OSPREY DR	08/12/2022	275.00
Simple Build Permit	Single Family	SB22-000072	4021 ISLAND DR Lot 80G Pelican St	08/03/2022	200.00
Simple Build Permit Total	Single Family Total			3	675.00
Simple Build Permit Total				3	675.00
Swimming Pool Permit	Residential	SP22-000005	3648 ISLAND DR	08/12/2022	305.00
Swimming Pool Permit	Residential	SP22-000016	1079 NEW RIVER INLET RD	08/15/2022	305.00
Swimming Pool Permit	Residential	SP22-000009	2757 ISLAND DR	07/27/2022	305.00
Swimming Pool Permit	Residential	SP22-000022	3600 ISLAND DR	07/26/2022	305.00
Swimming Pool Permit Total	Residential Total			4	1,220.00
Swimming Pool Permit Total				4	1,220.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000094	1079 NEW RIVER INLET RD	08/15/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000107	3600 ISLAND DR	07/26/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000099	1511 NEW RIVER INLET RD	07/28/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000047	2757 ISLAND DR	07/27/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000114	104 SCOTCH BONNET DR	07/15/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000136	40 OSPREY DR	08/12/2022	0.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000024	3648 ISLAND DR	08/12/2022	0.00

Zoning and Floodplain Development Permit	Residential	ZFP22-000131	4021 ISLAND DR Lot 80G Pelican St	08/0	Section VIII, ItemB.
Zoning and Floodplain Development Permit	Residential	ZFP22-000125	138 OCEANVIEW LN	08/05/2022	50.00
Zoning and Floodplain Development Permit	Residential	ZFP22-000130	251 SANDPIPER DR	08/09/2022	0.00
Zoning and Floodplain Development Permit Total	Residential Total			10	50.00
Zoning and Floodplain Development Permit Total				10	50.00
All Permits Total				82	14,275.66

📈 P+Z Permits Issued List

Section VIII, ItemB.

From: 07/28/2022
To: 08/23/2022

Permit#	Issue Date	Address	Property#	Legal Description	Property Owner	Contractor	Building Final	CO Issued	Cost	Receipt#	Estimated Value	Recovery Fund	Technology Fee
ZFP22-000099	07/28/2022	1511 NEW RIVER INLET RD	779H-6	L6 THE SANCTUARY	HOWINGTON BUILDING GROUP LLC	Prestige Building Group LLC - Michael Sr J Howington			125.00		700000.00	0.00	0.00
ZFP22-000131	08/03/2022	4021 ISLAND DR Lot 80G Pelican St	769-4.1	TR2 & TR3 HUNTER HEATH TRUST	ROGERS BAY CAMPGROUND CO OWNERS	William Coursey -			0.00		4000.00	0.00	0.00
ZFP22-000125	08/05/2022	138 OCEANVIEW LN	768B-12	L12 OCEAN SOUND VILLAGE	KAELIN DANIEL TRUSTEE & JENNIFER TRUSTEE	Sunshine Landscaping - Barry Suggs			50.00	462	28000.00	0.00	0.00
ZFP22-000130	08/09/2022	251 SANDPIPER DR	779D-79	L7B B1 1/2 BAYVIEW RV	PETERSEN RICHARD & DEIRDRE	PETERSEN RICHARD & DEIRDRE			125.00		15000.00	0.00	0.00
ZFP22-000024	08/12/2022	3648 ISLAND DR	813-1.2	PT TR5 TC EVERETT DIV	3648 ISLAND LLC	Staycation Pools NC; Kixx Builders, Inc. TVA Staycation Pools - Shon R Wic			125.00		66000.00	0.00	0.00
ZFP22-000136	08/12/2022	40 OSPREY DR	775C-56	L9 S2 OCEAN CLUB VILLAGE	FREEDMAN MICHAEL & MARIANNE B	T&T Technology Inc. - Ronnie Maynard			125.00		20000.00	0.00	0.00
ZFP22-000094	08/15/2022	1079 NEW RIVER INLET RD	774F-111	L4 CRYSTAL VIEWS	CAPITAL ASSET TOPSAIL DEVELOPMENT LLC	S. F. Ballou, Inc - c/o Kim Britt Samuel Francis			0.00		70000.00	0.00	0.00

						Ballou, Jr & Merlin R. Hu							
ZFP22-000147	08/17/2022	NEW RIVER INLET RD	774F-89	L55 S2 TOPSAIL VILLAS	PETERS ROSE M	Prestige Building Group LLC - Michael Sr J Howington			50.00	477	500.00	0.00	0.00
ZFP22-000148	08/17/2022	NEW RIVER INLET RD	774F-90	L56 S2 TOPSAIL VILLAS	PETERS ROSE M	Prestige Building Group LLC - Michael Sr J Howington			50.00	478	500.00	0.00	0.00
ZFP22-000140	08/17/2022	4021 ISLAND DR Lot 5G Oar St	769-4.1	TR2 & TR3 HUNTER HEATH TRUST	ROGERS BAY CAMPGROUND CO OWNERS	self -			125.00		3000.00	0.00	0.00
ZFP22-000149	08/17/2022	NEW RIVER INLET RD	774F-91	L57 S2 TOPSAIL VILLAS	PETERS ROSE M	Prestige Building Group LLC - Michael Sr J Howington			50.00	481	500.00	0.00	0.00
ZFP22-000090	08/17/2022	3858 ISLAND DR	815-14.5	L2 HUNTER HEATH TRUST	DENINNO MICHAEL & MICHELE	NDS, Inc. - Russell D Prince			125.00		80000.00	0.00	0.00
ZFP22-000118	08/17/2022	547 NEW RIVER INLET RD	775B-75	L20 OCEAN CLUB VILLAGE	EDMONDS JOHNATHAN & ALISON	Triton Contracting, Inc - terry lyons			125.00		45000.00	0.00	0.00
ZFP22-000143	08/18/2022	133 TOPSAIL RD	809-85	L2 S1 B11 OLD SETTLERS BEACH	KREINER JOSEPH CLAYTON & ROMEY LEIANNE	Master Pools of Wilmington - (Frederick) Todd Bishton			125.00		112000.00	0.00	0.00
ZFP22-000119	08/18/2022	3122 TOPSAIL AVE	807-98.1	L7 B23 OCEAN CITY	WELLMANS CONSTRUCTION INC	Wellman's Construction, Inc. - David W Wellman			125.00		192150.00	0.00	0.00
ZFP22-	08/18/2022	133	768B-28	L28 OCEAN	KONG RICHARD	Beachside			125.00		1600000.00	0.00	0.00

000145		OCEANVIEW LN		SOUND VILLAGE	KIMO & WENDY C	Custom Homes, LLC - William R Lenfestey							
ZFP22-000134	08/19/2022	402 NEW RIVER INLET RD	775B-45	L11 S1 CRYSTAL SHORES	THOMAS DANIEL	Capital Asset Topsail Development, LLC - Garrett Ottaway			125.00		600000.00	0.00	0.00
ZFP22-000141	08/22/2022	2240 NEW RIVER INLET RD	778C-1	C/A TOPSAIL REEF BLDG C	TOPSAIL REEF HOMEOWNERS ASSO	Kyle Contracting Inc. - Hugh B Harper			125.00		28750.00	0.00	0.00
DVW22-000038	07/28/2022	1511 NEW RIVER INLET RD	779H-6	L6 THE SANCTUARY	HOWINGTON BUILDING GROUP LLC	Prestige Building Group LLC - Michael Sr J Howington			50.00		10000.00	0.00	0.00
DVW22-000050	07/29/2022	310 LANTERNA LN	750A-26	L25 PORTOFINO	DONOFRIO MARK & ANDREA J L TRUSTEES	CAROLINA ODD JOBS INC - JONATHAN BYRD			50.00	450	13623.00	0.00	0.00
DVW22-000046	08/18/2022	3122 TOPSAIL AVE	807-98.1	L7 B23 OCEAN CITY	WELLMANS CONSTRUCTION INC	Wellman's Construction, Inc. - David W Wellman			50.00		10000.00	0.00	0.00
DVW22-000054	08/18/2022	133 OCEANVIEW LN	768B-28	L28 OCEAN SOUND VILLAGE	KONG RICHARD KIMO & WENDY C	Beachside Custom Homes, LLC - William R Lenfestey			50.00		32000.00	0.00	0.00
DVW22-000051	08/19/2022	402 NEW RIVER INLET RD	775B-45	L11 S1 CRYSTAL SHORES	THOMAS DANIEL	Capital Asset Topsail Development, LLC - Garrett Ottaway			50.00		15000.00	0.00	0.00
FNC22-	08/17/2022	4710 23RD	809-64	L8 S1 B13	SCHILLACI	PATRICK			50.00	480	7049.00	0.00	0.00

000016

AVE

OLD
SETTLERS
BEACH

DANIEL R &
MARK A &
STEVEN P

ANTINORI -
PATRICK
ANTINORE

Section VIII, Item B.

Service



Integrity

Police Department

Chief William K. Younginer

Department Report for July 1, 2022 - July 31, 2022

Arrests	
B&E	1
DWI	1
Narcotics	3
Simple Assault	1
Traffic	19
Warrant Service	5

Citations	
State Citations	43
Town Citations	3
Warning Citations	5

Summary	
Total Calls for Service	201
Total Citations Issued	51
Total Reports	96
Total Security Checks	1070

Calls For Service	
Accidents	7
Alarms	1
B&E	2
Cit / Mot / Ped Assists	42
Communicating Threats	1
Disturbances	23
Domestics	5
Drowning	2
911 Hang Up	9
Hit & Run	1
Indecent Liberties with Minor	1
Injury to Personal Property	3
Larceny	1
Misc Calls	53
Missing Person	3
Simple Assault	1
Suspicious Activity	1
Theft from Motor Vehicle	2
Trespass of Real Property	1
Welfare Check	1

Assist Other Agencies	
E. M. S.	14
N.T.B. F.D.	18
O. C. S. D.	7
S.C.P.D	1
S.H.P.	1



Town of North Topsail Beach
Board of Aldermen

Agenda	C	Section VIII, ItemC.
Item:	Agenda	
Date:	09 07 2022	

Issue: Planning Board Committee Report
Hanna McCloud, Chair

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

The Planning Board conducted their regular meeting August 11, 2022, and reviewed UDO plat requirements for development permits; specifically, requirements for ocean front lots with respect to the dune. The Planning Board also discussed the both the Unified Development Ordinance §10.07.02 Rebuilding of Damaged Dunes and Town Code Article 10 Sand Dune Protection.

In their review of Town Code Article 10 *Sand Dune Protection*, the Planning Board recommends that the Town Manager (or designee) has the authority to enforce; that each day unrepaired is a separate offense; and that the exceptions pertaining to development in § 10-49 be deleted, as development is addressed in the UDO.

In their review of Unified Development Ordinance §10.07.02 Rebuilding of Damaged Dunes, the Planning Board discussed a dune buffer, non-conforming status for existing encroachments into the buffer, additions or improvements to existing structures, fines, as well as dune restoration.

RECOMMENDATION On August 11, 2022, Ms. Lisa Brown made a motion that the Planning Board recommends that the Board of Aldermen conduct a public hearing on September 7, 2022 at 11:00 a.m. to receive input on a proposed amendment to North Topsail Beach Town Code Article IV Sand Dune Protection and the North Topsail Beach Unified Development Ordinance Article 10 Enforcement § 10.07.02 Dune Protection and Remediation; and that the Board of Aldermen adopt the proposed text amendments to UDO §10.07.02 Rebuilding of Damaged Dunes (attachment 1) & Town Code Article 10 Sand Dune Protection (attachment 2). Mr. Fred Fontana seconded. The motion passed unanimously, 6-0.



Town of North Topsail Beach
Board of Aldermen

Agenda	C	Section VIII, ItemC.
Item:	Agenda	
Date:	09 07 2022	

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

No meeting was held, as there were no variance applications or appeals.



TOWN OF NORTH TOPSAIL BEACH
Board of Aldermen
Agenda Item

Consent	Item	Section VIII, Item D.
Agenda	VIII	
Item:	F	
Date:	09/07/2022	

Issue: Budget Amendment 2022-23.4

Department: Administration

Presented by: Caitlin Elliott, Finance Officer

Presentation: Finance Department

Background: The Town worked last year with DEC Associates on the Special Obligation Bond for our FEMA, Category G, Beach Nourishment project that is ongoing in Phase 5. The intention was to complete a second bond for the second portion of the project. As the details are beginning to fall into place, it is necessary to account for the estimated cost of issuances that will be the responsibility of the Town.

There is also a need to transfer funds to cover an interest payment for the first FEMA Special Obligation Bond. This amendment needs to be processed for budgeting and auditing purposes.

Attachments: Budget Amendment 2022-23.4

Recommendation: Approve Amendment as recommended

Action Needed: Yes

Suggested Motion: "I, _____ make a motion to approve Budget Amendment 2022-23.4 as presented."

Funds: 30

Follow Up: Finance Officer

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

FISCAL YEAR 2022-2023

AMENDMENT TO THE BUDGET ORDINANCE

BA 2022-23.4

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

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

<u>DEPARTMENT NO:</u>	<u>ACCOUNT</u>		
720	2022C FEMA SOB FEES	\$	102,500.00
720	2022A FEMA SOB FEES	\$	44,100.00
		Total Expenditures	\$ 146,600.00

This amendment will result in an increase to the following departments:
Shoreline Protection Fund
 The purpose of this budget amendment is to appropriate funds from Future Projects Fund for Amendment for SOB Fees.

Section 2: To amend the Shoreline Protection Fund appropriations with decreases as follows:

720	Future Projects Fund	\$	146,600.00
		Total Revenues	\$ 146,600.00

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

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

Adopted this 7th day of September 2022.

Motion made by _____, 2nd by _____

VOTE: ___ FOR ___ AGAINST ___ ABSENT

JOANN MCDERMON, MAYOR

CAITLIN ELLIOTT, FINANCE OFFICER

ORIGINAL BUDGET	7/1/2022	\$	4,149,263.00	
Budget Amendment 2	8/3/2022	\$	150,000.00	
Budget Amendment 2	9/7/2022	\$	-	Fund 30 Dept to Dept Amendment
New Budget Ordinance for FY 22-23		\$	4,299,263.00	



Town of North Topsail Beach **Beach, Inlet, and Sound Advisory Committee**

To: NTB Board of Aldermen

Subject: BISAC Monthly Report for August 23, 2022, Meeting

From: Mike Benson, Chair

Date: August 24, 2022

There was no BISAC report for July as the committee did not meet.

Manager's Update. Manager Derian, *ex officio*, reported that --

- **Phase 5 project:** The Invitation for Bid for the second tranche for the phase 5 project was issued on Monday August 1st. We had a non-mandatory pre bid meeting on August 10th. Five contractors were present. Bids are due today at 2:00pm.
- **Coastal Storm Damage Mitigation Fund Grant:** Our grant application for \$10.5 million dollars was submitted on July 8th following our last Board of Aldermen Meeting and we have received confirmation from the state that it has been received. It is currently in the review process.
 - This grant would enable the Town to extend the Phase 5 project 2.5 miles to the north to renourish Phase 4 with matching funds. This work was included in the Invitation for Bid as an Alternate Bid item in the Invitation for Bid issued for the Phase 5 project. Award will be contingent upon grant funds.
- **Sea Oats Planting:** Coastal Transplants continues to work on Sea Oats planting that is scheduled to wrap up at the end of August.
- **Living Shoreline Project:** The BOA approved the contract to proceed with the NC Coastal Federation and the contractor who will be installing the Oyster Catcher Marsh Toe Revetment at Richard Peters Park. Permits have been submitted to CAMA. Once we have those, the contractor will be ready to start.

New River Environmental Impact Statement (EIS). Manager Derian and Mike Benson held a conference call on August 17, with Mr. Mickey Sugg, Regulatory Chief for the Wilmington District of the Army Corps of Engineers. In review of the ATM engineer's plan for positioning a potential terminal groin in the 'northern position', the Corps sent the model data to the ERDC lab in Mississippi for evaluation. ERDC analysis suggested a 'southern position' based on the same data set. It appears that additional inlet modeling may be needed at an additional cost to the town and possible delay of the Draft EIS.

The Corps office has chapters 1-3 of an expected six-chapter document for the Draft EIS from the 3rd party cooperating with the Corps on the EIS. It is expected that the full Draft EIS can be reviewed, and the Notice of Intent (NOI) published in the Federal Register by November 1. Once the Notice of Intent is published, the Corps has 2 years to reach a 'Record of Decision' for the best alternative to alleviate the significant erosion rate on the North Topsail Beach side of the New River Inlet. Mr. Sugg in his revised timeline to the Town had proposed an even faster schedule between NOI publication and reaching the Record of Decision by December 2023 but admitted that is only an estimated date.

Topsail Shoreline Protection Commission. Chairman Benson encouraged the BISAC members to start participating in the monthly meetings of this island-wide commission. Now that the BISAC has had met over the past few months and become more familiar with shoreline protection and some of the issues affecting our beaches, it is time for members to get a broader sense of island-wide issues as influenced by state and federal policies and rulemaking.

Southeast Coastal Communities Water Level Observation System. The American Shore and Beach Protection Association (ASBPA) is cooperating with an effort to study sea-level rise and the effect of rising tides on coastal flooding. To this end ASBPA is offering communities a discounted water-level, measuring device which the Town has now acquired. The plan is to place it at the Richard Peters Town Park alongside the living shoreline that will be constructed. The committee's charge is to develop a plan to gather sound-side flooding observations to correlate with the water level readings that are recorded continuously. The Town Manager will coordinate with staff on a possible electronic platform to gather information and summarize it.

No specific recommendations to the BOA were made by BISAC at this month's meeting.

Next Meeting – Tuesday, September 27, 2022, at 10:30 am

Town of North Topsail Beach

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

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl

Melinda Mier
Town Clerk



Nature's Tranquil Beauty

RESOLUTION NO. 2022-0007

RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN'S SPECIAL OBLIGATION BOND AND CERTAIN RELATED MATTERS

WHEREAS, the Board of Aldermen (the "Board") of the Town of North Topsail Beach, North Carolina (the "Town") has previously determined that it is necessary to provide beach nourishment for the purpose of beach erosion control and flood and hurricane protection works (the "Project");

WHEREAS, the Town has created a Municipal Service District (the "MSD"), in accordance with Article 23 of Chapter 160A of the North Carolina General Statutes, in which the Project will be located;

WHEREAS, the Board previously issued a special obligation bond in principal amount of \$9,000,000 to finance the first phase of the Project;

WHEREAS, the Board is considering the issuance of an additional special obligation bond (the "2022C Bond") in a principal amount not to exceed \$8,300,000 to finance the second phase of the Project;

WHEREAS, the Town has retained (A) Parker Poe Adams & Bernstein LLP, as bond counsel for the 2022C Bond and (B) DEC Associates Inc., as financial advisor for the 2022C Bond;

WHEREAS, the Board wants the Town Manager (1) to file with the North Carolina Local Government Commission (the "Commission") an application for its approval of the 2022C Bond, on a form prescribed by the Commission, (2) to request in such application that the Commission approve (a) the negotiation of the sale of the 2022C Bond to PNC Bank, National Association (the "Purchaser") through a private placement and (b) the financing team for the 2022C Bond, (3) to state in such application such facts and to attach thereto such exhibits in regard to the 2022C Bond and to the Town and its financial condition, as may be required by the Commission, and (4) to take all other action necessary for the issuance of the 2022C Bond;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, AS FOLLOWS:

Section 1. The 2022C Bond is to be issued by the Town for the purpose of providing funds (1) to finance the costs of the second phase of the Project and (2) to pay the costs of issuing the 2022C Bond, as set out fully in the documents attached to the Town's application to the Commission. The use of

Board of Alderman Meeting

the proceeds of the 2022C Bond, as described, is necessary in order to provide for beach erosion control and flood and hurricane protection works in the MSD.

Section 2. The Town Manager, or her designee, is hereby authorized directed and designated to file an application with the Commission for its approval of the issuance of the 2022C Bond.

Section 3. In addition to the bond counsel and the financial advisor described above, the Authorized Officers (as defined herein) are each hereby authorized to retain the services of other professionals as they deem necessary and appropriate to complete the transactions contemplated by this Resolution.

Section 4. The Board finds and determines and asks the Commission to find and determine from the Town’s application and supporting documentation:

- (1) that the issuance of the 2022C Bond is necessary or expedient;
- (2) that the not to exceed stated principal amount of the 2022C Bond will be sufficient but is not excessive, when added to other money available to the Town, for the proposed Project;
- (3) that the proposed Project is feasible;
- (4) that the Town’s debt management procedure and policies are good; and
- (5) that the 2022C Bond can be marketed at a reasonable interest cost to the Town.

Section 5. The Mayor, the Town Manager, the Finance Officer, and the Town Clerk, individually and collectively (the “*Authorized Officers*”), are hereby authorized to do any and all other things necessary to complete the steps necessary for the issuance of the 2022C Bond.

Section 6. All actions of the Town and its officials, whether previously or hereafter taken in effectuating the proposed financing as described herein, are hereby ratified, authorized and approved.

Section 7. All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 8. This Resolution is effective on the date of its adoption.

STATE OF NORTH CAROLINA)
)
COUNTY OF ONSLOW) SS:

I, *Melinda Mier*, Town Clerk of the Town of North Topsail Beach, North Carolina, ***DO HEREBY CERTIFY*** that the foregoing is a true and exact copy of a resolution entitled “**RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN’S SPECIAL OBLIGATION BOND AND CERTAIN RELATED MATTERS**” adopted by the Board of Aldermen of the Town of North Topsail Beach, North Carolina, at a meeting held on the 7th day of September, 2022.

WITNESS my hand and the corporate seal of the Town of North Topsail Beach, North Carolina, this the ___ day of September, 2022.

[Seal]

Melinda Mier
Town Clerk
Town of North Topsail Beach, North Carolina



NCDOT Local Agreement for Debris Removal Request Form

Local Government Agencies requesting to enter into an agreement with the North Carolina Department of Transportation (NCDOT) for debris pickup on state maintained roads under a federal declaration should fill out the following information:

Date: August 16, 2022

AGENCY INFORMATION

Agency: Town of North Topsail Beach

Federal Tax Identification Number: 56-1692876

Remittance Address: 2008 Loggerhead Court, North Topsail Beach, NC 28460

CITY/TOWN/VILLAGE/COUNTY MANAGER CONTACT INFORMATION:

Name: Alice Derian, Town Manager

Email: aderian@northtopsailbeachnc.gov

Phone: 910-726-0058

Fax: 910-328-4508

Mailing Address: 2008 Loggerhead Court, North Topsail Beach, NC 28460

Please Note:

NCDOT Local Agreement must be approved by the Board of Transportation. If an agency wishes to enter into an agreement with The Department, please allow 6-9 weeks to process the initial agreement. Once the agreement is on file, it will be valid for five years from date of last signature. To activate the agreement, contact The Department's Division Office in the requesting agency's area by submitting the Request Release of State System Roads, Form SSR-01.

Submit completed forms to Joshua Kellen, Disaster Recovery Engineer at:

Email: jkellen@ncdot.gov (Include "LA Request" in Subject Line)

Fax: 919-733-1838

Town of North Topsail Beach

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

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl

Melinda Mier
Town Clerk



Nature's Tranquil Beauty

**RESOLUTION HONORING
THE PUBLIC SERVICE
OF
ALDERMAN SWANTEK**

WHEREAS, Robert Swantek served faithfully on the Board of Aldermen of the Town of North Topsail Beach from 2021 to August 13, 2022; and

WHEREAS, Robert Swantek put forth substantial effort toward improving the quality of life for the citizens of the Town of North Topsail Beach; and

WHEREAS, Robert Swantek is honored, respected and held in the highest esteem for his vision and concern for the betterment of North Topsail Beach and its citizens; and

NOW, THEREFORE BE IT RESOLVED that I, Joann McDermon, Mayor of the Town of North Topsail Beach, North Carolina, do hereby commend, recognize and express gratitude to

ROBERT SWANTEK

and urge all citizens to join me in recognizing and appreciating the service of this outstanding volunteer to our Town.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Town of North Topsail Beach, North Carolina this, the 7th day of September, 2022.

Joann McDermon, Mayor

ATTEST:

Melinda Mier, Town Clerk

Town of North Topsail Beach

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

Alice Derian, ICMA-CM
Town Manager

Aldermen:
Richard Grant
Don Harte
Connie Pletl

Melinda Mier
Town Clerk



Nature's Tranquil Beauty

**RESOLUTION OF APPRECIATION
FOR
DEBRA SWANTEK**

WHEREAS, the Town of North Topsail Beach desires to commend and recognize a citizen who has been a longtime resident of the town and who has contributed to the well-being of their fellow citizens, without desire for recognition, and

WHEREAS, this honored citizen served with distinction and dedication as a volunteer to the town as a member of the Board of Adjustment; and

WHEREAS, this honored citizen was very supportive of the Town and their civic efforts contributed substantially to the betterment of North Topsail Beach and its citizens.

NOW, THEREFORE BE IT RESOLVED that I, Joann McDermon, Mayor of the Town of North Topsail Beach, North Carolina, do hereby commend, recognize and express gratitude to

DEBRA SWANTEK

and urge all citizens to join me in recognizing and appreciating the service of this outstanding volunteer to our Town.

In Witness Whereof, I have hereunto set my hand and affixed the Seal of the Town of North Topsail Beach, North Carolina this, the 7th day of September, 2022.

Joann McDermon, Mayor

ATTEST:

Melinda Mier, Town Clerk