

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Tom Leonard
Susan Meyer
Richard Peters



David J. Gilbride
Town Manager

Sherrie H. Hancock
Town Clerk

Nature's Tranquil Beauty

Board of Aldermen
Regular Meeting
Agenda at:
Sneads Ferry Library
March 4, 2021
6:30 PM

- | | |
|---|-----------------------|
| I. Call to Order- | Mayor McDermon |
| II. Invocation - | Alderman Leonard |
| III. Pledge of Allegiance – | Mayor McDermon |
| IV. Approval of Agenda- | |
| V. Manager's Report- | Town Manager Gilbride |
| VI. Open Forum | |
| VII. Public Presentations and Hearings | |
| 1) Coastal Area Management Act Land Use Plan (CAMA LUP) | |
| VIII. Consent Agenda | |
| A. Approval of Minutes (February 4, 2021) | |
| B. Dept. Head Reports | |
| 1. Finance Department | |
| 2. Fire Department | |

3. Inspections Department
4. Police Department
5. Planning Department
6. Planning Board & Program for Public Info. (PPI) Committee Report Deb Hill
7. Town of N. Topsail Beach Daily Planning Permits. Deb Hill
8. Board of Adjustment Committee Report Deb Hill

- C. Committee Reports
 1. Planning Board & PPI Committee
 2. Board of Adjustment
 3. TISPC
 4. ONWASA
- D. MOTV Return
- E. Budget Amendment 2020-21.4

IX. New Business

- 1) Southeastern NC Regional Hazard Mitigation Plan (SENCRHMP) Deb Hill
- 2) An Ordinance adopting the 2018 NC State Building Code: Fire Code
Deb Hill & Chief Soward
- 3) Beach Access Enhancement Mayor McDermon
- 4) Use of State Phase 2 Grant Mayor Pro Tem Benson

X. Continuing Business

- A. Town Financial Planning
 1. Resolution Related to LGC Contract
 2. Financial Plan for USDA and Corps Project Town Attorney Edes- Mr. Carter
- B. Capital Improvement Update Mayor Pro Tem. Benson
- C. CBRA Update Alderman Leonard
- D. Town Hall Update Town Manager Gilbride
- E. Truck Haul Project Update Town Manager Gilbride
- F. Paid Parking Town Manager Gilbride

XI. Attorney's Report

XII. Mayor's Report

XIII. Alderman's Report

XIV. Closed session to discuss personnel matters

XV. Adjournment

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Manager's Report – March 4, 2021 Board Meeting

USACOE Federal Project

The Corps is waiting for the approved PPA to be returned to the regional office in order to secure signatures from both ourselves and Surf City. Corps personnel visited Topsail Island February 24th to verify parking requirements have been met in both North Topsail Beach and Surf City.

Capital Improvement/Fire Station

Becker Morgan personnel visited the Fire Station on Wednesday, 2/23 to begin collecting info for the feasibility study. Questionnaires have been provided to Chiefs Soward and Younginer for completion.

Revetment

No update ... the Town Attorney was asked to contact Mr. Forman, the project engineer, to discuss our requirements for a "hold harmless" protecting the town from any litigation between the engineer and the design contractor he employed. Mr. Benson pointed out that it may not be best to move forward at this time since the natural accumulation of sand has now substantially buried the sandbag revetment.

Town Hall

Work on the Town Hall began on Monday of the week of the 15th. While the contractor indicated that roof work would be first, they actually began indoors, with the first week bringing electrical demolition, rewiring, preparation to remove HVAC units, and some additional demolition work beneath and inside of the building.

Florence Project

The truck haul has been underway for weeks on the dune restoration project. Work started at approximately 4400 Island Drive and is proceeding rapidly north. A second group has started to the north, in the area of the pier, and is working south. When this section is completed (in

approximately two weeks) they will move to an access north of the pier, begin at the extreme ends, and work toward the access. The project is moving rapidly, and so far resident feedback has been positive.

Covid19

Exposure to an active Covid 19 case required the Town Hall to be shut down on Monday, 2/22. All employees have been tested and required to provide proof of a negative test before return to work. Town Hall remains closed to the public except by appointment.

Onslow County

Correspondence indicates that CAMA has found that alterations to the County's plans for the renovation of their building have negated the requirement for a CAMA permit. There are now no obstacles to the completion of the work by the county.

Corps of Engineers: ICW Crossing and Channel to Jacksonville Dredging Inlet Dredge

Dredging has resumed on the north end, and according to the USACOE the contractor, as of 2/26/21/s within 100' of the 4,000 ft placement area. It is not possible to guess at just how much sand will be placed as part of this project.

Corps of Engineers; Terminal Groin

According to Mickey Suggs the Corps will conduct a Facebook Live event for the stakeholder's comments on the groin. This will occur in Mid-March. Mr. Suggs has already communicated with Fran Way to ensure that Fran understands the need to appear in person for the event.

Paid Parking

Paid Parking is on target for a 3/1/21 rollout. The SurfCast app is live, and has been receiving a lot of activity. Our contracts are now in place.

Budget

Preliminary budget figures have been developed, and department managers are prepared to address their requests and recommendations at the Board Planning Retreat which will be rescheduled as soon as possible.

Capital Grant

I've submitted a Capital Grant request to Onslow County for assistance with the upgrade of the Town Hall ID sign to an electronic message board to assist in communicating hazards with the many visitors we receive each year, and our residents as well. \$28,488.75

Tourism Grant

I've submitted a Tourism Grant request to Onslow County in the amount of \$125,000 to provide funds for beach operation and maintenance.

160D – Unified Development Ordinance

Revisions to the Unified Development Ordinance are required by June 30, 2021. This massive project is underway, and I want to recognize Deb Hill's efforts to rewrite this ordinance.

Town Park Dedication

The ceremony naming the North Topsail Beach Town Park the "Richard C. Peters Park" was held on Tuesday, 2/23 with Mr. Peter's family and friends in attendance. I would like to thank the members of the Department of Public Works, the Fire Department, and the Police for working so hard to make this a smooth running, memorable event. I would also like to thank Alderman Leonard for his efforts in putting this tribute together, and Alderman Benson for his kind comments at the presentation. I believe the Peters family enjoyed the event and appreciated the town's recognition of his 17 years of selfless service to the people of North Topsail Beach.

Title

Date



Town of North Topsail Beach
Board of Aldermen

Agenda	PUBLIC
Item:	HEARING
Date:	03 04 2021

Issue: Coastal Area Management Act Land Use Plan (CAMA LUP)

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: Yes

BACKGROUND The Board of Aldermen held a special meeting on July 21, 2020 and reviewed the draft CAMA Land Use Plan. Planning Director Hill and Mr. Landin Holland of Holland Consulting Planners presented. Mr. Holland explained that the Town cannot yet approve. Today is only a discussion.

Alderman Leonard suggested a sentence about post WWII Ocean City. Regarding the section concerning the Labor Force, he suggested information about Camp Lejeune. Alderman Grant agreed with Alderman Leonard's additions.

Mayor Pro Tem Benson had a few concerns with the Plan. It should recognize the importance of land use policies and coastal resiliency. Essentially, when the infrastructure or plan is in place with consideration for resiliency measures such as fortified roofs or restoring dunes, the community is more prepared to recover. Mayor Pro Tem Benson recommended adding the language in the introduction.

Mayor Pro Tem Benson's second concern is the conservation of coastal wetlands. He would like a strong policy statement about conservation of coastal wetlands. He also recommended that a Conservation D policy statement be added to prevent rezoning by future Boards.

Alderman Grant would like the Town Attorney's advice before making decisions that place any restrictions on privately owned property. He also has reservations about tying the hands of future Boards.

Alderman Meyer had concerns that some of the Mayor Pro Tem's comments were too restrictive.

Mayor Pro Tem Benson asked the consultants to create another GIS layer to clarify low-density residential.

Mayor McDermon expressed a concern about taking the document too far. She believed there is merit in keeping the document broad.

Mayor Pro Tem Benson also wanted Conservation D areas marked on the map. His goal is to protect the coastal wetlands.

Planning Director Hill explained that "wetlands" is not synonymous with "conservation." She appreciates the Mayor Pro Tem's concerns, but the Division of

Coastal Management and the Army Corps of Engineers are the permitting authorities, which is an extensive permitting process.

Mayor Pro Tem Benson believes that the multi-use imagery on page 65 is out of date. He also suggested that the map's key may need modification. Mr. Holland will try to find a better replacement.

Alderman Peters asked how the Town can become a higher priority for DOT. Planning Director Hill suggested participating in the JUMPO.

The Mayor Pro Tem stated that the Inlet Hazard Area process has been delayed because of COVID-19, but he believes changes will occur and an update may be needed in the future.

Mayor Pro Tem Benson asked that page 77 have an addition to include coastal resiliency as a bullet point.

Alderman Meyer asked Mayor Pro Tem if he has a definition of "coastal resiliency" to add to the Plan. She believes some of these ideas already covered by zoning and building code.

Mayor Pro Tem Benson raised some concerns for potential contradictions. For example, at one point, the Plan states that it does not support marinas or boat ramps, but later, it supports access to estuary areas. He recommended deleting the "boat ramp" section.

Planning Director Hill responded that the statements do not necessarily conflict.

Other Board members discussed the potential conflict. Planning Director Hill responded that she understands the confusion and will work to clarify.

Mayor Pro Tem referenced page 85 and asked if it was meant to imply the Town is no longer allowing condominiums.

Planning Director Hill stated that it is possible to have a condo development, but the building height and setbacks requirements would be tough to overcome.

Mayor Pro Tem Benson proposed that the Planning Director and Planning Consultant review his edits, make suggestions and present to the Board.

Mayor McDermon asked for objections to the Mayor Pro Tem's proposal. No one objected.

Mayor McDermon asked if it would be appropriate to send the suggestions back to the Planning Board.

Mr. Landin Holland and the Planning Director have reviewed and discussed the Board's comments. Mr. Landin Holland has updated the CAMA Land Use Plan, which is currently available on the Town's Planning Department web page. [DRAFT 2020 CAMA Land Use Plan](https://www.ntbnc.org/planning) available online at <https://www.ntbnc.org/planning>

RECOMMENDATION On November 12, 2020, **Mr. Morse made a motion to submit the CAMA Land Use Plan to the Board of Aldermen with changes. Mrs. Brown seconded the motion; motion passed unanimously, 5-0.**

ATTACHMENT

1. Legal ad
2. Resolution of the Board of Aldermen of the Town of North Topsail Beach, North Carolina, Adopting the Town's CAMA Land Use Plan Update

**NOTICE OF PUBLIC HEARING
TOWN OF NORTH TOPSAIL BEACH**

**ADOPTION OF THE CAMA LAND USE PLAN UPDATE
BOARD OF ALDERMEN
MARCH 4, 2021 6:30 P.M.**

Notice is hereby given that the Board of Aldermen of the Town of North Topsail Beach, North Carolina will conduct a public hearing on Thursday, March 4, 2021, at 6:30 PM to review adoption of the Town of North Topsail Beach Coastal Area Management Act (CAMA) Land Use Plan Update. The meeting will be held at the Sneads Ferry Branch of the Onslow County Library, **1330 NC HIGHWAY 210, SNEADS FERRY, NC 28460.**

Senate Bill 704 (May 4, 2020), Section 166A-19.24(e): "Public Hearings. A public body may conduct any public hearing required or authorized by law during a remote meeting, and take action thereon, provided the public body allows for written comments on the subject of the public hearing to be submitted between publication of any required notice and 24 hours after the public hearing.

To participate in the public comment, please email townclerk@ntbnc.org your written comment by 12 noon February 26, 2021, with subject line "CAMA LUP."

Following the public hearing, the Board of Aldermen will consider adoption of the CAMA Land Use Plan. Once adopted, the plan will be submitted to the Coastal Resources Commission for certification.

Written objections, comments, or statements of support shall be submitted to the Division of Coastal Management's District Planner, Mike Christenbury, **127 CARDINAL DRIVE EXT, WILMINGTON, NC 28405-3845**, no less than 30 calendar days after local adoption of the plan. Further information can be obtained by contacting the District Planner at 910-796-7426.

Copies of the CAMA Plan are available for review by the public at the North Topsail Beach Town Clerk's office, 1000 NC Highway 210, Sneads Ferry, NC, during normal office hours and online at www.ntbnc.org/planning. For additional information, please contact Deb Hill, Planning Director, at 910-581-3008 or email dhill@ntbnc.org.

January 27, 2021 (adv)

**RESOLUTION OF THE BOARD OF ALDERMEN OF THE
TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA,
ADOPTING THE TOWN'S CAMA LAND USE PLAN UPDATE**

WHEREAS, from August 2018 through June 2020, the Town drafted a Coastal Area Management Act (CAMA) Land Use Plan Update with the assistance of its consultant, Insight Planning & Development (formerly Holland Consulting Planners), and conducted a series of public workshops and meetings as part of a comprehensive public participation program under the leadership of the Planning Board; and

WHEREAS, on _____, 2020, the Planning Board recommended adoption of the draft CAMA Land Use Plan; and

WHEREAS, at a duly advertised Regular Meeting on March 4, 2021, the Board of Aldermen held a public hearing on the draft CAMA Land Use Plan; and

WHEREAS, at the Regular Meeting on March 4, 2021, the Board of Aldermen of the Town of North Topsail Beach, North Carolina, found the policies and Future Land Use Map in the draft CAMA Land Use Plan to be consistent with the Town's desired vision for the future and unanimously approved to adopt the draft CAMA Land Use Plan; and

WHEREAS, the adopted Plan will be submitted as required by state law to the Southern Region District Planner for the Division of Coastal Management under the North Carolina Department of Environmental Quality and forwarded to the Coastal Resources Commission; and

WHEREAS, a review of the adopted Plan by the Coastal Resources Commission (CRC) will be scheduled; and the CRC will then vote on certification of the Town's CAMA Land Use Plan; and

WHEREAS, a certified Town of North Topsail Beach CAMA Land Use Plan Update will be forwarded to the Office for Coastal Management for federal approval.

NOW, THEREFORE, BE IT RESOLVED THAT the Board of Aldermen for the Town of North Topsail Beach, North Carolina, has unanimously adopted the draft CAMA Land Use Plan Update; and

BE IT FURTHER RESOLVED that the Planning Director of North Topsail Beach is hereby authorized to submit the adopted CAMA Land Use Plan Update to the State for certification as described above.

Adopted this 4th day of March 2021.

Joann McDermon, Mayor

Sherrie L. Hancock, Town Clerk

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Tom Leonard
Susan Meyer
Richard Peters



David J. Gilbride
Town Manager

Sherrie L. Hancock
Town Clerk

Nature's Tranquil Beauty

Board of Aldermen
Regular Meeting
Thursday February 4, 2021
6:30 PM

Attendees: Mayor McDermon; Mayor Pro Tem. Benson; Alderman Grant, Aldermen Leonard, Aldermen Meyer, Town Manager Gilbride, Town Clerk Hancock, Chief Younginer, Scott Anders, Chad Soward, Deb Hill, & Caitlin Elliott

Attending via telecom: Mr. Wade Green, Financial Advisor Doug Carter, Coastal Engineer Fran Way and Town Attorney Brian Edes.

I. Call to Order-

Mayor McDermon called the meeting to order at 6:31 PM.

II. Town Manager Report-

III. Public Comment- No Comments or Letters were read.

IV. Approval of Agenda – Motion was made by Alderman Grant to remove the Hearing Case SD 20 02 from the agenda. Seconded by Alderman Meyer vote passed 5-0. Motion was made to add a closed session to the agenda by Alderman Benson seconded by Alderman Leonard vote passed 5-0

V. Manager’s Report-

REVTMENT

Attorney – any progress

TOWN HALL

A preconstruction meeting was held Wednesday, 2/3, with representatives from the architect and the General Contractor, DPW Superintendent, Building Inspection, and me. Work will begin with the roof replacement on or about February 15th with a Substantial Completion Date of August 15.

FLORENCE PROJECT

The truck haul has been underway all week for the dune restoration project. Work started at approximately 4400 Island Drive and is proceeding rapidly north. A scoping meeting was held on Monday, 2/1, regarding the Phase G project to restore the Phase 5 beach; apparently the Biological Opinion which delayed our current truck haul is valid for the Cat G, and we expect to begin this project in November.

ONslow COUNTY BEACH ACCESS

The dune restoration situation was reviewed by Fran Way, the contractor, and Scott Anders. They propose to build the dune across the lot, leaving the area under the building alone. They propose leaving a pile of sand there for placement under the building with less cumbersome equipment. We will communicate with county management.

CORPS OF ENGINEERS/TERMINAL GROIN

I spoke to Mickey Suggs of USACOE today. His public affairs group has recommended they not to the pre-recorded video we discussed a short time back, but would prefer a “Facebook Live” scoping meeting. He requested that we hold the session at the Library, and for the entire scoping meeting to take 20 minutes. The Colonel would open the meeting, followed by Mickey presenting permit and EIS issues, much as he did at our board meeting. The final presenter would be Fran with a description of what we propose. The Mayor would have the option of making any comments should she desire. The meeting would be posted on F/B, Town pages, etc ... and the public would have the opportunity to comment on what they might like to see in the EIS ... they would have 30 days.

Mickey believes this meeting would be held possibly at the end of February, but no later than mid-March.

PAID PARKING

We are prepared to move forward with March 1st Implementation. The committee met on Wednesday, 2/3 and set rates for the parking areas. They will be:

1. There will be no “Warning” period. All violations from day 1 will be issued a citation/ticket
2. A “Special Permit” process is required – to be entered manually by Otto personnel based on documented requirements by the Town:
 - a. Prepaid Annual passes (already purchased and grandfathered in)
 - b. Turtle Patrol (limited hours)
 - c. Town Employees (as a perk)
3. “Same Day Ticket Forgiveness” will be supported
4. Parking Fees will change to the following:
 - a. Standard Lots:

- i. \$5/hour for up to 4 hours
 - ii. \$25 per day
 - iii. \$100 per week
 - iv. \$250 per year/season
 - b. Park by Mail Lot:
 - i. \$30 per day
 - c. Violations:
 - i. \$50
 - d. NTB44 Lot (on beach parking)
 - i. \$25 per day
 - ii. \$100 per week
 - iii. \$250 per year/season
- 5. Parking permits for Standard and NTB44 will be reciprocal (i.e. accepted in all lots/zones) Registration on the "app" for NTB residents will begin when the app has been accepted on Google and Apple, anticipated around mid-month.

BUDGET

Meetings with Department Heads to review their proposed budgets were held this week; Caitlin and I will be reviewing the submissions and recommendations of the managers and will help with presentations for the board at the annual retreat.

CAPITAL GRANT

I've submitted a Capital Grant request to Onslow County for assistance with the upgrade of the Town Hall ID sign to an electronic message board to assist in communicating hazards with the many visitors we receive each year, and our residents as well. \$28,488.75

SEDIMENT GRANT

Fran Way was kind enough to complete our application for a grant to perform sediment analysis to support our Florence Projects. The application was confirmed received prior to the deadline, and we will await notice of an award. \$14,400

SLEDGEHAMMER BEACH RUN - Sat.

This Saturday the Jacksonville-Onslow Sports Commission will be holding their annual beach run, a 5k, 10k, half marathon event which will begin at the Onslow County lots to the south, with the bulk of runners turning around before entering the dune restoration area, and only the half marathoners continuing north.

160D – UNIFIED DEVELOPMENT ORDINANCE

Revisions to the Unified Development Ordinance are required by June 30, 2021. This massive project is underway, and I want to recognize Deb Hill's efforts to rewrite this ordinance.

Board Retreat – February 23rd & 24th, 8:00AM – 4:00PM @ Library

VI. Open Forum – None

VII. Public Presentations and Hearings-

- A. Coastal Engineer Update- (Mr. Fran Way of ATM Consulting)
 Beach Projects Updates
 ~Dune Truck Haul Phase 1-4 Occurring February, March, and April.
 ~USACE New River Inlet/ AIWW Dredging to be completed this winter.
 ~Hurricane Florence Category G- Pre-Scoping meeting held February 1, to occur next winter 2021-2022.
 ~New River Inlet Management EIS- Discussing online Public Stakeholder meeting and presentations.
 ~CAMA/DEM updates to sediment criteria related to shells and rocks-Grants are available.
 Questions asked by Board of Alderman.
Mayor Pro Tem Benson -Q-asked how the dredging company was getting paid?
 Fran- A-They are getting paid by what they place. Not what they dredge.
Alderman Meyer- Q- When you say not far down the beach where is that going to go? Does the truck haul come up to Phase I?
Alderman Grant – Had no questions at this time.
Alderman Leonard – Asked Fran who we needed to talk to Core of Engineers?
Fran- Will get with the town Manager and Brian asked to be on that call also.
Town Attorney Edes- Added that the Town of North Topsail has been thru great expense.
- B. Presentation of Audit-
 Audit was presented and reviewed by Mr. Wade Green Board of Alderman had no question at this time.

VIII. Town Park Dedication- Alderman Leonard

Alderman Leonard requested that Resolution be added to minutes as written.

A RESOLUTION HONORING
Richard C. Peters

WHEREAS the Town of North Topsail Beach Aldermen wish to acknowledge and express its sincerest appreciation and gratitude for the many years of devoted service generously provided by Richard C. Peters, and

WHEREAS Richard C. Peters served as a member of the Planning Board, Board of Adjustment and Board of Alderman from 2004 until the present day, and

WHEREAS Richard C. Peters was always very supportive of the Board of Aldermen and the Town of North Topsail Beach in their efforts to promote community projects, and

WHEREAS his dedicated leadership and expertise has contributed substantially to the betterment of North Topsail Beach and its citizens; and

WHEREAS his unwavering dedication and commitment to community service has earned Richard C. Peters the respect and affection of all whom he came in contact with.

NOW, THEREFORE, BE IT RESOLVED, that the Town of North Topsail Beach Board of Aldermen hereby expresses its sincere appreciation and gratitude to Richard C. Peters, in commemoration of his leadership and devotion to the Town of North Topsail Beach and the State of North Carolina. Henceforth the North Topsail Beach Town Park will be known as the Richard Peters Town Park in recognition of his contributions to this community.

Joanne McDermon Mayor

Mike Benson Mayor Pro Tem

Thomas Leonard Alderman

Richard Grant Alderman

Susan Meyer Alderman

David Gilbride Town Manager

IX. Consent Agenda

A. Approval of Minutes (February 4,2021)

Motion was made by Alderman Benson, Seconded by Alderman Leonard, Vote passed 5-0

B. Department Heads 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
- 4. ONWASA

D. MOTV Return

E. Budget Amendment 2020-21-4

X. Continuing Business

A. Town Financial Planning

- 1. Resolution Related to LGC Contract

2. Financial Plan for USDA and Corps Project (Town Attorney Edes and Mr. Doug Carter of DEC and Assoc.)

B. Capital Improvement Update (Mayor Pro Tem Benson)

He met with Alderman Grant, Fire Chief, Police Chief and Town Manager Gilbride. Mayor Pro Tem Benson stated that the Fire Dept is falling apart and that the group had met with the contractor that they had spoke to back in 2016 about doing repairs/rebuilding.

Town Manager Gilbride put an Estimate in the packet and requested that he be able to start the work process. Motion was made by Mayor Pro Tem Benson, Seconded by Alderman Grant Vote passed 5-0.

C. Cobra Update (Alderman Leonard)

Alderman Leonard stated that he had received a call from Ray Celeste the previous night. Not a lot to report at this time.

D. Budget Update/ Work Session - Asked that the Alderman send any request before the Caitlin get started.

XI. Attorney's Report

~ 1% Occupancy Tax- 1 Month to get the bill to writing about 6 weeks out. About 4 Weeks to get Rep's to Sponsor.

~Alderman local legislation is the route to take to get Alderman rotation corrected.

Greater Topsail Chamber Report

~ Added 12 new Members.

~Updated Chamber Website

~ Mayor McDermon will Continue to go to meetings and update the Board.

Alderman Meyer- Chamber use to have a booklet that they gave out suggested that park dedication be added if possible.

Offered to help Mayor McDermon if needed. Spoke about Alderman Peters, Commented on Dredge Project.

Mayor Pro Tem Benson – Thanked Mr. Gilbride and Town Staff for all their hard work.

TISPC- Thanked Deb Hill.

Alderman Leonard – Spoke about Cobra. Also wanted to Thank the Staff.

Alderman Grant- Thanked Alderman Leonard, Town Staff, and made mention that Town Manager Gilbride reports are very well written.

Motion was made by Alderman Grant to go into Closed Session, Seconded by Mayor Pro Tem, Vote passed 5-0.

Motion Ended – Motion was made by Alderman Meyer, Seconded by Alderman Grant, Vote passed 5-0.

No action was taken.

Adjournment- Motion made by Alderman Grant, Seconded by Alderman Leonard, Vote Passed 5-0. Ended at 8:37 pm

Budget vs Actual

NORTH TOPSAIL BEACH

2/24/2021 2:03:02 PM

Page 1 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
Revenues							
	AD VALOREM TAX - Current Year	2,594,543	0.00	0.00	2,450,180.44	(144,362.56)	94%
	AD VALOREM TAX - Prior Years	50,000	0.00	0.00	58,269.61	8,269.61	117%
	AD VALOREM TAX - MOTV	55,000	0.00	0.00	44,800.40	(10,199.60)	81%
	BEACH RENRSH/DUNE STAB	0	0.00	0.00	0.00	0.00	
	AD VALOREM TAX Penalties	3,500	0.00	0.00	1,884.35	(1,615.65)	54%
	COUNTY TOURISM GRANT	50,000	0.00	0.00	19,518.76	(30,481.24)	39%
	PRIVILEGE LICENSES	100	0.00	0.00	0.00	(100.00)	
	CABLE FRANCHISE	0	0.00	0.00	0.00	0.00	
	INTEREST	75,000	0.00	0.00	8,092.34	(66,907.66)	11%
	LOAN PROCEEDS	0	0.00	0.00	0.00	0.00	
	P&L INSURANCE PROCEEDS	79,713	0.00	0.00	1,758.51	(77,954.27)	2%
	MISCELLANEOUS	8,100	0.00	0.00	3,078.68	(5,021.32)	38%
	MEETING ROOM	0	0.00	0.00	0.00	0.00	
	Shotgun Reimbursement	0	0.00	0.00	0.00	0.00	
	STATE REIMBURSEMENTS	12,564	0.00	0.00	12,563.89	0.00	100%
	DEBT SETOFF	0	0.00	0.00	0.00	0.00	
	RACE INCOME	0	0.00	0.00	0.00	0.00	
	SEA OATS COST SHARE PROGRAM	20,000	0.00	0.00	0.00	(20,000.00)	
	DONATIONS-BEAUTIFICATION	0	0.00	0.00	0.00	0.00	
	Town Apperal Purchases	0	0.00	0.00	10.00	10.00	
	NTB HOLIDAY DONATIONS	769	0.00	0.00	768.86	0.00	100%
	UTILITIES FRANCHISE TAX	298,000	0.00	0.00	155,777.84	(142,222.16)	52%
	BEER & WINE TAX	3,500	0.00	0.00	0.00	(3,500.00)	
	POWELL BILL ALLOCATIONS	26,300	0.00	0.00	24,787.81	(1,512.19)	94%
	LOCAL OPTION SALES TAX	1,412,501	0.00	0.00	1,017,456.11	(395,044.89)	72%
	SOLID WASTE DISP TAX	500	0.00	0.00	285.50	(214.50)	57%
	MOSQUITO CONTROL GRANT	0	0.00	0.00	0.00	0.00	
	RECREATION -RENTAL FEES	1,000	0.00	0.00	100.00	(900.00)	10%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Page 2 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	Paid Parking Revenue	100,000	0.00	0.00	97,852.49	(2,147.51)	98%
	OFFICER CITATIONS & COURT	20,000	0.00	0.00	14,066.00	(5,934.00)	70%
	POLICE ESHARE ACCOUNT	1,250	0.00	0.00	0.00	(1,250.00)	
	BODY ARMOR REIMBURSEMENT	2,000	0.00	0.00	0.00	(2,000.00)	
	FIRE FINES & VIOLATIONS	2,000	0.00	0.00	20.00	(1,980.00)	1%
	PARKING/CODE ENFORCEMENT FINES	6,000	0.00	0.00	2,400.00	(3,600.00)	40%
	PLANNING DEPT. FEES	1,000	0.00	0.00	4,850.00	3,850.00	485%
	BUILDING PERMITS	70,000	0.00	0.00	46,819.75	(23,180.25)	67%
	MECHANICAL PERMITS	15,000	0.00	0.00	10,505.00	(4,495.00)	70%
	ELECTRICAL PERMITS	18,000	0.00	0.00	8,335.00	(9,665.00)	46%
	PLUMBING PERMITS	8,000	0.00	0.00	1,960.00	(6,040.00)	25%
	INSULATION PERMITS	1,000	0.00	0.00	280.00	(720.00)	28%
	HOMEOWNERS RECOVERY FEE	200	0.00	0.00	152.00	(48.00)	76%
	TECHNOLOGY FEE	6,500	0.00	0.00	3,948.74	(2,551.26)	61%
	REINSPECTION FEE/FINES	2,500	0.00	0.00	1,250.00	(1,250.00)	50%
	OCCUPANCY TAX ADM	0	0.00	0.00	125.00	125.00	
	ZONING PERMITS	16,000	0.00	0.00	13,075.00	(2,925.00)	82%
	REFUSE COLLECTION FEES	482,706	0.00	0.00	238,560.46	(244,145.54)	49%
	REFUSE COLLECT PRIOR YEAR	300	0.00	0.00	0.00	(300.00)	
	VACANT LOT SWF	10,000	0.00	0.00	3,175.00	(6,825.00)	32%
	ADD'L CART SWF	1,000	0.00	0.00	1,040.00	40.00	104%
	ADD'L CART RECYCLING	1,000	0.00	0.00	1,360.00	360.00	136%
	SALES TAX REFUNDS	25,000	0.00	0.00	0.00	(25,000.00)	
	REIMB. PW FROM BF	0	0.00	0.00	0.00	0.00	
	OTHER STATE REVENUES	0	0.00	0.00	(11,149.51)	(11,149.51)	
	GRASS MOWING REIMB	7,950	0.00	0.00	7,952.46	2.46	100%
	GRANT FUNDS	179,000	0.00	0.00	58,766.00	(120,234.00)	33%
	SALE OF FIXED ASSETS	20,000	0.00	0.00	22,255.00	2,255.00	111%
	HURRICANE REIMBURSEMENT	0	0.00	0.00	46,219.87	46,219.87	

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

10 GENERAL FUND	Budget	Encumbrance	MTD	YTD	Variance	Percent
Description						
SPECIAL ASSESSMENT	0	0.00	0.00	0.00	0.00	0.00
SPEC ASSESSMENT-EXT	0	0.00	0.00	0.00	0.00	0.00
REIMBURSEMENT FROM F30	0	0.00	0.00	0.00	0.00	0.00
APPROP. FUND BALANCE	0	0.00	0.00	0.00	0.00	0.00
T/I CAPITAL RESERVE FUND	0	0.00	0.00	0.00	0.00	0.00
T/I OTHER FUNDS	0	0.00	0.00	0.00	0.00	0.00
Revenues Totals:	5,687,496	0.00	0.00	4,373,151.36	(1,314,344.17)	77%
Expenses						
SALARIES	36,000	0.00	0.00	24,000.00	12,000.00	67%
PROFESSIONAL SERVICES	45,000	0.00	0.00	41,700.85	3,299.15	93%
FICA TAX EXPENSE	4,410	0.00	0.00	1,836.00	2,574.00	42%
TRAVEL-TRAINING	2,000	0.00	0.00	0.00	2,000.00	0.00
Gas, Oil, & Tires	0	0.00	0.00	0.00	0.00	0.00
DEPARTMENTAL SUPPLIES	250	0.00	0.00	379.14	(129.14)	152%
CHARTER CODES SERVICE	5,000	0.00	0.00	3,137.06	1,862.94	63%
AUDITOR	15,000	0.00	0.00	16,616.10	(1,616.10)	111%
TAX COLLECTION FEES	38,000	0.00	0.00	37,828.57	171.43	100%
DONATIONS OTHER AGENCIES	18,000	0.00	0.00	5,175.00	12,825.00	29%
NTB HOLIDAY DONATIONS	769	0.00	0.00	709.21	59.65	92%
DUES & SUBSCRIPTIONS	2,500	0.00	0.00	761.03	1,738.97	30%
DONATION FOR CFCC ROAD	0	0.00	0.00	0.00	0.00	0.00
MISCELLANEOUS	2,500	0.00	0.00	831.00	1,669.00	33%
TAX REFUNDS	1,500	0.00	0.00	502.36	997.64	33%
LITIGATION	0	0.00	0.00	0.00	0.00	0.00
STORM DAMAGE	0	0.00	0.00	0.00	0.00	0.00
BOARD EXPENSE ACCOUNT	3,600	0.00	0.00	1,734.28	1,865.72	48%
GOVERNING BODY Totals:	174,529	0.00	0.00	135,210.60	39,318.26	77%
SALARIES	320,000	0.00	0.00	225,186.84	94,813.16	70%

Budget vs Actual

NORTH TOPSAIL BEACH

2/24/2021 2:03:02 PM

Page 4 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Budget	Encumbrance	MTD	YTD	Variance	Percent
Description						
SALARY ADJUSTMENTS	0	0.00	0.00	0.00	0.00	
FICA	24,480	0.00	0.00	16,514.32	7,965.68	67%
GROUP INSURANCE	38,750	0.00	0.00	20,664.88	18,085.12	53%
ORBIT RETIREMENT (10.3%)	32,960	0.00	0.00	21,200.38	11,759.62	64%
401K (3%)	9,600	0.00	0.00	5,668.12	3,931.88	59%
TOWN INSURANCE HRA	20,000	0.00	0.00	10,802.60	9,197.40	54%
EMPLOYEE TRAINING	6,000	0.00	0.00	3,337.00	2,663.00	56%
POSTAGE	2,000	0.00	0.00	1,017.05	982.95	51%
MANAGER EXPENSE ACCT	1,000	0.00	0.00	162.99	837.01	16%
TUITION REIMBURSEMENT	2,500	0.00	0.00	0.00	2,500.00	
BANK CHARGES	1,500	0.00	0.00	1,730.14	(230.14)	115%
M & R EQUIPMENT	1,500	0.00	0.00	276.96	1,223.04	18%
M & R VECHICLE	1,000	0.00	0.00	0.00	1,000.00	
CONSUMABLES	4,000	0.00	0.00	1,022.78	2,977.22	26%
ADVERTISING	2,000	0.00	0.00	1,088.23	911.77	54%
GAS, OIL & TIRES	1,000	0.00	0.00	553.15	446.85	55%
OFFICE SUPPLIES	1,500	0.00	0.00	729.81	770.19	49%
DEPART SUPPLIES\MATERIALS	5,000	0.00	0.00	1,354.50	3,645.50	27%
TOWN APPAREL EXPENSE	500	0.00	0.00	0.00	500.00	
CONTRACTED SERVICES	45,000	0.00	0.00	42,090.14	2,909.86	94%
DUES & SUBSCRIPTIONS	4,500	0.00	0.00	4,956.45	(456.45)	110%
MISCELLANEOUS	13,064	0.00	0.00	325.21	12,738.68	2%
PERFORMANCE PAY BONUSES	10,000	0.00	0.00	1,500.00	8,500.00	15%
CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
DEBT SERVICE	0	0.00	0.00	0.00	0.00	
LEASE PAYMENTS	27,500	0.00	0.00	22,490.40	5,009.60	82%
STORM DAMAGE	0	0.00	0.00	0.00	0.00	
EMPLOY SECURITY COMM	0	0.00	0.00	0.00	0.00	
ADMINISTRATION Totals:	575,354	0.00	0.00	382,671.95	192,681.94	67%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	ELECTION EXPENSES	0	0.00	0.00	0.00	0.00	0.00
	ELECTIONS Totals:	0	0.00	0.00	0.00	0.00	0.00
	SALARIES	84,000	0.00	0.00	54,669.89	29,330.11	65%
	PART TIME SALARIES	13,000	0.00	0.00	8,709.64	4,290.36	67%
	FICA	7,421	0.00	0.00	4,848.60	2,571.90	65%
	GROUP INSURANCE	8,000	0.00	0.00	5,135.35	2,864.65	64%
	ORBIT RETIREMENT (10.3%)	8,652	0.00	0.00	5,636.49	3,015.51	65%
	401K (3%)	2,520	0.00	0.00	1,626.59	893.41	65%
	EMPLOYEE TRAINING	3,000	0.00	0.00	266.65	2,733.35	9%
	POSTAGE	0	0.00	0.00	0.00	0.00	
	EQUIPMENT MAINT / REPAIR	500	0.00	0.00	112.84	387.16	23%
	M & R VEHICLES	1,500	0.00	0.00	0.00	1,500.00	
	ADVERTISEMENT	0	0.00	0.00	0.00	0.00	
	GAS, OIL, & TIRES	1,000	0.00	0.00	127.38	872.62	13%
	DEPARTMENTAL SUPPLIES	1,000	0.00	0.00	26.58	973.42	3%
	CONTRACTED SERVICES	4,500	0.00	0.00	4,800.00	(300.00)	107%
	DUES & SUBSCRIPTIONS	1,000	0.00	0.00	0.00	1,000.00	
	MISCELLANEOUS	250	0.00	0.00	0.00	250.00	
	CRS-ACTIVITY-FLOOD	1,400	0.00	0.00	0.00	1,400.00	
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE	0	0.00	0.00	0.00	0.00	
	TAXES AND TTLES	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	PLANNING/ZONING/CAMA Totals:	137,743	0.00	0.00	85,960.01	51,782.49	62%
	SALARIES	123,500	0.00	0.00	79,889.60	43,610.40	65%
	FICA	9,448	0.00	0.00	6,069.62	3,378.13	64%
	GROUP INSURANCE	15,750	0.00	0.00	10,256.79	5,493.21	65%
	ORBIT RETIREMENT (10.3%)	12,721	0.00	0.00	8,236.68	4,483.82	65%
	401K (3%)	3,705	0.00	0.00	2,381.74	1,323.26	64%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	EMPLOYEE TRAINING	4,400	0.00	0.00	0.00	4,400.00	
	M & R EQUIPMENT	0	0.00	0.00	0.00	0.00	
	M & R VEHICLES	500	0.00	0.00	53.47	446.53	11%
	GAS, OIL, & TIRES	1,800	0.00	0.00	798.29	1,001.71	44%
	DEPARTMENTAL SUPPLIES	1,500	0.00	0.00	524.35	975.65	35%
	CONTRACTED SERVICES	9,000	0.00	0.00	6,360.00	2,640.00	71%
	DUES & SUBSCRIPTIONS	1,500	0.00	0.00	523.00	977.00	35%
	MISCELLANEOUS	1,300	0.00	0.00	14.10	1,285.90	1%
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE	10,651	0.00	0.00	10,650.44	0.56	100%
	LEASE PAYMENTS	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	INSPECTIONS Totals:	195,774	0.00	0.00	125,758.08	70,016.17	64%
	PHONES	34,000	0.00	0.00	17,186.92	16,813.08	51%
	UTILITIES	40,000	0.00	0.00	22,479.18	17,520.82	56%
	M & R BUILDINGS/GROUNDS	47,000	1,320.00	0.00	48,304.37	(2,624.37)	106%
	LANDSCAPE M & R	3,000	0.00	0.00	1,360.58	1,639.42	45%
	GAS, TIRES, OIL	0	0.00	0.00	0.00	0.00	
	SUPPLIES FOR BUILDINGS	3,000	0.00	0.00	7,460.46	(4,460.46)	249%
	TOWN HALL CLEANING	5,000	0.00	0.00	600.00	4,400.00	12%
	PEST CONTROL	2,500	0.00	0.00	738.00	1,762.00	30%
	SECURITY MONITORING	400	0.00	0.00	0.00	400.00	
	FLOOD INSURANCE	0	0.00	0.00	0.00	0.00	
	TOWN SIGN	1,000	0.00	0.00	0.00	1,000.00	
	CALL BACK/WEB EOC	1,500	0.00	0.00	1,125.00	375.00	75%
	CAPITAL OUTLAY	610,000	0.00	0.00	53,089.81	556,910.19	9%
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	PUBLIC BLDGS Totals:	747,400	1,320.00	0.00	152,344.32	593,735.68	21%
	WORKERS COMPENSATION	47,500	0.00	0.00	47,260.68	239.32	99%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Page 7 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	INSURANCE AND BONDS	108,200	0.00	0.00	106,000.00	2,200.00	98%
	VFIS INSURANCE	22,000	0.00	0.00	19,831.10	2,168.90	90%
	FLOOD INSURANCE	3,500	0.00	0.00	2,514.00	986.00	72%
	INSURANCE Totals:	181,200	0.00	0.00	175,605.78	5,594.22	97%
	PSA Salary	15,905	0.00	0.00	10,398.39	5,506.61	65%
	FICA TAXES	1,220	0.00	0.00	795.43	424.57	65%
	PSA - RETIRED POLICE OFFICERS Totals:	17,125	0.00	0.00	11,193.82	5,931.18	65%
	PSA Officer Salary	0	0.00	0.00	0.00	0.00	
	SALARIES	764,800	0.00	0.00	449,527.30	315,272.70	59%
	PART-TIME SALARIES	4,237	0.00	0.00	3,367.84	869.16	79%
	PROFESSIONAL SERVICES	4,160	0.00	0.00	1,745.00	2,415.00	42%
	FICA	58,831	0.00	0.00	34,535.19	24,296.14	59%
	GROUP INSURANCE	93,500	0.00	0.00	52,179.47	41,320.53	56%
	ORBIT RETIREMENT (10.9%)	83,825	0.00	0.00	48,764.63	35,060.40	58%
	401K (5%)	38,452	0.00	0.00	21,524.83	16,927.02	56%
	INTERN Beach Salary	3,240	0.00	0.00	0.00	3,240.00	
	EMPLOYEE TRAINING	10,000	0.00	0.00	119.20	9,880.80	1%
	TUITION ASSISTANCE	0	0.00	0.00	0.00	0.00	
	MAINT. & REPAIRS-EQUIP.	4,600	0.00	0.00	846.67	3,753.33	18%
	MAINT. & REPAIRS-VEHICLES	13,800	0.00	0.00	12,593.03	1,206.97	91%
	GAS,OIL, & TIRES	46,200	0.00	0.00	23,037.75	23,162.25	50%
	OFFICE SUPPLIES	3,000	0.00	0.00	338.32	2,661.68	11%
	DEPARTMENTAL SUPPLIES	8,100	0.00	0.00	6,056.79	2,043.21	75%
	UNIFORMS	12,000	0.00	0.00	4,038.07	7,961.93	34%
	BALLISTIC VEST REPLACE	4,570	0.00	0.00	0.00	4,570.00	
	DUES & SUBSCRIPTIONS	9,300	0.00	0.00	7,844.38	1,455.62	84%
	K-9 EXPENSES	3,000	0.00	0.00	1,823.94	1,176.06	61%
	NON-CAPITAL OUTLAY	15,000	0.00	0.00	13,835.00	1,165.00	92%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Page 8 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE	35,712	0.00	0.00	35,712.00	0.00	100%
	TAXES AND TITLES	0	0.00	0.00	21.50	(21.50)	
	LEASED/RENTED EQUIPMENT	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	POLICE Totals:	1,216,327	0.00	0.00	717,910.91	498,416.30	59%
	SALARIES	201,000	0.00	0.00	123,567.86	77,432.14	61%
	PART TIME SALARIES	0	0.00	0.00	2,903.44	(2,903.44)	
	FICA	15,377	0.00	0.00	9,640.93	5,735.57	63%
	GROUP INSURANCE	38,750	0.00	0.00	18,648.37	20,101.63	48%
	ORBIT RETIREMENT (10.3%)	20,703	0.00	0.00	12,128.73	8,574.27	59%
	401K (3%)	6,030	0.00	0.00	3,296.67	2,733.33	55%
	EMPLOYEE TRAINING	1,000	0.00	0.00	0.00	1,000.00	
	MAINT/REPAIR EQUIPT	17,000	4,077.81	0.00	9,863.03	3,059.16	82%
	MAINT REPAIR - VEHICLES	15,000	0.00	0.00	2,427.76	12,572.24	16%
	GAS, OIL, & TIRES	14,000	0.00	0.00	9,695.74	4,304.26	69%
	OFFICE SUPPLIES	150	0.00	0.00	0.00	150.00	
	DEPARTMENTAL SUPPLIES	10,000	0.00	0.00	2,101.10	7,898.90	21%
	CHEMICAL-MOSQ CONTROL	5,800	0.00	0.00	1,544.22	4,255.78	27%
	UNIFORMS	3,000	0.00	0.00	2,750.28	249.72	92%
	DUES & SUBSCRIPTIONS	100	0.00	0.00	0.00	100.00	
	MISCELLANEOUS	100	0.00	0.00	0.00	100.00	
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE	11,053	0.00	0.00	11,052.35	0.65	100%
	TAXES AND TITLES	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	PUBLIC WORKS Totals:	359,063	4,077.81	0.00	209,620.48	145,364.21	60%
	UTILITES-STREET LIGHTS	30,000	0.00	0.00	19,411.28	10,588.72	65%

Budget vs Actual

NORTH TOPSAIL BEACH

2/24/2021 2:03:02 PM

Period Ending 6/30/2021

10 GENERAL FUND	Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
	M&R PUBLIC PARKING	20,000	1,160.00	0.00	16,889.67	1,950.33	90%
	M & R EQUIPMENT	10,000	1,550.00	0.00	990.92	7,459.08	25%
	DEPARTMENTAL SUPPLIES	6,000	0.00	0.00	5,662.87	337.13	94%
	RIVER ROAD WALK	4,000	0.00	0.00	0.00	4,000.00	
	STREET REPAIR CONST IMPRO	40,000	6,030.00	0.00	8,682.50	25,287.50	37%
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	DEBT SERVICE	17,000	0.00	0.00	0.00	17,000.00	
	DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	STREETS Totals:	127,000	8,740.00	0.00	51,637.24	66,622.76	48%
	SANITATION CONTRACTS	390,206	0.00	0.00	224,118.12	166,087.88	57%
	TIPPING FEES	68,500	0.00	0.00	52,973.44	15,526.56	77%
	RECYCLING	24,000	0.00	0.00	19,567.78	4,432.22	82%
	SOLID WASTE FEE REFUNDS	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	SANITATION Totals:	482,706	0.00	0.00	296,659.34	186,046.66	61%
	SNOWFLAKES	4,500	0.00	0.00	4,529.20	(29.20)	101%
	PARK UTILITIES	0	0.00	0.00	0.00	0.00	
	PARK WELL	500	0.00	0.00	0.00	500.00	
	PARK MAINTENANCE	5,000	0.00	0.00	4,611.21	388.79	92%
	BIKE PATH M & R	2,500	0.00	0.00	198.39	2,301.61	8%
	SPECIAL EVENTS	0	0.00	0.00	0.00	0.00	
	PARK SUPPLIES	2,500	0.00	0.00	2,417.15	82.85	97%
	BIKE & PED GRANT	0	0.00	0.00	0.00	0.00	
	CAPITAL OUTLAY	0	0.00	0.00	0.00	0.00	
	STORM DAMAGE	0	0.00	0.00	0.00	0.00	
	RECREATION Totals:	15,000	0.00	0.00	11,755.95	3,244.05	78%
	SALARIES	750,000	0.00	0.00	479,247.06	270,752.94	64%

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Page 10 Of 14

Period Ending 6/30/2021

10 GENERAL FUND	Budget	Encumbrance	MTD	YTD	Variance	Percent
VOL INCENTIVE PAY	5,000	0.00	0.00	225.00	4,775.00	5%
VOLUNTEER APPRECIATION	0	0.00	0.00	0.00	0.00	
FICA	57,375	0.00	0.00	35,956.32	21,418.68	63%
GROUP INSURANCE	131,000	0.00	0.00	71,989.29	59,010.71	55%
ORBIT RETIREMENT (10.3%)	77,250	0.00	0.00	49,410.19	27,839.81	64%
401K (3%)	22,500	0.00	0.00	14,300.97	8,199.03	64%
EMPLOYEE TRAINING	6,000	0.00	0.00	3,236.43	2,763.57	54%
TUITION ASSISTANCE EXPENSE	0	0.00	0.00	0.00	0.00	
M & R EQUIPMENT	17,500	737.64	0.00	6,240.16	10,522.20	40%
M & R VEHICLES	16,000	4,155.97	0.00	1,890.98	9,953.05	38%
GAS, OIL, & TIRES	14,000	0.00	0.00	8,040.04	5,959.96	57%
OFFICE SUPPLIES	2,500	0.00	0.00	374.84	2,125.16	15%
DEPARTMENTAL SUPPLIES	66,500	7,393.86	0.00	15,935.74	43,170.40	35%
FIRE FIGHTER PHYSICALS	5,600	1,329.00	0.00	4,190.00	81.00	99%
UNIFORMS	8,000	0.00	0.00	6,526.51	1,473.49	82%
DUES & SUBSCRIPTIONS	8,500	3,108.00	0.00	6,345.77	(953.77)	111%
FEDERAL FIRE GRANT	0	0.00	0.00	0.00	0.00	
MISCELLANEOUS	250	0.00	0.00	23.40	226.60	9%
COMMUNICATIONS EQUIP	6,000	0.00	0.00	6,959.28	(959.28)	116%
CAPITAL OUTLAY	0	(22,407.52)	0.00	22,407.52	0.00	
DEBT SERVICE	42,800	0.00	0.00	0.00	42,800.00	
Taxes & Titles	0	0.00	0.00	0.00	0.00	
DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00	
STORM DAMAGE	0	0.00	0.00	0.00	0.00	
FIRE DEPARTMENT Totals:	1,236,775	(5,683.05)	0.00	733,299.50	509,158.55	59%
DCM Grant-Land Use Plan	1,000	0.00	0.00	0.00	1,000.00	
PLANNING BOARD	1,000	0.00	0.00	0.00	1,000.00	
BEAUTIFICATION COMM	0	0.00	0.00	0.00	0.00	
X-MAS DONATION EXP.	0	0.00	0.00	0.00	0.00	

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

	COMMITTES	Totals:								
CONTRACTS, PLANS & SPECS	48,000	2,000	0.00	0.00	0.00	0.00	0.00	40,043.00	2,000.00	83%
BEACH LOBBIST CONTRACT	60,000		0.00	0.00	0.00	0.00	42,446.64	17,553.36	71%	
BEACH & ACCESS MAINTENANCE	50,000		0.00	0.00	0.00	0.00	23,066.50	26,933.50	46%	
BEACH RELATED MEETINGS & CONFERENCES	20,000		0.00	0.00	0.00	0.00	3,742.00	16,258.00	19%	
DUNE & CROSSWALK REPAIRS/MAINTENANCE		8,000	0.00	0.00	0.00	0.00	6,766.02	1,233.98	85%	
EASEMENT & LEGAL EXPENSES		1,000	0.00	0.00	0.00	0.00	0.00	1,000.00		
CONTRACTED SERVICES		10,000	0.00	0.00	0.00	0.00	500.00	9,500.00	5%	
WEED MITIGATION		0	0.00	0.00	0.00	0.00	0.00	0.00		
ASBPA DUES and MEETINGS		2,500	0.00	0.00	0.00	0.00	0.00	2,500.00		
SAND PUSH (GENERAL)		0	0.00	0.00	0.00	0.00	0.00	0.00		
SEA OATS PROGRAM (50/50)		20,000	0.00	0.00	0.00	0.00	2,280.00	17,720.00	11%	
STORM DAMAGE		0	0.00	0.00	0.00	0.00	0.00	0.00		
BEACH REN. / DUNE STAB.		219,500	0.00	0.00	0.00	0.00	118,844.16	100,655.84	54%	
Transfer out-Beach Nouris		0	0.00	0.00	0.00	0.00	0.00	0.00		
T/O Capital Reserve Fund		0	0.00	0.00	0.00	0.00	0.00	0.00		
Totals:		0	0.00	0.00	0.00	0.00	0.00	0.00		
CONTINGENCY		0	0.00	0.00	0.00	0.00	0.00	0.00	0.32	
CONTINGENCY		0	0.00	0.00	0.00	0.00	0.00	0.00	0.32	
Expenses	Totals:	5,687,496	8,454.76	0.00	0.00	0.00	3,208,472.14	2,470,568.63	57%	
10 GENERAL FUND	Revenues Over/(Under)	Expenses:	0.00	0.00	0.00	0.00	1,164,679.22			

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

30 CAPITAL PROJECT-SHORELINE PRO

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
Revenues						
ACCOMMODATION TAX	1,200,000	0.00	0.00	1,333,122.63	133,122.63	111%
Onslow County Contribution	0	0.00	0.00	0.00	0.00	
AD VALOREM TAX - Beach	1,397,061	0.00	0.00	1,290,877.89	(106,183.11)	92%
INTEREST INCOME	14,000	0.00	0.00	1,137.63	(12,862.37)	8%
MISCELLANEOUS / OTHER	0	0.00	0.00	0.00	0.00	
NC HURRICANE FLORENCE RECOVERY	0	0.00	0.00	0.00	0.00	
NC TRAILS GRANT	0	0.00	0.00	0.00	0.00	
Fee in Lieu of Open Space	0	0.00	0.00	0.00	0.00	
In-Kind Services	0	0.00	0.00	0.00	0.00	
Transfer In GF	0	0.00	0.00	0.00	0.00	
LOCAL OPTION SALES TAX	478,692	0.00	0.00	348,256.78	(130,435.22)	73%
PARTF Grant	0	0.00	0.00	0.00	0.00	
CAMA Park Grant	0	0.00	0.00	0.00	0.00	
County Tourism Grant	0	0.00	0.00	0.00	0.00	
DWR Grant 15	0	0.00	0.00	0.00	0.00	
DWR Grant 16	0	0.00	0.00	0.00	0.00	
FEMA - Beach Nourishment PJT	0	0.00	0.00	0.00	0.00	
FEMA REIMBURSEMENTS (POST HURRICANE)	0	0.00	0.00	0.00	0.00	
STATE FUNDING	0	0.00	0.00	0.00	0.00	
SPECIAL ASSESSMENT	25,000	0.00	0.00	19,630.07	(5,369.93)	79%
SPECIAL OBLIGATION BONDS	0	0.00	0.00	0.00	0.00	
APPROP. FUND BALANCE	0	0.00	0.00	0.00	0.00	
Trans From Beach Fund	0	0.00	0.00	0.00	0.00	
Revenues Totals:	3,114,753	0.00	0.00	2,993,025.00	(121,728.00)	96%

Expenses						
Salaries	0	0.00	0.00	0.00	0.00	0.00
Engineering-Design	0	0.00	0.00	0.00	0.00	0.00

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

Page 13 Of 14

30 CAPITAL PROJECT-SHORELINE PRO									
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent			
FICA	0	0.00	0.00	0.00	0.00	0.00			
Retirement	0	0.00	0.00	0.00	0.00	0.00			
Construction	0	0.00	0.00	0.00	0.00	0.00			
Advertising	0	0.00	0.00	0.00	0.00	0.00			
Administrative	0	0.00	0.00	0.00	0.00	0.00			
Surveying	0	0.00	0.00	0.00	0.00	0.00			
General Site Work	0	0.00	0.00	0.00	0.00	0.00			
Paving Old/New	0	0.00	0.00	0.00	0.00	0.00			
Contingency	0	0.00	0.00	0.00	0.00	0.00			
RECREATION Totals:									
HURRICANE EXPENDITURES	0	0.00	0.00	20,300.00	0.00	(20,300.00)			
FEMA PHASE 5 ENGINEERING COST	0	0.00	0.00	0.00	0.00	0.00			
HURRICANE FLORENCE EXPENSES	240,000	0.00	0.00	178,702.23	61,297.77	74%			
FEMA - HURRICANE MATTHEW PROJE	0	0.00	0.00	0.00	0.00	0.00			
Harden Structure Permit/Design	330,000	0.00	0.00	0.00	330,000.00				
CONTRACTS, PLANS, SPECS	110,000	0.00	0.00	99,710.62	10,289.38	91%			
Bank Charges	0	0.00	0.00	0.00	0.00	0.00			
HURRICANE MATTHEW SVC CONTRACT	0	0.00	0.00	0.00	0.00	0.00			
OTHER CONTRACTS & PLANS	57,500	0.00	0.00	37,000.00	20,500.00	64%			
EASEMENTS/LEGAL	0	0.00	0.00	0.00	0.00	0.00			
TOWN PARK SOUTH	0	0.00	0.00	0.00	0.00	0.00			
TOWN GENERATOR	0	0.00	0.00	0.00	0.00	0.00			
CONSTRUCTION	0	0.00	0.00	0.00	0.00	0.00			
NEW RIVER DREDGE	0	0.00	0.00	0.00	0.00	0.00			
OCEAN BAR DESIGN	0	0.00	0.00	0.00	0.00	0.00			
NORTH END EMERGENCY	0	0.00	0.00	0.00	0.00	0.00			
PHASE I DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00			
PHASE 2-5 DEBT SERVICE	0	0.00	0.00	0.00	0.00	0.00			
PHASE 5 DEBT SERVICE - USDA	900,115	0.00	0.00	0.00	900,115.00				

Budget vs Actual

NORTH TOPSAIL BEACH
2/24/2021 2:03:02 PM

Period Ending 6/30/2021

30 CAPITAL PROJECT-SHORELINE PRO											
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent					
CONTR. TO FUND BAL	0	0.00	0.00	0.00	0.00	0.00					
Sandbag Repair Project	200,000	0.00	0.00	6,101.98	193,898.02	3%					
Due To USDA Sinking Fund	300,115	0.00	0.00	0.00	300,115.00						
Due To USDA Reserve Fund	90,000	0.00	0.00	0.00	90,000.00						
Reimburse General Fund	0	0.00	0.00	0.00	0.00						
Future Projects Fund	784,511	0.00	0.00	0.00	784,510.50						
DEBT SERVICE INTEREST	0	0.00	0.00	0.00	0.00						
BEACH REN. / DUNE STAB. Totals:	3,012,241	0.00	0.00	341,814.83	2,670,425.67	11%					
SALARIES	75,000	0.00	0.00	0.00	75,000.00						
FICA (7.65%)	5,738	0.00	0.00	0.00	5,737.50						
GROUP INSURANCE	8,000	0.00	0.00	0.00	8,000.00						
ORBIT RETIREMENT (10.3%)	7,725	0.00	0.00	0.00	7,725.00						
401K (3%)	2,250	0.00	0.00	0.00	2,250.00						
EMPLOYEE TRAINING	0	0.00	0.00	0.00	0.00						
EQUIPMENT MAINTENANCE / REPAIR	0	0.00	0.00	0.00	0.00						
VEHICLE MAINTENANCE / REPAIR	500	0.00	0.00	0.00	500.00						
GAS-OIL-TIRE EXPENSE	1,800	0.00	0.00	0.00	1,800.00						
DEPARTMENT SUPPLY EXPENSE	1,500	0.00	0.00	0.00	1,500.00						
Totals:	102,513	0.00	0.00	0.00	102,512.50						
Expenses Totals:	3,114,753	0.00	0.00	341,814.83	2,772,938.17	11%					
PROJECT-SHORELINE PRO							30 CAPITAL	Revenues Over/(Under)	Expenses:	0.00	2,651,210.17

Town of North Topsail Beach Fire Department

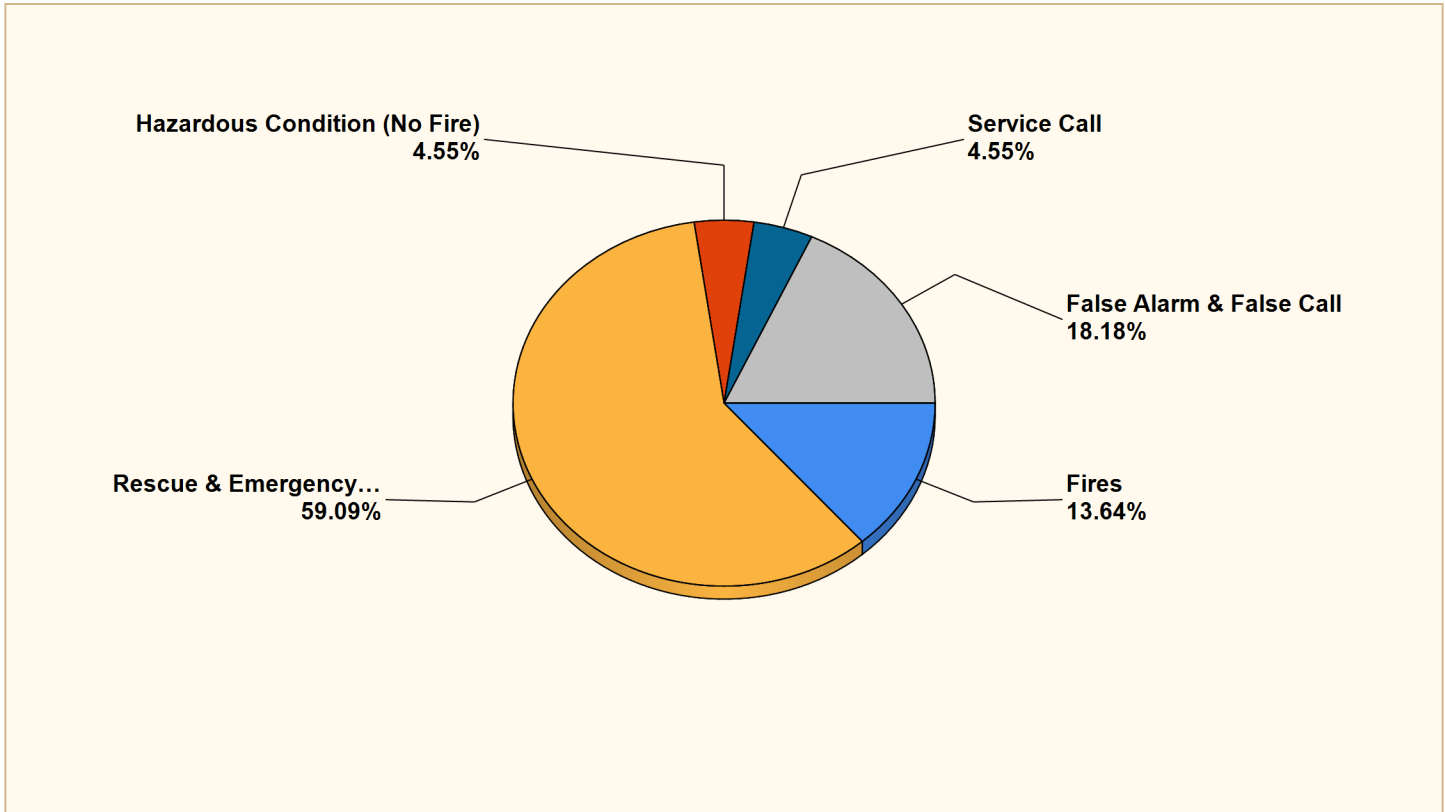
North Topsail Beach, NC

This report was generated on 2/12/2021 10:31:03 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 01/01/2021 | End Date: 02/12/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	3	13.64%
Rescue & Emergency Medical Service	13	59.09%
Hazardous Condition (No Fire)	1	4.55%
Service Call	1	4.55%
False Alarm & False Call	4	18.18%
TOTAL	22	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

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	3	13.64%
311 - Medical assist, assist EMS crew	11	50%
321 - EMS call, excluding vehicle accident with injury	1	4.55%
322 - Motor vehicle accident with injuries	1	4.55%
445 - Arcing, shorted electrical equipment	1	4.55%
500 - Service Call, other	1	4.55%
744 - Detector activation, no fire - unintentional	2	9.09%
745 - Alarm system activation, no fire - unintentional	2	9.09%
TOTAL INCIDENTS:	22	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.



Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 1

From: Month 01 Day 22 Year 21

Thru: Month 02 Day 18 Year 21

Permit	Date Issued	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
					Plumb	Mech	Elect
210044	1222021	OCEAN DRIVE 460 JARRETT, CLAUDI -US & AZZARI DB5361/PG97 STONER & JACOBS CONSTRUCTION, LTD		01	210044		210044
		Lrk / Pin : 807-39 /			Contr #:	1633	
		Sub Div / Tax Loc: OCEAN CITY			Lot #:	2	
		Cost Check # Building Final:			C.O. Issued:	Land Use: 104	Value Est: 55,000.00
		75.00 NC Homeowners Recovery Fund:			Tech Fee: .00		
210028	1262021	9TH AVENUE 7508 MILLER R. KEITH & BRENT DIXON LIVE OAK ENTERPRISES INC.		01	210028	210028	210028
		Lrk / Pin : 812-152 /			Contr #:	493	
		Sub Div / Tax Loc: SEAHAVEN BEACH			Lot #:	321	
		Cost Check # Building Final:			C.O. Issued:	Land Use: 101	Value Est: 347,000.00
		1189.20 NC Homeowners Recovery Fund: 1			Tech Fee: .00		
210038	1272021	TOPSAIL ROAD 461 OMOHUNDRO JENNIFER WELLMAN'S CONSTRUCTION, INC.		01	210038	210038	210038
		Lrk / Pin : 812-78 /			Contr #:	163	
		Sub Div / Tax Loc: SEAHAVEN BEACH			Lot #:	115	
		Cost Check # 20081 Building Final:			C.O. Issued:	Land Use: 101	Value Est: 119,336.00
		1316.23 NC Homeowners Recovery Fund: 1			Tech Fee: .00		
210041	1282021	ISLAND DRIVE 2671 POWELL DONALD II & BETSY J&M MARX POOLS, L.L.C.		01			210041
		Lrk / Pin : 806-29.4 /			Contr #:	1381	
		Sub Div / Tax Loc: B W CHESTNUT			Lot #:	2	
		Cost Check # Building Final:			C.O. Issued:	Land Use: 116	Value Est: 76,000.00
		230.00 NC Homeowners Recovery Fund:			Tech Fee: .00		
210050	2012021	ISLAND DRIVE #149G REEL ST 4021 CHANNEL MARKER BUILDERS CHANNEL MARKER BUILDERS L		01			
		Lrk / Pin : 769-4.1 /			Contr #:	1398	
		Sub Div / Tax Loc: ROGERS BAY CAMPGROUND			Lot #:	149G	
		Cost Check # Building Final:			C.O. Issued:	Land Use: 105	Value Est: 2,800.00
		75.00 NC Homeowners Recovery Fund:			Tech Fee: .00		
210052	2022021	NEW RIVER INLET ROAD 1056 LAZY BEAGLE LLC C/O MICHELLE BLAKE MAVEN ADVANTAGE, INC.		01			
		Lrk / Pin : 774G-4 /			Contr #:	1634	
		Sub Div / Tax Loc: OCEAN CAY			Lot #:	4	
		Cost Check # Building Final:			C.O. Issued:	Land Use: 104	Value Est: 35,000.00
		75.00 NC Homeowners Recovery Fund:			Tech Fee: .00		

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 2

From: Month 01 Day 22 Year 21

Thru: Month 02 Day 18 Year 21

Permit	Date Issued	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
					Plumb	Mech	Elect
210056	2042021	LOGGERHEAD COURT 2008 TOWN OF NORTH TOPSAIL BEACH ATLANTIC CONTRACTING AND	SNEADS FERRY	01	210056	210056	210056
		Lrk / Pin : 768-8 /			Contr #:	1636	
		Sub Div / Tax Loc: PAGE F ROGER JR			Lot #:		
		Cost Check # Building Final:	C.O. Issued:	Land Use: 104	Value Est:	968,600.00	
		.00 NC Homeowners Recovery Fund:	.00	Tech Fee: .00			
210057	2042021	ISLAND DRIVE 4330 SHAW RUSSELL & SUZETTE MRM CONSTRUCTION L.L.C.	LEESBURG	01			
		Lrk / Pin : 768A-91 /			Contr #:	1421	
		Sub Div / Tax Loc: OCEAN RIDGE			Lot #:	21	
		Cost Check # 1882 Building Final:	C.O. Issued:	Land Use: 104	Value Est:	18,900.00	
		75.00 NC Homeowners Recovery Fund:	.00	Tech Fee: .00			
210019	2122021	NEW RIVER INLET ROAD 1881 BRASH RICHARD BRASH RICHARD	GIBSONIA	01			
		Lrk / Pin : 779D-10 /			Contr #:		
		Sub Div / Tax Loc: BAYVIEW			Lot #:	10A	
		Cost Check # Building Final:	C.O. Issued:	Land Use: 105	Value Est:	5,000.00	
		200.00 NC Homeowners Recovery Fund:	.00	Tech Fee: .00			
210020	2122021	NEW RIVER INLET ROAD 1883 BRASH RICHARD BRASH RICHARD	GIBSONIA	01			
		Lrk / Pin : 779D-10.1 /			Contr #:		
		Sub Div / Tax Loc: BAYVIEW			Lot #:	10B	
		Cost Check # Building Final:	C.O. Issued:	Land Use: 105	Value Est:	5,000.00	
		200.00 NC Homeowners Recovery Fund:	.00	Tech Fee: .00			
210070	2122021	TOPSAIL ROAD 189 DECKS TO SEA LLC C/O JESSE ZIMMER PRESTIGE BUILDING GROUP L	SURF CITY	01	210070	210070	210070
		Lrk / Pin : 810-14 /			Contr #:	1639	
		Sub Div / Tax Loc: OLD SETTLERS BEACH			Lot #:	3	
		Cost Check # 2022 Building Final:	C.O. Issued:	Land Use: 101	Value Est:	620,000.00	
		2334.47 NC Homeowners Recovery Fund: 1	10.00	Tech Fee: .00			
210071	2122021	NEW RIVER INLET ROAD 1877 FITZGERALD SCOTT & MARY BETH HAMMER HEAD MARINE CONSTR	WILMINGTON	01			210071
		Lrk / Pin : 779D-9 /			Contr #:	282	
		Sub Div / Tax Loc: BAYVIEW			Lot #:	9A	
		Cost Check # 218491 Building Final:	C.O. Issued:	Land Use: 105	Value Est:	28,000.00	
		290.00 NC Homeowners Recovery Fund:	.00	Tech Fee: .00			

Town of North Topsail Beach

Inspections

910-328-1349

2008 Loggerhead Court
North Topsail Beach, NC 28460

Daily BUILDING REPORT by PERMIT

Page # 3

From: Month 01 Day 22 Year 21

Thru: Month 02 Day 18 Year 21

Permit	Date Issued	Job Address/Owner	Contractor	Cty	- Trade Permit# Issued -		
					Plumb	Mech	Elect

PERMITS ISSUED : 12
 TOTAL EST. VALUE: 2,280,636.00
 TOTAL COST of PERMITS : 6,059.90 *

NC HOMEOWNERS RECOVERY FUND :	30.00	NCRF COUNT :	3
TECH FEES TOTAL :	.00	TECH COUNT :	
NET PERMIT FEES TOTAL :	.00		
VOIDED PERMIT FEES TOTAL :	.00		



Chief William K. Younginer

Department Report for January 1, 2021 - January 31, 2021

Arrests

D.W.I.	2
Traffic	8

NC Traffic Stop Reports

State Citations	15
Town Citations	1
Warning Citations	17

Summary

TOTAL CALLS FOR SERVICE	110
TOTAL CITATIONS ISSUED	33
TOTAL REPORTS	213
TOTAL SECURITY CHECKS	1,240

Calls for Service

Alarms	4
B & E & L to Motor Vehicle	2
Child Neglect	1
Cit / Mot / Ped Assists	21
Domestics	1
911 Hang Up	1
Larceny of Household Goods	1
Misc Calls	52
Obtaining Property by False Pretenses	1
Open Door / Window	3
Suspicious Activity	21
Welfare Checks	3

Assist Other Agencies

E. M. S.	9
N.T.B. F.D.	7
O. C. S.D	16
S.P.D.	1
House Move	1



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	03 04 2021

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

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

The Planning Board regular meeting was held on February 12, 2021.

Case # SUP 21 01

Clear Water Way Re LLC/Jim Magill is seeking a special use permit to construct 3-unit townhouses at 1786, 1788, 1790 New River Inlet Road (L4B SHIP WATCH VILLAS) Tax Map # 779E-4.1. The Planning Board unanimously remanded the incomplete application back to the agent, Parker & Associates.

NCGS 160D – UDO update

The Planning Director is working with the Planning Board to have the 160D updated UDO to the Board of Aldermen by 7/1/21 for adoption.

Town of North Topsail Beach

Daily

Page # 1

PLANNING PERMITS

From: Month 01 Day 23 Year 21

Thru: Month 02 Day 18 Year 21

Permit #: **210046** Issued Date: 01292021 Date Approved: 0/00/00
Parcel #: **806-16**
Physical Address: 457 OCEAN DRIVE
NORTH TOPSAIL BEACH 28460
Use Requested : FENCE
Zoning District : CU R-5 Lot Size: .00 Acr. Permit Fee : 50.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210054** Issued Date: 02032021 Date Approved: 0/00/00
Parcel #: **808A-15**
Physical Address: 210 OCEANO VISTA DRIVE
NORTH TOPSAIL BEACH 20176
Use Requested : ADDITIONS
Zoning District : R-5 Lot Size: .00 Acr. Permit Fee : 125.00
Flood Map#: 3720425600K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210058** Issued Date: 02042021 Date Approved: 2/02/21
Parcel #: **812-218**
Physical Address: 14 BERMUDA LANDING PLACE
NORTH TOPSAIL BEACH 27606
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-5 Lot Size: .00 Acr. Permit Fee : 125.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210061** Issued Date: 02042021 Date Approved: 0/00/00
Parcel #: **804C-12**
Physical Address: TBD- 1507?WAHOO STREET
NORTH TOPSAIL BEACH 28572
Use Requested : LAND DISTURBANCE
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : 50.00
Flood Map#: 3720424500K Date of Map: 2/16/07 Flood Zone: VE11
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210064** Issued Date: 02082021 Date Approved: 0/00/00
Parcel #: **804C-13**
Physical Address: 1513 WAHOO STREET
NORTH TOPSAIL BEACH 27569
Use Requested : DRIVEWAY
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : 50.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Town of North Topsail Beach

Daily

Page # 2

PLANNING PERMITS

From: Month 01 Day 23 Year 21

Thru: Month 02 Day 18 Year 21

Permit #: **210070** Issued Date: 02102021 Date Approved: 2/12/21
Parcel #: **810-14**
Physical Address: 189 TOPSAIL ROAD
NORTH TOPSAIL BEACH 28445
Use Requested : SINGLE FAMILY DWELLING
Zoning District : MHR Lot Size: .00 Acr. Permit Fee : 125.00
Flood Map#: 3720425600K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210071** Issued Date: 02102021 Date Approved: 2/12/21
Parcel #: **779D-9**
Physical Address: 1877 NEW RIVER INLET ROAD
NORTH TOPSAIL BEACH 28405
Use Requested : CROSSWALK/DECK/PIER
Zoning District : R-10 Lot Size: .00 Acr. Permit Fee : 75.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210073** Issued Date: 02102021 Date Approved: 0/00/00
Parcel #: **806-31**
Physical Address: 2685 ISLAND DRIVE
NORTH TOPSAIL BEACH 28445
Use Requested : SINGLE FAMILY DWELLING
Zoning District : CU R-5 Lot Size: .00 Acr. Permit Fee : 125.00
Flood Map#: 3720425600K Date of Map: 6/19/20 Flood Zone: AE12
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210076** Issued Date: 02112021 Date Approved: 2/12/21
Parcel #: **778D-78**
Physical Address: 2058 NEW RIVER INLET ROAD
NORTH TOPSAIL BEACH 28348
Use Requested : FENCE
Zoning District : CU R-10 Lot Size: .00 Acr. Permit Fee : 50.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Permit #: **210086** Issued Date: 02152021 Date Approved: 0/00/00
Parcel #: **779D-9.1**
Physical Address: 1879 NEW RIVER INLET ROAD
NORTH TOPSAIL BEACH 28460
Use Requested : FENCE
Zoning District : R-10 Lot Size: .00 Acr. Permit Fee : 50.00
Flood Map#: Date of Map: 0/00/00 Flood Zone:
* Zoning Compliance Zoning Variance Rezoning and Development Denial
Rezoning Compliance Conditional Use Floodplain Exempt

Town of North Topsail Beach

Daily

Page # 3

PLANNING PERMITS

From: Month 01 Day 23 Year 21

Thru: Month 02 Day 18 Year 21

Permit #: **210087**

Issued Date: 02152021 Date Approved: 0/00/00

Parcel #: **779C-6**

Physical Address: 1316 NEW RIVER INLET ROAD
NORTH TOPSAIL BEACH 23860

Use Requested : CROSSWALK/DECK/PIER

Zoning District : R-15

Lot Size: .00 Acr.

Permit Fee : 125.00

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

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

PERMITS ISSUED : 11



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	03 04 2021

Issue: Board of Adjustment Committee Report
Hanna McCloud, Chair

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

The Board of Adjustment will hold a meeting on February 23rd to consider two variance requests:

- Case #V-21-01, a variance request from UDO Article 5, Section 5-1, by Scott and Mary Fitzgerald to allow for the recombination of 1870 and 1877 New River Inlet Road, R-10 Zoning District, plat of survey by Weston Lyall, PE PLS PLLC dated December 15, 2020.
- Case #V-21-02, a variance request from UDO Article 5, Section 5-1, by Michael R. Jackson to allow for the addition of duplex unit at 235 Bay View Drive, R-10 Zoning District, plat of survey by F. W. Jones dated July 16, 2020.



Town of North Topsail Beach
Board of Aldermen

Agenda

Item:

Date: **03 04 2021**

Issue: An Ordinance adopting the 2018 North Carolina State Building Code: Fire Code

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

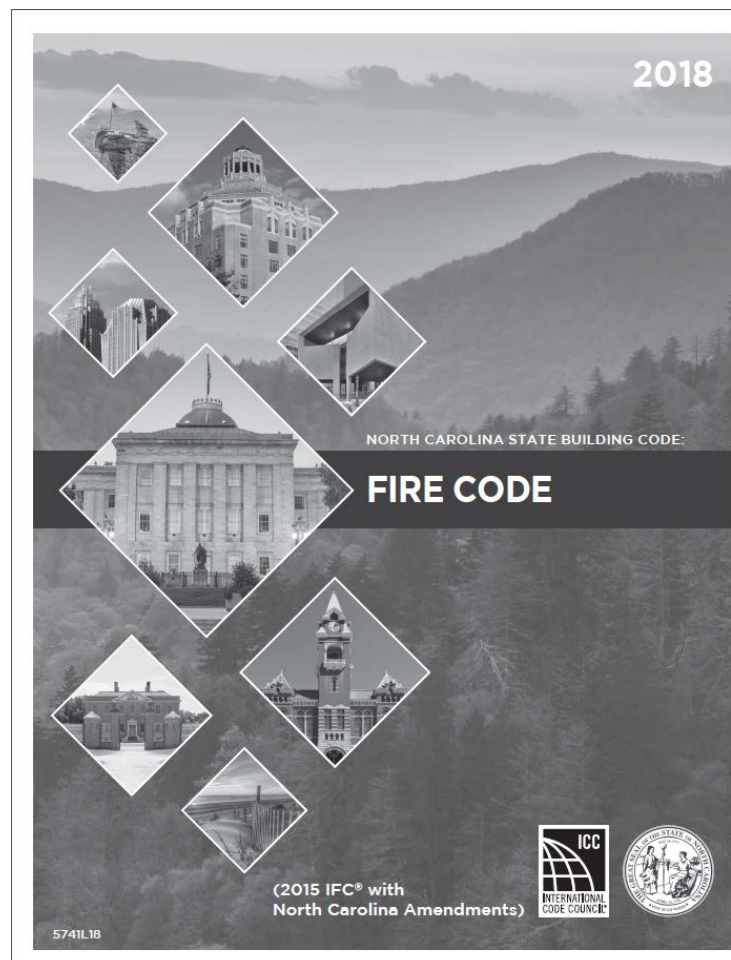
Presentation: Yes, Chief Soward will present request to adopt the current fire code.

BACKGROUND The 2018 NC Fire Code (based on the 2015 International Fire Code) is effective 1/1/2019.

RECOMMENDATION that the Board of Aldermen adopt the Ordinance (attachment 1).

ATTACHMENT

1. An Ordinance to Amend § 8-1 State Code Adopted, adopting the 2018 North Carolina State Building Code: Fire Code



**AN ORDINANCE TO AMEND § 8-1 STATE CODE ADOPTED, ADOPTING
THE 2018 NORTH CAROLINA STATE BUILDING CODE: FIRE CODE**

Ordinance 21-__

The Town hereby adopts the 2018 edition of the North Carolina State Building Code: Fire Code, regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the Town of North Topsail Beach; providing for the issuance of permits and collection of fees therefor; repealing Ordinance No. _____ of the Town of North Topsail Beach and all other ordinances or parts of laws in conflict therewith.

NOW THEREFORE BE IT ORDAINED by the Board of Aldermen for the Town of North Topsail Beach, North Carolina does ordain as follows:

PART I. That Subsection of the Town Code, § 8-1 State Code Adopted, be amended with the addition of the following:

The town hereby adopts the current edition of the North Carolina Building Code: Fire Code as including Appendices A—M and the state amendments as published by the North Carolina Building Code Council, three copies of which are on file in the office of the Fire Chief, being marked and designated as the 2018 North Carolina Building Code: Fire Code. This code is adopted for regulating and governing the safeguarding of life and property from fire and explosion hazards arising from the storage, handling and use of hazardous substances, materials and devices, and from conditions hazardous to life or property in the occupancy of buildings and premises in the town and providing the issuance of all permits including optional permits referenced in the current edition of the North Carolina Building Code: Fire Code, and each and all of the regulations, provisions, conditions and terms of such North Carolina Building Code: Fire Code, current edition, published by the North Carolina Building Code Council, on file in the office of the Fire Chief as hereby referred to, adopted and made a part hereof as if fully set out in this article.

State Law reference— Technical ordinances, G.S. 160A-76.

PART II. All ordinances, resolutions or rules, parts of ordinances, resolutions or rules inconsistent with the provisions hereof are hereby repealed.

PART III. Should any section, clause or phrase of this ordinance be declared to be invalid, the same shall not affect the validity of the ordinance as a whole, or any part thereof other than the part so declared to be invalid. This ordinance shall be effective upon its adoption.

Adopted this 4th day of March, 2021.

Joann McDermon, Mayor

Sherrie L. Hancock, Town Clerk

Response to Kevin Hart, DCM, DWR program manager

"We are making a good faith effort to use these state-mandated funds for the purpose which they were designated and at the same time be responsive in the timely use of these funds. Around 2010, North Topsail Beach adopted a five-phase beach nourishment plan based on the recommendation from our coastal engineering firm known as CPE at the time, but now known as APTIM. The nourishment plan was begun in 2012-2013 in the Phase 1 section (closest to the New River Inlet) with the placement of approx. 600,000 cu yds of sand extending almost to the beginning of the Phase 2 section. The sand source for the Phase 1 placement was the ocean bar of the New River Inlet for which the Town holds a CAMA permit to dredge 15 ft deep by 500 ft wide. At the time of the 2012-2013 engineer planning stage, CPE used extensive computer modeling to determine the best alignment of the NRI channel across the ocean bar to minimize future erosion in the Phase 1 section. Once the project was constructed in 2012-2013, the logical next step was to plan for beach nourishment in Phase 2 adjoining the Phase 1 section. To this end the state legislature appropriated \$500,000 each year for a period of three years, thus the \$1.5 million currently held in the name of N. Topsail Beach Phase 2.

Although the re-aligned channel across the ocean bar was supposed to minimize erosion according to the mathematical modeling, in reality just the opposite happened. Rapid erosion set in. If we recall correctly at one point the erosion rate was 52 ft per year, an unheard amount of erosion. Thus, in little more than 18 months after completion of the Phase 1 project, the 600,000 cu yds had eroded back into the inlet causing severe shoaling issues for the USACE and leaving a severely eroded beach with high tide occurring under many of the structures in this section. Something had to be done to save these structures, so with a combination of town funds and property owner assessments a sandbag revetment was permitted by CAMA and constructed until a plan could be put in place to slow erosion in this area. In addition, this rapid erosion extended down the Phase 1 section to include eight large condominium structures in the Topsail Reef condominiums. The Homeowners Association of the Topsail Reef was forced to construct their own sandbag revetment to save the condominium buildings from the sea. So it became perfectly clear that the NRI ocean bar could not be used as a sand source for the Phase 2 designated section without catastrophic damage to the structures affected by erosion in Phase 1. Today, the Town is in a FEMA-supported project to restore the damage to the dune system in Phase 2 as well as Phases 3-4 that also were impacted by Florence. Since FEMA is reimbursing the Town for Phase 2 damage and since severe erosion continues on the beach berm at the Topsail Reef, it seems logical to us to use the state-designated funds where they are needed most today. Had the state legislature known Phase 1 was going to fail, it seems logical that those funds would have been designated to restore the severely damaged beach along the Topsail Reef condominiums."



Town of North Topsail Beach
Board of Aldermen

Agenda
Item:
Date: **03 04 2021**

Issue: Southeastern NC Regional Hazard Mitigation Plan (SENCRHMP)

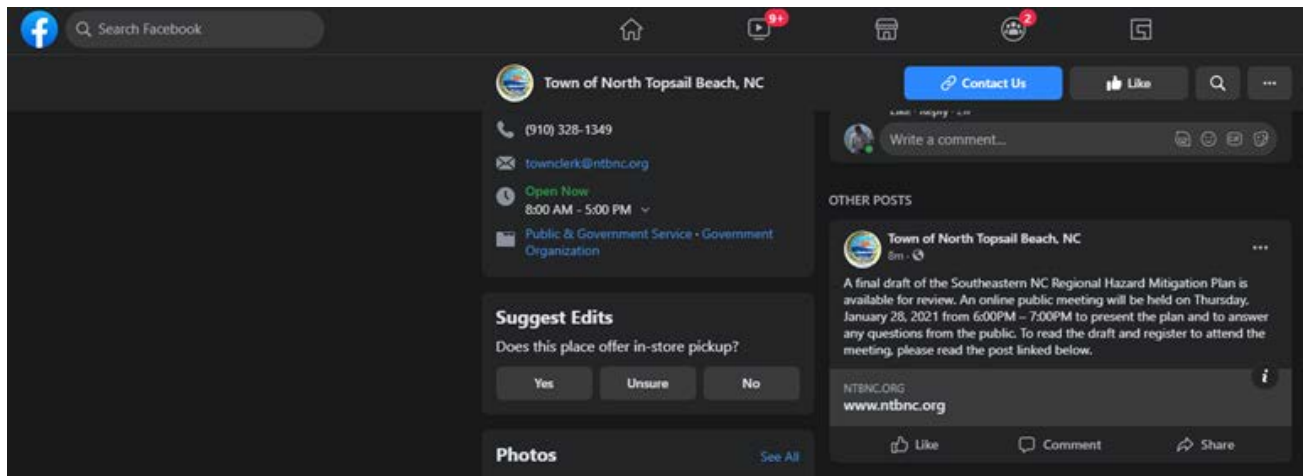
Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: Yes

BACKGROUND The Planning Board and Planning Director participated in the update of the SENCRHMP. In September, the plan was forwarded by NCEM to FEMA for review. Having passed the State's review, participating local governments, may adopt the plan. A public comment period prior to adoption must be conducted to receive CRS credit. The Planning Director updated the department webpage www.ntbnc.org/planning soliciting for public comment, no comments received. Additionally, the consultant held an online public meeting on January 28, 2021, which was promoted through the town's website and social media.

The screenshot shows a web browser displaying the town's website. At the top, a red banner reads "The Town of North Topsail Beach is under a State of Emergency. COVID-19 closures, restrictions and resources [here](#)". Below this is a navigation menu with links for DEPARTMENTS, BOARDS & COMMITTEES, COMMUNITY, FLOOD PROTECTION, VISITORS, and DOING BUSINESS HERE. A "Subscribe to the Sunshine List" form is visible, with an input field for "email address" and a "Subscribe" button. The main content area features a post titled "Southeastern NC Regional Hazard Mitigation Plan Public Hearing" dated "10 minutes ago". The post text states: "A final draft of the Southeastern NC Regional Hazard Mitigation Plan is available for [review here](#). An online public meeting will be held on **Thursday, January 28, 2021 from 6:00PM – 7:00PM** to present the plan and to answer any questions from the public. Feedback received at this meeting will be reviewed, considered and potentially used to modify the plan if needed." It also includes registration information: "Registration for the meeting is required, so if you are interested in attending, please [sign up here](#)". At the bottom of the post, it says: "Should you have any questions about the plan, or if you are unable to attend the public meeting but wish to have your comments considered, please email Nathan Slaughter at nslaughter@espassociates.com or call 919-415-2726." Social media icons for Facebook, Twitter, and LinkedIn are at the bottom left, and "Public Notices" is at the bottom right.



RECOMMENDATION on January 14, 2021, Mr. Fontana made a motion to recommend a public hearing be held and then the Board of Aldermen adopt the Resolution Adopting Southeastern NC Regional Hazard Mitigation Plan. Mr. Dorazio seconded the motion, the motion passed unanimously, 7-0.

ATTACHMENT

1. Resolution Adopting Southeastern NC Regional Hazard Mitigation Plan

RESOLUTION
ADOPTING SOUTHEASTERN NC REGIONAL
HAZARD MITIGATION PLAN

WHEREAS, the citizens and property within the Town of North Topsail Beach are subject to the effects of natural hazards that pose threats to lives and cause damage to property; and

WHEREAS, the Town of North Topsail Beach desires to seek ways to mitigate the impact of identified hazard risks; and

WHEREAS, the Legislature of the State of North Carolina has in Part 6, Article 21 of Chapter 143; Parts 3, 5, and 8 of Article 19 of Chapter 160A; and Article 8 of Chapter 160A of the North Carolina General Statutes, delegated to local governmental units the responsibility to adopt regulations designed to promote the public health, safety, and general welfare of its citizenry; and

WHEREAS, the Legislature of the State of North Carolina has enacted General Statute Section 166A-19.41 (*State emergency assistance funds*) which provides that for a state of emergency declared pursuant to G.S. 166A-19.20(a) after the deadline established by the Federal Emergency Management Agency pursuant to the Disaster Mitigation Act of 2000, P.L. 106-390, the eligible entity shall have a hazard mitigation plan approved pursuant to the Stafford Act; and.

WHEREAS, Section 322 of the Federal Disaster Mitigation Act of 2000 states that local governments must develop a Hazard Mitigation Plan in order to be eligible to receive future Hazard Mitigation Grant Program Funds and other disaster-related assistance funding and that said Plan must be updated and adopted within a five-year cycle; and

WHEREAS, the Town of North Topsail Beach has performed a comprehensive review and evaluation of each section of the previously approved Hazard Mitigation Plan and has updated the plan as required under regulations at 44 CFR Part 201 and according to guidance issued by the Federal Emergency Management Agency and the North Carolina Division of Emergency Management.

WHEREAS, it is the intent of the Town of North Topsail Beach Board of Aldermen to fulfill this obligation in order that the Town of North Topsail Beach will be eligible for federal and state assistance in the event that a state of disaster is declared for a hazard event affecting the Town of North Topsail Beach;

NOW, THEREFORE, be it resolved that the Town of North Topsail Beach Board of Aldermen hereby:

1. Adopts the Southeastern NC Regional Hazard Mitigation Plan.
2. Agrees to take such other official action as may be reasonably necessary to carry out the proposed actions of the Plan.

3. Appoints Town Manager to assure that the Hazard Mitigation Plan is reviewed annually and every five years as specified in the Plan to assure that the Plan is in compliance with all State and Federal regulations and that any needed revisions or amendments to the Plan are developed and presented to the Town of North Topsail Beach Board of Aldermen for consideration.
4. Agrees to take such other official action as may be reasonably necessary to carry out the objectives of the Hazard Mitigation Plan.

Adopted this the 4th day of March, 2021.

Joanne McDermon, Mayor
Town of North Topsail Beach

Attest:

Sherrie L. Hancock, Clerk
Town of North Topsail Beach

Certified by: _____ (SEAL)

Date: _____