



**CITY OF SOUTHPORT
BOARD OF ALDERMEN
REGULAR MEETING AGENDA**

223 E. BAY STREET

July 14, 2022

6:00 PM

Agenda

Please turn off all cell phones

Meetings are open to the public. Face masks and social distancing may be used at the discretion of each individual. The Board of Aldermen reserve the right to make changes to this policy, as needed to help prevent the spread of the Coronavirus.

If you are not able to attend the Board of Aldermen meetings in person, the meeting will be available for you to watch via live-stream on the City of Southport website (<https://cityofsouthport.com/board-of-aldermen-meetings/>), Facebook page, and YouTube channel.

ETHICS STATEMENT:

"If any members know of any conflict of interest or the appearance of a conflict of interest concerning matters on the agenda, please so state at this time."

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Public Comment

E. Approval of Agenda

F. Approval of the Consent Agenda

1. Board of Aldermen Special Budget Workshop Minutes June 3, 2022
2. Board of Aldermen Regular Meeting Minutes June 9, 2022
3. Board of Aldermen Closed Session Minutes June 9, 2022-CONFIDENTIAL
4. Resolution Amending the Personnel Policy Article 4. Section 3.
5. Resolution in Support of Accepting NCDEQ Funds

G. Special Recognition

1. Recognition of Teresa Parker (Read at the Board meeting)
2. Proclamation Designating National Parks and Recreation Month
3. Introduction of New Communications/Public Information Officer (R. Jones)

H. Agenda

1. Annexation Request: 1224 N. Caswell Avenue (Parcel # 221MA00101) (T.Lloyd, D.Dutton)
2. Annexation Request: Phase 1 Osprey Landing (Parcel # 22100028) (T.Lloyd, D.Dutton)
3. Annexation Request: Phase 2 Osprey Landing (Parcel # 22100028) (T. Lloyd & D. Dutton)
4. Ordinance Amendment: Chapter 4, Article V: Exterior Lighting (Mayor Pro-tem Mosteller)
5. Zoning Text Amendment: Section 3.14 Parking (T. Lloyd)
6. BEMC 5-Year Contract (D. Fish, BEMC)
7. Selection of Engineering Firm for Shoreline Stabilization
8. Planning Board Appointment (Alderman Allen and Mayor Pro-tem Mosteller)
9. Appointment to the ABC Committee (Mayor Hatem)

I. Committee Reports

1. Planning Board
2. Board of Adjustment
3. Brunswick County Schools Newsletter

J. Manager's Report

K. Mayor's Comments

L. Staff Reports

1. Community Relations
2. Animal Protective Services
3. Police Department
4. Fire/EMS Department
5. Development Services
 - a. Permitting/Inspections
 - b. Code Enforcement
6. Parks and Recreation
7. Public Services
 - a. Work Orders and Service Requests
 - b. ElectriCities Monthly
8. Finance Department
 - a. Tax Collections

M. Board Comments

N. Adjourn

**BOARD OF ALDERMEN
COMMUNITY BUILDING
JUNE 3, 2022 2:00 p.m.
223 E. BAY STREET
SOUTHPORT, N.C.**

**SPECIAL MEETING MINUTES
BUDGET WORKSHOP**

PRESENT: Mayor Joseph P. Hatem
Mayor Pro-tem Karen Mosteller; Aldermen Lowe Davis, Rich Alt,
John Allen, Tom Lombardi, and Robert Carroll

STAFF PRESENT:

Gordon Hargrove, City Manager
Thomas Lloyd, Development Services Director
Melanie Trexler, Finance Director
Kate Marshall, Animal Protective Services
Charles Drew, Chief Southport Fire Dept.
Tom Stanley, Public Services Director

Dorothy Dutton, City Clerk
Randy Jones, Tourism & Comm. Director
Allayna Dail, Tourism & Comm Administrator
Heather Hemphill, Parks & Recreation Director
Todd Coring, Chief Southport Police Dept.

A) Call to Order

Mayor Hatem called the budget workshop to order at 2:05 p.m.

B) Invocation

Alderman Lowe Davis gave the invocation.

C) Pledge of Allegiance

Mayor Hatem led everyone in the Pledge of Allegiance.

D) Mayor Remarks

Mayor Hatem thanked city staff for all their hard work. He said that this budget process has felt a bit rushed, and next year, the process will start earlier. He also said that more money is involved this year, and the population is larger. Mayor Hatem said there is no public comment at this meeting, but comments can be made at the regular Board of Aldermen meeting on Thursday evening.

E) Approval of Agenda

1. Alderman Lombardi made a motion to approve the agenda as presented. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.

F) Opening Comments

Mayor Hatem explained that the street sweeper had been voted on and approved. There has been a significant amount of research on the subject, but the intended street sweeper is to replace the one that the City has had for twenty years.

The Mayor said that safety, health, prevention, and preparedness is important for the public and the police officers that respond to emergencies. They have a lot of property to cover,

from the Yacht Basin to the Lowe's Foods. Historic preservation and the maintenance of the cemeteries are so important. There is money in the budget for cemetery maintenance. Thirty years ago, the City created a Buildings and Grounds department that would cover the upkeep and maintenance of the cemeteries. He added that the proposed ten-cent tax increase is to help maintain the level of services the citizens expect. We want to retain and recruit talent. The tax increase will help with maintenance and preventative measures. He mentioned a few new positions: a City Engineer, Planner, and Human Resources Director. Infrastructure is very costly but greatly affects the quality of life for our citizens. Also, when tax rates increase, it shows our Legislators that we are working towards accomplishing our goals. The budget process is grueling, but it is the roadmap for the City and the prioritized projects. Mayor Hatem turned the meeting over to City Manager Gordon Hargrove.

G) Department Presentations

Mr. Gordon Hargrove explained that the presented budget includes the changes as directed by the Board. It reflects a general fund increase of 1.5%. Mr. Hargrove read through the budget message and listed some infrastructure projects. He said that he was open to questions from the Board.

Alderman Allen and Alderman Carroll had no questions. Alderman Alt asked if there has been a study about the proposed Indigo Plantation Phase 2 and its impacts on personnel. Mr. Hargrove explained the impact studies being done will consider the proposed population. Alderman Alt said that he has a long history of law enforcement. He said he is proud of the Southport Police Department but has questions about whether the positions are really needed.

Alderman Allen interjected that he would reclaim some of the time he was allotted and stated that he was not in favor of going over the street sweeper again. The Board has voted twice to purchase the sweeper, and it is a waste of time to review it again. Alderman Davis asked if Chief Coring could lay out the positions and provide justification.

Police Chief Todd Coring stated that he had the justification forms ready but was told not to provide them to the Board yet. He explained that the Police department was running out of room at the City hall. They have to use (2) evidence vaults at two different locations. The department has had a 70% increase in calls received. Each call typically takes forty minutes. On average, it takes about 6.2 minutes for an officer to respond. They aim to have two officers on each shift, but that is not always possible.

There is an increase in police officers being more present around town, including in the City parks. There are 13 officers altogether. We don't have officers to fill in when someone is sick or on vacation. The citizens and the tourists like to see the officers on bike patrol or foot. Chief Coring said they would like to do more of that, but they have to be ready to respond to calls. He said he realizes it is a big ask, but the positions are justified if the Board wants more of a presence in the City. Alderman Alt asked if the department had enough resources to cover all the events? Chief Coring said he tries to keep some stress off the full-time officers, but sometimes the officers are on shift alone. Chief Coring said the county has fifteen officers per shift to cover eight districts. The officer that would respond to Southport is coming from Bolivia. There is only one state trooper for the whole county. Alderman Davis asked if the police records specialist would be a full-time position, and Chief Coring confirmed it would. Alderman Lombardi asked how many hours the officers work each week. Chief Coring said they work twelve-hour shifts, with two days on and two days off.

Mayor Pro-tem Mosteller said that she is practical in her approach. In her interaction with citizens, most everyone wants officers walking around downtown. There is also Rivermist and Southport Crossing to consider. She understands that at current staffing levels, it would be difficult to have coverage here in town and at Lowe's Foods, especially if the officer is on bicycle patrol. She asked Chief Coring if three new officers would provide enough coverage. Chief Coring said that he thinks the three additional officers will allow a blanket to provide the safety and security we need.

Mr. Hargrove disclosed some information that was provided at an exit interview. He learned that officer safety was the biggest concern. Two officers should respond to domestic calls. He said there is not as much respect for law enforcement officers as there once was. It has become a very dangerous job. Chief Coring added that a simple interaction could turn dangerous in the blink of an eye. He doesn't consider any calls to be routine. Mayor Hatem said that there had been both qualitative and quantitative input. More officers provide a higher level of comfort and stability.

Alderman Davis said that she wanted to discuss the street sweeper again. She said it was difficult to justify the purchase of a \$270,000 street sweeper while asking for the ten-cent tax increase. She said it wasn't a good use of money. Alderman Carroll asked Tom Stanley to explain which streets would be swept. Mr. Stanley listed Moore Street, Rhett Street, Howe Street, Atlantic Avenue, Nash Street, and Bay Street. He added that the proposed street sweeper is regenerative. That means it blows air down and vacuums up, and essentially every street in the City can be swept. Alderman Carroll mentioned that he saw the street crew working manually to sweep the roads. He said it looked great when they were done, but so many other tasks needed to be completed. Mayor Pro-tem Mosteller said that the street sweeper is not only used to help manage stormwater, it also collects pollutants from the streets, contributes to air quality, and provides dust control. She also added that \$270,000 is a lot of money, but if you divide it by twenty years, it is more manageable. The last street sweeper lasted twenty years. Alderman Alt said that now that he knows the whole town can be swept using the street sweeper, he feels better about the purchase. Alderman Davis commented that the new street sweeper might be more efficient so that less time will be spent in operation. Alderman Carroll said that tourists and residents benefit from the downtown streets being swept. Mr. Hargrove mentioned all the debris discovered in the storm drains when the old utility lines were being replaced. He added that recently he was at the dog park with his dogs when a street sweeper drove by. He noticed how great the streets looked afterward.

Mayor Pro-tem Mosteller mentioned the rate changes for public utilities. Mr. Stanley said that the tap fees had not increased in eight years. The collected fee barely covers the tap's cost, not to mention the labor for installation. The City has been losing money. He would like to stop cutting roads and contract out for the more intensive work. He also stated that he would like to set a tampering fee for people who turn their water back on once it has been turned off. We need to hold people accountable for tampering. Alderman Alt asked if the City has the capability of boring under the roads. If not, can the City enter into a contract with a company for on-call service? City Clerk Dorothy Dutton stated that the City has a contract with Hickman Utilities already. The average taxpayer shouldn't have to pay for new development.

Mayor Pro-tem Mosteller asked Animal Protective Services Director Kate Marshall if her fees were changing? Ms. Marshall said that they were increasing. General penalties across the board are \$100.00, and the dangerous dog permit is increasing to \$500.00.

Thomas Lloyd, Development Services Director, explained that the System Development Fees are increasing. These fees cover the capacity of water and sewer based on the estimated use. It is due when an application is approved or submitted. Mayor Pro-tem Mosteller added that this increase was the last planned increase based on the adoption of the System Development Fee program. Alderman Davis asked about tree removal permit fees. Dr. Lloyd explained that tree removal permits are treated like zoning permits now. Improved lots are not charged a permit fee. Alderman Alt asked if removing a tree leaning onto another lot would warrant the \$100 permit fee? Mr. Lloyd explained that the current ordinance would require the fee and permit, which can be amended. There is no fee required when the tree is dead or damaged.

Parks and Recreation Director Heather Hemphill reviewed proposed changes to her fee schedule. Most of the proposed increases result from inflation and the increase in fuel costs. Summer camp rates are increasing, gym rental fees are increasing, and the gym is only available to movie companies.

Mayor Pro-tem Mosteller asked Mr. Hargrove to explain the new system for merit raises. Mr. Hargrove said that the performance appraisals had gone very well. City staff is buying into the program. He will provide a list of all the staff accomplishments at the July Board meeting. The cycle will include the 2.5% general salary funding amount and will be distributed to staff based on performance.

Alderman John Allen had nothing further to add. Alderman Carroll thanked City staff. He said that this was the first time he had participated in adopting a budget, and he enjoyed it. He believes in the City Manager and City staff. Alderman Alt thanked the City staff and asked to start the budget process earlier in the year next year. Alderman Davis thanked the staff and asked about receiving a final paper copy. Alderman Lombardi thanked everyone. Mayor Pro-tem Mosteller thanked staff for their patience and attention to the budget.

Mayor Hatem said that the budget workshop was a success. He thanked the City staff and Mr. Hargrove. Alderman Lombardi motioned to adjourn the meeting, which Mayor Pro-tem Mosteller seconded. All ayes. Motion carried. Mayor Hatem adjourned the meeting at 3:43 p.m.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

Dorothy Dutton, City Clerk



Board of Aldermen Regular Meeting Minutes
May 12, 2022
223 E. Bay Street
Community Building
6:00 p.m.

Present: Mayor Joseph P. Hatem, Mayor Pro Tem Karen Mosteller, Aldermen Thomas Lombardi, Rich Alt, Lowe Davis, Robert Carroll, and John Allen.

Staff Present: Gordon Hargrove, City Manager
Dorothy Dutton, City Clerk
Norwood Blanchard, III, City Attorney
Thomas Lloyd, Developmental Services Director
Randy Jones, Communications/Tourism Director
Allayna Dail, Tourism and Communications Administrator
Heather Hemphill, Parks and Recreation Director
Kate Marshall, Animal Control
Todd Coring, Police Chief
Charles Drew, Fire Chief
Ralph Treadway, EMS Battalion Chief
Melanie Trexler, Finance Director
Tom Stanley, Public Services Director
Teresa Parker, Payroll & Benefits Specialist

Others Present: Tish Hatem, Will Hewett, Pat Kirkman, Eric Maynes, Bonnie Bray, John Keiffer, Adam Steadman, Fred Fiss, Rebecca Kelly, Renee, and Marc Spencer, Eliot Duke with the State Port Pilot, and many other interested citizens attended.

Meetings are now open to the public. Complete audio/video is available on the City's website or can be requested from the City Clerk's office.

A.) Mayor Joseph P. Hatem called the meeting to order at 6:01 p.m. and welcomed everyone to the meeting. He thanked everyone for attending the meeting and watching online.

B.) Mayor Hatem announced Mr. Gene Tomlinson, Senior Pastor at the Point at Southport, would provide the invocation. Mr. Tomlinson grew up in Southport and shared some anecdotes from his youth.

C.) Mayor Hatem led the pledge of allegiance.

D.) Public Comment: Mayor Hatem asked the City Clerk to call the individuals who signed up for public comment. John Morrison, a resident at 513 Majesty's Court, wanted to speak about the proposed Indigo Plantation Phase 2 project. He said that East West Partners are reputable developers. Mr. Morrison mentioned the wetlands on the property and the proposed open space. He can't imagine what 1500 dwellings will look like on the property. He asked why Mayor Pro-tem Mosteller and Alderman Allen are the only Board members that voice their opinions at the Planning Board meeting? If the build-out is ten years, won't the roads get torn up with that much construction traffic going back and forth? Eric Maynes, a resident at 83 Cherry Road, spoke next. Mr. Maynes worked for the City as a police officer. He has worked in very small rural areas, the airport authority, and other agencies. He recently wrote an article that was published in the State Port Pilot. He continues to have a great interest in the community of Southport. Police Chief Coring used to be his boss. He thinks that Chief Coring did a

good job of explaining why more officers are needed. He has been one of the officers responding to calls alone before. He explained that the officers and their families deserve better than that. Next to speak was Jim Gandy, a resident at 5961 Spikerush Trail at Indigo Plantation. He said three or four entrances into the Indigo Plantation Phase 2 area had not been considered. The two entrances will cause significantly more traffic. 11th Street has less residential development. If the proposed Indigo Plantation Phase 2 subdivision is approved, it should be mandatory to use 11th Street as an entrance. The UDO allows six units per acre for Planned Unit Developments. The requested density is more than three times the allowed density. The developers should be required to follow the UDO standards. Three or four-story condos do not conform with the character of Southport. Restaurants and shops should not be allowed in the marina area. It seems like development in a larger metro area. Mr. Gandy said it is obvious that the developer knows nothing about Southport. Mr. Gandy summarized five main points for denying the proposed project: there is too much traffic at the two proposed entrances, the number of proposed units fails to comply with the UDO standards, the multifamily dwellings do not comply with the character, commercial development does not comply with the residential area, and vehicle traffic from 580 units is too much for the City's infrastructure.

Lora Sharkey, a resident at 432 Cades Trail, spoke next. Ms. Sharkey said that the Up Your Arts organization is wonderful. They have done so much to support the arts. The City already has a list of buildings that it must maintain. Ms. Sharkey encouraged the Board to examine their priorities and reevaluate them.

The City Clerk read the comments that Ms. Shirley Sullivan submitted. Ms. Rebecca Kelly, a resident at 5971 Dutchman Creek Road, commented that the Bald Head Island ferry system was operating in that area when she was a child. The area was highly signaled, and there was not as much traffic.

E.) Approval of Agenda

Alderman Allen motioned to approve the agenda as presented. Alderman Lombardi seconded the motion.

Mayor Hatem read the Ethics Statement aloud. Alderman Carroll asked to recuse himself from the Up Your Arts Memorandum of Understanding item.

F.) Approval of Consent Agenda- Mayor Hatem explained that the Noise Ordinance Amendment and the Resolution to Surplus Personal Property had been removed from the Consent Agenda.

1. Minutes of the Special Budget Workshop May 9, 2022
2. Minutes of the Special Budget Workshop May 10, 2022
3. Minutes Regular Board of Aldermen Meeting May 12, 2022
4. Resolution to Extend and Make Retroactive Families First Coronavirus Response Act
5. Budget Amendment #3: Firemen's Funds
6. Resolution for Closing Capital Project Budget Ordinance-NCDOT Improvement Plan
7. Resolution for Closing Capital Project Budget Ordinance-Howe Street Sewer Replacement
8. Transfer Budget Amendment

Mayor Hatem gave a summary of the Consent Agenda items. ***Mayor Pro-tem Mosteller motioned to approve the consent agenda as presented. Alderman Lombardi seconded. All ayes. Motion carried.***

G.) Special Recognition- Mayor Hatem said that a Hurricane Expo had been scheduled for Tuesday, June 21, 2022. It will be wonderful to provide so much information to the public. June is also Alzheimer's and Brain Awareness Month.

1. Mayor Hatem read the Proclamation in Celebration of Juneteenth
2. Mayor Hatem explained that recently a kayaker got caught in the Cape Fear River and was drifting away from the Yacht Basin area. Without hesitation, Captain Mike Villano rushed to save the man and was the first on the scene, although the Coast Guard and Southport Water Rescue arrived. Mr.

Villano navigates former Mayor Peterson's boat back and forth from Bald Head Island and Southport. Captain Villano is an example of how we should all respond. Mayor Hatem read the Proclamation of Heroism.

H.) Agenda

1. Mayor Hatem provided a brief summary of the proposed budget. The City hopes to maintain providing excellent services to the residents of Southport. He also added that we need competitive salaries and insurance for the employees, to provide the right equipment to complete their work, maintain the City's facilities, and hire an engineer to help the City complete all the proposed projects. Mr. Gordon Hargrove reviewed the main points of the budget message. The net operating budget is \$30.5 million. The general fund is \$10.6 million.

Mayor Hatem opened the public hearing at 7:00 p.m. Ms. Dutton called those who signed up to speak. **Ms. Pat Kirkman**, who resides at 119 Park Avenue, addressed the Board. She said that she likes all the Board members, and her comments are not directed at them personally but as a reflection of their positions. She wants to speak about the preservation and maintenance of the cemeteries. Almost 1000 bodies, the leaders and providers of the things and places we have today, are buried there. We must not let their burial place be neglected. Many visitors stop to see the cemeteries, which increases the amount of money spent in the City. For the last few years, there was zero funding on a line item for the cemeteries. This year, the line item was completely erased originally. Mayor Hatem emailed her, explaining that the new building inspector was enthusiastic about maintaining the cemeteries. The Board has made several comments that historical preservation is important. She has emailed all six Board members and only received two replies. Mayor Hatem stated at a budget workshop that there would be a line item in the budget for the cemeteries. The current proposed budget shows \$1200 for cemetery maintenance. She said she does not favor purchasing the street sweeper because of the cost. She provided her email address (patkirkman@gmail.com) and welcomed others to contact her if they wanted to discuss the cemeteries. She thanked the Board for their time and attention.

Adam Steadman, a resident of Indigo Plantation, thanked the Board for the opportunity to speak. He has met with the City Manager and three Aldermen directly and appreciated the time. He is generally opposed to a ten-cent tax increase, but most of the expenditures are worthy. He expressed some concern about purchasing the street sweeper because the cost of everything is going up. The initial proposal was for using the sweeper on Howe and Moore Streets. Now that we know the sweeper can be used throughout the City, it seems to be a better use of money. Mr. Steadman proposed waiting a year to purchase the sweeper to see if the cost or technology changes. He also commented on the three proposed police positions. Mr. Steadman asked if a civil patrol could be considered to cover some of the community policing. He also recommends beginning the budget process earlier in the year moving forward.

Marc Spencer, a resident at 701 E. Moore Street, asked if there would be an allocation from the ABC Board for Southport Elementary? He said that there are a lot of projects that are needed, and he appreciates everyone's hard work.

City Clerk Dorothy Dutton read public comments submitted before the meeting by **Jerry Day and Kathy Cabral**. Mayor Hatem closed the public hearing at 7:25 p.m.

Mayor Hatem reiterated that money is in the budget to maintain the cemeteries. The Buildings and Grounds department was created in part to maintain the cemeteries. The proposed street sweeper is to replace the one that the City has had for twenty years.

Alderman Allen said that no board member is happy about the tax increase. We have some very real concerns in the City. A street sweeper is standard equipment in most municipalities, and he thinks it has gotten more attention than needed. City employees are leaving because they have so much work on them.

Alderman Carroll said he appreciates Alderman Allen's comments. He supports the budget, the Mayor, and department heads. He was also surprised by how much traction the street sweeper attracted.

Alderman Alt said he wants to address the comments about the police department. He applauded Mr. Eric Maynes for coming forward during public comment. Alderman Alt said that he looks at things differently; he considers processes and how to make them better. The EMS department was draining the fire department fund, so this is the first year the EMS has been a separate department. He said that the City had spent money to look at what the City will need to do because of the proposed Indigo Plantation Phase 2. He was questioning whether there was a standard number of police officers based on population. The tax valuation will be about a 30% increase, and the tax rate can be adjusted later. The City needs money, but he doesn't think enough has been done to determine the most critical needs.

Alderman Davis said she trusts that we will be taking care of the cemeteries. She said she appreciates fellow Board members listening to her talk about the street sweeper. She still doesn't agree with the purchase and cannot support the budget for that reason.

Alderman Lombardi stated that the tax increase also affects everyone on the Board. He has witnessed previous Boards kicking the can down the road and never thought he would be on the Board. He said the tax increase is the right decision, even though it is tough.

Mayor Pro-tem Mosteller reiterated that the street sweeper could be used on every road. If the community wants community policing, we need more workforce. The Board wants to be good stewards of the environment. We need to repair our roads and sidewalks. Erosion has crept up to the sidewalks on Bay Street. We need a new parks and recreation facility; the existing facilities are 70 years old. Staff has demonstrated an ongoing commitment to seeking grants and is focused on working with the state and federal organizations to secure funding. Mayor Pro Tem Mosteller said she supports the budget as presented for all of these reasons.

Mayor Hatem thanked the Board for their comments. He commended the department heads and City staff for managing the budget preparation in addition to the ARPA grant applications and the Indigo project reviews. Mayor Hatem added that the City hadn't raised taxes for five years, but it is necessary.

There was some discussion about paying for the street sweeper from different funds, but ultimately, they would be coming from the same fund. Mayor Hatem said he would entertain a motion. ***Alderman Allen motioned to adopt the FY 2022-2023 budget as presented. Mayor Pro-tem Mosteller seconded the motion. The final vote was four ayes. Aldermen Alt and Alderman Davis made the two noes. Motion carried 4 to 2. The FY 22-23 Budget was adopted.***

2. Mayor Hatem asked Development Services Director Thomas Lloyd to explain the next few items on the agenda. Mr. Lloyd said the first request is to rezone (27) lots between W. 14th Street and W. 12th Street. They are drawn as one parcel on the tax map, but they were never recombined legally. The lots are part of the Southport Heights subdivision established in 1910. The applicant is requesting a down-zoning from BD/MF to R-10 zoning. The Planning Board recommended approval of the rezoning request. Mayor Hatem opened the public hearing at 8:03 p.m. No comments were made, and the public hearing was closed at 8:03 p.m. Alderman Alt asked if the rezoning would generate less density than its current zoning designation? Mr. Lloyd stated that was correct. Someone in the audience asked what kind of housing was being considered, and Mr. Lloyd said there were no applications for housing yet, but he imagined it would be cottage-style single-family dwellings. City Attorney Norwood Blanchard stepped in to clarify that the City cannot lock the applicant into a specific use. A rezoning is comparing one table of uses to another. Mayor Hatem reminded the Board that the Land Use Consistency Statement must be approved along with the map amendment. ***Alderman John Allen motioned to approve the statement of land use consistency and the zoning map amendment from BD/MF to R-10 for parcel# 221MA00110. Alderman Carroll seconded the motion. All ayes. Motion carried.***

Mayor Hatem announced there would be a ten-minute break.

3. The meeting resumed at 8:27 p.m. Mr. Thomas Lloyd explained the next rezoning request was for a 0.84-acre parcel at the corner of W. 14th Street and N. Caswell Street. There are six lots included in this parcel. The lots are also part of the Southport Heights subdivision, and they are requesting a down-zoning from Multifamily to R-10. The Planning Board recommends approval of the map amendment. Mayor Hatem opened the public hearing at 8:29 p.m. There were no public comments. The public hearing was closed at 8:29 p.m. **Alderman Lombardi motioned to approve the Statement of Land Use Consistency and the map amendment for parcel# 221MA00101. Alderman Carroll seconded the motion. All ayes. Motion carried.**
4. Thomas Lloyd explained the next request was a little bit different. Four lots are included in parcel# 237DC006, which is a total of 0.403 acres. This parcel is currently zoned BD, but they are requesting to rezone it to R-10. The R-10 designation is consistent with the surrounding area. Mayor Hatem opened the public hearing at 8:32 p.m. There were no comments, and the hearing was closed at 8:32 p.m. Alderman Carroll stated that he would recuse himself because the property is listed with his real estate firm. **Alderman Allen motioned to approve the Land Use Consistency statement and the map amendment for parcel# 237DC006. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.**
5. Alderman Lombardi stated that he had interviewed five candidates for the Beautification Committee. Several of them were existing members who sought reappointment. **Alderman Lombardi motioned to reappoint Karen Pasquale, Kenneth Geiman, Lynne Geiman, and Rob Thatcher to the Beautification Committee and appoint Scott Bushman to the Beautification Committee. Mayor Pro-tem Mosteller seconded the motions. All ayes. Motion carried.** Ms. Mosteller also said she wants to recognize how awesome the beautification committee is. Alderman Davis added that Southport is fortunate to have many who want to volunteer.
6. The Memorandum of Understanding with Up Your Arts was next on the agenda. Mayor Hatem asked Mr. Norwood Blanchard if he had any comments on the document. Mr. Blanchard stated that he didn't see any issue, practically speaking. He said he is not giving a policy opinion, but the document is open-ended and can be terminated with (60) days' notice. **Mayor Pro-tem Mosteller said there had been some questions about the genesis of this project. In February 2016, the old City hall building was put on a list of buildings that need to be protected and preserved. Near the same time, Up Your Arts was formed. She said this memorandum of understanding was the next step, and she motioned to approve. Alderman Allen seconded the motion.** Alderman Alt stated that it ties to a bigger scope of things that must be addressed. He said that as the building sits now, it continues to rot away and collect mold. He asked that the agreement be set for six months and then revisited. There should be clear expectations and guidelines. Mayor Pro-tem Mosteller disagreed by saying he was describing a contract more than a memorandum of understanding. Mr. John Keiffer with Up Your Arts addressed the Board. He said they hoped things would progress faster than they have, but everything started when the Covid-19 pandemic was ramping up. It was hard for them to find an engineer to do the design work. Up Your Arts is serious about being partners with the City. They have already invested about \$20,000 on the project thus far. Mr. Keiffer said that a public meeting would be scheduled soon and discussions about establishing a Board of Directors. Alderman Alt asked about the investment in the City's building and who would own the equity if the agreement fell through. Mr. Keiffer explained that this project is at no cost to the City. He is happy to provide monthly reports to the Board to help them stay updated on the progress. **The Mayor called for a vote to approve the memorandum of understanding with Up Your Arts. Alderman Carroll was recused from voting. All ayes. Motion carried.**

I.) Committee Reports

Alderman Allen, Alderman Carroll, and Alderman Alt did not have anything to report. Alderman Davis said the Forestry Committee and the Parks and Recreation Committee had not met yet. Alderman Lombardi thanked everyone who helped with installing the memorial bricks. Mayor Pro-tem Mosteller said that the Parks and Recreation Committee had finalized the survey for the master

plan. The survey is available on the website, at City Hall, and the Parks and Recreation office. Community meetings are scheduled for June 14, June 15, and June 20. The Planning Board meeting is scheduled for the following Thursday at 6:00 p.m. at the Community Building. Mayor Hatem reminded the Board that the Planning Board minutes, Board of Adjustment minutes, and Forestry Committee minutes are included in their agenda packets. Mayor Hatem also stated that he would serve as the ABC Committee liaison. The ABC Board is excited to open the new building, which will include between 100-200 new items.

J.) Manager's Report

Mr. Hargrove thanked the City staff and the Board of Aldermen for the budget preparation and time spent getting it together.

K.) Mayor's Report

Mayor Hatem thanked the City Manager, Finance Director, City Clerks, and Department Heads. He gave a special thanks to Mayor Pro-tem Mosteller for her time and expertise. Mayor Hatem recognized women veterans and spouses and Cheryl McCracken Malone. He also recognized the Daughters of 1812. He reminded the public that the upcoming weekend is the birthday of the Doshier Memorial Hospital. The hospital is turning 92 years old. The celebration will take place on Saturday, June 11. There will be a cookout and a DJ. Many staff members will be on-site to meet the public. Mayor Hatem reminded the public to have a Happy Father's Day and that the 4th of July holiday is coming soon.

L.) Staff Reports

Mayor Hatem added that staff reports are in the packet for review.

M.) Board Comments

Mayor Hatem suggested that the Board Comments be moved ahead of the Closed Session. Alderman Allen said he wanted to address the comments from the public comment earlier in the meeting. It was said that Alderman Allen and Mayor Pro-tem Mosteller have undue influence on the Planning Board. They are the liaisons. Most of the time, they never speak at the meetings. Alderman Allen also stated there would be a rally on the upcoming Saturday to draw attention to gun violence and call for sensible regulations in the country. Alderman Carroll made no additional comments. Alderman Alt asked how the Hurricane Expo was advertised and said he thinks it is a great program. Alderman Davis thanked Ms. Pat Kirkman, and Ms. Rebecca Kelly, for still sitting in the audience during such a long meeting. Alderman Lombardi and Mayor Pro-tem Mosteller did not provide any additional comments.

N.) Closed Session

Mayor Hatem accepted a motion by Mayor Pro-tem Mosteller to go into closed session. Alderman Lombardi seconded the motion. All ayes. Motion carried. The closed session began at 9:18 p.m. The Board relocated to a private room to hold a closed session pursuant to N.C.G.S.143-318.11 (6). The closed session adjourned at 11:00 p.m., and the Board relocated to their regular seats. ***Alderman Carroll motioned to increase the City Clerk's base salary by \$5,000. Ms. Dutton will still receive the 8% COLA, and the City Manager will assign the merit raise. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.***

Alderman Carroll motioned to increase the City Manager's salary a total of 13%, including the 8% COLA and a 5% merit raise. Mr. Hargrove's contract is extended for three years, and the City-residency requirement is removed. Alderman Allen seconded the motion. All ayes. Motion carried. Mayor Hatem said that all City employees are valued, but the Board hires these two positions. He thanked the Board and staff for their time during the long meeting.

O.) Adjourn

Alderman Allen motioned to adjourn the meeting, which Alderman Carroll seconded. All ayes. Motion carried. Mayor Hatem adjourned the meeting at 11:04 p.m.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

Dorothy Dutton, City Clerk

**CITY OF SOUTHPORT
BOARD OF ALDERMEN
RESOLUTION AMENDING THE PERSONNEL POLICY**

WHEREAS, the City of Southport previously adopted a Personnel Policy, and the most recent amendment was adopted on March 14, 2019; and

WHEREAS, the Personnel Policy provides the framework for recruiting, appointment, probationary periods, as well as employee benefits; and

WHEREAS, the City of Southport has the authority to create and enforce personnel standards and regulations per N.C.G.S. 160A-164; and

WHEREAS, the Board of Aldermen adopted a policy in 2015 requiring the City Manager and Chief of Police to reside within the city limits of Southport to demonstrate they are a part of the community; and

WHEREAS, the Board of Aldermen recognizes the residency requirement might be Unattainable due to the housing market and economy.

NOW, THEREFORE, BE IT RESOLVED that the City of Southport Board of Aldermen:

Section 1. Amend the requirement of the City Manager and Chief of Police to reside within the City limits; and

Section 2. Add the following language to the Personnel Policy under Article IV. Section 3. Recruitment, Selection, and Appointment:

The City Manager and Chief of Police shall reside within the city limits or the extraterritorial jurisdiction (ETJ) and must do so within (90) days of appointment. In the event of unforeseen hardship, the Board may extend the requirement for an additional (90) days.

Section 3. This resolution and the policy amendment shall be in effect upon the date of approval by the City of Southport Board of Aldermen.

Adopted by the City of Southport Board of Aldermen on this 14th day of July 2022.

Joseph P. Hatem, M.D., M.P.A.
Mayor, City of Southport

Dorothy Dutton, City Clerk



**RESOLUTION BY THE CITY OF SOUTHPORT BOARD OF ALDERMEN
ACCPTANCE OF THE NC CLEAN WATER REVOLVING LOAN AND GRANT**

WHEREAS, the North Carolina Clean Water Revolving Loan and Grant Act of 1987 has authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works, wastewater collection systems, and water supply systems, water conservation projects; and

WHEREAS, the North Carolina Department of Environmental Quality has offered a (State Revolving Loan) in the amount of \$29,783,014 for the construction of the Brunswick County Wastewater Treatment Plant Expansion in Shallotte; and

WHEREAS, the Board of Aldermen intends to construct said project in accordance with the approved plans and specifications.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMEN OF THE CITY OF SOUTHPORT:

1. The City of Southport does hereby accept the State Revolving Loan offer of \$29,783,014.
2. That the Board of Aldermen does hereby give assurance to the North Carolina Department of Environmental Quality that all items specified in the loan offer, Section II, Assurances will be adhered to.
3. That Gordon Hargrove, City Manager, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project; to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
4. The City of Southport has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 14th of July 2022, by the Board of Aldermen of the City of Southport.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
PROCLAMATION HONORING PARKS AND RECREATION MONTH
JULY 2022**



WHEREAS, parks and recreation are vitally important to establishing and maintaining quality of life in the Southport community, ensuring the health of all citizens, and contributing to the economic and environmental health of the City; and

WHEREAS, parks and recreation programs build healthy, active communities that aid in the prevention of chronic diseases, provide therapeutic recreation services for those who are mentally or physically disabled, and also improves the mental and emotional health of all citizens; and

WHEREAS, parks and recreation is the leading provider of healthy meals, nutrition services and education; and

WHEREAS, parks and recreation programming and educational activities, such as afterschool programming, youth sports and environmental education, are critical to childhood development; and

WHEREAS, our parks and national recreation areas ensure the ecological beauty of our community and provide a place for children and adults to connect with nature and recreate outdoors; and

WHEREAS, parks and recreation is essential and adaptable infrastructure that makes our communities resilient in the face of natural disasters and climate change; and

WHEREAS, the City of Southport Parks and Recreation Department is responsible for (22) parks, facilities, and recreation amenities including waterfront park and the City dock; and

WHEREAS, the City's Parks and Recreation Department also sponsors and contributes to many special events, tournaments, and festivals in the City; and

WHEREAS, the U.S. House of Representatives has designated July as Parks and Recreation Month, and the National Recreation and Park Association has designated July 15 as Parks and Recreation Professionals Day; and

NOW, THEREFORE, BE IT RESOLVED, that I, Joseph P. Hatem, M.D., Mayor of the City of Southport, do hereby proclaim that July 2022 is recognized as Park and Recreation Month. I encourage all residents to enjoy the parks and recreation opportunities in Southport and to express their gratitude to those professionals who help make the programs and parks available to community.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

Dorothy Dutton, City Clerk



MEMORANDUM TO THE BOARD OF ALDERMEN

FROM: Thomas Lloyd, Development Services Director
Dorothy Dutton, City Clerk
DATE: June 28, 2022
SUBJECT : **Annexation #22-02, Gilbert-Beebe Annexation**
Parcel ID# 221MA00101

REQUEST:

William Beebe has petitioned the City of Southport for voluntary contiguous annexation of (6) x 0.14-acre tracts totaling 0.84-acres located at 1224 N. Caswell Avenue. The property is part of the Southport Heights Subdivision and includes lots 5-10. The property is owned by Chris Gilbert B., Etals, and the heirs have given authority to William Beebe to petition for annexation.

BACKGROUND:

Upon receipt of the petition for voluntary annexation, the City Clerk investigated the sufficiency of the request. This review included:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 4831 /PG 309)
3. Each identified heir (owner) has signed the petition and provided their address.
4. The properties are contiguous to existing city limits and are currently located in the City's extraterritorial jurisdiction.
5. These parcels are already within the ETJ of the City, and the rezoning to R-10 was approved at the June 2022 Board meeting.

The City Clerk has determined that the request may be certified as sufficient, and the appropriate certificate is attached.

Annexation is a requirement for the provision of City water and sewer. Public utilities are available with just a basic service connection.

The Board of Aldermen should consider accepting the annexation petition, the Clerk's Certificate of Sufficiency and Adopt the Resolution Setting the Public Hearing for the Regular Board meeting on August 11, 2022.

ACTION:

The Board should accept the annexation petition first. Then the Clerk's Certificate of Sufficiency should be accepted. Finally, the Board should adopt the Resolution Setting the Public Hearing for the Regular Board meeting on August 11, 2022 for parcel 221MA00101, as presented.



ANNEXATION APPLICATION

City of Southport, NC

1029 N Howe Street, Southport, NC 28461 • Phone: (910) 457-7900 • Fax: (910) 457-7948

All applications for annexation into the City of Southport must be complete and accompanied by the application fee of \$150.00, payable in cash or by check made to the City of Southport. Annexation may also require a change in the zoning of the property. Please consult with the Planning & Zoning staff to determine whether rezoning is required. Any annexation petition that includes a rezoning will require a recommendation from the Planning Board on the rezoning before a hearing will be set by the Board of Aldermen for the Annexation. All applications must be complete and all fees must be paid in full before a petition will be forwarded to the Planning Board or Board of Aldermen. Applicants are responsible for attending all meetings where this petition will be considered.

Project Name (if applicable):

SECTION 1: APPLICANT INFORMATION

Applicant Name: William Beebe

Mailing Address: 501 Bramson Court Suite 400, Mount Pleasant, SC 29464

Phone: 804-516-6290

Fax:

Email: whitbeebe@rolinahomes.com

SECTION 2: PROPERTY OWNER INFORMATION (if different from above)

Owner Name(s):

Chris Gilbert, Kelly Cousino, Thomas Gilbert IV and Thomas Gilbert V

Mailing Address: 1046 SAM THOMPSON DR
AWENDAW, SC 29429-5998

Phone: 910-475-1224

Fax:

Email: 1224NCaswell@gmail.com

SECTION 3: PROPERTY INFORMATION

Street Address and/or
Description of Location: 1224 N Caswell Ave

Parcel Tax ID #(s): 221MA00101

Total Site Acres or
Square Feet: 36,834 SF

Current Zoning District(s): BD

Proposed Zoning Change(s): R-10

NOTE: If any change in zoning accompanies this annexation petition, a separate rezoning application is required.

SECTION 4: VESTED RIGHTS

Do you declare vested rights? ☐ YES ☒ NO

A vested right is the right to undertake and complete an approved site specific development plan or an approved phased development plan. A site specific development plan may include any of the following plans or approvals: A planned unit development plan, a subdivision plat, a minor or major site plan, a special use permit, a conditional or any other land-use approval designation as may be utilized by the City.

When land is annexed into the City of Southport and that land has an existing vested right from a site specific development plan approved by Brunswick County or another municipality, the property owner has the right develop the property according to the site specific development plan if (1) vested rights are declared at the time of annexation, (2) proof of such right is provided, and (3) the City determines based on the information provided that such right exists.

If you declare vested rights, please describe those rights in writing (use additional sheets as necessary):

If you declare vested rights, you must submit evidence of such right with this application. Evidence must be in sufficient detail to determine whether such right exists and the extent of such right. Necessary information may include an approved building permit, development permit, special use permit, site plan, preliminary plat, or PUD Site Plan.

SECTION 5: MUNICIPAL CONTIGUITY

An area is deemed contiguous if it either abuts directly on the primary Town boundary or is separated from the Town boundary by a street or street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State of North Carolina. An area is not deemed contiguous if it abuts the boundary of a non-contiguous municipal area.

Is the territory petitioned for annexation contiguous to the primary boundary of the City of Southport?:

☒ Contiguous ☐ Non-Contiguous

SECTION 6: SUPPLEMENTAL INFORMATION REQUIRED

Each annexation application use must include:

- A complete contiguous or non-contiguous annexation petition, signed by all owners of property included in the annexation territory.
- An application fee of \$150.00 with the application.
- One (1) 18" X 24" Mylar annexation map bearing the seal of a licensed surveyor.
- Two (2) paper copies of the sealed annexation map.
- One digital copy of the annexation map.
- One (1) paper copy of a legal metes and bounds description of the property bearing the seal of a licensed surveyor.
- One (1) electronic text document of the legal metes and bounds description
- One (1) paper copy of evidence of ownership (i.e. deed).
- Evidence of vested rights, if claimed.
- A notarized letter of authorization, if acting as the agent for the property owner(s).

SECTION 7: APPLICANT/OWNER SIGNATURE

In filing this Annexation Application, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature: 

Date: 6/8/22

Petition Requesting Voluntary Contiguous Annexation

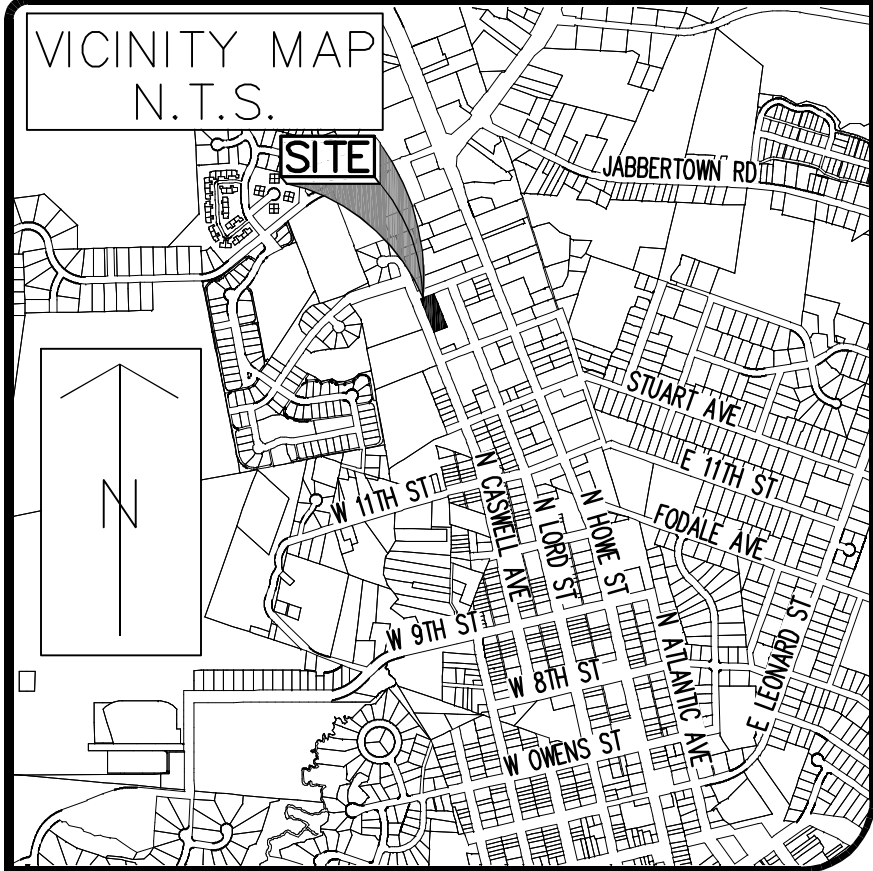
TO THE BOARD OF ALDERMEN OF THE CITY OF SOUTHPORT, NORTH CAROLINA:

1. We the undersigned owner(s) of real property respectfully request that the area described in paragraph 2 below be annexed to the CITY OF SOUTHPORT.
2. The area to be annexed is contiguous to the City of Southport and the boundaries of such territory are described in the attached metes and bounds description (Exhibit "A") and annexation map (Exhibit "B"), attached hereto and incorporated herein by reference.

Vested rights, with respect to such property, have not been established, under N.C.G.S. 160A385.1, except as described in Exhibit "C", attached hereto and incorporated herein by reference.

Respectfully,

Printed Name	Mailing Address	Parcel ID #(s)	Vested Rights?	Signature	Date
William Beebe	501 Bramson Court Suite 400 Mount Pleasant, SC 29464	221MA00101	☐ Yes ☒ No		6/8/22
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		



CERTIFICATE OF ACCURACY & MAPPING

I, THE UNDERSIGNED, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM DEED DESCRIPTION RECORDED IN DEED BOOK 4831, PAGE 309, THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS SHOWN; THAT THE RATIO OF PRECISION, AS CALCULATED, IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 MARCH, A.D. 2022.

G.S. 47-30 (f) (11) (d)

I HEREBY CERTIFY THAT THIS SURVEY IS OF ANOTHER CATEGORY, SUCH AS RECOMBINATION OF EXISTING PARCELS, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

Howard E. Hoadley

HOWARD E. HOADLEY – PROFESSIONAL LAND SURVEYOR (L-3937)



GENERAL NOTES

- THIS IS A MAP OF THE AREA PROPOSED TO BE ANNEXED TO THE CITY OF SOUTHPORT, MADE FROM THE DEEDS AND MAPS AS SHOWN ON THE PLAT AND EXISTING PHYSICAL EVIDENCE.
- COUNTY PARCEL ID: 221MA00101
- BEARINGS FOR THIS MAP ARE REFERENCED TO MAP CABINET 14, PAGE 214.
- ALL DISTANCES ARE HORIZONTAL GROUND DISTANCES UNLESS OTHERWISE NOTED.
- UNITS ARE U.S. SURVEY FEET UNLESS OTHERWISE NOTED.
- AREA BY COORDINATE GEOMETRY.
- FLOOD NOTE: AS DETERMINED BY GRAPHIC PLOTTING, THE PLATTED AREA APPEARS TO BE LOCATED IN FLOOD HAZARD ZONE "X" (MINIMAL FLOOD RISK) PER FEMA FLOOD INSURANCE RATE MAP #3720209600 K, EFFECTIVE DATES AUGUST 28, 2018.
- TOTAL PLATTED SITE AREA: 36,834 SQUARE FEET OR 0.84 ACRES.
- MAP & DEED REFERENCES SHOWN ARE PER THE BRUNSWICK COUNTY REGISTRY.

REVIEW OFFICER CERTIFICATION

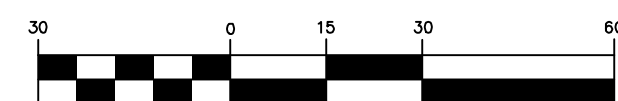
STATE OF NORTH CAROLINA

I, _____, REVIEW OFFICER OF BRUNSWICK COUNTY, CERTIFY THAT THE MAP OR PLAT WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER

DATE

GRAPHIC SCALE



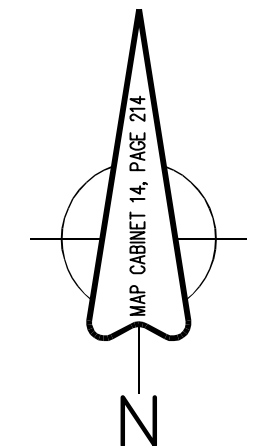
(IN FEET)
1 inch = 30 ft.

SYMBOL LEGEND:

- EIR EXISTING IRON REBAR ○ RBS IRON REBAR SET
● EIP EXISTING IRON PIPE

LINETYPE LEGEND:

- SURVEYED LINES (BOUNDARY)
--- LINES NOT SURVEYED (ADJOINERS)
--- RIGHT-OF-WAY
--- BREAK LINE



ATLANTIC COAST SURVEY, PLLC

LICENSE P-0822

PO Box 12588, Wilmington, NC 28405
(910) 292-4889 www.atlanticcoastsurvey.com

AREA ANNEXED BY
THE CITY OF SOUTHPORT ON 2022

NORTH CAROLINA

BRUNSWICK COUNTY

ANNEXATION MAP

CITY OF SOUTHPORT
SMITHVILLE TOWNSHIP

NO.	DATE	DESCRIPTION	BY

DATE: 6/7/22 SCALE: 1" = 30'

DRAWN: EPR CHECKED: ACS

SHEET: 1 OF 1

FIELD BOOK#

ACS PROJECT NO:
21-1093.12

©2022

Atlantic Coast Survey, PLLC

Professional Land Surveyors
(910) 292-4889

PO Box 12588
Wilmington, NC 28405

PROPERTY DESCRIPTION OF A 36,834 SQUARE FOOT TRACT TO BE ANNEXED BY THE CITY OF SOUTHPORT, NORTH CAROLINA, MADE FROM LOTS 5, 6, 7, 8, 9 AND 10, BLOCK 7, SOUTHPORT HEIGHTS, MAP CABINET 14, PAGE 214, DEED BOOK 463, PAGE 804, BRUNSWICK COUNTY REGISTRY, BRUNSWICK COUNTY, NORTH CAROLINA.

BEGINNING AT AN EXISTING IRON PIPE WHICH IS AT THE SOUTHEASTERN CORNER OF THE INTERSECTION OF W. 14TH STREET, A 60' PUBLIC RIGHT-OF-WAY, AND N. CASWELL AVENUE, AN 80' PUBLIC RIGHT-OF-WAY. SAID EXISTING IRON PIPE IS THE NORTHWESTERN CORNER OF LOT 10, MAP BOOK 23 PAGE 152.

THENCE ALONG AND WITH THE SOUTHERN RIGHT-OF-WAY OF W. 14TH STREET N 69°23'31" E 122.77' TO A REBAR SET. SAID REBAR IS THE NORTHEASTERN MOST CORNER OF LOT 10 AND IS A COMMON CORNER WITH LOT 11.

THENCE DEPARTING THE AFOREMENTIONED RIGHT-OF-WAY OF W. 14TH STREET AND ALONG AND WITH THE REAR LINES OF LOTS 5 THRU 10, MAP BOOK 23 PAGE 152. S 20°38'04" E 300.00' TO A REBAR SET THE SOUTHEASTERN CORNER OF LOT 5 WHICH IS THE COMMON CORNER WITH LOT 4, MAP BOOK 14 PAGE 214

THENCE WITH THE COMMON LINE WITH LOT 4 S 69°21'56" W 122.77' TO A REBAR SET ON THE WESTERN RIGHT-OF-WAY OF THE AFOREMENTIONED N. CASWELL AVENUE.

THENCE WITH SAID RIGHT-OF-WAY N 20°38'04" W 300.06' TO THE POINT AND PLACE OF BEGINNING CONTAINING 36,834 SQUARE FEET MORE OR LESS.



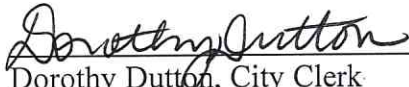
Certificate of Sufficiency-ANX #22-02

To the Board of Aldermen of the City of Southport, North Carolina:

I, Dorothy Dutton, City Clerk, do hereby certify that I investigated the petition attached hereto and have found as a fact in accordance with N.C.G.S. 160A-31:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 4831, PG 0309)
3. Each identified heir/owner has signed the petition and provided their address.
4. The property is contiguous to existing city limits.

In witness whereof, I have hereunto set my hand and affixed the Seal of the City of Southport, this 29th day of June, 2022.


Dorothy Dutton, City Clerk





**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION FIXING DATE OF PUBLIC HEARING ON ANNEXATION #22-02
PURSUANT TO N.C.G.S. 160A-31 FOR CONTIGUOUS ANNEXATION OF
PARCEL ID# 221MA00101**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made; and

WHEREAS, the Board of Aldermen has by resolution accepted the City Clerk's Certificate of Sufficiency investigating the sufficiency of the petition;

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Southport, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City of Southport Community Building at 6:00 PM on the 11th of August, 2022.

Section 2. The area proposed for annexation is described as follows:

LOTS 5-10.

PROPERTY DESCRIPTION OF A 36,834 SQUARE FOOT TRACT TO BE ANNEXED BY THE CITY OF SOUTHPORT, NORTH CAROLINA, MADE FROM LOTS 5, 6, 7, 8, 9 AND 10, BLOCK 7, SOUTHPORT HEIGHTS, MAP CABINET 14, PAGE 214, DEED BOOK 463, PAGE 804, BRUNSWICK COUNTY REGISTRY, BRUNSWICK COUNTY, NORTH CAROLINA.

BEGINNING AT AN EXISTING IRON PIPE WHICH IS AT THE SOUTHEASTERN CORNER OF THE INTERSECTION OF W. 14TH STREET, A 60' PUBLIC RIGHT-OF-WAY, AND N. CASWELL AVENUE, AN 80' PUBLIC RIGHT-OF-WAY. SAID EXISTING IRON PIPE IS THE NORTHWESTERN CORNER OF LOT 10, MAP BOOK 23 PAGE 152.

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THENCE WITH THE COMMON LINE WITH LOT 4 S 69°21'56" W 122.77' TO A REBAR SET ON THE WESTERN RIGHT-OF-WAY OF THE AFOREMENTIONED N. CASWELL AVENUE.

THENCE WITH SAID RIGHT-OF-WAY N 20°38'04" W 300.06' TO THE POINT AND PLACE OF BEGINNING CONTAINING 36,834 SQUARE FEET MORE OR LESS.

Section 3. Notice of the public hearing shall be published in *The State Port Pilot*, a newspaper having general circulation in the City of Southport and on the City of Southport's website, at least (10) days prior to the date of the public hearing.

Adopted this the 14th day of July, 2022.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

ATTEST:

Dorothy Dutton, City Clerk



MEMORANDUM TO THE BOARD OF ALDERMEN

FROM: Thomas Lloyd, Development Services Director
Dorothy Dutton, City Clerk
DATE: June 28, 2022
SUBJECT: Annexation #22-03, Bill Clark Homes
Parcel ID# 22100028 Phase 1

REQUEST:

Bill Clark Homes has petitioned the City of Southport for voluntary **non-contiguous** annexation of a 25.59-acre tract located at between Robert Ruark Drive (SR 1852) and NC 211 Hwy. This tract is considered Phase 1 of Osprey Landing and meets the annexation standards as set forth in the development agreement that was approved September 9, 2021.

BACKGROUND:

Upon receipt of the petition for voluntary annexation, the City Clerk investigated the sufficiency of the request. This review included:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 3499/PG 1040)
3. Each identified owner has signed the petition and provided their address.
4. The property is non-contiguous to existing city limits but is within the required proximity.
5. The property is zoned PUD in the ETJ of Southport.

The City Clerk has determined that the request may be certified as sufficient, and the appropriate certificate is attached.

Annexation of this property is a condition of the Development Agreement that was approved by the Board of Aldermen on September 9, 2021. The developer is required to submit a petition for voluntary annexation with the City Clerk for Phase 1 by June 30, 2022. The application was submitted on June 22, 2022. The Final Plat is not yet ready for recordation.

ACTION:

The Board should accept the annexation petition first. Then, the Clerk's Certificate of Sufficiency should be accepted. Finally, the Board adopt the Resolution Setting the Public Hearing for the Regular Board meeting on August 11, 2022 for Osprey Landing Phase 1 or 25.59 acre portion of parcel# 22100028, as presented.



ANNEXATION APPLICATION

City of Southport, NC

1029 N Howe Street, Southport, NC 28461 • Phone: (910) 457-7900 • Fax: (910) 457-7948

All applications for annexation into the City of Southport must be complete and accompanied by the application fee of \$150.00, payable in cash or by check made to the City of Southport. Annexation may also require a change in the zoning of the property. Please consult with the Planning & Zoning staff to determine whether rezoning is required. Any annexation petition that includes a rezoning will require a recommendation from the Planning Board on the rezoning before a hearing will be set by the Board of Aldermen for the Annexation. All applications must be complete and all fees must be paid in full before a petition will be forwarded to the Planning Board or Board of Aldermen. Applicants are responsible for attending all meetings where this petition will be considered.

Project Name (if applicable):
Osprey Landing - Phase 1

SECTION 1: APPLICANT INFORMATION

Applicant Name:
Paramounte Engineering, on behalf of Vanguard Farms (Contacts: Rob Balland and Mike Nichols)

Mailing Address:
122 Cinema Dr., Wilmington, NC 28403
mnichols@paramounte-eng.com

Phone: 910-791-6707 Fax: Email: rballand@paramounte-eng.com

SECTION 2: PROPERTY OWNER INFORMATION (if different from above)

Owner Name(s):
Vanguard Farms (Contact: Landon Weaver)

Mailing Address:
200 E. Arlington Blvd., Greenville, NC 27858

Phone: 252-353-2443 Fax: Email: lweaver@billclarkhomes.com

SECTION 3: PROPERTY INFORMATION

Street Address and/or
Description of Location: Parcel PIN 209717204327 & 209606295129, located at Robert Ruark Dr. SE

Parcel Tax ID #(s):
22100028 & 221NA0089
Total Site Acres or
Square Feet: 25.59 +/- Ac.

Current Zoning District(s):
PUD

Proposed Zoning Change(s):
PUD - No Change

NOTE: If any change in zoning accompanies this annexation petition, a separate rezoning application is required.

SECTION 4: VESTED RIGHTS

Do you declare vested rights? ☒ YES ☐ NO

A vested right is the right to undertake and complete an approved site specific development plan or an approved phased development plan. A site specific development plan may include any of the following plans or approvals: A planned unit development plan, a subdivision plat, a minor or major site plan, a special use permit, a conditional or any other land-use approval designation as may be utilized by the City.

When land is annexed into the City of Southport and that land has an existing vested right from a site specific development plan approved by Brunswick County or another municipality, the property owner has the right develop the property according to the site specific development plan if (1) vested rights are declared at the time of annexation, (2) proof of such right is provided, and (3) the City determines based on the information provided that such right exists.

If you declare vested rights, please describe those rights in writing (use additional sheets as necessary):

All rights as relate to approvals from various agencies, including the City of Southport, currently on file with the City Southport, including but not limited to: rezoning property to PUD, PUD Site Plan, PGB Site Plan, Preliminary Plat, Tree Remval, Grading and Erosion Control, Storm Water, Sewer and Water, TIA, Wetlands, *DEVELOPMENT AGREEMENT w/CITY*

If you declare vested rights, you must submit evidence of such right with this application. Evidence must be in sufficient detail to determine whether such right exists and the extent of such right. Necessary information may include an approved building permit, development permit, special use permit, site plan, preliminary plat, or PUD Site Plan.

SECTION 5: MUNICIPAL CONTIGUITY

An area is deemed contiguous if it either abuts directly on the primary Town boundary or is separated from the Town boundary by a street or street right-of-way, a creek or river, or the right-of-way of a railroad or other public service corporation, lands owned by the municipality or some other political subdivision, or lands owned by the State of North Carolina. An area is not deemed contiguous if it abuts the boundary of a non-contiguous municipal area.

Is the territory petitioned for annexation contiguous to the primary boundary of the City of Southport?:

☐ Contiguous ☒ Non-Contiguous

SECTION 6: SUPPLIMENTAL INFORMATION REQUIRED

Each annexation application use must include:

- A complete contiguous or non-contiguous annexation petition, signed by all owners of property included in the annexation territory.
- An application fee of \$150.00 with the application.
- One (1) 18" X 24" Mylar annexation map bearing the seal of a licensed surveyor.
- Two (2) paper copies of the sealed annexation map.
- One digital copy of the annexation map.
- One (1) paper copy of a legal metes and bounds description of the property bearing the seal of a licensed surveyor.
- One (1) electronic text document of the legal metes and bounds description
- One (1) paper copy of evidence of ownership (i.e. deed).
- Evidence of vested rights, if claimed.
- A notarized letter of authorization, if acting as the agent for the property owner(s).

SECTION 7: APPLICANT/OWNER SIGNATURE

In filing this Annexation Application, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature: _____

Kathryn Smith

Date: _____

6/22/2022

Petition Requesting Voluntary Contiguous Annexation

TO THE BOARD OF ALDERMEN OF THE CITY OF SOUTHPORT, NORTH CAROLINA:

1. We the undersigned owner(s) of real property respectfully request that the area described in paragraph 2 below be annexed to the CITY OF SOUTHPORT.
2. The area to be annexed is contiguous to the City of Southport and the boundaries of such territory are described in the attached metes and bounds description (Exhibit "A") and annexation map (Exhibit "B"), attached hereto and incorporated herein by reference.

Vested rights, with respect to such property, have not been established, under N.C.G.S. 160A385.1, except as described in Exhibit "C", attached hereto and incorporated herein by reference.

Respectfully,

Printed Name	Mailing Address	Parcel ID #(s)	Vested Rights?	Signature	Date
Katheryn Smith Vanguard Farms	200 E. Arlington Blvd. Greenville, NC 27858	221000288 221NA008	☒ Yes ☐ No		6/22/2022
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		

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Thence with a curve turning to the right with a radius of 170.00 feet, with an arc length of 22.34 feet, with a chord bearing of S 00°33'50" W, with a chord length of 22.33 feet, and a delta angle of 07°31'49", to a point;

N 86°47'56" E - 60.38 feet to a point;

Thence with a curve turning to the right with a radius of 230.00 feet, with an arc length of 68.80 feet, with a chord bearing of S 10°55'36" W, with a chord length of 68.54 feet, and a delta angle of 17°08'19", to a point;

Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of S 09°38'56" E, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the right with a radius of 71.62 feet, with an arc length of 200.54 feet, with a chord bearing of S 41°25'17" W, with a chord length of 141.16 feet, and a delta angle of 160°25'48", to a point;

Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of N 87°30'31" W, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the right with a radius of 230.00 feet, with an arc length of 60.08 feet, with a chord bearing of S 70°49'46" W, with a chord length of 59.91 feet, and a delta angle of 14°57'58", to a point;

Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 34.67 feet, with a chord bearing of S 38°34'44" W, with a chord length of 31.96 feet, and a delta angle of 79°28'03", to a point;

S 01°09'18" E - 445.20 feet to a point on the northerly line of Tract 2 of Vanguard Farms, Inc.

Thence with the northerly line of Tract 2 of Vanguard Farms, Inc., N 88°56'20" E - 5.38 feet to a point at the northwestern corner Lot 7 of Smithville Woods – Section 1 (Map Cabinet P, Page 242).

Thence with the westerly line of Lot 7 of Vanguard Farms, Inc., S 01°03'38" E - 232.11 feet to an iron rod found;

Thence with line of Tract 2 of Vanguard Farms, Inc., the following courses:

S 89°07'59" W - 19.81 feet to a point;

N 01°06'31" W - 232.03 feet to a point;

S 89°27'11" W - 60.39 feet to a point;

S 01°09'18" E - 232.64 feet to a point;

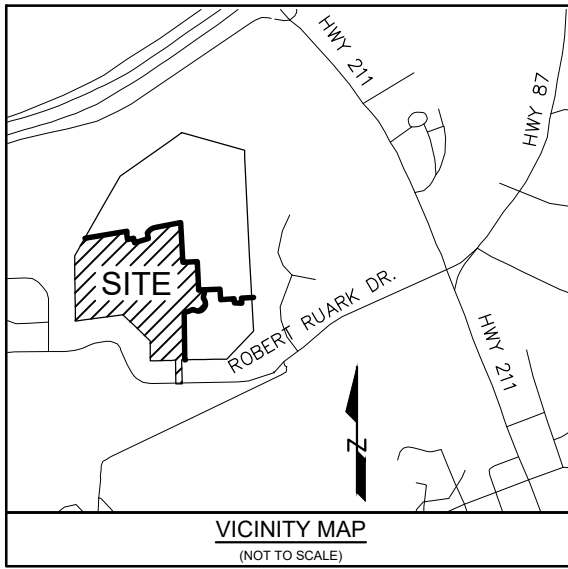
S 88°56'22" W - 20.00 feet to an iron rod found at the northeast corner of Lot 9 of Smithville Woods.

Thence with the northerly line of Smithville Woods – Section 1, N 01°03'38" W - 232.11 feet to an iron pipe found at the southeastern corner of Lot 6 of Smithville Woods – Section 1-B (Map Cabinet 18, Page 8);

Thence with the line of Smithville Woods – Section 1-B the following courses:

S 88°56'20" W - 233.99 feet to an iron rod found;

N 88°56'20" E - 233.99 feet to an iron rod found;



LINE	BEARING	DISTANCE
L1	N 75°57'02" E	60.12'
L2	N 10°04'07" W	58.09'
L3	N 86°47'56" E	60.38'
L4	N 88°56'20" E	5.38'
L5	S 89°07'59" W	19.81'
L6	S 89°27'11" W	60.39'
L7	S 88°56'22" W	20.00'
L8	S 03°09'18" E	104.00'
L9	S 03°11'25" E	39.38'
L10	S 87°23'33" E	70.36'
L11	N 03°11'25" W	50.00'

CURVE	RADIUS	ARC LENGTH	DELTA	CHORD LENGTH	CHORD BEARING
C1	430.00'	81.78'	10°53'48"	81.66'	S 05°15'34" E
C2	370.00'	46.22'	7°09'27"	46.19'	S 13°44'38" E
C3	146.42'	99.48'	38°55'34"	97.57'	N 57°50'12" E
C4	170.00'	22.34'	7°31'49"	22.33'	S 00°33'50" W

SITE DATA

SITE ADDRESS(S): ROBERT RUARKE DRIVE
SOUTHPORT, NORTH CAROLINA 28461

OWNER INFORMATION: VANGUARD FARMS, INC.
200 EARLINGTON BLVD S-R
GREENVILLE, NC 27858

TOTAL SITE AREA: PHASE ONE
1,114,802 SQ. FT.±, OR 25.59 AC.±

PAR ID: 22100028
PIN: 209717204327
DEED BOOK 3499, PAGE 1040

ZONING: R20

NOTES

- AREA CALCULATED BY COORDINATE METHOD.
- THE SUBJECT PARCEL IS LOCATED IN ZONE X - MINIMAL FLOOD RISK AREA - AS SHOWN BY FEMA PANEL NUMBER 3720209600K & 3720209700K BEARING AN EFFECTIVE DATE OF AUGUST 28, 2018.
- UTILITIES AS SHOWN ARE PLOTTED FROM INFORMATION VISIBLE IN THE FIELD AND FROM INFORMATION PROVIDED BY UTILITY COMPANIES. ADDITIONAL UTILITIES NOT SHOWN MAY EXIST. THE APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED PRIOR TO LAND DISTURBING ACTIVITIES.
- THIS LOT IS SUBJECT TO ALL UTILITY EASEMENTS, RESTRICTIONS, OR COVENANTS OF RECORD.
- HORIZONTAL DATUM (NAD 83-2011) WAS ESTABLISHED UTILIZING A SURVEY GRADE GPS RECEIVER OPERATING IN VRS MODE WITH REPEAT OBSERVATIONS.

REVIEW OFFICER CERTIFICATION

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

I, _____, REVIEW OFFICER OF
BRUNSWICK COUNTY, CERTIFY THAT THE MAP OR PLAT TO
WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL
STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER DATE

CERTIFICATE OF ACCURACY AND MAPPING

I, JOSHUA A. EXLINE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY
SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION
(DEED DESCRIPTIONS RECORDED IN THE REFERENCES NOTED ON THIS
DRAWING); THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS
DASHED LINES AS DRAWN FROM INFORMATION NOTED; THAT THE RATIO
OF PRECISION IS 1:10,000; AND THAT THIS MAP MEETS THE
REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING
IN NORTH CAROLINA (21 NCAC 56.1600). THIS 22nd DAY OF JUNE,
A.D., 2022.

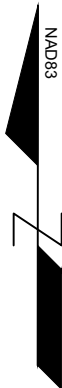
I, JOSHUA A. EXLINE, CERTIFY THAT THIS SURVEY IS OF AN EXISTING
PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS
AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

JOSHUA A. EXLINE, PLS LICENSE NO. L-5421

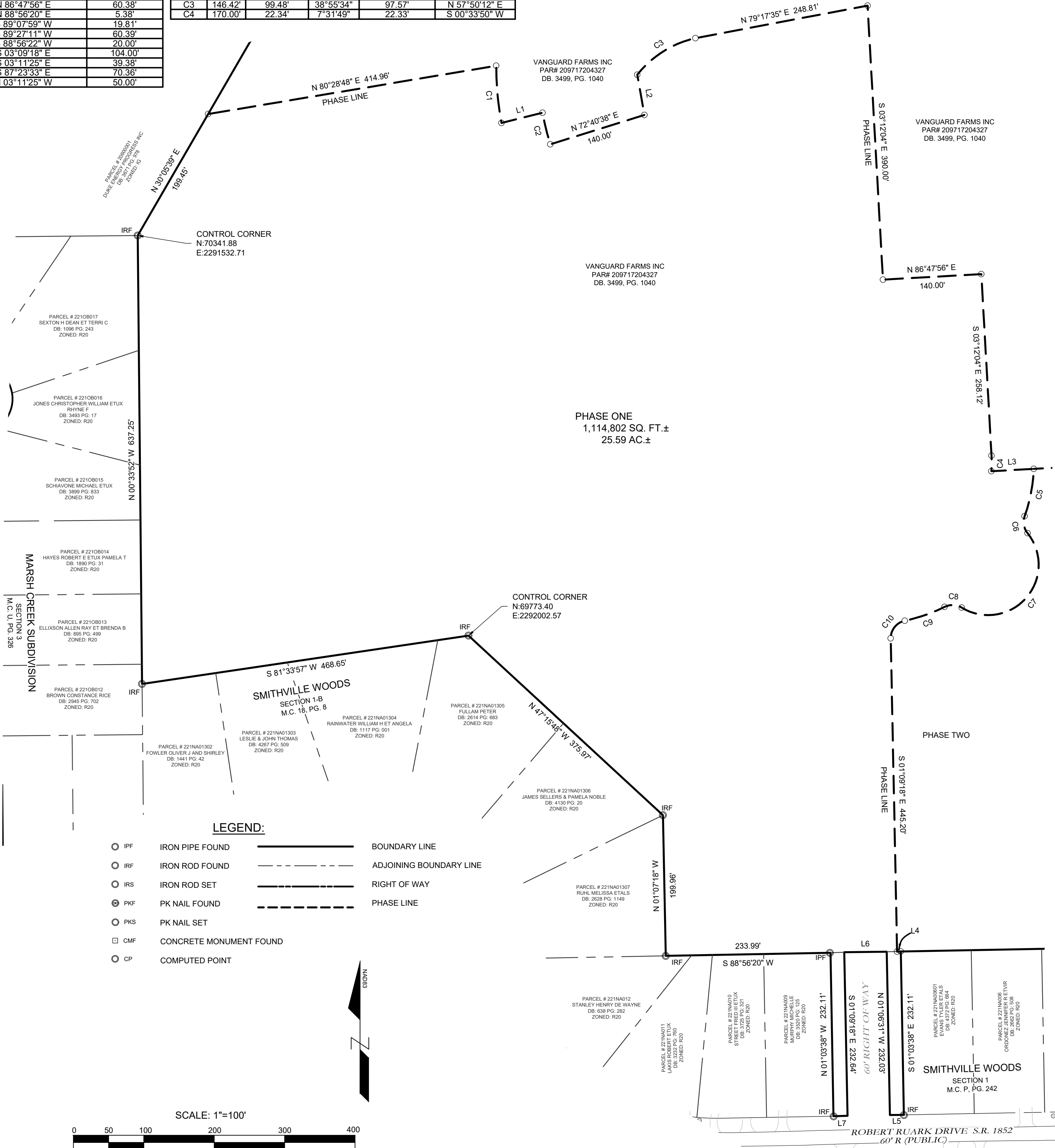
MARSH CREEK SUBDIVISION
SECTION 3
M.C. U. PG. 326

LEGEND:

- | | | | |
|-------|-------------------------|-------|-------------------------|
| ○ IPF | IRON PIPE FOUND | ————— | BOUNDARY LINE |
| ○ IRF | IRON ROD FOUND | ----- | ADJOINING BOUNDARY LINE |
| ○ IRS | IRON ROD SET | ----- | RIGHT OF WAY |
| ⊙ PKF | PK NAIL FOUND | ----- | PHASE LINE |
| ○ PKS | PK NAIL SET | ----- | |
| □ CMF | CONCRETE MONUMENT FOUND | ----- | |
| ○ CP | COMPUTED POINT | ----- | |



SCALE: 1"=100'



CLIENT INFORMATION

BILL CLARK HOMES
127 RACINE DRIVE SUITE 201
WILMINGTON, NC 28403

PARAMOUNT
ENGINEERING
122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6760 (F)
NC License #: C-2846

ANNEXATION MAP
OSPREY LANDING
PHASE ONE
ROBERT RUARK DRIVE
SMITHVILLE TOWNSHIP
BRUNSWICK COUNTY, NC

SEAL

1 of 1

DATE: JUNE 22, 2022 SCALE: 1"=100'
PEI JOB#: 18198.PE

Certificate of Sufficiency-ANX #22-03 Phase 1

To the Board of Aldermen of the City of Southport, North Carolina:

I, Dorothy Dutton, City Clerk, do hereby certify that I investigated the petition attached hereto and have found as a fact in accordance with N.C.G.S. 160A-31:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 3499, PG 1040)
3. Each identified owner has signed the petition and provided their address.
4. The parcel is 25.59 acres identified as Osprey Landing Phase 1.
5. The property is non-contiguous to existing city limits.

In witness whereof, I have hereunto set my hand and affixed the Seal of the City of Southport, this 29th day of June 2022.


Dorothy Dutton, City Clerk





**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF
ANNEXATION PURSUANT TO N.C.G.S. 160A-58.2 FOR NON-CONTIGUOUS ANNEXATION
OF PARCEL ID# 22100028 OSPREY LANDING PHASE 1**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

WHEREAS, the Board of Aldermen has by resolution accepted the City Clerk's Certificate of Sufficiency investigating the sufficiency of the petition; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Southport, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City of Southport Community Building at 6:00 PM on the 11th of August, 2022.

Section 2. The area proposed for annexation is described as follows:

Vanguard Farms, Inc. Osprey Landing Phase 1 City of Southport Brunswick County, NC

Being a portion of that tract of land located in Smithville Township, Brunswick County, State of North Carolina; also known as a portion of Tract 1 and Tract 2 (Parcel ID: 22100028 and 221NA008) owned by Vanguard Farms, Inc., as shown in Deed Book 3499, Page 1040 of the Brunswick County Register of Deeds; said parcel being more particularly described as follows:

Beginning at an iron rod found on the northern corner of Lot 17 in Marsh Creek Subdivision – Section 3 (Map Cabinet U, Page 326, NC Grid Coordinates of N: 70341.88, E: 2291532.71). Said iron rod found is the Principal Place of Beginning for this description.

Thence with the easterly line of Duke Energy Progress, Inc., as shown in Deed Book 3671 at Page 978, N 30°05'39" E - 199.45 feet to a point;

*Thence with the line of Phase One through Vanguard Farms, Inc., the following courses;
N 80°28'48" E - 414.96 feet to a point;*

*Thence with a curve turning to the left with a radius of 430.00 feet, with an arc length of 81.78 feet, with a chord bearing of S 05°15'34" E, with a chord length of 81.66 feet, and a delta angle of 10°53'48", to a point;
N 75°57'02" E - 60.12 feet to a point;*

*Thence with a curve turning to the left with a radius of 370.00 feet, with an arc length of 46.22 feet, with a chord bearing of S 13°44'38" E, with a chord length of 46.19 feet, and a delta angle of 07°09'27", to a point;
N 72°40'38" E - 140.00 feet to a point; N 10°04'07" W - 58.09 feet to a point;*

Thence with a curve turning to the right with a radius of 146.42 feet, with an arc length of 99.48 feet, with a chord bearing of N 57°50'12" E, with a chord length of 97.57 feet, and a delta angle of 38°55'34", to a point;

*N 79°17'35" E - 248.81 feet to a point;
S 03°12'04" E - 390.00 feet to a point;
N 86°47'56" E - 140.00 feet to a point;*

S 03°12'04" E - 258.12 feet to a point;

*Thence with a curve turning to the right with a radius of 170.00 feet, with an arc length of 22.34 feet, with a chord bearing of S 00°33'50" W, with a chord length of 22.33 feet, and a delta angle of 07°31'49", to a point;
N 86°47'56" E - 60.38 feet to a point;*

Thence with a curve turning to the right with a radius of 230.00 feet, with an arc length of 68.80 feet, with a chord bearing of S 10°55'36" W, with a chord length of 68.54 feet, and a delta angle of 17°08'19", to a point;

Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of S 09°38'56" E, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the right with a radius of 71.62 feet, with an arc length of 200.54 feet, with a chord bearing of S 41°25'17" W, with a chord length of 141.16 feet, and a delta angle of 160°25'48", to a point;

Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of N 87°30'31" W, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the right with a radius of 230.00 feet, with an arc length of 60.08 feet, with a chord bearing of S 70°49'46" W, with a chord length of 59.91 feet, and a delta angle of 14°57'58", to a point;

*Thence with a reverse curve turning to the left with a radius of 25.00 feet, with an arc length of 34.67 feet, with a chord bearing of S 38°34'44" W, with a chord length of 31.96 feet, and a delta angle of 79°28'03", to a point;
S 01°09'18" E - 445.20 feet to a point on the northerly line of Tract 2 of Vanguard Farms, Inc.*

Thence with the northerly line of Tract 2 of Vanguard Farms, Inc., N 88°56'20" E - 5.38 feet to a point at the northwestern corner Lot 7 of Smithville Woods – Section 1 (Map Cabinet P, Page 242).

Thence with the westerly line of Lot 7 of Vanguard Farms, Inc., S 01°03'38" E - 232.11 feet to an iron rod found;

Thence with line of Tract 2 of Vanguard Farms, Inc., the following courses: S 89°07'59" W - 19.81 feet to a point;

N 01°06'31" W - 232.03 feet to a point;

S 89°27'11" W - 60.39 feet to a point;

S 01°09'18" E - 232.64 feet to a point;

S 88°56'22" W - 20.00 feet to an iron rod found at the northeast corner of Lot 9 of Smithville Woods.

Thence with the northerly line of Smithville Woods – Section 1, N 01°03'38" W - 232.11 feet to an iron pipe found at the southeastern corner of Lot 6 of Smithville Woods – Section 1-B (Map Cabinet 18, Page 8);

Thence with the line of Smithville Woods – Section 1-B, the following courses: S 88°56'20" W – 233.99 feet to an iron rod found;

N 01°07'18" W - 199.96 feet to an iron rod found; N 47°15'48" W - 375.97 feet to an iron rod found; S 81°33'57" W - 468.65 feet to an iron rod found on the easterly line of Marsh Creek Subdivision.

Thence with the easterly line of Marsh Creek Subdivision, N 00°33'52" W - 637.25 feet to an iron rod found.

Said iron rod found is the Principal Place of Beginning for this description.

Having an area of 1,114,802 square feet or 25.59 acres. Area is also shown on the attached map.

Section 3. Notice of the public hearing shall be published in *The State Port Pilot*, a newspaper having general circulation in the City of Southport and on the City of Southport's website at least (10) days prior to the date of the public hearing.

Adopted this the 14th day of July 2022.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

ATTEST:

Dorothy Dutton, City Clerk



MEMORANDUM TO THE BOARD OF ALDERMEN

FROM: Thomas Lloyd, Development Services Director
Dorothy Dutton, City Clerk
DATE: June 28, 2022
SUBJECT: Annexation #22-04, Bill Clark Homes
Parcel ID# 22100028 Phase 2

REQUEST:

Bill Clark Homes has petitioned the City of Southport for voluntary **contiguous** annexation of an 8.35-acre tract located at between Robert Ruark Drive (SR 1852) and NC 211 Hwy. This tract is considered Phase 2 of Osprey Landing and meets the annexation standards as set forth in the development agreement that was approved September 9, 2021.

BACKGROUND:

Upon receipt of the petition for voluntary annexation, the City Clerk investigated the sufficiency of the request. This review included:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 3499/PG 1040)
3. Each identified owner has signed the petition and provided their address.
4. The property is contiguous to existing city limits on its east boundary with the Bonnet Way subdivision.
5. The property is zoned PUD in the ETJ of Southport.

The City Clerk has determined that the request may be certified as sufficient, and the appropriate certificate is attached.

Annexation of this property is a condition of the Development Agreement that was approved by the Board of Aldermen on September 9, 2021. The developer is required to submit a petition for voluntary annexation with the City Clerk for Phase 2 by June 30, 2024. The application was submitted on June 22, 2022. The Final Plat is not yet ready for recordation.

ACTION:

The Board should accept the annexation petition first. Then, the Clerk's Certificate of Sufficiency should be accepted. Finally, the Board adopt the Resolution Setting the Public Hearing for the Regular Board meeting on August 11, 2022 for Osprey Landing Phase 2 or 8.35 acre portion of parcel# 22100028, as presented.



ANNEXATION APPLICATION

City of Southport, NC

1029 N Howe Street, Southport, NC 28461 • Phone: (910) 457-7900 • Fax: (910) 457-7948

All applications for annexation into the City of Southport must be complete and accompanied by the application fee of \$150.00, payable in cash or by check made to the City of Southport. Annexation may also require a change in the zoning of the property. Please consult with the Planning & Zoning staff to determine whether rezoning is required. Any annexation petition that includes a rezoning will require a recommendation from the Planning Board on the rezoning before a hearing will be set by the Board of Aldermen for the Annexation. All applications must be complete and all fees must be paid in full before a petition will be forwarded to the Planning Board or Board of Aldermen. Applicants are responsible for attending all meetings where this petition will be considered.

Project Name (if applicable):
Osprey Landing - Phase 2

SECTION 1: APPLICANT INFORMATION

Applicant Name:
Paramounte Engineering, on behalf of Vanguard Farms (Contacts: Rob Balland and Mike Nichols)

Mailing Address:
122 Cinema Dr., Wilmington, NC 28403 mnichols@paramounte-eng.com

Phone: 910-791-6707

Fax:

Email: rballand@paramounte-eng.com

SECTION 2: PROPERTY OWNER INFORMATION (if different from above)

Owner Name(s):
Vanguard Farms (Contact: Landon Weaver)

Mailing Address:
200 E. Arlington Blvd., Greenville, NC 27858

Phone: 252-353-2443

Fax:

Email: lweaver@billclarkhomes.com

SECTION 3: PROPERTY INFORMATION

Street Address and/or
Description of Location: Parcel PIN 209717204327 & 209606295129, located at Robert Ruark Dr. SE

Parcel Tax ID #(s):
22100028 & 221NA0089

Total Site Acres or
Square Feet: 8.35 +/- Ac.

Current Zoning District(s):
PUD

Proposed Zoning Change(s):
PUD - No Change

NOTE: If any change in zoning accompanies this annexation petition, a separate rezoning application is required.

SECTION 7: APPLICANT/OWNER SIGNATURE

In filing this Annexation Application, I hereby certify that I am authorized to submit this application and that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Signature: Kathryn Smith

Date: 6/22/2022

Petition Requesting Voluntary Contiguous Annexation

TO THE BOARD OF ALDERMEN OF THE CITY OF SOUTHPORT, NORTH CAROLINA:

1. We the undersigned owner(s) of real property respectfully request that the area described in paragraph 2 below be annexed to the CITY OF SOUTHPORT.
2. The area to be annexed is contiguous to the City of Southport and the boundaries of such territory are described in the attached metes and bounds description (Exhibit "A") and annexation map (Exhibit "B"), attached hereto and incorporated herein by reference.

Vested rights, with respect to such property, have not been established, under N.C.G.S. 160A385.1, except as described in Exhibit "C", attached hereto and incorporated herein by reference.

Respectfully,

Printed Name	Mailing Address	Parcel ID #(s)	Vested Rights?	Signature	Date
Katheryn Smith Vanguard Farms	200 E. Arlington Blvd. Greenville, NC 27858	221000288 221NA008	☒ Yes ☐ No		6/22/2022
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		
			☐ Yes ☐ No		

**AUTHORITY FOR APPOINTMENT OF PERSON
TO ACT ON MY BEHALF WITH REGARD TO PERMIT APPLICATION**

Parcel: 22100028 & 221NA008

Owner: Vanguard Farms
200 E. Arlington Blvd.
Greenville, NC 27858

The undersigned owner(s), Vanguard Farms

Do hereby appoint Paramounte Engineering, Inc.

To act on my behalf as an agent for the purpose of petitioning City of Southport, North Carolina for a Non-Contiguous, Voluntary Annexation application to the City of Southport.

This appointment agreement shall continue in effect until final disposition of the petition submitted in conjunction with this appointment, or unless notified in writing by the property owner(s).

Date: 6/22/2022

Appointee's Name, Address & Telephone:

Robert Balland, PE
Paramounte Engineering
122 Cinema Drive
Wilmington, NC 28403
(910) 791-6707

Signature of Owner(s):

Kathryn Smith

Notarized:

NORTH CAROLINA
PITT COUNTY

I Penny Ann Pollard, a Notary Public of the County and State aforesaid, do hereby certify that Kathryn Smith personally appeared before me this day and acknowledged the due execution of the forgoing instrument.

Witness my hand and Notary Seal this 22nd day of June, 2022

Penny Ann Pollard
Notary Public Penny Ann Pollard
My Commission Expires: March 26, 2024

1

end

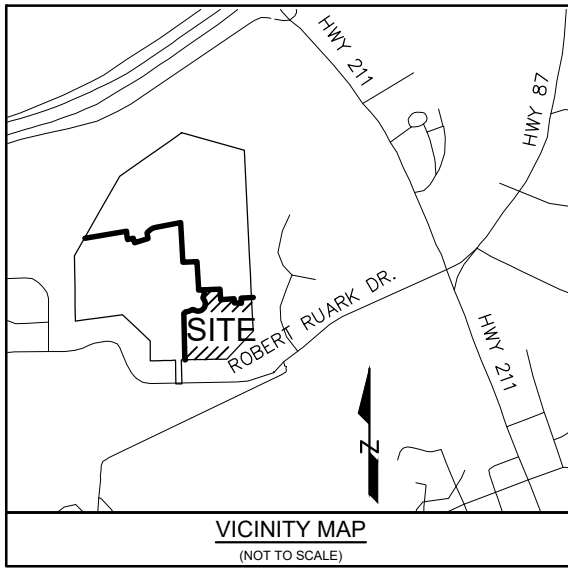
Thence with a reverse curve turning to the left with a radius of 230.00 feet, with an arc length of 68.80 feet, with a chord bearing of N 10°55'36" E, with a chord length of 68.54 feet, and a delta angle of 17°08'19", to a point;

S 03°09'18" E - 104.00 feet to a point;

S 03°11'25" E - 39.38 feet to a point;

N 03°11'25" W - 50.00 feet to a point;

N 86°47'16" E - 119.97 feet to a point. Said point is the Principal Place of Beginning for this description.



SITE DATA
SITE ADDRESS(S): ROBERT RUARKE DRIVE
SOUTHPORT, NORTH CAROLINA 28461

OWNER INFORMATION: VANGUARD FARMS, INC.
200 EARLINGTON BLVD S-R
GREENVILLE, NC 27858

TOTAL SITE AREA: PHASE TWO
363,548 SQ. FT.±, OR 8.35 AC.±

PAR ID: 22100028
PIN: 209717204327
DEED BOOK 3499, PAGE 1040

ZONING: R20

- NOTES**
- AREA CALCULATED BY COORDINATE METHOD.
 - THE SUBJECT PARCEL IS LOCATED IN ZONE X - MINIMAL FLOOD RISK AREA - AS SHOWN BY FEMA PANEL NUMBER 3720209600K & 3720209700K BEARING AN EFFECTIVE DATE OF AUGUST 28, 2018.
 - UTILITIES AS SHOWN ARE PLOTTED FROM INFORMATION VISIBLE IN THE FIELD AND FROM INFORMATION PROVIDED BY UTILITY COMPANIES. ADDITIONAL UTILITIES NOT SHOWN MAY EXIST. THE APPROPRIATE UTILITY COMPANIES SHOULD BE CONTACTED PRIOR TO LAND DISTURBING ACTIVITIES.
 - THIS LOT IS SUBJECT TO ALL UTILITY EASEMENTS, RESTRICTIONS, OR COVENANTS OF RECORD.
 - HORIZONTAL DATUM (NAD 83-2011) WAS ESTABLISHED UTILIZING A SURVEY GRADE GPS RECEIVER OPERATING IN VRS MODE WITH REPEAT OBSERVATIONS.

REVIEW OFFICER CERTIFICATION

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

I, _____, REVIEW OFFICER OF
BRUNSWICK COUNTY, CERTIFY THAT THE MAP OR PLAT TO
WHICH THIS CERTIFICATION IS AFFIXED MEETS ALL
STATUTORY REQUIREMENTS FOR RECORDING.

REVIEW OFFICER _____ DATE _____

CERTIFICATE OF ACCURACY AND MAPPING

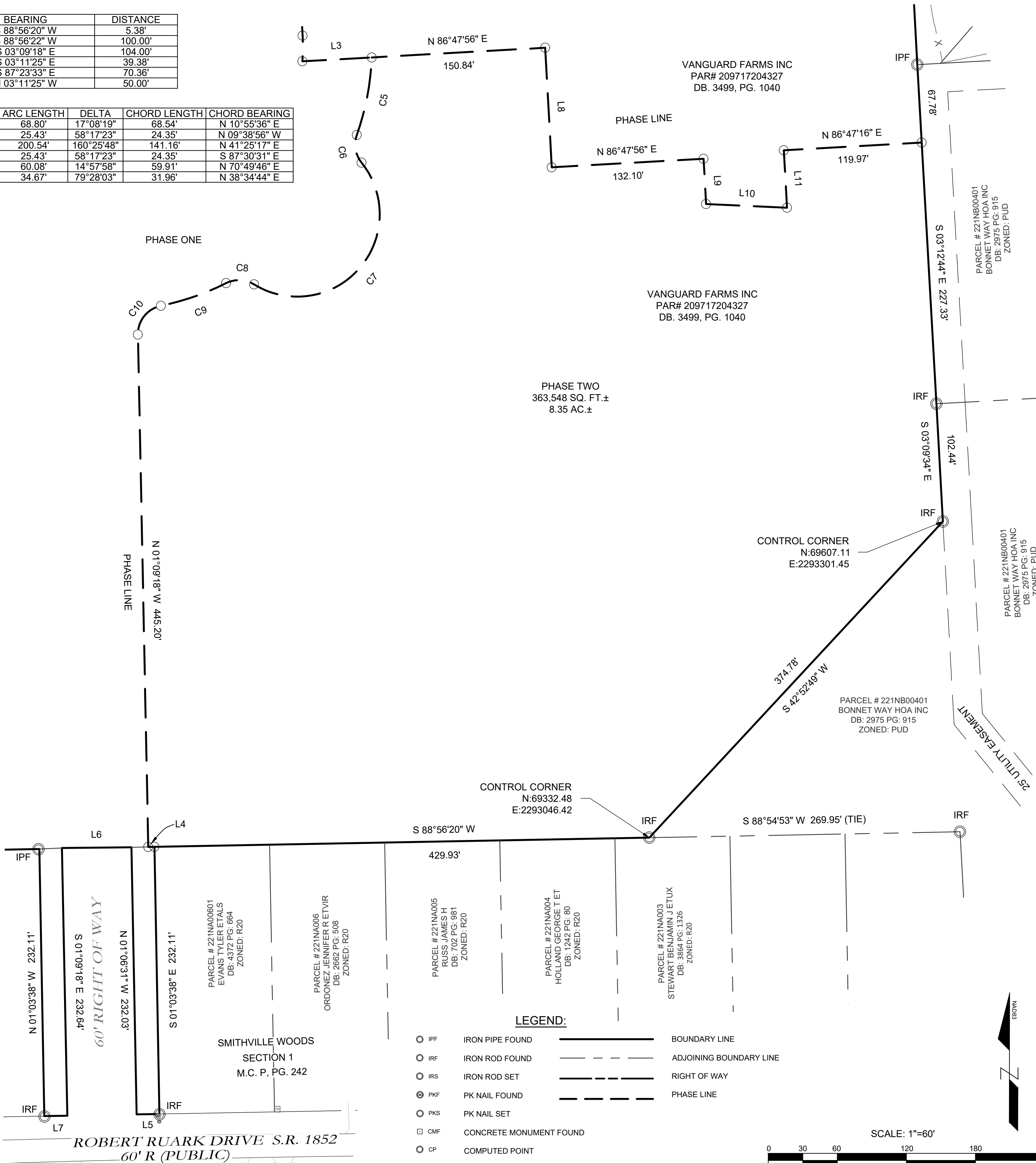
I, JOSHUA A. EXLINE, CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY
SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION
(DEED DESCRIPTIONS RECORDED IN THE REFERENCES NOTED ON THIS
DRAWING); THAT THE BOUNDARIES NOT SURVEYED ARE SHOWN AS
DASHED LINES AS DRAWN FROM INFORMATION NOTED; THAT THE RATIO
OF PRECISION IS 1:10,000; AND THAT THIS MAP MEETS THE
REQUIREMENTS OF THE STANDARDS OF PRACTICE FOR LAND SURVEYING
IN NORTH CAROLINA (21 NCAC 56. 1600). THIS 22nd DAY OF JUNE,
A.D., 2022.

I, JOSHUA A. EXLINE, CERTIFY THAT THIS SURVEY IS OF AN EXISTING
PARCEL OR PARCELS OF LAND OR ONE OR MORE EXISTING EASEMENTS
AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

JOSHUA A. EXLINE, PLS LICENSE NO. L-5421

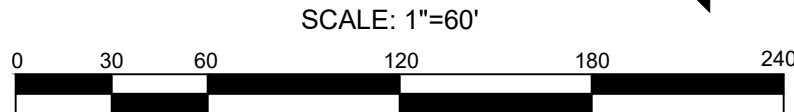
LINE	BEARING	DISTANCE
L4	S 88°56'20" W	5.38'
L5	S 88°56'22" W	100.00'
L6	S 03°09'18" E	104.00'
L7	S 03°11'25" E	39.38'
L8	S 87°23'33" E	70.36'
L9	N 03°11'25" W	50.00'

CURVE	RADIUS	ARC LENGTH	DELTA	CHORD LENGTH	CHORD BEARING
C5	230.00'	68.80'	17°08'19"	68.54'	N 10°55'36" E
C6	25.00'	25.43'	58°17'23"	24.35'	N 09°38'56" W
C7	71.62'	200.54'	160°25'48"	141.16'	N 41°25'17" E
C8	25.00'	25.43'	58°17'23"	24.35'	S 87°30'31" E
C9	230.00'	60.08'	14°57'58"	59.91'	N 70°49'46" E
C10	25.00'	34.67'	79°28'03"	31.96'	N 38°34'44" E



LEGEND:

- | | | | |
|-------|-------------------------|-----------|-------------------------|
| ○ IPF | IRON PIPE FOUND | ——— | BOUNDARY LINE |
| ○ IRF | IRON ROD FOUND | - - - - - | ADJOINING BOUNDARY LINE |
| ○ IRS | IRON ROD SET | ——— | RIGHT OF WAY |
| ⊗ PKF | PK NAIL FOUND | ——— | PHASE LINE |
| ○ PKS | PK NAIL SET | ——— | |
| □ CMF | CONCRETE MONUMENT FOUND | | |
| ○ CP | COMPUTED POINT | | |



DATE

REVISIONS

CLIENT INFORMATION

BILL CLARK HOMES
127 RACINE DRIVE SUITE 201
WILMINGTON, NC 28403

PARAMOUNT
ENGINEERING
122 Cinema Drive
Wilmington, North Carolina 28403
(910) 791-6707 (O) (910) 791-6760 (F)
NC License #: C-2846

ANNEXATION MAP
OSPREY LANDING
PHASE TWO
ROBERT ROURKE DRIVE
SMITHVILLE TOWNSHIP
BRUNSWICK COUNTY, NC

SEAL

1 of 1

DATE: JUNE 22, 2022 SCALE: 1"=60'
PEI JOB#: 18198.PE

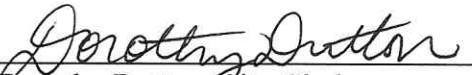
Certificate of Sufficiency-ANX #22-04 Phase 2

To the Board of Aldermen of the City of Southport, North Carolina:

I, Dorothy Dutton, City Clerk, do hereby certify that I investigated the petition attached hereto and have found as a fact in accordance with N.C.G.S. 160A-31:

1. The description is adequate to locate the property on the ground.
2. A search of the tax records and the grantor index of the Register of Deeds supports that the property has not been conveyed to another property owner. (DB 3499, PG 1040)
3. Each identified owner has signed the petition and provided their address.
4. This parcel is 8.35 acres identified as Osprey Landing Phase 2.
5. The property is contiguous to existing city limits.

In witness whereof, I have hereunto set my hand and affixed the Seal of the City of Southport, this 29th day of June 2022.


Dorothy Dutton, City Clerk





**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION FIXING DATE OF PUBLIC HEARING ON QUESTION OF
ANNEXATION PURSUANT TO N.C.G.S. 160A-58.2 FOR CONTIGUOUS ANNEXATION
OF PARCEL ID# 22100028 OSPREY LANDING PHASE 2**

WHEREAS, a petition requesting annexation of the area described herein has been received; and

WHEREAS, certification by the City Clerk as to the sufficiency of the petition has been made;

WHEREAS, the Board of Aldermen has by resolution accepted the City Clerk's Certificate of Sufficiency investigating the sufficiency of the petition; and

NOW, THEREFORE, BE IT RESOLVED by the Board of Aldermen of the City of Southport, North Carolina that:

Section 1. A public hearing on the question of annexation of the area described herein will be held at the City of Southport Community Building at 6:00 p.m. on the 11th of August, 2022.

Section 2. The area proposed for annexation is described as follows:

Vanguard Farms, Inc. Osprey Landing Phase 2 Annexation City of Southport Brunswick County, NC

Being a portion of that tract of land located in Smithville Township, Brunswick County, State of North Carolina; also known as a portion of Tract 1 (Parcel ID: 22100028) owned by Vanguard Farms, Inc., as shown in Deed Book 3499, Page 1040 of the Brunswick County Register of Deeds; said parcel being more particularly described as follows:

Beginning at an iron rod found on the northwestern corner of Bonnet Way HOA, Inc., as shown in Deed Book 2975 at Page 915.

Thence with the westerly line of Bonnet Way HOA, Inc., S 03°12'44" E – 67.78 feet to a point. Said point is the Principal Place of Beginning for this description.

Thence with the westerly line of Bonnet Way HOA, Inc., the following courses;

S 03°12'44" E - 227.33 feet to an iron rod found;

S 03°09'34" E - 102.44 feet to an iron rod found;

S 42°52'49" W - 374.78 feet to an iron rod found on the northerly line of Smithville Woods – Section 1 (Map Cabinet P, Page 242).

Thence with the northerly line of Smithville Woods – Section 1 the following courses; S 88°56'20" W - 429.93 feet to a point; S 88°56'20" W - 5.38 feet to a point;

*Thence with the Phase Two line through Vanguard Farms, Inc., the following courses:
N 01°09'18" W - 445.20 feet to a point;*

Thence with a curve turning to the right with a radius of 25.00 feet, with an arc length of 34.67 feet, with a chord bearing of N 38°34'44" E, with a chord length of 31.96 feet, and a delta angle of 79°28'03", to a point;

Thence with a reverse curve turning to the left with a radius of 230.00 feet, with an arc length of 60.08 feet, with a chord bearing of N 70°49'46" E, with a chord length of 59.91 feet, and a delta angle of 14°57'58", to a point;

Thence with a reverse curve turning to the right with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of S 87°30'31" E, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the left with a radius of 71.62 feet, with an arc length of 200.54 feet, with a chord bearing of N 41°25'17" E, with a chord length of 141.16 feet, and a delta angle of 160°25'48", to a point;

Thence with a reverse curve turning to the right with a radius of 25.00 feet, with an arc length of 25.43 feet, with a chord bearing of N 09°38'56" W, with a chord length of 24.35 feet, and a delta angle of 58°17'23", to a point;

Thence with a reverse curve turning to the left with a radius of 230.00 feet, with an arc length of 68.80 feet, with a chord bearing of N 10°55'36" E, with a chord length of 68.54 feet, and a delta angle of 17°08'19", to a point;

N 86°47'56" E - 150.84 feet to a point;

S 03°09'18" E - 104.00 feet to a point;

N 86°47'56" E - 132.10 feet to a point;

S 03°11'25" E - 39.38 feet to a point;

S 87°23'33" E - 70.36 feet to a point;

N 03°11'25" W - 50.00 feet to a point;

N 86°47'16" E - 119.97 feet to a point.

Said point is the Principal Place of Beginning for this description.

Having an area of 363,548 square feet or 8.35 acres. Area is also shown on the attached map.

Section 3. Notice of the public hearing shall be published in *The State Port Pilot*, a newspaper having general circulation in the City of Southport and on the City of Southport's website, at least (10) days prior to the date of the public hearing.

Adopted this the 14th day of July 2022.

Joseph P. Hatem, M.D., M.P.H.
Mayor, City of Southport

ATTEST:

Dorothy Dutton, City Clerk

Chapter 4. Section V. Exterior Lighting Ordinance Amendment

During the Street Light Policy update process, the Street Light Committee recognized the need to also update the City's Code of Ordinances to include general exterior lighting consistent with the lighting ordinance in the UDO and the street light policy. While changes to the Code of Ordinances do not require Planning Board review, the Committee understands that lighting is important to the community at large and an essential element in the planning process. Prior to final consideration, the committee recommends submitting the draft language for the Exterior Lighting amendment to the Planning Board for review.

The draft amendment and a diagram of acceptable/unacceptable light fixtures is included.

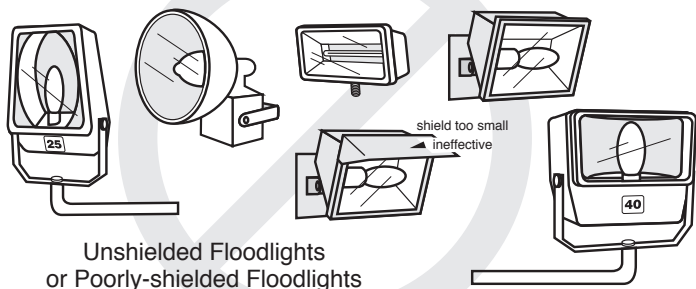
DRAFT - Code of Ordinances - Chapter 4, Article V - Exterior Lighting

- A. Exterior lighting within any property that unnecessarily illuminates or interferes with the use or enjoyment of any other property is prohibited. Without exception, this provision (A.) shall apply to all exterior lighting herein.
- B. Exterior lighting shall not be oriented so as to direct glare or illumination onto streets in a manner that may distract or interfere with the vision of drivers on such streets. Without exception, this provision (B.) shall apply to all exterior lighting herein.
- C. Private security light fixtures may not exceed 25 feet in height and must be aimed to avoid light emitting upwards toward the sky and shielded to prevent light trespass onto adjacent properties or roadways.
- D. Lighting used to accent landscaping, architectural features or art shall be aimed and shielded to avoid light emitting upwards toward the sky and prevent direct visualization of the source from adjacent properties.
- E. Blinking or flashing lights shall be prohibited unless the lights are required as a safety feature.
- F. Floodlights that are not controlled by an automatic timing device, such as a motion sensor that temporarily provides light where and when needed, must be aimed to avoid light emitting upwards toward the sky and shielded to prevent light trespass onto adjacent properties or roadways.
- G. Fixtures shall meet International Dark Sky Association standards and have a color temperature of 3000 Kelvin or less. For acceptable fixture design refer to provision (N.) herein, "Examples of Acceptable/Unacceptable Lighting Fixtures".
- H. If an existing light fixture is removed and replaced, it shall be replaced with a conforming light fixture design (see provision N.). When an existing fixture requires bulb/lamp replacement, the new bulb/lamp shall conform to the provisions of this chapter.
- I. The temporary use of seasonal "Holiday lighting" is exempted from the provisions of this chapter, with the exception of provisions (A. and B.) herein. Provisions (A. and B.) apply to all exterior lighting.
- J. Light produced directly or indirectly by the combustion of natural or propane gas is exempted from the provisions of this chapter, with the exception of provisions (A. and B.) herein. Provisions (A. and B.) apply to all exterior lighting.
- K. All exterior lighting regardless of the date of installation shall conform to provisions (A. and B.) herein. Exterior lighting installed after the effective date of this ordinance shall conform to the requirements established by this chapter and other applicable ordinances unless otherwise exempted.
- L. "Exterior lighting" means temporary or permanent lighting that is installed, located or used in such a manner to cause light rays to shine outside. Fixtures that are installed indoors that are intended to light something outside are considered exterior lighting for the intent of this chapter.
- M. These regulations shall not supersede the City of Southport Street Light Policy.

Examples of Acceptable & Unacceptable Lighting Fixtures

Unacceptable/Not Compliant

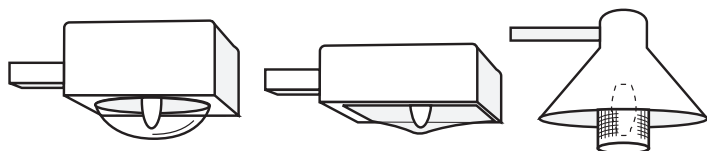
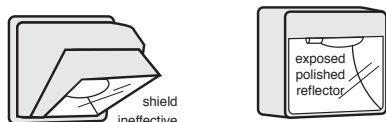
Fixtures that produce glare and light trespass



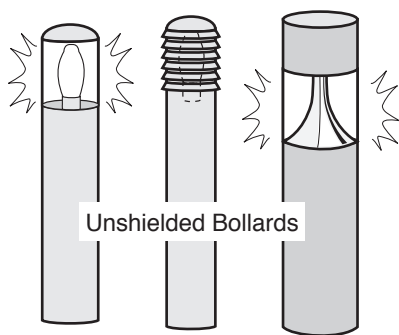
Unshielded Floodlights
or Poorly-shielded Floodlights



Unshielded Wallpacks
& Unshielded or
Poorly-shielded Wall
Mount Fixtures



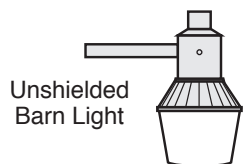
Drop-Lens & Sag-Lens Fixtures
w/ exposed bulb / refractor lens



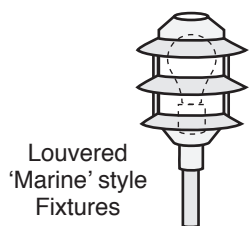
Unshielded Bollards



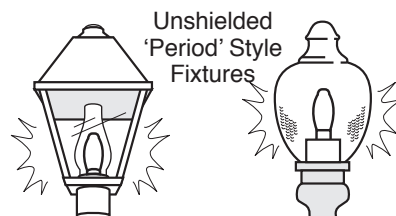
Unshielded Streetlight



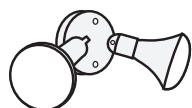
Unshielded
Barn Light



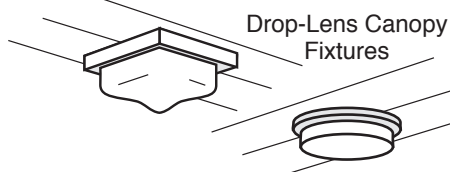
Louvered
'Marine' style
Fixtures



Unshielded
'Period' Style
Fixtures



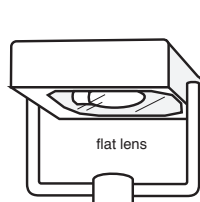
Unshielded
PAR
Floodlights



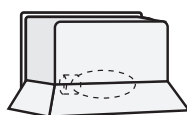
Drop-Lens Canopy
Fixtures

Acceptable/Compliant

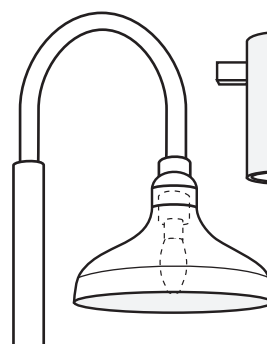
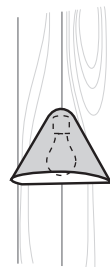
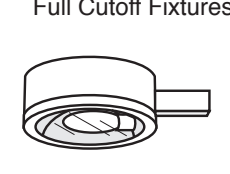
Fixtures that shield the light source to minimize glare and light trespass and to facilitate better vision at night



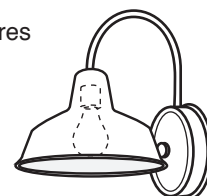
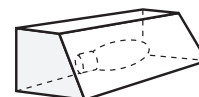
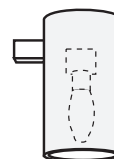
Fully Shielded
Wallpack & Wall
Mount Fixtures



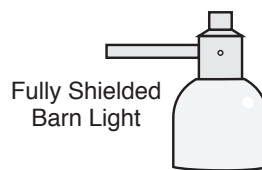
Full Cutoff Fixtures



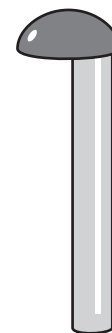
Fully Shielded Fixtures



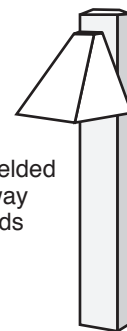
Full Cutoff Streetlight



Fully Shielded
Barn Light



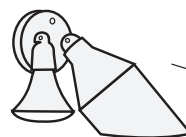
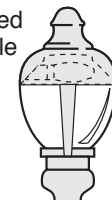
Fully Shielded
Walkway
Bollards



Fully Shielded
Decorative
Fixtures



Fully Shielded
'Period' Style
Fixtures



Shielded /
Properly-aimed PAR
Floodlights



Flush Mounted or Side
Shielded Under Canopy
Fixtures





BOARD OF ALDERMEN

MEMORANDUM

To: Mayor Hatem, Members of the Board of Aldermen
From: Thomas Lloyd, City Planner
Re: Zoning Text Amendment, Section 3.14 Parking, Submitted by Ron Thompson
Date: July 6, 2022

BACKGROUND

There are several existing vacant lots in the Business District zoned area that are historic, undersized nonconforming lots that were subdivided prior to the Zoning & Subdivision Ordinance being established in 1973. As an example, there is a lot that is 33x 66 ft for a total of 2,128 sf. In the CBD, off-street parking is not required. This is not the case in the BD. In the BD, off-street parking is still required, however, the requirement can be reduced by 50% in areas where on-street parking is present. Due to the small size of lots such as this, off-street parking for almost any permitted use is extremely difficult due to the limited width and dimensions of these lots. In a previous iteration of the ordinance, there was a mechanism called parking exceptions for these types of situations. That was removed from the ordinance during the update because it is an improperly issued variance. Rather than go through the variance process staff thought it would be more appropriate to amend the ordinance for these types of situations since this affects multiple properties. Mr. Thompson originally proposed the following language:

3.14 PARKING

D. MINIMUM OFF-STREET PARKING RATIOS

1. The following table establishes the formulas to be used to calculate the number of parking spaces required for a particular use. For uses that do not correspond to the use types listed in Table 3.4, Minimum Off-Street Parking Spaces Required, the UDO Administrator shall determine the minimum parking space requirement. In such instances, the applicant shall provide adequate information for review, which includes, but is not limited to the type of use(s), number of employees, the occupancy of the building, square feet of sales, service and office area, parking spaces proposed, and hours of operation.
2. Within the CBD zoning district, no off-street parking shall be required for any nonresidential use, whether new construction or change of use/redevelopment.

Within the CBD zoning district, all residential uses require full compliance with the off-street parking requirements contained herein.

3. In the BD zoning district, for nonresidential uses, where on-street or public parking facilities are located within 500 linear feet of a proposed use, measured as a straight-line distance from the entrance of the building, the minimum off-street parking requirement may be reduced by 50%.
4. In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 6,000 sf that were existing prior to 1973.
5. Within any zoning district, if the off-street parking space required by this ordinance cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within 400 feet of the main entrance to such principal use.

REVIEW COMMITTEE

The Planning Board appointed a review committee at the March 17th regular meeting to review the text amendment in more detail. The review committee met on April 4th at 10 am. Present were committee members Will Hewett, Gustavo Mibelli, Mo Meehan, and staff. Also present were the applicants Ron and Lois Thompson. Staff explained the nature of the amendment. Mr. Thompson discussed how the UDO is a living and breathing document and how he did not believe that the intent was to make these properties unusable but that it needs to be amended to make provisions so these properties can be used. Staff agreed that the intent of the new language was not to hurt the City's vibrant Business District. Mr. Mibelli asked whether any other properties have had this issue because of the changes in the parking section of the new UDO. Staff explained that there used to be language that allowed for a "parking exception" which was in essence an improper variance. Since that was removed from the ordinance during the UDO update, this is the first small vacant property that has come forward to be developed. It was explained that this would not be the last situation. There are 8 other vacant lots that were subdivided prior to 1973 that are narrow, small lots. 33 ft wide lots do not offer much room to incorporate parking lot driveways and aisles. Mr. Thompson also mentioned that even if he could design something, he did not feel like NCDOT would issue him a driveway permit on Howe Street which is a State Road. Ms. Meehan agreed that a driveway for parking would not be good in this area. She mentioned that it is an extremely walkable area and that it would be best to keep new driveways from forming that might hurt the walkability in that area for the existing businesses. Mr. Thompson also mentioned that none of the other existing buildings there have off-street parking. The committee asked staff to check with NCDOT to get more information on their policy for driveways on Howe Street. Staff checked with Aaron LeBeau, the Assistant District Engineer for Brunswick County. Mr. LeBeau confirmed that NCDOT tries to avoid issuing new driveway permits on Howe Street due to the number of driveways already existing on Howe Street and their proximity to intersections. Mr. LeBeau said that driveways from side streets are preferable. Ms. Meehan also mentioned that the language should be carefully crafted to keep it only for the historic nonconforming lots. Mr. Mibelli mentioned how parking is extremely important, and that not having it further congests streets. He asked that Mr. Thompson

show a proposal sketch of his building to further demonstrate how parking would be difficult. It was the consensus of the Review Committee that they would be in favor of the amendment if NCDOT confirmed that they would be against driveway permits on Howe Street and if Mr. Thompson brought a conceptual drawing that further illustrated the issues with providing parking on these narrow nonconforming lots in the BD. They also wanted to bring it back to the full Planning Board for their additional thoughts. The full Planning Board reviewed it at the 4/21 meeting. The Board requested additional information from Mr. Thompson, including a drawing that demonstrated why parking was difficult on these lots. Mr. Thompson complied with this request and showed how parking would be difficult on small lots.

Members of the Planning Board were concerned about larger 5,000 and 6,000 sf lots being able to use this provision. Staff tweaked the language to lots less than 4,000 sf. See the attached language based on comments from the Planning Board:

3.14 PARKING

D. MINIMUM OFF-STREET PARKING RATIOS

1. The following table establishes the formulas to be used to calculate the number of parking spaces required for a particular use. For uses that do not correspond to the use types listed in Table 3.4, Minimum Off-Street Parking Spaces Required, the UDO Administrator shall determine the minimum parking space requirement. In such instances, the applicant shall provide adequate information for review, which includes, but is not limited to the type of use(s), number of employees, the occupancy of the building, square feet of sales, service and office area, parking spaces proposed, and hours of operation.
2. Within the CBD zoning district, no off-street parking shall be required for any nonresidential use, whether new construction or change of use/redevelopment. Within the CBD zoning district, all residential uses require full compliance with the off-street parking requirements contained herein.
3. In the BD zoning district, for nonresidential uses, where on-street or public parking facilities are located within 500 linear feet of a proposed use, measured as a straight-line distance from the entrance of the building, the minimum off-street parking requirement may be reduced by 50%.
4. In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 4,000 sf that were existing prior to 1973.
5. Within any zoning district, if the off-street parking space required by this ordinance cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within 400 feet of the main entrance to such principal use.

PROCESS

To amend the Unified Development Ordinance, a zoning text amendment must be approved by the Board of Aldermen. The Planning Board must review the text amendment and adopt a statement of consistency and recommendation. Following a recommendation from the Planning

Board, the zoning text amendment is then sent to the Board of Aldermen for their consideration. A duly advertised public hearing is then held to gain public feedback on the text amendment prior to a decision. The public hearing has been appropriately noticed.

RECOMMENDATION

At its meeting on June 16, the Planning Board found that the proposed text amendment is consistent with the CAMA Land Use Plan and recommends that the Board of Aldermen approve it. Attached is their signed statement of consistency. Staff also recommends approval of the zoning text amendment.

ACTION ITEM: ADOPTION OF CONSISTENCY STATEMENT & VOTE TO AMEND THE ZONING ORDINANCE

The City of Southport Board of Aldermen has reviewed the proposed text amendment of the Unified Development Ordinance and finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen. More specifically, the proposed amendment is in the public interest because it will advance the public health, safety, and/or welfare of the City of Southport by supporting commercial development along the Howe Street Corridor in Business District areas, specifically Policy P 2.12

The Board will also need to vote on whether to approve or deny the zoning text amendment.



City of Southport Board of Aldermen
Statement of Plan Consistency and Zoning Recommendation
(As per NC General Statute 160D-604)

When conducting a review of proposed zoning text or map amendments pursuant to this section, the planning board shall advise and comment on whether the proposed action is consistent with any comprehensive plan that has been adopted and any other officially adopted plan that is applicable. The planning board shall provide a written recommendation to the governing board that addresses plan consistency and other matters as deemed appropriate by the planning board, but a comment by the planning board that a proposed amendment is inconsistent with the comprehensive plan shall not preclude consideration or approval of the proposed amendment by the governing board.

AMENDMENT: **ZA 22-0310-01**

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Board of Aldermen has reviewed the proposed text amendment of the Unified Development Ordinance and finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen. More specifically, the proposed amendment is in the public interest because it will advance the public health, safety, and/or welfare of the City of Southport by supporting commercial development along the Howe Street Corridor in Business District areas, specifically Policy P 2.12

The statement and motion was seconded and passed _____.

Dorothy Dutton, City Clerk

Joseph P. Hatem, MD, M.P.H.
Mayor, City of Southport

**ORDINANCE TO AMEND SECTION 3.14 PARKING OF THE UNIFIED
DEVELOPMENT ORDINANCE FOR THE CITY OF SOUTHPORT, NORTH
CAROLINA**

THAT WHEREAS, the City has enacted a set of development regulations that control land development and construction within the City's incorporated and extraterritorial jurisdiction areas; and

WHEREAS, in order to promote the public health, safety, and general welfare and to promote the best interests of the City and community, it is necessary from time to time for the Planning Board and Board of Aldermen to consider appropriate revisions, modifications, and updates to the City's development regulations; and

WHEREAS, the applicant has prepared and submitted an update to the development regulations; and

WHEREAS, the Planning Board has thoroughly reviewed this matter and found the proposed zoning text amendment to be consistent with the City of Southport CAMA Core Land Use Plan and recommends its approval; and

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on July 14, 2022 where public comment was heard and considered by the Board of Aldermen regarding this issue; and

WHEREAS, The Board of Aldermen, after considering the public hearing response and the recommendation of the Planning Board, hereby finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended. More specifically, the proposed amendment is in the public interest because it will advance the public health, safety, and/or welfare of the City of Southport by supporting commercial development along the Howe Street Corridor in Business District areas, specifically Policy P 2.12 ; and

NOW THEREFORE, BE IT ORDAINED by the City of Southport Board of Aldermen that the proposed zoning text amendment of Article 3: Zoning as shown in **EXHIBIT A** is hereby adopted and shall become effective immediately.

Adopted this the _____ day of July 2022.

City of Southport

Dorothy Dutton, City Clerk

Joseph P. Hatem, MD, M.P.H
Mayor, City of Southport

EXHIBIT A

Additions are Highlighted

3.14 PARKING

D. MINIMUM OFF-STREET PARKING RATIOS

1. The following table establishes the formulas to be used to calculate the number of parking spaces required for a particular use. For uses that do not correspond to the use types listed in Table 3.4, Minimum Off-Street Parking Spaces Required, the UDO Administrator shall determine the minimum parking space requirement. In such instances, the applicant shall provide adequate information for review, which includes, but is not limited to the type of use(s), number of employees, the occupancy of the building, square feet of sales, service and office area, parking spaces proposed, and hours of operation.
2. Within the CBD zoning district, no off-street parking shall be required for any nonresidential use, whether new construction or change of use/redevelopment. Within the CBD zoning district, all residential uses require full compliance with the off-street parking requirements contained herein.
3. In the BD zoning district, for nonresidential uses, where on-street or public parking facilities are located within 500 linear feet of a proposed use, measured as a straight-line distance from the entrance of the building, the minimum off-street parking requirement may be reduced by 50%.
4. **In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 4,000 sf that were existing prior to 1973.**
5. Within any zoning district, if the off-street parking space required by this ordinance cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within 400 feet of the main entrance to such principal use.

PAID
FEB 21 2022



BY: AMR

13214

100.00

Text Amendment

City of Southport, North Carolina

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

Phone 910-457-7961 Fax 910-457-7957

For Staff Use Only

PERMIT No. ZA- 22 - 0221 - 01 FEE: \$ 100 Date Received: 2/21/2022

Applicant's Name: Ronald Thompson

Mailing Address: 115 Thompson Drive City: Southport

State: NC Zip Code: 28461 Phone: (910) 6161269

Email: Ronaldlloisg@bellsouth.net

Current Section Impacted by Proposed Text Amendment:

Please describe the conditions that makes the proposed text amendment necessary for the promotion of public health, safety, and general welfare; or that identifies an obvious error in the UDO. Also explain why the proposal is or is not consistent with the Land Use Plan and other adopted plans (Attach separate sheet if necessary).

The property located at 413 Howe St. Cannot be used at its highest and best use due to constraints

created by previous Amendments to our UDO. This lot is less than 3000 square feet in size and was designed and created

to use on street parking. In addition, in order to park on the lot it would require driving north up the

Sidewalk and worse backing out into Howe Street. The way the ordinance has evolved created an unintended hardship.

In filing this Text Amendment Petition, I hereby certify that all of the information presented in this application is accurate to the best of my knowledge, information, and belief.

Ronald L. Thompson
Signature (Applicant)

02/16/22
Date

APPROVED BY:

UDO Administrator

Date

3.14 PARKING

D. MINIMUM OFF-STREET PARKING RATIOS

1. The following table establishes the formulas to be used to calculate the number of parking spaces required for a particular use. For uses that do not correspond to the use types listed in Table 3.4, Minimum Off-Street Parking Spaces Required, the UDO Administrator shall determine the minimum parking space requirement. In such instances, the applicant shall provide adequate information for review, which includes, but is not limited to the type of use(s), number of employees, the occupancy of the building, square feet of sales, service and office area, parking spaces proposed, and hours of operation.
2. Within the CBD zoning district, no off-street parking shall be required for any nonresidential use, whether new construction or change of use/redevelopment. Within the CBD zoning district, all residential uses require full compliance with the off-street parking requirements contained herein.
3. In the BD zoning district, for nonresidential uses, where on-street or public parking facilities are located within 500 linear feet of a proposed use, measured as a straight-line distance from the entrance of the building, the minimum off-street parking requirement may be reduced by 50%.
4. In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 6,000 sf that were existing prior to 1973.
5. Within any zoning district, if the off-street parking space required by this ordinance cannot be reasonably provided on the same lot on which the principal use is located, such space may be provided on any land within 400 feet of the main entrance to such principal use.

**BEMC CONTRACT WITH THE
CITY OF SOUTHPORT, NC
FOR
THE OPERATION AND MAINTENANCE AND THE
ELECTRIC CUSTOMER ACCOUNT SERVICES
FOR
THE CITY OF SOUTHPORT'S DISTRIBUTION SYSTEM**

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CONTRACT

THIS CONTRACT, made this 1st day of **July, 2022**, by Brunswick Electric Membership Corporation, hereinafter called “BEMC”, and the City of Southport, Southport, North Carolina, hereinafter called “City”.

1. Description of Services. BEMC does agree with the City that it shall perform and execute such work and furnish such labor, materials (except materials required to be furnished by the City), equipment, apparatus, and supplies in accordance with each and every one of the conditions and provisions as set forth in the Statement of Work and that BEMC shall directly, and/or through subcontractors, perform the obligations as set forth in the Scope of Services.

2. Payments. The City shall pay to BEMC the total invoiced amounts calculated for the basic operation and maintenance services and the non-basic operation and maintenance services calculated and invoiced by BEMC in accordance with the terms of this Contract. The City does hereby covenant and agree with BEMC that the City will pay to BEMC the invoiced amounts on a timely basis. BEMC shall cause the invoices to be submitted in a timely fashion to the City in accordance with the terms of this Contract for the basic operation and maintenance services and the non-basic operation and maintenance services.

The City shall pay to BEMC the total invoiced amounts calculated for the electric customer account services calculated and invoiced by BEMC in accordance with the terms of this Contract. It is agreed that the payment shall automatically be deducted from the total monthly receipts collected by BEMC on behalf of the City at the time the payment is transferred to the City.

3. Term. The term of this Contract shall extend from the date hereof until the 30th day of June, **2027**. Either party, with or without cause, may terminate this Contract upon giving twelve months’ notice of said termination.

4. Schedules and Attachments. The schedules and attachments listed below are incorporated into this Contract and shall be binding upon the parties hereto, and/or the parties shall be required to adhere to the specifics as contained within the following schedules and attachments. It is specifically understood and agreed that the modification of any rates, schedules and attachments shall require the mutual consent of the City and BEMC.

Schedule 1	Definitions
Schedule 2	Scope of Services
Schedule 3	Statement of Work
Schedule 4	General Conditions
Schedule 5	Statement of Compliance with OSHA
Attachment I	Fee Schedule
Attachment II	Service Rules and Regulations
Attachment III	Application for Service
Attachment IV	Southport Street Light Policy (4-14-2022)

5. **Insurance.** The City and BEMC shall procure and maintain throughout the period of this Contract Workers' Compensation insurance, general commercial liability insurance and broad form comprehensive general liability insurance coverage, comprehensive automobile liability insurance coverage in the amounts as set forth on the declaration of coverage heretofore exchanged between the City and BEMC. The City and BEMC acknowledge that each have reviewed said coverages and are satisfied with the coverages in effect. Any contemplated change and/or modification to said policies during the duration of this Contract shall require the mutual consent and notice to the other party. It is specifically understood that the insurance coverage is an essential component and requirement of this Contract. Failure to maintain in effect the appropriate coverages shall entitle the City and/or BEMC the right to immediately terminate the obligations and responsibilities under this Contract. To the extent requested, either party may require a Certificate of Insurance coverage evidencing compliance with the foregoing requirements and shall provide each party notice not less than thirty (30) days prior to the cancellation or any material change in such insurance coverage. Either party shall have the right to inspect the insurance contract upon giving the other party at least forty-eight (48) hour notice of the request to inspect the insurance policy, including all endorsements and schedules annexed thereto. The parties shall provide to the other party a copy of the declaration page of said insurance coverage.

6. **General Provisions.**

(a) It is the intention of the parties hereto that BEMC shall be considered an independent contractor. Nothing contained herein shall create a joint venture, partnership, or principal and agent relationship between the parties hereto. Any personnel furnished by BEMC shall be considered for all purposes employees of BEMC. Under no circumstances shall the employees of either party be considered employees of the other or entitled to any of the rights, benefits, or privileges of either party hereto.

(b) BEMC shall be responsible for damages to the property of the City caused or resulting from the negligence of BEMC, its employees, agents, and/or subcontractors during the progress of and/or connected with the undertaking and completion of the work herein contemplated. BEMC shall endeavor to restore, replace, and/or compensate the City for any damage to the extent possible, ordinary wear and tear excepted as it was when BEMC caused said damage. BEMC shall indemnify and hold the City harmless, its officers and agents, from claims, suits, and proceedings, including costs, interest, and reasonable attorney fees incurred or occasioned and/or caused by the negligence and/or conduct of BEMC arising out of the performance and/or responsibilities associated with the undertakings contemplated by this Contract.

(c) The City shall be responsible for damages to the property of BEMC caused or resulting from the negligence of City, its employees, agents, and/or subcontractors during the progress of and/or connected with the undertaking and completion of the work herein contemplated. The City shall endeavor to restore, replace, and/or compensate BEMC for any damage to the extent possible, ordinary wear and tear excepted as it was when the City caused said damage. The City shall indemnify and hold BEMC harmless, its officers and agents, from claims, suits, and proceedings, including costs, interest, and reasonable attorney fees incurred or occasioned and/or caused by the negligence and/or conduct of the City arising out of the

performance and/or responsibilities associated with the undertakings contemplated by this Contract.

(d) BEMC shall furnish all the supervision, labor, machinery, tools, materials, motor vehicles, and any other items with respect to the performed work.

(e) Work shall be performed in accordance with electrical industry standards and any other applicable standards or contract/specification requirement governing the electrical utility industry.

(f) BEMC will utilize competent people, proper tools, equipment, and materials in performing the work. At the request of the City, BEMC shall remove from any worksite any of its employees, subcontractors, or other personnel that the City deems unsuitable. BEMC shall require all of its employees or other personnel to comply with all rules and regulations governing the performance of its work on the premises and/or in the building where work is to be performed, and to consent to, cooperate in, participate in, comply with, and pass any background and drug checks as may be required by the City.

(g) BEMC shall perform all work in accordance with all safety and health laws and codes including, but not limited to, OSHA Rules and Regulations and all Hazard Communications Programs required under any such laws and codes.

(h) BEMC shall take all reasonable precautions for the safety of employees or any third party from the work and of the public and shall comply with all applicable provisions of federal, state, and local rules and regulations and building and construction codes in addition to the safety rules and procedures of BEMC.

(i) **Default.** Upon default or breach of any term and/or condition of this Contract or the insolvency of either party, the non-defaulting party shall provide written notice of such default or breach to the defaulting party. Thereafter, the defaulting party shall have five (5) business days after receipt of such written notice to cure such default or breach. Should the defaulting party fail to cure the default or breach within the specified time, the non-defaulting party shall have the right, without terminating this Contract, to provide through itself or through others, any labor, materials, supplies, equipment, tools, plant, services, supervision and/or administration for the performance of the work, or any portion thereof, and deduct the cost thereof from the money due or thereafter to become due to the non-defaulting party pursuant to the terms of this Contract.

(j) **Disputes and Arbitration.** This Contract shall be interpreted under the laws of the State of North Carolina, and except as provided in the Arbitration clause below, any claim must be brought in the Superior Court or District Court of Brunswick County and shall be decided by a judge. In all proceedings, each party waives the right to a jury trial and that no dispute or controversy shall interfere with the work and BEMC shall proceed diligently with the work without causing interruption, deficiency, or delay. Failure of either party to insist on performance of any provision within this Contract shall not be construed as a waiver of that provision.

Prior to filing any lawsuit, any controversy, dispute or claim between the City and BEMC or any related third party which arises or is related to this Contract or breach thereof, shall be submitted to arbitration in accordance with the North Carolina Arbitration Rules. Any controversy which exceeds Twenty-Five Thousand Dollars (\$25,000.00) shall be decided by three (3) qualified individuals, with each party having the right to appoint an individual who has at least fifteen (15) years of experience in the operation of electrical distribution systems as the arbitrator for such party. Thereafter, the two appointed arbitrators shall endeavor to appoint a third arbitrator (who shall be a retired Superior Court or District Court Judge from Columbus or Brunswick Counties) who shall serve as the Umpire. The arbitration shall be conducted in Brunswick County, NC. For controversies less than Twenty-Five Thousand Dollars (\$25,000.00), it is specifically agreed that a sole arbitrator will be appointed (who is a retired Superior Court or District Court Judge.) Absent the ability of either party to agree on the Umpire and/or sole arbitrator, either party may apply to the Resident Superior Court Judge for the County of Brunswick to appoint the Umpire or arbitrator. Notice and demand of the arbitration may be submitted by either party to the other at the addresses indicated below in accordance with the Notice section of this Contract. The award rendered by the arbitrator shall be final and judgment may be entered upon it in accordance with applicable law.

(k) **Force Majeure.** Neither the City nor BEMC, their affiliates or subsidiaries, shall be liable in any way for delay, failure in performance, loss or damage to the extent such delay or failure is caused by any of the following Force Majeure conditions: Fire, strike, embargo, power blackout, earthquake, volcanic action, flood, war, water, labor disputes, acts of God, or other causes beyond their reasonable control; provided, however, each party shall notify the other of the occurrence of a Force Majeure and the parties agree to allow BEMC an equitable extension of time for the performance of work provided the City is correspondingly entitled to such equitable extension of time and under no circumstances shall BEMC be entitled to any increase in the price or to damages as a consequence or result of such delay.

(l) **Equal Employment Opportunity.** During the performance of this Contract, BEMC agrees as follows:

(i) BEMC will not discriminate against any employee or applicant for employment because of race, color, religion, sex, national origin, political affiliation or belief, age, or physical handicap. BEMC will take affirmative action to insure applicants are employed and that employees are treated during employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or physical handicap. Such action shall include but not be limited to the following: employment, upgrading, demotion or transfer, recruitment or recruitment advertising, layoff or termination, rates of pay or other forms to compensation and selection for training, including apprenticeship. BEMC agrees to post in conspicuous places available to employees and applicants for employment notices setting forth the provisions of the nondiscrimination clause.

(ii) BEMC will, in all solicitations or advertisements for employees placed by or on behalf of BEMC; state that all qualified applicants will receive consideration for employment without regard to race, color, religion, sex, national origin, political affiliation or belief, age, or physical handicap.

(iii) In the event of BEMC's noncompliance with the nondiscrimination clauses of this Contract or with any of such rules, regulations or orders, this Contract may be canceled, terminated, or suspended in whole or in part and BEMC may be declared ineligible for further City contracts.

(iv) BEMC will include the provisions of this section in every Contract or Subcontract unless exempted by rules, regulations, or orders of the City so that such provisions will be binding upon BEMC and each Subcontractor.

(m) **Small Business Participation.** The City encourages participation by small business concerns to the maximum extent practicable.

(n) **Approval of Contract by the City.** A Contract is subject to the approval of the City Board of Aldermen and shall not be binding until so approved.

(o) **Approval of Contract by BEMC.** A Contract is subject to the approval of the BEMC's Board of Directors and shall not be binding until so approved.

(p) **Severability.** This Contract cannot be changed, modified, or altered orally. Should any term or provision of this Contract be found invalid, illegal, or unenforceable, such term or provision shall be deemed severed from this Contract and it shall not affect the validity and enforcement of all remaining provisions and conditions of this Contract.

(q) **Notices.** Any notice required, permitted, or given under this Contract may be given by certified mail, return receipt requested, or electronically transmitted to the e-mail address indicated on the signature page. Either party who desires to change said address has the affirmative duty of notifying the other party. Notice to the last provided address by either party shall constitute valid notice under this Contract.

(r) The City's electric customers will not become members of BEMC as a result of this Contract; furthermore, the City's electric customers cannot become members of BEMC due to the provisions of N.C. General Statute 117 which requires the purchase and sale of energy as a condition of membership in an electric membership corporation.

7. Miscellaneous Provisions.

(a) Whenever used herein, the singular shall include the plural, the plural the singular, and the use of any gender shall be applicable to all genders as the context may require.

(b) The City shall comply with the North Carolina General Statutes and Southport Code of Ordinances in the authorization, execution and performance of this Contract; however, see Schedule 4, Section 18.0 regarding the competitive bidding process.

(c) The City understands that all funds received by BEMC are deposited and/or accounted for by BEMC, and it is specifically understood that BEMC will account for the funds of the City and provide adequate records in order to properly account for the City's funds.

(d) In the event of a conflict between this Contract, the Service Rules and Regulations, and/or any other schedule, the Contract provisions shall control.

(e) Contractor certifies that, as of the date listed below, it is not on the Final Divestment List as created by the State Treasurer pursuant to N.C.G.S. § 143-6A-4. In compliance with the requirements of the Iran Divestment Act and N.C.G.S. § 143C-6A-5(b), Contractor shall not utilize in the performance of the contract any subcontractor that is identified on the Final Divestment List.

IN TESTIMONY WHEREOF, BEMC and the City of Southport have duly signed and sealed this Contract.

(Imprint corporate seal
below this line)
(SEAL)

**BRUNSWICK ELECTRIC MEMBERSHIP
CORPORATION**

By: _____
Josh Winslow, CEO and General Manager

E-mail address: josh.winslow@bemc.org

Physical address: 795 Ocean Highway West,
Supply, NC 28462

**CITY OF SOUTHPORT
SOUTHPORT, NORTH CAROLINA**

By: _____
Designated Representative

E-mail address: _____

Physical address: _____

APPROVED CITY OF SOUTHPORT BOA MINUTES DATED JULY 2022

CERTIFICATE OF ATTORNEY
FOR THE
CITY OF SOUTHPORT
SOUTHPORT, NORTH CAROLINA

This is to certify I have examined the attached Contract Documents, and after such examination, I am of the opinion that such documents conform to the laws of the State of North Carolina, the execution of the Contract is in due and proper form, the representatives of the City have full power and authority to execute such Contract on behalf of the City and the foregoing agreements constitute valid and binding obligations on such parties.

Attorney for the City of Southport
Southport, North Carolina

This the _____ day of _____, 2022

SCHEDULE 1

DEFINITIONS

"City"	City of Southport Southport, North Carolina
"BEMC"	Brunswick Electric Membership Corporation, acting directly or through a duly-authorized representative.
"Contract"	The agreement covering the furnishing of equipment and/or apparatus and the performance of the work.
"Work"	The performance of the project covered by the Specifications for the furnishing of labor, machinery, equipment, tools, or any other item being purchased by the City.
"Customer"	City of Southport residential, commercial or industrial electric consumers who receive a bill for electric service either from a metered reading or established rate.
"Developer"	Any subcontractor or builder that requests electric services within the City of Southport limits that is not a Customer .

The subheadings in these Specifications are intended for convenience or reference only and shall not be considered as having any bearing on the interpretations thereof.

SCHEDULE 2

SCOPE OF SERVICES

1.0 Objective

- 1.1 Requirements. The City of Southport wishes to contract for (1) the operation and maintenance of its electric distribution system and (2) electric customer account services, including electric metering, billing, and remittance processing. This Contract specifies the general terms and conditions which pertain to all tasks.
 - 1.1.2 BEMC shall be responsible to maintain and operate the electric distribution utility system in a dependable, adequate, safe, reliable condition and to meet the requirements listed herein. These services shall be in accordance with applicable local, state, and federal laws, rules, and regulations, as well as industry standards and BEMC's safety policies.
 - 1.1.3 BEMC shall be responsible for reading electric meters, preparing and mailing monthly electric bills to the City's electric customers, and processing remittances from the City's electric customers.
- 1.2 Contract. This Contract is a total price contract with price adjustment provisions including the City's right to issue purchase orders for upgrades and system improvements. Since BEMC is responsible to operate and maintain the system, all new construction, system upgrades, new connections, and electrical distribution work shall be arranged and performed through BEMC. The City and BEMC shall fully comply with all North Carolina General Statutes and additional services, including purchase orders, shall be based on customary industry practice and the City's needs; however, see Schedule 4, Section 18.0 regarding the competitive bidding process. The Contract shall be reviewed by the City and BEMC annually for clarity and contract specifics.
- 1.3 Contract Scope. Services related and without limitation that are required to successfully and efficiently:
 - 1.3.1 Manage, plan, construct, operate, maintain, repair, design, and finance the utility system. It should be noted that utility service, within the scope of this Contract, does not include the purchase or sale of commodities. Furthermore, all power supply and power delivery shall be the responsibility of the City.
 - 1.3.2 Read the City's automated electric meters that are readable by BEMC's existing automated metering infrastructure system, prepare and mail monthly electric bills, and process remittances from the City's electric customers.

2.0 Ownership and Duration of Contract

There shall be no ownership of any system transferred to BEMC unless a separate agreement is established outside of the scope of this contract. BEMC agrees to furnish and the City agrees to purchase operation and maintenance services inherent to its distribution system and electric customer account services for a term of five (5) years as specified in the Contract. The City has transferred full operation and maintenance of the respective electrical utility distribution system and electric customer account services to BEMC.

3.0 Service Fees

3.1 Operation and Maintenance Service Fee. The initial basic operation and maintenance service fee shall be calculated based upon the total number of service points served by the City on May 31, 2022 (3,287) multiplied by \$13.640642 per service point. This fee will be adjusted annually during the term of the Contract based on (1) the Consumer Price Index (CPI-U), South Region, all items included, 1982-84 = 100, and (2) the number of service points served by the City. The adjustment shall be confirmed in writing or by e-mail.

3.2 Electric Customer Account Service Fee. The initial electric customer account service fee shall be calculated based upon the total number of active meters (3,146) served by the City on May 31, 2022 multiplied by \$6.247788 per active meter. This fee will be adjusted annually during the term of the Contract based on (1) the Consumer Price Index (CPI-U), South Region, all items included, 1982-84 = 100, and (2) the number of active meters served by the City. The adjustment shall be confirmed in writing or by e-mail.

SCHEDULE 3

STATEMENT OF WORK

1.0 Description of Work: Operation and Maintenance Services.

The work to be done consists of furnishing all labor, appropriate equipment, and distribution materials for the basic operation and maintenance of the City of Southport's 23/13.2 kV and 12.47/7.2 kV electric distribution system.

1.1 Basic Operation and Maintenance Services

BEMC will provide operations and maintenance of the City's electrical system based upon prudent utility practices. For purposes of this Contract BEMC proposes to provide basic operation and maintenance activities for a base monthly fee (see Schedule 2, Scope of Services, Section 3.1). Basic operations and maintenance services shall include the cost of labor and materials incurred to fully operate and maintain the electrical system of the City of Southport as defined below:

- a. General supervision and direction (making industry standard recommendations) for the operation and maintenance of the system.
- b. Preparation of operating reports, general record keeping, and outage record keeping.
- c. Routine maintenance of substation circuit breakers, switches and other equipment.
- d. Annual infrared scans of the substation equipment and critical line equipment.
- e. Routine maintenance and setting of substation voltage regulators.
- f. Maintaining station logs and records on station operations.
- g. Maintenance of station grounds and counterpoise.
- h. Power restoration after outages, not including extraordinary repairs of damage after a catastrophic event (See Section 1.2.4c).
- i. Inspecting and testing lightning arrestors, line circuit breakers, switches, and grounds.
- j. Relocating or readjusting conductors and pole line hardware and devices.
- k. Installing, removing, or changing line fuses.

- l. Repair but not replacement of circuit breakers, switches, and associated relays and control wiring.
- m. Right-of-way clearing based on NESC and industry standards for a total of 5 weeks per year (See Section 1.2.4d).
- n. Inspecting and testing line transformers for the purpose of determining load.
- o. Routine maintenance of standard City street lights. Reference SOUTHPORT STREET LIGHT POLICY (4-14-2022).
- p. Replacement of failed padmount transformers with a rated capacity of 50 kVA or less.
- q. Replacement of failed overhead transformers with a rated capacity of 50 kVA or less.
- r. Replacement of standard residential customer electric meters and associated equipment. All replacements of advanced, 3-phase, or commercial customer electric meters are paid for by the City as described in Section 1.2 Non-Basic Services.
- s. Provide electronic copy of GIS data in ESRI format annually.
- t. Prepare cost estimates and invoices for non-basic operation and maintenance services and new construction and provide the City with total sales tax for material purchased for the City's system.

1.2 Non-Basic Operation and Maintenance Services

1.2.1 New construction will be invoiced at cost plus 15% unless specifically set forth in the Fee Schedule attached hereto as Attachment I.

New construction includes the engineering, staking, and installation of the primary and secondary for all new projects including: 1) electric line extensions; 2) installation of primary service within residential, commercial and industrial subdivisions; and 3) installation of underground or non-standard street and area lighting. In accordance with the City's ordinance related to new facilities, the majority of the costs related to new construction are to be borne by the Customer or Developer requesting the new construction. BEMC will be responsible for collecting the contribution from the customer prior to the start of construction. Estimated prices are fixed for thirty (30) days. If more than 30 days have passed or a change in estimated scope occurs before construction begins, BEMC reserves the right to revise their estimate. Examples of new construction include:

- a. Installation of underground electric service within new residential, commercial and industrial subdivisions. The Developer will be responsible for the full cost of providing the primary and secondary in the subdivision, including engineering, labor, and materials.
- b. Cost of labor and materials to install new single-phase or three-phase underground services. **The Customer or Developer is responsible for the full cost for new underground services.**
- c. Cost of labor and materials to install new single-phase or three-phase transformers or three-phase transformer banks for new services. **The City of Southport is responsible for the full cost unless requested by a Developer or if instructed otherwise by the City.**
- d. Cost of labor and materials to build three-phase extensions to serve new three-phase load. **The Developer or Customer is responsible for the full cost unless instructed otherwise by the City.**
- e. Customers converting to underground service from an overhead service shall be charged **according to the Fee Schedule (Attachment I) for a new underground service.**
- f. The Customer or Developer is responsible for any extraordinary costs incurred while installing new underground facilities, including, but not limited to:
 - Cost of cutting and replacing pavement;

- Customer requested changes on type or location of construction;
 - Bores;
 - Hand digging;
 - Protection of shrubs, trees, and/or grass sod; and
 - Reseeding and/or maintaining trench cover.
- f. The City will pay for upgrades to primary facilities if there is existing electrical at the customer site requesting an upgrade. Customers requiring primary upgrade to facilities shall be responsible for the cost of the secondary, or work on the low-side of the step-down transformer.
- g. Joint trench coordination and project management for overhead to underground primary distribution conversion projects. **The City is responsible for all costs for overhead to underground conversion of primary distribution including joint trench coordination and project management.**
- 1.2.2 System improvements and upgrades for the City shall be estimated by BEMC and the price shall be negotiated on a project-by-project basis. System improvements and upgrades are defined as any upgrade to the City's electrical distribution system. **The cost of any system improvements and upgrades will be paid for by the City. BEMC, prior to the commencement of construction, must obtain approval and a purchase order from the City for all system improvements and upgrades.**
- 1.2.3 **Two-year construction work plan projects will be invoiced to the City at cost plus 10%.** The percent margin for large-scale projects over \$350,000 will be negotiated on a project-by-project basis. BEMC engineers will review the City's electrical system and provide the City with written evaluations and recommendations for their review and approval. The work plan will be approved by the City prior to June 30th of even-numbered years. The estimated cost for bi-annual Work Plan is \$15,000.

Upon approval by the City, BEMC will schedule work plan projects to commence within the two-year construction work plan period. The City will issue appropriate purchase orders for the approved work plan projects.

The construction work plan will be designed to predict where future major loads may locate, estimated future demand levels on the system circuits, and develop costs associated with upgrading the system to meet future growth projections. The plan will also help the system minimize waste due to early obsolescence or inadequacy of facilities.

If requested by BEMC, concerns due to non-compliance with BEMC's recommendations from the construction work plan or industry standards will be addressed by the City in writing.

1.2.4 Other Non-Basic Operation and Maintenance Services will be invoiced at cost plus 15% unless specifically set forth in the Fee Schedule attached hereto as Attachment I. Other Non-Basic Operation and Maintenance Services include:

- a. The cost of materials, equipment and labor associated with the replacement of failed padmount and/or overhead transformers with a rated capacity above 50 kVA.
- b. The cost of materials, equipment and labor associated with the upgrade or replacement of commercial, industrial, and/or solar/net meters and associated equipment
- c. The cost of materials, equipment and labor associated with power restoration after catastrophic event. A catastrophic event shall be defined as a severe storm, including hurricane, tornado, excessive wind, flooding, ice and/or lightning, affecting ten (10) percent or more of the City's electric distribution system. Ten percent of the City's electric distribution system shall be defined as ten percent (10%) of the total city meters in service at the time of the catastrophic event. BEMC will restore power to the City's electric distribution system, through repair, replacement, and/or reconstruction of the City's facilities. Power restoration for the City's customers will receive the same priority as BEMC's customers. After such a catastrophic storm, BEMC will also assist the City in applying for FEMA reimbursement for the costs related to power restoration.
- d. The cost of equipment and labor associated with right-of-way clearing in excess of 5 weeks per year or for areas where the City requests clearing above and beyond NESC and industry standard practices. Multiple visits to the same area for "pruning" is an example of non-standard right-of-way clearing. If non-standard right-of-way clearing is required, BEMC shall provide an estimate and scope of work to the City for review and approval before clearing. Currently the City includes 9 weeks of right-of-way clearing per year in their work plan budget, over and above the 5 weeks provided by this Contract. The City and BEMC will evaluate the amount of right-of-way clearing required each year based on work plan recommendations and condition of the City's overhead system.

- e. **The cost of labor, equipment and materials to install all new lighting.** This includes street lights, decorative lights, and area lighting.
- f. The cost of labor, equipment and materials for outages or damages to the electrical distribution system caused by a third party. If BEMC is called to respond to an outage or repair damage caused by a third party, the City will reimburse BEMC for all labor and material. BEMC must complete a damage report, notify the police to obtain an accident report, and submit an invoice to the City for all third party damages. BEMC will look to the City to reimburse BEMC by billing the third party. In cases where the third party is not known, the City will file an insurance claim.
- g. Installation and removal of the City's Christmas decorations and City's special events banners, if requested by the City.
- h. The Builder/Developer will furnish all surveys and locations for placement of the principal component parts of the work. When work is requested by the City, BEMC will add any associated costs for surveying property lines and locating services to the electrical scope of work to provide a turnkey project for the City.
- i. If power monitoring equipment or multiple after-hour outage calls to the same service point is required for problems not related to the City's electric distribution system, the City Customer is responsible for extra trip charges described in Attachment I - Fee Schedule.

2.0 Description of Work: Electric Customer Account Services

The work to be done consists of reading electric meters, preparing and mailing monthly electric bills, and processing remittances from the City's electric customers. For purposes of this Contract, BEMC proposes to provide electric customer account services for a base monthly fee (see Schedule 2, Scope of Services, Section 3.2).

2.1 Customer Account Setup

- 2.1.1 The Service Agreement between the City's electric customer and BEMC will consist of an Application for Service (see Attachment III). The Application will be made directly to the City. The City will assign the appropriate rate, and a copy of the Application will then be transmitted to BEMC by a mutually agreed method. The City will check the credit rating of the customer and will forward the same to BEMC and each party will notify the other of any delinquent account information. A security deposit not exceeding the estimated total as specified in the Fee Schedule will be collected in advance of the new service connection. The deposit will be held by BEMC, in accordance with the attached Service Rules and Regulations.
- 2.1.2 The City's electric customer must provide and install an approved meter base and connection facilities to the meter base. The meter base facility must be UL-approved, inspected, and approved by the appropriate City inspection/licensing authorities. BEMC will install meters (see Schedule 3, Section 1.21b) and may install remotely controlled disconnects or other instruments on the premises of the customer for the purpose of reading remotely, monitoring, and maintaining the customer's service.
- 2.1.3 For other conditions of service, please see the attached Service Rules and Regulations.

2.2 Reading Electric Meters

- 2.2.1 Unless otherwise provided in applicable rate schedules, meters will normally be read for billing purposes at monthly intervals.
- 2.2.2 When a meter cannot be read on or about the scheduled date, the meter reading and corresponding use for the period will be estimated based on prior usage. Accounts billed on an estimated basis will be adjusted as necessary when actual readings are obtained.

- 2.2.3 When a meter stops or fails to register correctly, or if the calibration is found to be in error of more than plus or minus two percent (2%), the customer's account will be adjusted accordingly. BEMC will periodically test and inspect the meters. A customer may request that a meter be tested. A report will be supplied to the customer within a reasonable time after the completion of the test.

2.3 Preparing and Mailing Monthly Electric Bills

- 2.3.1 A customer's total electric service under a single contract shall be measured by one metering installation, and the monthly service bill shall be computed in accordance with the City's rate schedule. It is the responsibility of the City to provide BEMC with the City's rate schedules in effect at the time of the billing.
- 2.3.2 Bills for electric service shall be rendered by BEMC to the City's electric customers for each service month and are due payable upon receipt and are considered delinquent if payment is not received by the due date. Failure to receive a bill does not exempt a customer from payment. A duplicate bill may be obtained at any of BEMC's offices or on-line. Neither a dispute concerning the amount of a bill nor a claim or demand by a customer against BEMC will alter the normal requirements for payment. See "Complaint Procedure" in the attached Service Rules and Regulations.
- 2.3.3 Service may be disconnected after notice has been given and reasonable time to comply has been allowed for noncompliance, or any applicable federal, state, or other local laws, regulations, or codes, including but not limited to non-payment and refusal of access to the City's meters or other facilities on the premises.
- 2.3.4 When a field visit is warranted, the customer may be charged a field service fee for those circumstances described below (see Fee Schedule):
- a. Discovery of meter or load management equipment tampering or diversion of current.
 - b. Use of power for unlawful, unauthorized, or fraudulent reasons.
 - c. By order of public authority.
 - d. Discovery of an electrical condition determined by BEMC to be potentially dangerous and imminently hazardous to life or property of BEMC or the public.
 - e. For repairs, emergency operations, unavoidable shortages, and/or interruption in the City's supply source.

- f. Introduction of foreign electricity on the premises without prior written consent of the City.
- g. Customer's prevention of access to the City's electric facilities on the customer's property by maintaining located premises, unrestrained dogs, or protection devices.

2.3.5 After disconnection of electric service by BEMC, service may be reconnected under the following conditions:

- a. The conditions causing the disconnection are corrected.
- b. Payment has been made for the cost of repair or replacement of the meter or any other properties, if tampered with or otherwise damaged or destroyed.
- c. Where the service has been disconnected for non-payment of a bill, meter tampering, or unauthorized/illegal use of power, the City and BEMC will have the right to refuse service to the same customer or to any other applicant who is a member of the customer's household until the infraction is corrected, credit is re-established by the customer, and all applicable accounts have been paid. In addition, the customer must (1) agree to comply with reasonable requirements to protect BEMC and the City against further infractions, and (2) pay a reconnection fee and/or any other applicable service charges and security deposits as specified in the Fee Schedule.
- d. For any meter disconnected and reconnected for the same customer at the same location, a reconnection fee must be paid as specified in the Fee Schedule if reconnected within thirty (30) days.
- e. Adjustments to the electric bill due to inaccurate metering equipment or errors in metering or billing will be made promptly. BEMC will issue immediate credit when it is in error and the customer will be expected to pay any appropriate additional charges as billed. If the interval during which the error occurred cannot be determined, then the billing adjustment will be based on an appropriate estimation of usage and/or demand for a given period of time, not to exceed five (5) months.

2.4 Processing Remittances from Electric Customers

2.4.1 BEMC will make the following payment methods available to the City's electric customers:

- In person, at any office of BEMC
- In the after-hours deposit facility at any office of BEMC
- By mail (check or money order only) to BEMC's lock box
- At any bill payment terminal
- By automatic draft of bank account or credit card (Handi-Pay)
- By telephone with credit or debit card (Visa, Master Card, Discover Card, American Express)
- On line by e-payment

2.4.2 Budget billing is available upon request from customers who desire equalized payment throughout the year (see Service Rules and Regulations for qualifications).

2.4.3 For any check for payment of service which is returned for insufficient funds, BEMC will resubmit that returned check up to two times immediately to the bank and a returned check fee will be added to the customer's account (see Fee Schedule). If BEMC receives more than two such checks from a customer in a twelve- month period, BEMC may refuse to accept further checks from that customer for a period of six months. The returned check fee will remain the sole property of BEMC.

2.4.4 BEMC's Fee Schedule is included as Attachment I and is subject to annual adjustment.

SCHEDULE 4

GENERAL CONDITIONS

1.0 Materials, Equipment and Employees

- 1.1 BEMC shall, unless otherwise specified, supply and pay for all labor, materials, equipment, transportation, tools, apparatus, lights, power, heat, sanitary facilities, water, and incidentals necessary for the completion of the work and shall install, maintain, and remove all equipment of the construction, other utensils or items and be responsible for the safe, proper, and lawful construction, maintenance, and use of same, and shall construct, in the best and most workmanlike manner, a complete job and everything incidental thereto, or reasonably implied therefrom, all in accordance with the Contract.
- 1.2 BEMC shall exercise due care in the use of materials removed and shall account for all materials reused. Materials damaged or lost during construction of the work due to carelessness of BEMC's personnel, shall be replaced in kind by BEMC at no cost to the City.
- 1.3 If at any time during the construction and completion of the work the conduct of any worker of the various crafts is adjudged a nuisance to the City, or if any worker is considered incompetent or detrimental to the work, BEMC shall order such parties to be immediately removed from the grounds.
- 1.4 Any superintendent or foreman of BEMC who ignores or refuses to follow written instructions of the City or his representative at the site shall be immediately removed and replaced.
- 1.5 BEMC shall insure that at all times BEMC have sufficient crew compliments, both in terms of numbers and experience of personnel to perform work tasks safely, both for workers and the general public. Any instance noted to the contrary of this requirement may result in the complete shutdown of work on the project.
- 1.6 BEMC shall assume all lines are energized while performing work.

2.0 Surveys

Unless otherwise specified, the Developer will furnish all surveys and locations for placement of the principal component parts of the work. When work is requested by the City, BEMC will add any associated costs for surveying property lines and locating services to the electrical scope of work to provide a turnkey project for the City.

3.0 Protection of Work, Property, and the Public

- 3.1 BEMC shall provide and maintain all necessary watchmen, barricades, warning lights and warning signs, and take all necessary precautions for the protection of the public. BEMC shall continuously maintain adequate protection of all work from damage and shall take all reasonable precautions to protect the City property from injury or loss arising in connection with this Contract. BEMC shall make good any damage, injury, or loss to his work and to the property of the City resulting from lack of reasonable protective precautions. BEMC shall adequately protect adjacent private and public property as provided by law and the Contract. Machinery, equipment, and other hazards shall be guarded in accordance with the safety provisions of the Occupational Safety and Health Act and the Manual of Accident Prevention in Construction published by the Associated General Contractors of America, to the extent that such provisions are not in the contravention of applicable law. BEMC shall designate a responsible member of its organization at the job site whose duty shall include safety compliance.
- 3.2 BEMC shall take all necessary precautions for the safety of employees at the job site and shall comply with all applicable provisions of Federal, State, and Municipal safety laws to prevent accidents or injury to persons on, about, or adjacent to the premises where the work is being performed.
- 3.3 In the event of emergency affecting the safety of life, the protection of work, or the safety of adjoining properties, BEMC is hereby authorized to act at its own discretion without further authorization from anyone to prevent such threatened injury or damage.

4.0 Changes in the Work

- 4.1 The City without invalidating the Contract, may order work or make changes by altering, adding to, or deducting from the work, the Contract price being adjusted accordingly.
- 4.2 The City shall have authority to make changes in the work, not involving extra cost and not inconsistent with the purpose of the work but otherwise, except in an emergency endangering life or property or public health, no extra work or change shall be made unless in pursuance of a written order from the City. No claim for an addition to the Contract sum shall be valid unless so ordered.

5.0 Claims for Extra Cost

- 5.1 Should BEMC consider that as a result of any instructions given in any form by the City, BEMC is entitled to extra cost above that stated in the Contract, BEMC shall give written notice thereof to the City without delay and shall not proceed with the work affected until further advised except in emergency involving the safety of life or property. No claim for extra compensation will be considered unless the claim is so made.

5.2 BEMC shall not act on instructions received from persons other than the City's Representatives, and any claims for extra compensation on account of such instructions will not be honored. The City will not be responsible for misunderstanding of verbal instructions which have not been confirmed in writing, and in no case shall instructions be interpreted as permitting a departure from the Contract unless such instruction is confirmed in writing and supported by a properly authorized change order, whether or not cost is affected.

6.0 Cleaning Up

BEMC shall at all times keep the site of the work free from accumulations of waste material or rubbish caused by his employees or work, and at the completion of the work BEMC shall remove all rubbish from and about the site of the work and all his tools and surplus materials and shall leave the work in a clean and satisfactory condition. In case of dispute, the City may remove the rubbish and charge the cost to BEMC.

7.0 Easements/Right-of-Way and Encroachments

BEMC will cooperate with the City in an effort to obtain all easements and/or right-of-way required for construction projects. BEMC shall be responsible for clearing all trees and brush directed by the City utilizing industry standard practices. See Statement of Work, Section 1.2.4d, Non-Basic Operations and Maintenance. For Department of Transportation (DOT) Encroachment requests, BEMC will work directly with the DOT to advise the City of future project requirements. BEMC will also assist the City in coordinating the acquisition of right-of-ways when necessary on a standard city right-of-way agreement drafted and approved by the City's legal counsel.

8.0 Accidents

BEMC shall provide at the site such equipment and medical facilities as are necessary to supply first-aid service to anyone who may be injured in connection with the work. BEMC will provide a written report to the City of all accidents within twenty-four (24) hours of the event.

9.0 Guarantee

BEMC shall guarantee its workmanship against defect due to installation of faulty materials or faulty workmanship or negligence for a period of twelve (12) months following final acceptance of the work. BEMC shall make good such defective materials or workmanship and any damage resulting therefrom without cost to the City.

10.0 Load Management System

The City shall continue to operate and maintain its load management and demand-side management system. BEMC shall refer all load management questions to the City who is responsible for the installation, maintenance, and administration of the rates associated with customers with load management switches.

11.0 Electrician Work

Neither the City nor BEMC will be responsible for the installation of surge protectors for the City customers. The customer will contact BEMC prior to the installation of surge protectors if a disconnect is required. This will be subject to a disconnect and reconnect fee by the customer.

12.0 Insurance

12.1 BEMC shall take out and maintain during the life of this Contract Workers' Compensation, Public Liability and Property Damage Insurance, and Insurance for Motor Vehicles.

12.2 Workers' Compensation Insurance shall include all of BEMC's employees employed at the site of projects under this Contract. In case any class of employees engaged in hazardous work under this Contract at the site of a project is not protected under the Worker's Compensation Statute, BEMC shall provide adequate coverage for the protection of its employees not otherwise protected.

12.3 Public Liability and Property Damage Insurance shall be in such amounts as to adequately protect the City and BEMC from claims for damages for personal injury, including accidental death, as well as from claims for property damages which may arise from operations under this Contract whether such operations be by itself or by anyone directly or indirectly employed by it. The amount of such insurance shall be not less than the following:

Public Liability Insurance for bodily injury or death, \$1,000,000 for one (1) person and \$1,000,000 for each accident.

Property Damage Insurance, \$1,000,000 for each accident and \$1,000,000 aggregate for accidents during the policy period.

12.4 Motor Vehicle Liability Insurance shall be for not less than the following amounts:

Bodily injury or death, \$1,000,000 for one (1) person and \$1,000,000 for each accident. Property damage, \$1,000,000 for each accident.

12.5 Copies of all policies shall be furnished by BEMC at the City's request.

12.6 The City shall have the right at any time to require liability insurance and property damage liability insurance greater than the minimums, the Contract price being

adjusted accordingly. The City is to receive notice of cancellation or alteration by BEMC's insurance carrier at least thirty (30) days prior to cancellation or alteration.

13.0 Work On, Over, and Under Energized Lines

BEMC will be required to work over, under, and around 23/13.2/12.47/7.2 kV distribution and secondary under build lines owned and operated by the City of Southport, North Carolina. Inasmuch as it will be necessary to maintain service, any service interruptions will depend entirely upon the period these loads are in operation. There will be only short periods of time when the existing distribution lines may be de-energized and BEMC is so notified. Insulation materials and tools in sufficient quantities and ratings shall be utilized for proper protection of personnel and property. BEMC may also be required to work in the vicinity of electric lines of utility companies other than the City of Southport.

14.0 Periods of De-Energization of Lines

14.1 For scheduled outages, with two (2) weeks prior notice, BEMC will request in writing from the City the times it requests that lines be de-energized for its work. All switching procedures shall be coordinated with the City and open and closed points properly tagged.

14.2 BEMC shall so schedule its work and crews such that it can complete the work intended during the outage period. BEMC is hereby notified that it is to provide crews sufficient in quantity to limit any outage time to a maximum of four (4) hours, possibly on weekends or off-peak hours, as directed by and at the complete discretion of the City. Any duration longer than this maximum will only be permitted with the express permission of the City.

15.0 Traffic Control During Construction

15.1 It shall be the responsibility of BEMC to maintain safe and unobstructed control of traffic.

15.2 BEMC shall obtain sufficient and suitable traffic cones, barriers, warning signs, and other devices necessary to maintain a safe work environment for crews and the general public. Traffic control must be provided for in accordance with the Manual of Uniform Traffic Control Devices (MUTCD), the North Carolina Department of Transportation (NCDOT) Supplement to the MUTCD, all local ordinances, and as approved by local and state authorities.

15.3 All lane reductions or closings must be approved by local authorities and/or the NCDOT District Engineer's office.

15.4 BEMC will be responsible for all necessary devices required, including lighted directional signing, as required by the MUTCD, local, and State authorities.

15.5 BEMC shall notify NCDOT District Engineer's office at least one (1) week ahead of anticipated work in the area. BEMC will review, with all respective parties, his plan for traffic control, commencement of construction date, duration of construction time, details of construction and receive approval prior to any work beginning.

16.0 Switching

BEMC will coordinate all switching activities with the City. BEMC will be responsible for determining switching procedures, open and close points. All open points will be properly tagged.

17.0 Excavations

Prior to digging any trenches, pole holes, anchor holes, etc., BEMC must assure itself there are no other utility facilities in the proposed excavation areas. This can be done by calling the locating service for the location of all other utilities. It is BEMC's responsibility to ascertain the location of any other utilities and BEMC is responsible for any damage done to said utilities.

18.0 Competitive Bidding Process

Due to the uniqueness of the service provided by BEMC, the competitive bidding process does not apply to high/medium voltage electrical distribution construction and BEMC has the right to submit an estimate, obtain approval and purchase order, and construct all electrical distribution work. Contracted work performed by BEMC is competitively bid in accordance with BEMC's procurement rules required by the Rural Utilities Service of the U.S. Department of Agriculture.

19.0 Territorial Assignment Issues

19.1 The City and BEMC shall comply with North Carolina General Statutes §160A-331 through §160A-338, NCGS §117-10.1 and § NCGS 117-10.2.

19.2 On the effective date of this Contract both the City and BEMC supply retail electric service to customers in Brunswick County. The City provides retail electric service to customers within its corporate limits and also in areas of Brunswick County outside of its corporate limits. BEMC provides retail electric service to customers in Brunswick County in its assigned territory outside of the City's corporate limits.

- 19.3 Each party recognizes the exclusive right of the other party to retain and continue serving its existing customers as of the effective date of this Contract. Each party covenants and agrees that it will not serve, discuss service with, or in any way attempt to serve any existing customer of the other party without the prior written consent of the party currently serving such customer.
- 19.4 The parties recognize that during the term of this Contract both the City and BEMC will be seeking to serve new customers in Brunswick County. In accordance with North Carolina General Statute §160A-331.2, the parties may enter into separate agreements to allocate to each other the right to provide electric service to premises each would not otherwise have the right to serve, in order to avoid the unnecessary duplication of electric facilities and to avoid disputes between the parties.
- 19.5 Notwithstanding the termination or non-renewal of this Contract, it is specifically understood and agreed that all electric customers/members assigned to either party during the term of this Contract, shall remain the customer/member to the party to which said account was originally assigned.

SCHEDULE 5

**STATEMENT OF COMPLIANCE WITH THE
OCCUPATIONAL SAFETY AND HEALTH ACT**

Brunswick Electric Membership Corporation proposes to perform work for the City of Southport, North Carolina and hereby certifies to the following:

1. Brunswick Electric Membership Corporation has knowledge of the Occupational Safety and Health Act with additions, revisions and/or modifications, as well as any State and Local regulations or requirements.
2. Our employees and equipment will comply with the Act and/or additions, revisions and/or modifications and any present or future State and Local Regulations or requirements.
3. Our company will be responsible for any infraction of the Occupational Safety and Health Act requirements, additions, revisions and/or modifications and any State and Local regulations or requirements.

Brunswick Electric Membership Corporation

By: _____
Josh Winslow, CEO and General Manager

Date: _____

ATTEST:

Witness

**ATTACHMENT I FEE SCHEDULE
AS OF JULY 1, 2022
(TO BE UPDATED ANNUALLY)**

Description	Customer Cost ⁴	City Cost ⁴	Total Cost ⁴	Who Keeps the Fee?	
				City	BEMC ¹
New Service Connection ⁵					
0-200 feet underground	\$2,500	\$0	\$2,500		X
Over 200 feet underground	Cost Plus	\$0	Cost		X
Service Conversion OH to Underground					
0-200 feet underground	\$1,250	\$1,250	\$2,500		X
Retirement of existing overhead	\$0	\$500	\$500		X
New Primary and Secondary Line					
Underground in Conduit	Actual	Actual	Actual		X
Security Light					
Installed on existing pole	\$400	\$0	\$400		X
Special Lights	Actual	\$0	Actual		X
Temporary UG Service Connection					
Per service	\$500	\$0	\$500		X
Not Ready Fee					
Site not ready for install	\$350	\$0	\$350		X
Name Change Fee					
From Office	\$10	\$0	\$10		X ²
Security Deposit (per meter, based on credit)					
Residential	\$200	\$0	\$200	X	
Commercial	\$500	\$0	\$500	X	
Service (Underglass) Disconnect Meter					
Required for prepay customers	\$0	\$250	\$250		X ³
Prepaid customer setup fee	\$100	\$0	\$100		X ²
Meter Tampering	\$500	\$0	\$500		X
Late Payment Penalty	2% per month	\$0	2% per month	X	
Second Notice Fee	\$5	\$0	\$5	X	
Returned Payment Fee	\$35	\$0	\$35		X
Facilities Charge for Reconnect in same name, 9-month maximum	\$23/month	\$0	\$23/month	X	
Disconnect/Reconnect Requests by Customers (Generators, Construction, etc.)	\$350	\$0	\$350		X
Reconnect/Disconnect Fee	\$35	\$0	\$35		X
Meter Test (subject to refund)	\$35	\$0	\$35		X ²
Collection Fee (more than 3 x per year)	\$70	\$0	\$70		X ²
After-Hours Charges					
4:30 p.m. – 10:00 p.m.	\$100	\$0	\$100		X
10:00 p.m. – 8:00 a.m.	\$350	\$0	\$350		X

¹BEMC retains all fees applicable to the O&M contract.

²Charges for this activity are not included in the monthly ECAS bill to the City, therefore BEMC retains the fee.

³This is a cost reimbursement, therefore BEMC retains the fee.

⁴Costs do not include State Sales Tax, which will be added to each applicable fee.

⁵In addition, the Customer will be responsible for any extraordinary costs incurred while installing underground facilities, including, but not limited to:

- Cost of cutting and replacing pavement;
- Customer requested changes on type or location of construction;
- Protection of shrubs, trees, and/or grass sod, Reseeding and/or maintaining trench cover.

ATTACHMENT II
SERVICE RULES AND REGULATIONS FOR THE CITY OF SOUTHPORT

ATTACHMENT III
APPLICATION FOR SERVICE

ATTACHMENT IV
SOUTHPORT STREET LIGHT POLICY (4-14-2022)
10 PAGES

Engineering Firm for Shoreline Stabilization

The City submitted a RFQ for an engineering firm to help with shoreline stabilization projects along the waterfront. We received three bids back. Staff has reviewed the proposals. Two of the firms stood out based on their extensive work history and experience. In the end, City staff makes the recommendation to contract with **Olsen Associates, Inc.** They have the most experience along the east coast, including experience working for Bald Head Island, Hilton Head, and the City of Southport.

The project and management team have an impressive amount of experience. Under their Coastal Engineering (PRIME) umbrella, they include McKim and Creed, Inc. (Topo/Hydrographic Surveys), Tidewater Atlantic Research (Cultural Resources Mapping), and Davey Resource Group, Inc. (Environmental Resource Mapping).

Some of their references and projects include:

Southport Waterfront Restoration and Stabilization Project 2018-2020

Town of Hilton Head Beach Renourishment Projects 2014-Present

Fort Lauderdale Ship Grounding Reef Restoration 2014-2017

Fort Pierce Inlet Sediment Budget & Inlet Management Plan 2016-Present

Duval County, FL, Federal Shore Protection Project 2003-Present

Bald Head Island Shoreline Stabilization Project 2010-2015

Clearwater Pass Shoreline Stabilization Projects 2013-Present

PLANNING BOARD INTERVIEWS
Fire Department Substation
111 E. Nash Street

JUNE 28

C	Name	Appointment Time
1	Cathy Dudley	3:00 PM
2	Andrew Boyd	3:15 PM
3	Chris Eckert	3:30 PM
4	Will Hewett	3:45 PM
	<i>may be few minutes late</i>	

JUNE 29

5	David Trugulio	9:00 AM
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APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

First Preference Planning Board
Second Preference Board of Adjustment
Third Preference _____

Name Andrew J. Boyd Spouse Name Katie Boyd
(if married)
Home Address 828 N. Caswell Ave Telephone Number 910 523 8287
Business Address _____ Telephone Number _____
E-mail Address mbsouth5000@gmail.com
Resident of Southport Yes ☒ No ☐ How Many Years? 9
State and County of Legal Residence North Carolina Brunswick
Education Masters
Present Job/Employer Resource Manager / Fieldcore LLC
Past Employment Planet Forward - Contractor @ Duke Energy
Current Civic/Community Participation Boy Scout Adult Leader

Reasons qualified for this appointment (optional) I have been a project Manager for over 12 years, knowledgeable of contracts and budgets

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Signature of Applicant [Signature] Date 5/5/22

Andrew J. Boyd

828 N. Caswell Ave., Southport, North Carolina, 28461
910.523.8287
mbasouth5000@gmail.com

Profile Solid background in the maintenance of a commercial nuclear power plant with over 30 years of experience in the electrical utility industry in maintenance, project management, and operations. Increasing responsibility and leadership roles during that time. Experienced with workforce issues as well as leading a diverse team. Skilled in implementing site safety and radiological standards.

Professional Experience

September 2020- Present

Resource Manager, Fieldcore

- Responsible for 50-80 Wind turbine technicians, including monitoring training, HR functions, hiring new personnel, annual reviews,
- Responsible for filling resource demands with qualified personnel
- Was hand picked to lead a Kaizen with personnel from around the globe participating
- Led multiple special projects, including mapping the competencies for various levels of wind technicians, standardizing the OJT process for Fieldcore globally
- Participated in ISO-9001 audit for the company
- Responsible for dispatching technicians in Salesforce
- Responsible for approving weekly timesheets and expense reports to ensure accurate accounting

July 2018- August 2020

Project Manager, Fieldcore

- Project Manager for Major refurbishment of General Electric Turbine. Oversaw the on site generator rewind, with responsibility for over 25 field personnel and a budget of \$2.6M
- Project Manager for Alterrex refurbishment and Boiler Feed Pump Turbine Major inspection at Unit 1
- Ensure that scope is maintained and extra work was billed accordingly
- Track expenditures to ensure that costs are within the budget
- Project Manager for the Vogtle Nuclear Plant Unit 1 refueling outage.
- Responsible for over 130 personnel performing work on the main turbine, main generator, and feed pump turbine and valves
- Responsible for the inspection of the spare low pressure rotor
- Installation of Generator Field at Ameren Sioux after a rewind
- Field Engineer for weld repairs to Summer HP turbine shell
- Field Engineer for Nuclear Plant Valve outage involving 11 valves and actuators

November 2016-July 2018

Field Engineer, Fieldcore

- Field Engineer for Nuclear Plant Valve outage involving 10 Nuclear Plant Valves
- Field Engineer at Brown's Ferry planning for U3 HP Turbine upgrade
- Attended General Electric Project Management training
- Field Engineer for G3 GE Turbine complete train Major overhaul
- Graduated from Gas to Steam Cross over class 17-1, Houston Learning Center
- Performed assembly oversight for 3 vintage Alstom HP-16 VAX units

Project Manager- Brunswick Major Projects, Brunswick Nuclear Plant

- Project Manager for the Intrusion Detection System project. Obtained funding for the implementation of the project. Coordinated multiple vendors to update and install infrastructure for the new system while the old system remained operable. Installed over 80% of the physical infrastructure and electrical backbone for the project. Performed updates to the Security Computer as part of the upgrade.
- Responsible for monitoring and controlling budgets and cash flows for 3 projects at a time valued at over \$30M, as well as monthly reporting
- Project Manager for the Protected Area Camera project. Coordinated the installation of cameras with the Intrusion Detection System project. These cameras monitor the protected area of the nuclear plant site. This project involved 41 cameras of various types.
- Qualified to view Safeguards documents and materials
- Project Manager for the Turbine Supervisor Instrumentation project. Managed an Engineering vendor in the development of the Engineering Change Package.
- Project Manager for the Circulating Water discharge-piping project. This involved removing cement lining from the 86" piping and installing a carbon fiber lining. This was installed on 4 pipes in Unit 1 and 4 pipes in Unit 2.
- Performed project management oversight during the installation of a new Circulating Water pump over a six week period
- Performed project management oversight for installing cable trays and cable pulls during the 2016 spring outage as part of the Turbine Controls upgrade project.
- Managed a study to replace components for the Control Building HVAC system
- Qualified as a project manager for the Duke Energy Project Manager Center of Excellence. This included the procedures as well as the documentation to manage projects in a reliable and predictable manner.
- Qualified for full access to the Nuclear Plant site.

May 2009-Oct 2012

Nuclear Project Manager- American Electric Power, DC Cook Nuclear Plant

- Containment Spray Heat Exchanger Projects- Transitioned from an EPC contract to separate vendors for Engineering and construction. Negotiated the procurement contract for 4 Nuclear Safety related Heat Exchangers. Managed four projects valued at \$25M
- Security Computer Replacement Project- Took over for the implementation of this project. Coordinated a diverse team of installers, site IT, and Security personnel to install, test, and troubleshoot a custom Security computer system. Qualified to work with Safeguards documents
- Project Manager that successfully implemented the regulatory driven requirements of 10CFR73.55 ahead of schedule and under budget. This project created unique solutions to ensure compliance. This was Fast Tracked and implementation was completed within 5 months.
- Project Manager for unique installation of reactor cavity personnel lift on Unit 1. This project eliminated a long-standing safety hazard at the plant.
- Assisted in developing new processes to better align the DC Cook Project department with INPO 09-002 "Excellence in Nuclear Project Management"
- Drafted and obtained approval for Project Charters and project funding with input from Stakeholders
- Member of the Plant Safety Committee, lead and coordinated monthly Department safety meetings
- Supported the Emergency Response Organization as a qualified team member
- Qualified to perform Management oversight of High Risk Lifts

Mechanical Maintenance Supervisor- American Electric Power,
DC Cook Nuclear Plant

Apr 2007-May 2009

- Qualified as a Nuclear Maintenance Supervisor
- Supervise a ten member composite valve team in day to day maintenance operations
- Ensure that personnel perform work in accordance with site safety standards
- Coordinate work activities with other departments
- Qualified Technical Reviewer for technical procedures to ensure adequacy and usability
- Mechanical maintenance representative for various design modifications
- Qualified as a Maintenance Supervisor for the Emergency Plan
- Ensure that work is performed in accordance with site radiological work standards and As Low As Reasonably Achievable
- Work with supplemental work force during outages to ensure the outage schedule is attained and provide oversight of critical tasks as necessary

Mechanical Maintenance Instructor- American Electric Power,
DC Cook Nuclear Plant

2005-Apr 2007

- Apply the Systematic Approach to Training for performance improvement
- Develop technical training including the appropriate delivery media
- Develop appropriate methodologies for testing student knowledge
- Deliver technical training in the classroom as well as laboratory
- Assess the training to determine the effectiveness
- Participated in curriculum development committee for craft

Maintenance Mechanic American Electric Power,
DC Cook Nuclear Plant

1999- 2005

- Perform preventive and predictive maintenance on commercial nuclear plant systems and components.
- Interact with personnel from various departments to ensure schedule adherence.
- Perform pre-work reviews to verify technical accuracy, correct parts, and clearance points.
- Qualified to perform non intrusive check valve testing

Nuclear Plant Operator/Maintenance Technician/Staff Instructor, NPTU Ballston Spa, NY 1996-1999

- Responsible for the development, presentation, and review of mechanical technical lectures to contractor, officer, and enlisted nuclear operator candidates.
- Designated as Navy Master Training Specialist.
- Instructed contractor, officer and enlisted personnel in the fundamental mechanical principles associated with a naval nuclear power plant

Nuclear Plant Operator/Maintenance Technician, USS Enterprise (CVN-65), Norfolk, VA 1993-1996

- Operated and Maintained a dual reactor Propulsion Plant
- Chief Reactor Auxiliary Operator for Operational Reactor Safeguards Examination

Naval Nuclear Power School, Naval Nuclear Mechanic "A" School,
Naval Nuclear Power Prototype,

1991-1993

Education	Master of Business Administration, Bethel College, Mishawaka, IN	May 2008
	Bachelor of Science Human Resource Management New School University New York, NY	May 1998
	Certified Project Management Professional 1362854.	Oct 2010

Computer Software

Microsoft Office suite, Microsoft Project, Outlook, SalesForce, SuccessFactors (Learning Management system), Microsoft Teams, ServiceNow, Box, Dropbox, OneNote, Google Chrome, Internet Explorer, PLM (secure document program), Nitro Pro, Smartsheets, Gensuite(safety reporting), various Iphone apps



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering their qualifications for appointment to the following boards or committees.

Name William Hewett

Spouse Name (If married) n/a

Appointment(s) for which you are applying:

☐ ABC Board

☐ Forestry Committee

☐ Beautification Committee

☐ Parks and Recreation Committee

☐ Board of Adjustment

☒ Planning Board

Do you have a preference? _____

Physical Address: 129 Cape Fear Drive, Southport

Mailing Address: 129 Cape Fear Drive, Southport NC 28461

Resident of Southport ■ Yes No How Many Years? 54

State and County of Legal Residence NC, Brunswick

Main Phone Number 9105203291 Secondary Number _____

E-mail Address willhewett.68@gmail.com

You may submit a resume along with your application detailing the following section if you so choose.

Education South Brunswick High, Brunswick Community College, Winston Salem Barber School

Present Job/Employer Self Employed

Past Employment Brunswick County Sheriff Department, US Army, Small Business, Self

Current Civic/Community Participation Southport Planning Board, Brunswick Co. L.E.A.

Reasons you are qualified for this appointment (optional) Public safety, Tourism, and Small Business. Currently serving

as Vice-Chairman on the Planning Board. Duties included the UDO rewrite and update, various review committees and

projects. Projects include Osprey Landing, Lowes Food(Southport Crossing), The Haven, Short-Term Rental UDO update, zoning

modification requests. Currently working Traffic Impact (Lead) and Environmental Impact (Alternate), Project Indigo

Do you anticipate any conflicts of interest if appointed? Yes ■ No

Signature William Hewett Date 05/24/2022

Please Return to: City Clerk, Dorothy Dutton

ddutton@cityofsouthport.com or City of Southport Clerk: 1029 N. Howe Street Southport, N.C. 28461

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

Planning Board

First Preference

Second Preference

Third Preference

Name Chris Eckert

Spouse Name Katie Narron
(if married)

Home Address 116 E 13th St., Southport, NC 28461 Telephone Number 910 234 8815

Business Address _____ Telephone Number _____

E-mail Address eckertjchris@gmail.com

Resident of Southport Yes ☒ No ☐ How Many Years? 7 Years

State and County of Legal Residence North Carolina / Brunswick County

Education UNC Chapel Hill - B.A. Economics, East Carolina University - M.B.A.

Present Job/Employer Fixed Income Portfolio Manager / Franklin Street Partners

Past Employment Commercial Fishermen

Current Civic/Community Participation _____

Reasons qualified for this appointment (optional) I was introduced to City of Southport city government when I purchased property that I annexed and rezoned. Through the process I consulted and was guided by the CAMA Land Use plan and UDO, studying both thoroughly. The process provided me with an understanding and appreciation for the importance of citizen participation to guide the city into the future. Additionally, I believe that I could provide a prospective for the younger generation that calls Southport home.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Christopher Eckert

Signature of Applicant

4/22/22

Date



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

First Preference Planning Board
Second Preference Board of Adjustments
Third Preference /

Name David Truglio Spouse Name _____
(if married)

Home Address 506 W. Owens Telephone Number 8607298276

Business Address 1433 N. Howe Telephone Number 8607298276

E-mail Address david.truglio@gmail.com

Resident of Southport Yes ☒ No ☐ How Many Years? several

State and County of Legal Residence Brunswick / NC

Education BS / Boston College

Present Job/Employer self employed : Green Designs LLC

Past Employment self employed

Current Civic/Community Participation Beautification, Southport Yacht

club board, political campaigns, civic volunteer to protect Southport
Reasons qualified for this appointment (optional) I have been on planning + other
boards in the past and have a wealth of knowledge to share.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

I work well with others and would help to bring a
Signature of Applicant [Signature] Date 5.12.22

-1-

new teamwork approach to connect Southport boards so we all work collaboratively towards a common goal of protecting + preserving Southport as the inevitable growth continues - it can be managed responsibly



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering their qualifications for appointment to the following boards or committees.

Name Cathy Dudley
Spouse Name (if married) Laura Simmons

Appointment(s) for which you are applying:

- | | |
|--|---|
| ☐ ABC Board | ☒ Forestry Committee |
| ☒ Beautification Committee | ☐ Parks and Recreation Committee |
| ☐ Board of Adjustment | ☒ Planning Board |

Do you have a preference? Planning board

Physical Address: 105 N Caswell Ave

Mailing Address: 105 N Caswell Ave

Resident of Southport ☒ Yes ☐ No How Many Years? 1.5 years
Brunswick County, North Carolina

State and County of Legal Residence Brunswick County, North Carolina

Main Phone Number 336-662-7973 Secondary Number _____

E-mail Address cathy.a.dudley@gmail.com

You may submit a resume along with your application detailing the following section if you so choose.

Education (see attached) _____

Present Job/Employer Retired

Past Employment (see attached)

Current Civic/Community Participation (see attached)

Reasons you are qualified for this appointment (optional) _____

I bring a history of management and creative experience and a commitment to help

our community continue to attract tourists, businesses, and new residents,

while preserving the unique heritage of our city and our delicate environment.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Signature Cathy A. Dudley Date 5/6/22

Please Return to: City Clerk, Dorothy Dutton

ddutton@cityofsouthport.com or City of Southport Clerk: 1029 N. Howe Street Southport, N.C. 28461

CATHY DUDLEY

105 N. Caswell Ave., Southport, NC 28461 • 336.662.7973

cathy.a.dudley@gmail.com

cathy-a-dudley.medium.com • thewearybanker.com • [linkedin.com/in/cathy-a-dudley](https://www.linkedin.com/in/cathy-a-dudley)

Experienced executive with focus on improving financial services and digital banking through strategic thinking, operational improvement, and creative solutions.

EXPERIENCE

EXECUTIVE VICE PRESIDENT, FIRST BANK

Responsible for digital banking, treasury services, bankcard and marketing departments for \$6 billion bank. Oversaw total budget of \$12 million+ in revenue and \$2 million in expenses.

- Built treasury services platform to include lockbox, remote deposit capture, international wire, positive pay, ACH, domestic wire transfers and account reconciliation. In 2019 the team generated \$158 million in new deposits and \$3.2 million in gross revenue.
- Launched digital banking and oversaw growth to reach average of 1million logins and over 10,000 transactions worth more than \$100 million each month.
- Built call center department to handle increasing shift to digital and mobile. The call center received the highest customer satisfaction scores of any department in a JD Power customer survey.

SENIOR MANAGER, KPMG

Consulted with financial institution on strategic planning, organizational design, and process improvement. Managed projects ranging including customer segmentation, retail strategy, and branch operations improvement

CONSULTANT, TOWERS PERRIN (WATSON TOWERS WILLIS)

Consulted with financial institution on strategic planning, organizational design, and process improvement.

EDUCATION

M.B.A., SAN FRANCISCO STATE UNIVERSITY

B.S., BUTLER UNIVERSITY

RECENT ACTIVITIES

- Guardian ad Litem, Brunswick County
- United Way of Moore County, Board of Directors

INTERVIEWS

Friday, July 8, 2022

William Davis	4:00 p.m. Friday
Heather Kos	4:15 p.m. Friday
Kenneth Harris	4:30 p.m. Friday

Tuesday, July 12, 2022

Jennifer Crumpler	4:00 p.m. Tuesday
James Poppe	4 :15 p.m. Tuesday
Ryan Morgan	4:30 p.m. Tuesday

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

ABC Board
First Preference

Second Preference

Third Preference

Name William R. Davis Spouse Name Cozette Davis
(if married)

Home Address 262 W. LEONARD Telephone Number 916-457-5648

Business Address _____ Cell Telephone Number 916-279-6855

E-mail Address WRA-CCDAVIS @ YAHOO . COM

Resident of Southport Yes ☒ No ☐ How Many Years? 75 YEARS

State and County of Legal Residence North Carolina - Brunswick

Education 2 yrs Colleged, Brunswick Community College

Present Job/Employer Retired

Past Employment E.I. DUPONT Cape Fear Plant

Current Civic/Community Participation NA ACP, AME, Pythagoras Lodge, Shriner
NAAEP, American Legion Post 213, BCT-BCH Committee

Reasons qualified for this appointment (optional) Currently serving on Board
as Chairperson, Number of Year 8

Do you anticipate any conflicts of interest if appointed? Yes ☒ No ☐

William R. Davis
Signature of Applicant

5-24-22
Date

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

ABC Board

First Preference

Zoning Board of Adjustment

Second Preference

Forestry Committee

Third Preference

Name Heather L.Kos

Spouse Name _____
(if married)

Home Address 105 Park Ave

Telephone Number 704-277-1155

Business Address _____

Telephone Number _____

E-mail Address heatherkos99@gmail.com

Resident of Southport Yes ☒ No ☐

How Many Years? 1yr

State and County of Legal Residence Brunswick County, North Carolina

Education _____

Present Job/Employer T-Mobile USA

Past Employment Sprint/Nextel

Current Civic/Community Participation Daughters of the American Revolution,

League of Women Voters, York co SC

Reasons qualified for this appointment (optional) I bring experience learned in over 22yrs

of Project and Program management for a Fortune 100 company. As a remote employee I have also gained softskills and have the ability to partner with people to drive positive outcomes.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Heather L.Kos
Signature of Applicant

4/29/22

Date

Instructions and Committee Listings

1. You are encouraged to attend and observe meetings of any board to which you desire appointment and to obtain other information about the Board's duties and work.
2. The information will be used by the City of Southport in making appointments and may be used in news releases to identify you, if appointed.
3. Any additional information you feel will be of use to the Aldermen in reviewing your application is welcomed. Please attach additional sheets, if necessary.
4. If appointed, please bear in mind the importance of attending meetings. A good attendance record is required to maintain membership.

Please return to: City Clerk, Dorothy Dutton
ddutton@cityofsouthport.com or
City of Southport Clerk: 1029 N.
Howe Street Southport, N.C.
28461

Southport Beautification Committee

Terms:	2 year term
Membership Composition:	8 members (residents of the city)
Meetings:	1st Tuesday every month, 5:00 p.m.
Major Function:	Review and recommend action on all public beautification projects including AIA Plan, Planting Plans, Adopt-a-block cleanup programs, Street Scape, Sea Scape, community appearance, cemeteries

Planning Board

Terms: Members selected as statutory terms expire
Membership Composition: 6 members within city limits, 3 members from ETJ
Meetings: Meets third Thursday of the month, 6:00 p.m.
Major Function: Develop and administer the Unified Development Ordinance, and CAMA Core Land Use Plan

Board of Adjustment

Terms: Members chosen as statutory terms expire
Membership Composition: 6 members within city limits, 3 members from ETJ
Meetings: Varies on an as needed basis
Major Function: Act as Quasi Judicial body to hear appeals of Building Inspector's decisions on interpretation of Zoning Ordinance

Southport Forestry Committee

Terms: 2 year term
Membership Composition: 7 members
Meetings: 4th Monday of each month, 5: 00 p.m.
Major Function: To review and recommend actions to preserve and enhance the community's trees. Recognizing that the historical personality of the town is in part defined by its trees, in particular the live oaks. The committee's actions will include protection of existing trees, tree replenishment, public education and other functions related to the community's forest environment.



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering their qualifications for appointment to the following boards or committees.

Name Kenneth C Harris

Spouse Name (If married) Roberta

Appointment(s) for which you are applying:

- | | |
|---|---|
| ☒ ABC Board | ☐ Forestry Committee |
| ☐ Beautification Committee | ☐ Parks and Recreation Committee |
| ☐ Board of Adjustment | ☐ Planning Board |

Do you have a preference? Prefer ABC

Physical Address: 6221 Pebble Shore Ln, Southport, NC 28461

Mailing Address: same

Resident of Southport ☒ Yes ☐ No

How Many Years? 2 years

State and County of Legal Residence NC, Brunswick

Main Phone Number 703-408-6719

Secondary Number _____

E-mail Address kenharris056@gmail.com

You may submit a resume along with your application detailing the following section if you so choose.

Education Bachelors - Economics 1978, DePauw University

Present Job/Employer Self employed, business strategy and restructuring consulting

Past Employment CEO/CFO of two privately held companies and SVP Bank of America

Current Civic/Community Participation Habitat for Humanity, maintenance director for The Landing at Southport community

Reasons you are qualified for this appointment (optional) Extensive business and financial experience in the distribution industry. Expert in reading and understanding P&Ls. Outstanding communications and people skills. Considerable experience in inventory control, customer service and management.

Worked at ABC store in Leesburg, VA. On the Board of a privately held company in Manassas, VA

Do you anticipate any conflicts of interest if appointed? Yes ☒ No

Signature _____

Date 05/19/22

Please Return to: City Clerk, Dorothy Dutton

ddutton@cityofsouthport.com or City of Southport Clerk: 1029 N. Howe Street Southport, N.C. 28461

Kenneth C Harris

Southport, NC

703-408-6719 / kenharris.420@gmail.com / [linkedin.com/in/harriskc/](https://www.linkedin.com/in/harriskc/)

Senior Finance & Business Restructuring Executive Financial Analysis, Accounting, Reporting, Compliance and Teamwork

Executive Summary

An accomplished executive with extensive qualifications as a Commercial Banker, CFO and CEO with considerable ability to restructure fledgling businesses or enhance operating performance of growing businesses. Thirty five years as a "change management" executive with banking industry roots who understands how to fund and build high-growth companies, expand liquidity, revitalize cash flow and restructure operations to increase profits and maximize shareholder value. Extensive experience in Multi-State/Multi-Branch Supply Chain, Inventory control and Distribution companies serving the building materials, custom hardwood molding, heavy capital equipment, equipment service and equipment parts industries.

Turnaround Crisis Management | Bank Negotiations and Debt Restructuring | Building Accounting Departments | Audit Process Oversight | M&A/Divestitures | ESOP Trustee | DOT Compliance | Warehouse Binning and Cycle Counts | Systems Integration Business Performance Analysis | Insurance Renewal | Cash Flow Optimization | Balance Sheet | CAPEX | Budgeting & Forecasting | Variance Analysis | ROI Analysis | Human Resources | Activity Cost Analysis

Senior Finance & Business Restructuring Executive Results

Creating discipline, hiring talent and driving change and culture to improve profits, cash flow and internal controls:

(CEO/CFO – 3 years) - \$60M company with 100 employees, 6 facilities in 3 states, to resolve management, accounting, working capital and staffing problems of multi-location, heavy equipment sales, parts and service business.

- Dramatically improved operations from record loss in 2014 to record profits in 2016 and 2017.
- Reduced employee headcount (19%) from 124 to 100 while growing revenues 13% from \$53M to \$60M.
- Increased working capital \$5 million - reduced AR and Inventory and disposed of non-core assets.
- Closed unprofitable Baltimore branch - \$300K net cost savings.
- Increased capital spending in higher margin departments - parts and service - \$300K additional profit.
- Reduced health insurance costs by moving to captive self-insured plan - \$100K savings.

(CEO/CFO – 17 years) - \$100M building materials distributor with 240 employees, 10 facilities in 5 states from severely underperforming to record earnings.

- Increased revenues 25% from \$80 million to \$100 million, while **concurrently** withdrawing from \$12 million low margin legacy business.
- Expanded EBITDA from \$943,000 (1.2% of sales) to \$3,648,000 (3.7% of sales).
- Executed strategy to alter product mix to higher margin products – gaining 70bps (\$700K) in gross profit dollars and improved overall corporate gross margins from 22.8% to 23.5%.
- Reduced SG&A expense as a percentage of sales from 23.3% to 20.7%.
- Reduced headcount 27% from 240 to 175 - \$3 million annual savings in salary and benefits.
- Decreased inventory \$4 million - from \$14 million to \$10 million, saving \$250K in interest costs and improving liquidity by 30% because of lower asset investment.

(SVP & Commercial Banking Team Leader – 16 years) **Bank of America**

EDUCATION | AFFILIATIONS

Bachelors – Economics, DePauw University, Greencastle, Indiana – **scholarship athlete**

Board of Directors – Ennis Electric Company, Manassas, VA

Eagle Scout

Wounded Warriors

Habitat for Humanity



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering his/her qualifications for appointment to the following boards or committees. (See attached listing for boards and committees)

ABC Board
First Preference

Second Preference

Third Preference

Name Jennifer Crumpler Spouse Name David
(if married)

Home Address 6099 Turtlewood Dr. Southport, NC 28461 Telephone Number (910) 624-3933

Business Address _____ Telephone Number _____

E-mail Address jennifer.a.gasque@gmail.com

Resident of Southport Yes ☒ No ☐ How Many Years? 3

State and County of Legal Residence Brunswick County, NC

Education BS. Ag Business Management BA Communications - NC State University

Present Job/Employer Bayer Crop Science - Head of Industry Affairs

Past Employment BASF

Current Civic/Community Participation _____

Reasons qualified for this appointment (optional) _____

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Jennifer D. Crumpler
Signature of Applicant

4-29-2022
Date

Jennifer Gasque Crumpler

Jennifer.a.gasque@gmail.com

(910) 624-3933

PROFILE

Highly accomplished Global sustainability business builder and marketing leader who leverages deep industry and subject matter knowledge driving organizations to market prominence. Extensive experience in the Global Cotton, textile, and apparel industries. Poised for a leadership role driving worldwide industry initiatives, providing new strategic services, and promoting the use of sustainable cotton Globally. Extensive sales and marketing background. Well-versed directing multiple, simultaneous projects from initiation to implementation, along with finesse in interfacing with internal cross-functional stakeholders to ensure adoption of change. Commanding director of diversified employee teams co-located across global sites. Superior knowledge of agriculture and downstream industrial consumption.

- Strategic Marketing & Branding
- New Business Development
- Self-Starter & Goal-Driven
- Team Leadership & Mentorship
- Competitive Analysis & Positioning
- Product Development & Management
- Business Process Improvement
- Navigates complex business situations
- Industry Relations & External Stakeholder Management
- Professional Education & Training
- Strategic Partner & Alliance Identification/Development
- Internal Cross-Functional Relationship Management
- Government Program Management
- Digital Marketing
- Trade Show/Seminar Management
- Project & Program Management

EXPERIENCE & ACHIEVEMENTS

BASF Corporation, Raleigh, NC

North American Regional Seed Sustainability Manager

September 2021 - Present

Working with a team of marketing and environmental professionals, develops and implements a Go-To Marketing strategy for Sustainability initiatives for BASF's portfolio of Agricultural Seed products. Ensures BASF alignment with all Seed Industry Sustainability commitments. Development, implement and evaluate Sustainability metrics to manage program contributions to Corporate and Industry sustainability commitments. Manage direct reports responsible for grower and supply chain stakeholders.

Key Accomplishments:

- Integrate a downstream marketing initiative into Agricultural Seed products beyond cotton.
- Develop a Go-to-Market strategy to implement Sustainability objectives of the corporation.
- Create an effective communications program to drive sustainability messaging across multiple platforms, including online social media, as well as conventional media outlets.
- Successfully launched and host Global Podcast "The Modern Cotton Story" that is among top 10% of podcasts listened to globally

Fiber Development Manager**November 2019 - August 2021**

Successfully developed and managed largest grower enrolled Cotton sustainability initiative in the United States, the e3 sustainability program. Created influential partnerships with clothing and apparel brands to get branded e3 clothing in brand / retail collections. Initiated and managed all e3 sustainable Cotton opportunities and initiatives through various channels, representing BASF Cotton sustainability business across the supply chain in apparel and home goods industry. Consolidated and led all of BASF's Cotton sustainability programs.

Key Accomplishments:

- Represented BASF's Cotton seed business with external and internal stakeholders.
- Aligned cross-division and cross-functional BASF's business goals with demands of end users of Cotton.
- 2020 BASF Agro Business Award Finalist.
- 2021 BASF Business Excellence Award Finalist (First North American project chosen since 2017).
- Successfully lead PR campaign to earn \$3.8m in earned media opportunities
- Global Sustainability thought leader participating in various industry panels and chosen to address global audience as Key Note Speaker

Senior Seed Advisor**August 2018 - November 2019**

Represented BASF branded Stoneville & Fibermax Cotton seed and Credenz Soybean seed. Exceeded goals to be top five sales representative for two years running.

Key Accomplishments:

- Managed and implemented BASF Go-to Market strategy through grower, retail & distributor channels.
- Served as Southeast district representative on Cotton Engagement Team co-developing the Go-to Market communication and marketing tactics.

Bayer Crop Science, Raleigh, NC**Senior Technical Sales Consultant****January 2014 - July 2018**

Responsible for representing Bayer branded Stoneville Cotton seed, Credenz Soybean seed, and Crop Protection portfolio within 14 county sales territory. Exceeded goals to be within top five sales representatives for three years running.

Key Accomplishments:

- Initiated and managed multiple projects amongst sales district, region, and company level with retail and grower channel to develop and improve relationships.
- Achieved seed and chemical sales goals by capitalizing on opportunities within sales territory.

Bayer Animal Health, Overland Park, KS**Animal Health Consultant****October 2008 - January 2014**

Developed and maintained strong business relationships with veterinarians in territory. Top sales representative for company in 2011, top three sales representative in company for three consecutive years.

Key Accomplishments:

- Designed and implemented new Go-To Market Strategy for flea & tick portfolio.

- Represented EPA / FDA Bayer Animal Health Product Portfolio to veterinarians within territory.
- Obtained and surpassed sales goals for assigned sales territory.

DVM Resource, West Lake, TX

Territory Sales Representative

November 2007 - September 2008

Proven strength and excellence in sales execution by consistently exceeding sales goals and increasing profitability.

Key Accomplishments:

- Managed sales territory which exceeded company territory goals every month.
- Increased gross profit margins by working closely with inside sales rep and through new account generation.
- Coordinated all details for customer outings working closely with manufacturer representatives.
- Proven to be expert communicator and information resource for customers allowing them to increase profitability & overall company success

Monsanto Company, St. Louis, MO

Trait & Seed Sales Representative

May 2004 - August 2007

Managed all aspects of customer business accounts within assigned sales territory including exceeding sales targets while managing \$500K+ budget. Developed business plans with key accounts establishing product trial usage, market development tactics, sales targets and goals, product mix, and top target customers.

Key Accomplishments:

- Coordinated details for customer meetings including scheduling speakers, promotional and recreational activities, session topics, and overall meeting details.
- Collaborated with sales teams to develop marketing programs, team strategies, team building, and proactively addressed current and potential market issues.
- Successfully developed Field Sales Trainee Program for new hires.

EDUCATION

North Carolina State University, Raleigh, NC

2004

Bachelor of Science Degree, Agriculture Business Management

Bachelor of Arts in Communications (concentration in Public and Interpersonal Communication)

PROFESSIONAL ORGANIZATIONS

NC State University - Ag Foundations Board of Directors for NC Extension
 Crop Protection Association of NC - NC Crop Protection School Committee
 Textile Exchange Sustainable Cotton Committee
 BASF Women in Business Employee Resource Group



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering their qualifications for appointment to the following boards or committees.

Name Ryan C. Morgan
Spouse Name (if married) Paige L. Morgan

Appointment(s) for which you are applying:

- | | |
|---|--|
| ☒ ABC Board | ☐ Forestry Committee |
| ☐ Beautification Committee | ☒ Parks and Recreation Committee |
| ☐ Board of Adjustment | ☒ Planning Board |

Do you have a preference? _____

Physical Address: 817 Cape Harbor Dr. Southport, NC 28461

Mailing Address: 817 Cape Harbor Dr. Southport, NC 28461

Resident of Southport ☒ Yes ☐ No How Many Years? 32

State and County of Legal Residence Brunswick County, NC

Main Phone Number (910) 523-1801 Secondary Number (910) 477-0996

E-mail Address ranger12521@gmail.com

You may submit a resume along with your application detailing the following section if you so choose.

Education High School Diploma / Some college

Present Job/Employer Shift lead at Military Ocean Terminal Sunny Point

Past Employment U.S. Army

Current Civic/Community Participation NONE

Reasons you are qualified for this appointment (optional) _____

Born and raised in the Southport/Boiling Spring Lakes area. Loyal and devoted to my hometown. Military veteran that has moved up in rank very fast and has led/supervised people of all backgrounds and job descriptions.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Signature Ryan Morgan Date 03 May 2022

Please Return to: City Clerk, Dorothy Dutton

ddutton@cityofsouthport.com or City of Southport Clerk: 1029 N. Howe Street Southport, N.C. 28461



APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

The undersigned is interested in community service and provides this information for use by the Board of Aldermen in considering their qualifications for appointment to the following boards or committees.

Name JAMES POPPE

Spouse Name (If married) GINA POPPE

Appointment(s) for which you are applying:

☒ ABC Board

☐ Forestry Committee

☐ Beautification Committee

☐ Parks and Recreation Committee

☐ Board of Adjustment

☐ Planning Board

Do you have a preference? ABC BOARD

Physical Address: 6174 Cottage Creek Road SOUTHPORT, NC 28461

Mailing Address: " " " "

Resident of Southport ☒ Yes ☐ No How Many Years? 9

State and County of Legal Residence BRUNSWICK COUNTY, NC 28461

Main Phone Number 910 338 6860 Secondary Number

E-mail Address jamespoppe@gmail.com

You may submit a resume along with your application detailing the following section if you so choose.

Education High School

Present Job/Employer RETIRED - DISTRICT DIRECTOR "SCORE" NORTH CAROLINA

Past Employment REGIONAL VICE PRESIDENT TRADER JOE'S MARKET - 31 YEARS

Current Civic/Community Participation VOLUNTEER 9 YEARS AT SCORE

Reasons you are qualified for this appointment (optional) MY INVOLVEMENT/EMPLOYMENT AT TRADER JOE'S BRINGS OPERATIONAL SKILLS FROM ONE OF THE NATIONS TOP FOOD & ALCOHOL RETAILERS. Additionally my wife and I OWNED UNCOCKED by the SEA from 2015 thru 2019.

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒

Signature [Signature] Date 4/29/2022

Please Return to: City Clerk, Dorothy Dutton

ddutton@cityofsouthport.com or City of Southport Clerk: 1029 N. Howe Street Southport, N.C. 28461



**Planning Board Meeting Minutes
Southport Community Building
223 E. Bay Street
June 16, 2022
6:00 P.M.**

Members Present: Sue Hodgins, Will Hewett, Christopher Jones, Gustavo Mibelli, Fred Fiss, Mo Meehan, (Donnie Joyner, and Scott Jones via telephone)

Members Absent: Dick Sloan

Staff Present: Thomas Lloyd, Development Services Director
Tanya Shannon, Deputy City Clerk

Board of Aldermen Liaisons: Karen Mosteller and John Allen

Others Present: Alderman Alt, Mr. Cameron Smith, Mr. McKay Siegel and Mr. Roger Perry with East-West Partners, Mr. Mike Nichols with Paramount Engineering, Mr. Carver Rudolph and Mr. Owen Gidlow with Cottage Point LLC, and Mr. Ron Greger.

1. Chair Sue Hodgins called the meeting to order at 6:03 p.m.

Moment of Silence in honor of Mr. Jerry Dove.

2. Mr. Donnie Joyner gave the Invocation.
3. Chair Hodgins led the Pledge of Allegiance.

In the absence of Mr. Dick Sloan, Alternate Member Mr. Fred Fiss was appointed as a voting member.

4. Motion to approve the May 19, 2022, meeting minutes by Vice-Chair Hewett and seconded by Mr. Mibelli. ***Unanimous vote; motion carried.***
5. Motion to approve the agenda by Vice-Chair Hewett and seconded by Ms. Meehan ***Unanimous vote; motion carried.***
6. Public Comment:

Vice-Chair Hewett motioned to enter Public Comment and was seconded by Mr. Mibelli. ***Unanimous vote; motion carried.***

1. Mr. Brian Stevens, 503 Cades Trail, has concerns about the Indigo Phase 2 Development. He would like to see that adequate buffers are provided around the development and that environmental impacts are minimized by dedicating land areas to

the wildlife habitats. He is also asking that the implementation of a kayak launch gets developed.

2. Ms. Karen Rife, 5980 Dutchman Creek, acknowledges the enormous task the Board is undertaking with reviewing the Indigo Phase 2 Development. She appreciates the time and dedication they are taking to evaluate the project. She is concerned about the Development's commitment to open space and if they will provide the initially proposed percentage. She also has environmental and traffic matters.
3. Ms. Lois Gandy, 5961 Spikerush Trail, is concerned about the traffic entering and exiting on 9th Street at the Elementary School and Indigo Drive. She stated the Indigo Phase 2 Plan includes residential housing, restaurants, and shops. She said the traffic would be intolerable as residents, customers, and service workers consistently enter and exit the development, especially when school is in session. She said this was a safety hazard and that accidents would happen in this corridor. She urged the Board to consider the true character of Southport and to vote against approval of the Development.
4. Mr. Jim Gandy, 5961 Spikerush Trail, said the Indigo Phase 2 Developer had chosen the worst streets to enter and exit the development. He said that there would be less traffic impact on 11th Street. He said that the safety of the school children should be a top priority and highly considered along with the other effects of traffic. He questions what would benefit Southport if this property were approved for rezoning. He said this Development does not fit in with the character of Southport and will decrease safety and security. He implored the Board to deny the approval.

Since there were no other questions or comments from the public, Vice-Chair Hewett motioned to close out of Public Comment, seconded by Mr. Mibelli.

Unanimous vote; motion carried.

7. Old Business

A. Zoning Text Amendment: Section 3.14: Parking, Submitted by Ron Thompson.

Mr. Lloyd gave an overview of the proposed amendment. He explained that several existing undersized vacant lots in the Business District have difficulty meeting the parking requirements for off-street parking. Mr. Thompson owns a vacant lot at 413 N. Howe St. and applied for a text amendment that would not require off-street parking for vacant lots in the BD under 6,000 sf.

A Review Committee met on 4/4 to review the proposed amendment. The Committee consisted of Mr. Hewett, Mr. Mibelli, Ms. Meehan, and Staff. The applicants, Mr. and Mrs. Thompson were also present. The Committee discussed other vacant lots with the same issue and that the amendment's wording would only apply to vacant lots in the BD that were subdivided before 1973. The entire Board reviewed the request again on 4/21. Members of the Planning Board were concerned about larger 5,000 and 6,000 sf lots being able to use this provision. Staff revised the language to lots less than 4,000 sf. The Board requested additional information from Mr. Thompson, including a drawing demonstrating why parking is challenging to provide on these lots. Chair Hodgkin clarified that the applicant provided a conceptual illustration to the Committee to review, and it was the consensus of the Board to recommend approval.

Vice-Chair Hewett motioned to recommend the amendment's approval as stated: "In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 4,000 sf that were existing prior to 1973." Vice-Chair Hewett read the Consistency Statement that recommended approval to the Board of Aldermen; Ms. Meehan seconded the motion. ***Unanimous vote; motion carried.***

B. Major Site Plan: Live Oak Landing Lot 7, submitted by Ron Greger, Charles Hunter, and Andrew Laing.

Mr. Lloyd gave the background of the Major Site Plan. The property is in the City's ETJ at 5521 Rob Gandy Blvd. The proposed site plan shows a 5,000 sf building that will consist of leasable units for tenants. The developer sees this as a building that contractors and other trade services can lease for office space. The property is zoned in Highway Commercial. The parking for this type of use exceeds the required amount. Since the property is in the ETJ, a septic tank will be installed for the sewer system, and the County will service water. There is 18,413 sf of the impervious area proposed on the site. The stormwater will connect to an existing stormwater pond for the master development adjacent to the property with excess capacity for this location. The Landscape Plan shows a planting of various shrubs, and there will be a required street yard buffer to Rob Gandy Blvd.

A Review Committee that consisted of Ms. Mo Meehan, Mr. Dick Sloan, and Mr. Fred Fiss met on 2/25. The applicant, Mr. Andrew Laing, and Staff were also present at the meeting. The Committee requested more information on where the dumpster enclosure would be located on the property if a septic tank permit was approved and clarification of where the asphalt ends, and the stone begins in the parking area regarding the impervious and pervious areas. The Committee also discussed landscaping and if the applicant would be willing to swap out the two magnolias shown in the landscape plan for Live Oaks. The Board's consensus was to table the Major Site Plan until the applicants have submitted all the requested information and the updated plan.

The Review Committee reconvened on 6/10. The developers did provide an updated plan that shows where the asphalt ends and where the 57 stone begins for the impervious area. Mr. Greger said the site has already received approval for the septic tank. The revised plan also shows the location of the dumpster as requested. The Committee discussed the regulated trees on site. The Developers agreed to an additional 2 Live Oaks and 2 Understory Redbuds in addition to swapping out two magnolia trees for Live Oaks. There was also a question about the creek in the rear of the property and whether there would be any impact on the wetlands. Mr. Greger indicated that there would be no problems, and they would be installing silt fencing before the site development. It was the consensus of the Committee to recommend approval of the Site Plan with the condition that the Developers update the Landscape Plan to include the additional Live Oaks and Redbud Trees.

Mr. Fiss motioned to recommend approval of the Major Site Plan to the Board of Aldermen with the condition that the Developer provides an updated Landscape Plan before any construction and seconded by Mr. Christopher Jones.

Unanimous vote; motion carried.

C. Project Indigo Expansion Update

- i. Planned Unit Development Master Development Plan: Indigo Expansion, submitted by East-West Partners Partners Management Co, Inc. and Bald Head Island Limited, LLC
- ii. Zoning Map Amendment: 346.57 acres, R-20 to PUD, submitted by East-West Partners Partners Management Co, Inc., and Bald Head Island Limited LLC.

Chair Hodgkin reviewed the Hub Review Committee Meeting, which consisted of herself, Mo Meehan, and Christopher Jones. They met on June 8th along with Staff and applicants Mr. McKay Siegel and Mr. Chad Paul.

The Hub Committee discussed the requested illustrations for the housing units superimposed on the lots and requested any available housing prototypes. Mr. Siegel presented two area maps to the Hub Committee. Mr. Siegel committed at the Hub Committee Meeting to show the superimposed map at the full Board meeting on 6/22, but it was not available to display to the Board.

Chair Hodgkin asked Mr. Siegel if he had any additional drawings or information to show from the request of the Design and Character Subcommittee. Mr. Siegel said not at this time, but they should have the remaining three by tomorrow 6/23.

Chair Hodgkin requested an update on the initiation of any Archaeological/Cemetery Study and/or Protected Species studies, which was brought up at the Hub Meeting on 6/8; Mr. Siegel responded that anyone could visit those websites and search for any relevant information available.

Chair Hodgkin asked if the City's contracted Infrastructure Impact Analysis and the Development Fiscal Impact Analysis had been completed. She affirmed that no subcommittee's review work can be completed without those studies being examined and discussed. Mr. Lloyd said that they should be ready next week.

Chair Hodgkin asked for an update from each Subcommittee.

Environmental Concerns

Ms. Meehan said that Will Hewett, Gustavo Mibelli, herself, and the applicants and Staff met on June 13th. There was a discussion on wetland protection, stormwater management, conservation of habitat, and open space allocation for each neighborhood. The density and buffers around the development were also discussed, along with traffic safety. She explained that the meeting became contentious when detailed information regarding density for the PUD and R-10 was requested. She said more complex questions would be asked as the Committee reviews more in-depth knowledge.

Infrastructure

Mr. Fiss, Christopher Jones, and Dick Sloan met and discussed the responsibilities for the utility services. He said he questioned the City Manager regarding the legal responsibility for water, sewer, and electric service. Will the City have to pay for an updated substation? There are concerns about whether the City will bear any infrastructure expenses. Mr. Siegel addressed the Board and explained the County would provide the water and sewer service.

He said they (East-West Partners) would like the City to provide the electrical service; however, he understands that the City needs an updated substation unrelated to this development.

Traffic Impacts

Vice-Chair Hewett, Christopher Jones, and Mo Meehan met on June 16th with Roger Perry and McKay Siegel and discussed the community's concerns regarding traffic impacts. They thoroughly reviewed the Traffic Impact Analysis to ensure nothing was missed. A connection to 11th Street was suggested to be a viable solution to help distribute the traffic. There was a discussion on creating connectivity with pedestrian walkways and bike paths to reduce vehicular traffic.

Design and Character

Mr. Mibelli, lead of the Design and Character Subcommittee, stated that when the Development was first presented, he requested drawings of the parcels and that those drawings never came. He suggested that the Board vote not to recommend approval to the Board of Aldermen for the Indigo Phase 2 Development because it is inconsistent with the CAMA Land Use Plan (referenced Pgs 142-145). He said it clearly states the density is inappropriate for this development plan. He said the only potential benefit to the City would be an increase in the tax base, but that the tax rates are difficult to predict and can vary. He asked if the City should be willing to ignore the regulations just for this possible benefit. He stated further that citizens are highly concerned about the challenges they will face with safety, increased traffic, whether the hospitals will be able to accommodate the increase of people, and how to evacuate large populace numbers in an emergency.

Mr. Roger Perry with East-West Partners Partners addressed the Board and said they would like to work for the City's best interests. He would like to accommodate the type of housing the City would like, such as affordable housing, apartments, senior living, etc. He eagerly awaits the Infrastructure Impact Analysis and the Development Fiscal Impact studies, he said, as he believes these will alleviate some of the citizenry apprehension. He said they want to preserve open space and make a beautiful development that would benefit the City's needs.

Chair Hodgins asked for clarification on the relationship between East-West Partners Management Co. Inc. and Bald Head Island Limited LLC; that the ownership and development of Indigo P2 would be East-West Partners if approved. Mr. Perry verified that that was correct, but qualified that with explanation that some of the BHIL shareholders may remain as investors in East-West. He confirmed that East-West would be the sole Developer of the project. .

Chair Hodgins thanked the Subcommittees and Staff for their dedication to the process for this project. She said the Board would continue the review and the subcommittees would consider calendaring subsequent meetings after the requested information and the project's impact analysis reports have been received.

D. Major Site Plan: Tractor Supply, submitted by Paramount Engineering on Behalf of MDI Management LLC.

Mr. Lloyd gave an overview of the application and explained that the application is for an outparcel located at Southport Crossings. The proposed site shows a 21,930 sf building,

20,000 sf fenced outdoor display area, a 6,620 sf sidewalk outdoor display, and a 3,744 sf Garden Center.

A Review Committee that consisted of Mr. Will Hewett and Mr. Christopher Jones met on May 31st along with Staff and the Project Manager Mr. Mike Nichols. The Committee discussed the plan in detail and asked if the Trailer and Equipment area could be moved to the other side of the parking lot; they felt this would be more aesthetically pleasing and further away from the main 60' Public Right of Way entrance. The developer agreed to make this change. The Committee also asked if additional landscaping could be added to the rear perimeter of the site where it faces wetlands. The Developer made those amendments and removed some lighting in that area that spilled over into the wetlands. It was the consensus of the Committee to recommend approval of the Site Plan.

Vice-Chair Hewett motioned to recommend approval to the Board of Aldermen and was seconded by Mr. Mibelli. ***Unanimous vote; motion carried.***

8. New Business

A. Zoning Map Amendment: 300,302, and 304 W. 11th Street, submitted by Coastline Homes. (RZ-22-0512-01)

Mr. Lloyd explained that the application is for a Zoning Map Amendment on a .478 acre tract (20,821 sf) in the Corporate City limits. The property is located on W. 11th Street and is owned by Coastline Homes. It is currently zoned MF, and the applicant wants to rezone the property to R-10. The property consists of 3 existing lots in the historic Smith and Weeks Subdivision. The lots in this Subdivision are 42 ft. by 165 ft.

A Review Committee was appointed by Chair Hodgins, including Vice-Chair Hewett, Christopher Jones, and Scott Jones.

B. Zoning Map Amendment: 1208 N. Caswell Avenue, BD to R-10, submitted by Heidi Paiva. (RZ-22-0609-01)

Mr. Lloyd explained that the Zoning Map Amendment application is for a .141 acre (6,138 sf) tract in the ETJ owned by Heidi Paiva at 1208 N. Caswell St. It is currently zoned BD, and the applicant would like to rezone the property to R-10. The property is one existing lot in the Historic Southport Heights Subdivision. The lots in this Subdivision are 50 ft by 123 ft. The rezoning would be consistent with the two previous rezonings that the Planning Board recommended at the May 19th meeting. This Zoning Map Amendment would bring this property in line with those directly north and south.

Chair Hodgins appointed a Review Committee, including Vice-Chair Hewett, Mr. Christopher Jones, and Mr. Scott Jones.

C. Zoning Map Amendment: Section 3.5 Table of Permitted and Special Uses: Commercial Recreation, Outdoor, submitted by Terin Ellis. (ZA-220531-01)

Mr. Lloyd explained that the request is for an amendment to the Table of Permitted Uses. The applicant requests that the table be modified to allow Commercial Recreation, Outdoor in the Business District. Commercial Recreation, Outdoor is defined as a commercial facility that is typically outdoors and that provides entertainment, recreational, and amusement opportunities. Examples include water parks, mazes, and miniature golf. If this were to be

approved, this would allow Commercial Recreation, Outdoor uses in all of the Business District.

Chair Hodgkin appointed a Review Committee, including Christopher Jones, Dick Sloan, and Sue Hodgkin.

D. Major Subdivision Sketch Plan: Jonas Creek Phase 3, submitted by Cottage Point LLC.

Mr. Lloyd explained the Sketch Plan for Phase 3 of Jonas Creek on 12.06 acres adjacent to W. West St and W. St. George St. Quartermaster Drive would be extended to W. West St. The total area of the Jonas Creek PUD is 20,658 sf. This proposed phase is 33 single-family lots, and will be the final phase. There will also be two other pocket parks. Mr. Carver Randolph and Mr. Owen Gidlow addressed the Board and stated that they are looking forward to working with the City to complete the final phase.

A Review Committee was appointed by Chair Hodgkin, which includes Mo Meehan, Scott Jones, and Mr. Christopher Jones, which will begin its work once the submittal from Cottage Point LLC is received.

E. Major Site Plan: 115 N. Howe St. Mixed-Use Development; submitted by Barbee Enterprises of Southport Inc.

Mr. Lloyd presented the Major Site Plan application for the redevelopment of an existing property within the City Limits. The property is located at 115 N. Howe St., at the corner of N. Howe and W. Nash St. The site area is 15,608 sf or (.38 acres). It is zoned in the Central Business District. The existing structure is proposed to be demolished and replaced with a new structure proposed as a multi-story building 102 feet by 90 feet. The layout on the site would add an additional 3,886 sf for a total of 14,317 sf. The Site Plan proposes four residential dwelling units. The Sketch Plan will be reviewed in detail to ensure all requirements are met and in accordance with the UDO.

A Review Committee was appointed by Chair Hodgkin, which includes Fred Fiss, Gustavo Mibelli, and Sue Hodgkin.

- 9. Other Business:** A recommendation was made by Mr. Christopher Jones to readdress the Open Space requirements for Subdivisions. He suggested forming a Review Committee to discuss the issue in more detail. It was the consensus of the Board to discuss the recommendation at a later time.

- 10. Announcements:** None

Chair Hodgkin confirmed Mr. Fiss' return to Alternate Member status.

Adjournment:

There being no further business, Vice-Chair Hewett made a motion to adjourn, and second by Mr. Gustavo Mibelli. ***Unanimous vote; motion carried.***

Meeting adjourned at 8:00 P.M.

Sue Hodgkin, Chair

Tanya Shannon, Deputy Clerk



**City of Southport
Board of Adjustment
113 W. Moore Street, Southport, NC 28461
June 15, 2022 at 4:30 p.m.**

Present: Harley Lemons, Lisa Fosbury, Jason Robbins, Loten Masker, Amy Aycok, and Kate Seigler

Absent: Josh Cline McGee, Pete Haislip

Board Liaison: Alderman Tom Lombardi

Staff Present: Dorothy Dutton, City Clerk
Thomas Lloyd, Developmental Services Director

Others Present: Chase Hildreth, and Jennifer Ordonez

Meetings are now open to the public.

- 1.) Call to order by Chairman Harley Lemons at 4:37 p.m.
- 2.) Harley Lemons led everyone in saying the Pledge of Allegiance.
- 3.) Board Chair stated that with the absence of Pete Haislip and Josh Cline McGee, a motion would be needed to move the City alternate, Tuck Masker to serve as a full member for this meeting. ***A motion was made by Jason Robbins and seconded by the Board Chair to move Loten Masker to serve as a full member. All ayes. Motion carried.***
- 4.) Board Chair asked each member of the Board to state their name and whether they are a City resident or a resident of the ETJ. The Board members went around the table introducing themselves. He described the quasi-judicial process. A quasi-judicial hearing is different than a land-use or legislative decision. Individuals with standing are allowed to speak, but only evidence and facts presented should be used to make a decision. Mr. Lemons asked that speakers identify themselves and state their address. He explained that he will stop any testimony that is redundant or not relevant. He defined expert testimony. Chair Lemons explained that any ex parte communications is strictly prohibited. And stated that the hearing process is that City staff would speak first, then the applicant. If anyone was opposed to the request, they would be given the opportunity to speak, followed by any rebuttal by the applicant. Mr. Lemons will correct anyone who speaks out of turn or is making irrelevant testimony. City Clerk Dorothy Dutton announced that she needed to swear Ms. Kate Seigler in before testimony could begin. She performed the oath of office, and Ms. Seigler became an official member of the Board, serving as full ETJ member.

5.) Mr. Lemons introduced the application for an accessory building at 2010 Robert Ruark Drive for Augusto and Jennifer Ordonez. Mr. Lemons opened the public hearing at 4:44 p.m. He called Mr. Thomas Lloyd up and swore him in to give evidence. He explained that the location is in the City's ETJ and is about a half-acre lot. The applicant is looking to add a bathroom into the existing accessory building. It will be used primarily as a recreation room but will ultimately be used to care for family members. Because of the addition of the bathroom, it requires the accessory dwelling permit. There cannot be multiple accessory structures on one lot, but this structure is the only one. There is a principal structure on the property, and the square footage does not exceed the maximum 800 square feet. There is adequate parking. Ms. Fosbury asked about utilities and whether the adjacent property owners sent comments in. Mr. Lloyd stated that they only receive City water, and the property is served by septic. He tried looking for a copy of the septic permit with the County but was unable to find it. Mr. Lloyd and Ms. Dutton explained that no building permit can be issued without an approval from the County's Environmental Health Department for the septic, which includes the location of the leach lines and the appropriate amount of flow. There are currently two and a half bathrooms in the existing dwelling. Lisa Fosbury asked more questions about how the County would calculate the septic system size or number of leach lines. Mr. Lemons asked the applicants to approach and be sworn in. Mr. Ordonez and Mr. Hildreth were sworn in, and they both stated their names and addresses. Mr. Ordonez explained that the garage has an unfinished space which was the first option to add extra living area. Because the expense was so great, they started looking into adding a possible dwelling into the existing workshop building. For the time being it will be a recreation area, but eventually, her mother might move in so that they can help take care of her. The workshop space is at the back of the building. The front of the building will serve as the recreation and dwelling space. The workshop will remain unconditioned space. The recreation and dwelling space will be conditioned. Mr. Lemons reminded the applicant that they are not able to heat the workshop area because it will put the space over the maximum heated square footage. Mr. Lemons thanked the applicants for their testimony. He asked if there were any more questions from the Board or staff. Ms. Dutton explained that there are certain fixtures that trigger the building inspector to permit a project a certain way. The presence of a sink, heating or cooling system, or a closet, would direct the building inspector to permit the project as a residence, which would require the septic approval. Mr. Lemons closed the public hearing at 4:56 p.m.

There are four questions that have to be considered as part of the approval process.

A. Lisa Fosbury made a motion that the use will not materially endanger the public health, safety, or general welfare if located where the proposed and developed according to the plan as submitted and approved. Amy Aycock seconded the motion. Jason Robbins asked if the septic system condition should be added during this motion. **Lisa Fosbury edited her motion to include the condition that the appropriate septic approval will be obtained for the proposed use. All ayes. Motion carried.**

B. Lisa Fosbury made a motion that the use meets all required conditions and specifications. The motion was seconded by Jason Robbins. All ayes. Motion carried.

C. Kate Seigler made a motion that the use will not adversely affect the use or any physical attribute of adjoining or abutting property. Lisa Fosbury seconded the motion. All ayes. Motion carried. Board Chair Harley Lemons

asked how the adjacent property owners are notified for these types of applications. Mr. Lloyd said the property owners receive a notice by first-class mail, and that City staff mailed notices to all adjacent property owners, including properties across the street. And the property is posted with a sign that states the date of the public hearing.

D. Amy Aycock made a motion that the location and character of the use, if developed according to the plan as submitted and approved, will be in harmony with the area in which it is to be located and in general conformity with the City of Southport Land Use Plan with the additional condition that the dwelling must be compliant with the short-term vacation rental ordinance. If the dwelling is rented for more than thirty (30) days, the accessory dwelling and principal structure must be rented together. Lisa Fosbury seconded the motion. All ayes. Motion carried.

Mr. Lemons said the final motion to consider is based on the findings of fact and the evidence presented and make a motion to approve or deny the application. **Jason Robbins made a motion to approve the special use permit with the following conditions:**

- 1. The septic system permit will be obtained from Brunswick County based on the proposed used.**
- 2. The dwelling must be compliant with the short-term rental ordinance. If the structure is rented for longer than thirty days, I must be rented with the primary structure.**

Lisa Fosbury seconded the motion. All ayes. Motion carried. The special use permit was approved.

There was discussion about recording the final approval at the Register of Deeds so it runs with the land in perpetuity. Mr. Lloyd explained that once the final order was signed by the Board Chair and the applicant, it would be recorded.

6.) Approval of Minutes

a.) A motion was made by Jason Robbins to approve the Minutes of the March 22, 2022 Board of Adjustment meeting. Amy Aycock seconded the motion. All ayes. Motion carried.

b.) A motion was made by Amy Aycock and seconded by Kate Seigler to approve the minutes of the April 26, 2022 Board of Adjustment meeting. All ayes. Motion carried.

- 7.)** Board Chair Harley Lemons said that if there are any questions or topics that anyone would like to talk or train about, now is the time to bring it up. Lisa Fosbury said that she had some questions about the building permit process as it pertains to the septic approval, etc. Thomas explained that the septic permit is left entirely up to the County. Ms. Fosbury said she wanted more information about the actual process of applying for a building permit. Jason Robbins said that it would be helpful to learn more about that process. There was some discussion about the current building inspector and also when the former building inspector used to attend the Board of Adjustment meetings. Loten Masker asked about the date of the survey that was submitted. He suggested

requiring applicants to acquire a new survey when they apply for permits. Mr. Lloyd explained that it is the requirement normally, but because this is an existing structure, he didn't think it was required.

8.) Lisa Fosbury made a motion to adjourn the meeting. Jason Robbins seconded the motion. All ayes. Motion carried. The meeting was adjourned at 5:41 p.m.

Harley Lemons, Board of Adjustment Chair

Dorothy Dutton, City Clerk

June 2022

Dr. Jerry Oates
Superintendent

Mr. Darrell Cheers
Assistant Superintendent/ Chief Accountability Officer

Cheers' Corner with Darrell Cheers



As we close out the 2021-22 school year we say farewell to Mr. Randy Horne, retiring principal at The Center of Applied Sciences and Technology. Mr. Horne has held many positions in Brunswick County Schools including middle school social studies teacher, assistant principal at

West Brunswick High School, as well as principal at both Southport Elementary and Virginia Williamson Elementary. Mr. Horne was very passionate about the opportunities available to both traveling students and 9th-grade academy students at The COAST. With our CTE graduation rate over 98%, he understood if we could get them hooked on CTE they had a much greater chance of graduating from high school. Also, if you spent any amount of time with him, he would share the Fibonacci sequence with you. He loved to share this information that describes predictable patterns on everything from atoms to huge stars in the sky. One of the best examples of the Fibonacci sequence can be viewed by looking at a crosscut section on a Nautilus shell. We even replaced the O in COAST with a Nautilus shell. After dedicating 34 years to education, it is time Mr. Horne takes some well-deserved time for himself. So, to my friend I say enjoy the highland games, enjoy searching for truffles, and enjoy your next chapter in life.

Stepping into the role of principal at The COAST is a veteran Brunswick County Schools administrator, Dr. Jonathan DeBerry. Dr. DeBerry has served as a school administrator at South Brunswick High School and Town Creek Middle School. He has hit the ground running at The COAST by filling a couple of teaching vacancies, one being the construction teacher. We are very excited with the opportunity to fill the construction position after being vacant for two years. The CTE leadership team and the teachers at The COAST are working with Dr. DeBerry so that he has a seamless transition and is ready for our students to return in August. So, to Dr. DeBerry welcome to The COAST. We look forward to you being a part of our STEM Career Accelerator Camp and to the upcoming school year.

Thank you to Mr. Horne for all you have done and to Dr. DeBerry for all you will do for our students.

Best regards,

Darrell

MajorClarity District Power User Designation



Brunswick County Schools recently obtained the coveted MajorClarity District Power User designation. According to Ms. Audrey Johnson, Sr. Director of Customer Success with MajorClarity, *"we applaud your staff's ongoing dedication to student success, and we are proud to extend to you an official MajorClarity PowerUser certificate for the 2021-2022 school year! This is a proprietary designation that indicates the following:*

- *At least 40-50% of all student accounts have been activated this school year. This benchmark is based on doubling the industry standard, which our research has found to be an estimated activation rate of 20% for other CCR platforms.*
- *At least 50-60% of students have returned to their account 2x or more this school year.*
- *High staff login rates (measured through number of students engaged per staff login). This engagement ratio must be under ASCA's recommended caseload ratio of 250:1"*

We would like to thank our teachers, students, and staff for helping us to obtain this recognition and we also want to extend a very special thanks to Jennifer Sottriffer and Shakema Wilson, our middle school CDCs, for all their hard-work and effort in marketing, promoting, and implementing MajorClarity. It is a direct result of their efforts that we ultimately were able to obtain this special designation.



Student of the Month

Delaney Edwards



Congratulations to Delaney Edwards for being selected as our June 2022, CTE Student of the Month. Delaney is a student at West Brunswick High School and the COAST. Delaney was nominated for this recognition by Dr. Daniel Richardson her Clean Energy III instructor. According to Dr. Richardson, "Delaney is involved in multiple CTE courses at the COAST, including Clean Energy, TED, Digital Design and Culinary. She is a natural born leader, who keeps her group moving forward through projects. She makes efforts to ensure that her work is presented in professional ways. She has been always willing to help with recruiting efforts here at the COAST, including assisting with the career fair, promotional materials, and student tours. Delaney's dedication to her work and her positive attitude are qualities to be admired." Congratulations Delaney for being selected as our CTE Student of the Month, and for sharing the the following information with us:

What is your current grade level?

11th Grade

When you look back on your time at WBHS in later years, what do you think you will remember most?

When I look back on these years at West Brunswick and the COAST, I think I'll remember working hard to achieve my academic goals during a very unusual and challenging environment more than anything. The pandemic affected my school experience greatly, but it pushed me and my classmates to adapt in our classes, which made the experience more special. There were many times I was the only student in class because the rest of my classmates were learning virtually, or vice versa, and that was very different for me. This semester has been the most normal since freshman year, so I'm glad I was able to be here long enough to get a normal semester again.

Which classes have been your favorite this year?

I've been taking COAST CTE classes since freshman year, and the Clean Energy Technology courses have been a personal favorite of mine. Clean Energy has related our projects and topics to real-world issues that I will have to face when I graduate, and is the only class where we are allowed to burn things without getting in trouble. Dr. Richardson has been a great teacher to work with and has made Clean Energy one of my favorite courses. I have truly loved all of the courses I've taken here. I have also taken Technology, Engineering and Design as well as Culinary Arts, which have served as very hands-on, engaging classes that differ from my usual classes.

Are you a member of any school clubs or organizations?

I am in WBHS's "Not Your Grandmother's Club" led by Mrs. Saavedra to learn how to embroider, as well as WBHS's ASL Club - led by Ms. Mahoney - so I can learn American Sign Language. I wasn't able to join many clubs until this year so I intend on joining a few more next school year.

What advice do you have for any student considering enrolling in a program at the COAST?

To any student considering enrolling at the COAST; do it. I have gotten experience I would've never had the opportunity to get at my home high school and I have met so many great people here. Coming here has led to career and learning opportunities I would not have had otherwise. It also provides an "escape" from normal class settings and, most of the time, doesn't even feel like school. It really helped me make my time at school much more fun and useful for after graduation. The staff here are also very kind and helpful, and genuinely want to know the students, which is harder to do at my home high school since the student population is much larger there. That being said, having the smaller classes here is also a major benefit, I really feel like I can get hands-on with my projects and make closer friendships here than I could otherwise. All in all, I am so glad I chose to take classes here and I hope more students decide to as well. It really was one of the best academic decisions I ever made.

If you could move anywhere in the world, where would you move and why?

There are many places I want to visit, but after graduation, whether that be soon after or a few years after, I want to try living in Maine. I think the state is absolutely beautiful and I'd love to experience seasons there since this area doesn't really go through all four seasons. I don't think I'll live there forever, but I am looking forward to seeing if I enjoy living there and being somewhere new.

What is your dream college and/or career goal after graduating from WBHS?

I haven't decided if I am going to a four-year college yet, but if I do, I would love to attend Appalachian State University. I love the area and I really think I would like the school environment. If I decide I don't want to attend a four-year university, I will be finishing my Associate's in Science at Brunswick Community College, which I am already working on, so that I have some education under my belt. I'm not sure what career I want to pursue, which is why I haven't decided which school to continue my education in. My career choice will determine the school I go to, but for now I'm trying to get as much information as I can so I can make the best decision for me. At the end of the day, as long as I love what I do and get paid enough to live comfortably, I'll be happy.

Business Spotlight



The Career and Technical Education Department would like to recognize the Saber Healthcare Group as our “spotlight” business and industry partner. Saber provides senior care services which include skilled nursing, rehabilitation care, long term care, assisted living, memory care, as well as personal care. Saber also provides care for special needs, including dementia, Alzheimer’s, ventilation, and dialysis. Saber specializes in Holistic Care, which focuses on the individual’s emotional and physical health. The staff truly cares about and has the utmost respect for each patient. “It’s our goal to help you reach your highest level of wellness and get you back on your feet to experience your daily lifestyle.”

Saber Healthcare has been a tremendous partner and supporter of Career and Technical Education here in Brunswick County. The company worked collaboratively with us to establish CTE internship opportunities for students following a health science pathway. The CTE internship provides a wonderful opportunity for students to apply the skills learned in the classroom within the actual workplace. Students also benefit by utilizing this experience to practice and develop those soft/professional skills that are so important for future success.



Our facility proudly holds an award from the American Health Care Association (AHCA) as part of the 2020 Quality Initiative Recognition Program. This recognition is for one or more of the following goals: Safely reduced long-stay and short-stay hospitalizations; improved long-stay or short-stay satisfaction; safely reduced the use of antipsychotic medications, or improved short-stay functional improvement or long-stay worsening mobility.



Thanks so much to Saber Healthcare and the entire staff at Autumn Care in Shallotte for providing such a valuable work-based learning experience for our student interns. We truly cannot thank you enough for all your help and support.

Thanks also to our interns for their hardwork, dedication, and dependability throughout the semester. You all did an excellent job. Our interns are as follows: Abigail Scott, Carly Walters, and Ashlyn Scott.

Shelia Gerald-Evans - West Brunswick High School

West Brunswick High School HOSA members honor and show appreciation for their teachers and staff by providing them with a "Grab and Go" breakfast during Teacher Appreciation Week.



Shelia Gerald-Evans - West Brunswick High School

Students in Mrs. Gerald-Evans' Human Body Systems class enjoy a fun final build on their manikins which was a hat contest. The Christmas hat was the winner!

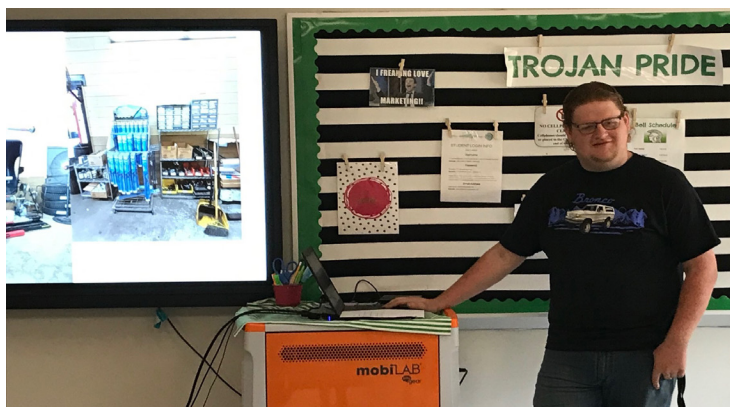
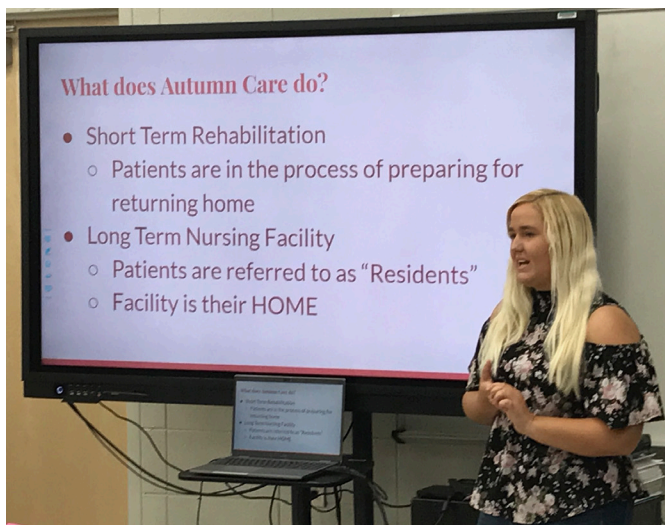


Ken Buck - Career and Technical Education



CTE Internship and Apprenticeship Students Reflect on their Work-Based Learning Experiences

Our CTE interns and apprentice recently completed their final project and presentation. Each student shared information with the group about their specific experiences including the types of activities, responsibilities, duties performed as well as types of equipment they utilized on the job. They went on to share information about how they handled challenges that they encountered and how this experience will impact their future plans. All students did indicate that the experience was very beneficial and that they each would highly recommend it to other students.



Thanks so much to Abigail, Ashlyn, Carly, and Nick for all your hard-work, dedication, and commitment you each exhibited throughout the entire semester. You all did a wonderful job and we are so very proud of each of you.

Thanks to Saber Healthcare and Black's Tire Service for working so diligently with our students and for providing them with such a nurturing and educational experience. Thanks also to our career development coordinators and to each CTE staff member that helped prepare these students for this wonderful opportunity.

Kristin Lee - North Brunswick High School

Jamie Madren, Coordinator for the Center of Advanced Studies, recently visited NBHS and spoke to Mrs. Lee's classes about the North Carolina Career and College Promise Program. She shared detailed information with the students about the many opportunities available to them through this initiative.

Thanks so much Mrs. Madren for sharing information with our students about CCP and the pathways that are available.



Michelle Hines - South Brunswick High School

Health science concentrator and senior Caroline Walters recently coordinated a blood drive with The Blood Connection and her fellow classmates. The blood drive served as Caroline's community service project and it was a major success with a total of 54 units collected. Thanks so much to everyone that participated!



Alisha Pierri - The COAST

Chef Pierri's culinary students prepared a wonderful lunch for the district's principals and administrative staff for their final meeting of the school year. The menu consisted of classic red meat sauce lasagna, chicken alfredo lasagna, vegan lasagna, garden salad and garlic bread. The students did an exceptional job!



Kelly Richardson & Zach Roberts - West Brunswick High School

Brunswick County Farm Bureau Supports Local FFA Membership

The local Brunswick County Farm Bureau again this school year graciously paid FFA membership fees for all Agriculture students so that those students could be active members of the organization. This was a donation of around \$5,500 which helped to reduce any financial burden that would ordinarily may have prohibited a student from joining the FFA. Thanks so much to Farm Bureau for providing such a tremendous support system for our students.

FFA Members compete at the Southeast Regional FFA Rally

May was quite a busy month as we had our Southeast Regional Rally at the University of Mt Olive. We had teams competing in Introduction to Horticulture, Forestry, and Floriculture. Forestry placed individually with Sal Sardella in 7th and David Barnes in 8th. Introduction to Horticulture placed 9th as a team. Team members were: Caden Davis, Allie Stevens, Henry Perez, and Paul Gushman.

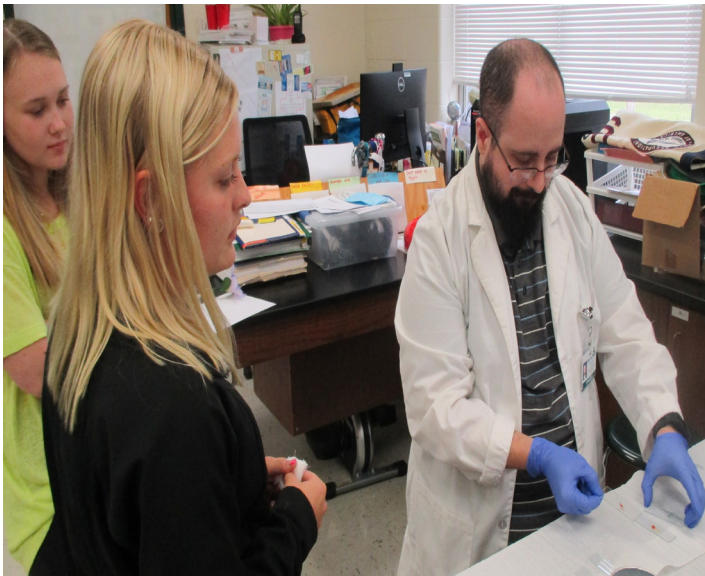
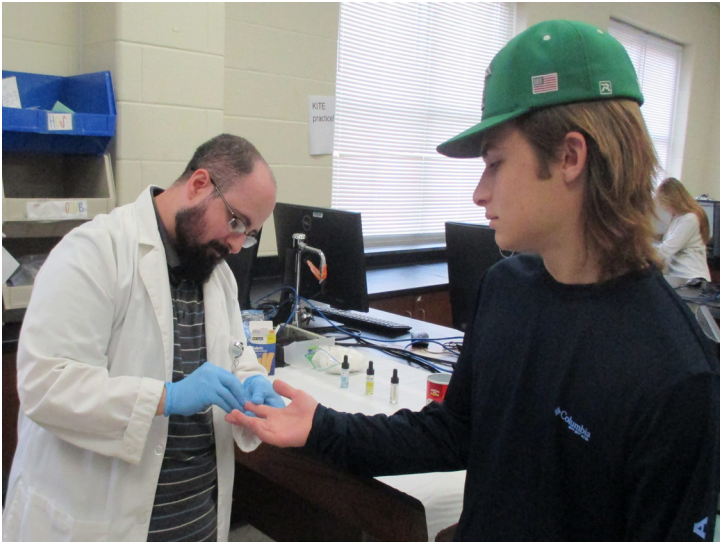


Floriculture placed 1st in the Region and this was a 1st for West Brunswick!! Team members were
Trinity Clark - 15th individual
Kylie Keaton - 8th individual
Bailey Kluttz - 5th individual
Gunnar Blake - 1st individual (Also a 1st for West Brunswick)
Floriculture will continue to the State contest in June at the State FFA Convention. We wish them luck!



Shelia Gerald-Evans - West Brunswick High School

Students in Mrs. Gerald-Evans' Human Body Systems class discover their individual blood type with assistance from Mr. Edward Grissett, a 2006 graduate of West Brunswick High School. Mr. Grissett demonstrated and discussed with students the process of blood typing as well as shared information about how to become a medical laboratory technician.



Blood Type Chart

		Father's blood type				
		A	B	AB	O	
Mother's blood type	A	A or O	A, B, AB or O	A, B or AB	A or O	Child's blood type
	B	A, B, AB or O	B or O	A, B or AB	B or O	
	AB	A, B or AB	A, B or AB	A, B or AB	A or B	
	O	A or O	B or O	A or B	O	

Jean Jinwright - Cedar Grove Middle School

7th Grade Exploring Careers and Employment Learn about Understanding Income and Expenses

On Thursday May 12, 2022, Rae Stephens Senior Financial Services Officer and Jeonna Smith, Financial Services Officer with the State Employees Credit Union of Shallotte, North Carolina came out and worked with Mrs. Jinwright's 7th grade Exploring Career and Employment class. Students learned five important steps to becoming financially literate: Save money, set financial goals, budget your money, spend less than you earn, and use credit wisely. Expenses can be diminished by good budgeting skills. Students learned about some entrepreneurs who knew how to manage their money, and became successful in their business. Students also had the opportunity to complete an activity called, Real World activity. The activity allowed students to see how the real world works and the importance of getting an education so that you can get a good job and live the lifestyle you want. Students enjoyed the presentation and learned a lot.



Thanks so much to Ms. Stephens and to Ms. Smith for taking time out of their busy schedule to come out and share such valuable information with our students.

Kelly Richardson & Zach Roberts - West Brunswick High School

Two West Brunswick FFA Officers visited the Rotary Club of South Brunswick Islands to speak with them about the importance of FFA . Stella Kissell and Damion Arredondo did a wonderful job representing our chapter!!



Our Horticulture classes have also been busy on campus learning hands-on skills in pruning.



Shelia Gerald-Evans - West Brunswick High School

Project Lead the Way White Coat Ceremony

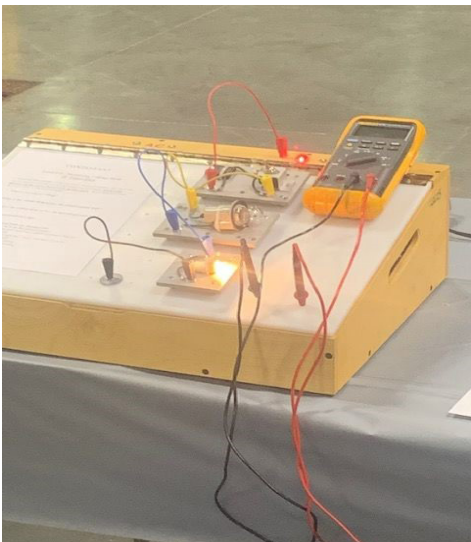
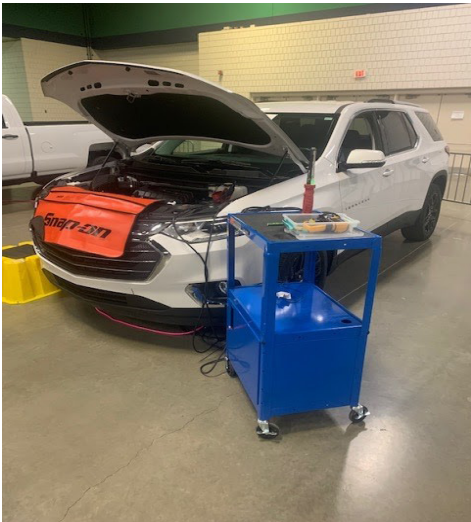
Students completing the full PLTW four course sequence are recognized and awarded annually with a personalized white lab coat and a certificate of completion. The students pictured below completed all requirements and were recognized and awarded at our recent ceremony.



Students pictured left to right are Brycen Wilson, Hailey Martin, Brianna Leonard, Vivian Bryan, Bethanie Benton, Abel Yuricek, Bianca Rendon, and Maliya Broome. Seated in the wheelchair is the mannikin used to represent Anna Garcia used to engage the students in their very first PLTW class in the area of forensics.

Robert Watkins - The COAST

Automotive students Nicolas Tindal and Lance Ipatzi attended the SkillsUSA State Conference in Greensboro and competed in the Automotive Service contest. The contest consists of hands-on tasks, parts identification, job interview and a written test. Both students gained valuable experience and are looking forward to competing again next year.



Robert Watkins - The COAST

Congratulations to Dylan Inman, Wyatt Moster, and Dempsey Ryan for earning various automotive industry aligned credentials during the spring semester. Credentials were earned in brakes, maintenance, and light repair as well as in electrical/electronic systems. Dylan, Wyatt, and Depmseý are pictured below displaying their ASE certification certificate.



ASE Entry- Level Certification

Auto II

Dylan Inman - Brakes, Maintenance & Light Repair

Auto III

Dempsey Ryan - Electrical / Electronic Systems

Wyatt Moster - Brakes, Maintenance & Light Repair



Kelly Richardson & Zach Roberts - West Brunswick High School

Congratulations to Trinity Clark and Stella Kissell for receiving the most prestigious FFA degree awarded in North Carolina. Both students have been awarded the Old North State FFA degree. They have earned this degree through participating in various events and competitions at the county, regional and state levels throughout their years as FFA members. They also completed community service projects and planned and conducted supervised agricultural experience projects while earning this degree.

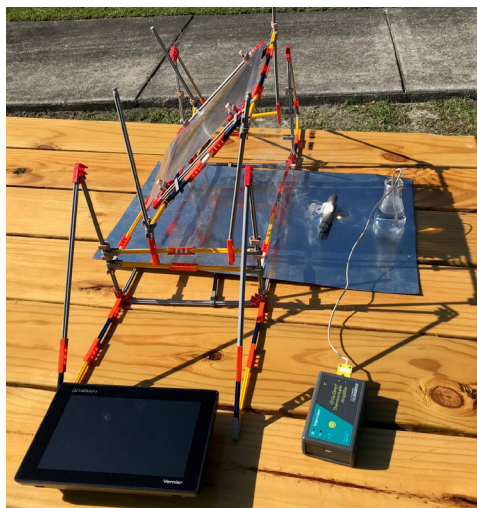
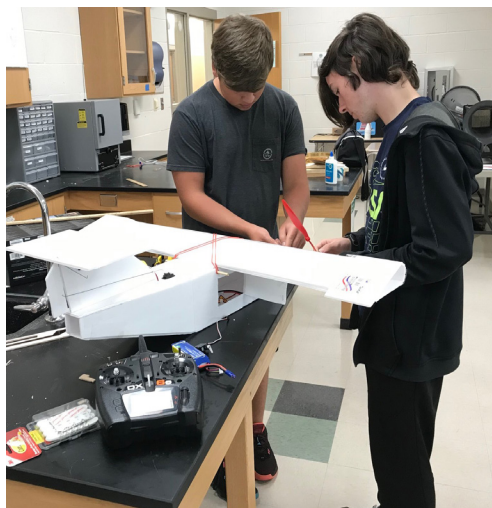


West Brunswick will kick the summer schedule off with a trip to the NC FFA State Convention in Raleigh in June. Next we will spend a week at White Lake for FFA Rec Camp and another week at White Lake for the State FFA Leadership Conference. Both teachers will attend the NC CTE Teacher Conference in Winston Salem and will visit students on jobs throughout the summer.

We would lastly like to congratulate Stella Kissell and Damion Arredondo as they are Senior Officers. We wish all the class of 2022 the best of luck!!

Daniel Richardson & Marc Pardee - The COAST

Students in Dr. Richardson's and Mr. Pardee's classes have many opportunities during the semester to work on a large number of fun and beneficial hand-on projects. The pictures below depict some of the recent projects and activities completed in the clean energy and aerospace programs here at the COAST.



Ken Buck - Career and Technical Education

Congratulations to several of our Health Science instructors for successfully earning their CPR Trainers Certification. Our instructors were as follows: Lori Rose, Sheila Gerald-Evans, Wanda Wilson, Michelle Hines, and Susanne Bridges.



Dr. Lori Rose and Sheila Gerald-Evans



Michelle Hines



Susanne Bridges

LOCAL EMPLOYMENT OPPORTUNITIES



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Brunswick NCWorks Career Center Jobs Spotlight 5/25/2022

Registered Nurse

AMEDISYS HOLDING, LLC.

Job #: 12223925

BOLIVIA, NC

\$50k - \$93k a year

- An associate's degree is required, along with a valid NC registered nurse's license; A bachelor's degree is a strong preference
- Prior experience of over a year is required, along with good computer skills

Cook

SMOKE'D

Job #: 12217324

SHALLOTTE, NC

\$13 - \$17 per hour

- No minimum education requirements, yet applicants must be able to work quickly in a team-based environment
- Experience is preferred, and basic knowledge of food safety and accurate food preparation is required

Network Security Administrator

BRUNSWICK COMMUNITY COLLEGE

Job #: 12180761

BOLIVIA, NC

\$53k - \$89k a year

- Applicants must have an associate's degree in information technology or a related field, along with 3-5 years of network security administration experience
- Proficiency in Microsoft office is strongly preferred, and applicants should have great communication and collaboration skills

Chief Utility Plant Operator (Wastewater)

BRUNSWICK COUNTY GOVERNMENT

Job #: 12223190

BOLIVIA, NC

\$22 - \$35 per hour

- Must have a high school diploma or GED equivalent, along with a valid NC driver's license
- Applicants should have 7 years of experience in wastewater treatment, along with a grade IV biological certification in the state of NC

Library Assistant – Youth Services Specialist

BRUNSWICK COUNTY GOVERNMENT

Job #: 12228671

SHALLOTTE, NC

\$16 - \$22 per hour

- An associate's degree with previous experience is required, and prior experience may substitute for a lack of college education
- Must have strong customer service skills and ability to organize and move books regularly

Nursing Faculty (Full-Time)

BRUNSWICK COMMUNITY COLLEGE

Job #: 12186622

BOLIVIA, NC

\$52k - \$74k a year

- A master's degree in nursing is required, along with valid NC licensing
- Experience teaching is strongly preferred, and over 2 years of clinical experience is required

The NCWorks Career Center does not discriminate on the basis of race, color national origin, sex, religion, age or disability in the employment or the provision of services. Auxiliary aids and services for individuals with disabilities are available upon request

Brunswick NCWorks Career Center
5300-7 Main Street
Shallotte, NC, 28470
910.754.6120
ncworks.1800@nccommerce.com



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Brunswick NCWorks Career Center Jobs Spotlight 5/23/2022

PPM Helper I – Ongoing Maintenance Team

EMCOR GROUP, INC.

SOUTHPORT, NC

Job #: 12227249

\$21k - \$47k a year

- A high school diploma or GED equivalent is strongly preferred, and applicants must be physically able to work actively
- Prior experience operating forklifts is also a strong preference, but on-site training is offered

Dishwasher

SMOKE'D

SHALLOTTE, NC

Job #: 12217231

\$12 - \$14 per hour

- No minimum education requirements, yet applicants must be able to work quickly in a team-based environment
- Applicants must be able to clean work surfaces effectively, along with checking dishwasher temperatures for safety. Experience is preferred, but not required

Community & Donor Relations Coordinator

BRUNSWICK COMMUNITY COLLEGE

BOLIVIA, NC

Job #: 12224450

\$35k - \$40k a year

- Applicants must have a bachelor's degree in a relevant field such as marketing, public relations, business, or accounting
- Proficiency in Microsoft office is strongly preferred, and over 3 years of experience in marketing or non-profit fundraising is required

Diesel Mechanic

BRUNSWICK COUNTY GOVERNMENT

BOLIVIA, NC

Job #: 12228615

\$16 - \$20 per hour

- Must have a vocational or technical degree with coursework in automotive mechanics, and 5-7 years of experience in the field is strongly preferred
- Applicants must be able to obtain a valid CDL within 9 months of employment

Library Assistant - Courier

BRUNSWICK COUNTY GOVERNMENT

LELAND, NC

Job #: 12228630

\$16 - \$22 per hour

- An associate's degree with previous experience is required, and prior experience may substitute for a lack of college education
- Must have strong customer service skills and ability to organize and move books regularly

Construction Superintendent

BRUNSWICK COUNTY GOVERNMENT

SUPPLY, NC

Job #: 12209970

\$72k - \$98k a year

- A high school diploma or GED equivalent is required, along with over 10 years of experience in construction, preferably in water & sewer operation
- A valid NC contractor's license or engineering registration is preferred, along with an associate's degree

The NCWorks Career Center does not discriminate on the basis of race, color national origin, sex, religion, age or disability in the employment or the provision of services. Auxiliary aids and services for individuals with disabilities are available upon request

Brunswick NCWorks Career Center
5300-7 Main Street
Shallotte, NC, 28470
910.754.6120
ncworks.1800@nccommerce.com

Building Golf Course Maintenance Associate, Southport, NC-HVAC experience a plus, but not necessary! Schedule: training schedule will be 7:30 to 4:00 Monday to Friday, then Tuesday, Wednesday, Thursday 8 am to 5 pm and Friday/Saturday 10:30 am to 7-General Repairing and Maintenance property, mechanical, electrical, and structural aspects of the buildings and grounds. Maintain appearance and cleanliness of Facility in/exterior- Lift up to 50 lbs., push, pull walk around crawl sit and stand. Be able to work in the elements and endure heat. MUST HAVE a valid driver's license. \$15.00 per with pay increase after hired on perm-Temp-Perm with Benefits Package! Requirements: Background and Valid Driver's License.

3rd shift Quality Inspectors, Leland, NC!!!- Manufacturing Plant, Temp to Perm, 11 pm to 7 am. They offer FULL MEDICAL/DENTAL/VISION AFTER 90 DAYS, 401K AFTER 6 MONTHS PTO 2 DAYS AFTER HIRED ON, ACCRUE 1WK VACATION 1 YR-14.25 Per Hour.

CSR/Receptionist Insurance Staff Position, Shallotte, NC!! Establish customer relationships and follow up with customers, as needed. Provide accurate, and friendly customer service. This includes responding to inquiries regarding insurance availability, eligibility, coverages, policy changes, transfers, claim submissions, and billing clarification. Assistant in sales with payments Customer service, answering phone calls, directing people to the right place Hours: 8:30am - 5:00pm Monday - Friday Rate of Pay: \$14:00 - \$15:00 DOE. Background check.

Cheerwine Distribution- NC and SC- Go to www.carostaff.com, click on Jobs Tab, Click on Cheerwine Jobs, find your job and location, and apply. 910-754-5393.

Fulltime Inside Sales Reps, Leland and Wilmington, NC -Pawn Shop Sales-Pay: \$10.00 – \$12.00 per hour-40 hours per week and must be flexible to work within the store hours as needed. Store Hours are Monday-Friday 9:00 7:00 pm, Saturday 9:00 am – 6:00 pm, and Sundays 1:00 pm-5:00 pm (Only Open Sundays Thanksgiving – Christmas only).

Part time and Full time Cook and Cashier, Calabash, NC!! Small Restaurant - Training will be provided, be able to make different egg sandwiches, Prep food for the day, Help clean the kitchen Hours: 6:00am to 3:00pm Tuesday – Sunday Part time: Friday, Saturday, Sunday Rate of Pay: DOE.

General and Skilled Labor – Brunswick County - Pay Depends on job and skill set and requirements for the certain job.

Landscapers, Southport, NC-T/P/Benefits-Maintain grounds of resort. 6:30 am - 2:30 pm Monday – Friday- rotate every other Saturday or Sunday 6:30 am to 10:30- \$14.00.

Warehouse Picker/Packer, Leland, NC-10 per hour-8:00 am to 4:30 pm, pulling and stocking product, standing, and walking and the ability to lift to 50lbs.

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Phone (910) 754-5393 Fax (910) 754-5433
www.carostaff.com jabernathy@carostaff.com



Highly Skilled Window Installer, Sunset Beach, NC- installation of Windows, Doors, Porch enclosures and Hurricane protection in accordance with all federal and local codes. Monday-Friday 7:30 am - 3:30 pm Background, Valid Driver's License. 15.00 – 16.00 Per Hour.

2nd and 3rd Shift Packers in Leland, NC!!! Packing products, placing packaging on pallets for shipping. Must be able to lift to 25lbs. Must be able to stand for long periods of time. Must be able to withstand working in the heat, Fans/water/electrolytes will be provided throughout your shift. Attire: Closed toe shoes, beard/hair net. FULL MEDICAL/DENTAL/VISION AFTER 90 DAYS, 401K AFTER 6 MONTHS PTO 2 DAYS AFTER HIRED ON. ACCRUE 1WK VACATION 1 YR. 2nd Shift: 3pm to 11pm, \$11.75, 3rd Shift 11pm - 7am - \$12.25**We can schedule to meet in Leland**

Hotel Housekeeping, Southport, NC Temp to Perm- Must meet the standards of cleaning, trash removal, change bed linens, clean bathrooms, and use the Covid Cleaning Policy. Monday-Sunday 9 am to 6 pm. Schedule will be determined upon hiring. 11.00.

Delivery Drivers-Shallotte, NC!!-Drive and deliver furniture to homes between Myrtle Beach/Wilmington. Driving a box truck (automatic)-Valid Driver's License. Experience driving box trucks. Must lift up to 50lb Be polite and friendly! *Monday to Saturday 9:00am to 5:00 pm- \$13.00*

Snack Bar Line Cook, Sunset Beach, NC!!!Great Part time position. Duties: Prepare meals for customer based on their order Keeping the kitchen clean Qualifications: Basic meal prep skills Dependable Organizational skills Great cleaning skills Perform other duties as assigned Rate of Pay: \$13.00 per Hours: 10:30am to 3:30pm.

Seasonal Pool/Rec Attendants, Southport, NC- Work one pool or activity center. Sites vary on schedules and availability. You will be responsible for the following tasks assigned to you. *Must have* Valid Driver's License, Reliable transportation to and from assigned facility. Attendant must be professional in all areas of conduct. Self-Motivated and dependable. *Shifts:* 7am to 8 pm be flexible between 7 am and 8 pm and Monday -Sunday. You will be given a shift that works for you, and you can work part or full time. 10.00 Per Hour.

Kit Assemblers *NO Exp. Required** – Leland, NC!!!!**-M-F 8:30am – 4:30pm- Pack kits, including sub and final assembly Identify and pull defective items and quality assurance inspection of kits when required Basic computer skills used to clock in and out, on the job training: Shorts/Sneakers/Knee length shorts/Pants/T-Shirt

15 Beach Rental Delivery Drivers-Ocean Isle Beach to Holden Beach, NC- Delivering rentals; Kayaks, bikes, surfboards, beach chairs and umbrellas. Must be able to Drive a 17 ft box truck and be able to lift, ben a push with no limitations. Must have a clean MVR. 12.00 and up to 15.50 if you have a CDL. FT and PT 7 Days a week.

Jessica Abernathy Office Manager
PO Box 1614 Shallotte, NC 28459
Phone (910) 754-5393 Fax (910) 754-5433
www.carostaff.com jabernathy@carostaff.com



Golf Course Maintenance- Maintaining the Golf Courses-6:00 am – 2:00 pm Monday – Thursday, Friday, and Saturday 6:30 am to 10:30 am. Duties: Landscaping and up keeping of the greens, etc.- Rate: \$13.00-Southport, NC-Temp to Perm with Benefits.

2 Tire Technicians - Rockingham, NC -Help needed for the service technician department; heavy equipment ranging from motor graders to off dump trucks working in suspension, front end alignments, struts, tire changes, oil changes, road calls, and must be able to help run the shop, while providing excellent customer service. Requires: Mechanically minded, and able bodied, with a meticulous attention to detail. Training will be provided, but successful candidates must have a background within the automotive industry. Schedule: Monday - Friday 8:00am - 5:00pm Full Time/Perm Pay: 15-16.

Hotel Housekeepers Fulltime, Southport, NC- Provide professional Service Cleans and maintains all public areas, storage areas and administrative areas. Clean rooms as assigned. Make beds, clean bath, showers, and toilet. Dusts, vacuum, run supplies and service items to guestrooms as requested Maintains all public areas, hallways other spaces assigned. Polishes metalwork and furniture. Collects soiled linens for laundering and received and stores linen supplies in appropriate locations. Vacuums floors. Cleans restrooms. Removes trash Office cleaning Refurnishes areas with supplies as required. Removes and disposes of trash. Completes projects as determined by management. Be available for work weekends and holidays. Lifting 50 lbs. maximum with frequent lifting and/or carrying of objects weighing up to 25 lbs. Requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, handling, seeing, feeling. 9:00am to 4:00pm- \$12.00 - \$15.00.

Call 910-754-5393 for further questions. You may also stop by Monday-Friday 8 am to 11 am and 1 pm to 4 pm to 4480 Main St. Shallotte, NC.



2022 Season Gear Up!!

Carolinas Staffing Solutions NOW HIRING!!!



CALL

TODAY :

910-754-5393

Requirements:

- **Must have a good work ethic**
- **Pass Background Screening**
- **Have reliable transportation**
- **At least 18 years of age**
- **Have proper identification for employment**



**We Have All Kinds of Work Full and Part Time
Available in Brunswick County!!!**

Clerical

General Labor

Landscaping

Warehouse

Housekeeping

Rec, Pool and Lake Attendants

Installers

Custodians

Sales

Beach Delivery Drivers

Maintenance

Assembly

CSSI takes Walk-Ins Monday – Friday 8:00am – 11:00am & 1:00pm – 4:00pm, plan to be here one hour & bring in 2 forms of ID along with your work history to register. We are located at 4480 Main Street Shallotte, NC 28470. Or Apply Online at www.carolinasstaffing.com. Phone: 910-754-5393

Your career, your future.



Find My
Interests



Explore
Occupations



Plan My
Career



Education &
Training



Job
Search



Make budget choices and get a summary of state or county costs in 12 major expense categories. Link to occupations with salaries that match your life choices.



INTEREST
FINDER

What kind of person are you? Are you Artistic? Social? Realistic? Answer this short quiz to identify your personality type.



CAREER CLUSTER
MATCH

Uncover which Career Clusters match your combination of work, skill and academic interests and then explore the occupations included in that cluster.



Ken Buck
Career Ready Coordinator
Brunswick County Schools
910-782-5030 (Office)
910-274-1042 (Cell)
Twitter: @kbuck_CTE

If you are receiving this newsletter via a forward and would like to be added to our distribution list please complete the request form by [clicking here](#).

In compliance with federal law, Brunswick County Schools' CTE programs administer all educational programs, employment activities and admissions without discrimination because of race, religion, national or ethnic origin, color, age, military status, disability or gender, except where exemption is appropriate and allowed by law.

DEPARTMENT OF COMMUNITY RELATIONS
July Report 2022

June 2022:

Randy Jones,
Director of Community Relations

Number of Visitors 3,330

Visitors' Center Donations (FYTD)	\$ 5,550.00
Film Permit Revenue (FYTD)	\$ 13,600.00
Community Building (FYTD)	\$ 140,041.25
Occupancy Tax (FYTD)	\$ 323,602.51
Fiscal Year Total	\$ 482,793.76

Tourism

- Sharon Venis retired after six years of service to the City of Southport on June 30th, we are both saddened by her departure, and excited for her next chapter!
- Allayna has officially started as the Assistant Director for Community Relations as of July 1st.
- The independent film, *The Problem with Providence*, wrapped. We will keep you updated for release date.
- The Amazon Original, *The Summer I Turned Pretty* was released: <https://cityofsouthport.com/the-summer-i-turned-pretty-on-amazon-prime/> They are looking to permit for season two.
- The NC Fourth of July Festival was our primary focus, the festival started on June 30th: <https://www.nc4thofjuly.com>
- The "This is our Town" cleanup was held Saturday, June 4 at 9 am. The main focus was weeding and mulching Waterfront Park grasses, JC Building, Garrison lawn memorial beds, and other garden spots where needed around town. Frame making - Sanding, staining, insertion of pocket hole screws, and assembly of historical markers. The next will be held September 3, 2022.
- On June 7th, The US Daughters of 1812 Markers held a rededication of the Memorial Marker in front of the Southport Community Building, the Department hosted light refreshments in Fort Johnston following the dedication.
- Allayna has begun attending The Tourism Committee meetings with Randy through the Southport-Oak Island Chamber of Commerce. These monthly meetings allow the Community Relations department to continue being involved in local events sponsored through the chamber.
- Randy attended the monthly Downtown Southport Inc Board of Directors meeting.
- The Southport Summer Concert Series continues Thursday nights from 6p-8p, through September 1st: <https://cityofsouthport.com/the-2022-southport-summer-concert-series/>
- The Southport Summer Market is still going strong, on Wednesdays in Franklin Square Park, from 9a-2p, through August 31, 2022. <https://downtownsouthport.org/southport-summer-market/>
- The nightly flag-lowering ceremony began on Memorial Day and will continue through Labor Day, <https://cityofsouthport.com/event/southport-flag-ceremony-3/all/>

Communications

- Our new Communications/Public Information Officer, ChyAnn Ketchum, started on June 20th and has been training with Allayna.
- An informal gathering of Brunswick County PIOs met on June 7th to discuss the upcoming drills between Brunswick County and Duke Energy. We plan to meet again in July, the date to be determined, to discuss strategies during high-risk situations like storms. We plan to make this a yearly occurrence, meeting during “high risk” points during the year, and taking breaks during the “off” season, tentatively once a month from June-November.
- On June 27th, we attended the Fire Department’s Hurricane Expo and ChyAnn presented on Southport CONNECTED! and its benefits for community members.
- A new Communications social media strategy is in the works and will hopefully be complete in the next month.
- The City-wide Brand Strategy and Social Media Guidelines are also in the works with hopes to also be completed in the next month.
- At our next staff meeting, we will announce the soft launch of the new brand/social media guidelines and reiterate the importance of using the Jotform for content submissions.
- A resident notified our team that there were some broken links on the main webpage. They were found, resolved, and the resident was informed of the update.

Community Building

- We met with Landmark AV on May 12 to discuss timelines for the A/V phase one project. We are very excited to announce that we have officially signed a contract with Landmark A/V to begin the process. We will be keeping everyone updated as the project continues, and we receive timelines for the remainder of the project.
- I must announce we have lost our Facilitator, Kyra McCormick, whose last day was June 5, 2022 - I am so incredibly excited to announce, however, that she is not going far! Kyra has accepted a full-time position at the Maritime Museum at Southport, and while we will miss having her at the Community Building, we are so excited to have her right next door. Congratulations, Kyra!
- We are happy to announce our newest addition to the Community Building facilitator team, Valerie Kolhoff, whose first event will be on June 25th. We are so excited to have Valerie on our team, welcome!
- The building was the Headquarters for the NC Fourth of July Festival, beginning June 30th.
- We have started conducting research regarding the upcoming floor project.

UPCOMING CITY MEETINGS

Forestry Committee

2nd Tuesday of each month

July 12, 5 pm - (ITMH)

Park & Recreation Board

2nd Tuesday of each month

July 12, 6:30 pm - (ITMH)

ABC Board

2nd Wednesday of each month

July 13, 6:30 pm - (ITMH)

Board of Aldermen

2nd Thursday of each month

July 14, 6 pm - (SCB)

Beautification Committee

3rd Monday of each month

July 18, 5 pm - (ITMH)

Planning & Zoning Board

3rd Thursday of each month

July 21, 6 pm - (SCB)

Board of Adjustments

4th Tuesday of each month

July 26, 4:30 pm - (ITMH)

Southport Community Building (SCB) 223 East Bay Street

Indian Trail Meeting Hall (ITMH) 110 West Moore Street

Randy Jones

Director of Community Relations

Southport, N.C. 28461

Work: 910-457-7927

Cell: 910-477-1484

Email: rjones@cityofsouthport.com

UPCOMING EVENTS

The NC Fourth of July Festival

June 30 - July 4

nc4thofjuly.com/events

Free Dinners for the Community

Southport Unity Community

July 3, 11 am - 3 pm, A.C. Caviness Park

Southport Summer Market

July 6, 13, 20, 27

9 am - 2 pm, Franklin Square Park

Southport Summer Concert Series

July 7, 14, 21, 28

6 pm - 8 pm, Franklin Square Park

Kickball – Southport V. Bolivia

Southport Unity Community

July 9, 12 pm - 5 pm, A.C. Caviness Park

Flag Lowering Ceremony

Nightly, at 7:30 pm, at the riverfront



Animal Protective Services Department

Kate Marshall

910-477-1486

kmarshall@cityofsouthport.com



JUNE 2022 MONTHLY REPORT

ANIMAL PROTECTIVE SERVICES

DOCUPET PET LICENSES: 20

YEAR TO DATE: 90

ANIMAL BITES: 2

YEAR TO DATE: 4

DOGS

1. Dog bite - home quarantine.
2. (4) At-large - RTO
3. (2) Welfare checks
4. (2) Dogs in hot cars

CATS

1. Community Cats:
 - Ongoing TNR3
2. Foster program intake:
 - 6 Kittens from TNR approx. 5 weeks
 - 1 injured kitten - adopted
 - 4 kittens transferred to BCAS (APS sponsored adoption fee of 10 kittens)

WILDLIFE

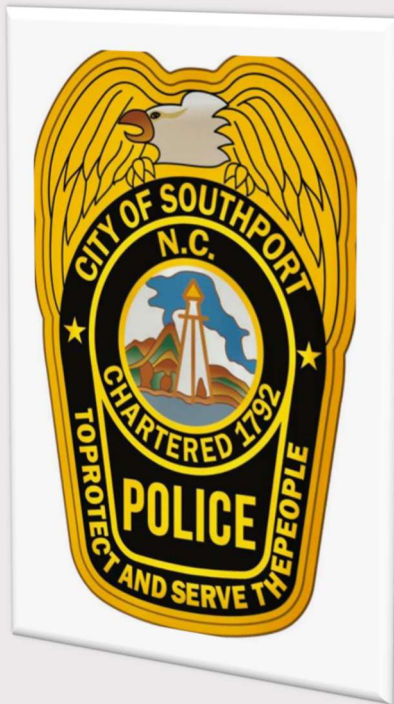
- (8) Alligator concerns
- Community education on co-existing with alligators ongoing
- 1 reported bear sighting, public education of BearWise ongoing

PROJECTS

1. Implemented new Comcate APS reporting and data tracking software.
2. Coordinating with Parks & Rec Department on the Taylor Field Dog Park opening.
3. Collaborating with Paws-Ability on Kitten Foster to Family Program.



POLICE



Monthly Summary

JUNE 2022

Chief Todd Coring
910-457-7913
tcoring@cityofsouthport.com
Facebook SouthportPoliceDepartmentNC

Southport Police Department

INCIDENT / OFFENSES

Total Calls for Service: 629

Below are some of the call types

General Calls

Alarms – 37
Meet Complainant – 47
Suspicious Persons/Activity – 46
Reports – 30
Shoplifter – 1
Disturbance & Domestic Calls – 33
911 Hang-Ups – 18

Traffic Calls

Traffic Stops – 90
Motor Vehicle Accidents – 18
Hit/Runs – 4
Drunk Driver/C&R/ATL -29
Assist Motorist – 8
Traffic Control - 2
Assist EMS – 108
Assist Fire – 18

ARREST / CITATION / CHARGES

Arrest – 13
Citations & Warnings – 12
Investigations – 30
ABC Applications – 2
City Permits (Noise/Events/FILM) – 8 Noise
Special Events/Checks/Patrols – 120



"We preform partnerships with communities to improve the quality of life for all citizens who visit or call Southport home."

Community, Professionalism & Integrity

SOUTHPORT FIRE

OFFICE OF THE FIRE CHIEF

JUNE 2022 MONTHLY SUMMARY



Fire Division Calls for Service

Totals

Structural: 25 Vehicle: 1 MV Crash: 11

Woods/Brush: 4 Gas Spill/Leak: 0 Trash: 2

Water Rescue: 5 Electric: 3 Good Intent: 16

Mutual Aid: 6 Medical/CPR: 23 Other: 0

96

EMS Division Calls for Service

EMS Calls: 202 E-Transports: 75 NE-Transports: 16

218

Fire Prevention & Inspections

Permits: 22 Inspections: 50 Batteries: 28

Plan Reviews: 6 Smoke Alarm Installs: 26

Car Seats: 3 CPR Classes: 4 Tours: 39

178

Total Number of Fire Department Actions: 492

UPCOMING PROJECTS, GOALS, & EVENTS

The month of June was a very busy month for Fire and EMS. The fire department planned and executed several events in conjunction with the NC 4th of July Festival that were well attended. There was a record crowd at the Firefighter Competition. The hiring process of the EMS Captain and the 5 fulltime firefighters have begun. The process is 4 part, with agility, skills, written test, and panel interview. After each part the candidates are scored, and the scoring helps to determine the fulltime employee. The EMS auxiliary is growing and planning for fundraising events. The department is looking at several FEMA grants to help upgrade the EOC. Several special projects are upcoming.

PERMIT REPORT 2022

Month	New Construct SFR	New Construct Multi Family	Commercial Bldg Projects	Acc Struct	Total Building	Demo	Elect	Plumb	Mech	Permits Issued	Revenue Collected
Jan	9	0	6	5	22	0	33	13	37	179	\$ 161,702.50
Feb	16	0	2	6	16	0	36	20	37	124	\$ 154,789.00
Mar	14	5	6	10	34	2	43	19	47	199	\$ 82,146.50
Apr	7	0	4	1	18	1	40	34	38	249	\$ 325,280.50
May	9	0	4	4	19	1	32	21	43	195	\$ 88,866.50
Jun	8	1	6	6	22	1	33	23	52	236	\$ 281,149.51
Jul											
Aug											
Sep											
Oct											
Nov											
Dec											
Totals	63	6	28	32	131	5	217	130	254	1182	\$ 1,093,934.51

01JUN22**WEEK 22**

Owens	MIN HOUSING	No Response
Brown St.	J/A/N	Four (4) J/A/N vehicles and one (1) boat all unregistered parked in the ROW.
Fodale	#2750	Possible illegal dumping. No investigation, under casual observation, along with SPD efforts.
College St.	J/A/N	White Ford Taurus parked in the ROW in front of the listed address, no visible registration, readable VIN-1FAFP52214A202109. Courtesy Letter sent.
11th St	#2750	Possible illegal dumping. No investigation, under casual observation, along with SPD efforts.
Clarendon	OVEGROWTH	No response. Possible Probate case.
Burrington	MIN HOUSING	No response. Possible Probate case.
Caswell	MIN HOUSING	No response. Possible Probate case.
Lord	J/A/N	No response.
Clarendon	J/A/N	Awaiting response.
Lord	MIN HOUSING	Ongoing Investigation.
Clarendon	MIN HOUSING	Awaiting Heirs & Probate
Caswell	CONEX	No response
Lord	ZONING	Ongoing Investigation
Cap'n Adkins	ZONING	Ongoing Investigation.
Caswell	MIN HOUSING	Sale & Demolition pending.
Howe	ZONING	Ongoing Investigation.
E. West St.		Was advised that there may be additional structures added to the property, will inspect later today including, but not limited to, a bus. UPDATE- There is a very large Class-3 Motorhome in the driveway extending into the R.O.W. about 5 feet. Will consult with Director of Development Services.
E. Bay St.	R.O.W.	Was informed of an old case that was started but never followed up on. Will print out what documents there may already be, and we'll go from there.

02JUN22

Moore St. UNK Was instructed by the City manager to investigate the rumor that the listed address is selling t-shirts from the front porch area of their property in violation of Chapter 10 Section 3 of the Ordinances of Southport. UPDATE- None observed.

Moore St. UNK Observed a Ford F-150, Red in color, NCDAP5926 parked in the R.O.W. at that address. It has been there for a long time and the plates expired in 2010. A Door Hanger was placed at the residence and awaiting response. Sent an email to t. Burke (SPD) about it to ascertain the ownership of said vehicle.

Caswell St. UNK Received a call from Public Works about a citizen that called them to complain about the listed address pumping out the pool that located at the location into the street. The pool is of the saltwater type and the citizen was concerned about all the saltwater flowing into various yards killing all the grass. Instead of advising the citizen to contact me directly or to file a complaint on the city's website, the secretary elected to say thanks and hung up then called to tell me. This "system" has to stop if things are going to work properly.

06JUN22

WEEK 23

Moore St. UNK [REDACTED] called about the Door Hanger, J/A/N Vehicle. Stated that they are not the owner of the listed vehicle and do not know who the owner is. I thanked them for getting back to me so soon and will consult with the Maj Burke of SPD.

11th St. UNK Observed that the materials left by illegal dumpers have been cleaned up. Checked with a number of City sources and I am unable to determine who cleaned up the mess. Latest theory is that members of the Bald Head Inc. were there and cleaned it up as it is now their property.

Burrington [REDACTED] CE-22-3. Submitted complaint via OPENGOV concerning a property barrier that her neighbor laid-out on the R.O.W. between their property line. Arrived at the site and took photos. According to the GIS map, it appears that the rock barrier is along the property line extending into the R.O.W. Will seek consult with the Development Services Director.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. Recovered 6 signs and they have all been temporary placed at the City's 9th street lay-down yard.

07JUN22

E. Brown St. J/A/N Typed up and mailed a Notice of Violation Letter regarding the J/A/N situation at the listed address.

College St. J/A/N Typed up and mailed a Notice of Violation Letter regarding the J/A/N situation at the listed address.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. Recovered 4 signs and they have all been temporary placed at the City's 9th street lay-down yard.

Mitchell St. CE-22-1 Typed up and mailed a Finding of Facts Letter to the original Complainant stating that the investigation is closed.

08JUN22

1029 Howe St. UNK [REDACTED], called about the possible Lice and Bed-bug situation at the Trailer Park located at 558 Jabbertown Rd.

1029 Howe St. UNK [REDACTED] called about possibly buying a newly constructed home in Southport, wanted some questions answered about the area, I was more than happy to answer a few but did direct them to the City's website.

Howe St. UNK [REDACTED] Called about wanting to know various zoning laws concerning signage. Was hired by someone to make them a sign, listed several lines from the UDO and they seemed content with that.

Burrington [REDACTED] Submitted photos to the OPENGOV site under CE-22-2.

Moore St. [REDACTED] Observed a Ford F-150, Red in color, NCDAP5926 parked in the R.O.W. at that address. It has been there for a long time and the plates expired in 2010. A Door Hanger was placed at the residence and awaiting response. Sent an email to T. Burke (SPD) about it to ascertain the ownership of said vehicle. UPDATE- was able to get some information on the vehicle, it belongs to an Arthur Bridges at 412 Leonard Street. Went to the address and spoke with an Adam, his brother, who stated that he doesn't live there anymore but moved to 320 E. Moore St and that is where the truck is located. Will stop by tomorrow and speak with him about the truck.

09JUN22

Frink St. [REDACTED] [REDACTED]. Called regarding a large pine tree that is in her back yard and that she suspects is dead and/or dying. Advised her that I would be out sometime today and take a look and do some measurements to see if she needs a Tree Removal Permit. I measured it, 6 feet from the property line and 50 inches in circumference (which equates to a 15.5 Diameter).

Howe St. UNK [REDACTED]. Called about grave space at the City Cemetery. I believe that I gave him the proper information and directions to answer his inquiries.

Howe St. UNK [REDACTED]. Man called and stated that he was going to buy a house in Southport but that the lot had a large number of trees on it, and he wanted to know what he could do about getting some of them cut down. I advised him that the Tree Removal Process wasn't that difficult and explained to him the proper procedures to assist him.

Howe St. UNK [REDACTED]. Called regarding a property owner discharging their pool into the street and into other properties. Explained further that this was not ongoing at the time, which makes things a bit more difficult. Drove by later and observed that there is a noticeable erosion on the side of the street where the pool discharges. Will check with the director of Public Services.

10JUN22

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. Recovered 4 signs and they have all been temporary placed at the City's 9th street lay-down yard.

1029 Howe St. #2750 Going to take this opportunity to officially state for the record that today is my son's 22nd Birthday. Happy Birthday Caleb Thomas Martin!

1029 Howe St. #2750 Assisted in the daily operations of City Hall as a number of personnel were out of the building today on assignments.

13JUN22

WEEK 24

Moore St. [REDACTED] Knocked at the door and got no answer, a Door Hanger was left at the listed address, awaiting reply.

Frink St. [REDACTED] Stopped by and informed Mrs. trunnel tat se would indeed need a Tree Removal Permit for her large pine in the backyard. Advised her that she can either do it online or in person at City Hall.

1029 Howe St. UNK [REDACTED], once called about the possible Lice and Bed-bug situation at the Trailer Park located at 558 Jabbertown Rd. and once again I referred her to the Brunswick County Health Department. UPDATE- consulted with 2 other City Employees that have received phone calls from the listed Complainant. Even though, we all told her that our particular positions do not give us the authority or jurisdiction in her problem, she still calls. Other employees have also recommended that she call various county services as the city cannot correct or fix what she is complaining about.

1029 Howe St. UNK [REDACTED] called wanting to talk about being fined for a Zoning violation that he didn't commit. I advised him that nobody has been fined for zoning violations and after a small back and forth argument, he realized that he had the wrong jurisdiction and wrong phone number. He did apologize, and I accepted.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. Recovered 2 signs and they have all been temporary placed at the City's 9th street lay-down yard.

1029 Howe St. #2750 Assisted in the daily operations of City Hall as a number of personnel were out of the building today on assignments.

14JUN22

Clarendon MIN HOUSING [REDACTED] called and stated that he is still trudging his way through the court system trying to get the building and property in his name so that he can demolish the building. I advised him that he has no deadline from the city. I know that he wants the building down and is trying, so as long as he keeps me updated, this office is not going to force any enforcement into the issue.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. Recovered 2 signs and they have all been temporarily placed at the City's 9th street lay-down yard.

Sunny Point #2750 Went out to Sunny Point to access the records out there for Tori as she was very busy.

ITMH #2750 Forestry Committee meeting tonight is cancelled.

1029 Howe St. #2750 Just a quick note of interest: today marks the 247th Birthday of the United States Army, and as a coincidence, it is also National Flag Day. This We'll Defend!

15JUN22

Lord St. UNK Citizen concerned with the trash lying about the property there attempted contact through some unknown city portal that I didn't know about. I kindly sent them an email directing them to the City's Website and Code Enforcement Complainant process.

1029 Howe St. [REDACTED] Was made aware of a possible unsolicited vendor in the area either trying to scam citizens or casing the homes for other nefarious reasons. SPD Chief was also notified by the concerned citizen, and we are all on the lookout.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. No improper signage located.

16JUN22

Stuart #2750 Placed a Door hanger at listed property for a Debris pile that has been there for a noticeable period of time. No answer at the front door.

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Clarendon #2750 Placed a Door hanger at listed property for a Debris pile that has been there for a noticeable period of time. No answer at the front door.

8th Street #2750 Placed a Door hanger at listed property for a Debris pile that has been there for a noticeable period of time. No answer at the front door.

9th Street #2750 Placed a Door hanger at listed property for a Debris pile that has been there for a noticeable period of time. No answer at the front door.

Fodale Ave. #2750 Placed a Door hanger at listed property for a Debris pile that has been there for a noticeable period of time. No answer at the front door.

Bay Street #2750 Began an earnest investigation into correcting the situation there that was halted years ago by an unknown source.

1029 Howe St. #2750 Chapter 15 of the Southport Ordinances needs a serious re-write. Attempting to correct glaring mistakes or parts that are no longer applicable.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. No improper signage located.

17JUN22

Stuart #2750 Called property owner Peter Chilberg @ [REDACTED]. Spoke at length about the renters that had just finally vacated the residence there and stated that he got the door hanger placed yesterday and is holding the initial deposit for the renters as leverage against the pile of debris. He was currently on his way out of the area when called and stated that he would take care of it when he returns Monday morning the 20th of June.

City of Southport #2750 Drove the length of Howe Street and others to finalize and locate any additional 'feather flags' that may have been erected. Will compile the list and get it ready for letters to go out Monday, 20JUN22. Due to Aldermen concerns this list will be printed out on a separate file so as not to offend anyone.

Fodale Ave. [REDACTED] Received a Written Complaint from E. De Young regarding the listed address. Complaint states that the property is attracting feral cats and rats due to the heaps of trash surrounding the residence. Initial drive-by showed that the trash that Lewis is complaining about are household items heaped under the attached carport. Will look heavily into this because of the possible 4th Amendment issue.

20JUN22

City of Southport #2750 Double checked the local businesses that may be in violation for the Sign ordinance of the UDO. UPDATE- currently on hold for verification with the City Manager.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. No improper signage located.

1029 Howe St. #2750 Was notified by the Front desk that a female citizen called in to complain about the trash piled up at 301 Stuart. I advised them that we are aware of the mess and that I called the property owner who will address the issue as soon as he returns on Monday, 20JUN22.

1029 Howe St. #2750 Attempting to update and authorize Chapter 15 of the SPT Code of Ordinances.

21JUN22

1029 Howe St. #2750 Received Complaint CE-22-4 regarding 714 Atlantic

1029 Howe St. #2750 Discussed various options on dealing with the Feather Flag issue with the Director of Development Services.

1029 Howe St. #2750 Attempting to update and authorize Chapter 15 of the SPT Code of Ordinances.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. No improper signage located.

22JUN22

Bay Street #2750 Began typing a Courtesy Letter for the property owner, awaiting approval by the City Manager.

Atlantic #2750 CE-22-4. Visited the property and determined that it is in fact overgrown with vegetation. Typed up and mailed a Courtesy Letter to the property owners, Pamela, and Robert Wagoner of Leland.

Howe St. #2750 Fuel

1029 Howe St. #2750 Assisted Tori in daily operations.

23JUN22 -29JUN22 #2750 SICK TIME COVID

30JUN22

1029 Howe St. #2750 [REDACTED] called and left a voicemail regarding a property that she is buying that had extensive renovations done to it and cannot find the past permits. Upon call-back it was found that the property in question is actually in BSL, and she was advised accordingly.

1029 Howe St. #2750 [REDACTED] called and left a voicemail regarding snipe signs for some upcoming event. Spoke with a Vanessa Silva who did not answer and I left a returning voicemail. UPDATE- Vanessa Silva did return the phone call and asked a number of questions concerning the Snipe signs and others in an attempt to advertise her soon to be business.

Atlantic St. [REDACTED] [REDACTED] called and left a voicemail regarding owned property at the listed address. Returned call and spoke with Pamela Wagoner who was concerned about what exactly to do with the property, she was advised on keeping the undergrowth mowed and doesn't need to worry about tree limbs or anything else.

City of Southport #2750 Drove the length of Howe, Leonard, Moore, West, Robert Ruark Drive and 9th Streets to determine improper signage. No improper signage located.

Southport Parks and Recreation Department

June 2022 Monthly Report

On-Going Activities

Toddler Time: Wednesday at 10 am at Jaycee Building

Before & After School Monday-Friday 6:45 AM to 6:00pm

Athletics

Open Gym

Senior Activities

Senior Preventative Exercise No impact stretching held at the Senior Building every MWF at 9AM

Senior Crafts Craft classes held every Monday at 10AM at the Senior Building

Senior Bowling Seniors travel to Wilmington to Bowl every Friday morning

Saturday Morning Seniors meet every Saturday morning for coffee and light breakfast at the building for fellowship.

Senior Luncheon Pot luck lunch held the 2nd Wednesday of every month.

Senior Pickleball Class held every Wednesday from 10 AM -3PM at the City Gym (co-sponsored with BSRI)

Fitness Classes

Aerobics Class Held at the Jaycee Building on M,T,Th, and Fri. at 8AM

Dance Class Monday, Tuesday, and Thursday 3:00pm – 7:00pm at Jaycee Building

Introduction to Yoga Wednesdays at 6:30PM at the Jaycee Building

Core & Body Sculpting Held at the Jaycee Building Tuesday at 7:15 AM and Wednesdays at 5:30PM

Cha Cha Fitness Held at the Jaycee Building every Thursday from 6 – 8PM

Buildings and Facilities Utilized and Rented out by Parks and Recreation

Franklin Square Park	Caviness Park	Historic Riverwalk
City Pier	Ft. Johnston Tennis Courts	Lowe/White Park
Kinglsey Park	City Gym	Garrison Lawn
Central Office	Jaycee Building	Keziah Park
Waterfront Park	Ft. Johnston Playground	Senior Building
Riverwalk Gazebo	City Dock	Bay Street Overloo
Atlantic Street Park	9 th Street Park(leased)	Taylor Field Park

- Taylor Field: Construction on the park continues. We have met several times with contractor regarding placement of amenities and tree protection. The trail has been stakes out and cleared. The 2 dog park areas have been cleared and are ready for fencing. Restroom and picnic shelter have been ordered.
- All City Parks and Facilities are being rented out.
- Dr. Herstine continues the process for updating the Parks and Recreation Master Plan. All public input sessions have been conducted. So far, we have received over 400 responses to our survey which is excellent!!!!
- Summer Camp continues M-F. We are full with 30 kids. Camp goes to Jungle Rapids, bowling, swimming, movies, tennis camp with BCTA, Free lunch with the BCS at SBHS, Fire Academy, and plenty more activities. Camp is held from 8 AM – 5PM.
- Summer concerts began the 1st Thursday in June and are held in Franklin Square Park every Thursday from 6 – 8 PM.
- We partnered with Amanda Keiffer with the Tinker Garten Program held every week at Lowe/White Park. This program will run through the end of August. Currently we have between 16-20 participants weekly.

No.	WOID	Created Date	Description	Assigned To	Actual Completion Date
1	18607	6/28/2022	LOCATE 1125 E LEONARD ST, REPAAIRING MAIN LINE LEAK.	Tyrus Davis	6/23/2022
2	18464	5/26/2022	LOCATE 1625 HWY211/SANDY LANE, DESTROYED MARKS	Tyrus Davis	5/24/2022
3	18474	5/26/2022	SLOW LEAK UNDER THE LEFT SINK (SEE ATTACHED)	Harlan Pyles	6/7/2022
4	18494	5/31/2022	LOCATE 5189 EASON ST, INSTALL FENCE	Tyrus Davis	5/26/2022
5	18499	5/31/2022	LOCATE 1625 HWY211/SANDY LANE, UTILITY GRADING	Tyrus Davis	5/27/2022
6	18500	5/31/2022	LOCATE BURLINGTON AVE/W LEONARD ST, GRADING	Tyrus Davis	5/27/2022
7	18501	5/31/2022	PLEASE MOW LEONARD/HERRING AREA	David Kelly	6/1/2022
8	18502	5/31/2022	PLEASE CLEAN CARPET UPSTAIRS POLICE DEPT.	Jeremy Kennedy	6/3/2022
9	18503	6/1/2022	106 YACHT BASIN, STORM DRAIN GRATE IS BROKEN IN HALF. CONE HAS BEEN PLACED ON IT. leveled back on road	Mike Spicer	6/3/2022
10	18504	6/1/2022	LOCATE 401 STUART AVE/HOLLY DR, BURY PHONE DROP	Tyrus Davis	5/31/2022
11	18505	6/2/2022	LOCATE 220 SAND DOLLAR LANE, LANDSCAPING	Tyrus Davis	5/31/2022
12	18506	6/2/2022	LOCATE 6099 TURTLEWOOD DR, SERVICE DROP	Tyrus Davis	5/31/2022
13	18507	6/2/2022	MOVE A STEP ON THE PLAYGROUND AT FT. JOHNSON FROM THE SIDE TO THE FRONT OF THE TRANSFER STATION.	David Kelly	6/3/2022
14	18508	6/2/2022	LOCATE EASON ST/J SWAIN BLVD, NEW CONSTRUCTION	Tyrus Davis	6/1/2022
15	18509	6/2/2022	LOCATE 519 CLARENDONM AVE/W LEONARD, DEMOLITON	Tyrus Davis	6/1/2022
16	18510	6/2/2022	LOCATE 6064 SULLIVANS RIDGE RD/PRICES CREEK, INSTALLING POSTS.	Tyrus Davis	6/1/2022
17	18511	6/3/2022	PLEASE FIX THE SINK HOLE HARBOR OAKS/PRICES CREEK 5128. BILL 703-409-1682	Mike Spicer	6/7/2022
18	18512	6/6/2022	PICK UP BEAUTIFICATION CLEAN UP BAGS AT JAIL ANNEX	David Kelly	6/9/2022
19	18513	6/6/2022	CONTACT RANDY ABOUT WHERE TO PUT BAGS OF MULCH INSIDE.	David Kelly	6/10/2022
20	18514	6/6/2022	INDIAN TRAIL MEETING HALL HAS A RAT PROBLEM.	Harlan Pyles	6/7/2022
21	18515	6/6/2022	613 Clarendon Ave. Water is increasingly rusty and discolored. Pull meter and flush. Advise if this helps.	Mark Caban	6/6/2022

22	18516	6/6/2022	OVER GROWN TREES ON BURRINGTON BETWEEN W. OWENS & 9TH CREATING UNSAFE DRIVING ENVIORNMENT. Bushogged Rd	David Kelly	6/9/2022
23	18517	6/6/2022	814 N HOWE HAS A LARGE SHRUB THAT HE WAS TRIMING BUT IT HAS GOTTEN OUT OF CONTROL. IT IS OVER A STORM DRAIN. RONNIE CASTER 910-457-6394	David Kelly	6/10/2022
24	18518	6/9/2022	LOCATE 6714 W WEST ST, M,ARINA VIEW DR	Tyrus Davis	6/2/2022
25	18520	6/9/2022	LOCATE 101 PARK AVE/E MOORE STSERVICE BURY DROP	Tyrus Davis	6/2/2022
26	18521	6/9/2022	LOCATE 506 W OWENS ST, BURYINMG UNDG LP TANK	Tyrus Davis	6/2/2022
27	18522	6/9/2022	LOCATE 5005 HARBOUR WAY/WINDWARD WAY, BURY SERVICE DROP	Tyrus Davis	6/2/2022
28	18523	6/9/2022	LOCATE 1670 N HOWE ST/SANDY LANE SE	Tyrus Davis	6/2/2022
29	18524	6/9/2022	LOCATE 411 N HOWE ST/W BROWN ST, STUMP REMOVAL.	Tyrus Davis	6/2/2022
30	18525	6/9/2022	LOCATE RIVER RD/HWY 211, DESTROYED MARKS	Tyrus Davis	6/6/2022
31	18526	6/9/2022	LOCATE 6166 RIVER SOUND CIR, UG ELECTRIC LINE	Tyrus Davis	6/6/2022
32	18527	6/9/2022	LOCATE 6170 RIVER SOUND CIR, LANDSCAPING	Tyrus Davis	6/6/2022
33	18528	6/9/2022	LOCATE 6095 TURTLEWOOD DR/GRAY SQUIRREL PATH, BURY PHONE DROP	Tyrus Davis	6/6/2022
34	18529	6/9/2022	LOCATE 307 BRUNSWICK ST/N CASWELL AVE, TERMITE TREATMENT	Tyrus Davis	6/6/2022
35	18530	6/9/2022	LOCATE 614 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	6/7/2022
36	18531	6/9/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	6/7/2022
37	18532	6/9/2022	LOCATE 105 CAPE FEAR DR/E MOORE ST, REPAIR WATER SERVICE.	Tyrus Davis	6/6/2022
38	18533	6/9/2022	LOCATE 406 LORD CHARLES DR/LORD THOMAS AVE, ADDITION		6/7/2022
39	18534	6/9/2022	LOCATE 609 CLARENDON	Tyrus Davis	6/7/2022
40	18535	6/9/2022	LOCATE HWY211/133, INSTALLING SILK FENCE.	Tyrus Davis	6/7/2022
41	18536	6/9/2022	LOCATE 211/133 INSTALLING SILK FENCE	Tyrus Davis	6/7/2022
42	18537	6/9/2022	LOCATE	Tyrus Davis	6/7/2022
43	18538	6/9/2022	LOCATE 110 HIGHLAND PARK/STUART AVE, INSTALL WATER/SEWER TAP	Tyrus Davis	6/8/2022
44	18539	6/9/2022	LOCATE 612 BURRINGTON AVE/W OWENS ST, INSTALLING WATER/SEWER TAP	Tyrus Davis	6/8/2022

45	18540	6/9/2022	LOCATE QUARTER MASTER DR/COTTAGE POINT WAY, UTILITIES.	Tyrus Davis	6/8/2022
46	18541	6/9/2022	LOCATE 515-815 W ST. GEORGE ST/QUARTER MASTER DR, GRADING AND UTILITIES.	Tyrus Davis	6/8/2022
47	18542	6/9/2022	LOCATE 307 BRUNSWICK ST/N CASWELL AVE, TERMITE TREATMENT	Tyrus Davis	6/8/2022
48	18543	6/9/2022	LOCATE 1541 N HOWE ST/ROBERT RUARK DR SE, INSTALL POLES	Tyrus Davis	6/8/2022
49	18544	6/9/2022	LOCATE 1541 N HOWE ST/ROBERT RUARK DR SE, SETTING POLES	Tyrus Davis	6/8/2022
50	18545	6/10/2022	LOCATE 500 CADES TRAIL, FENCE	Tyrus Davis	6/9/2022
51	18546	6/10/2022	LOCATE 5189 EASON ST/WINAFRED ST	Tyrus Davis	6/9/2022
52	18547	6/10/2022	LOCATE 213 STUART AVE/E LEONARD ST, BURY SERVICE DROP	Tyrus Davis	6/9/2022
53	18548	6/10/2022	LOCATE 220 SAND DOLLAR LANE, LANDSCAPING	Tyrus Davis	6/9/2022
54	18549	6/10/2022	LOCATE 5990 DUTCHMAN CREEK RD/SPIKERUSH, BURY SERVICE DROP	Tyrus Davis	6/9/2022
55	18550	6/10/2022	LOCATE 507 BURLINGTON AVE/W ST GEORGE ST, BURY SERVICE DROP	Tyrus Davis	6/9/2022
56	18551	6/10/2022	LOCATE 638 WILD ROASE WAY/W OWENS ST, BURY SERVICE DROP	Tyrus Davis	6/9/2022
57	18552	6/10/2022	LOCATE 508 W ST GOERG/ NICKS WAY, BURYS ERVICE DROP	Tyrus Davis	6/9/2022
58	18554	6/10/2022	PLACE A LOCK ON THE SHIPPING CONTAINER BEHIND THE GYM. HP	Harlan Pyles	6/10/2022
59	18556	6/13/2022	LOCATE 5104 PRICES CREEK DR, ADDITION	Tyrus Davis	6/10/2022
60	18557	6/13/2022	LOCATE 5104 PRICES CREEK DR, ADDITION	Tyrus Davis	6/10/2022
61	18558	6/13/2022	LOCATE 1012 DUTCHMAN CV SE/NEWTON DR SE, NEW GAS SERVICE	Tyrus Davis	6/10/2022
62	18559	6/13/2022	LOCATE 122 N HOWE ST/E MOORE ST, REMOVING CONCRETE/SOD/SHRUBS	Tyrus Davis	6/10/2022
63	18560	6/13/2022	LOCATE 107 HIGHLAND PARK AVE/STUART AVE, NEW GAS SERVICE	Tyrus Davis	6/10/2022
64	18561	6/13/2022	LOCATE 195 ST BRENDAN CT, LANDSCAPING	Tyrus Davis	6/10/2022
65	18562	6/13/2022	LOCATE HIGHLAND PARK AVE/STUART AVE, SITE WORK	Tyrus Davis	6/10/2022
66	18563	6/13/2022	LOCATE ATLANTIC AVE/E 13TH ST, SITE WORK	Tyrus Davis	6/10/2022
67	18564	6/14/2022	LOCATE 4003 ROBERT RUARK DR SE/FAIRLEY ST SE, ADDITON	Tyrus Davis	6/13/2022

68	18565	6/14/2022	LOCATE 410 BRUNSWICK ST, REPAIR BAD UG ELECTRICAL.	Tyrus Davis	6/13/2022
69	18566	6/14/2022	LOCATE 516 N LORD ST/N HOWE ST, IRRIGATION	Tyrus Davis	6/13/2022
70	18567	6/14/2022	LOCATE BURLINGTON AVE/W LEONARD ST, GRADING	Tyrus Davis	6/13/2022
71	18568	6/15/2022	LOCATE 114 N CASWELL AVE/W MOORE ST, LAWN IRRIGATION	Tyrus Davis	6/14/2022
72	18569	6/15/2022	LOCATE 114 N CASWELL AVE/W MOORE ST, LAWN IRRIGATION	Tyrus Davis	6/14/2022
73	18570	6/15/2022	606 W WEST ST, NEW CONSTRUCTION	Tyrus Davis	6/14/2022
74	18571	6/15/2022	LOCATE 617 N CASWELL AVE, INSTALLING ELECTRIC LINE	Tyrus Davis	6/14/2022
75	18572	6/15/2022	LOCATE SOUTHPORT SUPPLY RD SE/DOSHER CUT OFF SE, DIGGING FOOTINGS TO INSTALL 25 COLUMNS	Tyrus Davis	6/15/2022
76	18573	6/16/2022	122-A E. MOORE ST DISCONNECT HOLLY TREE LIGHTS AT NIGHT JIM MAYER 910-477-7100/ Spoke to Mr. Mayer, told him lights would NOT be turned off. He was upset and hung up. TS	Tom Stanley	6/16/2022
77	18574	6/17/2022	209 E NASH ST/N ATLANTIC AVE, DRAINAGE	Tyrus Davis	6/15/2022
78	18575	6/17/2022	LOCATE 227 SAND DOLLAR LANE, TREE PLANTINGS/PALM	Tyrus Davis	6/15/2022
79	18576	6/17/2022	LOCATE 202 RIVER DR/S FODALE AVE, INSTALL UG POWER	Tyrus Davis	6/15/2022
80	18577	6/17/2022	LOCATE 1625 HWY211/SANDY LANE, UTILITY GRADING	Tyrus Davis	6/15/2022
81	18578	6/17/2022	LOCATE 141 PARK AVE/E M, OORE ST, SEWER	Tyrus Davis	6/15/2022
82	18579	6/17/2022	LOCATE 1007 E MOORE ST/SOFTWIND WAY, BURY SERVICE DROP	Tyrus Davis	6/15/2022
83	18580	6/17/2022	LOCATE 653 SPARTINA CT/COTTAGE CREEK RD, LANDSCAPING	Tyrus Davis	6/15/2022
84	18581	6/17/2022	LOCATE 5102 HOLLOW TREE DR/FERNWOOD DR, SPRINKLER SYSTEM	Tyrus Davis	6/16/2022
85	18582	6/17/2022	LOCATE 617-619 N CASWELL AVE/W OWENS ST, INSTALL FPOWER	Tyrus Davis	6/16/2022
86	18583	6/17/2022	LOCATE 609 CLARENDON AVE, INSTALL UG POWER	Tyrus Davis	6/16/2022
87	18584	6/17/2022	LOCATE 804 E MOORE ST/S FODALE AVE, NEW WATER LINE.	Tyrus Davis	6/16/2022
88	18586	6/23/2022	REPAIR DAMAGED BOARDS ON DECK BEFORE HOLIDAY FESTIVITIES	Jeremy Kennedy	6/22/2022
89	18587	6/23/2022	LOCATE 1675 N HOWE ST, DRAINAGE/IRRIGATION	Tyrus Davis	6/17/2022

90	18588	6/23/2022	LOCATE 500 CADES TRAIL, FENCE	Tyrus Davis	6/17/2022
91	18589	6/23/2022	LOCATE 409 TREVALLY CT/W 11TH ST, BURY SERVICE DROP	Tyrus Davis	6/17/2022
92	18590	6/23/2022	LOCATE 1107 N CASWELL AVE, INSTALLING GENERATOR	Tyrus Davis	6/20/2022
93	18591	6/23/2022	LOCATE 500 CADES TRAIL, FENCE	Tyrus Davis	6/20/2022
94	18592	6/23/2022	LOCATE 406 LORD CHARLES DR/LORD THOMAS AVE, ADDITION	Tyrus Davis	6/20/2022
95	18593	6/23/2022	LOCATE 4003 ROBERT RUARK DR SE, FAIRLEY ST SE, ADDITION	Tyrus Davis	6/20/2022
96	18594	6/23/2022	LOCATE 5187 EASON ST/J SWAIN BLVD, INSTALLING UG UTILITIES	Tyrus Davis	6/21/2022
97	18595	6/23/2022	LOCATE 5187-5191 EASON ST/J SWAIN BLVD. NEW CONSTRUCTION	Tyrus Davis	6/21/2022
98	18596	6/23/2022	LOCATE 414 E LEONARD ST/N FODALE, BURY SERVICE DROP	Tyrus Davis	6/21/2022
99	18597	6/23/2022	LOCATE 505 E LEONARD ST/N FODALE AVE, BURY SERVICE DROP	Tyrus Davis	6/22/2022
100	18598	6/23/2022	LOCATE 1108 CANEY CT/MAPLE LEAF DR, BURY PHONE DROP	Tyrus Davis	6/22/2022
101	18599	6/23/2022	LOCATE 516 N LORD ST, BURY PHONE DROP	Tyrus Davis	6/22/2022
102	18600	6/23/2022	LOCATE 106 W WEST ST/N HOWE ST, INSTALL FENCE	Tyrus Davis	6/22/2022
103	18601	6/23/2022	LOCATE 140 STUART AVE/E LEONARD ST, BURY PHONE DROP	Tyrus Davis	6/22/2022
104	18602	6/23/2022	LOCATE 804 E MOORE ST/S FODALE AVE, NEW WATER LINE	Tyrus Davis	6/22/2022
105	18603	6/23/2022	LOCATE 745 SKIPJACK CIR, PLANTING BUSHES	Tyrus Davis	6/22/2022
106	18604	6/23/2022	LOCATE 745 SKIPJACK CIR, PLANTING BUSHES	Tyrus Davis	6/22/2022
107	18606	6/28/2022	LOCATE 205 YAUPON DR/PARK AVE EXT, PLANTING TREES.	Tyrus Davis	6/23/2022
108	18608	6/28/2022	LOCATE 5261 WINDLASS RD/J SWAIN BLVD, BURY PHONE DROP	Tyrus Davis	6/23/2022
109	18609	6/28/2022	LOCATE 614 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	6/23/2022
110	18610	6/28/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	6/23/2022
111	18611	6/28/2022	LOCATE 141 PARK AVE/E MOORE ST, SEWER	Tyrus Davis	6/23/2022
112	18612	6/28/2022	LOCATE 4003 ROBERT RUARK DR SE/FAIRLEY ST SE, INSTALLING SIGN	Tyrus Davis	6/24/2022
113	18613	6/28/2022	LOCATE 5320 GLENNFIELD CIR SE/QUINN PL SE, BURY SERVICE DROP	Tyrus Davis	6/24/2022

114	18614	6/28/2022	LOCATE 209 E NASH ST/N ATLANTIC AVE, DRAINAGE.	Tyrus Davis	6/24/2022
115	18615	6/28/2022	LOCATE 203 YAUPON DR/PARK AVE EXT, INSTALLING DRIVEWAY	Tyrus Davis	6/24/2022
116	18616	6/28/2022	LOCATE 618 W ST GEORGE, NEW CONSTRUCTION.	Tyrus Davis	6/24/2022
117	18585	6/22/2022	Thru bolt Great Wall of Bay St. to concrete lift station building as requested by building inspector.		
118	18463	5/25/2022	SEE ATTACHED REQUEST TO TAKE DOWN SMALL DEAD TREES.	David Kelly	
119	18489	5/31/2022	105 CAPE FEAR DR, RICHARD BELLOWS 910-660-1264. YOU CAN CALL & HE WILL MEET YOU THERE.	Mark Caban	
120	18553	6/10/2022	DEAD BRANCH HANGING OVER SIDEWALK AT W WEST/LORD. 202 W WEST, LORD ST SIDE. ROBIN POTTER	David Kelly	
121	18555	6/10/2022	NEED A REPLACEMENT KNOB ON THE MEN'S RESTROOM AT 209 N ATLANTIC.	Harlan Pyles	6/13/2022

Utility Billing

Service Requests Report by Service Date

June 1 to June 30, 2022

000001-06-2022	6/1/2022	Check Water Meter CUSTOMER SAYS THE NORTH METER (USED FOR IRRIGATION) IS NOT WORKING. THERE ARE CURRENTLY TWO ON THE PROPERTY.
000002-06-2022	6/1/2022	Reconnect - PAID
000006-06-2022	6/1/2022	Miscellaneous WATER PRESSURE IS VERY LOW AND CUSTOMER HAS REQUESTED FOR THE FLOW PRESSURE TO BE CHECKED ON THE METER. IF YOU NEED THE OWNERS ASSISTANCE PLEASE CALL 910 660 1264
000011-10-2021	10/6/2021	Can you please have someone come and take boxes to the Old Jail when they get a chance.
000016-02-2022	2/3/2022	Miscellaneous - MELANIE WANTS HER KEYBOARD TRAY MOVED.
000038-05-2017	5/12/2017	Miscellaneous; account deleted in Sept 2016. Make sure meter turned off
000088-11-2016	11/29/2016	Miscellaneous
000099-05-2017	5/31/2017	Miscellaneous; Please contact Project Manager, Andy, at 232-7339 to discuss possibility of moving the meters and sewer clean out.
000107-05-2022	5/26/2022	Check Water Meter; In MiNet as 1 multiplier but appears it should be a 10
000126-05-2022	6/1/2022	Miscellaneous CUSTOMERS SHUT OFF VALVE IS LOCATED NEAR NEIGHBORS YARD AND IS TOO DEEP INTO THE GROUND, THEY WOULD LIKE IT RAISED AND CAPPED
000007-06-2022	6/1/2022	Cut-Off Non-Pay - rdm shows off however still using water. non pay. please turn off manually
000009-06-2022	6/2/2022	Turn meter off; Has been turned off via RDM since 11/30/2021 but management company said water is still on.
000011-06-2022	6/2/2022	Cut-Off Non-Pay - non pay on cut off list. rdm off but still using water
000012-06-2022	6/2/2022	Cut-Off Non-Pay - House meter still on 15678307 irrigation meter off 15678288 PLEASE TURN OFF NON-PAY
000014-06-2022	6/2/2022	Sewer Line Blocked SEWER BACKED UP AND COMING INTO THE YARD.
000018-06-2022	6/2/2022	Miscellaneous /WATER OUTAGE
000017-06-2022	6/2/2022	Reconnect - PAID RECONNECT BOTH METERS
000020-06-2022	6/3/2022	Turn meter off and lock if possible/ account closed. Please retrieve a final read.
000021-06-2022	6/3/2022	TURN ON EXISTING/ RESTORE SERVICES
000023-06-2022	6/3/2022	Check Water Meter; Customer said her water pressure is very low. She had the same issue last September and the meter was changed out.

000025-06-2022	6/3/2022	TURN ON EXISTING; METER WAS LOCKED DUE TO NON-PMT FROM PRIOR TENANT. NEW ACCOUNT- PLEASE TURN ON
000026-06-2022	6/3/2022	Check Water Meter; CUSTOMER SAID HE STILL DOESN'T HAVE WATER (ALSO PER MANAGEMENT COMPANY); WAS OFF DUE TO MAINTENANCE EARLIER TODAY BUT BACK ON BY NOON
000035-06-2022	6/6/2022	Meter Change Out
000068-06-2022	6/10/2022	Inspect RPZ/ INSTALL METER
000068-05-2022	5/20/2022	Extension GRANTED TO 6/4/2022 - PAID PER AGREEMENT
000084-05-2022	5/24/2022	Extension GRANTED UNTIL 06/04/2022
000103-05-2022	5/25/2022	Extension
000013-06-2022	6/2/2022	Miscellaneous; Please verify this property is not connected to City sewer. We bill water only. Annexed into City last year.
000024-06-2022	6/3/2022	Inspect RPZ Customer states that she has had an irrigation meter for while, she just has not had an RPZ on it. Irrigation contractor, Goldfuss, has now installed an RPZ
000028-06-2022	6/6/2022	Cut-Off Non-Pay - returned bank draft 5/18 letter mailed 5/24
000029-06-2022	6/6/2022	Cut-Off Non-Pay has not paid 122.47 per extension agreemen 6/6 sent request to disconnect
000030-06-2022	6/6/2022	Cut-Off Non-Pay - DID NOT PAY PER EXT AGREEMENT PLEASE RECONNECT ASAP. CUSTOMER HAD PAID BUT WE HADN'T PROCESSED IT YET.
000031-06-2022	6/6/2022	Cut-Off Non-Pay - DID NOT PAY PER EXT AGREEMENT DISCONNECTED RDM
000032-06-2022	6/6/2022	Cut-Off Non-Pay - DID NOT PAY PER EXT AGREEMENT 6/6
000033-06-2022	6/6/2022	Miscellaneous Check Water Meter; Customer just got back to town and noticed her meter lid appears to be crushed by someone running over it. Please check and fix.
000034-06-2022	6/6/2022	Reconnect - PAID
000036-06-2022	6/6/2022	Turn meter off AND LOCK
000037-06-2022	6/6/2022	Reconnect - paid
000038-06-2022	6/6/2022	Miscellaneous METER BOX IS FILLING UP WITH WATER AND THEY ARE NOT GETTING ANY WATER OUT
000040-06-2022	6/6/2022	Reconnect WATER WAS RECOONECTED REMOTLEY HOWEVER, CUSTOMER IS STILL WITHOUT WATER. CALLED CONNOR DAVIS AT 4:10 PM TO GO AND TAKE A LOOK.
000064-05-2022	5/18/2022	Install Water Meter Per T.Deviney contractor ready for meter
000073-05-2022	5/23/2022	Extension 2 OF 3 102.37 PAID BY 6/4/2022
000077-05-2022	5/23/2022	Extension GRANTED TO JUNE 4, 2022
000079-05-2022	5/23/2022	Extension #2 113.54 paid by 6/4/2022
000086-05-2022	5/24/2022	Extension granted to June 4, 2022
000087-05-2022	5/24/2022	Extension GRANTED TO JUNE 4, 2022. CUSTOMER MUST PAY \$61.30 (BAL OF 4/15/22 PMT) PRIOR TO 5:00 ON 5/25

000004-06-2022	6/1/2022	TURN ON EXISTING on June 7th at 9 AM. Plumber will be there to look for leak.
000013-04-2022	4/4/2022	Leak Detected customer request check to see if leak is on city side
000027-06-2022	6/6/2022	Cut-Off Non-Pay returned draft 5/19
000039-06-2022	6/6/2022	Miscellaneous; Meter box cover is missing/broken and is a hazard for walkers, etc. Please replace per request from Larissa with LRES, 910-454-0700
000041-06-2022	6/6/2022	Leak Detected - LEAK ALERT ON MI-NET CALLED CUSTOMER & HE WANTS TO KNOW IF IT IS A CITY ISSUE. STATES THERE WAS A MULTIPLIER ISSUE LAST YEAR
000042-06-2022	6/6/2022	Leak Detected RECIEVED A CALL FROM RESIDENT WHO SPOTTED WATER SPRAYING NEAR THE DOOR AND IT IS FLOWING INTO E MOORE STREET. CALLED CONNOR DAVIS AFTER HOURS.
000043-06-2022	6/6/2022	Leak Detected - LEAK ALERT IN MI-NET CUSTOMER REQUESTED FOR WO TO SEE IF IT IS A METER ISSUE
000044-06-2022	6/6/2022	Cut-Off Non-Pay - RDM HAS BEEN DISCONNECTED ON 5/31 & 6/2 STILL USING WATER & HAS NOT PAID. TURN OFF MANUALLY. HAS THE METER BEEN TAMPERED WITH? IS RDM NOT WORKING?
000045-06-2022	6/6/2022	Cut-Off Non-Pay - RDM HAS BEEN DISCONNECTED 5/31 & 6/2 STILL USING WATER & HAS NOT PAID. TURN OFF MANUALLY. RDM NOT WORKING?
000046-06-2022	6/6/2022	Cut-Off Non-Pay - RDM WAS DISCONNECTED ON 5/31. HAS NOT PAID & STILL USING WATER. TURN MANUALLY. HAS METER BEEN TAMPERED WITH? IS RDM NOT WORKING?
000047-06-2022	6/7/2022	Reconnect BILL HAS BEEN PAID.
000049-06-2022	6/7/2022	Reconnect RECONNECTED VIA RDM HOWEVER, THERE IS STILL NO WATER
000050-06-2022	6/7/2022	TURN ON EXISTING - CUSTOMER PAID AND IS WAITING FOR WATER TO BE TURNED ON. WAS TURNED ON VIA RDM EARLIER TODAY BUT SHE STILL HAS NO WATER.
000060-03-2022	3/17/2022	Leak Detected CUSTOMER STATES THERE IS AN ACTIVE LEAK AT SIDE WALK IN FRONT OF PROPERTY
000084-04-2022	4/22/2022	Miscellaneous Please confirm that there are water and sewer taps at the location of 1026 N Caswell Ave
000092-04-2022	4/25/2022	Check Water Meter customer says that the tap is still holding water & would like fo you to check again Michael Ferguson 317-730-0180
000117-03-2022	3/25/2022	Extension - NOT CUSTOMER REQUESTED. PUTTING IN UNTIL I CAN FIGURE OUT THEIR ADJUSTMENT
000125-04-2022	4/27/2022	Check Water Meter / Customer states that it is not working properly
000145-03-2022	3/30/2022	Turn meter off - CONTRACTOR WORKING IN HOUSE. WANTS WATER TURNED OFF. CALL DAVID AT 910-443-1575
000002-04-2022	4/1/2022	Check Water Meter - CUSTOMER REQUEST METER BE CHECKED.
000003-06-2022	6/1/2022	Install Water Sewer Tap; Per Tom, not in place and to be installed week of 6/6/22
000015-06-2022	6/2/2022	Install Water Meter Taps should be in place.

000051-06-2022	6/7/2022	Leak Detected leak alert. please check meter make sure it isnt city side problem. if it isn't customer request for meter to be turned off until they can investigate.
000052-06-2022	6/7/2022	Reconnect- PAID; CALLED AFTER HOURS AT 4:53 TO TURN BACK ON
000054-06-2022	6/8/2022	Reconnect - CUSTOMER REQ METER TO BE TURNED BACK ON SINCE THEY WILL BE ARRIVING IN TOWN TODAY. TURNED OFF RDM 5/11 DUE TO LEAK ALERT I TURNED RDM ON THRU MI-NET 6/8 PLEASE MAKE SURE RDM IS WORKING
000055-06-2022	6/8/2022	Turn Off Account/METER CUSTOMER IS MOVING
000056-06-2022	6/8/2022	Reconnect NEW CUSTOMERS WILL BE MOVING IN TODAY PLEASE CANCEL THE DISCONNECT
000058-06-2022	6/8/2022	Miscellaneous PRESSURE CHECK. WATER PRESSER IS LOW
000059-06-2022	6/8/2022	Miscellaneous PRESSURE CHECK. WATER PRESSURE IS LOW
000109-05-2022	5/31/2022	Check Water Meter - IS CONCERNED THERE IS A LEAK DUE TO HIGH CONSUMPTION
000126-03-2022	3/28/2022	Check Water Meter LARGE USAGE NOTICED DURING BILLING. 1000-1300 GALLONS A DAY NORMALLY USAGE IS AROUND 500-700
000042-03-2022	3/10/2022	Trim Branches customer request pompass grass to be trimmed back - impeding traffic.
000057-06-2022	6/8/2022	Check Water Meter CUSTOMER STATES THATS THE METER LOCATED IN THE GARDEN BED IS FULL OF WATER AND THE METER IS FLOATING.
000060-06-2022	6/8/2022	Inspect RPZ/Install IRR Meter
000063-06-2022	6/9/2022	Miscellaneous; Per Officer Jared Jeffries, there is a mattress on the sidewalk at the corner of Leonard & N Howe St. Please pick up. It was in the middle of the road and he moved it to the side of road
000064-06-2022	6/9/2022	Miscellaneous - PLEASE LOCATE TAPS FOR CUSTOMER & IF THERE ARE HOMEOWNER SHUT OFF VALVES. MR. PATTERSON REQ A CALL SO HE CAN BE THERE. THEY HAVE HAD ISSUES W/SQUATTERS USING THERE WATER
000066-06-2022	6/10/2022	Meter Reading Needed MINET IS DOWN AND WE NEED A FINAL READ ON THIS METER
000067-06-2022	6/10/2022	Install Irrigation Tap
000069-06-2022	6/10/2022	Install Water Sewer Tap - water & sewer tap fees paid
000070-06-2022	6/10/2022	THE TOP TO THE SEWER BOX HAS BEEN CRUSHED. CUSTOMER WOULD ALSO LIKE FOR YOU TO LOCATE AND MARK BOTH METERS
000073-06-2022	6/10/2022	Miscellaneous/TURN WATER OFF. CUSTOMER HAS A LEAK AND IS GETTING IT REPAIRED
000016-06-2022	6/2/2022	Install Irrigation Tap- PERMIT APPROVED AND TAP FEE PAID
000061-06-2022	6/9/2022	Miscellaneous Please see how many taps are at this location. Customer would like separate meters if possible Restaurant Down stairs Apartment Up stairs Office Up stairs * Currently the apartment and office share a meter

000072-05-2022	5/23/2022	Extension GRANTED TO 6/4/2022
000072-06-2022	6/10/2022	Miscellaneous- METER COVER IS NON EXISTENT PLEASE REPLACE
000074-06-2022	6/10/2022	Verify multiplier physically
000075-06-2022	6/13/2022	Miscellaneous - please check water customer brought in sample of severely discolored water
000076-06-2022	6/13/2022	Miscellaneous THERE ARE TREE ROOTS IN THE CITY CLEAN OUT. MR. ROOTER SERVICE GUY NEEDS SOMEONE TO COME AND DETERMINE IF THIS IS A CITY ISSUE OR NOT.
000077-06-2022	6/13/2022	Miscellaneous TREE ROOTS ARE IN A CITY CLEAN OUT MR ROOTER SERVICE GUY NEEDS SOMEONE TO COME TO THE PROPERTY TO DETERMINE IF THIS IS A CITY ISSUE
000079-06-2022	6/14/2022	Leak Detected PLEASE CHECK METER CUST FEELS LIKE IT IS A CITY ISSUE
000080-06-2022	6/14/2022	Install Water Meter
000081-06-2022	6/14/2022	Miscellaneous Customer states that the contractors across the street have covered up the lines that were marked by the city in front of his home. He wants to make sure that nothing was covered that needed to be marked.
000082-06-2022	6/14/2022	Miscellaneous; Someone stepped on the lid to the meter box and broke the lid, leaving a hole in the side walk that could be an issue for people walking. Please fix as soon as possible.
000083-06-2022	6/14/2022	TURN ON EXISTING;Per Deb, the RPZ testing was completed by Sonny Wright yesterday and the paperwork was delivered to Public Works. They need irrigation meter on so they can water the sod,
000084-06-2022	6/14/2022	Reconnect- Customer paid and needs to be reconnected. Attempted thru MiNet via RDM but customer said water is still not on.
000085-06-2022	6/14/2022	Street Repair; Someone called and said there is lots of dirt and rock in the road at the intersection of Rob Gandy and E Leonard St that is a hazard to drivers. She requested it be cleaned up
000087-06-2022	6/15/2022	Inspect RPZ/Install IRR Meter
000089-06-2022	6/15/2022	Miscellaneous needs metere moved 7 feet to right per deb 910-253-0066
000088-06-2022	6/15/2022	Miscellaneous need water meter moved 3.5 feet to left per deb 910-253-0066
000090-06-2022	6/16/2022	Miscellaneous CUSTOMER CALLED AND SAID THAT THERE WAS A DRYER LOCATED ON CASWELL AVE NEAR THE FIDDLERS CREEK APARTMENTS. COULD YOU PLEASE PICK UP AND DISCARD.
000091-06-2022	6/17/2022	Inspect RPZ/Install IRR Meter
000092-06-2022	6/17/2022	Miscellaneous CUSTOMER HAS PLUMBER AT HER HOME AND HE NEEDS ASSISTANCE LOCATING THE WATER METER/BOX. PLEASE LOCATE
000093-06-2022	6/17/2022	Sewer Line Blocked - customer states seweris backed up again service was performed on 6/2
000094-06-2022	6/17/2022	Check Water Meter - verify which meter is irrigation & house. what are multipliers for each & manual reading for each

000096-06-2022	6/17/2022	Sewer Line Blocked; LANDLORD CALLED PAIGES PLUMBING AND THEY SAID THE ISSUE IS ON THE MAIN SEWER LINE FOR THESE UNITS, PER BEAU AT 910-547-1958. PLEASE CHECK
000097-06-2022	6/17/2022	Inspect RPZ/Install IRR Meter
000005-06-2022	6/1/2022	Miscellaneous- Customer is building at this address. Said there is a drainage ditch (?) that serves 4 lots and causes water to back up on his lot. There seems to be garbage/sewage coollecting at the ditch due to drain not working properly. Please check.
000099-06-2022	6/17/2022	Inspections office has ants- please send an ant killer
000100-06-2022	6/20/2022	Miscellaneous- CUSTOMER IS LOOKING TO HAVE SOME TREES INSTALLED. NEEDS SOMEONE TO COME OUT AND LOCATE THE WIRING IN HER YARD FOR HER SO THAT SHE IS ABLE TO WORK AROUND THEM.
000101-06-2022	6/20/2022	Miscellaneous NEEDS UTILITIES MARKED
000102-06-2022	6/20/2022	Turn meter off/ TURN WATER OFF CUSTOMER IS GOING OUT OF TOWN FOR EXTENDED PERIOD OF TIME. WOULD LIKE TO HAVE WATER TURNED OFF. AT 12PM IF POSSIBLE
000114-06-2022	6/21/2022	Check Water Meter & GET MANUAL READ
000103-06-2022	6/20/2022	Sewer Line Blocked -
000105-06-2022	6/21/2022	Meter Reading Needed
000106-06-2022	6/21/2022	Meter Reading Needed
000107-06-2022	6/21/2022	Misc - NEED MANUAL READ
000109-06-2022	6/21/2022	Check Water Meter & GET MANUAL READ.
000110-06-2022	6/21/2022	Check Water Meter & MANUAL READ NEEDED
000111-06-2022	6/21/2022	Meter Reading Needed
000112-06-2022	6/21/2022	Check Water Meter GET MANUAL READ
000113-06-2022	6/21/2022	Meter Reading Needed
000115-06-2022	6/21/2022	Meter Reading Needed
000116-06-2022	6/21/2022	Check Water Meter & GET MANUAL READ
000117-06-2022	6/21/2022	Leak Detected - please turn off water per customer's request
000120-06-2022	6/22/2022	Check Water Meter
000156-06-2022	6/28/2022	Reconnect- PAID
000118-06-2022	6/21/2022	Check Water Meter BOX FILLING UP WITH WATER. SPEAK TO MR. FERGUSON, 317-730-0180
000121-06-2022	6/22/2022	Turn Off Account/ TURN WATER OFF, CUSTOMER IS HAVING REPAIRS DONE CURRENTLY AND NEEDS THE WATER OFF.
000126-06-2022	6/22/2022	Check Water Meter WATER METER IS LEAKING

000127-06-2022	6/22/2022	Reconnect PER CUSTOMERS REQUEST
000133-06-2022	6/24/2022	Reconnect PAID
000134-06-2022	6/24/2022	Meter Change Out - REQUEST TO CHANGE METER DUE TO NEGATIVE USAGE MORE THAN ONCE. REGISTER IS MESSING UP - MELANIE TREXLER
000135-06-2022	6/24/2022	INSTALL WATER /SEWER TAPS
000140-06-2022	6/27/2022	Leak Detected - CUSTOMER STATES THERE IS AN ACTIVE LEAK AT METER
000142-06-2022	6/27/2022	Install Water Meter TAPS IN PLACE
000143-06-2022	6/27/2022	Reconnect - paid in full
000146-06-2022	6/28/2022	Miscellaneous CUSTOMER IS CURRETNLY HAVING FINAL INSPECTION FOR IRRIGATION AND THE INSPECTOR NEEDS THE WATER METER BOX UNLOCKED. HE IS ON A TIME CRUNCH AND NEEDS SOMEONE THERE ASAP
000147-06-2022	6/28/2022	Reconnect PAID
000148-06-2022	6/28/2022	Reconnect PAID
000149-06-2022	6/28/2022	Reconnect - PAID
000150-06-2022	6/28/2022	Reconnect - PAID
000151-06-2022	6/28/2022	Reconnect
000152-06-2022	6/28/2022	Reconnect - PAID
000153-06-2022	6/28/2022	Reconnect PAID
000155-06-2022	6/28/2022	Reconnect PAID
000157-06-2022	6/28/2022	Reconnect PAID
000158-06-2022	6/28/2022	Reconnect- paid
000159-06-2022	6/28/2022	Reconnect PAID
000161-06-2022	6/28/2022	Reconnect PAID
000162-06-2022	6/28/2022	Reconnect PAID AFTERHOURS -CUSTOMER PAID FEE
000163-06-2022	6/29/2022	Reconnect PAID
000164-06-2022	6/29/2022	Reconnect PAID
000154-06-2022	6/29/2022	Reconnect PAID
000160-06-2022	6/28/2022	Reconnect
000165-06-2022	6/29/2022	Reconnect PAID
000166-06-2022	6/29/2022	Reconnect PAID

000168-06-2022	6/29/2022	Reconnect PAID
000169-06-2022	6/29/2022	Reconnect- PAID; This is an RDM but it had to be turned off manually because RDM didn't work. Please turn back on manually.
000170-06-2022	6/29/2022	Install Water Tap Sewer tap already in place
000171-06-2022	6/29/2022	Customer stated that she does not have any water. She had water this morning. MiNet says that she is connected
000172-06-2022	6/29/2022	Reconnect PAID
000173-06-2022	6/29/2022	Install Water Tap Sewer Tap already there
000175-06-2022	6/29/2022	Reconnect
000010-06-2022	6/2/2022	Check Water Meter - no usage since 2018
000086-06-2022	6/14/2022	Miscellaneous Customer states that his water is brown and mucky
000119-06-2022	6/22/2022	Extension PAY BY 7/5/2022
000125-06-2022	6/22/2022	When the generator turns on, the air does not work in the inspection office.
000177-06-2022	6/30/2022	Cut-Off Non-Pay CUSTOMER IS STILL USING WATER, LOCK THE BOX
000178-06-2022	6/30/2022	Cut-Off Non-Pay CUSTOMER IS USING WATER, LOCK THE BOX
000179-06-2022	6/30/2022	Miscellaneous VERBAL TO JACKIE



NCEMPA
1427 MEADOW WOOD BLVD.
RALEIGH, NC 27604

Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	DUE DATE	FOR SERVICE	TOTAL DUE
SOUTHPORT	06/10/22	06/20/22	05/01/22 - 05/31/22	\$392,477.72

Wholesale Power Service Schedule FR-7

DESCRIPTION	RATE	QTY	AMOUNT
Demand Charges:			
All Demand	\$21.84/kW	9,824	214,556.16
Energy Charges:			
Monthly Energy Charge	\$.02558/kWh	5,082,682	130,015.01

Additional Charges

DESCRIPTION	RATE	QTY	AMOUNT
Rider 1 FRPPA True-Up Charge/(Credit)			0.00
Rider 2 Delivery Surcharge	\$0.06/kW	9,824	589.44
Rider 3B Leased Facilities Surcharge	\$0.88/kW	11,517	10,134.96
Rider 6A NCEMPA Generation Credit			(2,235.66)
Rider 6B NCEMPA Generation Credit			(2,696.64)
Rider 7A Power Agency Service (PAS) Charge			8,397.75
Rider 7B Renewable Energy Portfolios Standards (REPS) Charge			2,357.10
Rider 8 Debt Defeasance Support Charge			31,359.60
Other Charges/(Credits)			0.00

Power Bill payment made by ACH Debit

TOTAL AMOUNT DUE

\$392,477.72

If you have any questions concerning this bill, call Gail Duke at 919-760-6212



Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE	MEMBER NCP	MEMBER CP
SOUTHPORT	06/10/22	05/01/22 - 05/31/22	05/24 @ 1600 / 11,517 kW	9,824 kW

DEP System Peak = 05/31/22 @ 1800 11,287 Megawatts

DEMAND DATA

(A)	(B)	(C)	(D)	(E)	(F=D-E)
DELIVERY POINT	NCP Date & Time	NCP kW	CP kW	SEPA kW	BILLED DEMAND
SOUTHPORT DP	05/24/22 @ 1600	11,517	9,824	0	9,824
TOTAL			9,824	0	9,824

ENERGY DATA

	(G)	(H)	(I=G-H)		
DELIVERY POINT	METERED kWh	SEPA kWh	BILLED kWh	METERED KVAR	EXCESS KVAR
SOUTHPORT DP	5,082,682	0	5,082,682	1,668,890	0
TOTAL	5,082,682	0	5,082,682	1,668,890	0



Power Billing Statement
North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	06/10/22	05/01/22 - 05/31/22

Billing Summary

	CALENDAR YEAR (JAN22 - MAY22)	FISCAL YEAR (JUL21 - MAY22)
Total Bill	\$2,001,608.58	\$4,385,136.07
Metered Energy (Includes SEPA kWh)	23,409,723	54,759,943
SEPA Energy	0	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	06/10/22	05/01/22 - 05/31/22

Summary of Billing Determinants at Metering Point

DEP ID	METERING POINT	NCP DATE TIME	NCP kW	CP kW	METERED kWh	MAX. LAGGING kVAR	EXCESS kVAR	MAX. LEADING kVAR
240	SOUTHPORT MP	05/24 @ 1600	11,517	9,824	5,082,682	4,463	0	0
TOTAL				9,824	5,082,682			



Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	06/10/22	05/01/22 - 05/31/22

Summary of Distributed Generation Credits

	Rider 6A	Rider 6B
Total CP kW	19,445	19,677
Total Transmission kW	17,479	22,013
Total Energy (kWh)	464,982	547,124
Member % of Revenue	0.7826%	0.8961%
CP Demand (kW)	152	176
Transmission (kW)	137	197
Energy (kWh)	3,639	4,903
CP Demand Credit(\$)	(2,983.16)	(3,454.18)
Transmission Demand Credit(\$)	(259.89)	(373.71)
Energy Credit(\$)	(98.29)	(132.43)
Distributed Generation Credit(\$)	(3,341.34)	(3,960.32)
Power Agency Expense(\$)	1,105.68	1,263.68
TOTAL MONTH CREDIT(\$)	(2,235.66)	(2,696.64)



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	06/10/22	05/01/22 - 05/31/22

Rider 7A - Power Agency Services (PAS) Charge

The Power Agency Service Charge on the wholesale power billing statement is based on costs and services approved by the North Carolina Eastern Municipal Power Agency Board of Commissioners and by the ElectriCities Board of Directors and is undertaken and operated by the Power Agency for the benefit of the Members. These costs include: NERC and SERC compliance activities; APPA dues; legislative, financial, and legal support, including territorial issues and other member services; Power Agency operations, billing activities, and rate support, economic development, communications, training and Power Agency administrative and general expenses.

The Power Agency Services charge 2022 projection is reflected in the January 2022 billing data.

The Power Agency Services charge 2021 True-Up adjustment of \$ (400.77) is applied to the April 2022 through March 2023 billing data.

Power Agency Service Charge(\$)	\$8,397.75
Power Agency Service %	0.80 %

Rider 7B - Renewable Energy Portfolio Standards (REPS) Charge

The Renewable Energy Portfolio Standards (REPS) Charge 2022 projection is reflected in the January 2022 billing data.

The Renewable Energy Portfolio Standards (REPS) Charge 2021 True-Up adjustment of \$ (1,099.87) is applied to the April 2022 through March 2023 billing data.

Renewable Energy Portfolio Standards Charge(\$)	\$2,357.10
Renewable Energy Portfolio Standards %	0.80 %

Rider 8 - Debt Defeasance Support Charge

The Defeasance Debt Service Support Charge line on the wholesale power billing statement is the Member's share of monthly support costs, as defined in the Debt Service Support Contract. This monthly debt charge will be assigned to and recovered from the Member in accordance with the terms and conditions of the Full Requirements Power Sales Agreement and the Debt Service Support Contract. The planned repayment term of the defeasance bond is ten years.

Debt Service Support Charge(\$)	\$31,359.60
Debt Service Support %	0.74 %

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
06 JuneMonthEnd2022 Run Date: Jul 1 2022 10:33AM**

CI21ADVL TAX - SOUTHPORT MOTOR VEHICLE TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$39,986.22		\$0.00	\$39,986.22	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2011	\$56,588.70		\$0.00	\$56,588.70	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2012	\$66,577.93		\$135.31	\$66,713.24	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2013	\$39,000.09		\$281.30	\$39,281.39	\$0.00	\$0.00	\$0.00	\$707.08	98.20
2014	\$0.00		\$199.02	\$199.02	\$0.00	\$0.00	\$0.00	\$51.44	74.15
2015	\$0.00		\$339.73	\$339.73	\$0.00	\$0.00	\$0.00	\$238.81	29.71
2016	\$0.00		\$115.42	\$115.42	\$0.00	\$0.00	\$0.00	\$0.00	100.00
TOTAL	\$202,152.94		\$1,070.78	\$203,223.72	\$0.00	\$0.00	\$0.00	\$997.33	99.51
TOTAL INTEREST COLLECTED									

CI21ADVL TAX - SOUTHPORT PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2011	\$1,774,724.46	\$853.88	\$0.00	\$1,775,578.34	\$0.00	\$0.00	\$5.07	\$1,741.24	99.90
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$0.00	\$0.00	\$0.00	\$1,997.39	99.88
2013	\$1,696,968.97	\$663.08	\$5,642.58	\$1,703,274.63	\$0.00	\$0.00	\$0.00	\$1,833.16	99.89
2014	\$1,741,170.53	\$974.86	\$15,048.68	\$1,757,194.07	\$0.00	\$0.00	\$0.00	\$1,784.06	99.90
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$0.00	\$0.00	\$147.36	\$1,209.25	99.93
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$0.00	\$0.00	\$204.01	\$1,615.54	99.91
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$0.00	\$0.00	\$82.00	\$3,432.96	99.85
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$0.00	\$0.00	\$326.68	\$1,826.22	99.92
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$0.00	\$0.00	\$736.36	\$3,598.01	99.88
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$0.00	\$0.00	\$804.13	\$4,494.00	99.85
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$0.00	\$0.00	\$2,887.93	\$25,069.52	99.20
2022	\$0.00	\$3.44	\$23.56	\$27.00	\$0.00	\$0.00	\$0.00	\$27.00	0.00
TOTAL	\$24,145,802.85	\$24,016.59	\$117,518.27	\$24,287,337.71	\$0.00	\$0.00	\$5,193.54	\$48,628.35	99.80
TOTAL INTEREST COLLECTED				\$714.25					
GRAND TOTAL	\$24,347,955.79	\$24,016.59	\$118,589.05	\$24,490,561.43	\$0.00	\$0.00	\$5,193.54	\$49,625.68	99.80
GRAND TOTAL INTEREST COLLECTED				\$714.25					

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
06 JuneMonthEnd2022 Run Date: Jul 1 2022 10:33AM**

FR14FFEEFEE - SOUTHPORT FIRE PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$617,230.00		\$0.00	\$617,230.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2011	\$624,470.00		\$0.00	\$624,470.00	\$0.00	\$0.00	\$0.00	\$130.85	99.98
2012	\$630,950.00		\$290.00	\$631,240.00	\$0.00	\$0.00	\$0.00	\$120.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$0.00	\$0.00	\$0.00	\$130.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$0.00	\$0.00	\$0.00	\$130.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$0.00	\$0.00	\$10.00	\$140.00	99.98
2016	\$702,680.00		\$0.00	\$702,680.00	\$0.00	\$0.00	\$30.00	\$140.00	99.98
2017	\$897,246.88		\$290.00	\$897,536.88	\$0.00	\$0.00	\$14.32	\$296.31	99.97
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$0.00	\$0.00	\$81.87	\$627.80	99.94
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$0.00	\$0.00	\$442.67	\$1,208.22	99.88
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$530.34	\$2,645.94	99.75
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$0.00	\$0.00	\$2,136.31	\$13,147.60	98.79
TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$3,245.51	\$18,716.72	99.81
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$3,245.51	\$18,716.72	99.81
GRAND TOTAL INTEREST COLLECTED									

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
06 JuneMonthEnd2022 Run Date: Jul 1 2022 10:33AM

CI21LIENFEE - CI21LIENFEE SOUTHPORT PROPERTY TAX REPORT									
TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2020	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00
TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00
GRAND TOTAL INTEREST COLLECTED									