



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

223 E. BAY STREET

December 8, 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. Minutes Board of Aldermen Closed Session November 8, 2022 (Confidential)
2. Minutes Board of Aldermen Regular Meeting November 10, 2022
3. Capital Projects Ordinance-Shoreline Stabilization

G. Special Recognition

H. Agenda

1. Dedication of a Street in Rivermist (Alderman Lombardi, R. DiGuiseppe)
2. Abandonment of Alleyway (B. Therrien, Gaines Brown, Resident)
3. Final Plat Approval: Southport Crossing (T. Henley)
4. ~~Consideration of Right of Way Enforcement (REMOVED-future workshop)~~

5. ~~Introduction of Proposed Social Media Policy~~ (REMOVED-future workshop)
6. Appointment of a Representative and an Alternate to the Cape Fear Council of Governments (D. Dutton)

I. Manager's Report

J. Committee Reports

1. Planning Board Draft Minutes November 2022
2. Up Your Arts November 2022

K. Mayor's Comments

L. Staff Reports

1. Southport Fire Department
2. Southport Police Department
3. Animal Protective Services
4. Community Relations and Communications
5. Parks and Recreation
6. Finance and Tax Collection
7. Public Services (Including Electric)
8. Development Services (Permitting, Inspections, Planning and Code Enforcement)

M. Board Comments

N. Adjourn



**Board of Aldermen Regular Meeting Minutes
November 10, 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, Robert Carroll, and John Allen. Alderman Davis did not attend due to illness.

Staff Present: Bonnie Therrien, Interim City Manager
Dorothy Dutton, City Clerk
Norwood Blanchard, III, City Attorney
Randy Jones, Communications/Tourism Director
ChyAnn Ketchum, Communications and Public Information Officer
Kate Marshall, Animal Control
Melanie Trexler, Finance Director
Tom Stanley, Public Services Director

Others Present: Tish Hatem, Will Hewett, Sue Hodgins, Renee Spencer, Eliot Duke with the State Port Pilot, Francesca Slaughter, Jeanne Brown-Bush, Bev Hammond, David Truglio, Karen Rife, Agnes McGeever, Maria Swenson, Pat Kirkman, Jim Lightbourne, Chesley Ward and Kacy Cook with NC Wildlife Commission, and many other interested citizens attended.

Meetings are 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 6:04 p.m. and welcomed everyone to the meeting. He thanked everyone for attending the meeting and watching online.
- B.) Mayor Hatem stated that Alderman Davis could not attend the meeting due to illness. In place of the invocation, and with respect to Police Major Burke, there would be a moment of silence for the passing of his father.
- C.) Mayor Hatem led the pledge of allegiance. He said the meeting was one of Thanksgiving. He and the Board are thankful for the Veterans and first responders, City employees, and those who serve on City boards and committees. We are thankful for the Interim Manager, new employees, and department heads. He continued to thank the Council of Governments, our Senator and Representatives, and all the local businesses, residents, and everything else that makes Southport so beautiful and unique.
- D.) **Public Comment:** Mayor Hatem summarized the proposed Indigo Plantation Phase 2 project that the developers withdrew. He stated that the Board is interested in the best result and least impact on the City. There are no decisions to be made now because there is no application. He stated that there is no action on the yacht basin plan. There will be a workshop scheduled in early 2023 to consider the possibilities. The City Clerk first called Frank Lai, a resident of Indigo Plantation and the President of the Indigo Plantation HOA. He said he has seen Southport grow from a small fishing village to what it is today. As things go forward, he asks if the Board will continue to keep the public informed and consider the citizen's opinions. Bev Hammond, a resident at 506 W. Owens Street, was called to speak next. She addresses the Right-of-Way Ordinance and enforcement. Ms. Hammond and her partner, David Truglio, received a violation for planting trees and landscaping in the right-of-way. She thanked City Staff for explaining

the ordinance to her. She is frustrated because there is no clear-cut direction to City staff on how to enforce right-of-way encroachments. She believes there are issues with the ordinance. She also asked the City to withdraw the violation. She and her partner have worked hard to bring value to the property.

Mayor Hatem explained that he and the City Manager have already started discussing this issue, the staff is working on some ideas, and a workshop will be scheduled.

Karen Rife, a resident at 5980 Dutchman Creek Road, thanked Ms. Therrien and the Board for the updates. She stated that she is a part of the No High-Density Southport group. The purpose was to raise awareness of the proposed Indigo project. The group wanted to hear from citizens. They created a survey that asked citizens about infrastructure, quality of life, etc. The group sent invitations to the Board on October 15th, and it was made clear that it was not a City-sponsored event. They spoke to the City Clerk to confirm how many Board members could attend before it required public notice. They did not violate the open meetings law. She said that the No High-Density Southport group wants to work with the Board on projects like Indigo Phase 2.

Agnes McGeever, a resident of Spikerush Trail, thanked the Board for allowing her to speak. She thanked Mayor Hatem for providing a summary of the Indigo project at the beginning of the meeting. She reminded the Mayor that at the August 10th meeting, he said it was time to hear from the Citizens of Southport. November 5th, the Mayor stated that there have been, and will continue to be, many opportunities for the public to speak. Ms. McGeever stated that she was not referring to the workshops or public comment periods. She asked what efforts have been made to gather public input before making a decision.

Mayor Hatem remarked that there had been a lot of citizen participation at the meetings and workshops. City staff and elected officials have responded to citizens' phone calls and emails. He explained that he wants the public to learn more about subdivision standards under R-20 zoning versus PUD standards. The Board has not tried to limit information. The Planning Board took substantial time to review the project and recommended denial. The proposed Indigo project is the largest in Southport since 1792. The Board's goal is to keep the development as quaint as possible. But as a reminder, there are no active applications for the project right now.

The next speaker was Maria Swenson, a resident at 107 N. Atlantic Avenue and owner of Provisions Company. She asked the audience how many in attendance have lived in Southport for more than ten years, 20 years, or 30 years. She said that some people have been in Southport longer than that and have done things to help the City. She explained that years ago, without the help of the City, the business owners in the area planned the traffic flows that seemed to work very well. The traffic flow was rerouted over a year ago, and the City is considering a plan for traffic in the yacht basin area. She pleaded with City officials to listen and have an open dialogue with the business owners and citizens instead of focusing on tourists.

Pat Kirkman, a resident of 119 Park Avenue, stated that she would remain a minor but consistent voice. She continues to ask for a Cemetery Commission.

Jim Lightbourne, a 216 W. West Street resident, addressed the Board next. He stated that many articles in the Southport Pilot had raised concern, in addition to the interactions with the ABC Board. He asked whether the Board should have some guardrails concerning using social media. The Board already has regular meetings and other opportunities to voice their opinions and concerns, but social media can create a lot of misinformation and a sense of divisiveness. He added that there might not be a big problem now, but the City should be prepared.

Mr. Lightbourne also asked about the once-proposed Indigo Plantation Phase 2 project. He has read that the Board has met with their attorney and staff for negotiations. Mr. Lightbourne said that he couldn't find anything in the UDO about negotiations and was hoping someone could explain the process. Mayor Hatem said that our attorney is negotiating on our behalf. Mr. Norwood Blanchard stated that he is not the development agreement attorney for the City; that attorney is Tom Terrell. Mr. Blanchard said many different types of items come before the Board. He mentioned the allowable uses in the R-20 district and reviewed evidentiary hearings for Special Use Permits.

Mayor Hatem added that a Social Media Policy is being prepared by staff currently. That concluded the public comment period.

E.) Presentations on the Possible Uses of the Sunny Point Property

Mayor Hatem said there would be a few presentations regarding proposed uses of the City's property near Sunny Point. The first presentation was from the NC Wildlife Resources Commission.

1. Chesley Ward, with NC Wildlife, thanked the Board for having them speak at the meeting. He works with the Land Acquisition department. He explained the Southport tract has the highest significance because of more natural habitats for rare wildlife. The City was involved in discussions with NC Wildlife back in 2020, and work had started to investigate funding for the tract. The next step is an appraisal, followed by an offer from the State Property Office. If accepted, the Wildlife Commission will pursue the remaining funds, and a Phase Two analysis of the property will be conducted. The process will take approximately a year and a half to two years. Kacy Cook, also with NC Wildlife, reviewed the species present on the property, including the Longleaf Pine Forest and Gopher frog. The largest natural pond on the property is where the majority of the breeding of the Gopher frog has occurred in the last six years. Alderman Alt asked what they would do with the property if NC Wildlife purchased it. Chesley Ward stated that it would be open to the public for hunting/trapping or outdoor recreation. They would also conduct periodic burning to mimic the natural processes. Alderman Alt suggested they look over the perpetual easement in place on the property.
2. Raymond DiGuiseppe, Attorney, and Mr. Ludlow, with the Polote Corporation, thanked the Board for having them back again. Mr. DiGuiseppe stated that there is enough property, and the Polote Corporation is happy to work with NC Wildlife to share the property if the City is willing. They could potentially use only 25 acres and leave the rest for NC Wildlife. The Polote Corporation would only use the soils for the berm at Sunny Point/MOTSU. The company needs access to the property to do testing and ensure the soils are feasible for the project. Mayor Pro-tem Mosteller stated that she couldn't support any mining or drilling on the property because of important conservation value and the rare species that live there. Mayor Pro-tem Mosteller noted that it might be best to sell this property and buy land in another area closer to the core of Southport. She also asked for the Planning Board to consider whether selling the property was in the City's best interest since the property is not suitable for use by the Public Works Department.
3. Mr. Malcolm Charles, the Director of Public Works at MOTSU, did not attend the meeting.
4. Mayor Hatem reminded the Board that the General Statute describing government-owned property disposal was included in the agenda packets. Mayor Hatem suggested that no decisions be made immediately; the City has time to do more research.

Mayor Hatem read the ethics statement.

F.) Approval of Agenda

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

G.) Approval of Consent Agenda-Mayor Hatem summarized the items on the Consent Agenda.

1. Special Meeting Minutes September 29, 2022.
2. Special Closed Session Minutes October 10, 2022.
3. Regular Board of Aldermen Minutes October 13, 2022.
4. Special Closed Session Minutes October 20, 2022.
5. Contract with Brunswick EMS (Franchise Agreement)
6. Budget Amendment #1: Carryover Purchase Orders
7. City Employees Holiday Bonus.

Alderman Allen made a motion to approve the Consent Agenda as described. Alderman Lombardi seconded the motion. All ayes. Motion carried. The Consent Agenda was approved.

H.) Special Recognition: Mayor Hatem asked all veterans in attendance to go to the front of the audience.

He read the proclamation honoring Veterans Day and all those who have served. The audience all stood and clapped in support.

I.) Agenda

1. ***Alderman Carroll motioned to reappoint Mr. William Davis to the ABC Board. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.***
2. Interim city Manager Bonnie Therrien explained the need for software to support the Human Resources Department and modernize the employment process. Walker, a sales representative from NeoGov, was present to summarize the program and how it will benefit Southport. The cloud-based software keeps track of 30, 60, or 90-day reviews. The agreement with NeoGov is for an initial period of three years. At that point, the City can evaluate and add or remove other projects. ***Mayor Pro-tem Mosteller motioned to approve the software's purchase and authorize the Interim City Manager to sign all contract documents. Alderman Lombardi seconded the motion. All ayes. Motion carried.***
3. ***After a motion made by Alderman Alt and seconded by Mayor Pro-tem Mosteller, the contract with Bonnie Therrien, the City's Interim City Manager, was approved. All ayes. Motion carried.***
4. Ms. Therrien said the City needs to start looking for a permanent City Manager very soon because of the holidays. She would schedule a workshop with the Board to set expectations and prioritize the qualities they hope a City Manager would possess. The Board must also decide whether the search would be state or nationwide. Alderman Allen suggested that the search be expanded regionally to the east coast. Alderman Lombardi mentioned candidates having experience in coastal communities. Mayor Hatem said he prefers someone who would live in the City limits and be a part of the community.
5. Alderman Lombardi explained that the Board of Adjustment recently held interviews for a position. After interviewing three candidates, the interview committee makes the recommendation to reappoint Mr. Harley Lemons. ***Alderman Lombardi motioned to reappoint Mr. Lemons to the Board of Adjustment for a new term. Alderman Carroll seconded the motion. All ayes. Motion carried.***
6. Ms. Therrien explained that Tom Stanley, Dorothy Dutton, and Melanie Trexler met to review the bids received for the USDA project. Three bids were submitted; one from WK Dickson, Wooten Engineering, and Norris and Tunstall Engineering. After careful consideration, City staff recommends Wooten Engineering for the project. ***Mayor Pro-tem Mosteller motioned to select Wooten Engineering for the USDA project. Alderman Carroll and Lombardi seconded the motion. All ayes. Motion carried.***

J.) Manager's Report

Ms. Therrien reported that the City would be advertising for a part-time engineer. The audit should be achieved by the middle of December. She is working to create a project list and status updates. She was recently made aware there are random files in storage all over the City. She stated that City staff would be working on reviewing the files and getting rid of what we can. She appreciates how she has been welcomed so far. Southport has a lot going on.

K.) Committee Reports

Alderman Carroll said the first session of the Historic Preservation Commission is scheduled for November 18th. The state Historic Preservation office will be coming to Southport for training soon. Alderman Lombardi said the Beautification Committee meeting was postponed, but the Christmas decorations are going up. Mayor Pro-tem Mosteller stated the draft Parks and Recreation Master Plan would be forwarded to the Board of Aldermen in January 2023. The Planning Board meeting is

scheduled for the next Thursday, November 20, 2022. And for exciting news, the CAMA Grant for the kayak launch was approved!

L.) Mayor's Comments

Mayor Hatem recently attended the ABC Board meeting. He is grateful the Aldermen reappointed Mr. Davis to the ABC Board. The Wooden Boat Show was a great event in Southport. Happy Thanksgiving, and many blessings to you and your family and friends!

H.) Staff Reports

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

I.) Board Comments

Alderman Alt said the City should consider a feasibility assessment for space for City staff. Alderman Lombardi welcomed Bonnie and wished everyone a Happy Thanksgiving! Mayor Pro-tem Mosteller welcomed Bonnie and said Happy Thanksgiving!

J.) Adjourn

Mayor Hatem said the meeting had been great and wished everyone many blessings! ***Alderman Allen made a motion to adjourn the meeting. Alderman Carroll seconded the meeting. All ayes. Motion carried. Mayor Hatem adjourned the meeting at 8:33 p.m.***

Joseph P. Hatem, MD, MPH.
Mayor, City of Southport

Dorothy Dutton, City Clerk



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: 11/28/2022 DEPARTMENT: Finance

PRESENTED BY: Melanie Trexler

ITEM SPONSORED BY: NC Department of Public Safety

ITEM/TOPIC: Waterfront Stabilization Grant

COST: \$5,000,000 BUDGET LINE ITEM: 60-60-

JUSTIFICATION: We need a capital Project Ordinance to allocate the \$5 million state grant we received for the above named project.

IMPACT IF NOT APPROVED: This should be voted on as per the State and the Auditor.

DEPARTMENT HEAD COMMENTS: I would recommend approval of this ordinance so we have this in our financial statements.

CITY MANAGER COMMENTS: Ms. Therrien agrees with the Finance Director.

ATTACHMENTS: 1. Proposed ordinance

REQUESTED ACTION: Placed on the Consent Agenda for approval.

PROPOSED MOTION: This ordinance will be approved/adopted when the Consent Agenda is approved by motion/vote.



BOARD OF ALDERMEN FOR THE CITY OF SOUTHPORT
Waterfront Stabilization Plan
NCDPS 536622 2E50-1175

WHEREAS, the City of Southport is committed to making the best use of the Waterfront Stabilization funds as directed by the NC General Assembly in Session Law 2021-180 (BS-105); and

WHEREAS, the City is further committed to providing services in the most efficient, economical, and reasonable manner; and

WHEREAS, the City will follow the guideline as provided by North Carolina Department of Public Safety Agreement #cityofsouthport 2021-2023; and

WHEREAS, North Carolina General Statute 159-13.2 authorizes municipalities to adopt a project ordinance to identify the revenues that will finance any projects and make the necessary appropriations necessary to complete the projects; and

NOW, THEREFORE, BE IT ORDAINED by the City of Southport Board of Aldermen, this Waterfront Stabilization Plan NCDPS 536622 2E50-1175 Ordinance is hereby adopted.

Section 1. The officers of the City of Southport are hereby directed to proceed with this capital project within the guidelines set by the budget contained herein.

Section 2. The amended total budget for the projects, subject to amendment by action of the Board of Aldermen as necessary to implement the projects, shall be as follows.

Revenues

60-60-3910-0100	NCDPS Grant	\$ 5,000,000
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Expenditures

60-60-8112-5800	Capital Project Outlay	\$ 5,000,000
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Section 3. The City Manager and Finance Officer are hereby authorized to make any fund or accounting adjustments necessary to establish, implement and maintain this Capital Project Fund.

Section 4. The Budget officer is directed to include a summary of past and future costs and revenues for these capital projects in each annual budget submitted to the Board of Aldermen for as long as the ordinance shall remain in effect.

Section 5. The City Manager and Finance Officer are hereby authorized and empowered to execute on behalf of the City of Southport all contracts, agreements and other documents necessary to administer this ordinance and all prior actions of said officers consistent herewith are hereby ratified.

ADOPTED BY THE CITY OF SOUTHPORT BOARD OF ALDERMEN this 8th day of December 2022.

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

Attest:

Dorothy Dutton, City Clerk



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11/28/2022 DEPARTMENT: Administration and Public Services

PRESENTED BY: D. Dutton, Alderman Lombardi, and Raymond DiGuiseppe

ITEM SPONSORED BY: Alderman Lombardi

ITEM/TOPIC: Dedication of a portion of road in Rivermist

COST: n/a BUDGET LINE ITEM: n/a

JUSTIFICATION: All of the roads in Rivermist have already been dedicated to the City except for a small portion of private road around the clubhouse. This error was due to oversight.

IMPACT IF NOT APPROVED: Inconsistency in road maintenance.

DEPARTMENT HEAD COMMENTS: No departments expressed any concerns.

CITY MANAGER COMMENTS: I recommend the acceptance of the dedication, and Resolution.

ATTACHMENTS: 1. Deed of dedication 2. Attachment A: Map of road for dedication
3. Aerial pictures of Flank Court for context.

REQUESTED ACTION: Consider the Resolution, and accept the street.

PROPOSED MOTION: I move that the Board approve the Resolution Accepting
the Dedication of Flank Court in Rivermist at Dutchman Creek, and approve the Deed
of Dedication, as presented.

Prepared by:
Raymond M. DiGuiseppe, Esq.
The DiGuiseppe Law Firm, P.C.
4320 Southport-Supply Road, Suite 300
Southport, NC 28461

DEED OF DEDICATION

STATE OF NORTH CAROLINA
COUNTY OF BRUNSWICK

THIS DEED OF DEDICATION, made and entered into this the ____ day of December 2022, by and between the Rivermist Property Owners' Association, Inc., a North Carolina nonprofit corporation, party of the first part ("POA" or "Grantor"), and the City of Southport, a governmental entity created and existing under the laws of the State of North Carolina, party of the second part ("City" or "Grantee"):

WITNESSETH

WHEREAS, Grantor is a POA within Grantee's corporate limits;

WHEREAS, all the roadways serving the vehicular traffic within the subdivision of the POA are paved municipal streets that the City already maintains, with the exception of the roadway serving Flank Court which is identified as the "60' Private Right of Way" on the map plat of the subdivision recorded in map book 69 at page 28 of the Brunswick County Registry (attached "Exhibit A") and more particularly described herein (hereafter the "Unclaimed Municipal Street");

WHEREAS, Grantor wishes to dedicate to Grantee and Grantee wishes to accept from Grantor the Unclaimed Municipal Street so as to include it among the rest of the paved municipal streets that the City maintains within the subdivision, consistent with the general plan and scheme of roadway maintenance; and

WHEREAS, Grantor has prepared this Deed of Dedication for such purposes.

NOW, THEREFORE, in consideration for accepting this Deed of Dedication, Grantor has conveyed by these presents and does hereby convey to Grantee, its lawful successors and assigns, the Unclaimed Municipal Street, as more particularly described as follows:

The roadway serving Flank Court identified as the “60’ Private Right of Way” on the map plat of the subdivision recorded in map book 69 at page 28 of the Brunswick County Registry; specifically, the roadway traversing Flank Court from the point at which Flank Court commences at the intersection of J. Swain Boulevard and Flank Court, running thence in a generally southeasterly direction alongside the residences on the left side of the roadway and the POA’s clubhouse on the right side of the roadway, and continuing along a downward slope towards and including the terminating cul-de-sac at the bottom of the slope, together with all utility easements, privileges, and appurtenances thereto on each side of said roadway and across the roadway from curb to curb.

EXCEPTED from this dedication are the following, and only the following: those portions of the road surface that comprise the parking spaces and handicap access spaces situated along the right side of the road and in the cul-de-sac as shown on the map plat of the subdivision recorded in map book 69 at page 28, over which the POA shall retain ownership and maintenance responsibility.

TO HAVE AND TO HOLD all the same, in addition to non-exclusive easements over, along, and upon the dedicated area of the streets and cul-de-sacs depicted on the map plat and serving the areas referenced above for purposes of ingress and egress, maintenance, repair, and upkeep of the road surface, and water and sewer distribution systems, while reserving unto Grantor, its successor and assigns, equal rights and easements over, along, and upon the same for purposes of maintaining the parking spaces and such other utilities and appurtenances that the POA is or may be required to monitor, maintain, and/or repair.

Grantor does hereby covenant that it is seized of the entire dedicated area in fee simple, has the right to convey the same in fee simple, that the same is free and clear of encumbrances, and that Grantor will warrant and defend the title to the same against all persons whomsoever.

IN WITNESS WHEREOF, the Grantor has caused this instrument to be duly executed, the day and year first above written.

Thomas Lombardi, President
Rivermist Property Owners' Association, Inc.

COUNTY OF BRUNSWICK
NORTH CAROLINA

BEFORE ME on this day personally appeared, _____, whose identity has been verified through evidence satisfactory to me, being first duly sworn, acknowledged that he has read the foregoing instrument and is familiar with the contents thereof, he executed the instrument for the purposes and consideration therein expressed, and the recitations and representations in said instrument are true and correct.

Sworn to and subscribed before me,
this ____ day of _____, 2022.
My commission expires:

Notary Public

ACCEPTANCE OF DEED

This Deed of Dedication and accompanying Affidavit for Rivermist Property Owners' Association, Inc. was accepted by the City of Southport Board of Alderman on this ____ day of _____ 2022.

City of Southport

Mayor

Clerk, Board of Alderman

AFFIDAVIT

Affiant, Rivermist Property Owners' Association, Inc. ("POA"), a North Carolina nonprofit corporation, by and through its President on behalf of the POA Board of Directors, being first duly sworn, hereby deposes and says under oath as follows:

1. The POA is the owner of the property more particularly identified and described as the Unclaimed Municipal Street in the attached Deed of Dedication.
2. The POA has obtained the requisite membership approval to make the conveyances being made under the Deed of Dedication, in accordance with the POA's covenants, bylaws, and the applicable law.
3. As to the property rights and interests being conveyed to the City of Southport under the Deed of Dedication, no liens, encumbrances, legal actions, or other adverse interests exist that would in any way jeopardize Affiant's title to, or right to convey, the property rights and interests being conveyed.

IN WITNESS WHEREOF, Affiant has caused this Affidavit to be duly executed, the day and year first above written.

Thomas Lombardi, President
Rivermist Property Owners' Association, Inc.

COUNTY OF BRUNSWICK
NORTH CAROLINA

BEFORE ME on this day personally appeared, _____, whose identity has been verified through evidence satisfactory to me, being first duly sworn, acknowledged that he has read the foregoing instrument and is familiar with the contents thereof, he executed the instrument for the purposes and consideration therein expressed, and the recitations and representations in said instrument are true and correct.

Sworn to and subscribed before me,
this ____ day of _____, 2022.
My commission expires:

Notary Public

Exhibit A to Deed of Dedication

CURVE	BEARS	LENGTH	DATA	CHORD
C1	45.00	36.57	S 71°00'00" E 36.57	36.57
C2	45.00	36.57	N 71°00'00" E 36.57	36.57
C3	45.00	36.57	S 71°00'00" E 36.57	36.57
C4	45.00	36.57	N 71°00'00" E 36.57	36.57
C5	45.00	36.57	S 71°00'00" E 36.57	36.57
C6	45.00	36.57	N 71°00'00" E 36.57	36.57
C7	45.00	36.57	S 71°00'00" E 36.57	36.57
C8	45.00	36.57	N 71°00'00" E 36.57	36.57

LEGEND	
○	LIGHT POLE/POST
□	POWER BOX/PEDESTAL
△	ELECTRICAL OUTLET
□	TELEPHONE BOX/PEDESTAL
△	AIR CONDITIONER/HVAC
○	GAS METER
△	FIRE HYDRANT
---	WATERLINE
---	WATER SERVICE LINE
---	WATER VALVE
---	WATER METER
---	WATER SPOUT
---	ABSTRACTION CONTROL VALVES
---	SEWER MANHOLE
---	SEWER LINE
---	SEWER SERVICE LINE
---	SEWER CLEANOUT
---	CATCH BASIN/JUNCTION BOX
---	RAINFALL DRAINAGE
---	DRAINAGE PIPE



LOCATION MAP
NOT TO SCALE

- REFERENCES:
1. PLAT OF PARCEL "A" 55.13 ACRES FOR S.S. SOUTH, LLC BY HANOVER DESIGN SERVICES, P.A., AND RECORDED AUG. 14, 2002 IN MAP CABINET 25 AT PAGE 485.
 2. PLAT OF AREA ANNEXED BY THE CITY OF SOUTHPORT BY HANOVER DESIGN SERVICES, P.A., AND RECORDED DEC. 5, 2002, AS RECORDED IN MAP CABINET 25 PAGE 406 ON FEB. 1, 2002.
 3. PLAT OF 167.76 ACRES BY THIS OFFICE FOR CENTEX HOMES DATED JAN. 12, 2004 AND RECORDED MARCH 25, 2004 IN MAP CABINET 32 PAGE 95.
 4. FINAL PLAT OF LOTS 201-207, LOW COUNTRY SECTION OF RIVERMIST AT DUTCHMAN VILLAGE, P.U.D., BY THIS OFFICE FOR CENTEX HOMES DATED JUNE 14, 2010 AND RECORDED JUNE 18, 2010 IN MAP CABINET 46, PAGE 13.

Not subject to subdivision review as per:
CITY OF SOUTHPORT
SUBDIVISION REGULATIONS
Section VII, K.

1. The combination or recombination of portions of previously subdivided and recorded lots where the total number of lots is not increased and the resultant lots are equal to or exceed the standards of the city as shown by the regulations prescribed by this ordinance.

Parcel No. 2210000408
Owner: Centex Homes
Deed Book 2115, Page 0751
Deed Date 9/14/2005
Plat Book 0032, Page 0005
Plat Date 11/15/2005

SIGN: *[Signature]*
DATE: 2-2-11

CERTIFICATE OF APPROVAL FOR RECORDING
I hereby certify that the subdivision plat shown herein has been found to comply with the Subdivision Regulations of the City of Southport, North Carolina, and that this plat has been approved by the Board of Aldermen for recording in the Office of the Register of Deeds of Brunswick County.

Date: 4-1-2011
State of North Carolina
County of Brunswick

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: *[Signature]*

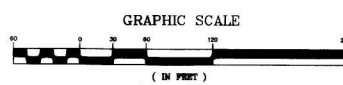
THIS SURVEY IS OF AN EXISTING PARCEL OR PARCELS OF LAND AND DOES NOT CREATE A NEW STREET OR CHANGE AN EXISTING STREET.

I, Michael D. Oliver, certify that this plat was drawn under my supervision from an actual survey made under my supervision (based description recorded in Book 2115, page 751, etc.); that the ratio of precision as indicated is 1:10,000; that this plat was prepared in accordance with G.S. 47-30 as amended. Witness my original signature, registration number and seal this 31st day of January, A.D., 2011.

Castles Engineering, Inc.
by Michael D. Oliver (agent)

Michael D. Oliver, PLS
Registration Number 2-2917

- NOTES:
1. BRUNSWICK COUNTY PARCEL ID, NUMBER AT TIME OF SURVEY: 2510000000.
 2. DATE OF RECORDING OF THE DATE HANOVER DESIGN SERVICES, P.A., AND RECORDED DEC. 5, 2002, AS RECORDED IN MAP CABINET 25 PAGE 406 ON FEB. 1, 2002.
 3. THIS PROPERTY IS LOCATED IN FLOOD ZONE "X" AS SHOWN ON FLOOD MAP, N. 200505080 E, DATED APRIL 2, 1993. THIS MAP IS NOT BASIS FOR DETERMINATIONS OF FLOOD ZONE OR FLOOD RISK RELATED ISSUES.
 4. THIS PROPERTY JOINED P.U.D. ACCORDING TO THE TOWN OF SOUTHPORT, ZONING AND BUILDING RESTRICTIONS SHOWN ARE FOR REFERENCE ONLY AND SHOULD BE VIEWED BY THE APPROPRIATE AUTHORITY.
 5. DECLARATION IS MADE TO ORIGINAL PURCHASER OF THE SURVEY, IT IS NOT TRANSFERABLE TO ADDITIONAL INSTITUTIONS OR SUBSEQUENT OWNERS.
 6. SURVEY IS VALID ONLY IF PRINT HAS ORIGINAL SEAL AND SIGNATURE OF SURVEYOR.
 7. NO ATTEMPT HAS BEEN MADE AS A PART OF THIS BOUNDARY SURVEY TO OBTAIN OR SHOW DATA CONCERNING EXISTENCE, SIZE, DEPTH, CONDITION, CAPACITY, OR LOCATION OF ANY UTILITY OR MUNICIPAL PUBLIC SERVICE FACILITY. FOR INFORMATION REGARDING THESE UTILITIES PLEASE CONTACT THE APPROPRIATE AGENCIES.
 8. SURVEYOR HAS MADE NO INVESTIGATION OR INDEPENDENT SURVEY FOR EASEMENTS OR RECORD, ENCUMBRANCES, RESTRICTIONS, CHARGES, CHARGES, CHARGES, CHARGES, OR ANY OTHER FACTS THAT AN ACCURATE AND CURRENT TITLE SEARCH MAY DISCLOSE.
 9. SUBSURFACE AND ENVIRONMENTAL CONDITIONS WERE NOT EXAMINED OR CONSIDERED AS A PART OF THIS SURVEY. NO STATEMENT IS MADE CONCERNING THE EXISTENCE OF UNDERGROUND OR OVERHEAD CONTAINERS OR FACILITIES THAT MAY AFFECT THE USE OR DEVELOPMENT OF THE TRACT.
 10. THIS PROPERTY IS SUBJECT TO ANY EASEMENTS OR RESTRICTIONS OF RECORD NOT PROVIDED THE SURVEYOR.
 11. ALL BEARINGS ARE BASED UPON THE SOUTH CAROLINA STATE PLANE COORDINATE SYSTEM (NAD83). ALL DISTANCES SHOWN ARE HORIZONTAL, NOT GRID DISTANCES.
 12. WETLANDS PER SURVEY BY HANOVER DESIGN DATED OCT. 1998 AND SIGNED BY THE C.O.E. AUG. 2004.
 13. A PORTION OF THIS PROPERTY MAY BE SUBJECT TO CORPS OF ENGINEERS WETLANDS JURISDICTION.
 14. LIT SIGN PILES SET AT ALL CORNERS UNLESS NOTED OTHERWISE.
 15. FIELD SURVEY COMPLETED JANUARY 21, 2011.



PLAT OF
AMENITY AREA
Low Country Section Of
Rivermist at Dutchman Village, P.U.D.
SOUTHPORT TOWNSHIP
BRUNSWICK COUNTY - NORTH CAROLINA
PREPARED FOR
CENTEX HOMES

ENGINEERING / PLANNING
LAND SURVEYING

2411 Oak Street, Suite 304
Myrtle Beach, SC 29577
Telephone: 843-446-0510
Fax: 843-446-0969
www.castlesengineering.com

DATE: JANUARY 31, 2011 SCALE: 1" = 60' FILE: 07017 assembly 1-11.dwg

Map created by Page 28
4-6-11



EagleView, Inc. | Brunswick County GIS

▼ 110 E. Nash X Q

200ft

-78.039 33.954 Degrees



**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION ACCEPTING THE DEDICATION OF FLANK COURT IN RIVERMIST**

WHEREAS, on October 14, 2010, the Southport Board of Aldermen issued a final approval of the infrastructure in the PUD Rivermist, including the streets and water/sewer; and

WHEREAS, all streets were accepted by the City of Southport, with the exception of a 60-foot right-of-way, called Flank Court that runs from J Swain Boulevard at the clubhouse, and extends approximately 400 feet, and is shown on Map Book 69, Page 28 of the Brunswick County Registry; and

WHEREAS, City of Southport staff has inspected the street, and find it meets the standards as set forth in Article 4 of the City of Southport's Unified Development Ordinances.

NOW, THEREFORE, BE IT RESOLVED by the City of Southport Board of Aldermen, that the offer of dedication is hereby accepted for Flank Court of the Rivermist at Dutchman Creek Subdivision.

ADOPTED AND ACCEPTED this 8th day of December 2022.

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

Dorothy Dutton, City Clerk



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: December 1, 2022

DEPARTMENT: City Manager's Office

PRESENTED BY: N/A

ITEM SPONSORED BY: Bonnie Therrien, Interim City Manager

ITEM/TOPIC: Abandonment of a Portion of an Alley

COST: N/A

BUDGET LINE ITEM: N/A

JUSTIFICATION: We have a request by Gaines Brown (see attached information) and Tina Monk to abandon a portion of an alley that runs parallel with N. Caswell Avenue.

IMPACT IF NOT APPROVED: The alley would stay it is now.

DEPARTMENT HEAD COMMENTS: I have checked with the Police and Fire Chiefs as well as the Public Services Director and they have no issue with this request.

CITY MANAGER COMMENTS: I see no issue with moving forward with this.

ATTACHMENTS: 1. Letter from Gaines Brown and Tina Monk with attachments
2. Survey 3. NCGS 160A-299 Procedure for permanently closing streets and alleys.

REQUESTED ACTION: To move forward with the abandonment of a portion of the alley running parallel with N. Caswell Avenue as outlined by the attachment map. The next step of the process (N.C.G.S. 160A-299) is for the Board to adopt a Resolution declaring the intent to close the alleyway.

PROPOSED MOTION: I move to more forward with the process of permanently closing the alleyway and direct the Clerk to prepare a Resolution for consideration at the January Board meeting.

October 30, 2022

Southport Board of Aldermen
C/O: Dorothy Dutton, City Clerk
1029 North Howe Street
Southport NC 28461

Dear Mayor, City Manager, and Board of Aldermen,

I'm writing on behalf of a neighbor, Ms. Tina Monk. Ms. Monk and I request the abandonment of a portion of an alley as described in N C State Statute 160A-299 (see attached documents). Ms. Monk is in the process of developing the property that enters from West Ninth Street and runs parallel with North Caswell Avenue. I currently own lots #20,21,22 on North Caswell that back up to the alley. The north end of the alley terminates in a dead-end and serves no thru access or other purpose. Our request is to abandon a portion (shown in yellow on the attachment) of the unopened alley, creating a green space between the rear of lots 20, 21, and 22 on N. Caswell Ave. and a wedged-shaped portion of Ms. Monk's property.

Please advise me of any other information I need to provide. I respectfully submit this request for the Board's consideration and approval.

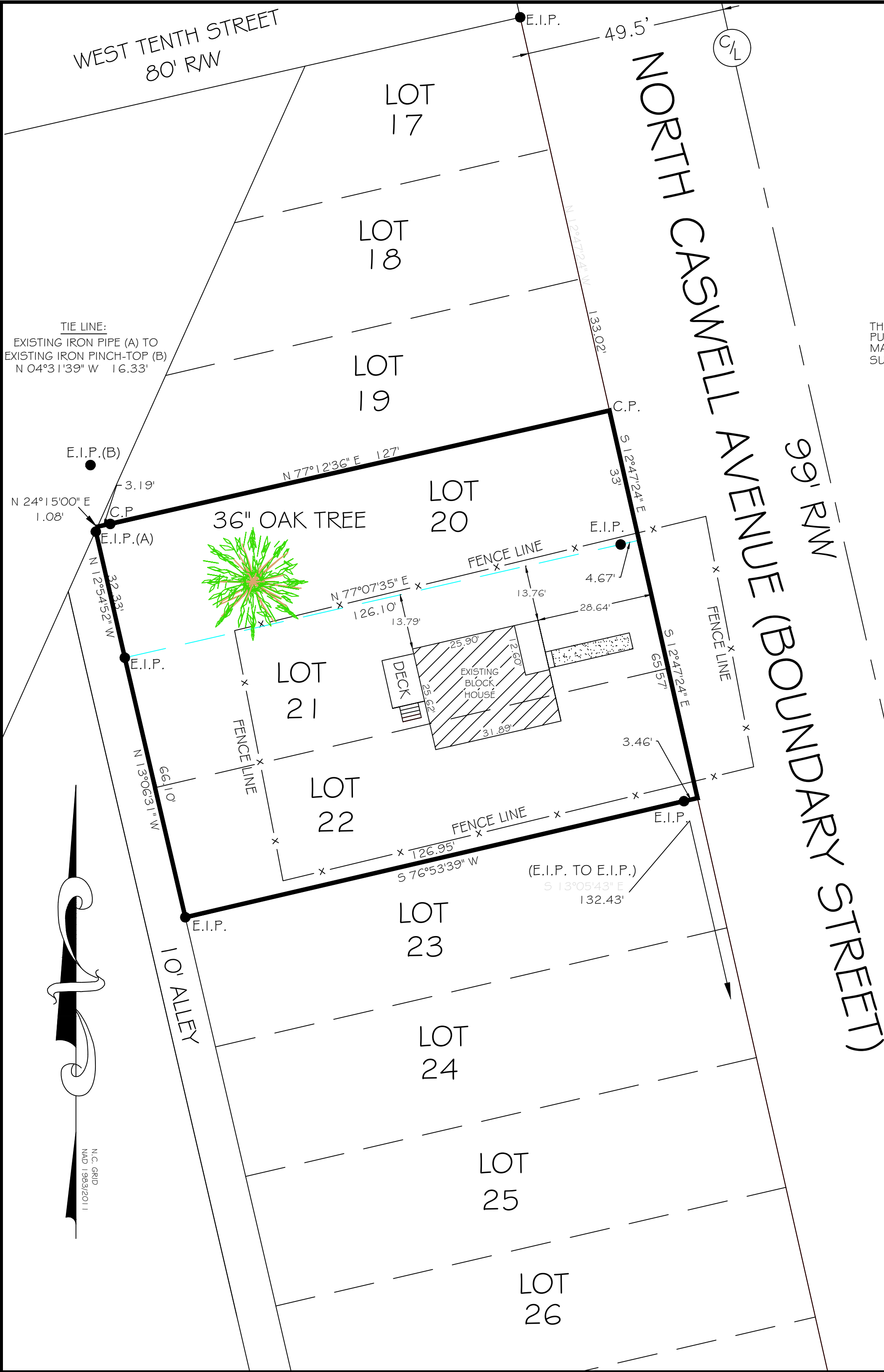
Sincerely,

Gaines Brown

921 North Caswell Avenue
Southport, NC 28461
gainesbrown@gmail.com
704-334-1442

Attachments:

- NC State Statute 160A-299
- Boundary survey of 921 N Caswell w/ alley
- West 9th Street Subdivision w/ lots 1,2,3,4,&5
(belonging to Ms. Tina Monk)
- Drawing showing the proposed portion of the alley in yellow.



NORTH CAROLINA BRUNSWICK COUNTY

I, WILLIAM W. DELANEY II, P.L.S. CERTIFY THAT THIS PLAT WAS DRAWN UNDER MY SUPERVISION FROM AN ACTUAL SURVEY MADE UNDER MY SUPERVISION (DEED DESCRIPTION RECORDED IN DEED BOOK 2428 AT PAGE 97 IN BRUNSWICK COUNTY REGISTER OF DEEDS OFFICE); THAT THE BOUNDARIES NOT SURVEYED ARE CLEARLY INDICATED AS DRAWN FROM INFORMATION FOUND IN BOOK _____ AT PAGE _____; THAT THE RATIO OF PRECISION AS CALCULATED BY COMPUTER IS 1:10,000+; THAT THIS PLAT WAS PREPARED IN ACCORDANCE WITH G.S. 47-30 AS AMENDED.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS ____ DAY OF _____ AD. , 20__.

PROFESSIONAL LAND SURVEYOR L-2973

THIS ELECTRONIC FILE IS NOT A TRUE COPY AND IS FOR INFORMATION PURPOSES ONLY. ONLY COPIES FROM THE ORIGINAL OF THIS DOCUMENT, MARKED WITH THE ORIGINAL SIGNATURE AND ORIGINAL SEAL OF THE SURVEYOR, SHALL BE CONSIDERED VALID AND TRUE.

SPECIAL NOTE OF CAUTION:
DUE TO DISCREPANCIES FOUND
IN THE FIELD, LINE AGREEMENTS
ARE SUGGESTED ON ALL SIDES.

NOTES:
1. THIS PROPERTY IS SUBJECT TO ANY AND ALL EASEMENTS, RIGHT-OF-WAY, COVENANTS, RESTRICTIONS, AND CONDITIONS OF RECORD AFFECTING SAID PREMISES.
2. A TITLE SEARCH WAS NOT PERFORMED ON THE PARCELS SHOWN. THIS PLAT IS NOT A GUARANTEE OF TITLE.

I, WILLIAM W. DELANEY II, P.L.S. CERTIFY TO ONE OF THE FOLLOWING:

☐ THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

☒ THAT THE SURVEY IS OF AN EXISTING PARCEL OF LAND.

☐ THAT THE SURVEY IS OF ANOTHER CATEGORY, SUCH AS RECOMBINATION OF EXISTING PARCELS, A COURT ORDERED SURVEY, OR OTHER EXCEPTION TO THE DEFINITION OF SUBDIVISION.

PROFESSIONAL LAND SURVEYOR L-2973

W. 10th STREET

W. 9th STREET

SITE

N. CASWELL AVENUE

N. LORD ST.

N. HOWE ST.

VICINITY MAP - NOT TO SCALE

PLAT SCALE: 1" = 20'

0

20

40

60

Surveyed and Mapped By:

Tide Water Land Surveying

P.O. Box 11506
802 North Howe Street
Southport, North Carolina 28461
Phone: 910-457-9580

NOTES:

I, "I, WILLIAM W. DELANEY, P.L.S CERTIFY THAT THE OWNER OF THIS LAND IS _____ AND THE SURVEY AS SHOWN AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OR LAND."

PROFESSIONAL LAND SURVEYOR L-2973

2. SURVEY DATE: JUNE 7, 2018.
3. PLAT SCALE: 1" = 20'.
4. ALL DISTANCES ARE HORIZONTAL GROUND.
5. THE LAND SHOWN ON THIS PLAT IS NOT IN A FLOOD HAZARD AREA.
6. ZONED: 5P-R-10.
7. C.P. = COMPUTED POINT.
8. I.S.S. = IRON STAKE SET.
9. E.R.B. = EXISTING RE-BAR.
10. E.I.P. = EXISTING IRON PIPE.
11. E.I.P.P. = EXISTING IRON PINCH PIPE.

Smith & Weeks Subdivision:

Block 17

Lots: 20, 21 & 22

Ref. Deed Book: 2585 Page: 97
Parcel ID #237DF02601

Ref. Deed Book: 2428 Page: 210
Parcel ID #237DF025

TOTAL AREA:

12926.18 SQ.FT.
0.30 ACRES

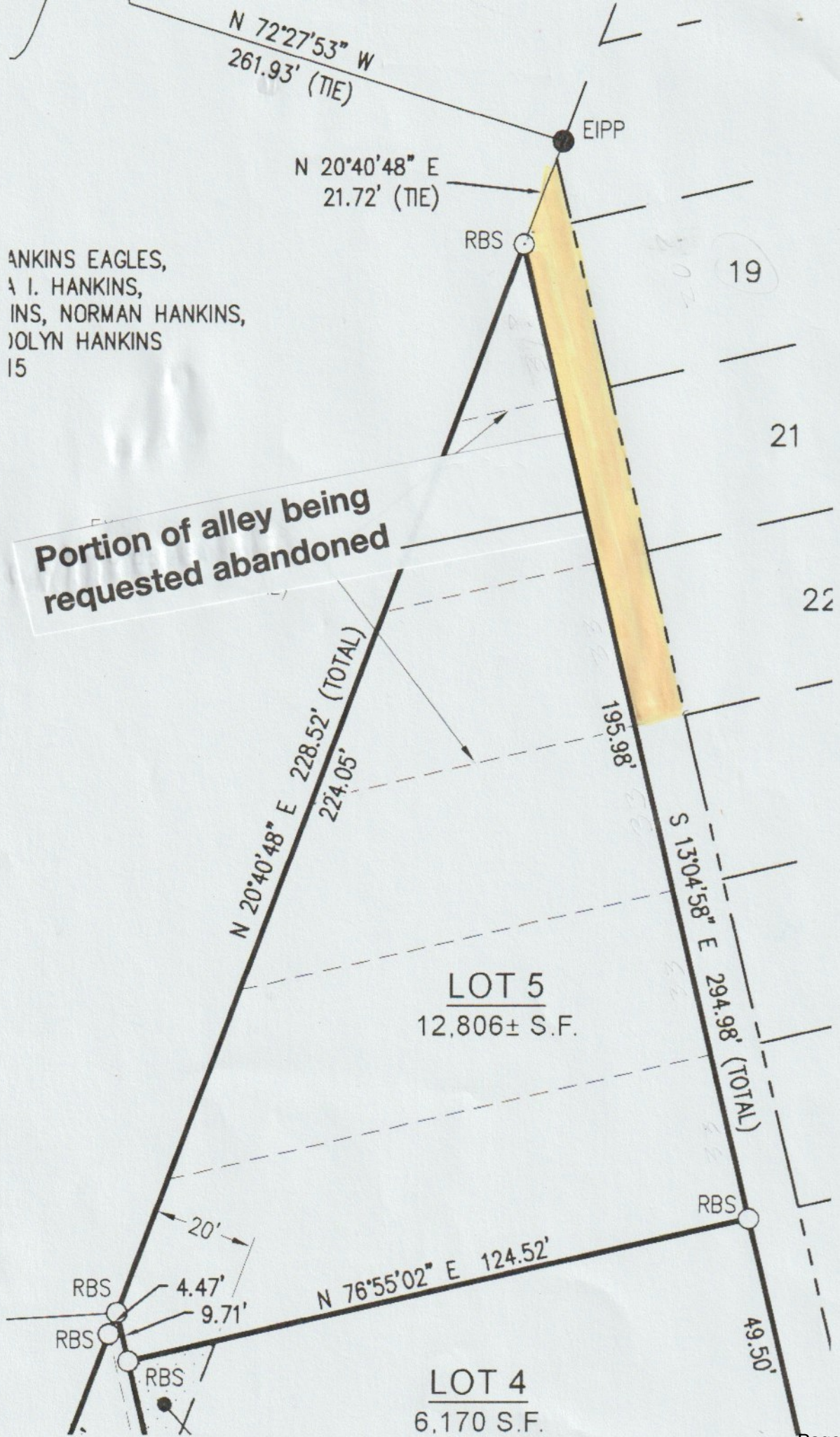
Surveyed and Mapped for:

Gaines Brown

City of Southport
Smithville Township
Brunswick County
State of North Carolina

DWG: 921 AND 925 N CASWELL AVE CRD: 921 AND 925 N CASWELL AVE

HANKINS EAGLES,
A I. HANKINS,
INS, NORMAN HANKINS,
JOLYN HANKINS
15



§ 160A-299. Procedure for permanently closing streets and alleys.

(a) When a city proposes to permanently close any street or public alley, the council shall first adopt a resolution declaring its intent to close the street or alley and calling a public hearing on the question. The resolution shall be published once a week for four successive weeks prior to the hearing, a copy thereof shall be sent by registered or certified mail to all owners of property adjoining the street or alley as shown on the county tax records, and a notice of the closing and public hearing shall be prominently posted in at least two places along the street or alley. If the street or alley is under the authority and control of the Department of Transportation, a copy of the resolution shall be mailed to the Department of Transportation. At the hearing, any person may be heard on the question of whether or not the closing would be detrimental to the public interest, or the property rights of any individual. If it appears to the satisfaction of the council after the hearing that closing the street or alley is not contrary to the public interest, and that no individual owning property in the vicinity of the street or alley or in the subdivision in which it is located would thereby be deprived of reasonable means of ingress and egress to his property, the council may adopt an order closing the street or alley. A certified copy of the order (or judgment of the court) shall be filed in the office of the register of deeds of the county in which the street, or any portion thereof, is located.

(b) Any person aggrieved by the closing of any street or alley including the Department of Transportation if the street or alley is under its authority and control, may appeal the council's order to the General Court of Justice within 30 days after its adoption. In appeals of streets closed under this section, all facts and issues shall be heard and decided by a judge sitting without a jury. In addition to determining whether procedural requirements were complied with, the court shall determine whether, on the record as presented to the city council, the council's decision to close the street was in accordance with the statutory standards of subsection (a) of this section and any other applicable requirements of local law or ordinance.

No cause of action or defense founded upon the invalidity of any proceedings taken in closing any street or alley may be asserted, nor shall the validity of the order be open to question in any court upon any ground whatever, except in an action or proceeding begun within 30 days after the order is adopted. The failure to send notice by registered or certified mail shall not invalidate any ordinance adopted prior to January 1, 1989.

(c) Upon the closing of a street or alley in accordance with this section, subject to the provisions of subsection (f) of this section, all right, title, and interest in the right-of-way shall be conclusively presumed to be vested in those persons owning lots or parcels of land adjacent to the street or alley, and the title of such adjoining landowners, for the width of the abutting land owned by them, shall extend to the centerline of the street or alley.

The provisions of this subsection regarding division of right-of-way in street or alley closings may be altered as to a particular street or alley closing by the assent of all property owners taking title to a closed street or alley by the filing of a plat which shows the street or alley closing and the portion of the closed street or alley to be taken by each such owner. The plat shall be signed by each property owner who, under this section, has an ownership right in the closed street or alley.

(d) This section shall apply to any street or public alley within a city or its extraterritorial jurisdiction that has been irrevocably dedicated to the public, without regard to whether it has actually been opened. This section also applies to unopened streets or public alleys that are shown on plats but that have not been accepted or maintained by the city, provided that this section shall not abrogate the rights of a dedicatory, or those claiming under a dedicatory, pursuant to G.S. 136-96.

(e) No street or alley under the control of the Department of Transportation may be closed unless the Department of Transportation consents thereto.

(f) A city may reserve a right, title, and interest in any improvements or easements within a street closed pursuant to this section. An easement under this subsection shall include utility, drainage, pedestrian, landscaping, conservation, or other easements considered by the city to be in the public interest. The reservation of an easement under this subsection shall be stated in the order of closing. The reservation also extends to utility improvements or easements owned by private utilities which at the time of the street closing have a utility agreement or franchise with the city.

(g) The city may retain utility easements, both public and private, in cases of streets withdrawn under G.S. 136-96. To retain such easements, the city council shall, after public hearing, approve a "declaration of retention of utility easements" specifically describing such easements. Notice by certified or registered mail shall be provided to the party withdrawing the street from dedication under G.S. 136-96 at least five days prior to the hearing. The declaration must be passed prior to filing of any plat or map or declaration of withdrawal with the register of deeds. Any property owner filing such plats, maps, or declarations shall include the city declaration with the declaration of withdrawal and shall show the utilities retained on any map or plat showing the withdrawal. (1971, c. 698, s. 1; 1973, c. 426, s. 47; c. 507, s. 5; 1977, c. 464, s. 34, 1981, c. 401; c. 402, ss. 1, 2; 1989, c. 254; 1993, c. 149, s. 1; 2015-103, s. 1.)



BOARD OF ALDERMEN AGENDA ITEM SUMMARY

DATE: December 8, 2022

DEPARTMENT: Development Services

PRESENTED BY: T. Henley, Development Services Director

ITEM SPONSORED BY: N/A

ITEM/TOPIC: Request for Final Plat Approval – Southport Crossings Outparcel

COST: N/A

BUDGET LINE ITEM: N/A

JUSTIFICATION: In accordance with Section 2.8.F.8 of the City of Southport Unified Development Ordinance, the Board of Aldermen shall review all major subdivision final plat proposals and the written recommendations of the UDO Administrator prior to approval, denial, or conditional approval of the major subdivision final plat.

IMPACT IF NOT APPROVED: In accordance with the standards laid out in Section 2.8.F.8 of the UDO, if the Board of Aldermen by formal motion disapproves the final plat, the reasons shall be set forth in writing and refer specifically to those parts of this ordinance or other land development ordinances with which the plat does not comply.

DEPARTMENT HEAD COMMENTS: A brief staff report, application, and copy of the proposed plat are found as attachments to this summary. Note that Southport Crossings, being a long-term multi-phased project, is vested under a previous version of the Unified Development Ordinance that allowed the applicant to proposed performance guarantees in lieu of constructing all required improvements prior to final plat approval (further detail in attachments).

CITY MANAGER COMMENTS: I concur with the request approval of the plat as outlined in this cover memo.

ATTACHMENTS: 1. Staff Report 2. Final Plat Application 3. Proposed Final Plat

REQUESTED ACTION: To review and consider a motion to conditionally approve the Final Plat application, with the conditions noted in Attachment 1.

PROPOSED MOTION: Motion to approve the Final Plat for Southport Crossings Outparcels 10, 11, and 12 with the following conditions: 1) The Plat shall not be signed for recordation until a performance guarantee and bond is received and accepted by the City of Southport Staff for all roadways; 2) The Plat shall not be signed for recordation until Brunswick County Utilities has inspected and certified the water and wastewater infrastructure and signed the plat; and 3) The Plat shall not be signed for recordation until all required certificates are in conformance with the applicable standards of the Unified Development Ordinance and have been signed by the appropriate parties.



PLANNING BOARD

MEMORANDUM

To: Mayor Joseph P. Hatem, Members of the Board of Aldermen
From: City of Southport Planning Staff
Re: Southport Crossing Final Plat, submitted by Paramounte Engineering on behalf of MDI Management, LLC
Date: December 8, 2022

Project Overview

Paramounte Engineering, on behalf of MDI Management, LLC, has filed for Final Plat Approval for the creation of three (3) additional outparcels within the Southport Crossings Shopping Center. These outparcels are located on the western side of the project, adjacent to NC HWY 133, to the west of all existing buildings within Southport Crossings. The Preliminary Plat for these outparcels was approved at the April 14, 2022 meeting of the Board of Aldermen, with the subject property having been rezoned previously from Planned Unit Development to Highway Commercial.

The proposed subdivision includes three additional outparcels: Parcel 10, totaling approximately 3.52 acres; Parcel 11, totaling approximately 0.84 acres; and Parcel 12, totaling approximately 0.88 acres, with the remainder of the property less right-of-way dedication totaling approximately 47.65 acres and continues to be reserved for future development. All rights-of-way within the proposed subdivision are proposed as public, to be accepted by the City of Southport upon construction and certification of compliance with all applicable City standards. Water and wastewater service shall be provided by Brunswick County Utilities as is the case with the existing Southport Crossings development. Per the submitted plat and previous proposals, no jurisdictional wetlands have been identified within the area of the three outparcels, however there do exist identified jurisdictional wetlands within the remainder of the parent tract as shown on the attached Plat.

Any development upon the outparcels (or the remainder of the parent tract) shall require additional development review processes dependent upon the specifics of the submittal, and to comply with any relevant City, State, or Federal standards. A Major Site Plan for a Tractor Supply has previously been approved by the Planning and Zoning Board earlier this year on Parcel 10.

Acceptance of Infrastructure

As Southport Crossings is a multi-year, multi-phased project, it is subject to a previous version of the Unified Development Ordinance. For the purposes of plat recordation, Southport Crossings may avail themselves of a performance guarantee for required improvements, as opposed to the improvements being installed, certified, and inspected prior to plat recordation. Southport Crossings utilized this process in 2018 when the original parcels were created. Construction of infrastructure not yet being complete within the area of the proposed subdivision, the applicant has proposed the following, consistent with the previous 2018 approval:

- The Board of Aldermen shall approve the final plat with a condition that the Plat shall not be recorded until a performance guarantee with applicable financial instrument is provided and accepted by City staff; and
- The Board of Aldermen shall approve the final plat with a condition that the Plat shall not be recorded until Brunswick County has inspected and certified all water and wastewater infrastructure and has signed the Plat indicating such has occurred.

Additionally, upon Staff review of the proposed Plat, Staff request that the Board of Aldermen consider approving the Plat with the following additional conditions:

Request & Staff Recommendation

A motion to approve the Final Plat for the Southport Crossings Subdivision, based on conformance with the previously approved Preliminary Plat and with the applicable standards of the City of Southport Unified Development Ordinance, with the following conditions:

- The Plat shall not be signed for recordation until a performance guarantee and bond is received and accepted by the City of Southport Staff for all roadways.
- The Plat shall not be signed for recordation until Brunswick County Utilities has inspected and certified the water and wastewater infrastructure and signed the Plat.
- The Plat shall not be signed for recordation until all required certificates are in conformance with the applicable standards of the Unified Development Ordinance and have been signed by the appropriate parties.

Major Subdivision Final Plat Application

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. NBP 22-02 FEE: \$ N/A Date Received: 11/15/2022

Proposed/Approved Name of Development: Southport Crossings Shopping Center, Parcels 10-12

Applicant's Name: Paramounte Engineering, on behalf of MDI Management, LLC

Mailing Address: 122 Cinema Drive City: Wilmington

State: NC Zip Code: 28403 Phone: (910) 791-6707

Email: mnichols@paramounte-eng.com

Location of the property: Southport Crossings Shopping Center

Parcel No.: 22100001 Overall Acreage: 6.63 +/- Acres Number of lots: 3 New Lots

Property Owner's Name: MDI Management, LLC

Address of Owner: 120 4th Street SW Phone: Agent: Rick Rowe, Wakefield Associates
(919) 789-9707

City: Hickory State: NC Zip Code: 28602

Email: rrowe@wakefieldassociates.net

Surveyor: Josh W. Taylor, Paramounte Engineering, Inc. Registration #: L-5217

Mailing Address: 122 Cinema Drive City: Wilmington

State: NC Zip Code: 28403

Phone: (910) 791-6707 Email: jtaylor@paramounte-eng.com

Subdivisions and/or divisions of land not qualifying as exempt or as a minor subdivision and whereby a major subdivision preliminary plat has been approved and all necessary and/or required improvements have been installed in accordance with Article 4: Subdivision Regulations, of the Southport UDO.

Submission Requirements for a Major Subdivision Final Plat Application are found in Appendix A.1 of the Southport UDO.

A Major Final Plat submitted to the city of Southport shall include the following required certificates:

- ☒ Certificate of Ownership and Dedication
- ☒ Certificate of Survey and Accuracy
- ☒ Certification of Board of Aldermen Approval
- ☒ Certificate of Approval of the Design and Installation of Streets, Utilities, and Other Required Improvements
- ☒ Certification of Septic and Water Supplies
- ☐ N/A Certificate of Disclosure; 404 Wetlands
- ☐ N/A Certificate of Disclosure; City of Southport Floodplain Management Regulations
- ☒ Acknowledgement of Compliance (Private Developments)
- ☒ Certificate of Purpose of Plat
- ☒ Certificate of Approval for Recording



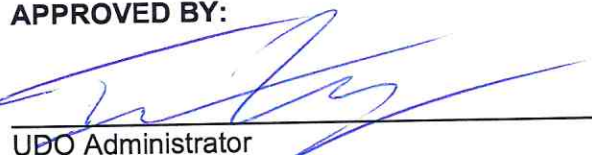
Mike Nichols, RLA 4414
Paramounte Engineering, Inc.

11/15/2022

Signature (Owner or Authorized Applicant)

Date

APPROVED BY:

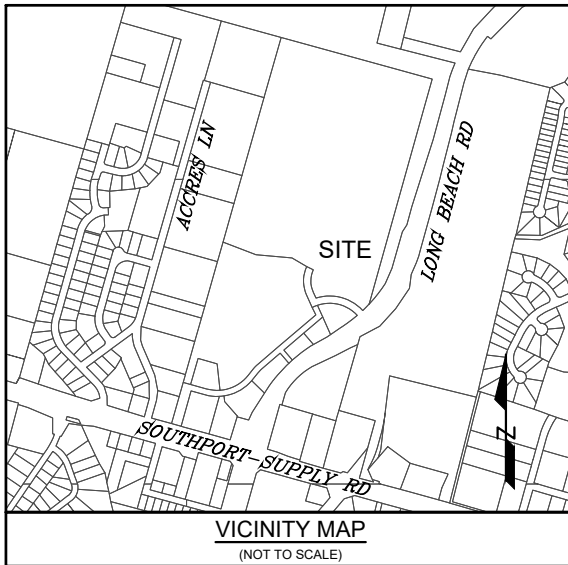


UDO Administrator

11/15/2022

Date

Travis Henley



SOUTHPORT CROSSINGS

LOTS 10-12

CERTIFICATE OF APPROVAL OF THE PRELIMINARY/FINAL PLAT BY THE SOUTHPORT BOARD OF ALDERMEN

THE SOUTHPORT BOARD OF ALDERMEN HEREBY APPROVES OR APPROVES CONDITIONALLY THE (PRELIMINARY OR FINAL PLAT) OF SOUTHPORT CROSSINGS SUBDIVISION. IF APPROVED CONDITIONALLY, THE SPECIFIC CONDITIONS SHALL BE LISTED.

MAYOR, CITY OF SOUTHPORT DATE

CERTIFICATE OF APPROVAL OF THE DESIGN AND INSTALLATION OF STREETS, UTILITIES, AND OTHER REQUIRED IMPROVEMENTS.

THE UNDERSIGNED HEREBY CERTIFIES THAT THE REQUIRED IMPROVEMENTS (LIST ALL IMPROVEMENTS THAT HAVE BEEN INSTALLED AND APPROVED BY APPROPRIATE AGENCY)

HAVE BEEN INSTALLED IN AN ACCEPTABLE MANNER AND IN ACCORDANCE WITH THE REGULATIONS OF THE CITY OF SOUTHPORT UNIFIED DEVELOPMENT ORDINANCE.

DEVELOPER OR AUTHORIZED AGENT SIGNATURE(S) DATE

PROFESSIONAL ENGINEER(S) [SEAL INCLUDED] DATE

UDO ADMINISTRATOR DATE

CERTIFICATE OF DISCLOSURE

MDI MANAGEMENT, LLC ("DEVELOPER") HEREBY CERTIFIES THAT THE STREETS, PARKS, OPEN SPACE, OR OTHER AREAS DELINEATED HEREON AND DEDICATED TO PRIVATE USE, AND ALL TRAFFIC MARKINGS AND CONTROL DEVICES SHALL NOT BE THE RESPONSIBILITY OF THE PUBLIC OR THE MUNICIPALITY, ACTING ON BEHALF OF THE PUBLIC, TO MAINTAIN. FURTHERMORE, PRIOR TO ENTERING INTO ANY CONVEYANCE WITH ANY PROSPECTIVE BUYER, DEVELOPER SHALL PREPARE AND RECORD DECLARATION(S) OF EASEMENTS, COVENANTS, CONDITIONS AND RESTRICTIONS OR SIMILAR INSTRUMENT(S) WHICH SHALL FULLY AND COMPLETELY DISCLOSE THE PRIVATE AREAS RELATING TO SUCH CONVEYED PROPERTY AND INCLUDE AN EXAMINATION OF THE CONSEQUENCES AND RESPONSIBILITY AS TO THE MAINTENANCE OF THE PRIVATE AREAS, AND SHALL FULLY AND ACCURATELY DISCLOSE THE PARTY OR PARTIES UPON WHOM THE RESPONSIBILITY FOR MAINTENANCE OF SUCH PRIVATE AREAS SHALL REST. THE CONTRACT FOR PURCHASE OF PROPERTY OR SIMILAR AGREEMENT BETWEEN DEVELOPER AND ANY PROSPECTIVE BUYER SHALL FULLY AND ACCURATELY DISCLOSE THE PARTY OR PARTIES UPON WHOM THE RESPONSIBILITY FOR CONSTRUCTION OF SUCH PRIVATE AREAS SHALL REST.

SIGNATURE OF DEVELOPER / SELLER(S) DATE

CERTIFICATE OF OWNERSHIP, DEDICATION AND JURISDICTION

I (WE) HEREBY CERTIFY THAT I AM (WE) ARE THE OWNER(S) OF THE PROPERTY SHOWN AND DESCRIBED HEREON, WHICH IS LOCATED IN THE SUBDIVISION JURISDICTION OF THE CITY OF SOUTHPORT AND THAT I (WE) HEREBY ADOPT THIS PLAN OF SUBDIVISION WITH MY (OUR) OWN FREE CONSENT, ESTABLISH MINIMUM BUILDING SETBACK LINES, AND DEDICATE ALL STREETS, ALLEYS, WALKS, PARKS, CONSERVATION SPACE AND AND OTHER SITES AND EASEMENTS TO PUBLIC OR PRIVATE USE AS NOTED.

SIGNATURE OF OWNER(S) DATE

CERTIFICATE OF FINAL PLAT APPROVAL FOR RECORDING

I HEREBY CERTIFY THAT THE SUBDIVISION PLAT SHOWN HEREON HAS BEEN FOUND TO COMPLY WITH THE SUBDIVISION REGULATIONS OF THE CITY OF SOUTHPORT, NORTH CAROLINA, AND THAT THIS PLAT HAS BEEN APPROVED BY THE BOARD OF ALDERMEN FOR RECORDING IN THE OFFICE OF THE REGISTER OF DEEDS OF BRUNSWICK COUNTY.

UDO ADMINISTRATOR DATE

CERTIFICATE OF ACCURACY AND MAPPING

I, JOSHUA W. TAYLOR, 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 ____ DAY OF ____, A.D., ____.

I, JOSHUA W. TAYLOR, CERTIFY THAT THE SURVEY CREATES A SUBDIVISION OF LAND WITHIN THE AREA OF A COUNTY OR MUNICIPALITY THAT HAS AN ORDINANCE THAT REGULATES PARCELS OF LAND.

JOSHUA W. TAYLOR, PLS LICENSE NO. L-5217

SITE DATA

PARCEL ID: 22100001
PIN: 208708876660
PROPERTY OWNER: MDI MANAGEMENT, LLC
SOURCE DEED: DEED BOOK 3569, PAGE 246
MAP CABINET 110, PAGE 40

SUBDIVISION AREA: 276,899 SQ. FT. (6.36 AC.±)
LOTS 227,715 SQ. FT. (5.23 AC.±)
RIGHT OF WAY: 49,184 SQ. FT. (1.13 AC.±)
REMAINDER: 2,075,558 SQ. FT. (47.65 AC.±)

ZONING: HC (HIGHWAY COMMERCIAL)

DIMENSION REQUIREMENTS

FRONT SETBACK 25'
SIDE SETBACK 8'
REAR SETBACK 25'

MAXIMUM HEIGHT 40'

SURVEY NOTES:

- HORIZONTAL (NAD83) DATUM WAS ESTABLISHED BY UTILIZING A TOPCON HYPERLITE GPS RECEIVER OPERATING IN VRS MODE WITH REPEAT OBSERVATIONS.
- AREA CALCULATED BY COORDINATES.
- SUBDIVISION SHOWN HEREON LIES WITHIN ZONE X (MINIMAL FLOOD RISK) - FEMA FIRM MAP 3720208700K WITH AN EFFECTIVE DATE OF AUGUST 28, 2018.
- CORNERS ARE MARKED AS NOTED ON MAP.
- ALL DISTANCES ARE HORIZONTAL FIELD MEASUREMENTS.
- ALL EASEMENTS SHOWN OR DESIGNATED ON THIS PLAT INCLUDE THE TRANSFER OF A PUBLIC EASEMENT TO PUBLIC ENTITIES AND PUBLIC UTILITIES FOR THE PURPOSE OF INSTALLATION AND MAINTENANCE OF WATER, SEWER, ELECTRIC, AND COMMUNICATION LINES.
- ALL NEW PUBLIC ROAD RIGHT-OF-WAY SHOWN OR DESIGNATED ON THIS PLAT WILL INCLUDE THE TRANSFER OF AN EASEMENT TO CITY OF SOUTHPORT FOR PUBLIC MAINTENANCE.

CERTIFICATE OF BRUNSWICK COUNTY REVIEW OFFICER

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 LOTS SERVED BY PUBLIC WATER AND SEWER SYSTEMS

I HEREBY CERTIFY THAT CONSTRUCTION PLANS FOR WATER AND SEWER SYSTEMS HAVE BEEN APPROVED FOR THE SUBDIVISION THAT INCLUDES THIS PLAT. THE UTILITIES HAVE BEEN CONSTRUCTED, OR SECURED VIA A FINANCIAL GUARANTEE, TO BRUNSWICK COUNTY STANDARDS.

DIRECTOR, BRUNSWICK COUNTY UTILITIES DATE

SURVEYOR CERTIFICATE

THE SUBDIVISION SHOWN ON THIS PLAT DOES NOT CONTAIN SPECIAL FLOOD HAZARD AREAS AND IS NOT LOCATED IN A FLOODWAY AS DELINEATED BY THE FEDERAL EMERGENCY MANAGEMENT AGENCY.

THE SUBDIVISION SHOWN ON THIS PLAT DOES NOT CONTAIN AREAS OF ENVIRONMENTAL CONCERN AS DELINEATED BY THE NORTH CAROLINA COASTAL RESOURCES COMMISSION.

WITNESS MY ORIGINAL SIGNATURE, REGISTRATION NUMBER AND SEAL THIS DAY OF ____ A.D. ____.

SIGNATURE: _____(SEAL)
REGISTRATION NUMBER: L-5217

CLIENT INFORMATION

MDI MANAGEMENT LLC
120 4TH STREET
HICKORY, NC 28602

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

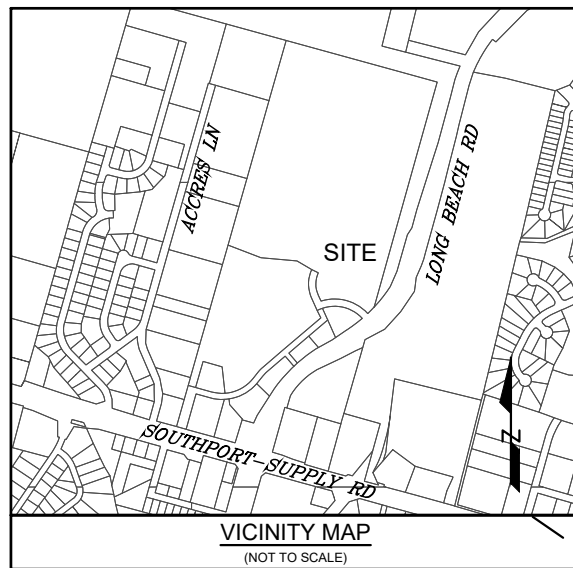
SUBDIVISION PLAT
SOUTHPORT CROSSINGS
PARCELS 10-12
CITY OF SOUTHPORT
BRUNSWICK COUNTY, NC

PRELIMINARY DRAWING
DO NOT USE FOR
CONSTRUCTION,
RECORDATION,
CONVEYANCES, OR
SALES.

SEAL

1 of 2

DATE: 11/07/2022 SCALE: 1"=60'
PEI JOB#: 21451.PE



NCGS MON
SOUTHPORT EAST
BASE RESET 1981
N 74.895.99
E 2288.816.47
CSQ. FT.=1,00013161

N 04°47'43" E
1533.03' (TIE)

SCALE: 1"=60'



LONG BEACH ROAD EXT. - NC 133
R/W VARIES (PUBLIC)

SOUTHPORT CROSSINGS WAY
60' R/W (PUBLIC)

208712867327
LLAMAS PROPERTIES LLC
D.B. 4387, PG. 405

PARCEL 11
36,424 SQ. FT.
0.84 AC.±

PARCEL 12
38,176 SQ. FT.
0.88 AC.±

PARCEL 10
153,115 SQ. FT.
3.52 AC.±

CROSSINGS CT.

MARINO RUN
50' R/W (PUBLIC)

208708876660
MDI MANAGEMENT LLC
FUTURE DEVELOPMENT
D.B. 3569, PG. 246

208708876660
MDI MANAGEMENT LLC
FUTURE DEVELOPMENT
D.B. 3569 PG. 246

208820922417
TRI CITY INC.
D.B. 999, PG. 497

BRUNSWICK ELECTRIC
MEMBERSHIP CORP.
TRANSMISSION
100' R/W

CURVE	RADIUS	ARC LENGTH	DELTA	CHORD LENGTH	CHORD BEARING
C1	370.01'	143.91'	22°17'02"	143.00'	N 58°07'45" W
C2	25.00'	35.76'	81°57'42"	32.79'	N 28°17'25" W
C3	1180.38'	108.90'	5°17'10"	108.86'	S 43°09'28" W
C4	1342.65'	211.13'	0°54'07"	211.13'	S 45°18'49" W
C5	205.00'	130.47'	36°28'00"	128.28'	N 05°32'34" W
C6	425.00'	91.32'	12°18'42"	91.15'	N 06°32'05" E
C7	25.00'	37.07'	84°57'03"	33.76'	S 55°09'57" W
C8	370.00'	162.38'	25°08'41"	161.08'	S 85°04'08" W
C10	375.00'	263.91'	40°19'23"	258.50'	N 07°28'16" W
C11	425.00'	207.78'	28°00'41"	205.72'	S 13°37'36" E
C12	370.01'	84.52'	13°05'15"	84.33'	N 75°48'54" W
C13	370.01'	28.43'	4°24'07"	28.42'	S 44°47'11" E
C14	277.50'	233.81'	48°16'28"	226.95'	N 00°00'53" E
C15	277.50'	5.29'	1°05'30"	5.29'	N 24°40'49" E

LINE	BEARING	DISTANCE
L1	S 77°18'33" E	14.49'
L2	S 23°26'16" E	20.73'
L3	S 62°47'17" E	14.06'
L4	S 79°58'15" E	37.67'
L5	S 62°47'00" E	38.52'
L6	N 32°53'57" E	26.21'
L7	N 73°12'14" E	47.34'
L8	N 24°06'26" W	56.03'
L9	S 65°53'34" W	6.36'
L10	N 23°46'34" W	4.41'
L11	N 12°41'26" E	52.50'
L12	N 12°41'26" E	26.00'
L13	N 58°28'43" E	49.12'
L16	N 62°22'03" E	50.00'
L17	S 77°18'34" E	40.00'
L18	N 12°41'26" E	5.52'
L19	S 12°41'26" W	26.00'

LEGEND:

- IPF IRON PIPE FOUND
- IRF IRON ROD FOUND
- IRS IRON ROD SET
- CMF CONCRETE MONUMENT FOUND
- NO POINT FOUND/SET
- BOUNDARY LINE
- - - ADJOINING BOUNDARY LINE
- - - RIGHT-OF-WAY
- - - WETLAND LINE
- - - EASEMENT LINE

DATE

REVISIONS

CLIENT INFORMATION

MDI MANAGEMENT LLC
120 4TH STREET
HICKORY, NC 28602

PARAMOUNT
ENGINEERING

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

SUBDIVISION PLAT

SOUTHPORT CROSSINGS

PARCELS 10-12

CITY OF SOUTHPORT

BRUNSWICK COUNTY, NC

PRELIMINARY DRAWING
DO NOT USE FOR
CONSTRUCTION,
RECORDATION,
CONVEYANCES, OR
SALES.

SEAL

2 of 2

DATE: 11/07/2022

SCALE: 1"=60'

PEI JOB#: 21451.PE



BOARD OF ALDERMEN

AGENDA ITEM SUMMARY

DATE: 11/28/2022 DEPARTMENT: Administration

PRESENTED BY: D. Dutton

ITEM SPONSORED BY: Administration/CFCOG

ITEM/TOPIC: Appointment of representative and alternate for the Cape Fear Council of Governments.

COST: n/a BUDGET LINE ITEM: n/a

JUSTIFICATION: Every year, the CFCOG asks us to update the contact information for the COG Representative and Aldernate. Mayor Hatem has been serving as the primary Rep, and Mayor Pro-tem Mosteller has been serving as the alternate.

IMPACT IF NOT APPROVED: The City could potentially be left out of important decisions and projects without representation.

DEPARTMENT HEAD COMMENTS: Once the Board selects the primary and alternate representative, the Clerk will send a letter to the COG confirming the appointments.

CITY MANAGER COMMENTS: _____

ATTACHMENTS: 1.) Email explaining the duties and responsibilities of the COG and member/rep duties. 2.) Sample/draft letter to be sent to the COG after appointments have been made.

REQUESTED ACTION: Please select a primary and alternate to represent the City of Southport in the Cape Fear Council of Governments.

PROPOSED MOTION: Motion to appoint _____ as the primary representative at the Cape Fear COG; Motion to appoint _____ as the alternate representative at the Cape Fear COG.

Dorothy Dutton

From: April Radford <aradford@capefearcog.org>
Sent: Thursday, November 10, 2022 3:11 PM
To: Dorothy Dutton
Cc: Tanya Shannon
Subject: CFCOG Delegate and Alternate Representatives
Attachments: CFCOG Appointment letter sample.docx

Hi Dorothy,

It is that time of year again when I begin to update the contact information of the CFCOG members and their representatives. My records indicate that the City of Southport currently has Mayor Joseph P. Hatem as the CFCOG Delegate and Mayor Pro-Tem Karen E. Mosteller for the CFCOG Alternate representatives. At your next meeting where your board assigns duties to boards and committees, will you please add the appointment/reappointment of CFCOG Delegate and Alternate to your agenda? Once the appointments/reappointments are made will you please send me a letter with the updated information? *I've attached a sample appointment letter.*

See below for a reminder of what the CFCOG is and the duties of the CFCOG Board Members (Delegates & Alternate):

WHAT IS THE COUNCIL OF GOVERNMENTS (COG)?

- Lead Regional Planning and Economic Development Agency Established by NCGS 160A-470
- Cape Fear COG was Chartered in 1972 to Consolidate all the duplicative regional government entities
- Brunswick, Columbus, New Hanover, Pender Counties and the 40 local Governments
- Two Affiliate Members: North Topsail Beach and Holly Ridge

WHAT DOES THE CAPE FEAR COUNCIL OF GOVERNMENTS DO?

- Convene Regional Elected and Appointed Officials for Common Purpose Solutions
- Area Agency on Aging - Older Americans Act Grant - Support local service to aging
- Workforce Development - WIOA Grant - Support local jobs creation, training, retention
- Continuum of Care - HUD CoC Grant - Coordinate programs and services to end homelessness
- Planning and Community Development Technical Assistance - and support for local governments
- RPO - Transportation Planning and support local rural transportation planning initiatives
- Management Assistance - Manager and Finance Technical Officer in the Box

WHERE DOES THE CAPE FEAR COUNCIL OF GOVERNMENTS GET THEIR MONEY?

- Federal Workforce Innovation and Opportunities Act Grant (WIOA)
- Older American Act Grant and State and Local Match (Dues)
- NCDOT/FHC Rural Transportation Planning (RPO)
- Homelessness Continuum of Care (COC)
- Planning and Technical Assistance Contracts
- Local Governments Dues

WHAT ARE THE MOST PRESSING REGIONAL ISSUES TODAY?

- Economic Prosperity for the Cape Fear Region's citizens
- Well Trained and available workforce matched by availability of high paying jobs
- Effective advocacy and accessible programs for special needs and aging populations
- Enhance collaboration and cooperation between local governments
- Support Planned Sustainable Growth that balances economic and environmental interests
- Support Regional solutions to local problems

HOW DOES ALL THIS AFFECT ME, AND WHY SHOULD I CARE?

- Efficient government saves everyone unnecessary expenses from duplication of efforts
- Prosperity thru intergovernmental cooperation – sends a positive image to prospective investors to our local economy, thereby enhancing our region's economic profile which attracts investors to create new jobs and tax base, which fuels local government services
- CFCOG is a low-cost alternative to expensive consultants, providing service after the sale
- Well-informed local government officials make more effective leaders!

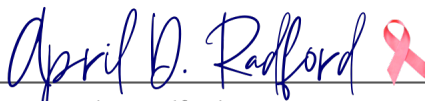
CAPE FEAR COG BOARD MEMBER DUTIES

The Cape Fear Council of Governments is composed of the 44 municipal and county governments in Brunswick, Columbus, New Hanover, and Pender Counties, hereinafter referred to as "Local Governments." Each Local Government is eligible to join the CFCOG. Membership requires payment of annual dues assessed per capita. Each member government must appoint an elected member of their governing board to be their CFCOG Board Member who shall represent them at the Annual Membership meeting to vote on their behalf regarding election of the Executive Board Committee, and any other matters brought before the membership at that meeting. Their attendance at the six Executive Board meetings is optional, but their attendance at the Annual Membership Meeting is required for their representation of their respective Local Government.

Each CFCOG Delegate will be the primary point of contact for CFCOG matters throughout the year.

If you have any questions, please feel free to call or email me.

April



April D. Radford, NCCMC
Clerk to the Board/Office Manager



 1480 Harbour Drive
Wilmington, NC 28401

 www.capefearcog.org

 910-274-0337 (direct)

 Find us on Facebook

In God We Trust

This email correspondence to and from sender may be subject to NCGS Chapter 132, Public Records Law and may be disclosed to third parties.

April D. Radford, Clerk to the Board
Cape Fear Council of Governments
1480 Harbour Drive
Wilmington, NC 28401-7776

Dear Ms. Radford,

The **(County/Municipality Board/Council)** has appointed **(elected officials title and name)** as the Delegate and **(elected officials title and name)** as the Alternate to represent **(County/Municipality)** on the Cape Fear Council of Governments Board at their **(meeting date)** meeting.

Sincerely,

City Clerk



Planning Board Meeting Minutes
Southport Community Building
223 E. Bay Street
November 17, 2022
6:00 P.M.

Members Present: Sue Hodgins, Will Hewett, Christopher Jones, Gustavo Mibelli, Scott Jones, Dick Sloan, Donnie Joyner, and Fred Fiss.

Members Absent: None

Staff Present: Dorothy Dutton, City Clerk
Tanya Shannon, Deputy Clerk
Mo Meehan, City Planner
Travis Henley, Development Services Director

Others: Bob Doherty, a representative from Stanley Martin Homes

Board of Aldermen Liaisons: Karen Mosteller and John Allen

A. Chair Sue Hodgins called the meeting to order at 6:01 p.m.

B. Mr. Donnie Joyner gave the Invocation.

C. Chair Hodgins led the Pledge of Allegiance.

Chair Hodgins introduced Mr. Travis Henley as the new Development Services Director and said she is looking forward to working with him.

Mr. Fred Fiss was designated an In-City voting member for this meeting, acting in the seat left vacant at Ms. Maureen Meehan's resignation.

D. Motion to approve the October 20, 2022, meeting minutes By Vice-Chair Hewett and seconded by Mr. Donnie Joyner. ***Unanimous vote; Motion carried.***

E. Motion to approve the Meeting Agenda by Mr. Dick Sloan and seconded by Vice-Chair Hewett. ***Unanimous vote; Motion carried.***

F. Public Comment:

Vice-Chair Hewett Motioned to enter Public Comment and was seconded by Mr. Dick Sloan. ***Unanimous vote; Motion carried.***

1. Ms. Marjorie Jones, 136 Stuart Avenue, had concerns regarding the development of the proposed Oakton subdivision. She explained that there are multiple accesses in the proposal, one of those being directly across from her driveway. She said this would cause hardship to her ability to enter and back out safely from her driveway. She requested that the Board review the plan's access points and recommend removal of the access directly across from her drive.

There were no further comments or questions from the public. Mr. Scott Jones made a Motion to close the Public Comment Period, seconded by Vice-Chair Hewett.

Unanimous vote; Motion carried.

G. Old Business:

1. Bullfrog Corner, 101 E. Moore Street

Development Services Director Travis Henley gave an update on the project. He stated that the developer has submitted a new site plan. The Review Committee consisting of Mr. Scott Jones, Chair Sue Hodgins, and Mr. Fred Fiss will schedule a meeting for review and discussion of the most recent submission.

2. Carr Insurance Building, 115 N. Howe Street

Mr. Henley stated that the Review Committee, which consists of Mr. Gustavo Mibelli, Chair Sue Hodgins, and Mr. Fred Fiss, has a meeting set for November 30. Mr. Henley said that City Staff who had participated in the Technical Review for this Application would also be attending: the Fire Chief, Fire Marshal, Police Chief, and Public Services Director. The Chair asked when the Technical Review was held, and Mr. Henley responded that it was in late September. The Chair requested the Technical Review notes and any supporting information be made available for the Review Committee's review before the Committee's next meeting.

3. City of Southport's Sunny Point Property

Mr. Henley stated that the Board of Aldermen and Planning Board had seen The Polote Corporation presentation regarding purchasing or leasing property on the City's acreage at Sunny Point, and both boards have received information regarding the interest of the Wildlife Resources Commission and the Military Ocean Terminal Sunny Point (MOTSU).

With interest now from three potential entities, he said the Board of Aldermen had refined the task before the Planning Board: since the City is no longer building its own sewer plant (the original intent for this land-tract), the Aldermen ask that the Planning Board consider and make a recommendation of whether it is in the best interest of the City to sell the tract, with its limitations, or to consider an acquisition of other land that would better serve the future needs of Southport's Public Works? Mr. Henley said that a Review Committee had been established comprised of Vice-Chair Hewett, Mr. Fiss, and Mr. Joyner, and they will be scheduling a date to meet soon.

4. Short-term Vacation Rental Ordinance

Mr. Henley reported that Staff has begun work on its recommended text revisions for the Board of Aldermen for the Planning Board to review UDO text amendments to UDO Article 3 Section 3.8 *Short-Term Rental Vacation Rentals* regarding registration and payment of annual registration renewal fees, in light of a recent court case regarding the unconstitutionality of the fees. Mr. Chris Jones, Mr. Sloan, and Chair Hodgins are the designated Review Committee members and will soon be scheduling a meeting to review and discuss Staff's amendment recommendations. When completed, the text amendments will be presented to the Board of Aldermen for its discussion and vote.

5. City Development Application Submission Guidelines

Mr. Henley said that he is eager to begin the process of setting guidelines for the review and refinement of the overall application submission process for the City of Southport. The new Development Services staff is already compiling its ideas and suggestions, he said, for helping ensure

that submissions are all held to equal standards and are properly and efficiently reviewed before being accepted and forwarded to the Planning Board. A Review Committee consisting of Mr. Chris Jones, Mr. Fred Fiss, and Chair Hodgins will be meeting with Staff to discuss and offer suggestions for standards inclusions and the full application process.

Mr. Fiss welcomed Development Services Director Henley and asked him to give the Board his background. Mr. Henley stated is a Richmond, Virginia native and a 2016 graduate of James Madison University with degrees in Public Policy and Political Science. He said he had a professor at JMU who was an alum of UNC-W's Master of Public Administration Program, and that he relocated to Wilmington to become his TA. He became Pender County's Senior Planner in 2018 and was appointed as its Planning Director in 2020.

H. New Business

1. Major Subdivision Review: Oakton

City Planner Maureen Meehan gave an overview of the Oakton application. She said that since the application was first submitted in 2021, the only change in the plan is Lot 23 -- at the northwestern corner of Fodale Avenue's intersection with the proposed Rosin Drive -- which does not meet the 10,000 square-foot minimum lot size requirements for the R-10 zoning. She said that it has been revised, and now all of the lots meet the minimum lot size requirements. She explained that the preliminary plat has been received and was submitted by Hanover Design on behalf of Stanley Martin Homes.

The subject property is approximately 20.51 acres in size and is located between Fodale and Stuart Avenues, west of The Hammocks subdivision and east of Leonard Street. There are 42 proposed lots with a gross density of 2.05 units per acre. She said all the proposed homes within the subdivision would be served by the City for water and sewer. The property is currently zoned R-10, with a minimum lot size of 10,000 sf. The proposed subdivision has four points of access to existing roadways: off Stuart Avenue, and Sand Dollar Way within The Hammocks subdivision to meet (proposed) Oakton Drive; all accesses provide direct connections to Fodale and Stuart avenues. In the proposed subdivision, .84 acres of open space are required, while the applicant has provided 2.97 acres that can be counted as open space, therefore exceeding the UDO's open space requirements.

Ms. Meehan explained that at the time the application was initially received, UDO Section 3.18 *Tree Protection and Landscape Preservation* had not been amended to include separate zones for a tree plan and therefore, the applicant is not subject to 3.18 Section F.2 (a) ii - *Tree Safe Zones/ Lot Preservation*. Ms. Meehan stated that Staff recommends efforts be made by the Developer to preserve more of the site's existing trees.

Mr. Fiss asked if there were any mitigation requirements for use of the lots in the wetland areas. Ms. Meehan said that they would have to get approval and permits from the Division of Environmental Quality before disturbance of any areas designated as wetlands.

Chair Hodgins asked for clarification of when this submission was first received, and Ms. Meehan stated that the Planning Board received the introduction and initial sketches in July 2021. The Chair noted that even though the Developer is not bound to the current UDO Tree Protection provisions, she hopes that the Review Committee assigned will work to encourage them to abide by the updated UDO standards.

Mr. Mibelli questioned the Developer's grading approach for the site. He said it is a complex site with multiple levels. He asked if the Tree ordinance was not revised prior to the submittal of the application, will they be allowed to clear-cut the lot? Ms. Meehan said they could clear the lots for drainage improvements but would not remove all the trees on the site. She noted that the submitted

Tree Plan shows what trees would stay and which would remain. Mr. Mibelli stated that if they have to do significant grading on the site, this will cause more trees to be removed. He said he would like to see more information on the grading system that will be utilized.

Vice-Chair Hewett questioned how the entrance at Fodale and Mitchell streets, across from the cemetery, will line up with the accesses and the intersection. He said he's interested in seeing a diagram of how that will align with the plans.

Mr. Chris Jones clarified that there had not been any changes to the UDO other than the Tree Preservation and Landscape Protection update that would allow the Developer to follow the guidelines of the previous Ordinance. Ms. Meehan said that, other than the Tree protection requirements that were updated after this project's submittal, there had not been any changes to the UDO that would affect the Developer's proposal. The Developer can abide by the regulations of the UDO prior to submission in July 2021.

Mr. Henley agreed with Ms. Meehan's explanation, stating that the City could not force the Developer to follow the updated UDO since the application had been submitted prior to the most recent Tree text amendments; they would be entitled to follow the UDO text in place prior to July 2021. However, the Board could strongly encourage and recommend the Developer adhere to the current Tree Protection and Landscape Preservation that would encourage additional preservation of existing trees.

Vice-Chair Hewett wanted to address the Stuart Avenue access road issue, clarifying it is a two-way road. He asked about the road width, and Ms. Meehan responded that there is a 60 ft ROW. Mr. Hewett would like to see the Developer consider an alternative for that access since the residential houses are very close to the ROW, stating that it would only increase traffic on this already high-traffic road.

Chair Hodgkin appointed Vice-Chair Hewett, Chris Jones, and Dick Sloan as this project's Review Committee.

I. Other Business

Mr. Mibelli wanted to share some ideas and suggestions on planning for future growth with the increasing development and subdivisions, along with the Hwy 211 widening project. He said Southport is an interest-point for many people to come and enjoy the services and attractions. Mr. Mibelli said there needs to be efforts on how to plan and prepare for the overall expansion and growth. He said traffic and parking would be critical issues. He suggested finding ways the City can have visitors and vacationers to help bear the expense.

Mr. Mibelli suggested engaging with the public for ideas and suggestions and gave background on his own previous locations' experiences regarding public participation in the planning process. He said that providing safe pathways for golf carts, cyclists, and pedestrians to travel to Walmart would help decrease vehicular traffic.

Vice-Chair Hewett suggested looking into the threshold to provide public transportation, such as a shuttle to transport people to and from Southport Crossings into Southport. He noted that this would help limit the number of vehicles traveling in and out of the City to access nearby facilities.

The Chair thanked each gentleman for their comments, stating that this Board and Development Services would be looking at ways the groups can work together to create solid long-range planning for Southport.

J. Announcements

Chair Hodgkin wished everyone a Happy Thanksgiving.

There being no other business or announcements, Chair Hodgkin confirmed Mr. Fiss back to City Alternate status.

Chair Hodgkin requested a Motion to adjourn. A Motion was made by Mr. Joyner to adjourn the meeting and was seconded by Vice-Chair Hewett. ***Unanimous vote; Motion carried.***

Adjournment: 6:49 P.M.

Sue Hodgkin, Chair

Deputy Clerk, Tanya Shannon



December 2, 2022

Mayor and Board of Aldermen
City of Southport
1029 N. Howe Street
Southport, NC 28461

Dear Mayor and Board of Aldermen:

The Up Your Arts Board of Directors is pleased to provide the following monthly progress report regarding our “Save the Hall, Y’all” campaign to transform the historic Brunswick County Courthouse and former city hall into a community-based center for creative and performing arts:

- Up Your Arts reserved the Indian Trail Meeting Hall to host six meetings during January and February to review the architectural drawings and other information previously presented to the mayor and board of aldermen. The dates and times are January 24 from 10am-noon and from 2pm-4pm, January 31 from 2pm-4pm and from 6pm-8pm, and February 2 from 10am-noon and from 6pm-8pm.
- We are in the process of inviting members of area non-profit organizations to attend these meetings, during which UYA’s board of directors will be on hand to answer questions. We will also advertise the meetings in the State Port Pilot and on social media, with the goal of introducing the general public to our proposed plans for the art center.

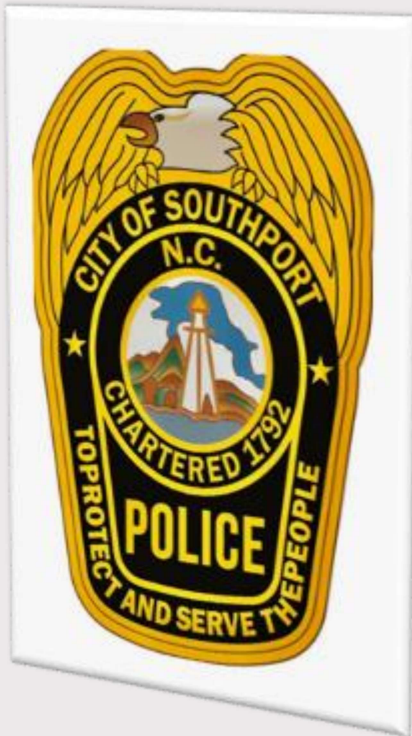
Thank you. I can be reached at 301.741.6698 or by email, bbray@upyourarts.org.

Sincerely,

Bonnie L. Bray, Treasurer



POLICE



Monthly Summary

SEPTEMBER 2022

Chief Todd Coring
910-457-7913
tcoring@cityofsouthport.com Facebook
SouthportPoliceDepartmentNC

Southport Police Department

INCIDENT / OFFENSES

Total Calls for Service: 462

Below are some of the call types

General Calls

Alarms – 21

Meet Complainant – 14

Suspicious Persons/Activity – 31

Reports – 32

Disturbance & Domestic Calls – 7

911 Hang-Ups – 17

Traffic Calls

Traffic Stops – 63

Motor Vehicle Accidents – 10

Hit/Runs – 3

Drunk Driver/C&R/ATL - 1

Assist Motorist – 1

Traffic Control - 1

Assist Fire – 0

ARREST / CITATION / CHARGES

Arrest – 7

Citations & Warnings – 23

Investigations – 29

ABC Applications – 1

City Permits (Noise/Events/FILM) – 0

Special Events/Checks/Patrols – 10



"We preform partnerships with communities to improve the quality of life for all citizens who visit or call Southport home."

Community, Professionalism & Integrity

Animal Protective Services Department

Kate Marshall

910-477-1486

kmarshall@cityofsouthport.com



NOVEMBER 2022 MONTHLY REPORT

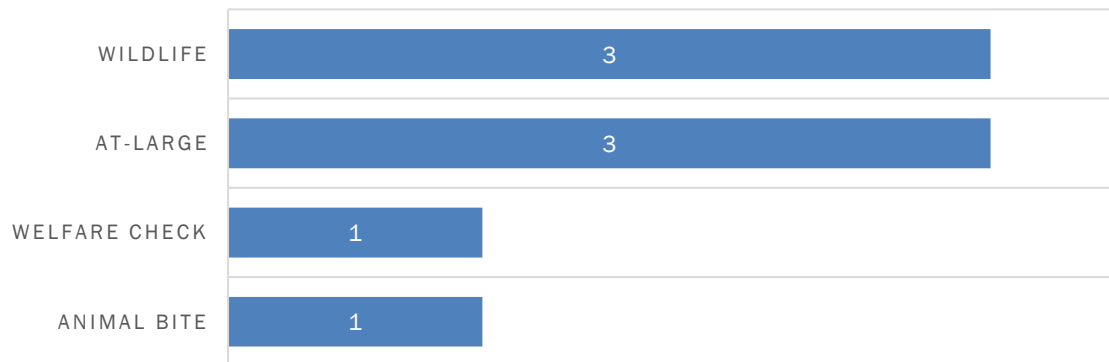
ANIMAL PROTECTIVE SERVICES

DOCUPET PET LICENSES: 8 YEAR TO DATE: 168

ANIMAL BITES: 1 YEAR TO DATE: 7

VIOLATIONS/CALLS FOR SERVICE

APS CALLS FOR SERVICE



PROJECTS

1. Coordinating with Parks & Rec Department on the Taylor Field Dog Park opening.
2. APS department transitioned to 111 N. Rhett Street (Work in Progress)

DEPARTMENT OF COMMUNITY RELATIONS
December Report 2022

November 2022:

Randy Jones,
Director of Community Relations

Number of Visitors	1,328
Visitors' Center Donations (FYTD)	\$ 2,526.00
Film Permit Revenue (FYTD)	\$ 11,100.00
Community Building (FYTD)	\$ 83,940.51
Occupancy Tax (FYTD)	\$ 123,688.63
Fiscal Year Total	\$ 221,255.14

Tourism

- The Winterfest 2022 calendar is complete and attached at the end for your viewing, and located on the website, here: cityofsouthport.com/winterfest-2022/
- Randy and Allayna have been working with the Winterfest Tea Committee to continue planning for that special December 3rd event. We will update you on the success of this once yearly fundraising opportunity.
- The Department is excited to announce that in a continuation in our "Southport on Film" initiative, Showtime's George and Tammy will premiere on December 4th. Film crews were permitted in 2021 to film in Doshier Hospital. cityofsouthport.com/community-relations-department/#southport-on-film
- The NC Fourth of July Festival held their regular board meeting on November 15th.
- The Southport Wooden Boat Show was held on November 5th, we had a great success after a two-year absence. Plans are underway for 2023. <https://southportwoodenboatshow.com/events/>
- The NatureFest Lecture Series continued on November 22nd. Microplastics in Our Ocean with Georgia Busch of the NC Coastal Federation. cityofsouthport.com/event/naturefest-lecture-series-microplastics-in-our-ocean-with-georgia-busch-of-the-nc-coastal-federation/
- The Southport Historical Society is hosting a raffle, Color Me Southport Community Quilt Raffle Tickets: <http://cityofsouthport.com/event/color-me-southport-community-quilt-affle-tickets-southport-historical-society>
- The Southport Historical Society is hosting Curious Tales of Old Wilmington with Dr. Fonvielle on November 3rd: <http://cityofsouthport.com/event/southport-historical-society-presents-curious-tales-of-old-wilmington-with-dr-fonvielle/>
- The "This is our Town" cleanup was on November 5th. The majority of the time was spent decorating the city, our next clean-up will be January 7th.
- The Mayor's Downtown Tree Lighting Ceremony will be on November 25th at 6 pm at Whittler's Bench: <http://cityofsouthport.com/event/mayors-downtown-tree-lighting-ceremony-2022/>
- The Mayor of City of Southport, the Community Relations Department, Police Department, and 4th of July Committee are hosted a "City of Southport Veterans Day Event" on November 11th at 2pm. This was moved to the Fire Dept HQ due to the rain that day: <http://cityofsouthport.com/event/city-of-southport-veterans-day-event/>



Southport
Winterfest 2022
 December 3-10

STOREFRONT SHOWCASE
 (Sponsored by City of Southport)
 Visit and vote on local businesses who have decorated for the season! Displays will be able to be voted on until December 10, with winners announced on December 12.

WINTERFEST TEA
 (Sponsored by the Sisters of Southport)
 Saturday, December 3, 1:00
 Southport Community Building
 Tickets are \$45 and located at Ricky Evans Gallery or Ft. Johnston Visitors Center

PET PICTURES WITH SANTA
 (Sponsored by Southport Animal Protective Services)
 Sunday, December 4, 2-4
 Indian Trail Meeting Hall / Keziah Park 113 W. Moore St.

SHOP WITH A COP CONCERT
 (Sponsored by Southport Police Dept.)
 Monday, December 5, 6-8
 Franklin Square Park
 Featuring the Back Porch Rockers

CANDY CANE GARDEN PARTY
 (Sponsored by Southport Garden Club)
 Tuesday, December 6, 6-8
 Keziah Park

ANNUAL COOKIE CONTEST
 (Sponsored by The State Port Pilot)
 Wednesday, December 7, 3:30-5:30, Community Building
 For info or to enter contact cookiesestateportpilot.com

SUPPER WITH SANTA'S ELVES
 (Sponsored by Southport Parks & Rec.)
 Wednesday, December 7, 5-6:30
 \$5 per child
 209 Atlantic Ave., beside Southport Gym

CHRISTMAS MOVIE "POLAR EXPRESS"
 (Sponsored by Southport Parks & Rec.)
 Thursday, December 8, at dusk
 Fort Johnston Garrison Lawn
 Chairs/blankets are encouraged

HISTORIC HOLIDAYS
 (Sponsored by NC Maritime Museum at Southport)
 Friday, December 9, 3:00
 204 E. Moore St.

LIGHT UP THE NIGHT CHRISTMAS PARADE
 (Sponsored by Southport Fire Dept.)
 Friday, December 9, 5:30
 Children will board the fire engines at the Fire Station
 Parade begins at 6:30p
 Parade route: Waterfront Park, down Howe St., back to the Southport Fire Station.
 Following the parade, children are invited to visit with Santa and will receive a gift.
 Concessions available.

WINTER CRAFT FESTIVAL
 (Sponsored by Downtown Southport, Inc. & City of Southport)
 Saturday, December 10, 9-4
 Franklin Square Park
 Visit www.downtownsouthport.com for more information

WINTERFEST PERFORMING ARTS
 (Sponsored by Brunswick Arts Council)
 Saturday, December 10, 11-3
 Franklin Square Park Stage

HOLIDAY QUILT SHOW
 (Sponsored by Southport Historical Society)
 Saturday, December 10, 12-5
 Southport Community Building

SANTA'S WORKSHOP
 (Sponsored by Southport Parks & Rec.)
 Saturday, December 10, 10-11
 209 Atlantic Ave., beside Southport Gym

OLD BRUNSWICK COUNTY JAIL MUSEUM TOURS
 (Sponsored by Southport Historical Society)
 Saturday, December 10, 1-6
 on the corner of Nash & Rhett Streets

CHRISTMAS TOUR OF HOMES
 (Sponsored by Southport Historical Society)
 Saturday, December 10, 1-6
 Tickets are needed to join this tour and can be purchased for \$20 through the Southport Historical Society's website starting on November 21st

SOUTHPORT WINTERFEST FLOTILLA
 (Sponsored by Cape Fear Yacht Club, Downtown Southport, Inc., & City of Southport)
 Saturday, December 10, 7:00
 on the Southport Waterfront. Bring chairs and blankets and enjoy the beauty of the Christmas lights bouncing off the water. Judges will be Southport Elementary School Art Class Students

 For more information, please call 910-457-7927 scan the QR code, or visit cityofsouthport.com/winterfest-2022



Communications

- Projects
 - ChyAnn invited all Winterfest sponsors to be filmed for promotional videos inviting the community to their Winterfest event. She heard back from nine sponsors to film and those videos can be found on the Winterfest webpage here: <https://cityofsouthport.com/winterfest-2022/> and on the City of Southport YouTube channel here: <https://www.youtube.com/watch?v=GCsMC0FqT3U&list=PLtAOd6vIYIGPrxyoHm1UWfcFjLMGs3nel>
 - The Business Directory project is complete, and the updated directory can be found here: <https://cityofsouthport.com/community-relations-department/business-directory-2/#find-a-local-business>

- The Brand Standards & Policy have been submitted to the Interim City Manager and City Clerk and will be included in the December agenda Packet for this month's meeting on December 8.
- Website
 - The Permitting section of the Development Services webpage is complete and live: <https://cityofsouthport.com/development-services/#permit-info--applications>
 - Our website went down on November 9 due to a glitch in a widget that was out of our control. We were able to work with our web hosts to resolve the glitch and bring the website back up.
 - In preparation for the new budget year, ChyAnn is working on an RFP for a new web hosting servicer.
- Daily Tasks
 - Website revisions and updates
 - Social media content creation and scheduling
 - Filtering incoming Contact Form Submissions to the appropriate department(s) and responding to submitters in an appropriate time frame.
 - Monitoring online platforms
- Miscellaneous
 - ChyAnn virtually attended the monthly Lower Cape Fear PIO Gathering via Teams on November 16.
 - ChyAnn virtually attended a webinar hosted by the National Nuclear Security Administration on Social Media Strategy and Practice for Radiation Emergencies on November 29.
- Important Notices
 - On November 15, a notice informing community members that Southport Fire Department was facilitating a live burn training was published.
 - On, November 23, a notice informing community members that due to the forecasted weather, the decision was made to cancel the Mayor's Downtown Tree Lighting Ceremony was published.

Community Building

- The RFP for the Flooring project closed on November 30, 2022. This project is still slated to be completed in January 2023. We have had three total bids returned to us.
- Calendar for the upcoming month:

Dec-22

Monday	Tuesday	Wednesday	Thursday	Friday	Saturday	Sunday
			1 Winterfest Set-Up	2 Winterfest Tea	3 Winterfest Tea	4
5	6	7 Winterfest Cookie Contest	8 BOA Meeting	9	10 Winterfest Quilt Show	11 Uncorked by the Sea Community Event
12 Christmas Party	13 Staff Meeting	14 HOA Meeting	15 Zoning Meeting	16 Wedding Anniversary	17 Apprciation Event	18
19 Leadership Meeting	20 Maritime Museum	21 Christmas Party	22 City of Southport Christmas Party	23 No booking day	24 Holiday	25 Holiday
26 Holiday	27 Building Officially Closed for Floor Repair	28 Floor Repair Project	29 Floor Repair Project	30 Floor Repair Project	31 Floor Repair Project	Floor Repair Project

UPCOMING CITY MEETINGS

Historic Preservation Commission
1st Wednesday of each month
December 7, 4:00 pm - (ITMH)

Board of Aldermen
2nd Thursday of each month
December 10, 6 pm - (SCB)

Forestry Committee
2nd Tuesday of each month
December 13, 5 pm - (ITMH)

ABC Board
2nd Wednesday of each month
December 14, 6:30 pm - (ITMH)

Planning & Zoning Board
3rd Thursday of each month
December 17, 6 pm - (SCB)

Board of Adjustments
4th Tuesday of each month
December 22, 4:30 pm - (ITMH)

UPCOMING EVENTS

Southport Winterfest!
December 3-10
View the full list of events and participants at
cityofsouthport.com/winterfest-2022

Sea Notes Choral Society presents
"Waiting for Christmas"
December 3, 3 pm
Odell Williamson Auditorium

"A Charlie Brown Christmas Album"
Presented by Up Your Arts
December 11, 5 pm
St. Peter Lutheran Church

History of Christmas Dinner Traditions by
Desiree Bridge & Southport Historical Society
December 12, 1 pm - (ITMH)

Cape Fear A Cappella at Harper Library
December 12, 3 pm

Holiday Trivia at Harper Library
December 16, 2 - 4 pm

Holiday Storytime at Harper Library
December 19, 10 am

Gingerbread Fun at Harper Library
December 19, 2 pm

*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



Southport Parks and Recreation Department

November 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

Youth Basketball

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 Potluck lunch held the 2nd Wednesday of every month.
Seniors celebrated Thanksgiving with a lunch on November 16th

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
Kingsley Park	City Gym	Garrison Lawn
Central Office	Jaycee Building	Keziah Park
Waterfront Park	Ft. Johnston Playground	Senior Building
Riverwalk Gazebo	City Dock	Bay Street Deck
Atlantic Street Park	9 th Street Park(leased)	Taylor Field Park

- Taylor Field: Construction is winding down. Paving and final inspections on restroom facility remain. I am told it will be completed by the end of December.
- All City Parks and Facilities are being rented out.
- Dr. Herstine presented the draft 2023-2028 Master Plan to the Recreation Advisory Committee at the November meeting. The committee unanimously adopted the draft. It will be presented to the Board of Alderman at the January 2023 meeting.
- Before and After school is offered M - F. We have 25 kids. We open at 7AM for drop off, transport to and from Southport Elementary School, and parent pick up by 5:30pm.
- Teacher Workday camp was held on November 6th and 23rd.
- Youth basketball sign ups were held during the month of November. Draft will be held December 10th with practices beginning on December 11th. Games begin in January 2023

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 MonthEnd Run Date: Dec 1 2022 8:28AM**

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	\$0.00	100.00
2014	\$0.00		\$199.02	\$199.02	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2015	\$0.00		\$339.73	\$339.73	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2016	\$0.00		\$115.42	\$115.42	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2022	\$0.00		\$33.23	\$33.23	\$0.00	\$0.00	\$33.23	\$0.00	100.00
TOTAL	\$202,152.94		\$1,104.01	\$203,256.95	\$0.00	\$0.00	\$33.23	\$0.00	100.00
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	\$0.00	\$0.00	100.00
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$0.00	\$0.00	\$0.00	\$1,937.29	99.89
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	\$46.08	\$0.00	\$0.00	\$1,737.98	99.90
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$43.78	\$0.00	\$0.00	\$1,165.47	99.93
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$0.00	\$0.00	\$0.00	\$1,597.93	99.91
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$0.00	\$0.00	\$0.00	\$3,164.71	99.86
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$0.00	\$0.00	\$0.00	\$1,468.63	99.94
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$0.00	\$0.00	\$0.00	\$2,887.62	99.90
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$0.00	\$0.00	\$152.45	\$3,549.16	99.88
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$0.00	\$0.00	\$56.43	\$11,786.32	99.62
2022	\$4,265,852.43	\$6,274.90	\$48,494.10	\$4,320,621.43	\$1,828.79	\$0.00	\$1,145,962.25	\$2,048,497.15	52.59
TOTAL	\$28,411,655.28	\$30,288.05	\$165,988.81	\$28,607,932.14	\$1,918.65	\$0.00	\$1,146,171.13	\$2,079,625.42	92.73
TOTAL INTEREST COLLECTED				\$81.69					
GRAND TOTAL	\$28,613,808.22	\$30,288.05	\$167,092.82	\$28,811,189.09	\$1,918.65	\$0.00	\$1,146,204.36	\$2,079,625.42	92.78
GRAND TOTAL INTEREST COLLECTED				\$81.69					

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 MonthEnd Run Date: Dec 1 2022 8:28AM**

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	\$0.00	100.00
2012	\$630,950.00		\$290.00	\$631,240.00	\$0.00	\$0.00	\$0.00	\$110.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$0.00	\$0.00	\$0.00	\$120.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$0.00	\$0.00	\$0.00	\$120.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$0.00	\$0.00	\$0.00	\$130.00	99.98
2016	\$702,680.00		\$0.00	\$702,680.00	\$0.00	\$0.00	\$0.00	\$130.00	99.98
2017	\$897,246.88		\$290.00	\$897,536.88	\$0.00	\$0.00	\$0.00	\$187.50	99.98
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$0.00	\$0.00	\$0.00	\$428.84	99.96
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$0.00	\$0.00	\$137.50	\$617.30	99.94
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$271.36	\$1,894.77	99.82
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$0.00	\$0.00	\$1,072.05	\$7,646.17	99.29
2022	\$1,602,106.25		\$40.00	\$1,602,146.25	\$0.00	\$0.00	\$472,248.23	\$651,439.98	59.34
TOTAL	\$11,216,850.66		\$675.00	\$11,217,525.66	\$0.00	\$0.00	\$473,729.14	\$662,824.56	94.09
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$11,216,850.66		\$675.00	\$11,217,525.66	\$0.00	\$0.00	\$473,729.14	\$662,824.56	94.09
GRAND TOTAL INTEREST COLLECTED									

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 MonthEnd Run Date: Dec 1 2022 8:28AM

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									

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 YTDMonthEnd Run Date: Dec 1 2022 10:48AM**

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	\$359.75	\$801.93	\$38,824.54	\$0.00	100.00
2011	\$56,588.70		\$0.00	\$56,588.70	\$1,100.98	\$1,089.50	\$54,398.22	\$0.00	100.00
2012	\$66,577.93		\$135.31	\$66,713.24	\$1,307.35	\$1,104.48	\$64,301.41	\$0.00	100.00
2013	\$39,000.09		\$281.30	\$39,281.39	\$627.45	\$833.06	\$37,820.88	\$0.00	100.00
2014	\$0.00		\$199.02	\$199.02	\$0.00	\$51.44	\$147.58	\$0.00	100.00
2015	\$0.00		\$339.73	\$339.73	\$0.00	\$0.00	\$339.73	\$0.00	100.00
2016	\$0.00		\$115.42	\$115.42	\$0.00	\$0.00	\$115.42	\$0.00	100.00
2022	\$0.00		\$33.23	\$33.23	\$0.00	\$0.00	\$33.23	\$0.00	100.00
TOTAL	\$202,152.94		\$1,104.01	\$203,256.95	\$3,395.53	\$3,880.41	\$195,981.01	\$0.00	100.00
TOTAL INTEREST COLLECTED				\$7,214.97					

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	\$130,557.11	\$1,984.77	\$1,643,036.46	\$0.00	100.00
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$11,714.66	\$203.89	\$1,680,935.05	\$1,937.29	99.89
2013	\$1,696,968.97	\$663.08	\$5,642.58	\$1,703,274.63	\$7,143.40	\$210.92	\$1,694,087.15	\$1,833.16	99.89
2014	\$1,741,170.53	\$974.86	\$15,048.68	\$1,757,194.07	\$4,226.49	\$190.76	\$1,751,038.84	\$1,737.98	99.90
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$4,672.15	\$75.54	\$1,729,295.28	\$1,165.47	99.93
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$1,005.08	\$84.78	\$1,839,839.43	\$1,597.93	99.91
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$2,076.09	\$56.59	\$2,328,513.85	\$3,164.71	99.86
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$2,584.47	\$49.04	\$2,360,025.57	\$1,468.63	99.94
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$3,741.06	\$47.50	\$2,902,444.46	\$2,887.62	99.90
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$4,995.16	\$47.85	\$3,032,983.56	\$3,549.16	99.88
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$2,864.46	\$60.66	\$3,115,390.36	\$11,786.32	99.62
2022	\$4,265,852.43	\$6,274.90	\$48,494.10	\$4,320,621.43	\$2,379.12	\$44.48	\$2,269,700.68	\$2,048,497.15	52.59
TOTAL	\$28,411,655.28	\$30,288.05	\$165,988.81	\$28,607,932.14	\$177,959.25	\$3,056.78	\$26,347,290.69	\$2,079,625.42	92.73
TOTAL INTEREST COLLECTED				\$144,046.75					
GRAND TOTAL	\$28,613,808.22	\$30,288.05	\$167,092.82	\$28,811,189.09	\$181,354.78	\$6,937.19	\$26,543,271.70	\$2,079,625.42	92.78
GRAND TOTAL INTEREST COLLECTED				\$151,261.72					

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 YTDMonthEnd Run Date: Dec 1 2022 10:48AM**

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	\$910.00	\$338.88	\$615,981.12	\$0.00	100.00
2011	\$624,470.00		\$0.00	\$624,470.00	\$720.00	\$130.85	\$623,619.15	\$0.00	100.00
2012	\$630,950.00		\$290.00	\$631,240.00	\$120.00	\$0.00	\$631,010.00	\$110.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$210.00	\$0.00	\$639,220.00	\$120.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$210.00	\$0.00	\$652,320.00	\$120.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$160.00	\$0.00	\$674,270.00	\$130.00	99.98
2016	\$702,680.00		\$0.00	\$702,680.00	\$110.00	\$0.00	\$702,440.00	\$130.00	99.98
2017	\$897,246.88		\$290.00	\$897,536.88	\$137.50	\$0.00	\$897,211.88	\$187.50	99.98
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$27.50	\$0.08	\$1,005,655.15	\$428.84	99.96
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$192.50	\$0.00	\$1,026,683.02	\$617.30	99.94
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$1,057,401.80	\$1,894.77	99.82
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$123.75	\$0.00	\$1,074,791.65	\$7,646.17	99.29
2022	\$1,602,106.25		\$40.00	\$1,602,146.25	\$1,162.50	\$0.00	\$949,543.77	\$651,439.98	59.34
TOTAL	\$11,216,850.66		\$675.00	\$11,217,525.66	\$4,083.75	\$469.81	\$10,550,147.54	\$662,824.56	94.09
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$11,216,850.66		\$675.00	\$11,217,525.66	\$4,083.75	\$469.81	\$10,550,147.54	\$662,824.56	94.09
GRAND TOTAL INTEREST COLLECTED									

RUN DATE: 12/2/2022 9:27 AM

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
11 Nov2022 YTDMonthEnd Run Date: Dec 1 2022 10:48AM

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	\$1,750.00	\$0.00	100.00
TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$0.00	100.00
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$0.00	100.00
GRAND TOTAL INTEREST COLLECTED									

No.	WOID	Request Date	Description	Assigned To	Actual Completion Date
1	19072	10/27/2022	LOCATE 618 MACKENZIE CIR, INSTALLING POOL	Tyrus Davis	10/3/2022
2	19156	10/25/2022	WANTS TO MAKE SURE LINES ARE NOT LEAKING BEFORE HE COVERS THEM UP. 109 PARK AVE.	Mike Spicer	10/25/2022
3	19157	10/25/2022	PICK UP A BAG OF DEBRIS AT POLLENATOR GARDEN	David Kelly	10/26/2022
4	19171	10/25/2022	LOCATE 113 N RHETT ST/E NASH ST	Tyrus Davis	10/25/2022
5	19176	10/26/2022	LOCATE 311 COLLEGE ST/DRY ST, FENCE REPAIR	Tyrus Davis	10/24/2022
6	19178	10/26/2022	LOCATE PICKERELL DR/N CASWELL AVE, REPAIR WATER MAIN	Tyrus Davis	10/26/2022
7	19179	10/26/2022	LOCATE HWY211/SANDY LANE, WATER LINE INSTALL	Tyrus Davis	10/26/2022
8	19187	10/26/2022	LOCATE 106 S RHETT ST/E MOORE ST, REPAIR SEWER	Tyrus Davis	10/27/2022
9	19188	10/26/2022	LOCATE 6156 RIVER SOUND CIR, REPORT OF DAMAGE	Tyrus Davis	10/27/2022
10	19200	11/1/2022	PLEASE CHECK LEAK IN THE CEILING IN TONY BURKE'S OFFICE. SEE ATTACHED.	Jeremy Kennedy	11/1/2022
11	19201	11/1/2022	TRAVIS, PLANNING DIRECTOR, 2ND FL NEEDS HELP WITH WINDOW TREATMENT.	Jeremy Kennedy	11/2/2022
12	19202	11/1/2022	FILL IN POT HOLES WITH GRAVEL ON SITE AT E LEONARD/JABBERTOWN/ROB GANDY. THIS WORK IS BRUNSWICK COUNTY.	Mike Spicer	11/1/2022
13	19203	11/1/2022	SEWER BACK UP AT 809 MEMORY LANE	Mark Caban	11/1/2022
14	19204	11/2/2022	RESTROOM UPSTAIRS (GARRISON) IS NOT FLUSHING CORRECTLY.	Harlan Pyles	11/3/2022

15	19205	11/3/2022	BARRICADES FOR EVENTS THIS WEEKEND. SEE ATTACHED	Mike Spicer	11/2/2022
16	19206	11/25/2022	LOCATE 310 PARK AVE EXT/HOLLY ST SW	Tyrus Davis	11/28/2022
17	19207	11/25/2022	LOCATE 314 PARK AVE EXT/HOLLY ST SW, DRAINAGE	Tyrus Davis	11/28/2022
18	19208	10/25/2022	LOCATE 312 PARK AVE EXT/HOLLY, IRRIGATION	Tyrus Davis	10/28/2022
19	19209	10/25/2022	LOCATE 5016 ROBERT RUARK DR SE, INSTALLING WATER/SEWER TAP	Tyrus Davis	10/26/2022
20	19210	10/25/2022	LOCATE 136 PARK AVE/E LEONARD ST, DECK	Tyrus Davis	10/28/2022
21	19211	10/25/2022	LOCATE 606 W WEST ST, NEW CONSTRUCTION	Tyrus Davis	10/28/2022
22	19212	10/25/2022	LOCATE 215 E LEONARD ST/N ATLANTIC AVE, INSTALLING UG POWER	Tyrus Davis	10/28/2022
23	19213	10/27/2022	LOCATE 6118 RIVER SOUND CIRCLE, INSTALLING WATER/SEWER TAP	Tyrus Davis	10/28/2022
24	19214	10/26/2022	LOCATE 614 MACKENZIE CIR/W ST GEORGE, BURY PHONE DROP	Tyrus Davis	10/31/2022
25	19215	10/26/2022	LOCATE 610 MACKENZIE CIR/W ST GEORGE, BURY PHONE DROP	Tyrus Davis	10/31/2022
26	19216	10/26/2022	LOCATE NAVIGATOR WAY/PEBBLE SHORE LANE, SEWER TAP	Tyrus Davis	10/31/2022
27	19217	10/26/2022	LOCATE 1002 E MOORE ST/CAPE FEAR DR, INSTALLING ELECTGRICAL CONDUITS	Tyrus Davis	10/31/2022
28	19218	10/26/2022	LOCATE 213 RIVER DR/CAPE FEAR DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	10/31/2022
29	19219	10/26/2022	LOCATE 130 CAPE FEAR DR/RIVER DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	10/31/2022
30	19220	10/26/2022	LOCATE CAPE FEAR DR 125-135 / RIVER DR	Tyrus Davis	10/31/2022

31	19221	10/26/2022	LOCATE 105 - 117 CAPE FEAR DR/E MOORE ST, INSTALLING ELECTRIC	Tyrus Davis	10/31/2022
32	19222	10/25/2022	LOCATE 215 FRINK DR/LONGLEAF DR, REPAIR WATER LINE	Tyrus Davis	10/31/2022
33	19223	10/25/2022	LOCATE BURLINGTON AVE, GRADING	Tyrus Davis	10/31/2022
34	19224	10/26/2022	LOCATE 514 W WEST, INSTALLING ELEC	Tyrus Davis	10/31/2022
35	19225	10/26/2022	LOCATE E NASH ST/N RHETT ST, SEWER	Tyrus Davis	10/31/2022
36	19226	10/26/2022	LOCATE E NASH/N RHETT, SEWER	Tyrus Davis	10/31/2022
37	19227	10/26/2022	LOCATE 141 PARK AVE/E MOORE ST, SEWER	Tyrus Davis	10/31/2022
38	19228	10/26/2022	LOCATE 1630 N HOWE ST/WOODSIDE DR, CUT CABLE	Tyrus Davis	10/31/2022
39	19229	10/26/2022	LOCATE 1137 SPINCAST RD, INSTALLING ELECTRIC LINE	Tyrus Davis	10/31/2022
40	19230	10/26/2022	LOCATE 1625 HWY211/SANDY LANE, UTILITY AND GRADING	Tyrus Davis	10/31/2022
41	19231	10/26/2022	LOCATE 1138 SPINCAST RD, INSTALLING ELECTRIC LINE	Tyrus Davis	10/31/2022
42	19232	10/26/2022	LOCATE 1154 SPINCAST RD, INSTALLING ELECTRIC LINE	Tyrus Davis	10/31/2022
43	19233	10/26/2022	LOCATE 821 N LORD ST/W 9TH ST, INSTALLING GAS LINE/MAIN	Tyrus Davis	10/31/2022
44	19234	10/28/2022	LOCATE ATLANTIC AVE/E 13TH ST, SITE WORK	Tyrus Davis	11/1/2022
45	19235	10/28/2022	LOCATE HIGHLAND PARK AVE/STUART AVE, SITE WORK	Tyrus Davis	11/1/2022
46	19236	10/27/2022	LOCATE 508 BRUNSWICK ST/SHORT ST, BURY SERVICE DROP	Tyrus Davis	11/1/2022

47	19237	10/28/2022	LOCATE 321 N LORD ST/W 9TH ST, INSTALLING GAS LINE	Tyrus Davis	11/1/2022
48	19238	10/27/2022	LOCATE 155 W 11TH ST, INSTALLING POOL	Tyrus Davis	11/1/2022
49	19239	10/28/2022	LOCATE 606 PORT HAVEN WAY, INSTALLING SEWER LINE	Tyrus Davis	11/1/2022
50	19240	10/28/2022	LOCATE 606 PORT HAVEN WAY, INSTALLING SEWER LINE	Tyrus Davis	11/1/2022
51	19241	10/28/2022	LOCATE 605 PORT HAVE WAY, INSTALLING SEWER LINE	Tyrus Davis	11/1/2022
52	19242	10/28/2022	LOCATE 609- 618 PORT HAVEN WAY, INSTALLING SEWER LINE	Tyrus Davis	11/1/2022
53	19243	10/31/2022	LOCATE CAPE FEAR DR/E MOORE ST, ELECTRICAL CONDUITS	Tyrus Davis	11/2/2022
54	19244	10/31/2022	LOCATE 1002 E MOORE ST, ELECTRICAL CONDUITS	Tyrus Davis	11/2/2022
55	19245	11/7/2022	CHECK OUTLETS /ICE MACHINE (SEE ATTACHED)	Jeremy Kennedy	11/7/2022
56	19246	10/31/2022	LOCATE SOFTWIND WAY/E MOORE ST, INSTALL ELECTRICAL CONDUIT	Tyrus Davis	11/2/2022
57	19247	10/31/2022	LOCATE 240 JOSHUAS WAY/E BROWN ST, INSTALLING POOL	Tyrus Davis	11/2/2022
58	19248	11/2/2022	LOCATE 1175 N CASWELL AVE, INSTALLING WATER/SEWER TAP	Tyrus Davis	11/2/2022
59	19249	11/2/2022	LOCATE 1171 N CASWELL AVE, INSTALLING WATER/SEWER TAP	Tyrus Davis	11/2/2022
60	19250	11/2/2022	LOCATE 609 CLARENDON AVE/W LEONARD ST	Tyrus Davis	11/2/2022
61	19251	10/31/2022	LOCATE 106 HIGHLAND PARK AVE, INSTALLING WATER/SEWER TAP	Tyrus Davis	11/2/2022
62	19252	10/31/2022	LOCATE 213 RIVER DR/CAPE FEAR DR, INSTALLING ELECTRICAL CONDUIT	Tyrus Davis	11/2/2022

63	19253	11/7/2022	GRAVEL ON E NASH ST. SOUTH SIDE.	Mike Spicer	11/10/2022
64	19254	11/7/2022	PAINT CURBING & INSTALL "NO PARKING" IN FRONT OF ANGEL WING ON HOWE ST.	Mike Spicer	11/7/2022
65	19255	11/7/2022	MOVE CONTAINERS FROM P&R TO THE ATLANTIC JAIL.	Mike Spicer	11/17/2022
66	19256	11/7/2022	PUT UP BLINDS IN MENS ROOM AT GARRISON	Jeremy Kennedy	11/8/2022
67	19257	10/31/2022	LOCATE 114 WILLIS DR/E NASH/E MOORE ST, REMOVING UNDERGROWTH	Tyrus Davis	11/2/2022
68	19258	11/8/2022	1025 N CASWELL, CLEAN UP WASTE CONCRETE AND ROCK LEFT BEHIND FROM SIDEWALK REPAIRS	Mike Spicer	11/8/2022
69	19259	10/31/2022	LOCATE 5017 CANVAS BACK CT/E LEONARD, INSTALLING POOL	Tyrus Davis	11/2/2022
70	19260	10/31/2022	LOCATE 514 W WEST ST, INSTALLING WATER/SEWER TAP	Tyrus Davis	11/2/2022
71	19261	10/31/2022	LOCATE 304 W 11TH ST, INSTALLING WATER/SEWER TAP	Tyrus Davis	11/2/2022
72	19262	11/2/2022	LOCATE 514 W WEST, REPORT OF DAMAGE	Tyrus Davis	11/2/2022
73	19263	11/1/2022	LOCATE 212 N RHETT ST, INSTALL UNDERGROUND ELECTRICAL LINE	Tyrus Davis	11/3/2022
74	19264	10/31/2022	LOCATE 515 SIR WILLIAMS CT, INSTALLING ELECTRIC	Tyrus Davis	11/3/2022
75	19265	11/1/2022	LOCATE DOSHER CUT OFF, WATER/SEWER INSTALL	Tyrus Davis	11/3/2022
76	19266	10/31/2022	LOCATE 5118 PRICES CREEK DR/SULLIVANS RIDGE RD, NEW GAS SERVICE	Tyrus Davis	11/3/2022
77	19267	10/31/2022	LOCATE 207 YAUPON DR/PARK AVE EXT, YARD WORK	Tyrus Davis	11/3/2022
78	19268	10/28/2022	LOCATE 380 CHAMPION CT SE/ROBERT RUARK DR SE, BURY PHONE DROP	Tyrus Davis	11/3/2022

79	19269	11/1/2022	locate 114 w 14th st/n caswell ave, service drop	Tyrus Davis	11/4/2022
80	19270	10/31/2022	LOCATE 307 FIREFLY LANE/JABBERTOWN RD, LANDSCAPING	Tyrus Davis	11/4/2022
81	19271	11/1/2022	LOCATE 421 TROUT LILY LANE/FIREFLY LANBE, UNDG CABLE.	Tyrus Davis	11/4/2022
82	19272	11/1/2022	LOCATE 5015 ROBERT RUARK DR SE/OSPREY CT SE, BURY SERVICE DROP	Tyrus Davis	11/4/2022
83	19273	11/1/2022	LOCATE 39 FOREST OAKS DR, BURY PHONE DROP	Tyrus Davis	11/4/2022
84	19274	11/1/2022	LOCATE 4418 WILLOW MOSS WAY/FOREST OAKS DR SE, PLANTING TREES	Tyrus Davis	11/4/2022
85	19275	11/1/2022	LOCATE 207 SAND DOLLAR LANE, BURY AT&T SERVICE DROP	Tyrus Davis	11/4/2022
86	19277	11/10/2022	The handle on the handicap stall in the public women's restroom is broken at the Visitors center.	Harlan Pyles	11/10/2022
87	19279	11/3/2022	LOCATE 421 TROUTLILY LANE, BURY PHONE DROP	Tyrus Davis	11/7/2022
88	19280	11/10/2022	LOCATE 304 LORD THOMAS AVE, PLANTING BUSHES	Tyrus Davis	11/7/2022
89	19282	11/14/2022	PUT CHAIR TOGETHER AT 209 N ATLANTIC	Harlan Pyles	11/15/2022
90	19283	11/14/2022	BEAUTIFICATION CLEAN UP, SEE ATTACHED	David Kelly	11/14/2022
91	19284	11/3/2022	LOCATE 1147 N CASWELL AVE, INSTALLING ELECTRIC LINE.	Tyrus Davis	11/8/2022
92	19285	11/8/2022	LOCATE 5118 PRICES CREEK DR/SULLIVANS RIDGE RD, GAS SERVICE	Tyrus Davis	11/8/2022
93	19286	11/15/2022	LOCATE 6118 RIVER SOUND CIR/NAVIGATOR WAY, INSTALLING WATER/SEWER	Tyrus Davis	11/8/2022
94	19287	11/3/2022	LOCATE 312-314 WILLIS DR, PLUMBING	Tyrus Davis	11/8/2022

95	19288	11/16/2022	remove plastic pots at the side doors of the Garrison	David Kelly	11/16/2022
96	19289	11/7/2022	LOCATE 311 COLLEGE ST/DRY ST, FENCE REPAIR	Tyrus Davis	11/9/2022
97	19290	11/4/2022	LOCATE 4003 ROBERT RUARK DR SE, NEW GAS SERVICE	Tyrus Davis	11/9/2022
98	19291	11/3/2022	LOCATE 409 E NASH ST, CITY WATER	Tyrus Davis	11/9/2022
99	19292	11/4/2022	LOCATE 618 W ST GEORGE, NEW CONSTRUCTION	Tyrus Davis	11/9/2022
100	19293	11/4/2022	LOCATE 515-815 W ST GEORGE/QUARTER MASTER DR, GRADING AND UTILITIES	Tyrus Davis	11/9/2022
101	19294	11/14/2022	LOCATE 402 LORD THOMAS AVE/CADES , REMOVIN SHRUBS	Tyrus Davis	11/14/2022
102	19295	11/8/2022	LOCATE 700 E MOORE ST/WILLIS DR, INSTALLING CONDUIT	Tyrus Davis	11/14/2022
103	19296	11/8/2022	LOCATE 107 N LORD ST/MOORE ST, LANDSCAPING	Tyrus Davis	11/14/2022
104	19297	11/8/2022	LOCATE 1107-1109 N CASWELL AVE/W 11TH ST, INSTALLING ELECTRICAL CONDUIT	Tyrus Davis	11/14/2022
105	19298	11/8/2022	LOCATE 190 GENTLE BREEZE CT/SOFTWIND WAY, REMOVE PALM TREE AND REPLACE	Tyrus Davis	11/14/2022
106	19299	11/17/2022	5 DECORATIVE CITY LIGHTS ARE OUT AT HOWE & BAY	Ellie Pittenger	11/17/2022
107	19300	11/17/2022	PLEASE GET CHRISTMAS TREE DOWN FROM THE ATTIC OF THE SENIOR BLDG.	David Kelly	11/18/2022
108	19301	11/8/2022	LOCATE N HOWE ST/RIVER RD SE, INSTALLING TRAFFIC SIGNAL	Tyrus Davis	11/14/2022
109	19302	11/8/2022	LOCATE 5118 PRICES CREEK DR/SULLIVANS RIDGE RD, REPORT OF DAMAGE	Tyrus Davis	11/14/2022
110	19303	11/8/2022	LOCATE QUARTER MASTER DR/COTTAGE POINT WAY, UTILITIES	Tyrus Davis	11/14/2022

111	19304	11/7/2022	LOCATE 609 MARSH GRASS CT/COTTAGE CREEK RD, BURY SERVICE DROP	Tyrus Davis	11/14/2022
112	19305	11/7/2022	LOCATE 5016 ROBERT RUARK DR SE/OSPREY CT SE, NEW GAS SERVICE.	Tyrus Davis	11/14/2022
113	19306	11/10/2022	LOCATE 1147 N CASWELL AVE, INSTALLING ELECTRIC LINE	Tyrus Davis	11/14/2022
114	19307	11/10/2022	LOCATE 1147 N CASWELL AVE, REPORT OF DAMAGE	Tyrus Davis	11/14/2022
115	19308	11/11/2022	LOCATE N HOWE ST/WOIODSIDE DR, INSTALL SILK FENCE.	Tyrus Davis	11/14/2022
116	19309	11/11/2022	LOCATE N HOWE ST/WOODSIDE DR, INSTALL SILK FENCE	Tyrus Davis	11/14/2022
117	19310	11/11/2022	LOCATE 1167 N CASWELL AVE/W 12TH ST, NEW CONSTRUCTION	Tyrus Davis	11/14/2022
118	19311	11/11/2022	LOCATE 1163 N CASWELL AVE/W 12TH ST, NEW CONSTRUCTION	Tyrus Davis	11/14/2022
119	19312	11/10/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	11/14/2022
120	19313	11/10/2022	LOCATE 614 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	11/14/2022
121	19314	11/15/2022	LOCATE 5016 ROBERT RUARK DR SE/OSPREY CT SE, NEW GAS SERVICE	Tyrus Davis	11/15/2022
122	19315	11/9/2022	LOCATE 141 PARK AVE, INSTALLING ELECTRIC LINE	Tyrus Davis	11/15/2022
123	19316	11/9/2022	LOCATE 304 W 11TH ST, DIG WATER & SEWER	Tyrus Davis	11/15/2022
124	19317	11/9/2022	LOCATE 231 E BAY ST, INSTALLING ELECTRIC LINE	Tyrus Davis	11/15/2022
125	19318	11/8/2022	LOCATE 402 LORD THOMAS AVE/CADES TRAIL, REMOVING SHRUBS	Tyrus Davis	11/15/2022
126	19319	11/8/2022	LOCATE 1107-1109 N CASWELL AVE/W 11TH ST, INSTALLING ELECTRICAL CONDUIT	Tyrus Davis	11/15/2022

127	19320	11/9/2022	LOCATE 256 BONNET WAY SE/FOREST OAKS DR SE, BURY PHONE DROP	Tyrus Davis	11/15/2022
128	19321	11/9/2022	LOCATE 5240 SHIPMAST WAY/BOWLINE CT, INSTALLING GAS LLINE.	Tyrus Davis	11/16/2022
129	19322	11/15/2022	LOCATE 1004 DOWNRIGGER TRAIL, INSTALLIKNG ELECTRIC LINE	Tyrus Davis	11/16/2022
130	19323	11/9/2022	LOCATE 113 N RHETT ST/E NASH ST, INSTALL UNDГ CABLE.	Tyrus Davis	11/16/2022
131	19324	11/14/2022	LOCATE 314 STUART AVE/HOLLY DR	Tyrus Davis	11/16/2022
132	19325	11/13/2022	LOCATE 6118 RIVER SOUND CIR	Tyrus Davis	11/16/2022
133	19326	11/11/2022	LOCATE 658 WILD ROSE WAY/W OWENS ST, INSTALL DRIVEWAY	Tyrus Davis	11/16/2022
134	19327	11/10/2022	LOCATE 606 W WEST ST, NEW CONSTRUCTION	Tyrus Davis	11/16/2022
135	19328	11/9/2022	LOCATE 1132 N CASWELL AVE, INSTALLING ELECTRIC LINE	Tyrus Davis	11/16/2022
136	19329	11/8/2022	LOCATE 1004 DOWNRIGER TRAIL, INSTALLING ELECTRIC LINE	Tyrus Davis	11/16/2022
137	19330	11/15/2022	LOCATE 410 RAVEN GLEN DR, CONNECTING TO CITY WATER/SEWER	Tyrus Davis	11/16/2022
138	19331	11/15/2022	LOCATE 62006 PEBBLE SHOSRE LANE/NAVIGATOR WAY, INSTALLING WELL/IRRIGATION WORK	Tyrus Davis	11/16/2022
139	19332	11/16/2022	LOCATE 304 W 11TH ST, DIG WATER AND SEWER	Tyrus Davis	11/16/2022
140	19337	11/8/2022	LOCATE 114 S HOWE ST/E BAY ST, INSTALL STAKES	Tyrus Davis	11/29/2022
141	19338	11/18/2022	LOCATE 105-117 CAPE FEAR DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	11/23/2022
142	19339	11/18/2022	LOCATE 130 CAPE FEAR DR/RIVER DR, INSTALLING ELECTRICAL CONDUJITS	Tyrus Davis	11/23/2022

143	19340	11/18/2022	LOCATE 213 RIVER DR/CAPE FEAR DR, INSTALLING ELECTRICAL CONDUIT	Tyrus Davis	11/23/2022
144	19341	11/18/2022	LOCATE 106-112 CAPE FEAR DR/RIVER DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	11/23/2022
145	19342	11/18/2022	LOCATE 1002 E MOORE ST/CAPE FEAR DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	11/23/2022
146	19343	11/18/2022	LOCATE 1002 E MOORE ST/CAPE FEAR DR, INSTALLING ELECTRICAL CONDUITS	Tyrus Davis	11/23/2022
147	19276	11/10/2022	CHECK THE LENGTH OF THE WATERFRONT AREA FOR SIDEWALK TRIPPING HAZARDS, DEEP HOLES ON THE SIDE OF THE SIDEWALK.	Mike Spicer	
148	19278	11/2/2022	LOCATE 6206 PEBBLE SHORE LANE/NAVIGATOR WAY, INSTALLING WELL	Tyrus Davis	11/7/2022
149	19281	11/14/2022	612 N BURRINGTON - CAMERA LINES	Mike Spicer	

Utility Billing

Service Requests Report by Service Date

000083-08-2022	8/24/2022	11/1/2022	Miscellaneous - URGENT PLUMBER IS WORKING AT THIS LOCATION AND NEEDS THE SHUT OFF VALVE LOCATED. PLEASE CALL TIM TERMAN: 304-276-8306
000041-09-2022	9/13/2022	11/2/2022	Install Water Meter
000050-10-2022	10/11/2022	11/2/2022	Install Irrigation Tap
000110-10-2022	10/24/2022	11/2/2022	Inspect RPZ/Install IRR Meter
000111-10-2022	10/24/2022	11/2/2022	Install Irrigation Tap
000012-11-2022	11/4/2022	11/4/2022	Miscellaneous LIMBS ON OAK TREE ARE TOUCHING THE CUSTOMERS ROOF. THEY NEED TRIMMING; THE CUSTOMER IS SET TO GET ROOF REPLACED BUT CAN NOT UNTIL THE BRANCHES ARE TRIMMED. THIS IS TREE IS CITY PROPERTY.
000013-11-2022	11/7/2022	11/7/2022	Sewer Line Blocked - cust req lines to be jetted states toilets are backing up
000014-11-2022	11/7/2022	11/7/2022	Reconnect - PER MINET METER IS WORKING HOWEVER CUST STATES THERE IS NO WATER FLOWING.
000015-11-2022	11/7/2022	11/7/2022	Check Water Meter & REPLACE LID PER CUSTOMER REQUEST
000016-11-2022	11/7/2022	11/7/2022	Check Water Meter; Customer said they have no water. Not on disconnect list from last month. Please check.
000018-11-2022	11/7/2022	11/7/2022	Cut-Off Non-Pay - did not pay extension WILL NEED TO PAY 148.04 TO HAVE SERVICES RESTORE
000020-11-2022	11/7/2022	11/7/2022	Reconnect PAID

000070-10-2022	10/18/2022	11/7/2022	Extension 3 177.12 NEEDS TO BE PAID BY 11/4/22
000079-10-2022	10/19/2022	11/7/2022	Extension \$22.50 TO BE PAID BY 11/4
000080-10-2022	10/19/2022	11/7/2022	Extension \$71.26 TO BE PAID 11/4/22
000105-10-2022	10/24/2022	11/7/2022	Extension GRANTED UNTIL 11/4/2022 IN THE AMOUNT OF 67.39
000109-10-2022	10/24/2022	11/7/2022	Extension granted until 11/4/2022 in the amount of 113.04
000115-10-2022	10/24/2022	11/7/2022	Extension granted until 11/4/22 in the amount of 71.33
000122-10-2022	10/25/2022	11/7/2022	Extension \$90.00 TO BE PAID BY 11/4/2022
000145-10-2022	10/27/2022	11/7/2022	Install Irrigation Tap
000019-11-2022	11/7/2022	11/8/2022	Check Water Meter CUST STATES HE NEEDS A NEED LID HIS IS BUSTED
000162-10-2022	10/31/2022	11/8/2022	Miscellaneous - verify property is not on city sewer.
000009-11-2022	11/2/2022	11/9/2022	Inspect RPZ/Install IRR Meter
000025-11-2022	11/8/2022	11/9/2022	Inspect RPZ/Install IRR Meter
000027-11-2022	11/9/2022	11/9/2022	Check Water Meter NEED MANUAL READ COULDNT GET AN ON DEMAND READ FROM MINET
000029-11-2022	11/10/2022	11/10/2022	Turn meter off owner sold the property, new owners have not come to establish utilitites.
000031-11-2022	11/10/2022	11/10/2022	Reconnect
000146-10-2022	10/27/2022	11/10/2022	Inspect RPZ

000033-11-2022	11/14/2022	11/14/2022	Leak Detected - RECEIVED LEAK ALERT. SPOKE WITH BARRY MARTIN & HE STATES THAT ITS A CITY ISSUE WITH METER & THE TAP IS FULL OF WATER. PLEASE CHECK METER
000034-11-2022	11/14/2022	11/14/2022	Door Hanger - LEAK ALERT 30/50G A HOUR. # ON FILE IS NOT A WORKING #
000035-11-2022	11/14/2022	11/14/2022	Door Hanger - LEAK ALERT 20G HOUR SINCE 11/05/2022 NUMBER ON FILE DOES NOT WORK
000036-11-2022	11/14/2022	11/15/2022	Install Water tap if not already installed
000037-11-2022	11/14/2022	11/15/2022	Install Water Meter
000041-11-2022	11/15/2022	11/15/2022	Install Water Meter
000045-11-2022	11/16/2022	11/16/2022	Door Hanger - LEAK ALERT 80G HOUR SINCE 11/13/2022 VM WAS FULL COULD NOT ADVISE CUSTOMER
000046-11-2022	11/16/2022	11/16/2022	Check Water Meter - METER DISCONNECT THRESHOLD ALERT. METER SHOULD BE LOCKED FOR NON PAY
000039-11-2022	11/15/2022	11/17/2022	Install Water Meter
000040-11-2022	11/15/2022	11/17/2022	Install Water Sewer Tap if not in place
000053-11-2022	11/17/2022	11/17/2022	Miscellaneous CHECK IRRIGATION METER. CUSTOMER HAS IT TURNED OFF HOWEVER PER MINET THERE SHOWS A FEW AREAS OF 10 GAL USAGE. PLEASE CALL THE CUSTOMER WHEN YOURE THERE RYAN KINIRY 417-793-9661
000050-11-2022	11/16/2022	11/18/2022	Miscellaneous customer mentioned that there is a big hole thats been created due to soil and rock erosion from rain and the storms.
000054-11-2022	11/18/2022	11/18/2022	Leak Detected AT METER. THE CUSTOMER IS OUT OF TOWN BUT NEIGHBOR NOTICED WATER COMING FROM HER METER. NOT SURE IF ITS HOUSE METER OR IRRIGATION METER. PLEASE CALL CUSTOMER WITH AN UPDATE. BETH KERNODLE: 336-908-9239

000055-11-2022	11/18/2022	11/18/2022	Check Water Meter: called cust re: leak alert. cust does not think the leak is their issue & "its a city meter issue"
000124-10-2022	10/25/2022	11/18/2022	Install Water Meter
000057-11-2022	11/21/2022	11/21/2022	Leak Detected CUSTOMER SAYS THEIR IS A WATER MAIN BREAK IN FRONT OF HER HOME NEAR THE FIRE HYDRANT. THE LEAK IS EXCESSIVE AND NEEDS IMMEDIATE ATTENTION.
000058-11-2022	11/21/2022	11/21/2022	Miscellaneous CUSTOMER HAS CONCERN OF WATER METER ISSUE PLEASE CALL MR. MICHAEL MOTLEY 910-512-4152
000108-11-2022	11/22/2022	11/21/2022	Check Water Meter
000059-11-2022	11/21/2022	11/22/2022	Meter Reading Needed for billing
000061-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000062-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000063-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000064-11-2022	11/21/2022	11/22/2022	Check Water Meter- NEED MANUAL READ
000065-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000066-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000068-11-2022	11/21/2022	11/22/2022	Install Water Tap
000069-11-2022	11/21/2022	11/22/2022	Install Water Meter
000070-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000071-11-2022	11/21/2022	11/22/2022	Meter Reading Needed

000072-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000073-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000074-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000076-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000077-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000079-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000081-11-2022	11/21/2022	11/22/2022	Meter Reading Needed
000089-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000090-11-2022	11/22/2022	11/22/2022	METER READING NEEDED
000091-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000092-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000093-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000094-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000095-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000097-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000098-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000099-11-2022	11/22/2022	11/22/2022	Meter Reading Needed

000100-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000101-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000103-11-2022	11/22/2022	11/22/2022	METER READ NEEDED
000104-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000105-11-2022	11/22/2022	11/22/2022	Meter Reading Needed
000021-11-2022	11/7/2022	11/28/2022	Leak Detected - number in system is not correct. Please leave door hanger re: leak100g hours
000067-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000080-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000082-11-2022	11/21/2022	11/28/2022	Check Water Meter VERIFY MULTIPLIER (high usage for house)
000083-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000084-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000085-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000086-11-2022	11/21/2022	11/28/2022	Meter Reading Needed
000114-11-2022	11/28/2022	11/28/2022	Sewer Line Blocked CUSTOMER SAYS THAT HER TOILETS ARE DRAINING SLOWLY, THINKS THERE MAY BE A POSSIBLE BLOCKAGE.
000115-11-2022	11/28/2022	11/28/2022	Meter Reading Needed
000117-11-2022	11/28/2022	11/28/2022	Check Water Meter: PROVIDE MANUAL READ & VERIFY MULTIPLER
000119-11-2022	11/28/2022	11/28/2022	Sewer Line Blocked

000056-11-2022	11/21/2022	11/29/2022	Inspect RPZ/Install IRR Meter
000075-11-2022	11/21/2022	11/29/2022	Meter Reading Needed
000102-11-2022	11/22/2022	11/29/2022	Meter Reading Needed
000112-11-2022	11/28/2022	11/29/2022	Meter Reading Needed
000124-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000125-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000126-11-2022	11/29/2022	11/29/2022	Check Water Meter has a wiring issue. The signal is good but the connection between the register and the node is bad. clean the connection between the node and register. At that point the meter should go back to working as it should. (PER ADAM)
000128-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000129-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000130-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000131-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000132-11-2022	11/29/2022	11/29/2022	Reconnect RDM NOT WORKING
000133-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000135-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000136-11-2022	11/29/2022	11/29/2022	Leak Detected MCPHERSON CALLED STATED WATER LEAK AFTER RUNNING OVER "SOMETHING" SAID THEY DID LOCATES. PLEASE CHECK & TURN WATER OFF

000137-11-2022	11/29/2022	11/29/2022	Reconnect paid
000139-11-2022	11/29/2022	11/29/2022	Reconnect - PAID
000140-11-2022	11/29/2022	11/29/2022	Reconnect - PAID
000141-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000142-11-2022	11/29/2022	11/29/2022	Reconnect - PAID
000143-11-2022	11/29/2022	11/29/2022	Reconnect PLEDGE RECEIVED
000144-11-2022	11/29/2022	11/29/2022	Reconnect PAID
000145-11-2022	11/29/2022	11/29/2022	Reconnect - PAID
000059-10-2022	10/14/2022	11/30/2022	Check Water Meter - NO USAGE IN MONTHS. VERIFY METER FUNCTIONS. PROVIDE READ
000085-09-2022	9/22/2022	11/30/2022	Check Water Meter - LEAK ALERT ON METER. STEVE THE MAINTENANCE MAN SAID HE HAS CHECK EVERYTHING & CAN FIND NO LEAKS REQ FOR METER TO BE CHECKED & MAN WAY RETURN STEVE 910-477-1742
000121-11-2022	11/28/2022	11/30/2022	Install Irrigation Tap; fee paid
000122-11-2022	11/28/2022	11/30/2022	Inspect RPZ/Install IRR Meter (Request for tap sent today too)
000147-11-2022	11/30/2022	11/30/2022	Reconnect paid
000148-11-2022	11/30/2022	11/30/2022	Reconnect paid
000149-11-2022	11/30/2022	11/30/2022	Reconnect paid
000150-11-2022	11/30/2022	11/30/2022	Reconnect - PAID

000151-11-2022	11/30/2022	11/30/2022	Turn meter off - per customer's emailed request to turn off irrigation meter for the season.
000153-10-2022	10/27/2022	11/30/2022	Check Water Meter - REGISTER BAD? SEE TOM & ATTACHED PAGES

UB - Service Requests Report by Service Date (11/30/2022 - 4:03 PM)

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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	11/10/22	11/20/22	10/01/22 - 10/31/22	\$278,657.75

Wholesale Power Service Schedule FR-7

DESCRIPTION	RATE	QTY	AMOUNT
Demand Charges:			
All Demand	\$21.84/kW	6,074	132,656.16
Energy Charges:			
Monthly Energy Charge	\$.02558/kWh	3,898,830	99,732.07

Additional Charges

DESCRIPTION	RATE	QTY	AMOUNT
Rider 1 FRPPA True-Up Charge/(Credit)			0.00
Rider 2 Delivery Surcharge	\$0.06/kW	6,074	364.44
Rider 3B Leased Facilities Surcharge	\$0.88/kW	8,143	7,165.84
Rider 6A NCEMPA Generation Credit			(1,223.26)
Rider 6B NCEMPA Generation Credit			(2,151.95)
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

\$278,657.75

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	11/10/22	10/01/22 - 10/31/22	10/13 @ 1600 / 8,143 kW	6,074 kW

DEP System Peak = 10/20/22 @ 0800 8,590 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	10/13/22 @ 1600	8,143	6,074	0	6,074
TOTAL			6,074	0	6,074

ENERGY DATA

	(G)	(H)	(I=G-H)		
DELIVERY POINT	METERED kWh	SEPA kWh	BILLED kWh	METERED KVAR	EXCESS KVAR
SOUTHPORT DP	3,898,830	0	3,898,830	1,280,208	0
TOTAL	3,898,830	0	3,898,830	1,280,208	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	11/10/22	10/01/22 - 10/31/22

Billing Summary

	CALENDAR YEAR (JAN22 - OCT22)	FISCAL YEAR (JUL22 - OCT22)
Total Bill	\$4,099,563.89	\$1,652,932.13
Metered Energy (Includes SEPA kWh)	52,267,186	22,878,374
SEPA Energy	0	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	11/10/22	10/01/22 - 10/31/22

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	10/13 @ 1600	8,143	6,074	3,898,830	3,037	0	0
TOTAL				6,074	3,898,830			



Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	11/10/22	10/01/22 - 10/31/22

Summary of Distributed Generation Credits

	Rider 6A	Rider 6B
Total CP kW	15,722	19,933
Total Transmission kW	15,722	19,933
Total Energy (kWh)	292,036	395,038
Member % of Revenue	0.7826%	0.8961%
CP Demand (kW)	123	179
Transmission (kW)	123	179
Energy (kWh)	2,286	3,540
CP Demand Credit(\$)	(2,414.00)	(3,513.05)
Transmission Demand Credit(\$)	(242.55)	(352.99)
Energy Credit(\$)	(61.74)	(95.61)
Distributed Generation Credit(\$)	(2,718.29)	(3,961.65)
Power Agency Expense(\$)	1,495.03	1,809.70
TOTAL MONTH CREDIT(\$)	(1,223.26)	(2,151.95)



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	11/10/22	10/01/22 - 10/31/22

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 %

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	4	0	1	2	12	0	26	16	41	174	\$ 129,612.00
Aug	9	0	2	5	16	0	32	26	57	162	\$ 124,527.00
Sep	3	0	7	5	17	0	42	17	44	259	\$ 164,211.00
Oct	6	0	2	4	18	0	24	20	33	201	\$ 172,495.50
Nov	6	0	3	6	14	1	28	18	32	132	\$ 139,228.00
Dec											
Totals	91	6	43	54	208	6	369	227	461	2110	\$ 1,824,008.01



Development Services Highlights – December 2022

Planning Board: The Southport Planning Board met for their regularly scheduled meeting on November 17th, 2022. Items covered included:

- An update on various projects, including 101 E. Moore Street (Bullfrog Corner), 115 N. Howe Street (Carr Insurance Building), the Submission Standards Review Committee, the Sunny Point Property Review Committee, and Short Term Rental Ordinance Review Committee. Review committees on all these items are scheduled or will be scheduled in the coming weeks, including the 115 N. Howe Street Review Committee, which is scheduled for December 14th, 2022.
- The Planning Board heard a presentation from Staff regarding a preliminary plat submission for a subdivision known as Oakton, consisting of 42 lots in the R-10 zoning district, located east of Leonard Street and between Fodale and Stuart Avenues, west of the Hammocks. A Review Committee was established to review the project in more detail and will provide a recommendation to the full Planning Board for final decision in the coming months.

The next meeting of the Planning Board is scheduled for December 15th, 2022.

Zoning Board of Adjustment: The Southport Zoning Board of Adjustment met on November 29th, 2022 to consider a Special Use Permit request for an accessory dwelling unit at 310 Firefly Lane in the Prices Creek subdivision. After hearing from Staff and the applicant, the Board voted unanimously to grant the special use permit request.

Due to the Christmas holiday, the Zoning Board of Adjustment will be unable to meet at its normal date and time in December. If needed, a meeting will be scheduled and noticed accordingly.

Historic Preservation Commission: The next meeting of the Historic Preservation Commission is Wednesday, December 7th. The top priority for the Commission at this time is the development of rules of procedure to govern how the Commission meets and functions.

Southport Crossing: Staff continues to work with the development team at Tractor Supply Company, working towards building permits. Staff has received a favorable recommendation from the Wooten Company regarding engineering review of proposed stormwater and erosion control measures for the site. A Final Plat application is being presented to the Board of Aldermen for consideration on the December 8th, 2022 agenda for lots 10, 11, and 12.

Oakton Major Subdivision: This 42-lot application for a Major Subdivision Preliminary Plat was on the November 17th Planning Board agenda. The Sketch Plan was presented to the Planning Board at its September 2021 meeting. Staff have been working with the applicant to ensure all requirements of the UDO have been met and a review committee meeting, established at the November 17th Planning Board meeting, will be scheduled in the near future.

115 N Howe Street Mixed Use Project: Staff received the requested traffic impact analysis from Davenport Engineering and Design Firm on November 1, 2022. Copies have been distributed to the Planning Board, and a review committee meeting is scheduled for December 14th, 2022.

101 E Moore (Bullfrog Corner) Major Site Plan: Comments, including missing UDO requirements, from the October review committee meeting have been addressed by the applicant. New parking configurations have been submitted and the site plan is being updated. As of this writing, we are scheduling a review committee meeting to consider the updates provided.

5020 J. Swain Boulevard Major Site Plan: Staff received a Major Site Plan application for a three-story commercial project at the northeastern corner of J. Swain Boulevard and Eason Street in the Rivermist development. The property is zoned Highway Commercial. Staff are currently reviewing the proposal for conformance to the Unified Development Ordinance standards and anticipate a Technical Review Committee meeting for the project occurring in December, with presentation to the Planning Board following in January.

Other Notes: Staff continues to assist citizens with questions regarding signs, zoning, annexations, minor subdivisions, CAMA Minor Permits, tree permits, special flood hazard areas, and any other items that come to the Department.

01NOV22

108 St. George **Overgrowth** Mowed and trimmed. No critters. **CASE CLOSED**

115 E. Owens **Min-Housing** Awaiting feedback from the listed owner.

210 E. Brown **J/A/N Autos** Awaiting feedback from the listed owner. Hospitalized.

210 Herring Dr. **Overgrowth** Lot brush hogged. **CASE CLOSED**

416 E. Bay **R.O.W.** Awaiting authorization from the City Manager.

602 Clarendon **Overgrowth** Unable to establish contact with anyone.

608 Burrington **Min-Housing** Unable to establish contact with anyone.

616 Caswell **Min-Housing** Unable to establish contact with anyone.

711 Cottage Ln **Overgrowth** Awaiting feedback from the listed owner.

712 Lord **J/A/N Auto** Unable to establish contact with anyone.

718 Clarendon **J/A/N Auto** Awaiting feedback from listed owner. Hospitalized.

732 Lord **Min Housing** Unable to establish contact with anyone.

812 Caswell **J/A/N Auto** Hospitalized. No contact.

822 Lord **Debris/Trash** Picked up and tenant moved. **CASE CLOSED**

City of Southport **#2750** Drove the major routes within the city and observed no improper signage, despite the plethora of political/voting signs.

02NOV22

Cades Cove **Tree Removal** **9106220580** Called regarding Tree Permit removal of about three palm trees. Stated that the company that does it is on the way and was advised he needed a permit. Advised him how to obtain one through the city website. UPDATE – throughout the day, checked the permit portal and nothing came about.

City of Southport **CONEX** **9104579569** Called regarding the CONEX guidelines and permitting. Answered any and all questions, whoever it was did not leave a name.

City of Southport **Permitting** **9106198760** Called about an Event Permit. I advised whoever it was, didn't give me a name, to call the Chief of Police, as he is the only one to issue such a permit. I'm very certain that this gentleman called last month for the same reason. I know for 100% that I gave him the same dang answer.

122 Yacht Drive **Inspections** Called wanting information on the inspection paperwork for the listed property. I took a message and forwarded it to K. Barefoot.

250 E. 11th St. **Inspections** Called regarding (B-21-108) took a message and forwarded it to T. Deviney.

138 Park Ave. Inspections Needed help getting the power immediately turned on for that listed property. I had no idea what to do, but when he returned to City Hall, we contacted Tanya Shannon and she was able to get a hold of Brunswick Electric for the power.

3466 Beaver Creek Permits Called wanting help with getting some permits for this location. I had to advise him that this property is not located in the city of Southport but actually in the village of St. James. He was advised to contact Brunswick County.

03NOV22

City of Southport #2750 Designated "Office Go-fer" for the day as T.D. and K.B. were out of the Office on a Conference in Charlotte.

04NOV22

City of Southport #2750 Designated "Office Go-fer" for the day as T.D. and K.B. were out of the Office on a Conference in Charlotte.

07NOV22**WEEK 45**

City of Southport #2750 Drove the major routes within the city and observed no improper signage, despite the plethora of political/voting signs.

138 Park Ave Water Dept Flagged me down about a water issue, was unable to ascertain the problem or the person requesting it, but I was able to contact the Water Department and they already knew of the problem and were on it, doggonit!

250 11th St. Debris Was advised by a concerned citizen that there was a large amount of debris in front of the listed address. Upon arrival, I could not observe nor locate any large pile of debris on the R.O.W. or anywhere near the side of the street.

122 Yacht Basin Inspections Attorney for the state called and asked about getting the inspection paperwork for the listed property. As I did not have those, I directed him to K.B. for any information.

08NOV22

Seaway Printing #2750 Drove out there to retrieve boxes of Business Cards for the Interim City Manager and the Development Director. Gotta love Brownie Points!

City of Southport UNKNOWN Called and left a voicemail with no information other than his name and phone number. Called him back and got no answer. Instead of being funny and leaving nothing but a name and number, I left a proper voicemail and stated that I would try and call him back if I don't hear from him by the C.O.B.

City of Southport #2750 Drove the major routes within the city and observed no improper signage, despite the plethora of political/voting signs.

ITMH Forestry Standard meeting with the Forestry Committee.

09NOV22

City of Southport #2750 Drove the major routes within the city and observed no improper signage, despite the plethora of political/voting signs, although noticeable a number of them have already been picked up. Will wait till Monday, 14NOV22, to pick up the remaining.

1029 Howe St. #2750 Watched an informative video on the Spotted Lantern Fly that is an invasive species here in eastern NC. Now, I see these danged things everywhere.

1029 Howe St. Forestry Opened an email from TreeCity USA and started filling in the information needed to apply for an award for the city. Need to hook up with Scott Len when her returns as he has the Forestry Committee's volunteer hours, which is very much needed.

1029 Howe St. #2750 Was informed that the information I sent to NCLM to verify that I was married to my wife, never got received by them. After a few phone calls and 30 minutes on hold, I was elated to hear that they did in fact find the information that I had sent them and that all is well.

10NOV22

216 Nash R.O.W. Obstruction Placed a STOP WORK order on the property and advised McNeil that he should contact City manager and/or Director of Development for further guidance.

609 Burrington Minimum Housing Was contacted by a Greg Kleva representing the owners of the listed property. Stated that he and his client had received the Courtesy Letter concerning the property and that he wanted to let me know that the property is currently in litigation and that they were advised by a city official to stop all work on the property. I advised back that the concern was that there were no doors and transient personnel could make entry onto and into the property whenever they feel, initial complainant stated that he observed such acts. Mr Kleva stated that he would make sure that access could not be gained.

City of Southport Improper signage Drove the major routes within the city and observed no improper signage, despite the plethora of political/voting signs, although noticeable a number of them have already been picked up.

612 Atlantic St. Debris & Refuse placed a Door Hanger at the listed address to address the oversized chair that has been floating through the neighborhood the past 2 months.

11NOV22 Veteran's Day

14NOV22**WEEK 46**

621 Atlantic St. Refuse & Debris Mr. Mitchell called about the mystery chair on the street and wanted it removed. I advised him that I, too, want it removed, but everyone involved state that the Brunswick Waste Management won't do it and tell them all that the city has to remove. Without the equipment resources, and acceptable site the city cannot possibly do this. He stated that he would investigate what city can and will implement that system here.

Moore & Frink Overgrowth Received many an email regarding this issue at this location. Drove by this morning @0930 and found that there was no issue. The grass is within guidelines as well as the shrubbery.

609 Clarendon R.O.W. Obstruction Typed up and mailed a VIOLATION LETTER to the listed owner.

421 Cades Trail Refuse & Debris Received a call from Mrs. Jordon about the owner of the listed address, stating that he redid his fences and they are all piled up off property across the street from his residence. Upon investigation, it was determined that the fencing material was in fact not his, as the piled up discarded fencing does look like the property owner's, it is in fact wood while the property owner has vinyl fencing.

City of Southport Improper Signage Drove the major routes throughout the city and recovered and removed 21 improper signs. These will be held onto for a period to see if the rightful owners want them back. Will attempt a few phone calls tomorrow.

1132 Atlantic St. Feather Flag Over the weekend I observed a feather flag on the property of the Indochine Restaurant and was able to determine that the flag did in fact belong to them. This morning, I did notify the Owner/manager over the phone, as he was not on site, that they were improper and that I would leave a copy of the ordinance with his staff along with the Courtesy Letter that has been used since August 2202.

City of Southport BOA PACKETS Assisted the City Hall Staff in distributing the BOA Packets throughout the city.

15NOV22

609 Brunswick Min Housing Attorney for the property owner contacted me to verify that the structure there was now boarded up and closed to outside penetration. Notified Complainant via OpenGov. **CE-22-07 - CASE CLOSED**

City of Southport Political Snipe Signs After collecting the political signs that were still placed around town, I was able to contact through email to 2 of the campaign centers. Have not heard back from either, will hold the signs for a couple of days. If an answer isn't received after a couple of days, the signs will be thrown away.

16NOV22

611 Howe Feather Flag While driving by I observed that the listed establishment at that address was flying two (2) feather flags outside of the building and in the R.O.W. I kindly went in and showed them a copy of the Zoning Section which they readily complied.

City of Southport Improper Signage Drove the major routes throughout the city and recovered and removed 04 improper signs.

424 Howe St. Improper Signage No issue here, owner had called me a few days ago with questions concerning some of the signs that are displayed at his building. One in particular, I was unable to visualize, but upon arrival, I see that it complies with the Zoning Standards.

504 Atlantic St. Debris & Rubbish While attempting to get a proper address of the location of the moving sofa chair, I observed that during the middle of the night, last night, that the aforementioned chair moved down the street from the 600 block to its current state at 504 Atlantic. Will leave a Door Hanger in the morning or try and make direct contact with the homeowner.

17NOV22

City of Southport Debris & Rubbish While keeping tabs on the moving sofa chair, I observed a kitchen stove on Rhett between 408 and 412. Attempted to make contact with anyone home at either of the addresses. Contact not made. Door Hanger left at both addresses, hopefully, one or both will contact me and/or get the hint.

421 Cades Cove Debris & Rubbish Was contacted by four (4) different callers about the address, stating that the owner did a lot of reno work to his house in hopes of a sale. Because of this he dumped all the scrap from the project behind the bushes in the woods behind the development. After a casual inspection of the area, it was determined that the debris piled up was not from the fence at the listed address and the other "debris" was his trash cans and a ladder that he hid out of way while showing the house. **No case here.**

504 Atlantic Trash & Rubbish After MANY conversations about this sofa chair, I decided to grab the chair myself and get it out of there. After asking for a truck from Public Works for Friday, 18NOV22, I drove by and found that the chair was gone, and that T.S. from Public Works had his guys grab the chair themselves. **Case closed.**

City of Southport Improper Signage Drove the major, and a few minor, routes throughout the city and located and identified three (3) improper signs. These were removed and stored in the city vehicle.

18NOV22

1433 Howe St. Feather Flag Met with and spoke to the business Manager there and informed her of the Zoning violation associated with these signs. She promptly took it down. **CASE CLOSED**

1517 Howe St. Feather Flag Met with and spoke to the business Manager there and informed her of the Zoning violation associated with these signs. She promptly took it down. **CASE CLOSED**

Moore Roundabout Improper Signs Removed two (2) signs from inside the Roundabout from Southport Realty. Will try to make contact with them later to see if they want their signs back and to properly educate them on the Zoning ordinance.

408 Rhett Debris & Rubbish While scouting the area for easy ambush sites, I discovered that the discarded oven located at this address had been removed. I do not know who or how, but they did. **CASE CLOSED.**

City Hall Tree City USA Met with members of the Forestry Committee and city officials about this year's attempt at this prestigious award, very fragile.

21NOV22**WEEK 47**

ITMH R.O.W. Meeting Planning Department and others were convened to identify the major problems and create courses of action that can be given to the BOA for review and a final decision.

City of Southport Improper Signage Drove the major, and a few minor, routes throughout the city and located and identified three (3) improper signs. These were removed and stored in the city vehicle.

318 Atlantic Tree Removal Citizen called about a small young tree that she will be removing from next to her house. Stated that she wanted to know if the city would like it to replant elsewhere. I thanked her for her generous offer, but the tree in question will probably be too damaged during retrieval that it would most likely not be able to flourish once replanted.

822 Lord Debris & Rubbish Was contacted by the owner via phone message, she stated that she needed a Lien Certificate. Didn't know what that was, so I spoke with a few coworkers and found that they also have already talked with the property owner about the same thing. They also advised that she was walked through the process.

22NOV22

104 Park Tree Removal Was contacted by a Real-estate agent trying to sell the listed property. After meeting with her on location, she stated that her concern were 2 large trees remaining on the property. One, a large oak in the exact center of the property and a magnolia tree in the one corner too far into the set back to be removed. She was very appreciative for the answers.

City of Southport Records Gathering Was instructed to gather any and all records pertaining to a particular address.

City of Southport Improper Signage Drove the major, and a few minor, routes throughout the city and located and identified three (2) improper signs. These were removed and stored in the city vehicle.

711 Cottage Ln. Min-Housing An as yet to be owner of a piece of property within the Cottage Oaks development, called wanting to know the status of the listed address and wanted it torn down before he buys the adjacent lot. I advised that the owner of the listed property has been notified and I am awaiting a response.

23NOV22

117 Stuart Noise Complaint Citizen called to complain about the pump that was running all night at the Hammocks retention pond. Drove by there and could hear it plain as day. Stopped by the other end of the Hammocks and found a crew working on the private sewage system, and after introductions they advised that the person responsible was not there but they will correct the problem immediately

City of Southport Improper Signage Drove the major, and a few minor, routes throughout the city and located and identified three (2) improper signs. These were removed and stored in the city vehicle.

City of Southport Records Gathering Was instructed to gather any and all records pertaining to a particular address.

28NOV22**WEEK 48**

6230 Navigator Wy Tree Removal Invs. Was advised of an oak tree that was damaged during lot landscaping at the listed address. Photos taken, given the tree limb that was damaged, it would appear that the limb was already in a state of decay and this incident may have been beneficial.

107 Owens R.O.W. (Alley) Was informed by a Mr. Ron Thompson about the alley way located due east from the listed property. While taking a few pictures of the overgrown shrubbery and intrusive fence in the alley met with a female that claimed to own the building at the listed address and she stated that she would trim out the shrubbery even though its been that way for “a long time” and couldn’t understand what the problem really was. I then received a phone message, from over the long weekend, whereas Mr. Thompson called and asked about the current standing of the situation.

City of Southport Improper Signage Drove the major routes, and a few minor ones, to assess the current status of signs in the area. Could not locate any.

29NOV22

916 Caswell Tree Removal Was notified by the City Planner that the lot at the listed address had been cleared for building, but not permit applied for nor issued.

711 Cottage Lane Overgrowth Typed up and mailed a Courtesy Notice to the property owners of the listed address. Awaiting reply or action.

City of Southport Improper Signage Drove the major routes, and a few minor ones, to assess the current status of signs in the area. Could not locate any.