



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

223 E. BAY STREET

April 14, 2022

6:00 PM

Agenda

Please turn off all cell phones

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

If you are not able to attend the Board of Aldermen meetings in person, they will be available for your 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 of the Regular Board of Aldermen Meeting March 10, 2022
2. Minutes of the Special Board of Aldermen Closed Session Meeting March 10, 2022-Sealed
3. Minutes of the Special Board of Aldermen Joint Meeting March 24, 2022
4. Amendment to Noise Ordinance-**POSTPONED**
5. Shoreline Stabilization Proposal Approval-**POSTPONED**
6. Resolution in Support of Requesting ARPA Funding for Adding Capacity to Existing Wastewater Treatment Plant
7. Resolution in Support of Requesting ARPA Funding for Rehab of 1913 Sewer System
8. Resolution in Support of Requesting ARPA Funding for I & I Study

9. Resolution to Surplus and Sell Police Vehicles by Sealed Bid

G. Special Recognition

1. Proclamation for Arbor Day
2. Proclamation for Earth Day
3. Recognizing Jenna Fontaine for over 10 Years on the Board of Adjustment

H. Agenda

1. Neighbor 4 Neighbor Donation (*Teresa Jones*)
2. Funding a Study of the West Side of Howe from Owens to 11th Street (*Alderman Alt*)-**REMOVED**
3. Revisiting the Issuer Credit Rating (*Dorothy Dutton, City Clerk*)-**POSTPONED**
4. Street Sweeper Purchase (*Tom Stanley, Public Services Director*)
5. Appointment to Board of Adjustment and Resolution for ETJ Appointment (*Alderman Lombardi*)
6. Taylor Field Contract (*Heather Hemphill, Parks & Recreation Director and Alex Lapinsky, McGill and Associates*)
7. 9th Street Lift Station Status Update (*Tom Stanley, Public Services Director*)
8. Selection of Engineer for Pump Station Rehab Project (RFQ) (*City Manager Gordon Hargrove*)
9. Selection of Engineer for On-Call and ARPA Services (*City Manager Gordon Hargrove*)
10. Southport Crossings Major Subdivision Preliminary Plat (*Thomas Lloyd, Development Services Director*)
11. Street Light Policy Update (*Mayor Pro-tem Karen Mosteller*)
12. Budget Schedule FY 2022-2023

I. Committee Reports

J. Manager's Report

K. Mayor's Comments

L. Staff Reports

1. NC Eastern Municipal Power Agency
2. Tax Report
3. Building Inspections and Permitting
4. Public Services Work Orders and Service Requests
5. Animal Protective Services
6. Fire/EMS Department
7. Code Enforcement
8. Development Services
9. Planning Board Minutes March 17, 2022
10. Tourism and Communications
11. Parks and Recreation

12. Police Department

M. Board Comments

N. Adjourn



Board of Aldermen Regular Meeting Minutes
March 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, Lowe Davis, Robert Carroll, and John Allen.

Staff Present: Gordon Hargrove, City Manager
Dorothy Dutton, City Clerk
Thomas Lloyd, Developmental Services Director
Randy Jones, Communications/Tourism Director
Lisa Anderson, Asst. Communications Director
Allayna Dail, Tourism and Communications Administrator
Heather Hemphill, Parks and Recreation Director
Kate Marshall, Animal Control
Todd Coring, Police Chief
Charles Drew, Fire Chief
Ralph Treadway, EMS Battalion Chief
Melanie Trexler, Finance Director

Others Present: Tish Hatem, Will Hewitt, Jason Robbins, Kate Singley and husband, Lora Sharkey, Whit Beebe, Eliot Duke with the State Port Pilot, and many other interested citizens attended.

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

- A.)** Mayor Joseph P. Hatem called the meeting to order at 6:05 p.m. and welcomed everyone to the meeting. He thanked everyone for attending the meeting.
- B.)** Mayor Hatem announced that Reverend Sally Learner with the Southport Oak Island Interchurch Fellowship would be providing the invocation.
- C.)** Mayor Hatem led the pledge of allegiance.
- D.)** Public Comment: Mayor asked the City Clerk to state the names of those who had signed in for public comment.
Ms. Dutton called Donna Fullwood to the podium. She stated her name and address, 807 Cape Harbor Drive. Ms. Fullwood stated that she is opposed to the annexation request. She said it doesn't make sense to connect to public utilities when our system is not functioning at 100%. At the workshop in February, it was noted that the 9th Street Pump Station is not functioning correctly. She assumes the area to be annexed would connect to that pump station, too. The E.coli levels are already above where they should be. She asked the Board to consider denying the annexation.
Ms. Dutton asked Mr. Brian Stevens to approach the podium for public comment. He stated his name and said he resides at 503 Cades Trail. He is an avid kayaker and paddleboarder. In the State Port Pilot, he read that the Board was discussing the kayak launch. He said that the area is full of people who would use the kayak launch, and it doesn't have to be anything fancy. They just need a dirt ramp; the sooner, the better.
Vicki Morrison addressed the Board next. She said that she also resides in Cades Cove. Ms. Morrison spoke to the Board about infrastructure. She works as a volunteer with Cape Fear River Watch. They

have been testing the creeks randomly for contaminants. E.coli levels have been very high lately. Last week, they found a dead beaver floating in a culvert. The City Manager and Alderman Lombardi area are pushing for rehab on the pump stations, but she urges the Board to focus on the wastewater system. As more developers come into Southport, she suggests charging them additional fees to help the City pay for some of these projects. Mayor Hatem stated there had been an extensive study of the City's sewer system recently. He reiterated that projects take time to complete, but it is a budgetary priority. Judge Bill Fairley approached the podium next to speak about subdivisions and rezonings. He said that he has observed over the last decade as subdivisions have come to town. He said that the developers buy up a bunch of property, clear-cut it, and try to rezone it. The developers said they want to preserve the land and are environmentally conscious. When they achieve the rezoning, they forget about their pledge to protect the land. Mass production homes and dense developments that clear-cut the land make Southport look like every other town. He hopes that the current Board will have more skepticism as developers come to town. He asked the Board to keep in mind that developers know exactly how the land was zoned before they bought it, and it only becomes more valuable after a rezoning.

Donnie Joyner offered his thanks to the City and especially the Tourism department. This was the second year hosting the Black History Symposium. The City stands shoulder to shoulder with them in support. It takes effort from everyone to get a program started.

Lora Sharkey, former Board member and resident at 432 Cades Cove, had signed up next for public comment. She wanted to speak about strategic planning and infrastructure. She mentioned that Lisa Anderson had recently discussed communication with the Board, but the Board is having a hard time communicating their priorities. She said that the County does not need our existing system, and she doubts whether the County really has any interest in taking it over. She added that if the prime objective of the Board members is to be popular in social settings, they should prioritize dredging the yacht basin or the kayak launch. The City has at least (5) pump stations that need repairs. A significant amount of rain could cause catastrophic damage to an already-struggling wastewater pump. The Board should set a date for a strategic plan workshop and really commit to the process. She stated that this problem is a cumulative effect from the last many years. Mayor Hatem addressed the concerns and mentioned the Board's plans in his last briefing. Things don't just happen overnight.

Next to speak was Pastor Toblen, a resident at 215 W. 11th Street. She is unhappy that most of the new homes being built are so close together that you can reach out and touch the neighbor. When she built her home, the neighborhood wasn't too crowded, but she knows that her neighborhood would be the same way. The houses are so close to each other that they will likely all go up in flames if one catches on fire. Four weeks after some work was done near her home, her roof caved in. When she contacted the City Manager to look at it, she was told that he couldn't spend the City's tax dollars to fix something that she should've maintained. Developers will say whatever they need to say, to have their way.

City Clerk Dorothy Dutton read the last comment from Ms. Kathy Cabral emailed to her. Ms. Cabral expressed her disapproval of the proposed plan for Indigo Phase 2, and she suggested that the public should have access to all of the reports and proposals that have been submitted.

E.) Approval of Agenda

Mayor Pro-tem Mosteller made a motion to approve the agenda, as presented. Alderman Carroll said he wanted to make a motion to remove Item #11 (Street Sweeper) from the consent agenda and placed it on the agenda as a regular item next month. ***Mayor Pro-tem Mosteller withdrew her initial motion and motioned to approve the agenda as amended, with Consent Item #11 held until the April meeting. Alderman Lombardi seconded the motion. All ayes. Motion carried.***

F.) Approval of Consent Agenda

1. Minutes of Regular Board of Aldermen Meeting February 10, 2022
2. Minutes Special Board Workshop February 17th, 2022
3. Resolution Assigning Authority to Surplus
4. Resolution Declaring Goods as Surplus for Disposal

5. Resolution Declaring Surplus for Sale
6. Resolution Declaring Police Vehicle Surplus
7. Resolution Declaring Fire Equipment Surplus
8. Resolution of Intent to Donate Fire Truck
9. Donation of Water Rescue Equipment to the Southport Fire /Rescue
10. Donation of Lifesaving Equipment to the City
- ~~11. Authorization to Purchase Street Sweeper~~

Mayor Hatem gave a summary of the Consent Agenda items. **Mayor Pro-tem Mosteller made a motion to approve the consent agenda, items 1-10, as presented. Alderman Lombardi seconded. All ayes. Motion carried.** Mayor Hatem called upon Jackson Ennis to come forward. Jackson Ennis is working towards his Eagle Scout designation through the Boy Scouts of America. Mayor Hatem shook his hand, and pictures were taken.

G.) Special Recognition-Mayor Hatem stated that he was changing the order so that the women could be recognized first.

1. Mayor Hatem read the Proclamation for Women's History Month. He also recognized Cadet Major Emma Snap, who was selected as the NC State American Legal JROTC Candidate of the Year.
2. Mayor Hatem recited the Commemoration of the Sinking of the John D. Gill on March 12, 1942. He invited everyone to join the Historical Society at the Community Building on April 12th for their commemoration of the 80th anniversary of the sinking. Ms. Tish Hatem was the guest speaker.
3. Police Chief Todd Coring approached the podium and introduced Officer Jarrod Jeffrey, who was recently recognized as the Rotary Club's Officer of the Year award.
4. Mayor Hatem asked Ms. Tish Hatem to come forward. He made a few comments about her service on the Planning Board and presented her with a plaque.
5. Next, Mayor Hatem asked Attorney Mike Isenberg to come forward. He read a proclamation thanking him for his commitment to the City and wishing him well on his retirement. He said that Mr. Isenberg's wealth of knowledge, patience, and kindness would not soon be forgotten. Mike Isenberg spoke about how he first began with the City.

H.) Agenda

1. Thomas Lloyd, Development Services Director, introduced Mr. Patrick Flanagan, a regional planner with the Café Fear Council of Governments. He is here to review the plans for the East Coast Greenway Study. Mr. Flanagan thanked the Board for having him. The East Coast Greenway Trail is a 3000-mile multi-use trail from Maine to Florida. So far, 1000-miles have been constructed. The trail enters near the ferry and runs to US 17 Hwy. A feasibility study is needed to identify the best path in Brunswick County. The Rural Planning Organization and the Council of Governments are sponsoring the study. They want to make sure what they build here serves the people who live here and other people who want to use the routes. They also wanted to make sure that there are loops and features that local residents can use for travel and enjoyment. Aldermen Allen asked who was paying for the plan and the infrastructure. Mr. Flanagan explained that this is a planning document. Once the plan is adopted, organizations can apply for funding through NCDOT or other agencies. The City does not have to pay for anything in particular, but it helps the City comply with the Complete Streets Policies. The Greenway goes through both central NC and the coast of NC. A resident asked if the plan provides access to natural areas. Mr. Flanagan said that the plans do not specifically go to certain areas, but they tried to incorporate natural beauty. He explained that he and the other planners decided to use NC 211 to allow as many people to use the trail as possible. **A motion to approve the plan was made by Mayor Pro-tem Mosteller and seconded by Alderman Lombardi. All ayes, Motion carried.**
2. Alderman Lombardi explained that the Board of Adjustment interview committee conducted six interviews for the vacant positions in the Board of Adjustment. All of the candidates were very qualified, and they enjoyed meeting the applicants. The interview committee recommended moving Jason Robbins from the City-alternate position to a full City member. They recommend

appointing Loten Masker as the City-alternate and Amy Aycock as the full ETJ member. Alderman Lombardi expressed a special thanks to Jennifer Fontaine for over ten years of service on the Board of Adjustment. **Alderman Lombardi made a motion to appoint Jason Robbins to a full City member position, Loten Masker as the City-alternate, and Amy Aycock as a full ETJ member. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.**

3. Mayor Hatem asked City Clerk Dorothy Dutton to review the Bee City USA program. She stated that the program was discussed during the Board workshop earlier in the month. The program consists of public education, signage, and avoiding pesticides at pollinator gardens. The Beautification Committee will be responsible for maintaining the program, and City staff is currently working on an integrated pest management plan. **A motion was made by Alderman Lombardi and seconded by Mayor Pro-tem Mosteller to approve the Resolution in Support of Participating in Bee City, USA. All ayes. Motion carried.**
4. Thomas Lloyd summarized the contiguous annexation request submitted for (5) 10.14-acre lots totaling 0.70 acres located on N. Caswell Avenue. The parcels are owned by the Heirs of James M. Harper III, but they have given authorization for William Beebe to petition for annexation. The surrounding parcels are within the City limits, and utilities are available to the lots. The City Clerk has determined that the request is sufficient, and the Board has accepted her certificate of sufficiency. Mayor Hatem opened the public hearing at 7:54 p.m. An audience member asked about the zoning designation as multi-family. Mr. Lloyd stated that the developer would still have to meet the design standards if they were to build multi-family units. Alderman Davis asked how long the parcels had been that size and zoned as multi-family. Mr. Lloyd stated that the parcels had been that size since they were initially platted, probably since 1915. He was unsure of how long they had been zoned as multi-family. The public hearing was closed at 7:57 p.m. Alderman Davis asked more questions about the benefits of annexing the property and whether the City could potentially accept up to (11) more units on our utility system. The developer will have to install a grinder pump to help send the wastewater to our force main. William Beebe, the developer, and petitioner, was in the audience and stated that he intends to build single-family dwellings. Attorney Isenberg said that the Board could not prevent the owners/developer from the permitted uses that they are allowed in the UDO. **Alderman Carroll made a motion to approve the annexation of the (5) lots on Caswell Avenue and the Annexation Ordinance, as presented. Alderman Allen seconded the motion. All ayes. Motion carried.**
5. Mayor Hatem asked the City Clerk to review the process of establishing an Issuer Credit Rating. Ms. Dutton had spoken to a representative from Moody's about the process and benefits. Mr. Paul Spadaccini, from Moody's, advised that the City should wait until we apply for general obligation bonds to assign us a credit rating. The Issuer Credit Rating costs \$6,000 a year to maintain, but any credit inquiry would show up in our credit history. The Board had questions about how long the process takes and how long the credit rating is valid. **Alderman Davis made a motion to table the issue until more information could be provided. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.**
6. City Manager Gordon Hargrove stated that the Board had all had the opportunity to meet Attorney Norwood Blanchard. He comes highly recommended, and he suggested the Board make a motion to appoint Mr. Blanchard as the City Attorney. **After a motion by Alderman Carroll to appoint Norwood Blanchard as the City Attorney effective April 1, 2022, at a rate of \$195 an hour. Alderman Allen seconded. All ayes. Motion carried.** Alderman Davis added that her only hesitation is because we don't want Mike Isenberg to go.

Committee Reports

Alderman Allen, Alderman Carroll, and Alderman Alt had no committee reports.

Alderman Davis mentioned that the Forestry Committee is having an in-person Arbor Day event, and it will be very special. There will be a tour of some of Southport's most notable and old trees. She said she was glad to use the tablets now for the Board meetings because it saves some trees.

Alderman Lombardi reported that there were (19) volunteers at the Beautification meeting. They plan to remove all the random plants growing up around the boat. They sanded and repainted the buoy post across from the boat and even used the weed eater at the cemetery.

Mayor Pro-tem Mosteller reported that the Parks and Recreation Committee met with Dr. Herstine to begin the Parks and Recreation and Open Space Master Plan updates. The advisory board has begun finalizing the community survey. She expressed the importance of completing the surveys and said that workshops would be scheduled in May and June this year for community participation. The streetlight committee has scheduled a community workshop meeting for April 6th at 6:00 p.m. at the Community Building. She invites the public to attend the meeting to discuss the draft policy and view the streetlight test lights before the meeting. If anyone has questions regarding the streetlight policy or samples, please contact her, Aldermen Davis, or Carroll.

Manager's Report

City Manager Gordon Hargrove thanked City Clerk Dorothy Dutton and IT Consultant Eileen Hennessey for their hard work in getting the Microsoft Surface Pros that the Board will be using moving forward.

Mayor's Report

Mayor Hatem thanked City Staff and thanked the Communications Department for the communications and IT workshop. Congratulations to Officer Jarrod Jeffrey. April 2nd is the car show at the waterfront. March 12th is the commemoration of the 80th anniversary of the tanker bombing that occurred off the coast during WWII. He also thanked Mike Isenberg and Tish Hatem for their service. He said that the ACC tournament starts at 9:30 p.m. He wished everyone a blessed St. Patrick's Day.

Board Comments

Alderman Allen said that he wanted to address sewer infrastructure. This Board has taken a more proactive stance on sewer repairs, approved RFQ postings, and asked for comprehensive studies to help identify more significant issues. This Board is committed to addressing those concerns.

Alderman Carroll reiterated that infrastructure is a priority of this Board. And with regards to the annexation request from this evening, he said that they could allow it to stay outside of the City limits, or they can accept it and get some of the benefits. Those lots will still use our roads, so at least we are getting the tax revenue to help fund the repairs and other work.

Alderman Alt stated that there are some "feel good" projects that help the livability of the City. The City did not get into these problems overnight, and we won't be able to fix them overnight. There are other projects that we will have to make happen. Things were not handled well in the past. He added about the annexation that the Board could not change the zoning of those lots arbitrarily unless the owner asks for it. But the developer addressed the concerns already.

Alderman Davis reported that the women's club would be sponsoring a student art festival. On Saturday, April 23, 2022, the plaque at John Smith Cemetery will be installed, recognizing it on the National Register of Historic Places. The John Smith Cemetery is only the second black cemetery in the nation on the registry. The Forestry Committee tree plantings are scheduled for the following week.

Alderman Lombardi thanked Kate Singley for her work on the pollinator garden.

Mayor Pro-tem Mosteller reminded the public of the June 1st deadline to apply for the homestead tax credit program with the County. If you are a homeowner, the home is your full-time residence, you are sixty-five or older, and your 2021 household income was less than \$31,900, you may qualify to reduce your taxes by 50%. There is also a disabled veteran and tax deferment program. Please call Deputy Clerk Tanya Shannon if you have questions. She added the following comments: *"We do not have to look very far to know that volunteerism is alive and well in Southport. I am humbled by the commitment to our community Tish Hatem demonstrated while serving on the Planning Board for 15 years. Humbled, knowing this was just one of the many volunteer hats she continues to wear. Tish Hatem, thank you for your service.*

Finally, Mike Isenberg, you are a rock, a rock that has helped to provide the foundation for many of the decisions that are guiding the future of our City.

I am so very grateful for your years of commitment and service as our City Attorney. I am so very grateful for your kindness and your patience and for always returning my calls. Thank you for all your help. This is a bittersweet page to turn. On a personal level, Mike, I know you have given a lot, and I am happy you are taking some time for yourself. And while I understand you will no longer be retained by the city, I feel fortunate because I have your cell number. Mike Isenberg, a trusted advisor, and a valued friend. Thank you. You are the best!"

Adjourn

Mayor Hatem stated that it had been a fantastic meeting; he has enjoyed it. He suggested that the public should review the website and his video updates. The Board is talking about infrastructure. We are moving forward and are very proud of the citizens who are involved. We have a beautiful City and are so fortunate to live here.

Alderman Allen wanted to express his thanks for the generous donations of water rescue equipment.

Mayor Hatem thanked the Board, City Manager, and Attorney Mike Isenberg. ***Mayor Pro-tem Mosteller made a motion to adjourn the meeting, which Alderman Lombardi seconded. All ayes. Motion carried. Mayor Hatem adjourned the meeting at 8:39 p.m.***

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

Dorothy Dutton, City Clerk

**BOARD OF ALDERMEN
PLANNING BOARD
COMMUNITY BUILDING
MARCH 24, 2022
223 E. BAY STREET
SOUTHPORT, NC**

**SPECIAL JOINT MEETING
MINUTES**

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

PLANNING BOARD PRESENT: Chair Sue Hodgins, Will Hewitt, Gustavo Mibelli, Scott Jones, Christopher Jones, Fred Fiss, Dick Sloan

REMOTE PARTICIPANTS: Planning Board Members Maureen Meehan and Donnie Joyner

STAFF PRESENT:

Gordon Hargrove, City Manager
Tanya Shannon, Deputy City Clerk
Lisa Anderson, Assistant Comm. Director
Allayna Dail, Tourism & Comm Administrator
Kate Marshall, Animal Protective Services

Dorothy Dutton, City Clerk
Randy Jones, Tourism & Comm.
Thomas Lloyd, Development Serv. Director
Todd Coring, Chief of Police

PRESENTERS:

Chad Paul, CEO Bald Head Island Ltd.
McKay Siegel, Partner, East West Partners

Roger Perry, President, East West Partners

A) Call to Order

Mayor Hatem called the special joint meeting to order at 6:00 p.m.

B) Invocation

Alderman Lowe Davis gave the invocation.

C) Pledge of Allegiance

Mayor Hatem led everyone in the Pledge of Allegiance.

D) Approval of Agenda

After a motion was made by Alderman Allen and seconded by Alderman Lombardi, the Board of Aldermen approved the joint meeting agenda as presented. All ayes. Motion carried.

After a motion made by Will Hewitt and seconded by Gustavo Mibelli, the Planning Board approved the joint meeting agenda as presented. All ayes. Motion carried.

E) Mayor's Opening Comments and Agenda

Mayor Hatem welcomed the Aldermen, Planning Board members, the developers, and the public to the meeting. He thanked the City Manager Gordon Hargrove, Thomas Lloyd, the City Clerks, Communications staff, and Eileen Hennessy. He explained that if approved and built out, the Indigo Plantation Phase 2 project will be the most significant planned development since Southport was first developed. Mayor Hatem said that many studies are being conducted to consider the impacts of the development, including infrastructure, traffic, personnel, and finances. He said that part of his

responsibility is to ensure that the Boards and the public have enough information to make a good decision. He also reminded the public that there is a Town Hall meeting scheduled for April 4, 2022, at 6:00 p.m., which is the best opportunity for the public to ask questions. Mayor Hatem asked Thomas Lloyd, Development Services Director, to introduce the project.

Mr. Lloyd explained that the developers have submitted an application for a PUD Master plan rezoning. The property is adjacent to Smithville Woods, Cades Cove, and the existing Indigo Plantation. The property is already in the City's extraterritorial jurisdiction. The Planning Board has (90) days to review the proposed PUD, and then they must make a recommendation to the Board of Aldermen. The Master development bubble diagram identifies different densities and what uses are allowed in those areas. The maximum number of units is included in the master plan approval. This property is 346.7 acres with 1500 residential units and some commercial areas reserved. City staff is currently working with two consulting groups to complete an infrastructure and fiscal analysis. Mr. Lloyd announced Chad Paul, the CEO of Bald Head Island Limited, and Roger Perry and McKay Siegel from East West Partners. Mr. Chad Paul said that he was involved with the original Indigo Plantation project; he dug the footers for the original fence. After so much time has passed, now is the right time to focus on phase 2. The property owner, Mr. Mitchell, passed away seven years ago, but the estate is still being settled. The Mitchell family wants to do a great job because they want to leave a good legacy. Mr. Paul said that they wanted to work with East West Partners because they have an excellent record of stewardship. The inspiration for the homes is the historical homes along Bay and Lord Streets. The County will provide water and sewer utilities.

Mr. Roger Perry, the President of East West Partners, thanked both Boards and said they are here to try to come together with the public to figure out the best possible use of the property. They want to help the social wealth and health of the communities. All of the existing communities that East West Partners developed have a high level of satisfaction. The best example is Meadowmont in Chapel Hill. They worked very well with Chapel Hill, and now it is one of the most imminent developments. The development added \$1 billion to tax value and includes single-family detached, condos, townhomes, apartments, and retail/office space.

McKay Siegel introduced the project from a holistic approach. He said that there is a beautiful marina, open space, and the unique character of Southport. The bubble diagram is color-coded based on density. The purple and red areas are the densest with apartments or townhomes. The number proposed is their best guess right now, but it will likely change. There are many areas identified for open space. The planned open space areas, trails, and parks will be open to the whole City of Southport. Mr. Siegel and another representative walked through Southport and compared housing styles, prices, and sidewalks. They want to use styles and materials similar to what is already used in Southport. The developers will install the water and sewer infrastructure and give it to the County. The City will provide electrical service and stormwater management. There will be sidewalks on both sides of the roads, and they will use good caliber, native street trees. The traffic engineer was unavailable to attend this meeting, but he will be attending the April 4th meeting. The project's residential portion should add a value of approximately \$750 million to our tax base, and the commercial portion should add \$26 million.

Mr. Chad Paul said that some developments outside the City limits still use City resources. By annexing into the City, they will at least provide ad valorem taxes to help pay for infrastructure upgrades. There is a dirt road from 11th Street to the hydrant beside the VFW on 9th Street. The City owns a piece of property at the end of 11th Street and where the pump station is located. Mr. Roger Perry explained that the traffic projections were made through 2040. The recommended improvements were derived from the traffic impact analysis. Signalization and additional exits will be added. All of the roads will be built to NCDOT standards. The intersection of Robert Ruark and NC211 (Howe St)

is a unique opportunity because it serves as the front door to the City.

Alderman Lombardi thanked the developers for the presentation. He asked for more information about the types of retail that would be included. Mr. Paul said that it depends on how much traffic we want on the streets. There would probably not be anything like a full grocery store, but they want to consider the hospital's needs. They have also considered an assisted living facility.

Alderman Alt stated that he is concerned about the impact on school traffic and asked if the traffic impact analysis considered that. Mr. Perry said that the TIA did take that into account because it looked at the trip generation during peak rush hour. Mr. Perry also added that there would be deed restrictions against short-term rentals. He noted that they waited until the new Unified Development Ordinance was adopted so that they would fall under the new standards. He said they do not want to be a closed community; they want to encourage non-vehicular traffic and the public to use the amenities.

Planning Board member Christopher Jones expressed concern that they did not have the entire TIA, so Mr. Lloyd emailed it to everyone. Mr. Jones also asked how adjacent neighborhoods affected the necessary resources for their other developments, such as medical care and restaurants. Chad Paul stated that the planned commercial space would include some of the resources that the residents would need. He also agreed that demographics are changing, and some younger folks are moving in. They have to be accommodating to all people. Mr. Perry added that the build-out time is likely ten years, and they will have to be flexible to allow for market changes. Planning Board member Scott Jones asked if they were open to reducing the density at all or would they walk away from the entire project. Mr. Perry and Mr. Paul agreed that it is not all or nothing. They are open to discussion, but historically speaking, this type of development is successful.

Mr. Will Hewitt asked if the traffic engineer would be available at the April 4th meeting, and Mr. Perry assured him that he would be present. Mr. Gustavo Mibelli asked for more information about the proposed density compared to the existing density. They discussed creating a map/picture that would overlay the proposed sketch drawing on top of the aerial picture. That would better show connectivity. Also, it would be helpful to see comparisons of different streetscapes; with the number of houses on existing streets versus what is proposed. Planning Board Chair Sue Hodgins asked if they planned to build in phases and, if so, what are the phases? Mr. Perry replied that the soonest the first house would likely not be ready to move in for 2.5 years. He also stated that they intend to pay for all offsite utility connections and traffic mitigations. Sue Hodgins stated that she hopes that younger folks, Bald Head Island employees and service workers will also be able to live there. Chad Paul said they don't know precisely what the demographics will be, which is one benefit of having a PUD. It allows for some changes in housing types, as needed.

Planning Board member Fred Fiss was concerned about construction traffic having a major impact. Chad Paul said construction traffic would be mitigated by using a central laydown yard and coordinating with law enforcement for the concrete trucks. Alderman Carroll is concerned that a second commercial core would be created. Mr. Perry said there might be a restaurant and a store, but he believes that the project will encourage more development on the edge of the City limits.

F) Public Comment

Mayor Hatem said that it was an excellent presentation and discussion. He announced that it was time for public comment and asked the City Clerk to begin calling people to speak. Dorothy Dutton called Ginny Prunty to speak. Ms. Prunty stated her name and her address as 5906 Dutchman Creek Road. She asked the Board if they had really considered the additional 188 units at the marina. The traffic study only measured the traffic at the intersections. She asked the developers if they had considered the increased traffic on Indigo Plantation Road? McKay Siegel said that as he understood it, only the

NCDOT roads were studied. Sidewalks were going to be built on both sides of the street in Phase 2, increasing walkability.

Kathy Cabral, a resident at 308 W. West Street, spoke next. She said that it is important to consider the impact of 1500 more homes while the existing infrastructure is failing. She said that the developers were aware that the property was zoned R-20 when they purchased it, but now they want to rezone it. Matthew Lawrence, resident at 1003 Bussell's Turn, said that the TIA is dense and unmanageable. He appreciates that the developers want to preserve the trees. This development might be our best bet. He urged the public to schedule a meeting with Thomas Lloyd to review the plan. He expressed concern that there are only two ways in and out of the City, especially if there is an emergency.

Brian Stevens, residing at 503 Cades Cove, expressed concern that too much was being made out of Southport. The proposed development will take the peace and quiet out of the area. He paid \$3820 in taxes last year and said that is enough to allow him some peace and dignity at his home. He asked the developers to consider building a kayak launch into the Indigo project. Mr. Paul said they are considering it, but they would have to sort out bathrooms and parking. He added that R-20 zoning encourages clear-cutting, but they want to work with us to find the right balance.

Terry Pierce thanked the Board and the developers for the opportunity to ask questions. Mr. Pierce is a bicycle advocate and was pleased to hear about the planned shared-use paths. But he believes a fundamental issue is being overlooked. Mr. Pierce said that the City is a peninsula, and there are only two ways to get in or out. He suggested that crossing the creek or canal to Long Beach Road should be considered. And he asked the Board and developers to rethink the proposed density.

Mayor Hatem stated that the City is working on the kayak launch. An ad hoc committee will be appointed to study the project. The proposed area is unsafe because the marina is working on its building for the time being.

Ms. Dutton called Rebecca Kelley to the podium for her comments. She thanked everyone for the opportunity to speak. She said that the kayak launch is a great project, but considering sewer spills into the creek, the City might want to focus on the wastewater issues first. Ms. Kelley resides at 5971 Dutchman Creek Road and grew up in Indigo Plantation. She loves the quiet aesthetic of what it is now. She implores the Planning Board to consider not rezoning the property. The developers knew what the zoning was when they attained the property. She mentioned the traffic around the school and mentioned that more families with children are moving into the area. She also encouraged the Board to ensure that no short-term rentals are allowed.

Chad Paul stated that Mr. Perry didn't buy the property and then tried to rezone it. They will develop it based on whatever they work out with the City. He also said they are purposely rerouting their utilities away from the 9th Street pump station. Alderman Carroll asked if there was a backup plan if the Board did not approve the proposed project. Mr. Paul said it seemed the Mitchells would put the property on the market and sell it.

Kathy Cabral asked if she could return to the podium for another comment. She said that her earlier point might have been misunderstood. She meant that most of the Board probably wouldn't be serving anymore in ten years. Their legacy would be the 1500 home subdivision.

G) Planning Board Review Committee Selection

Mayor Hatem asked Planning Board Chair Sue Hodgins to speak about the review committee. Ms. Hodgins said that Ms. Meehan and Mr. Joyner were physically absent but were watching the meeting from home. Now that the Planning Board has been informed about the proposed Indigo Phase 2 project, a review committee would be formed to take a closer look at the project and then report back to the Planning Board so that they may make a recommendation. Ms. Hodgins announced that Ms. Meehan, Mr. Chris Jones, and herself would serve on the review committee.

H) Board Comments

Mayor Pro-tem Mosteller said that the residents are passionate about Southport. A development company should understand what matters. The Board must use humility and understand their responsibility. Please help them find ways to mitigate the development outside of the City. Please help them find ways to be inclusive because diversity is important. She thanked everyone for contributing. Mr. Perry said that her comments were wonderfully said. The developers are working with the City to find a solution that works for both the developers and the City.

Alderman Davis commented that it is important to identify what happened that evening. Everyone heard a very sophisticated sales pitch. No one was entirely in support of the development. She expressed thanks to the Planning Board for what will be (3) months of hard deliberation.

Alderman Alt said that he echoes Alderman Davis's comments. He wants to encourage the public to attend the meetings and speak. He also agreed with Mr. Mibelli's comments about needing a different sketch. Adding that visuals help make a decision.

Mayor Hatem thanked the City Manager and staff, East West Partners, and Bald Head Island Limited. He also thanked the Planning Board and the citizens. He reminded the public that there are six or seven more opportunities for public comments before the Board considers voting on the project.

I) Adjourn

Mayor Pro-tem Mosteller and Alderman Lombardi made a motion to adjourn. Alderman Allen seconded the motion. Mayor Hatem adjourned the meeting at 9:18 p.m. All ayes. Motion carried.

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

Dorothy Dutton, City Clerk

NOISE ORDINANCE AMENDMENT

City Code Enforcement Officer Chris Martin was asked to write (or edit) the noise ordinance so that it makes more sense to the police officers as well as eliminate the need for sound-measuring equipment. The equipment is very hard to manage without very specific training.

The proposed amendment does leave some ambiguity, but it simplifies what constitutes an appropriate amount of noise, and what would be in violation.

If you approve the Consent Agenda, the proposed Noise Ordinance Amendment will be adopted. The former ordinance will be considered repealed upon the date of approval.

**CITY OF SOUTHPORT BOARD OF ALDERMEN
AN ORDINANCE AMENDING CHAPTER 9-DIVISION 3. NOISE
OF THE CODE OF ORDINANCES**

BE IT ORDAINED by the Board of Aldermen of the City of Southport that Chapter 9, Article 2, Division 3 of the Code of Ordinances is hereby amended to read as follows:

Division 3. Noise

Sec. 9-91. – Unnecessary noises prohibited.

It shall be unlawful for any person, firm, or corporation to create or assist in creating any unreasonably loud, disturbing sound levels in the city, taking into consideration volume, duration, frequency, and other characteristics of the sound.

Sec. 9-92. – Prohibited noises

It shall be unlawful for any person to make any distinct and loud audible noise, created by any means, that unreasonably annoys, disturbs, or endangers the comfort, health, and peace of any person, or precludes their enjoyment of property or other activities.

(1) any sound, by frequency, tempo, and duration, that is plainly audible and that a reasonably prudent person would recognize as likely to unreasonably disturb persons in the vicinity.

(2) any noise or sound, for any duration, relating to any occupied or unoccupied residential structure, emitted between the hours of 11:00pm and 7:00am on any day that can be heard by a reasonably prudent person, 100 feet away from the property line of that structure.

Sec. 9-93. – Regulation of amplified sound.

It shall be unlawful for any person, entity, or establishment to play, operate, cause to be played or operated, or allow to be played or operated, any musical instrument, radio, amplified music or other sounds in a courtyard or other outdoor area which is not in a completely enclosed structure between the hours of 11:00pm and 7:00am on any day, that can be heard by a reasonably prudent person, 100 feet away from the property line of that venue.

All other sections and provisions of Division 3 are hereafter repealed, and this ordinance is in effect on its date of approval.

This the 14th day of April 2022.

ATTEST:

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

Dorothy Dutton, City Clerk

By approving the Consent Agenda, you are adopting this
Code of Ordinance Amendment.

SHORELINE STABILIZATION PROPOSAL APPROVAL

When you approve the Consent Agenda, you are approving the proposal from Olsen Associates, Inc. and authorizing the City Manager to execute any required documents to contract with Olsen Associates.

March 22, 2022

Mr. Gordon Hargrove, City Manager
City of Southport
Southport City Hall
1029 N. Howe Street, Suite 100
Southport, NC 28461



Re: City of Southport, North Carolina
Proposal for Professional Coastal Engineering Services related to
Shorefront Improvement Project (Phase IA)

Dear Mr. Hargrove:

Olsen Associates, Inc. (OAI) presents for your consideration the following proposal for professional coastal engineering services to support the design update and permitting of a shorefront improvement project for the City of Southport, North Carolina (City). An initial planning and design investigation was conducted by OAI in 2018 (Phase I) and a preferred plan was selected by the City at that time. The services described herein are intended to confirm the City's preferred plan and update the design information based on current (2022) conditions and future projections. Should the City decide to pursue an alternate plan, this scope of work and proposed budget will need to be amended.

Specifically, this proposal includes "Phase IA" services related to survey data collection, preferred plan confirmation, design refinement for sea level rise and potential port deepening effects, schematic-level engineering and design update, cost analysis update, permitting support, and public coordination assistance. This proposal assumes that State and Federal permits will be sought on behalf of the City under a separate contract with a third-party qualified consultant. Following receipt of State and Federal permits, final engineering design, plans and specifications development, bidding assistance, and construction oversight support will be provided as a subsequent phase of work and consultant services agreement (Phase II). The Phase IA tasks and proposed fee for the Phase IA work described herein are as follows:

A) Site Visit, Surveys and Project Scope Confirmation. OAI shall conduct a site visit to the Southport shoreline to document current site conditions through observations. Also, OAI shall collect an updated topographic and hydrographic survey of the subject shoreline. This will be conducted by a qualified subconsultant to quantitatively describe the current physical condition of the dune, beach and nearshore along the 4,000 ft shorefront. OAI will also conduct a cultural resource survey of the subject shoreline using a qualified subconsultant. This survey results will support the design update and regulatory review of the proposed project plan.

During the site visit, OAI will be available meet with City representatives to discuss overall project objectives and City goals regarding shorefront improvements. The previously

selected plan will be used as the basis for the discussion. The site visit will include travel between Jacksonville, Florida and Southport, North Carolina and one (1) day in the field and in-person meeting(s) with City representatives, as directed by the City.

Olsen will also develop scopes of work for a topographic/hydrographic and cultural resource surveys, manage the subconsultants, and review deliverables.

Deliverables: Formulation of survey scopes of work for topo/hydro and cultural resource surveys, survey data reports, as available, and brief memo that details relevant existing conditions of project site.

Cost for Task A:

- Mgt, Site Visit, and Memo: \$13,400.00 (lump sum), plus travel expenses for site visit¹.
- Topo/Hydro Survey (OAI/McKim and Creed²): \$27,800.00
- Cultural Resource Field Survey (OAI/Tidewater Atlantic Research³): \$13,800.00

B) Project Design Refinement for Sea Level Rise (SLR) and Potential Port Deepening Effects. Following receipt of the topographic/hydrographic and cultural resource surveys (Task A), OAI shall reevaluate the previously selected project plan relative to the current seabed and shoreline conditions. OAI shall also consider the more recently available meteorological and oceanographic information, sea level rise projections, and predicted effects (by others) of planned port deepening, as necessary to establish parameters to be applied to schematic level design update (Task C). The oceanographic analysis will include a desk-top assessment of tide levels, currents, waves, storm conditions and sea level rise projections at the project site. The potential impacts of port deepening upon the shoreline and project design will be considered from previous work sponsored by the Port of Wilmington (NC Ports, 2020). Detailed numerical models will not be used in this Task.

Deliverables: OAI shall prepare a summary memo that describes relevant existing and expected future site conditions, as well as recommended design modifications to the previously selected plan that may be necessary to address expected future conditions.

Cost for Task B: \$12,600.00 (lump sum).

C) Schematic-Level Engineering and Design and Cost Analysis Update. Following review of existing conditions and any changes to the preferred plan following completion of Task B, OAI shall update the schematic-level design sufficient to support the formulation of permit applications. Olsen shall integrate physical, environmental (by others), and cultural resource survey data into the schematic-level design to develop sufficient details regarding

¹ A budget allowance of \$4,000.00 for travel expenses (two engineers) for Task A is recommended.

² McKim and Creed offices in Wilmington, NC.

³ Dr. Gordon Watts office in Washington, NC.

the project plan to support a permit application and agency review. This will include (1) schematic layout drawings and details of structures, beach fill and shore improvements and (2) incorporation of available environmental and cultural resource survey results. OAI will additionally update the preliminary opinion of probable cost to construct. Should regulatory agencies require more detailed analyses, such as numerical modeling, the scope of work and budget for this task will need to be amended at that time.

Deliverables: OAI shall prepare/update schematic level design drawings sufficient for permit application documents and update the initial opinion of probable cost-to-construct. OAI shall also summarize prepare an accompanying engineering summary memorandum that details design assumptions in a form that can be submitted in support of the permit application.

Cost for Task C: \$18,200.00 (lump sum).

- D) Sand Source Identification.** OAI shall seek to identify up to three (3) candidate upland sand sources that could be potentially used for the sand fill component of the project. OAI shall make one (1) site visit to each mine, as appropriate. It is assumed that representative sand product samples will be provided by the mines and shipped to the Olsen offices in Jacksonville, Florida for subsequent analysis. Up to four (4) samples from each mine will be analyzed in commercial geotechnical labs in Jacksonville, Florida. OAI staff will also collect up to 20 native beach sediment samples for comparison to candidate sources, compatibility analyses, and permit submittal. OAI shall review physical sand samples, inspect laboratory analyses for representative samples and perform requisite beach compatibility analyses to support identification of the most suitable source.

Deliverables: OAI shall visit up to 3 mines near Southport and prepare an engineering memo that summarizes the characteristics of the various candidate sand sources, compares each candidate source to the native beach sand conditions, and recommends the apparent most suitable source(s).

Cost for Task D: \$13,400.00 (lump sum), plus travel expenses for sand mine visits.⁴

- E) Permitting Support.** OAI shall support the City's environmental consultant who will be responsible for permit application preparation, submittals, and coordination. An environmental consultant unrelated to OAI and not under a subcontract to OAI will serve as the Permit Agent and be responsible for the permitting effort. OAI will support this third-party consultant through work and products produced under Phase 1A services.

The OAI effort shall (1) assemble and provide supporting information (graphics, text, etc.) from existing information, including information prepared under Tasks A-D, to support the

⁴ A budget allowance of \$2,000.00 for travel expenses (one engineer) for Task E is recommended.

preparation and review of the project permit application, (2) respond to questions from the agencies, and (3) participate in conference calls, as necessary. Should the agencies require information and analyses that are not already available (i.e., more detailed engineering analyses, numerical modeling, site survey data, etc.), this scope of work and budget will need to be amended accordingly. It is assumed that the formal project permit application(s) will be prepared and coordinated by others. Allowance is included for OAI to attend teleconference and/or in-person meetings in Wilmington for requisite meetings with State and Federal regulatory and resource agencies to support review of the permit applications. This task additionally includes preparation of the cultural (archaeological) resources report, for permitting purposes, pursuant to the field survey and data report in Task A.

Cost for Task E:

- OAI Permitting Support: \$20,000.00 (allowance, T&M, NTE).
- Cultural Resource Report and Agency Coordination (Tidewater Atlantic Research): \$6,000 (Lump Sum)

F) Public Coordination. As necessary, OAI shall be available to assist the City with public coordination related to the planning and permitting of the updated design of the preferred project plan. This may include participation in one (1) community workshop in Southport to gain feedback related to community goals and the project concepts. It is assumed that OAI representative(s) will travel between Jacksonville, FL and Wilmington/Southport for the meeting. OAI staff also will be available during this visit to meet with City leaders (independent of a larger community meeting) to discuss the concept plan as well as matters that require direct coordination with the local community and stakeholders.

Deliverables: OAI shall be available, as needed, to prepare presentation materials which may include, but not be limited to, handouts, posters, and a Powerpoint presentation for City and public stakeholder coordination and be available as need to attend meetings, discuss technical matters, and answer questions.

Cost for Task F: \$12,000.00 (allowance, T&M, NTE).

Cost Summary

Cost for Task A (Site Visit, Surveys, Project Scope Confirmation):

- \$55,000.00 (lump sum)
- \$4,000.00 (allowance for travel expenses)

Cost for Task B (Project Design Refinement): \$12,600.00 (lump sum).

Cost for Task C (Schematic Level Engineering): \$18,200.00 (lump sum).

Cost for Task D (Sand Source Identification):

- \$13,400.00 (lump sum)
- \$2,000.00 (allowance for travel expenses)

Cost for Task E (Permitting Support):

- \$6,000.00 (Lump Sum)
- \$20,000.00 (allowance for OAI)

Cost for Task F (Public Coordination): \$12,000.00 (allowance for OAI)

Total Lump Sum:	\$105,200.00
Total Allowance for OAI:	\$ 32,000.00
<u>Total Allowance for Travel Expenses:</u>	<u>\$ 6,000.00</u>
Total:	\$143,200.00

Please let me know if you have any questions regarding the proposed approach and this submittal. Thank you for the opportunity to present this proposal to the City of Southport.

Sincerely,



Christopher G. Creed, P.E., D. CE
Principal Engineer, Vice President

Att: Figure 1: 2018 Selected Plan

Reference:

2020, North Carolina Ports, *“Wilmington Harbor, North Carolina Navigation Improvement Project: Integrated Section 203 Study & Environmental Report,”* report prepared for the US Army Corps of Engineers, February 2020.

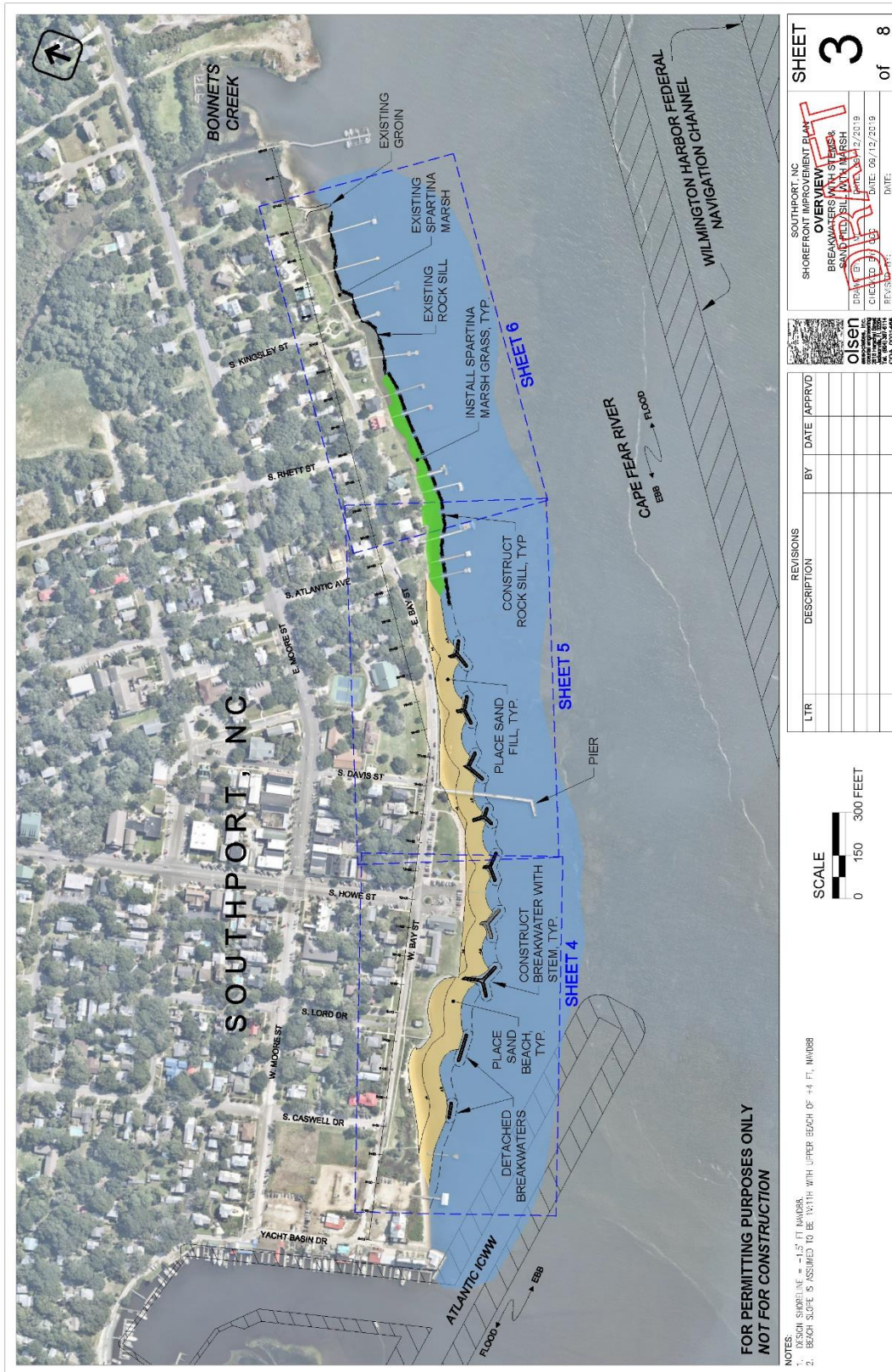


Figure 1: 2018 Selected Plan; City of South Port Shoreline Improvement Project.



**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION IN SUPPORT OF APPLYING FOR GRANT AND LOAN ASSISTANCE
FOR NC DEQ DIVISION OF WATER INFRASTRUCTURE FUNDING**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of wastewater treatment works; and
- WHEREAS, The City of Southport has need for and intends to construct a wastewater treatment plant expansion project described as adding 750,000 gallons per day of treatment capacity to Brunswick County's existing wastewater treatment plant in Shallotte; and
- WHEREAS, The City of Southport intends to request State loan and/or grant assistance for the project,

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

1. That City of Southport, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.
2. That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
3. That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Southport to make scheduled repayment of the loan, to withhold from the City of Southport any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
4. That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.
5. That Gordon Hargrove, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.
6. That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
7. That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 14th day of April, 2022 at Southport, North Carolina.

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

Dorothy Dutton, City Clerk

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk of the City of Southport does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City of Southport duly held on the 14th day of April, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of April, 2022.

Dorothy Dutton, City Clerk
City of Southport



**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION IN SUPPORT OF APPLYING FOR GRANT AND LOAN ASSISTANCE
FOR NC DEQ DIVISION OF WATER INFRASTRUCTURE FUNDING**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of construction of a wastewater collection system; and
- WHEREAS, The City of Southport has need for and intends to construct a wastewater collection system project described as rehabilitation of the original 1913 Southport sewer system; and
- WHEREAS, The City of Southport intends to request State loan and/or grant assistance for the project,

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

1. That City of Southport, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.
2. That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
3. That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Southport to make scheduled repayment of the loan, to withhold from the City of Southport any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
4. That the **Applicant** will provide for efficient operation and maintenance of the project on completion of construction thereof.
5. That Gordon Hargrove, City Manager, the **Authorized Official**, and successors so titled, is hereby authorized to execute and file an application on behalf of the **Applicant** with the State of North Carolina for a loan and/or grant to aid in the study of or construction of the project described above.
6. That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
7. That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 14th day of April, 2022 at Southport, North Carolina.

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

Dorothy Dutton, City Clerk

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IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of April, 2022.

Dorothy Dutton, City Clerk
City of Southport



**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION IN SUPPORT OF APPLYING FOR GRANT AND LOAN ASSISTANCE
FOR NC DEQ DIVISION OF WATER INFRASTRUCTURE FUNDING**

- WHEREAS, The Federal Clean Water Act Amendments of 1987 and the North Carolina the Water Infrastructure Act of 2005 (NCGS 159G) have authorized the making of loans and grants to aid eligible units of government in financing the cost of a study of the wastewater collection system; and
- WHEREAS, The City of Southport has need for and intends to study a wastewater collection system project described as an inflow and infiltration (I&I) study of the City's post 1913 wastewater system; and
- WHEREAS, The City of Southport intends to request State loan and/or grant assistance for the project,

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

1. That City of Southport, the **Applicant**, will arrange financing for all remaining costs of the project, if approved for a State loan and/or grant award.
2. That the **Applicant** will adopt and place into effect on or before completion of the project a schedule of fees and charges and other available funds which will provide adequate funds for proper operation, maintenance, and administration of the system and the repayment of all principal and interest on the debt.
3. That the governing body of the **Applicant** agrees to include in the loan agreement a provision authorizing the State Treasurer, upon failure of the City of Southport to make scheduled repayment of the loan, to withhold from the City of Southport any State funds that would otherwise be distributed to the local government unit in an amount sufficient to pay all sums then due and payable to the State as a repayment of the loan.
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6. That the **Authorized Official**, and successors so titled, is hereby authorized and directed to furnish such information as the appropriate State agency may request in connection with such application or the project: to make the assurances as contained above; and to execute such other documents as may be required in connection with the application.
7. That the **Applicant** has substantially complied or will substantially comply with all Federal, State, and local laws, rules, regulations, and ordinances applicable to the project and to Federal and State grants and loans pertaining thereto.

Adopted this the 14th day of April, 2022 at Southport, North Carolina.

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

Dorothy Dutton, City Clerk

CERTIFICATION BY RECORDING OFFICER

The undersigned duly qualified and acting Clerk of the City of Southport does hereby certify: That the above/attached resolution is a true and correct copy of the resolution authorizing the filing of an application with the State of North Carolina, as regularly adopted at a legally convened meeting of the City of Southport duly held on the 14th day of April, 2022; and, further, that such resolution has been fully recorded in the journal of proceedings and records in my office.

IN WITNESS WHEREOF, I have hereunto set my hand this _____ day of April, 2022.

Dorothy Dutton, City Clerk
City of Southport

**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION DECLARING PROPERTY SURPLUS AND AUTHORIZING
THE SALE OF SAID SURPLUS PERSONAL PROPERTY BY SEALED BID**

WHEREAS, the Board of Aldermen for the City of Southport desires to declare specific property Surplus and sell the property in accordance with the City of Southport's policies and the North Carolina General Statutes; and

WHEREAS, the Board of Aldermen of the City of Southport hereby declares the following property as surplus;

2019 Dodge Durango, VIN# 1C4SDJFT7KC631933

2016 Chevrolet Tahoe, VIN# 1GNSKFEC3GR254825

WHEREAS, N.C.G.S. 160A-268 permits the City to sell personal property by advertisement and sealed bid.

NOW, THEREFORE, the Board of Aldermen of the City of Southport resolves that:

1. The Board of Aldermen hereby authorizes the sale of the above mentioned personal property by sealed bid.
2. The City will accept sealed bids for the property until Monday, May 2, 2022 at 12:00 p.m. Bids shall be delivered to the office of the City Clerk's office located at City Hall, 1029 N. Howe Street, Southport on the second floor.
3. At 3:00 p.m. Monday, May 2, 2022, all bids shall be opened in public, and the amount of each bid recorded. The record of bids shall be reported to the Board of Aldermen at their regular meeting on Thursday, May 12, 2022.
4. The Board of Aldermen will determine the highest responsible bidder and will award the bid at its regular meeting on May 12, 2022. Bids will remain open and subject to acceptance until the Board awards the bid.
5. In addition, to be responsible, the bidder must be current on payment of all property taxes owed to the City.
6. The City reserves the right to withdraw the property from sale at any time and the right to reject all bids.

Adopted this the _____ of April 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT BOARD OF ALDERMEN
ARBOR DAY PROCLAMATION**



WHEREAS, in 1872, J. Sterling Morton proposed to the Nebraska Board of Agriculture that a special day be set aside for the planting of trees, and

WHEREAS, this holiday called Arbor Day was first observed with the planting of more than a million trees in Nebraska, and

WHEREAS, Arbor Day is now observed throughout the nation and the world, and

WHEREAS, trees can reduce the erosion of our precious topsoil by wind and water, cut heating and cooling costs, moderate the temperature, clean the air, produce life-giving oxygen, and provide habitat for wildlife, and

WHEREAS, trees are a renewable resource giving us paper, wood for our homes, fuel for our fires, and

WHEREAS, trees in our city increase property values, enhance the economic vitality of business areas, beautify our community, and

WHEREAS, trees in our city are a great source of joy and spiritual renewal.

NOW, THEREFORE, I, Joseph P. Hatem, Mayor of the City of Southport, NC, and the Board of Aldermen, do hereby proclaim April 29th, 2022 as ARBOR DAY in the City and urge all citizens to celebrate and support efforts to protect our trees and woodlands, and

FURTHER, I urge all citizens to plant trees to gladden the heart and promote the well-being of this and future generations.

DATED, this 14th day of April 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
2022 EARTH DAY PROCLAMATION**

WHEREAS, our home, this planet Earth, is adversely affected by population growth and rapid depletion of resources; and

WHEREAS, since the first Earth Day in 1970, the Clean Air Act has made the nation's air cleaner, the Clean Water Act has improved water quality, and the Endangered Species Act has attempted to preserve ecosystems to maintain the variety of species; and

WHEREAS, following the principles of reduce, reuse, and recycle, residents can improve their environment; and

WHEREAS, preservation is easier and less expensive than restoration; and

WHEREAS, Earth Day provides an opportunity for members of the community to study, learn and teach local activities which will contribute to protecting our planet's ecosystem; and

NOW, THEREFORE, BE IT RESOLVED, that I Joseph P. Hatem, Mayor of the City of Southport, do hereby proclaim Friday, April 22, 2022, as Earth Day. May all the citizens of Southport find ways to better understand, appreciate, and preserve our Earth's resources, especially the resources of our beautiful City.

Proclaimed this 14th day of April 2022.

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

Dorothy Dutton, City Clerk

Neighbors 4 Neighbors

The Board of Aldermen established Neighbors 4 Neighbors (N4N) in January 2020 to assist residents struggling to pay sewer bills. Due to the rising cost of water and sewer bills, an increase in the dollar amount is needed to better assist our residents in need. The program currently provides a \$20 monthly credit directly to participants utility bill.

In February 2022, the average water/sewer bill for our N4N participants increased to \$118.13 (base rate of \$102.93 + \$15.20 for additional 1,000 gallons; average usage is 2,000 gallons). Prior to February, the base rate was \$98.93 (included up to 3,000 gallons of usage). This increase of \$19.20 has created an additional hardship for residents already struggling to pay their bills.

To better assist our residents, we would like to increase the amount of assistance and suggest \$40 monthly, an increase of \$20.

Below is an overview of the program:

If a resident needs assistance, they contact Brunswick Family Assistance (BFA) to see if they qualify. An Intake Specialist with BFA is available in Southport every Wednesday from 9:30 to 11:30 AM at Trinity United Methodist Church, 209 E Nash St. BFA is also available in Shallotte at 4600-10 Main St if Wednesday is not convenient. Income and household expenditures are analyzed to determine eligibility for the program. Once initially qualified, the resident must call BFA, 910-754-4766, at the beginning of each month to request the assistance again. No additional information or in-person visit is required.

We currently have 16 residents participating in the Senior N4N program, which is funded by the City of Southport, and 4 residents participating in the non-senior program, funded by donations.

We also have 5 residents that donate a flat dollar amount (added to their utility bill) every month. If a resident is interested in donating to the program, they can call our office at 910-457-7900, option 1. We can accept a one-time donation or a monthly pledge. Every dollar will make a difference in the lives that it touches!

By approving this as part of the Consent Agenda, the Board will be increasing the amount of assistance by \$20.00, for a total of \$40 monthly.

Dorothy Dutton

From: Spadaccini, Paul <Paul.Spadaccini@moody.com>
Sent: Wednesday, March 23, 2022 11:24 AM
To: Dorothy Dutton
Subject: RE: Board question

Hi Dorothy –

The issuer rating process would take about two to three weeks. However, if the City is planning to issue GO bonds in the near future I would recommend holding off on the issuer rating and just applying for a rating on the bonds when the time comes.

Let me know if you have any additional questions. Happy to help.

Best regards,
Paul

.....
Paul Spadaccini
Senior Associate - Account Management
212.553.7199 tel
paul.spadaccini@moody.com

Moody's Investors Service
7 World Trade Center at
250 Greenwich Street
New York, NY 10007

**Please note that Moody's analysts are not permitted to engage in, or be privy to, any fee discussions. Please do not include analysts in any fee related correspondence. If you have any questions or comments regarding the application or the fees contained within, please feel free to contact me.*

From: Dorothy Dutton <Ddutton@cityofsouthport.com>
Sent: Wednesday, March 23, 2022 11:05 AM
To: Spadaccini, Paul <Paul.Spadaccini@moody.com>
Subject: Board question

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

Good morning!

I was reminded this morning that our Board of Aldermen had a question about the Issuer Credit Rating process. They would like to know how long the process takes to obtain the rating? Also, how long is it "good" for?

If we are considering General Obligation bonds for some projects in the somewhat-near future, you recommended waiting until we apply for the GO bonds in lieu of applying for the Issuer Credit Rating?

If you would rather speak over the phone, I am happy to call you.

Thank you!

Dorothy Dutton
City Clerk
City of Southport
(910) 457-7900 x1010



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STREET SWEEPER PURCHASE

The City submitted a Request for Proposals for a new street sweeper. The deadline to submit was February 18, 2022 at 2:00 p.m. That afternoon, we had received bids from (2) different companies, but one of those companies, Amick Equipment, provided bid information for (3) different pieces of equipment. In addition, only one of those companies (Amick Equipment) was present for the bid opening and was able to answer some of our questions.

Here are the models that we reviewed:

Amick Equipment: Amick 435 Tymco
Amick 600 Tymco
Amick 600 (Non-CDL) Tymco
Joe Johnson Equipment: Regen X

Several factors were taken into consideration including the requested specifications, delivery date, extra features, historical factors, and cost. For example, the Amick 435, Amick 600 (non CDL), and the Regen X are all non-CDL chassis. The regular Amick 600 does have a CDL chassis, which limits the personnel that is qualified to operate the street sweeper. All of the models are made with a stainless steel hopper except for the Regen X. There were also extra equipment packages available that would make the street sweeper an even better tool for the City.

One of the most appealing factors, is that the Public Works crew has been using a TYMCO 600 street sweeper for many years and it has lasted well beyond the typical life cycle. Cost is definitely a factor to consider, but ultimately, City staff considers value, safety, and ease of use, to be more important.

We were concerned initially about the delivery date for the Tymco 600 (non-CDL), which would originally be almost a year. Tom Stanley discussed this concern with the Amick Equipment representative and after he discussed it with the TYMCO manufacturer, they felt comfortable quoting 180-240 days for delivery.

It is City staff's recommendation for the City to purchase the TYMCO 600 (Non-CDL) through Amick Equipment. The order would include the base package, and the additional equipment: pick-up head curtain lift, broom head assist, and the auto-sweep interrupt. This additional equipment increases the sweepers abilities under the sandy conditions, and also makes it safer to use for City staff.

The estimate that we have been provided for the TYMCO 600 (Non-CDL) with the additional equipment is \$ 269,200.00. Considering the other street sweeper has lasted twenty years, Staff feels that is a good value. We have included the estimate and a picture of the street sweeper for your review.

Because of the delivery date, and the expiration of the estimate, Staff would like the authorization to move forward with the purchase of the TYMCO street

sweeper, as presented. The payment of the equipment is due upon delivery, which will be the next budget cycle.

At the last meeting, Alderman Carroll asked to table this item until the April meeting and add it as a regular agenda item. He as interested in the City finding out about contracting out for City sweeping services. There are several disadvantages to that, and it would not be as good of a value. The Public Services Director has already investigated that option previously.

Please authorize the City Manager and Public Works Director to order the TYMCO 600 (Non-CDL) street sweeper, as presented.



END USER: SOUTHPORT, TOWN OF
TOM STANLEY

BODY INSTALL LOCATION: TYMCO - WACO, TX

Description	Price
-------------	-------

MODEL: **TYMCO 600**
 BODY SIZE: **6 YD**
 BODY PAINT: **WHITE**
 BODY WARRANTY: TYMCO: 1 YR SWEEPER, 2 YR SKIDS. AUX. ENGINE: SEE MFG. WARRANTY FOR DETAILS.

STANDARD EQUIPMENT INCLUDED

AUXILIARY ENGINE: JOHN DEERE 4045T FINAL TIER 4; 4 CYL; 275 CID; 99 HP @2200 RPM
 AMBER BEACON LIGHT - HOPPER MOUNTED
 AUXILIARY ENGINE IN-CAB AIR FILTER RESTRICTION INDICATOR W/GAUGE
 AUXILIARY ENGINE PROTECTION SYSTEM
 AUXILIARY FUSE PANE
 BACK-UP ALARM
 BLUELOGIC CONTROL SYSTEM
 DUO SKIDS
 DUST CONTROL SYSTEM - 220 GAL. CAPACITY
 GUTTER BROOMS: TWIN; LED FLOODLIGHTS & PARABOLIC MIRRORS
 HIGH CAPACITY DUST SEPARATOR
 HYDRAULIC SYSTEM PROTECTION
 LED ALTERNATING WARNING LIGHT SET
 LED STOP/TURN/TAIL LIGHTS
 PRESSURE BLEEDER
 REAR MOUNTED LED FLOODLIGHTS (2)
 REAR VIEW CAMERA SYSTEM
 REVERSE PICK UP HEAD SYSTEM
 RUBBER LINED BLOWER
 WATER FILL HOSE AND RACK
 WORK PLATFORM BEHIND CAB

OPTIONAL UPGRADES AND ACCESSORIES INCLUDED

AUXILIARY HYDRAULIC SYSTEM
 GUTTER BROOM DROP DOWN: RH
 GUTTER BROOM DROP DOWN: LH
 GUTTER BROOM VARIABLE SPEED: LH & RH
 ADD'L HOPPER WATER NOZZLE (ILO PICK-UP HEAD NOZZLES)
 HIGH OUTPUT WATER SYSTEM
 ABRASION PROTECTION PACKAGE
 DUMP SWITCH IN CAB
 HOPPER DELUGE SYSTEM
 HOPPER SCREEN VIBRATOR
 STAINLESS STEEL HOPPER
 STAINLESS STEEL HOPPER DRAIN SYSTEM
 CAMERA SYSTEM - REAR VIEW/PICK-UP HEAD VIEW
 LED FLOODLIGHTS - PICK-UP HEAD (LH & RH)
PICK-UP HEAD CURTAIN LIFTER
BROOM ASSIST HEAD
AUTO SWEEP INTERRUPT
 GUTTER BROOM TILT: LH & RH *INCLUDED WITH DROP DOWN GUTTER BROOMS

 2023 FREIGHTLINER M2-106; 26,000 LB GVWR
 LED TRAFFIC DIRECTING LIGHT
 PARABOLIC MIRROR HEAD - 12" (LH & RH)

DEALER SERVICES INCLUDED

FREIGHT TO AMICK EQUIPMENT
BODY PDI
AECI MOBILE ON-SITE WARRANTY PKG., 12 MO.
ON-SITE TRAINING - PROVIDED BY REQUEST

DELIVERY OPTION INCLUDED:

AECI DELIVERS TO END USER.

Subtotal: \$ 269,200.00

Unit Subtotal: \$ 269,200.00

Tax - Motor Vehicle (SC IMF / NC HUT): AECI will not collect

Unit Purchase Price: \$ 269,200.00

PAYMENT TERMS: Net 30

Completion ETA: 270-330 Days after receipt of ORDER

Please Note: ETAs are based on current schedules and are subject to change.

QUOTED BY: JOE COOK

DATE: 2/17/2022

EXPIRES: 3/20/2022

ADDITIONAL OPTIONS AVAILABLE

Price

NOTE: Indicate any additional options below you wish to order.

AIR OPERATED DIAPHRAGM WATER PUMP

\$ 2,000.00

ADDITIONAL OPTIONS: Prices shown in "additional options available" section are not included in the "Total" price and do not include taxes.

TAXES: Unless itemized above, prices do not include local, state or federal taxes.

MOTOR VEHICLE TAXES: AECI no longer collects SC "IMF" or NC "Highway Use Tax". Either the chassis dealer or the DMV will collect motor vehicle tax/fees when registering vehicle.

PAYMENT TERMS: Payment is due PRIOR to delivery. When ample credit has been extended to customer, payment is due within 30 Days of invoice.

TITLEWORK / MCO: Allow 5-10 business days after receipt of payment to process Title or Manufacturer's Certificate of Origin (MCO).

QUOTE EXPIRATION: Pricing is honored for 30 days from date quoted, barring extenuating circumstances such as, but not limited to, volatile markets, factory price increases, etc. AECI makes every effort to give as much notice as possible in such instances.

DELIVERY ESTIMATES: ETA's are based on production schedules at the time of quote and are subject to changes in truck or body production schedules as well other factors such as transportation delays, etc.

WEIGHT RESTRICTIONS: Operating overweight equipment can result in fines, damage to equipment or injury to operators. AECI makes every effort to quote equipment meeting local, state & federal weight regulations. Nevertheless, it is up to the end user to familiarize themselves with all applicable weight laws and avoid exceeding legal weight limits, regardless of truck's GVWR.

CHASSIS DEALERS: Please ensure chassis specs meet body manufacturer's minimum requirements, which are supplied upon request. Deviations may result in additional charges, for which the truck dealer will be responsible.

CHASSIS DEALER PAYMENT TERMS: Payment term begins when truck is delivered to customer or truck dealer for PDI, whichever is first. Payments received later than 15 DAYS are subject to penalty of 5% APR, calculated on a daily basis. ANY EXCEPTIONS must be agreed to writing prior to order.

COOPERATIVE PURCHASING CONTRACTS: Cooperative purchasing contract such as NCSA, Sourcewell, etc. are a tool which satisfies the competitive bidding requirements for some municipalities. Amick Equipment (or its Body Manufacturer) are approved vendors on several contracts, authorized to offer awarded equipment according to each contract's terms and conditions. If a contract award included both body and chassis, then that contract clearly satisfies the bidding requirements for both body and chassis. Some of Amick's contracts were awarded for the body portion only. Upon request, Amick may offer a compatible chassis from another qualified contract holder or may offer a non-contract option.. Unless explicitly stated, customers shall not assume that any of the equipment quoted are being offered under a purchasing contract. It is up the purchaser to determine whether purchasing any items - both explicitly listed on the contract or not, are permitted by their organization's purchasing guidelines.

APPLICATION FOR APPOINTMENT TO BOARDS AND COMMITTEES

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

First Preference Board of Adjustment

Second Preference Planning Board

Third Preference _____

Name Kate Seigler Spouse Name Scott Seigler
(if married)

Home Address 7000 Robert Ruark Dr. Telephone Number 954-709-9492

Business Address 4320 E. Beach Dr. Oki, NC Telephone Number 910-250-1190

E-mail Address Kataseigler@gmail.com

Resident of Southport Yes ☒ No ☐ How Many Years? 2.5 years, 6 previously on Oak Island

State and County of Legal Residence Brunswick Co, NC

Education Bachelor of Science, Florida State Univ, Juris Doctorate, Nova Southern University

Present Job/Employer owner, Pepperoni Grill at the Beach

Past Employment Staff Attorney, Chp 13 Trustee Southern District of FL

Current Civic/Community Participation _____

Island Town Council For 3 years. During that time

Reasons qualified for this appointment (optional) previously on Parks and Rec

Do you anticipate any conflicts of interest if appointed? Yes ☐ No ☒
Kate Seigler 3/17/22
Signature of Applicant Date
-1-
Advisory Board to Oak
with Advisory Board to
oversee development
of new Splash Pad and
Amphitheatre, among other
big projects. Have a
law degree and years
of practice as attorney.
I am not licensed in
North Carolina.

**RESOLUTION OF SOUTHPORT BOARD OF ALDERMEN REQUESTING
BRUNSWICK COUNTY BOARD OF COMMISSIONERS TO APPOINT
EXTRATERRITORIAL MEMBER TO THE CITY OF SOUTHPORT
BOARD OF ADJUSTMENT**

WHEREAS, there is an extraterritorial board position that has been vacant for a few months; and

WHEREAS, the City of Southport Board of Adjustment recently conducted interviews to fill vacant positions; and

WHEREAS, the City of Southport Code of Ordinances mandates that Brunswick County Board of Commissioners appoint said extraterritorial members; and

WHEREAS, the Board of Aldermen desires that the Brunswick County Board of Commissioners appoint said extraterritorial member as expeditiously as possible to assure the efficient functioning of the Board of Adjustment;

NOW, THEREFORE, BE IT RESOLVED that the City of Southport Board of Aldermen hereby request that the Brunswick County Board of Commissioners appoint Kate Seigler to the City of Southport Board of Adjustment to fill the vacancy.

This the 14th day of April, 2022.

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

Dorothy Dutton, City Clerk

ENGINEERING REPORT FOR BIDS RECEIVED

Taylor Field

City of Southport, North Carolina

April 12, 2022

- I. DATE AND TIME OF BID OPENING: March 15, 2022, 10:00 A.M.
- II. LOCATION OF BID OPENING: City Hall, Southport, North Carolina
- III. REPORT SUBMITTED TO: Heather Hemphill, Director of Parks & Recreation
- IV. DESCRIPTION OF PROJECT: Construction of an asphalt parking lot, asphalt walking trail, two dog park areas, three outdoor fitness stations, a picnic shelter, and associated site improvements including, but not limited to: chain link fencing and gates, signage, pavement markings and landscaping. The project site is located on the existing Taylor Field site in city limits. The proposed project is intended to improve the existing public park site. Brunswick Electric Membership Corporation will be responsible for the installation of the site lighting.

V. INVITATION TO BID

Drawings and Specifications in digital format were filed with QuestCDN and were thus available for download by prospective bidders upon visiting the Quest web site.

Hard Copies of Drawings and Specifications were made available for public viewing at:

- City Hall Council Chambers, Southport, North Carolina

Four bids were received at the advertised date, time, and place of the bid opening. All four bids were publicly opened and read aloud during the bid opening.

VI. SUMMARY OF BID OPENING

1. Lump Sum Bid

The Tabulation of "Lump Sum Bids" is attached. There were no mathematical computations required in preparing the bid.

The Total Lump Sum Bid for each Bidder is summarized below in the order of lowest bid to highest bid.

<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
MGK II Management & Construction LLC	\$ 328,000.00
Carmichael Construction Company Inc.	\$ 460,000.00
Simmons Public Utility Site Work, Inc. J. P.	\$ 484,750.00
Russ & Son, Inc.	\$ 529,486.00

2. Responsiveness to Bid Requirements

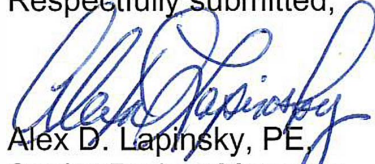
- a) Execution and witness of Bid: All bids were signed by an official of the respective bidding company and bids were attested.
- b) Bid Bond: All Bidders provided a Bid Bond in the amount of 5% of the bid amount. All bonds were provided by a surety company.

3. DISCUSSION AND RECOMMENDATION

The Bid documents make it clear that the Town has the right to reject any or all Bids; however, said decision should be grounded on reasonable bases.

Should the Town decide to proceed with awarding the contract, we recommend that it be awarded to MGK II Management & Construction LLC for an amount equal to \$328,000.00. Should the Town decide to rebid the project it will take approximately two weeks from the time the (rebid) decision is made till the bid date.

Respectfully submitted,



Alex D. Lapinsky, PE,
Senior Project Manager
McGill Associates, P.A.

Attachments

**Tabulation of Bids
City of Southport
Taylor Field**

March 15, 2022- 10:00 A.M.

Bidder	Bid Signed/Addendums Acknowledged-Bid Bond Included @ 5%	Lump Sum Base Bid
J P Russ & Son, Inc	✓	\$529,486.00
MGK II Management &Construction LLC	✓	\$328,000.00
Carmichael Construction Company, Inc	✓	\$460,000.00
Simmons Public Utlity Site Work, Inc.	✓	\$484,750.00

BID FORM

Taylor Field

20.07084

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ARTICLE 1 – BID RECIPIENT

This Bid is submitted to:

City of Southport
1029 N Howe Street
Southport, North Carolina 28461

The undersigned Bidder proposes and agrees, if this Bid is accepted, to enter into an Agreement with Owner in the form included in the Bidding Documents to perform all Work as specified or indicated in the Bidding Documents for the prices and within the times indicated in this Bid and in accordance with the other terms and conditions of the Bidding Documents.

ARTICLE 2 – BIDDER'S ACKNOWLEDGEMENTS

2.01 Bidder accepts all of the terms and conditions of the Instructions to Bidders, including without limitation those dealing with the disposition of Bid security. This Bid will remain subject to acceptance for **90** days after the date of the Bid opening, or for such longer period of time that Bidder may agree in writing upon request of Owner.

All Bidders shall comply with all applicable laws regulating the practice of general contracting as contained in Chapter 87 of the General Statutes of North Carolina. For contracts \$30,000 or more, except for certain specialty work as determined by the licensing board, bidders are required to become licensed by the NC Licensing Board. Non-Licensed bidders are permitted 60 days after bid opening to obtain proper licensing for the type of project being let.

ARTICLE 3 – BIDDER'S REPRESENTATIONS

3.01 In submitting this Bid, Bidder represents that:

A. Bidder has examined and carefully studied the Bidding Documents, the other related data identified in the Bidding Documents, and the following Addenda, receipt of which is hereby acknowledged.

Addendum No.

Addendum Date

B. Bidder has visited the Project Site and has become familiar with and is satisfied as to the general, local and Site conditions that may affect cost, progress, and performance of the Work.

- C. Bidder is familiar with and is satisfied as to all federal, state, and local Laws and Regulations that may affect cost, progress, and performance of the Work.
- D. Bidder has carefully studied all: (1) reports of explorations and tests of subsurface conditions at or contiguous to the Site and all drawings of physical conditions in or relating to existing surface or subsurface structures, including Underground Facilities, at or contiguous to the Site which have been included as a part of the Contract Documents.
- E. Bidder has obtained and carefully studied (or accepts the consequences for not doing so) all additional or supplementary examinations, investigations, explorations, tests, studies and data concerning conditions (surface, subsurface and Underground Facilities) at or contiguous to the Site which may affect cost, progress, or performance of the Work or which relate to any aspect of the means, methods, techniques, sequences, and procedures of construction to be employed by Bidder, including applying the specific means, methods, techniques, sequences, and procedures of construction expressly required by the Bidding Documents to be employed by Bidder, and safety precautions and programs incident thereto.
- F. Bidder does not consider that any further examinations, investigations, explorations, tests, studies, or data are necessary for the determination of this Bid for performance of the Work at the price(s) bid and within the times and in accordance with the other terms and conditions of the Bidding Documents.
- G. Bidder is aware of the general nature of work to be performed by Owner and others at the Site that relates to the Work as indicated in the Bidding Documents.
- H. Bidder has correlated the information known to Bidder, information and observations obtained from visits to the Site, reports and drawings identified in the Bidding Documents, and all additional examinations, investigations, explorations, tests, studies, and data with the Bidding Documents.
- I. Bidder has given Engineer written notice of all conflicts, errors, ambiguities, or discrepancies that Bidder has discovered in the Bidding Documents, and the written resolution thereof by Engineer is acceptable to Bidder or, if no written response was made by Engineer, that Bidder has resolved the issue to its satisfaction prior to the submittal of its Bid.
- J. The Bidding Documents are sufficient to indicate and convey understanding of all terms and conditions for the performance of the Work for which this Bid is submitted.
- K. Bidder will submit written evidence of its authority to do business in the state where the Project is located not later than the date of its execution of the Agreement. Bidder must comply with the requirements of the State of North Carolina and be appropriately licensed as a Contractor as provided in General Statutes Chapter 87.
- L. Bidder has not relied upon any information provided by the Engineer except information which is part of the Bidding Documents and is in writing and in the form of a formal addendum.
- M. The submission of a Bid constitutes an incontrovertible representation by Bidder that Bidder has complied with every requirement of the Bid Documents and the Instructions to Bidders, and that without exception the Bid is premised upon performing and furnishing the Work

required by the Bidding Documents and applying any specific means, methods, techniques, sequences, and procedures of construction that may be shown or indicated or expressly required by the Bidding Documents.

ARTICLE 4 – FURTHER REPRESENTATIONS

4.01 Bidder further represents that:

- A. This Bid is genuine and not made in the interest of or on behalf of any undisclosed individual or entity and is not submitted in conformity with any agreement or rules of any group, association, organization or corporation;
- B. Bidder has not directly or indirectly induced or solicited any other Bidder to submit a false or sham Bid;
- C. Bidder has not solicited or induced any individual or entity to refrain from bidding; and
- D. Bidder has not sought by collusion to obtain for itself any advantage over any other Bidder or over Owner.
- E. Bidder understands that contracts for work under this project will obligate the Bidder to comply with the Federal Procurement Requirements as listed in the project specifications.

ARTICLE 5 – BASIS OF BID

- 1. The bid form furnished by City of Southport with the proposal shall be used and shall not be altered in any manner. **DO NOT SEPARATE THE BID FORM FROM THE PROPOSAL!**
- 2. All entries on the bid form, including signatures, shall be written in ink.
- 3. Bidder will complete the Work in accordance with the Contract Documents for the following price(s):

LUMP SUM BASE BID

Lump Sum Base Bid Price Including Structural Fill Allowance and Owner's Contingency Allowance:

Three hundred twenty eight thousand dollars
(words)

(\$ 328,000)
(numbers)

ADDITIVIVE ITEMS:

Bidder shall provide a unit price for the following item to complete the work in accordance with Contract Documents. The unit price below shall include all labor, materials, overhead, profit, insurance, taxes, and miscellaneous costs to complete the finished work in place in accordance with the project specifications and the Engineer's requirements. The following item will also be used to determine pricing if the Owner chooses to change the scope of work not listed in the Contract Documents.

ADDITIVE ITEMS			
ITEM NO.	DESCRIPTION	UNIT	UNIT PRICE
1	Structural Fill	SY	33.33

The unit price quoted and accepted shall apply throughout the life of the contract and to be used if the scope of the work as defined in the project specifications changes. The unit price shall be applied, as appropriate, to compute the total value of changes in scope of the work all in accordance with the Contract Documents. Fill in all blank amounts. The failure to include Unit Price amounts may result in disqualification of the bid.

ARTICLE 6 – TIME OF COMPLETION

- 6.01 Bidder agrees that the Work will be substantially complete within 103 calendar days after the date when the Contract Times commence to run as provided in the Modified General Conditions and will be completed and ready for final payment in accordance with the Modified General Conditions within 120 calendar days after the date when the Contract Times commence to run.
- 6.02 Bidder accepts the provisions of the Agreement as to liquidated damages in the event of failure to complete the Work within the Contract Times.

ARTICLE 7 – ATTACHMENTS TO THIS BID

7.01 The following documents are attached to and made a condition of this Bid:

- A. Required Bid security in the form of _____
- B. List of Proposed Subcontractors*
- C. List of Proposed Suppliers*
- D. List of Project References
- E. Required Bidder Qualification Statement with Supporting Data
- F. Affidavit of Non-Collusion
- G. Proof of three (3) years of asphalt parking lot construction experience and a list of five (5) previously completed projects of similar scope and size. Contact names, telephone numbers and date of completion shall be listed for each project.

* List of Proposed Subcontractors and Suppliers are not required to be submitted with bid. Owner may require these lists to be submitted by low bidder prior to contract award.

ARTICLE 8 – BID SUBMITTAL

This Bid Submitted By:

If Bidder is:

An Individual

Name (typed or printed): _____

By: _____ (SEAL)
(Individual's signature)

Doing business as: _____

A Partnership

Partnership Name: _____ (SEAL)

By: _____
(Signature of general partner -- attach evidence of authority to sign)

Name (typed or printed): _____

A Corporation

Corporation Name: MBR II Management + Const. LLC (SEAL)

State of Incorporation: NC

Type (General Business, Professional, Service, Limited Liability): LLC

By: Mark G. Kennedy
(Signature -- attach evidence of authority to sign)

Name (typed or printed): Mark G. Kennedy

Title: MBR / MGR (CORPORATE SEAL)

Attest Patricia P. Kennedy

Date of Authorization to do business in [State Where Project is Located] is Feb 2016

A Joint Venture

Name of Joint Venture: _____

First Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of first joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

Second Joint Venturer Name: _____ (SEAL)

By: _____
(Signature of second joint venture partner -- attach evidence of authority to sign)

Name (typed or printed): _____

Title: _____

(Each joint venturer must sign. The manner of signing for each individual, partnership, and corporation that is a party to the joint venture should be in the manner indicated above.)

Bidder's Business Address

420 Green Hill Rd
Leland NC 28451

Phone No. 9106179665 Fax No. _____

SUBMITTED on March 15, 2022

State Contractor License No. 57178

FORM OF BID BOND

KNOWN ALL MEN BY THESE PRESENTS THAT MGK II Management & Construction, LLC as principal, and Westfield Insurance Company, as surety, who is duly licensed to act as surety in North Carolina, are held and firmly bound unto City of Southport as obligee, in the penal sum of Five Percent of Amount Bid DOLLARS (\$5%), lawful money of the United States of America, for the payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

Signed, sealed and dated this 15th day of March 2022.

WHEREAS, the said principal is herewith submitting proposal for Taylor Field Southport, NC and the principal desires to file this bid bond in lieu of making the cash deposit as required by G.S. 143-129.

NOW, THEREFORE, THE CONDITION OF THE ABOVE OBLIGATION is such, that if the principal shall be awarded the contract for which the bid is submitted and shall execute the contract and give bond for the faithful performance thereof within ten days after the award of same to the principal, then this obligation shall be null and void; but if the principal fails to so execute such contract and give performance bond as required by G.S. 143-129, the surety shall, upon demand, forthwith pay to the obligee the amount set forth in the first paragraph hereof. Provided further, that the bid may be withdrawn as provided by G.S. 143-129.1

MGK II Management & Construction, LLC

Mark S. K... (SEAL)

Westfield Insurance Company (SEAL)

J. F. Hanley (SEAL)

James F. Hanley, Attorney-in-Fact

J. F. Hanley (SEAL)

FORM OF BID BOND

THIS POWER OF ATTORNEY SUPERCEDES ANY PREVIOUS POWER BEARING THIS SAME POWER # AND ISSUED PRIOR TO 04/11/17, FOR ANY PERSON OR PERSONS NAMED BELOW.

General
Power
of Attorney

POWER NO. 3211041 09

Westfield Insurance Co.
Westfield National Insurance Co.
Ohio Farmers Insurance Co.
Westfield Center, Ohio

CERTIFIED COPY

Know All Men by These Presents, That WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, corporations, hereinafter referred to individually as a "Company" and collectively as "Companies," duly organized and existing under the laws of the State of Ohio and having its principal office in Westfield Center, Medina County, Ohio, do by these presents make, constitute and appoint
JAMES F. HANLEY, TIMOTHY JAMES MORGAN, PAUL M. SIMSON, BRITTANY N. ADAMS, JOINTLY OR SEVERALLY

of RALEIGH and State of NC its true and lawful Attorney(s)-in-Fact, with full power and authority hereby conferred in its name place and stead, to execute, acknowledge and deliver any and all bonds, undertakings, and recognizances; provided, however, that the penal sum of any one such instrument executed hereunder shall not exceed FIFTY MILLION DOLLARS AND NO CENTS (\$50,000,000)----

LIMITATION: THIS POWER OF ATTORNEY CANNOT BE USED TO EXECUTE NOTE GUARANTEE, MORTGAGE DEFICIENCY, MORTGAGE GUARANTEE, OR BANK DEPOSITORY BONDS.

and to bind any of the Companies thereby as fully and to the same extent as if such bonds were signed by the President, sealed with the corporate seal of the applicable Company and duly attested by its Secretary, hereby ratifying and confirming all that the said Attorney(s)-in-Fact may do in the premises. Said appointment is made under and by authority of the following resolution adopted by the Board of Directors of each of the WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY:

"Be It Resolved, that the President, any Senior Executive, any Secretary or any Fidelity & Surety Operations Executive or other Executive shall be and is hereby vested with full power and authority to appoint any one or more suitable persons as Attorney(s)-in-Fact to represent and act for and on behalf of the Company subject to the following provisions:

The Attorney-in-Fact may be given full power and authority for and in the name of and on behalf of the Company, to execute, acknowledge and deliver, any and all bonds, recognizances, contracts, agreements of indemnity and other conditional or obligatory undertakings and any and all notices and documents canceling or terminating the Company's liability thereunder, and any such instruments so executed by any such Attorney-in-Fact shall be as binding upon the Company as if signed by the President and sealed and attested by the Corporate Secretary."

"Be it further Resolved, that the signature of any such designated person and the seal of the Company heretofore or hereafter affixed to any power of attorney or any certificate relating thereto by facsimile, and any power of attorney or certificate bearing facsimile signatures or facsimile seal shall be valid and binding upon the Company with respect to any bond or undertaking to which it is attached." (Each adopted at a meeting held on February 8, 2000).

In Witness Whereof, WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY have caused these presents to be signed by their National Surety Leader and Senior Executive and their corporate seals to be hereto affixed this 11th day of APRIL A.D. 2017.

Corporate
Seals
Affixed



WESTFIELD INSURANCE COMPANY
WESTFIELD NATIONAL INSURANCE COMPANY
OHIO FARMERS INSURANCE COMPANY

By:
Dennis P. Baus, National Surety Leader and Senior Executive

State of Ohio
County of Medina

ss.:

On this 11th day of APRIL A.D. 2017, before me personally came Dennis P. Baus to me known, who, being by me duly sworn, did depose and say, that he resides in Wooster, Ohio; that he is National Surety Leader and Senior Executive of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, the companies described in and which executed the above instrument, that he knows the seals of said Companies; that the seals affixed to said instrument are such corporate seals that they were so affixed by order of the Boards of Directors of said Companies, and that he signed his name thereto by like order

Notarial
Seal
Affixed



David A. Kotnik, Attorney at Law, Notary Public
My Commission Does Not Expire (Sec. 147.03 Ohio Revised Code)

State of Ohio
County of Medina

ss.:

I, Frank A. Carrino, Secretary of WESTFIELD INSURANCE COMPANY, WESTFIELD NATIONAL INSURANCE COMPANY and OHIO FARMERS INSURANCE COMPANY, do hereby certify that the above and foregoing is a true and correct copy of a Power of Attorney, executed by said Companies, which is still in full force and effect, and furthermore the resolutions of the Boards of Directors, set out in the Power of Attorney are in full force and effect.

In Witness Whereof, I have hereunto set my hand and affixed the seals of said Companies at Westfield Center, Ohio, this 15 day of March A.D. 2022



Frank A. Carrino, Secretary

BPOAC1 (combined) (06-02)

City of Southport Sanitary Sewer Overflows

9th St. Lift Station

- September 22, 2021- SSO of 6,600 gallons caused by inflow and infiltration due to heavy rainfall of 11+ inches. 5.5 hours @ 20 GPM
- June 04, 2021- SSO of 12,600 gallons caused by inflow and infiltration due to heavy rainfall of 6.45 to 7.25 inches. 3.5 hours @ 60 GPM
- June 17, 2020- SSO of 59,000 gallons caused by inflow and infiltration due to heavy rainfall. (No data) 13.5 hours @ 72 GPM
- Hurricane Florence 2018- 300,500 gallons caused by inflow and infiltration due to extreme rainfall from Hurricane Florence.

Central Lift Station

- June 04, 2021- SSO of 10,800 gallons caused by inflow and infiltration due to heavy rainfall of 11+ inches. 2.5 hours @ 120 GPM

This data shows the last two years of SSOs that have occurred in Southport. Each of these spills were the result of heavy rainfall. There were NO SSOs in 2019, and the prior SSO was due to Hurricane Florence in 2018.

Despite rumors and recent public comments, our collections system has no constant sewer spills. These spills have occurred because of I&I into our sewer system due to age, condition, and neglected infrastructure replacement.

Mayor
Joseph P. Hatem, M.D., M.P.H.

City Manager
Gordon Hargrove



Mayor Pro-tem
Karen Mosteller

Aldermen

John Allen
Rich Alt
Robert Carroll
Lowe Davis
Tom Lombardi

February 28, 2022

The City of Southport requests a Statement of Qualifications (SOQ) from qualified engineering firms for the professional services associated with the planning, design, preparing bid packages, bid evaluation, contractor selection, and construction of repairs and improvements of wastewater pump stations.

The City is seeking engineering consultants with experience in the following disciplines: civil engineering, process design, formal bidding processes, including writing and evaluating proposals, contractor selection, and project management. The City has several pump stations needing rehabilitation, but this project will focus on the worst five pump stations. The City has a preliminary assessment of the pump stations, but further evaluation may be necessary. A pre-bid meeting is encouraged but not mandatory.

Firms interested in being considered for this work should submit their qualifications to:

Dorothy Dutton
City Clerk
1029 N. Howe Street
Southport, NC 28461
RE: RFQ Engineering Services-Pump Stations

For consideration, 3 copies of the response to this request must be received by 2:00 p.m., Wednesday, March 23, 2022.

SOQ Organization: To facilitate the City's objective review of the SOQs from different Consultants, the Consultants are requested to organize the main document using a standardized format. Each SOQ should include the following:

1. A cover letter signed by a Principal or other member of the firm authorized to commit the firm to contract professional services.
2. Table of Contents with page numbers.
3. Information regarding the following topics:
 - Executive Summary-explain the highlights of the SOQ and the strengths and special expertise of the firm and the associated team to successfully accomplish the objectives.
 - Statement of Qualifications-Identify and describe the qualifications of the firm and professional services that may be provided by the consultants in response to this request. Also include information on any possible sub-consultants.
 - Project Team and Project Management-Identify the project team's key personnel (including any sub-consultants). Please include an organizational chart and brief resumes of the project team members.

Also, please describe how projects will successfully be managed. It is expected that the team members proposed in the SOQ will be the ones that will actually be working on the City's projects. Also, describe your quality assurance/quality control methods.

- Schedule-The sewer pump stations are located in various areas of Southport. Construction dates are negotiable, but consideration should be made due to the seasonal increase in tourism and traffic. Provide a proposed schedule to meet this construction timeline based on an engineering contract awarded in April 2022. The proposed schedule should include design, permitting, advertising the RFP, recommendation of award and notice to proceed, and construction.
- References-Please provide the name, telephone number, email, and physical address of at least **three references** in organizations in North Carolina for whom your firm provided similar professional services and whom the City of Southport may contact regarding your firm's performance on their projects.

SELECTION

Selection of the consultants will be made based on the qualifications of the firm and the ability to meet the project schedule when presented.

Qualification statements will be evaluated by a selection committee on the following basis for the project under construction:

- Firm experience and Capability-firms will be evaluated with respect to their experience with projects similar in size and scope.
- Qualifications of Design Team-firms will be evaluated on the qualifications and experience of the firm's proposed project team.
- Project Approach-firms will be evaluated on the overall understanding of the project and their technical approach to meeting the project objectives and project schedule.

If the consultant wishes to submit additional information to strengthen the SOQ, such information may be submitted separately in Appendices. **SOQs must be limited to no more than 20 numbered pages, excluding the cover page, cover letter, table of contents, resumes, and section dividers.**

The City of Southport reserves the right to select the firm that best meets its needs and negotiate a final Scope of Work that reflects the work to be done within the time constraints established in the above schedule. Based upon the number of proposals received, the City may subsequently request oral presentation as a part of the selection process. All firms submitting a proposal will receive notification once the contract has been awarded.

PUMP STATION REHAB PROJECT ENGINEERING FIRM SELECTION

NAME OF COMPANY 		
TOPIC/CRITERIA 	WK DICKSON	WOOTEN
LOCATION/DISTANCE FROM THE CITY	Wilmington, NC	Wilmington, NC
TOTAL YEARS EXPERIENCE IN ENGINEERING	93 years in total 11 offices throughout NC, SC, GA, and TN	86 years in total 6 offices in NC & SC Wilmington office open since June 2021
SPECIALTY AREAS	Hydraulic, water & wastewater, waterline planning, permitting, and route analysis, coastal permitting, project management	Water & wastewater, pump stations, storm drainage, capital improvement planning, street and pavement assessment, geomatics, surveying, electrical & mechanical design, urban design.
PUMP STATION EXPERIENCE	Yes; extensive	Yes; extensive
ESTIMATED COMPLETION DATE	END OF MAY 2023	END OF APRIL 2023
OTHER CLIENTS	Cape Fear Public Utility Authority; Brunswick County Sanitary District, City of Eden, City of Jacksonville, Onslow County Water & Sewer Authority, Dorchester County	Town of Clayton, Town of Cary, Town of Plymouth, Town of Bethel, Town of Pittsboro, Brunswick Regional H2Go, Onslow County Water & Sewer Authority, Contentnea Metropolitan Sewer District
PROS	They have done a lot of work in Southport and have an extension knowledge of our system.	They seem very proactive with communication and have experience working in coastal areas.
CONS	They are already working with the County on the sewer expansion project.	They have no prior experience working with Southport but have already reviewed the assessments.

GENERAL/ON-CALL ENGINEERING FIRM SELECTION

NAME OF COMPANY	WK DICKSON	WOOTEN	CAPE FEAR ENGINEERING
TOPIC/CRITERIA			
LOCATION/DISTANCE FROM SOUTHPORT	Wilmington NC	Wilmington, NC	Leland, NC
TOTAL YEARS EXPERIENCE IN ENGINEERING	93 years total 11 offices throughout NC, SC, TN and GA	86 years total 6 offices in NC & SC	25 years total 1 office
SPECIALTY AREAS	Water/wastewater services, watershed and stormwater services, site design, environmental permitting	Civil, public infrastructure, construction, architectural, mechanical/electrical engineering, grants/funding experience	Civil, architecture, geotechnical, surveying, water/sewer infrastructure, stormwater, sedimentation, roadway improvements
KEY PHRASES IN PACKET	"I & I Reduction expertise", "Art of Funding", "specific knowledge of Southport"	I & I Analysis, "infrastructure planning", "grant/funding experience", "real-time" service	"deliverables defined", "easement mapping", "can begin immediately"
OTHER CLIENTS	Elizabethtown, Cape Fear Public Utility Authority, City of Eden, Brunswick County, Jacksonville, Caswell Beach, Rocky Mount, Burgaw	Town of Pembroke, City of Raleigh, City of Goldsboro, Town of Tarboro, Town of Beaufort, Brunswick Regional Water H2GO, City of Raleigh, City of Charleston	Wrightsville Beach, City of Laurinburg, Town of Leland, Cape Fear Public Utility Authority, Brunswick County, New Hanover Senior Resource, Town of Waccamaw
PROS	They are familiar with the City's current status and have been involved with the ARPA grant application process.	Lots of diverse types of experience, very responsive thus far, provide almost every type of engineering & service needed	All staff works out of one office. They are pre-qualified by NCDOT to perform many types of work.
CONS	They are already working with the County of the sewer expansion project.	No prior experience working with Southport, but have experience with other riverfront-communities	Not as much diversity in experiences but have a lot of experience in certain project types.



BOARD OF ALDERMEN

MEMORANDUM

To: Mayor Hatem, Members of the Board of Aldermen
From: Thomas Lloyd, City Planner
Re: Major Subdivision Preliminary Plat Application, Southport Crossings
Date: April 5, 2022

BACKGROUND

MDI Management has filed for Preliminary Plat approval for the creation of 3 outparcels at the Southport Crossings Shopping Center. The total parcel that will be subdivided is 54 acres. The property will be subdivided into three additional lots: a 3.51-acre tract, a .8- acre tract, and a .88-acre tract. That remaining parent parcel after ROW is dedicated will be 47.64 acres. The zoning of the site is Highway Commercial. As you may recall, the outparcels of this tract were previously rezoned from Planned Unit Development to Highway Commercial. This subdivision qualifies as a Major Subdivision because it involves the dedication of a new ROW. A 40 ft ROW is proposed as an access road for Parcel 10, Parcel 11, and Parcel 12. For non-residential subdivisions, no open space is required.

For infrastructure, a 40-foot Public ROW is proposed to access Parcels 11 and 12. Parcel 10 will have access on both Southport Crossings Way and Road A. The UDO allows ROWs less than 60 feet if it is compliant with Section D 103.1 for the Fire Code and the NCDOT's Subdivision Roads Minimum Construction Manual with a positive recommendation by the Fire Marshal and Fire Chief. Staff met with the Fire Marshal, and the Fire Marshal indicated that they were comfortable with the 40 ft ROW. In terms of Water/Sewer, Brunswick County will serve the outparcels, and the plans will be approved by Brunswick County. After discussion with Bill Pinnix from Brunswick County Public Utilities, County Water and Sewer is available in Southport Crossings for the Subdivision. The pump station in Southport Crossings also has adequate capacity. All Water and Sewer to serve the development must meet county specifications and be approved by Brunswick County before approval of the Final Plat. For stormwater, the Subdivision will tie into the existing stormwater pond that has excess capacity.

PLANNING BOARD REVIEW

The Planning Board appointed a review committee consisting of Scott Jones, Will Hewett, and Christopher Jones at the February 17th meeting. The review committee met on February 28th at

4:30 pm in the Indian Trail Meeting Hall. Also present were staff and the project manager Mike Nichols from Paramounte Engineering. Mr. Nichols presented the proposed plan in detail. The committee then proceeded to discuss the proposed subdivision. The first question was whether there were any regulated or specimen trees on the site. Mr. Nichols indicated that trees on the individual outparcels would be identified during the Major Site Plan tree & landscape plan process prior to development commencing on those parcels. The committee then discussed the two public ROWs. Staff pointed out that the Fire Marshal was comfortable with the R/W width and turnaround T compliant with the fire code at the outparcels. The project manager pointed out that the outparcels 10 and 11 would be required to have street yard buffers on three sides of the property since they are adjacent to public ROWs on three sides. The committee then discussed the wetlands to the north of the proposed subdivision. The project manager assured the committee that they would be staying out of the wetlands as the parcels were developed. There was then a question about the future development plans for the remaining 47.64-acre tract. The project manager explained that the space for future development was limited due to the amount and the shape of wetlands on the site. The amount of developable land is limited due to wetlands on the rest of the site. The committee then discussed the water, sewer, and stormwater. The project manager explained that Brunswick County would serve them and that they would use the existing capacity in the stormwater pond. Staff confirmed that they had discussions with the County and existing infrastructure to serve the new outparcels. Having no other concerns, it was the consensus of the review committee to recommend approval of the major subdivision.

The Planning Board further reviewed this Preliminary Plat at its meeting on March 17th. The Planning Board voted unanimously to recommend that the Board of Aldermen approve the preliminary plat. City staff also recommends that the Board of Aldermen approve the preliminary plat.



Subdivision 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

FEE: \$ 1400

Subdivision Type: Minor Major

Permit #: SUB 22-01-03

Applicant's Name: MDI Management, LLC

Mailing Address: 120 4th Street SW City: Hickory

State: NC Zip Code: 28602

Paramounte Engineering Wakefield Associates, Inc.
Phone: Mike Nichols (mnichols@paramounte-eng.com) Rick Rowe (rrowe@wakefieldassociates.net)
(910) 791-6707 (919) 789-9707

Location of the property to be subdivided: Southport Crossings Shopping Center

Parcel Number: Portions of PIN: 208708876660

Total Parcel: 54.08 Ac. Creation of 3 New Lots with 1 Remnant Parcel, Resulting in 4 Lots Total
Overall Acreage: Subdivided Parcel Acreage: Number of lots:
Parcel 10 (3.51 Ac.), Parcel 11 (0.84 Ac.), Parcel 12 (0.88 Ac.)

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

Mailing Address: 122 Cinema Dr. City: Wilmington

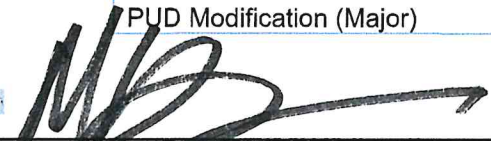
State: NC Zip Code: 28403

Phone: Contact: Mike Nichols Email: mnichols@paramounte-eng.com
(910) 791-6707

Subdivision Fees as of July 1, 2018

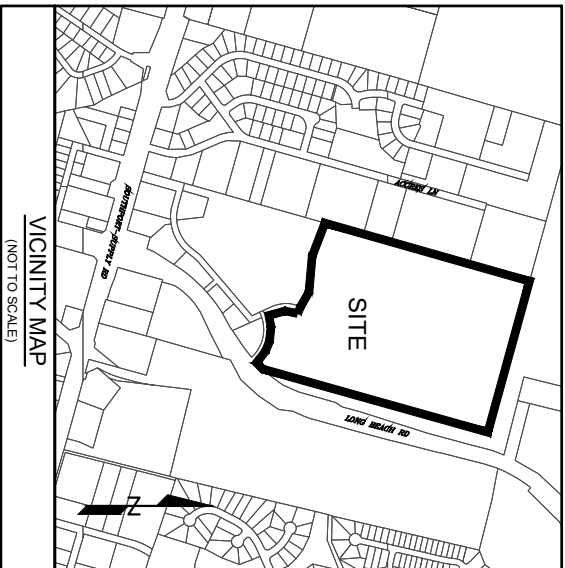
Minor Subdivision: 1-2 lots	\$300.00
Minor Subdivision: 3-7 lots	\$300.00 + \$50/lot
Creation of Lots (Heirs)	\$100.00
Subdivision Exception	\$200.00
Major Subdivision	\$1,000 + \$100/lot
Master Plan Approval (PUD)	\$1,000 + \$100/acre
PUD Special Use/Land Use Plan	\$2,000.00
PUD Modification (Minor)	\$500.00
PUD Modification (Major)	\$1,000.00

13


Signature (Owner or Authorized Applicant)
Mike Nichols, RLA #1990; Paramounte Engineering, Authorized Applicant

January 3, 2022

Date



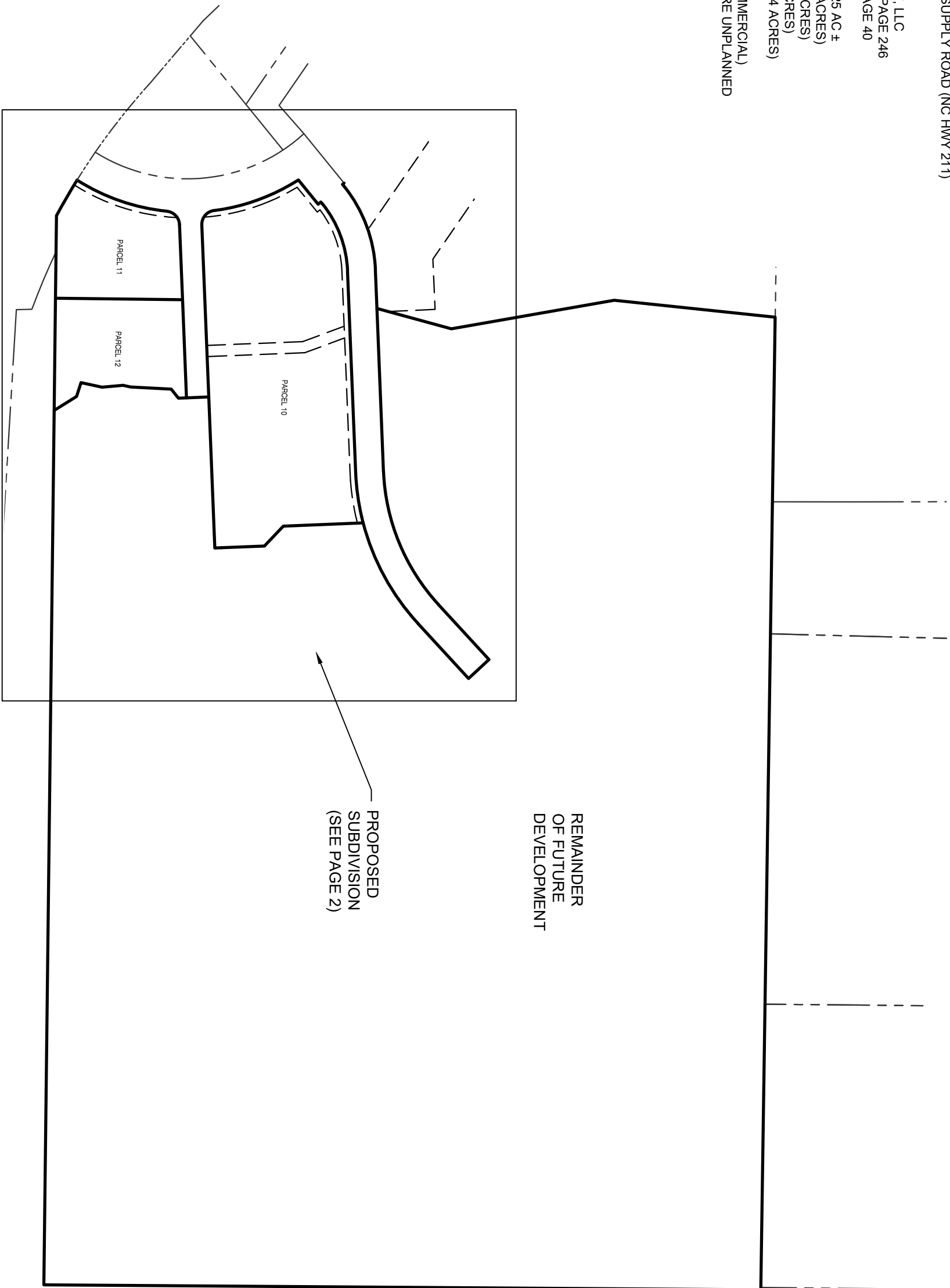
SITE DATA
SITE ADDRESS: TBD SOUTHPORT SUPPLY ROAD (NC HWY 211)
PARCEL ID: 22100001
PIN: 208708870660
PROPERTY OWNER: MDI MANAGEMENT, LLC
SOURCE DEED: DEED BOOK 3569, PAGE 246
PLAT BOOK 110, PAGE 40

OVERALL BOUNDARY: 2,363.093 SF ±, 54.25 AC ±
SUBDIVISION AREA: 287,762 SF ± (6.61 ACRES)
LOTS: 227,716 SF ± (5.23 ACRES)
RIGHT OF WAY: 60,046 SF ± (1.38 ACRES)
FUTURE DEVELOPMENT: 2,075,331 SF ± (47.64 ACRES)

ZONING: HC (HIGHWAY COMMERCIAL)
PROPOSED USE: RETAIL AND FUTURE UNPLANNED

DIMENSION REQUIREMENTS

	REQUIRED
FRONT SETBACK	25
SIDE SETBACK	8
REAR SETBACK	25
MAXIMUM HEIGHT	40'



SURVEY NOTES:

- HORIZONTAL (NAD83) AND VERTICAL (NAVD83) DATUMS WERE ESTABLISHED BY UTILIZING A TOPCON HYPERLITE GPS RECEIVER OPERATING IN VRS MODE WITH REPEAT OBSERVATIONS.
- AREA CALCULATED BY COORDINATES.
- SUBDIVISION SHOWN HEREON LIES WITHIN DESIGNATED FLOOD 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 APPROVAL OF THE DESIGN AND INSTALLATION OF STREETS, UTILITIES, AND OTHER REQUIRED IMPROVEMENTS.

I HEREBY CERTIFY THAT ALL STREETS, UTILITIES, AND OTHER REQUIRED IMPROVEMENTS HAVE BEEN INSTALLED IN ACCORDANCE WITH NC DEPARTMENT OF TRANSPORTATION SPECIFICATIONS AND STANDARDS, OR THAT GUARANTEES OF THE INSTALLATION OF THE REQUIRED IMPROVEMENTS IN AN AMOUNT AND MANNER SATISFACTORY TO THE CITY OF SOUTHPORT HAS BEEN RECEIVED, AND THAT THE FILING FEE FOR THIS PLAT, IN THE AMOUNT OF \$30.00, HAS BEEN PAID.

ADMINISTRATOR, CITY OF SOUTHPORT 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 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 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.

CITY CLERK 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.

DIRECTOR, BRUNSWICK COUNTY UTILITIES DATE

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

JOSHUA W. TAYLOR, P.L.S. LICENSE NO. L-5217

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

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

MDI MANAGEMENT LLC
120 4TH STREET
HICKORY, NC 28602

REVISIONS:	DATE

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

SOUTHPORT STREET LIGHT POLICY (4-14-2022)

Purpose

To provide standards for outdoor lighting and to establish policy regarding street light installation and maintenance. It will be the policy of Southport to reduce negative impacts on wildlife, human eye sensitivity and the natural beauty of the night sky while providing light to enhance safety and City appearance.

Coverage

This policy shall apply to all outdoor areas within the municipal limits and extra territorial jurisdiction (E.T.J.) of the City of Southport.

Lighting Plan

A plan that details lights for parking, landscaping, exterior building lighting, streets and signs is required for any proposed highway commercial, business district, industrial, Planned Unit Development (PUD), or Major Site Plan project that requires review by the Southport Planning Board. Wherever possible, solar and dimming technology will be utilized to provide desired light conditions.

Definitions

Central Business District luminaire: Acorn style LED fixture on decorative black pole.

Luminaire: A complete electric light unit. Luminaire for the purpose of this policy will be luminaires pre-approved by the City of Southport and available through the City of Southport electrical installation and repair provider. All fixtures shall meet International Dark Sky Association standards and will have a color temperature of 2700 Kelvin (K) or less. (Appendix 4 identifies approved luminaires for use in Southport and the E.T.J.)

Light Source: (Lamp) The light emitted by Light Emitting Diodes (LEDs) and fiber optics is required. The maximum color temperature permitted is 2700 Kelvin (K). Existing light sources of incandescent, metal halide, or high-pressure sodium will be replaced with 2700K LED whenever a light source needs repair, replaced or as part of a maintenance plan.

Southport Historic District: Refer to the Southport Historic District map retained in the Planning Department.

Southport Special luminaire: Single bell-shaped fixture with LED as approved by the City of Southport.

Street Light Map: Color coded map attached to policy (Appendix 5). Colors identify criteria to be followed for luminaire installation.

Artificial Light General Use

A. Street lighting fixtures may not exceed 40 feet in height (as measured from the ground to the top of the pole). The City of Southport may permit fixtures above this height when necessary to provide illumination for situations other than streets such as but not exclusive to: stadiums, water tanks, towers or recreation fields.

B. Lighting within any property that illuminates or interferes with the reasonable use or enjoyment of any other property is prohibited.

C. Blinking or flashing lights shall be prohibited unless the lights are required as a safety feature and approved by the City of Southport.

Lighting of City Maintained Streets

It is the goal of this policy to provide safe, effective lighting on City of Southport maintained streets consistent with the community's historic character and residential neighborhoods. Lighting and maintenance of street lights will be the responsibility of the City when the lights are directly connected to the City of Southport electrical grid. If the streetlights on city maintained roads are the property of BEMC and are connected to the BEMC electrical grid, the cost of lighting and maintaining the street lights will be a shared responsibility between the City and HOA/POA. In all situations, the City's maximum responsibility/contribution to the cost for operation and maintenance will be an amount that is equal to or less than the City's monthly power and maintenance cost for a standard street light under this policy connected to the City of Southport electrical grid.

A. At any specified location, lighting shall be installed so that the level of illumination measured in foot-candles (fc), falls within the appropriate range. Foot-candle measurement is determined by measuring the lighted area on pavement, at any given point.

B. Street lights shall be installed within the road right of way or as close to lateral property lines as possible. Shorter or longer spacing intervals are permitted to accommodate the vertical or horizontal street alignment or natural features such as trees.

C. New street light luminaires and poles may replace existing fixtures, when necessary, to accomplish illumination measured in foot candles in accordance with the lighting chart in this document. Appropriate luminaire and pole types will differ depending on the location where the street light is to be installed. If minimum safe light conditions do not exist at a particular location, additional street lights may be installed.

D. Residents along a street may request additional street lighting beyond what is already installed, provided the requested additional street lighting is approved by the City. Requests shall be made by completing the Southport Street Lighting Request Form (See Appendix 3). The City shall determine

the area of influence on a case-by-case basis. If approved, the City will process the request and may cover all costs associated with street light installation if funds are available as determined by the City.

E. Residents may request the relocation of a street light. Requests shall be made by completing the Southport Street Lighting Request Form. The City shall consider such a request if the relocation does not reduce the illumination below minimum foot candles. Relocation costs and all facilities abandonment costs must be paid in full to the City, in advance, by the resident(s) requesting the relocation if the request is approved but funds are not approved by the City.

F. When new streets have been completed according to City standards and accepted by the City for maintenance, a request for adoption of the installed street lights can be made by the developer or HOA/POA.

G. In cases of annexation, where the street(s) meets City standards and have been accepted by the City, the streetlights can be considered for adoption by the city. When applicable, the HOA/POA shall make a request for the City to evaluate existing street lights for adoption. If the street lights conform to City standards, the city may adopt the street lights.

Lighting of North Carolina Department of Transportation (NCDOT) Maintained Streets

NCDOT allows the installation of utilities, including lighting along NCDOT maintained roadways through the encroachment process. Several roads in the City of Southport are maintained by NCDOT. If the City plans to change the existing street lighting design on NCDOT maintained roads, the new lighting design must be submitted to and approved by NCDOT, through the encroachment agreement process prior to installation.

Street Lighting Map

A. HOA /POA in a Planned Unit Development or Subdivision (map color purple): Street lights will be identified on plans submitted by the developer to Development Services for new construction or by Homeowners/Property Owners Organization if lights are being replaced.

- 1) The City of Southport will not pay for any costs associated with the lighting of private streets, parking lots, alleys or driveways.
- 2) Luminaires and poles used in Planned Unit Developments and Major Site Plans must be approved by the City of Southport.
- 3) Street lights will be placed at all street intersections.
- 4) See chart for light levels for streets.

B. Waterfront and Downtown Area Streets (map color blue): Streets highlighted with blue on map that are located in the Waterfront Area, Designated Historic District, the Yacht Basin, E. Moore St., and including Howe St. up to 14th Street.

- 1) Lighting in this area will be the Southport Special luminaire mounted on concrete poles.
- 2) See chart for light levels for streets and intersections.
- 3) Street lights will be placed at all street and crosswalk intersections.

C. Central Business District (map color red): Streets highlighted with red on the map shall conform to the following standards:

- 1) Utilize a combination of acorn fixtures on decorative poles and standard armed fixtures on wooden poles at intersections.
- 2) See chart for light levels for streets.
- 3) When underground electricity is installed in this area, the standard armed fixtures/poles at intersections shall be replaced by Southport Special luminaires on concrete poles.

D. Street Lights on Residential Area Streets (map color green): Streets highlighted with green on map in residential areas beyond the Waterfront/Downtown area and are not part of an HOA/POA; lighting on these streets shall conform to the following standards:

- 1) Street lights will be approved fixtures mounted on wooden poles.
- 2) See chart for light levels
- 3) Street lights will be placed at all street and crosswalk intersections.

E. Street Lights on Main Roadway Corridors (map color yellow): Main roadway corridor street lights shall conform to the following standards:

- 1) Street lights will be approved fixtures mounted on wooden poles.
- 2) See chart for light levels
- 3) Street lights will be placed at all street and crosswalk intersections.

Nonconforming Lights

Luminaires (fixtures) existing as of April 14, 2022 in HOA/POA neighborhoods may remain and shall be considered nonconforming structures. However, nonconforming lights **will not** be maintained by the City even if such lights are on City maintained streets. Modifications, replacement, or expansions, shall conform to the standards of this policy. If HOA/POA neighborhoods desire to retain nonconforming lights and poles, those shall be maintained, repaired and/or replaced with the like kind, at the expense of the HOA/POA.

Appendix 1: Street light acceptance flow chart

Appendix 2: Light levels chart

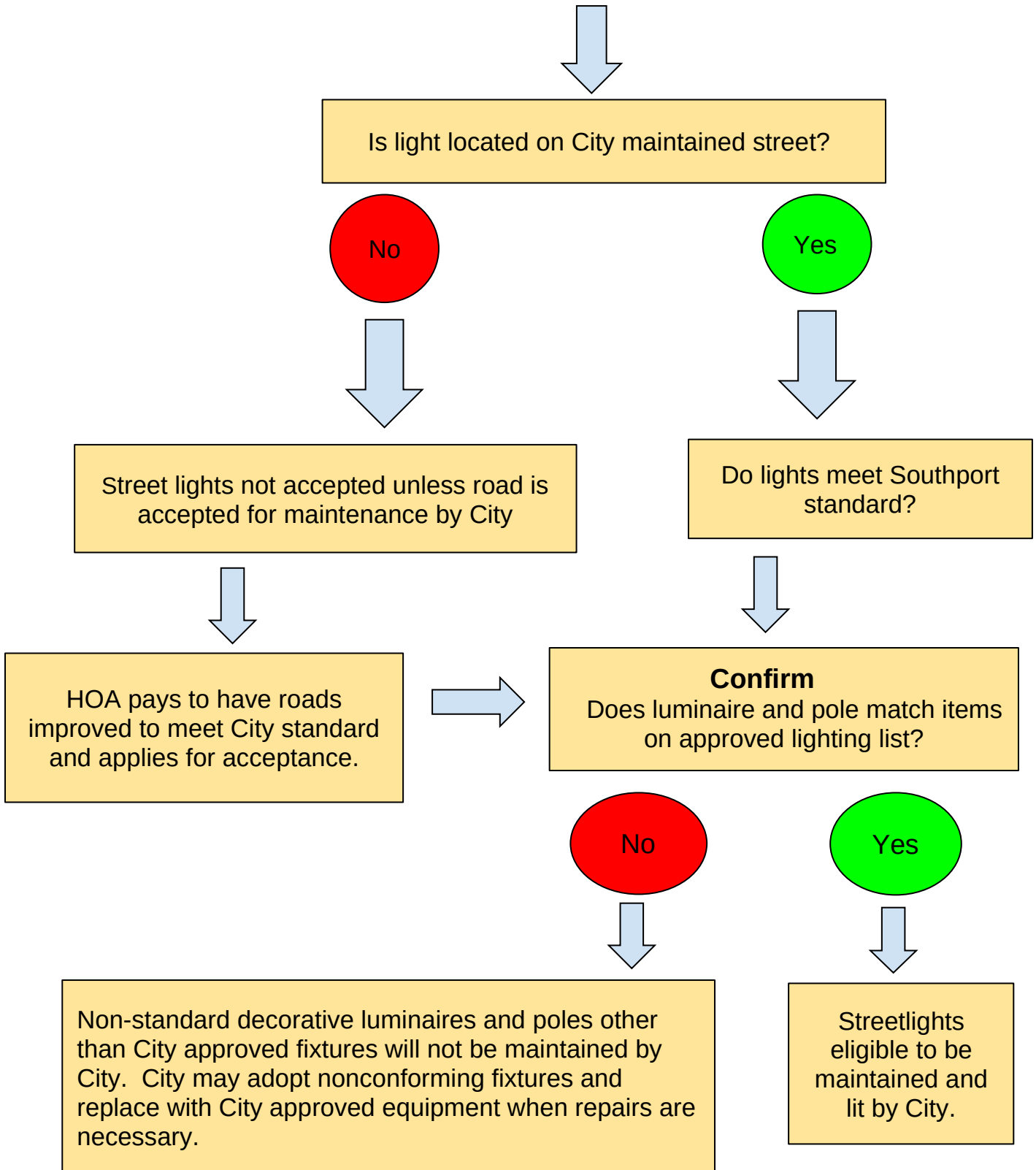
Appendix 3: Southport Street Lighting Request Form

Appendix 4: Pictures of approved luminaires and poles

Appendix 5: Map

Appendix 1

Street light billing and maintenance acceptance chart



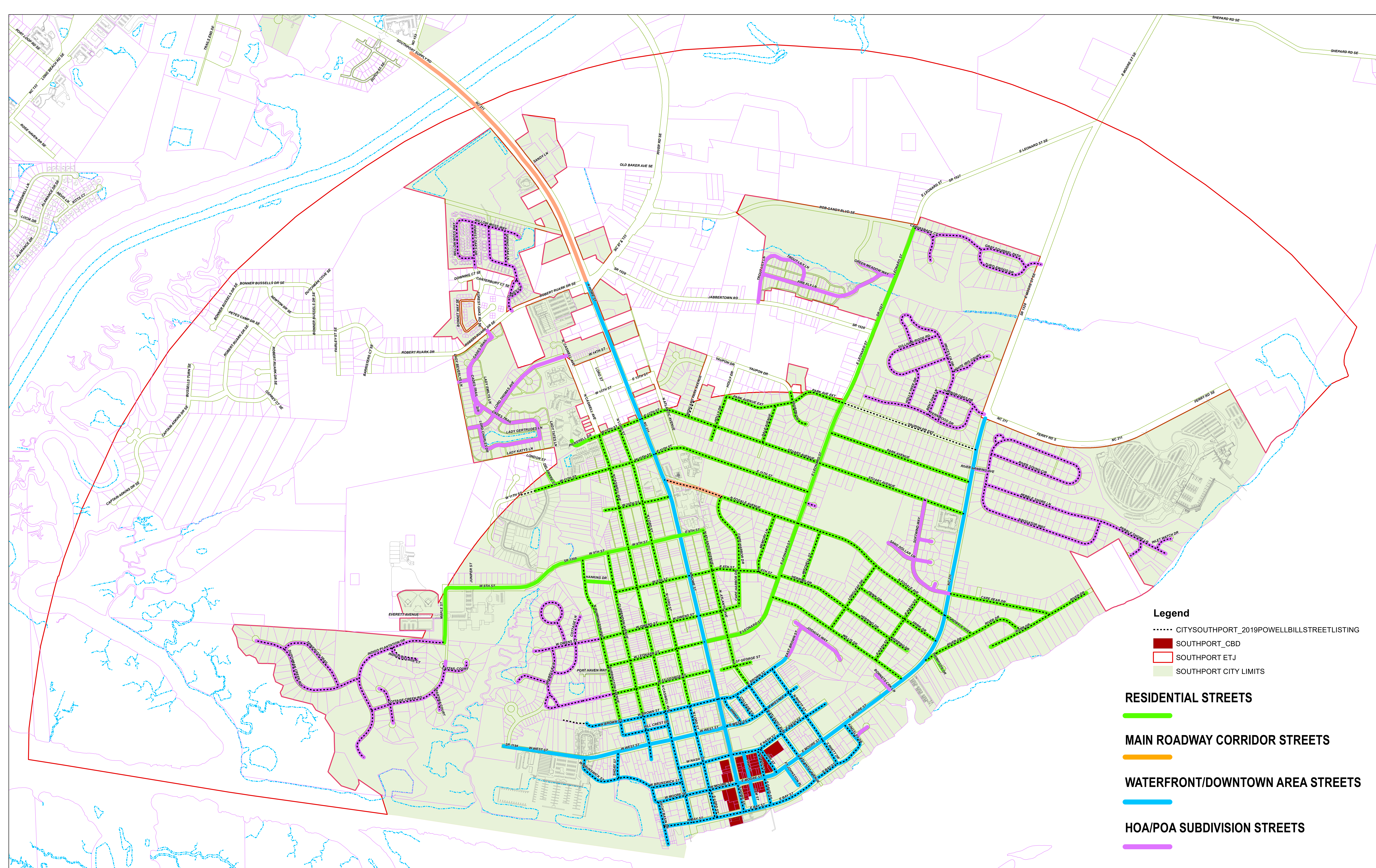
* Does not apply to Rivermist
5

Appendix 2

Light Level Chart

Foot Candle Measurements

Location of Lighting	Average	Minimum	Maximum
Waterfront, Commercial Downtown Areas and Central Business District Streets	1.2	0.6	1.5
HOA/POA and City Residential Streets	0.7	0.4	1.2
Main Roadway Corridors	.8	0.2	1.4

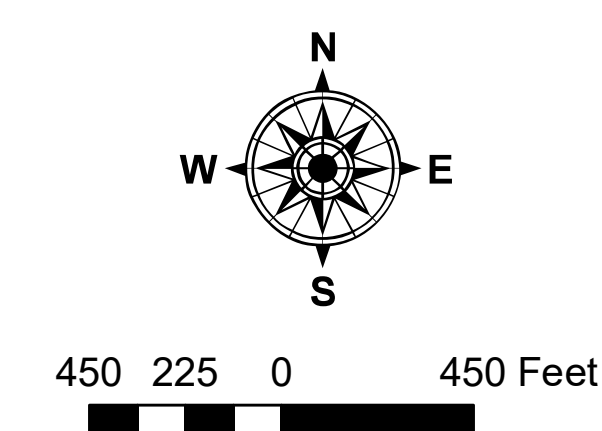


ADOPTED/ACCEPTED:

DATE: _____

CITY OF SOUTHPORT STREETLIGHT POLICY MAP

DRAFT DATE: JULY 8, 2021



Bioscience Resource Project (BRP) assumes no legal responsibility for nature or contents or accuracy of any information contained on this map. While every effort has been made to ensure the accuracy, completeness and timeliness of materials presented, BRP assumes no responsibility for errors or omissions or conclusions drawn from such information or the responsibility of the user. No reduction or duplication of this document is permitted without the express written consent of BRP.



Southport Street Lighting Request Form

Name: _____ Date: _____

Address: _____

Telephone: _____ E-mail: _____

Neighborhood/Subdivision Name: _____

Street Light Request Petition with signatures must be attached.

Type of Request (check one): See page two (2) for required signatures

- _____ Street Light Relocation
- _____ New Street Light Installation

Identify below the street light in question if you are requesting a relocation.

If you are requesting a new light at a location without street lighting, identify the street and closest address.

Light Pole Number	Name of Street and closest address
_____	_____
_____	_____
_____	_____

Please mail or drop off the completed request:
Southport City Hall, 1029 N Howe Street, Southport, NC 28461

Attention: Electrical Supervisor/Load Management
For questions call 910-457-7938



Street Light Request Petition on City Maintained Streets

- For a light relocation or addition in a residential area, the signatures of the adjacent property owners on both sides of your property (the site of proposed change) and the three adjacent property owners across the street from your address are required. Additionally, lots in unique areas at intersections or corners shall include the signatures of properties within a 200 feet radius of the proposed change.

Location of proposed street light addition or relocation:

We the undersigned support the addition _____or relocation _____ of a street light at the location listed above. (Check one)

Signatures:

_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____
_____	Address: _____

Completed petition must accompany request.

Approved Luminaires and Poles

Appendix 4



HOLOPHANE AWDE3
Acrylic Washington Postlite
P20

TYPE 35 Acorn Style
Black Pole
Color Temperature 2700K



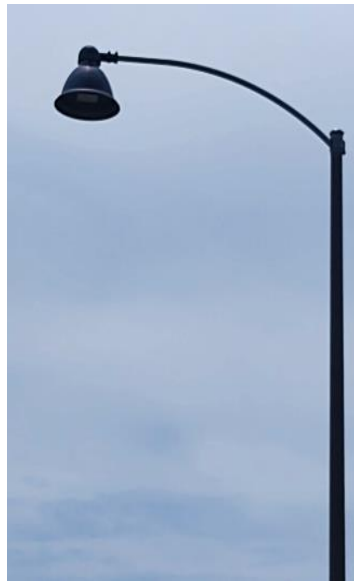
American Revolution LED
Series 247L
P40

Colonial Style with
Translucent lens
Black Pole
Color Temperature 2700K



American Revolution Full
Cutoff LED Series 247CL
P40

Colonial Style without lens
Black Pole
Color Temperature 2700K



Southport Special
GlasWerks Flat LED 2 Bern
GBLF2
Color Temperature 2700K
Cement Pole



Standard City Streetlights
Autobahn Series ATB0
Type 30
Type 33

Color Temperature 2700K
Wood Pole

BUDGET SCHEDULE FY 2022-2023

March 31	Financial reports with projected salaries distributed to department heads, based on historical data through February 29, 2022
April 15	Budget requests due from department heads
April 18-22	Meetings with department heads (see schedule below) Planning & Inspections Monday, Tourism Monday, Public Works Tuesday, Police Wednesday, Fire Wednesday, Parks & Recreation Thursday, Community Building Thursday, Finance Friday, Governing Body/Administration Friday,
April 28	Balanced budget submitted to Clerk for Mayor & Board of Aldermen
May	Board of Alderman & Departmental Budget Presentation Workshop
May	Board of Alderman & Departmental Budget Presentation Workshop
May 25	Proposed budget advertised and submitted to City Clerk for public inspection
June 9	Public Hearing for Proposed budget at monthly meeting of Mayor & Board of Alderman

May 2022

May 2022							June 2022						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 1	2	3	4	5	6	7
8	9	10	11	12 6:00pm Board of Aldermen Regular Meeting (Community Building)	13	14
15	16	17	18	19 6:00pm Planning Board Regular Meeting (Community Building)	20	21
22	23	24 4:30pm Board of Adjustment (Indian Trail Meeting Hall)	25	26	27	28
29	30 Memorial Day-Offices Closed	31	Jun 1	2	3	4



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	03/10/22	03/20/22	02/01/22 - 02/28/22	\$394,913.15

Wholesale Power Service Schedule FR-6

DESCRIPTION	RATE	QTY	AMOUNT
Demand Charges:			
All Demand	\$23.34/kW	10,511	245,326.74
Energy Charges:			
Monthly Energy Charge	\$.02329/kWh	4,315,608	100,510.51

Additional Charges

DESCRIPTION	RATE	QTY	AMOUNT
Rider 1 FRPPA True-Up Charge/(Credit)			0.00
Rider 2 Delivery Surcharge	\$0.06/kW	10,511	630.66
Rider 3B Leased Facilities Surcharge	\$0.88/kW	11,815	10,397.20
Rider 6A NCEMPA Generation Credit			(1,986.91)
Rider 6B NCEMPA Generation Credit			(2,535.74)
Rider 7A Power Agency Service (PAS) Charge			8,458.85
Rider 7B Renewable Energy Portfolios Standards (REPS) Charge			2,752.24
Rider 8 Debt Defeasance Support Charge			31,359.60
Other Charges/(Credits)			0.00

Power Bill payment made by ACH Debit

TOTAL AMOUNT DUE

\$394,913.15

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	03/10/22	02/01/22 - 02/28/22	02/14 @ 0800 / 11,815 kW	10,511 kW

DEP System Peak = 02/09/22 @ 0800 11,980 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	02/14/22 @ 0800	11,815	10,511	0	10,511
TOTAL			10,511	0	10,511

ENERGY DATA

	(G)	(H)	(I=G-H)		
DELIVERY POINT	METERED kWh	SEPA kWh	BILLED kWh	METERED KVAR	EXCESS KVAR
SOUTHPORT DP	4,315,608	0	4,315,608	1,104,251	0
TOTAL	4,315,608	0	4,315,608	1,104,251	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	03/10/22	02/01/22 - 02/28/22

Billing Summary

	CALENDAR YEAR (JAN22 - FEB22)	FISCAL YEAR (JUL21 - FEB22)
Total Bill	\$942,823.78	\$3,326,351.27
Metered Energy (Includes SEPA kWh)	10,446,881	41,797,101
SEPA Energy	0	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	03/10/22	02/01/22 - 02/28/22

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	02/14 @ 800	11,815	10,511	4,315,608	3,205	0	0
TOTAL				10,511	4,315,608			



Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	03/10/22	02/01/22 - 02/28/22

Summary of Distributed Generation Credits

	Rider 6A	Rider 6B
Total CP kW	17,791	19,363
Total Transmission kW	17,791	19,363
Total Energy (kWh)	153,532	169,846
Member % of Revenue	0.7826%	0.8961%
CP Demand (kW)	140	174
Transmission (kW)	140	174
Energy (kWh)	1,202	1,522
CP Demand Credit(\$)	(2,747.64)	(3,414.93)
Transmission Demand Credit(\$)	(265.58)	(330.08)
Energy Credit(\$)	(32.47)	(41.11)
Distributed Generation Credit(\$)	(3,045.69)	(3,786.12)
Power Agency Expense(\$)	1,058.78	1,250.38
TOTAL MONTH CREDIT(\$)	(1,986.91)	(2,535.74)



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	03/10/22	02/01/22 - 02/28/22

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 2020 True-Up adjustment of \$ (339.67) is applied to the April 2021 through March 2022 billing data.

Power Agency Service Charge(\$)	\$8,458.85
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 2020 True-Up adjustment of \$ (704.73) is applied to the April 2021 through March 2022 billing data.

Renewable Energy Portfolio Standards Charge(\$)	\$2,752.24
Renewable Energy Portfolio Standards %	0.80 %

Rider 8 - Debt Defeasance Support Charge

The Defeasance Debt Service Support Charge line on the wholesale power billing statement is the Member's share of monthly support costs, as defined in the Debt Service Support Contract. This monthly debt charge will be assigned to and recovered from the Member in accordance with the terms and conditions of the Full Requirements Power Sales Agreement and the Debt Service Support Contract. The planned repayment term of the defeasance bond is ten years.

Debt Service Support Charge(\$)	\$31,359.60
Debt Service Support %	0.74 %

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
03 Mar2022 MonthEnd Run Date: Apr 1 2022 9:31AM**

CI21ADVL TAX - SOUTHPORT MOTOR VEHICLE TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$39,986.22		\$0.00	\$39,986.22	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2011	\$56,588.70		\$0.00	\$56,588.70	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2012	\$66,577.93		\$135.31	\$66,713.24	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2013	\$39,000.09		\$281.30	\$39,281.39	\$0.00	\$0.00	\$0.00	\$707.08	98.20
2014	\$0.00		\$199.02	\$199.02	\$0.00	\$0.00	\$0.00	\$51.44	74.15
2015	\$0.00		\$339.73	\$339.73	\$0.00	\$0.00	\$0.00	\$238.81	29.71
2016	\$0.00		\$115.42	\$115.42	\$0.00	\$0.00	\$0.00	\$0.00	100.00
TOTAL	\$202,152.94		\$1,070.78	\$203,223.72	\$0.00	\$0.00	\$0.00	\$997.33	99.51
TOTAL INTEREST COLLECTED									

CI21ADVL TAX - SOUTHPORT PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2011	\$1,774,724.46	\$853.88	\$0.00	\$1,775,578.34	\$0.00	\$0.00	\$852.23	\$1,746.31	99.90
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$0.00	\$0.00	\$1,474.83	\$2,001.05	99.88
2013	\$1,696,968.97	\$663.08	\$5,642.58	\$1,703,274.63	\$0.00	\$0.00	\$1,572.24	\$1,838.07	99.89
2014	\$1,741,170.53	\$974.86	\$15,048.68	\$1,757,194.07	\$0.00	\$0.00	\$1,243.00	\$2,083.69	99.88
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$0.00	\$0.00	\$1,326.27	\$1,443.94	99.92
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$0.00	\$0.00	\$1,865.87	\$1,895.18	99.90
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$0.00	\$0.00	\$1,739.63	\$4,424.88	99.81
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$0.00	\$0.00	\$3,768.88	\$3,120.33	99.87
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$29.64	\$0.00	\$3,205.17	\$5,035.63	99.83
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$0.00	\$0.00	\$4,148.92	\$5,851.81	99.81
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$0.00	\$0.00	\$25,553.33	\$44,598.73	98.58
TOTAL	\$24,145,802.85	\$24,013.15	\$117,494.71	\$24,287,310.71	\$29.64	\$0.00	\$46,750.37	\$74,039.62	99.70
TOTAL INTEREST COLLECTED				\$9,481.84					
GRAND TOTAL	\$24,347,955.79	\$24,013.15	\$118,565.49	\$24,490,534.43	\$29.64	\$0.00	\$46,750.37	\$75,036.95	99.69
GRAND TOTAL INTEREST COLLECTED				\$9,481.84					

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
03 Mar2022 MonthEnd Run Date: Apr 1 2022 9:31AM**

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	\$10.00	\$130.85	99.98
2012	\$630,950.00		\$290.00	\$631,240.00	\$0.00	\$0.00	\$36.13	\$130.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$0.00	\$0.00	\$40.00	\$140.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$0.00	\$0.00	\$30.00	\$150.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$0.00	\$0.00	\$130.00	\$171.34	99.97
2016	\$702,680.00		\$0.00	\$702,680.00	\$0.00	\$0.00	\$153.45	\$180.52	99.97
2017	\$897,246.88		\$290.00	\$897,536.88	\$0.00	\$0.00	\$114.41	\$437.46	99.95
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$0.00	\$0.00	\$567.34	\$840.11	99.92
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$0.00	\$0.00	\$626.39	\$2,132.94	99.79
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$1,244.57	\$3,949.10	99.63
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$0.00	\$0.00	\$9,568.73	\$22,443.20	97.93
TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$12,521.02	\$30,705.52	99.68
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$12,521.02	\$30,705.52	99.68
GRAND TOTAL INTEREST COLLECTED									

RUN DATE: 4/1/2022 11:27 AM

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
03 Mar2022 MonthEnd Run Date: Apr 1 2022 9:31AM

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									

PERMIT REPORT 2022

Month	New Construct SFR	New Construct Multi Family	Commercial Bldg Projects	Acc Bld	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											
May											
Jun											
Jul											
Aug											
Sep											
Oct											
Nov											
Dec											
Totals	39	5	14	21	72	2	112	52	121	502	\$ 398,638.00

No.	WOID	Request Date	Description	Status	Assigned To	Location	Actual Completion Date
1	18098	2/25/2022	POTHoles AT YAUPON DR & PARK AVE EXT. ARE THESE GETTING FIXED BY CONTRACTOR?	Complete	Mike Spicer	Downtown	2/25/2022
2	18099	2/25/2022	RUN INTERNET CABLE FROM THE ATTIC OF THE COMMUNITY BLDG TO THE KITCHEN NEAR THE PHONE JACK LINE.	Complete	Harlan Pyles	Community Building	3/28/2022
3	18130	3/1/2022	POWER WASH THE STAGE AT FRANKLIN SQ PARK BEFORE MARCH 19TH RENTAL. THERE WILL BE DANCERS ON THE STAGE AND IT IS SLIPPERY.	Complete	David Kelly	Franklin Square Park	3/4/2022
4	18131	3/1/2022	THE SWINGS AT LOWE WHITE PARK NEED ATTENTION	Complete	David Kelly	Lowe White Park	3/2/2022
5	18132	3/2/2022	REMOVE PORTABLE GOALS FROM THE GYM	Complete	David Kelly	Downtown	3/4/2022
6	18134	3/2/2022	PUT IN 3 WAY STOP ON STUART AT DALE & HOLLY, SEE TOM	Complete	Mike Spicer	Downtown	3/2/2022
7	18136	2/24/2022	LOCATE 1456-1424 N HOWE ST/RIVER RD, CABLE	Complete	Tyrus Davis	Downtown	2/28/2022
8	18137	2/23/2022	LOCATE 1625 HWY 211/SANHDY LANE, UTILITY & GRADING	Complete	Tyrus Davis	Downtown	2/28/2022
9	18138	2/28/2022	LOCATE 1625 HY 211/SANDY LANE, GRADING	Complete	Tyrus Davis	Downtown	2/28/2022
10	18144	3/23/2022	LOCATE 600 N FODALE AVE/MEMORY LANE, BURY SERVICE LINE	Complete	Tyrus Davis	Downtown	2/28/2022
11	18146	2/25/2022	LOCATE 1125 N HOWE ST/W 12TH ST, PLANTING SHRUBS	Complete	Tyrus Davis	Downtown	3/2/2022
12	18147	2/25/2022	LOCATE 104 S HOWE ST/W MOORE ST, REPAIR STOR, DRAIN	Complete	Tyrus Davis	Downtown	3/2/2022
13	18148	2/25/2022	LOCATE S HOWE ST/W BAY ST, REPAIR STORM DRAIN	Complete	Tyrus Davis	Downtown	3/2/2022
14	18149	2/25/2022	LOCATE 109 W 12TH ST/N LORD ST, PLANTING SHRUBS	Complete	Tyrus Davis	Downtown	3/2/2022

15	18151	3/1/2022	LOCATE 104 PARK AVE, INSTALLING ELEC LINE	Complete	Tyrus Davis	Downtown	3/1/2022
16	18154	3/1/2022	LOCATE EASON ST/WINAFRED ST/J SWAIN BLVD, REPAIR BAD UNDGD WIRE	Complete	Tyrus Davis	Downtown	3/1/2022
17	18159	3/2/2022	LOCATE 5187-5191 EASON ST/J SWAIN BLVD, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/3/2022
18	18160	3/2/2022	LOCATE 206 W WEST ST, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/3/2022
19	18161	3/1/2022	LOCATE 414 RAVEN GLEN DR, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/3/2022
20	18162	2/28/2022	LOCATE 114 PARK AVE, INSTALLING ELECTRIC LINE	Complete	Tyrus Davis	Downtown	3/3/2022
21	18163	2/28/2022	LOCATE 304 PARK AVE EXT/DALE AVE, LOCATE THE ENTIRE FRONT PROPERTY, REPAIRING SEWER LINE	Complete	Tyrus Davis	Downtown	3/1/2022
22	18164	3/4/2022	LOCATE 701 CLARENDON AVE/W OWENS ST, TRENCH 6" DEEP	Complete	Tyrus Davis	Downtown	3/3/2022
23	18165	2/28/2022	LOCATE 818 CLARENDON AVE, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/3/2022
24	18166	3/1/2022	LOCATE 105 E BROWN ST/N HOWE ST, INSTALLING WATER SEWER TAP	Complete	Tyrus Davis	Downtown	3/4/2022
25	18167	3/4/2022	LOCATE PRICES CREEK DR/SULLIVANS RIDGE RD, PLANTING & IRRIGATION	Complete	Tyrus Davis	Downtown	3/4/2022
26	18168	3/1/2022	LOCATE SULLIVANS RIDGE RD/PRICES CREEK DR, PLANTING & IRRIGATION	Complete	Tyrus Davis	Downtown	3/4/2022
27	18169	3/1/2022	LOCATE 5101 FERNWOOD DR, INSTALLING ELECTRIC LINE.	Complete	Tyrus Davis	Downtown	3/4/2022
28	18170	3/1/2022	LOCATE 6099 TURTLEWOOD DR, INSTALLING ELECTRIC LINE	Complete	Tyrus Davis	Downtown	3/4/2022
29	18171	3/7/2022	PICK UP DEBRIS BAGS AT COMMUNITY BLDG, POLLINATOR GRADE, AND OLD JAIL ANNEX.	Complete	David Kelly	Downtown	3/7/2022
30	18172	3/7/2022	BLOW THE LEAVES OUT OF THE BUSHES/ROCKS ON THE WATER SIDE OF THE COMMUNITY BLDG.	Complete	David Kelly	Community Building	3/7/2022

31	18174	3/9/2022	ADD RIP RAP AT BAY STREET WHERE TOM SHOWED YOU.	Complete	Mike Spicer	Downtown	3/9/2022
32	18175	3/7/2022	LOCATE 109 W 12TH, N LORD ST, PLANTING SHRUBS	Complete	Tyrus Davis	Downtown	3/7/2022
33	18176	3/2/2022	LOCATE 107 RIVER WATCH LANE/KINSLEY DR, BURY DROP	Complete	Tyrus Davis	Downtown	3/7/2022
34	18177	3/2/2022	LOCATE 1014 CAPTAIN ADKINS DR SE/ROBERT RUARK DR SE, SURVEY	Complete	Tyrus Davis	Downtown	3/7/2022
35	18178	3/2/2022	LOCATE 1014 CAPTAIN ADKINS, SURVEY DESIGN	Complete	Tyrus Davis	Downtown	3/7/2022
36	18179	3/10/2022	LOCATE 393 TREVALLY CT/W 11TH ST, BURY SERVICE DROP	Complete	Tyrus Davis	Downtown	3/7/2022
37	18180	3/2/2022	LOCATE 520 BURRINGTON AVE, INSTALLING ELECTRIC LINE	Complete	Tyrus Davis	Downtown	3/7/2022
38	18181	3/2/2022	LOCATE 512 N LORD ST, INSTALLING ELECTRIC LINE	Complete	Tyrus Davis	Downtown	3/7/2022
39	18182	3/2/2022	LOCATE 304 W 10TH/N CASWELL, INSTALLING GAS LINE	Complete	Tyrus Davis	Downtown	3/8/2022
40	18183	3/3/2022	LOCATE 5968 DUTCHMAN CREEK RD/INDIGO PLANTATION DR, TREE PLANTING	Complete	Tyrus Davis	Downtown	3/8/2022
41	18184	3/3/2022	LOCATE 5903 DUTCHMAN CREEK RD, INSTALLING GAS LINE	Complete	Tyrus Davis	Downtown	3/8/2022
42	18185	3/3/2022	LOCATE 208 FODALE, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/8/2022
43	18186	3/3/2022	LOCATE 1007 E MOORE ST, CONNECTING TO CITY WATER	Complete	Tyrus Davis	Downtown	3/8/2022
44	18187	3/3/2022	LOCATE 104 PARK AVE/E MOORE ST, CONNECTING TO CITY WATER	Complete	Tyrus Davis	Downtown	3/8/2022
45	18188	3/2/2022	LOCATE 203 AUPON DR/PARK AVE, ADDITION	Complete	Tyrus Davis	Downtown	3/8/2022
46	18189	3/3/2022	LOCATE 606 W WEST ST, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/8/2022

47	18190	3/11/2022	8 BARRICADES AT 2 LOCATIONS MOORE/HOWE BAY & HOWE FOR BLOCK PARTY TOMORROW	Complete	Mike Spicer	Downtown	3/11/2022
48	18191	3/11/2022	PICK UP 12 TREES - 21ST & 22ND 22549 ST HWY 210, ROCKY POINT	Complete	Al Cochran	Downtown	3/21/2022
49	18192	3/14/2022	910-300-6145 CHECK THE HEAT AT 209 N ATLANTIC. JK CALLED MANSFIELD	Complete	Harlan Pyles	Downtown	3/14/2022
50	18193	3/4/2022	LOCATE 114 W BROWN ST/HWY211, BURY PHONE DROP	Complete	Tyrus Davis	Downtown	3/9/2022
51	18194	3/4/2022	LOCATE 103 BONNET CREEK LN/E MOORE ST, INSTALLING WATER/SEWER TAP	Complete	Tyrus Davis	Downtown	3/9/2022
52	18195	3/3/2022	LOCATE 10929 N CASWELL AVE, W 11 TH ST, BURY SERVICE DROP	Complete	Tyrus Davis	Downtown	3/9/2022
53	18196	3/8/2022	LOCATE HWY 87/N HOWE ST, CABLE	Complete	Tyrus Davis	Downtown	3/9/2022
54	18197	3/8/2022	LOCATE 1424 N HOWE ST/RIVER RD SE, CABLE	Complete	Tyrus Davis	Downtown	3/9/2022
55	18198	3/8/2022	LOCATE N HOWE ST/RIVER RD SE, CABLE	Complete	Tyrus Davis	Downtown	3/9/2022
56	18199	3/8/2022	LOCATE N HOWE ST/RIVER RD SE, CABLE	Complete	Tyrus Davis	Downtown	3/9/2022
57	18200	3/7/2022	LOCATE 505 W OWENS ST/WILD ROSE WAY, INSTALLING DRIVEWAY	Complete	Tyrus Davis	Downtown	3/10/2022
58	18201	3/8/2022	LOCATE 713 N CASWELL AVE, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/10/2022
59	18202	3/9/2022	LOCATE 231 JOSHUAS WAY, INSTALLING FENCE	Complete	Tyrus Davis	Downtown	3/10/2022
60	18203	3/7/2022	LOCATE 307 FIRE FLY LANE/TROUT LILY LANE, BURY PHONE DROP	Complete	Tyrus Davis	Downtown	3/10/2022
61	18204	3/7/2022	LOCATE 6099 TURTLEWOOD DR/GRAY SQUIRREL PATH, INSTALLING SEWER LINE	Complete	Tyrus Davis	Downtown	3/10/2022

62	18205	3/7/2022	LOCATE 1026 CAPT ADKINS DR SE/ROBERT RUARK DR SE, NEW GAS SERVICE	Complete	Tyrus Davis	Downtown	3/10/2022
63	18206	2/25/2022	LOCATE 102 HOLLY DR/STUART AVE, SURVEY	Complete	Tyrus Davis	Downtown	3/11/2022
64	18207	2/25/2022	LOCATE 102 HOLLY DR/STUART AVE	Complete	Tyrus Davis	Downtown	3/11/2022
65	18208	3/11/2022	LOCATE 103 BONNET CREEK LANE, REPORT OF DAMAGE	Complete	Tyrus Davis	Downtown	3/11/2022
66	18209	3/11/2022	LOCATE 103 BONNET CREEK/E MOORE, REPORT OF DAMAGE	Complete	Tyrus Davis	Downtown	3/11/2022
67	18210	3/8/2022	LOCATE 5187 EASON ST/WINAFRED ST, NEW UNDG SERVICE	Complete	Tyrus Davis	Downtown	3/11/2022
68	18211	3/14/2022	LOCATE W 8TH ST/N CASWELL AVE/NM LORD ST, PLANT TREES	Complete	Tyrus Davis	Downtown	3/11/2022
69	18212	3/8/2022	LOCATE 510 CADES TRL	Complete	Tyrus Davis	Downtown	3/11/2022
70	18213	3/8/2022	LOCATE 2018 ROBERT RUARK DR SE/BARRISTERS CT SE, BUR PHONE DROP	Complete	Tyrus Davis	Downtown	3/11/2022
71	18214	3/8/2022	LOCATE 701 CLARENDON AVE/W OWENS ST, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/11/2022
72	18215	3/8/2022	LOCATE 235 E LEONARD ST/WILLIS DR, REMOVE STUMPS	Complete	Tyrus Davis	Downtown	3/11/2022
73	18216	3/14/2022	INSTALL DOUBLE HOOK ON OFFICE DOOR.	Complete	Harlan Pyles	Police Station	3/16/2022
74	18217	3/15/2022	Cut back shrubs in right-away in the area of 209 to 211 River Dr. It is causing blind spots. See attached.	Complete	Al Cochran	Downtown	3/15/2022
75	18218	3/9/2022	LOCATE 5933 DUTCHMAN CREEK RD/SPIKERUSH TRAIL, INSTALL GAS LINE	Complete	Tyrus Davis	Downtown	3/14/2022
76	18219	3/14/2022	LOCATE 101 E BROWN ST/DRY ST, CUT CABLE	Complete	Tyrus Davis	Downtown	3/14/2022
77	18220	3/10/2022	LOCATE 215 PARK AVE EXT/YAUPON RD, REMOVING DEAD TREE	Complete	Tyrus Davis	Downtown	3/14/2022

78	18221	3/16/2022	TAKE 10 BARRICADES TO N ATLANTIC AVE NEAR THE DOSHER HOSPITAL PVA NEAR 9TH ST. CALL STEVE 910-520-5994. STEVE WILL MEET YOU TO UNLOAD BARRICADES.	Complete	Mike Spicer	Downtown	3/17/2022
79	18224	3/10/2022	LOCATE 104 PARK AVE/E MOORE ST, BURY PROPANE LINE	Complete	Tyrus Davis	Downtown	3/14/2022
80	18225	3/10/2022	LOCATE HIGHLAND PARK AVE/STUART AVE, SITE WORK	Complete	Tyrus Davis	Downtown	3/14/2022
81	18226	3/10/2022	LOCATE ATLANTIC AVE/E 13TH ST, SITE WORK	Complete	Tyrus Davis	Downtown	3/14/2022
82	18227	3/9/2022	LOCATE N HOWE/E. WEST ST/W WEST ST.	Complete	Tyrus Davis	Downtown	3/14/2022
83	18229	3/9/2022	LOCATE E MOORE ST/N DAVIS ST/S DAVIS ST, HANDICAP RAMP	Complete	Tyrus Davis	Downtown	3/14/2022
84	18230	3/17/2022	LOCATE E MOORE ST/N DAVIS ST/S DAAVIS ST, HANDICAP RAMP	Complete	Tyrus Davis	Downtown	3/14/2022
85	18231	3/10/2022	LOCATE 1625 HWY211/SANDY LANE, UTILITY GRADING	Complete	Tyrus Davis	Downtown	3/15/2022
86	18232	3/10/2022	LOCATE 5019 PIERHEAD CT/SWASHBUCKLER WAY, BURY SERVICE DROP	Complete	Tyrus Davis	Downtown	3/15/2022
87	18233	3/10/2022	LOCATE 782 SKIPJHACK CIR/W OWENS ST, BURY SERVICE DROP	Complete	Tyrus Davis	Downtown	3/15/2022
88	18234	3/10/2022	LOCATE BURRINGTON AVE/W LEONARD ST, GRADING	Complete	Tyrus Davis	Downtown	3/15/2022
89	18235	3/10/2022	LOCATE BURRINGTON AVE/W LEONARD ST, GRADING	Complete	Tyrus Davis	Downtown	3/15/2022
90	18236	3/11/2022	LOCATE 1147 N CASWELL AVE, DRIVING PILINGS	Complete	Tyrus Davis	Downtown	3/16/2022
91	18237	3/11/2022	LOCATE 1147 N CASWELL AVE	Complete	Tyrus Davis	Downtown	3/16/2022

92	18238	3/17/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/16/2022
93	18239	3/11/2022	614 MARSH GRASS CT, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/16/2022
94	18240	3/11/2022	LOCATE SANDY LANE/HWY211, SEWER FORCE MAIN	Complete	Tyrus Davis	Downtown	3/16/2022
95	18241	3/18/2022	FIX METAL PLATE IN ROAD " I AM ST. "	Complete	Al Cochran	Downtown	3/18/2022
96	18242	3/10/2022	LOCATE SANDY LANE/HWY211, UTILITY AND GRADING	Complete	Tyrus Davis	Downtown	3/16/2022
97	18243	3/12/2022	LOCATE 5991 GRAY SQUIRREL PATH/MOORE ST, PLANTING BUSHES	Complete	Tyrus Davis	Downtown	3/17/2022
98	18244	3/14/2022	LOCATE 503 LORD THOMAS AVE/LORD CHARLES DR, PLANTING TREES	Complete	Tyrus Davis	Downtown	3/17/2022
99	18245	3/14/2022	LOCATE 502 LORD THOMAS AVE/LORD CHARLES DR, PLANTING TREES	Complete	Tyrus Davis	Downtown	3/17/2022
100	18246	3/14/2022	LOCATE 1424 N HOWE ST/RIVER RD SE, CABLE.	Complete	Tyrus Davis	Downtown	3/17/2022
101	18247	3/18/2022	LOCATE 1456 N HOWE ST, RIVER RD SE, CABLE.	Complete	Tyrus Davis	Downtown	3/17/2022
102	18248	3/14/2022	LOCATE HY87/ HOWE ST, CABLE.	Complete	Tyrus Davis	Downtown	3/17/2022
103	18249	3/14/2022	LOCATE 1456-1424 N HOWE ST/RIVER RD, CABLE.	Complete	Tyrus Davis	Downtown	3/17/2022
104	18250	3/14/2022	LOCATE 104 PARK AVE, DESTROYED MARKS	Complete	Tyrus Davis	Downtown	3/17/2022
105	18251	3/18/2022	HANG CURTAIN IN BRIDAL ROOM. THEY ARE TO PICK UP HARDWARE AT CITY HALL.	Complete	Jeremy Kennedy	Community Building	3/24/2022
106	18252	3/18/2022	LOCATE WATER AT 504 W WEST ST.	Complete	Tyrus Davis	West Side of Town	3/18/2022
107	18253	3/16/2022	LOCATE 830 N LORD ST/W 9TH ST, INSTALL FENCING	Complete	Tyrus Davis	Downtown	3/18/2022

108	18254	3/16/2022	LOCATE 235 E LEONARD ST/WILLIS DR, LANDSCAPING	Complete	Tyrus Davis	Downtown	3/18/2022
109	18255	3/14/2022	LOCATE 209 STUART AVE/E LEONARD ST, INSTALLING FOOTINGS, ANCHORS	Complete	Tyrus Davis	Downtown	3/18/2022
110	18256	3/21/2022	CHECK ICE MACHINE AT PARKS & REC 209 N ATLANTIC	Complete	Jeremy Kennedy	Downtown	3/21/2022
111	18258	3/17/2022	LOCATE SAND DOLLAR LANE/SOFTWIND WAY, BURY PHONE DROP	Complete	Tyrus Davis	Downtown	3/21/2022
112	18259	3/17/2022	LOCATE 6014 DUTCHMAN CREEK RD/SPIKERUSH, INSTALL UND G CABLE.	Complete	Tyrus Davis	Downtown	3/21/2022
113	18260	3/22/2022	LOCATE 410 BURNSWICK ST/SHORT ST, REPAIRING BAD UG ELECTRICAL	Complete	Tyrus Davis	Downtown	3/21/2022
114	18261	3/18/2022	LOCATE 5187-5191 EASON ST/J SWAIN BLVD, SOUTHPORT SUPPLY RD SE. SEWER LINES ARE MARKED.	Complete	Tyrus Davis	Downtown	3/21/2022
115	18267	3/18/2022	LOCATE 5187-5191 EASON ST/J SWAIN BLVD, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/21/2022
116	18268	3/17/2022	LOCATE SOFTWIND WAY/SAND DOLLAR LANE, BURY PHONE DROP	Complete	Tyrus Davis	Downtown	3/21/2022
117	18269	3/21/2022	LOCATE 714 N HOWE ST, INSTALLING ELECTRIC LINE.	Complete	Tyrus Davis	Downtown	3/22/2022
118	18270	3/21/2022	LOCATE 714 N HOWE ST, INSTALLING ELECTRIC LINE.	Complete	Tyrus Davis	Downtown	3/22/2022
119	18271	3/18/2022	LOCATE 726 N HOWE ST, INSTALLING ELECTRIC LINE.	Complete	Tyrus Davis	Downtown	3/22/2022
120	18272	3/18/2022	LOCATE 714 N HOWE ST, INSTALLING ELECTRIC	Complete	Tyrus Davis	Downtown	3/22/2022
121	18274	3/18/2022	LOCATE 724 N HOWE ST, INSTALLING ELECTRIC LINE	Complete	Tyrus Davis	Downtown	3/22/2022
122	18276	3/21/2022	LOCATE 606 W WEST ST, NEW CONSTRUCTION	Complete	Tyrus Davis	Downtown	3/23/2022
123	18277	3/21/2022	LOCATE 1109 N CASWELL AVE/TREVALLY CT, CLEARING	Complete	Tyrus Davis	Downtown	3/23/2022

124	18278	3/21/2022	724 N HOWE ST, CHANGE OUT UG TRANSFORMER	Complete	Tyrus Davis	Downtown	3/23/2022
125	18279	3/22/2022	LOCATE 722 BURLINGTON AVE, MANHOLE	Complete	Tyrus Davis	Downtown	3/23/2022
126	18280	3/22/2022	LOCATE 5102 FERNWOOD DR/HOLLOW TREE DR, PLANTING BUSHES	Complete	Tyrus Davis	Downtown	3/24/2022
127	18281	3/21/2022	LOCATE 510 QUARTER MASTER DR/MACKENZIE CIR, PLANTING BUSHES	Complete	Tyrus Davis	Downtown	3/24/2022
128	18101	2/28/2022	701 CLARENDON / OWENS ST THERE IS A WATER LINE THAT IS ONLY 1" BELOW THE GROUND LEVEL. MIKE BAILEY CALLED IN.	Work In Progress	Mike Spicer	Downtown	
129	18158	3/3/2022	BARRICADES FOR THE BOAT THAT THE LYONS CLUB SELLS AT THE FRYING PAN PARKING EDGE. SEE IF STONE NEEDS TO BE ADDED. APRIL 7TH	Work In Progress	Mike Spicer	Downtown	
130	18173	3/7/2022	15 & 16th HAVE EQUIPMENT TRAILER AND STRAPS READY TO GO WITH THOMAS LLOYD TO PICK UP TREE.	Work In Progress	Al Cochran	Downtown	
131	18222	3/16/2022	APRIL 14TH - DROP OFF BARRICADES TO BLOCK E WEST ST/ATLANTIC/COLLEGE & HOWE. FOR A 2 DAY FESTIVAL. SEE ATTACHED.	Work In Progress	Mike Spicer	Downtown	
132	18223	3/16/2022	MAY 13TH - DROP OFF BARRICADES TO BLOCK LORD ST FOR 1 DAY FESTIVAL. SEE ATTACHED.	Work In Progress	Mike Spicer	Downtown	
133	18228	3/17/2022	HELLO, NOW GET TO WORK!	Work In Progress	Jeremy Kennedy	Downtown	
134	18257	3/21/2022	THERE IS A BURNED OUT LIGHT OVER THE SINK IN THE MENS RESTROOM AT THE COMMUNITY BLDG.	Work In Progress	Harlan Pyles	Community Building	

Utility Billing

Service Requests Report by Service Date

Service Dates: From: 3/1/2022 To: 3/31/2022

000001-03-2022	Closed	3/1/2022	Miscellaneous; Please verify what this meter serves. Billing water only. Should they be billed sewer? Is there a pool house/club house with sinks/toilets this could be connected to?
000004-03-2022	Closed	3/1/2022	Reconnect - PLEDGE RECEIVED FROM LIHWAP
000005-03-2022	Closed	3/1/2022	Reconnect- PAID
000006-03-2022	Closed	3/1/2022	Reconnect CUSTOMER PAID
000007-03-2022	Closed	3/1/2022	Reconnect CUSTOMER PAID
000008-03-2022	Closed	3/1/2022	Meter Change Out; Meter number in MiNet doesn't match # in Springbrook but reads appear to be correct. Found during transfer to owner
000068-02-2022	Closed	3/1/2022	Install Water Sewer Tap BUILDER IS READY 980-254-1489
000118-02-2022	Closed	3/1/2022	Miscellaneous CHECK WATER METER - CUSTOMER STATES HAS NO WATER PRESSURE. WATER JUST TRICKLES OUT. RDM IS GREYED OUT IN MI-NET
000119-02-2022	Closed	3/1/2022	Reconnect PAID IN FULL PLUS 50 AFTER HOURS FEE VERBAL TO SHAWN
000120-02-2022	Closed	3/1/2022	Reconnect - PAID
000136-03-2022	Closed	3/1/2022	Meter Change Out 3/1/22 DISCOVERED DURING BILLING
000009-03-2022	Closed	3/2/2022	please check possible blockage backed up into house per southport realty (mandy) says the clean out is under the house on nash st side
000011-03-2022	Closed	3/2/2022	Reconnect PAID IN FULL
000012-03-2022	Closed	3/2/2022	Reconnect - PAID.
000054-02-2022	Closed	3/2/2022	Inspect RPZ/Install IRR Meter-
000103-02-2022	Closed	3/2/2022	Inspect RPZ/Install IRR Meter CUSTOMER READY BRYAN 9106176666

000014-03-2022	Closed	3/3/2022	Check Irrigation Meter; Customer claims he does not have an irrigation meter but we have a meter on the account. Please check asap
000015-03-2022	Closed	3/3/2022	Turn meter off PLEASE PROVIDE FINAL READ CATHY ROGERS REQUEST SERVICE TO BE DISCONNECTED.
000077-02-2022	Closed	3/3/2022	Check Water Meter; Very little usage for months and customer lives here. May need new meter
000095-02-2022	Closed	3/3/2022	Check Water Meter - CUSTOMER NEED METER CHECKED WATER USAGE IS HIGH. PLEASE LET CUSTOMER KNOW WHEN YOU COME TO HIS HOUSE. (512)417-0353
000003-03-2022	Closed	3/4/2022	Miscellaneous CUSTOMER STATES HER WATER SMELLS LIKE EGGS PLEASE CHECK
000017-03-2022	Closed	3/4/2022	Cut-Off Non-Pay; Customer called after hours to have water turned on but not paid. Added \$50 after hours fee to account and turned water back off
000018-03-2022	Closed	3/4/2022	Reconnect Customer received pledge
000019-03-2022	Closed	3/4/2022	Cut-Off Non-Pay CUSTOMER WAS ON CUT-OFF LIST 2/28/22 MI-NET IS SHOWING USAGE
000020-03-2022	Closed	3/4/2022	Cut-Off Non-Pay CUSTOMER ON CUT-OFF LIST 2/28/22 HAS NOT PAID & MI-NET IS SHOWING USAGE
000022-03-2022	Closed	3/4/2022	Reconnect - PAID
000023-03-2022	Closed	3/4/2022	Reconnect- PAID
000024-03-2022	Closed	3/4/2022	Reconnect - PAID
000025-03-2022	Closed	3/4/2022	Reconnect - PAID- AFTER HOURS FEE PAID TOO; VERBAL TO TYRUS AT 4:59 ON 3.4.22
000026-03-2022	Closed	3/7/2022	Reconnect paid in full on 3/6/2022
000027-03-2022	Closed	3/7/2022	Check Water Meter - Customer was on cut-off list & was turned off via RDM. However customer, states that she had water through the week & water was cut off on Saturday 3/5. Customer paid on Sunday 3/6 & has been reconnected RDM 3/7
000028-03-2022	Closed	3/7/2022	Check Water Meter meter disconnect through RDM 1/24/2022 customer states still coming on. Please turn off
000029-03-2022	Closed	3/7/2022	Check Water Meter Customer requests irrigation meter to be checked. He states he shouldnt be using that much water.
000030-03-2022	Closed	3/7/2022	Check Water Meter customer request irrigation meter to be checked. she states that the irrigation has been turned off & could not possibly be using water. Please advise of findings Barbara kalin 910-363-4922

000031-03-2022	Closed	3/7/2022	Check Water Meter Customer states he has his irrigation meter turned off however has have usage. He wants metere checked please call with findings Jason Nicholas - 910-612-3405
000032-03-2022	Closed	3/7/2022	Turn Off Account - TURN OFF AND LOCK METER
000016-03-2022	Closed	3/8/2022	Check Water Meter; multiplier appears to be incorrect.
000034-03-2022	Closed	3/8/2022	Cut-Off Non-Pay
000035-03-2022	Closed	3/8/2022	Reconnect - PLEASE TURN WATER ON FOR CUSTOMER PD 03.08.2022.
000036-03-2022	Closed	3/8/2022	Reconnect PAID IN FULL TURNED RDM BACK ON
000038-03-2022	Closed	3/8/2022	Install Water Meter
000087-02-2022	Closed	3/8/2022	Install Irrigation Tap PAID FEE
000021-03-2022	Closed	3/9/2022	Install Irrigation Tap- FEE PAID
000033-03-2022	Closed	3/9/2022	Install Water Meter LOT # 32 THE PRESERVE @ FISHER LANDING
000037-03-2022	Closed	3/10/2022	Miscellaneous CUSTOMER STATES WATER METER CAP MISSING
000039-03-2022	Closed	3/10/2022	Reconnect PER NEW OWNER/BUILDER'S REQUEST
000040-03-2022	Closed	3/10/2022	Check Water Meter - NORCO MANAGEMENT CO. IS REQUESTING WE CHECK THE METER.
000041-03-2022	Closed	3/10/2022	Check Water Meter - NORCO MANAGEMENT CO. IS REQUESTING WE CHECK THE METER.
000065-12-2021	Closed	3/10/2022	Install Irrigation Tap - CALL CAMERON FOR LOCATION OF TAP. 910-443-5080
000043-03-2022	Closed	3/11/2022	Miscellaneous - NEED SOMEONE TO COME MOVE A FILING CABINET ASAP. SEE KAITY.
000045-03-2022	Closed	3/14/2022	Reconnect Customer request service to be restored. There is a service request that states it was turned back on 2/25/2022 (due to leak) however customer states that it hasn't yet been restored.
000046-03-2022	Closed	3/14/2022	Sewer Line Blocked
000047-03-2022	Closed	3/14/2022	Sewer Line Blocked - customer called and said his sewer line is backed up. He had a plumber check and he was told it is from the tap.
000048-03-2022	Closed	3/14/2022	Sewer Line Blocked - CUSTOMER CALLED AND SAID HE HAD A PLUMBER CHECK HI SEWER LINE AND IT IS BACKED UP FROM THE TAP.

000049-03-2022	Closed	3/14/2022	Sewer Line Blocked - THE SEWER IS BACKED UP IN THE HOUSE. (TOILET/SHOWER)
000050-03-2022	Closed	3/14/2022	Sewer Line Blocked - THE SEWER IS BACKED UP IN THE HOUSE. (TOILET/SHOWER)
000051-03-2022	Closed	3/14/2022	Turn Off Account - CUSTOMER REQUESTS DISCONNECT. PLEASE LOCK METER.
000053-03-2022	Closed	3/15/2022	Sewer Line Blocked
000054-03-2022	Closed	3/15/2022	Sewer Line Blocked - SIDE STREET BAKERY CALLED ABOUT SEWER BACKED UP.
000055-03-2022	Closed	3/15/2022	Reconnect
000057-03-2022	Closed	3/16/2022	Reconnect NEW ACCOUNT
000058-03-2022	Closed	3/16/2022	Turn meter off - LOCK IF POSSIBLE OWNERS GEORGE & ASHLEY REQUEST DISCONNECT. TENANTS HAVE BEEN IN SINCE FEB & HAVE NOT TRNSFR IN THEIR NAME
000059-03-2022	Closed	3/16/2022	Reconnect NEW ACCOUNT
000056-03-2022	Closed	3/18/2022	Install Water Meter
000061-03-2022	Closed	3/18/2022	Install Water Meter
000062-03-2022	Closed	3/18/2022	Inspect RPZ
000063-03-2022	Closed	3/18/2022	Leak Detected CUSTOMER REQUEST IRRIGATION METER TO BE CHECKED FOR LEAK. STATES WATER IS LEAKING FROM METER. HE HAS TURNED OFF VALVE & LEFT COVER OFF
000064-03-2022	Closed	3/18/2022	Reconnect CUSTOMER REQUEST IRRIGATION METER TURNED BACK ON.
000103-03-2022	Closed	3/18/2022	Inspect RPZ/Install IRR Meter
000052-03-2022	Closed	3/22/2022	Trim Branches tree on city side Nicole Brown 9105998975
000096-03-2022	Closed	3/22/2022	Inspect RPZ/Install IRR Meter CLIFF 9104772056
000100-03-2022	Closed	3/22/2022	REMOVE WATER METER AND MAKE "SAFE" FOR DEMOLITION PER BUILDER REQUEST.
000101-03-2022	Closed	3/22/2022	Turn meter off- LARGE LEAK, PER CUSTOMER
000102-03-2022	Closed	3/22/2022	Miscellaneous; PLEASE LOCATE METER FOR CUSTOMER. THEY ARE THERE NOW.

000097-03-2022	Closed	3/23/2022	Install Water Meter
000098-03-2022	Closed	3/23/2022	Install Water Meter
000099-03-2022	Closed	3/23/2022	Install Water Meter
000104-03-2022	Closed	3/23/2022	Leak Detected CUSTOMER STATES THERE IS WATER COMING OUT FROM METER BOX. TONYA HILLARD 910-550-4768
000105-03-2022	Closed	3/23/2022	Remove Meter CUSTOMER REQUEST IRRIGATION TO BE REMOVED. PLEASE PROVIDE READ DELMER GANN 540-660-1095
000107-03-2022	Closed	3/23/2022	Leak Detected please check & turn off 9105747987 Brian Kasal
000108-03-2022	Closed	3/23/2022	Remove Meter
000109-03-2022	Closed	3/25/2022	Miscellaneous; Resident said the water smells like sewer. Please call to discuss or go by to address.
000113-03-2022	Closed	3/25/2022	Check Water Meter Need current & correct reading. This meter is reading backwards in mi-net
000114-03-2022	Closed	3/25/2022	The customer needs you to come out and mark where the water lines are.
000115-03-2022	Closed	3/25/2022	Sewer Line Blocked CUSTOMER STATES SEWER BLOCKAGE VERBAL TO SHAWN
000118-03-2022	Closed	3/25/2022	Check Water Meter; Has this meter been turned on? MiNet shows usage since last read on account.
000119-03-2022	Closed	3/25/2022	Meter Change Out
000121-03-2022	Closed	3/28/2022	Reconnect- PAID
000122-03-2022	Closed	3/28/2022	Reconnect- PAID
000123-03-2022	Closed	3/28/2022	Reconnect - PAID
000124-03-2022	Closed	3/28/2022	Reconnect - VERBAL TO MIKE
000125-03-2022	Closed	3/28/2022	TURN ON EXISTING - RECONNECT CUSTOMER PAID
000127-03-2022	Closed	3/28/2022	Reconnect - PAID
000128-03-2022	Closed	3/28/2022	Reconnect CUSTOMER PD IN FULL

000129-03-2022	Closed	3/28/2022	Reconnect - PAID
000130-03-2022	Closed	3/28/2022	Reconnect - PAID
000131-03-2022	Closed	3/28/2022	Reconnect - PAID
000132-03-2022	Closed	3/28/2022	Reconnect - PAID
000133-03-2022	Closed	3/29/2022	Miscellaneous NEED READ FOR BILLING & METER NOT AVAIL IN MINET UPDATE CELL 4659 (MINET)
000135-03-2022	Closed	3/29/2022	Check Water Meter HAVENT HAD READS IN A MONTH IN MINET. MOST RECENT READ IS LESS THAN LAST BILLING 2/21/22 READ. NEED READING FOR BILLING
000138-03-2022	Closed	3/29/2022	Check Water Meter CHECK MULTIPLIER & GET PHYSICAL READ
000139-03-2022	Closed	3/29/2022	Check Water Meter Need physical read
000141-03-2022	Closed	3/29/2022	Reconnect PAID
000043-02-2022	Closed	3/30/2022	Reconnect - PAID IN FULL
000044-01-2022	Closed	3/30/2022	Turn meter off - WORKER HIT WATER LINE DOING CONSTRUCTION. PLEASE TURN WATER OFF AT STREET.
000108-02-2022	Closed	3/30/2022	Reconnect - PAID
000115-02-2022	Closed	3/30/2022	Reconnect PAID
000142-03-2022	Closed	3/30/2022	Check Water Meter CUSTOMER STATES LEAK AT METER
000143-03-2022	Closed	3/30/2022	Check Water Meter PLEASE CHECK WATER METER & GET PHYSICAL READ MULTIPLIER?
000144-03-2022	Closed	3/30/2022	Reconnect - PAID
000065-03-2022	Closed	3/31/2022	Install Water Meter
000146-03-2022	Closed	3/31/2022	Check Water Meter PER TS FIND OUT WHY METER IS NOT READING

Animal Protective Services Department

Kate Marshall

910-477-1486

kmarshall@cityofsouthport.com



MARCH 2022 MONTHLY REPORT

ANIMAL PROTECTIVE SERVICES

DOCUPET PET LICENSES: 17 YEAR TO DATE: 40

ANIMAL BITES: 1 YEAR TO DATE: 1

DOGS	CATS	WILDLIFE
Emergency call: 7-month-old black lab puppy caught in the current of the Cape Fear River. Southport Fire Department coordinated the rescue effort with TowBoat US. Dog successfully pulled from the river and transported to RRAH for evaluation.	Bite: Cat bite home quarantine completed with no issues.	Continuing education on local wildlife issues.
Lost and Found: (1) Microchipped - returned to owner	Community Cats: - Flea preventatives distributed - Monitoring health issues - TNR's scheduled - Coordinating efforts with local rescue for resident assistance with multiple cats.	
At-large: (1) Located by owners		

CONTINUING EDUCATION



Cat Lifesaving Certificate course completion
Southern Utah University/Best Friends Animal Society

COMMUNITY EVENTS

- SpringFest April 15-16 Franklin Square Park - dog waiting area
- Nature Fest April 30th Indian Trail Meeting Hall - "Wild Neighbors: How to Co-exist with NC Wildlife" presentation by APS
- Free Vaccination Clinic - Saturday, May 14th

APS has been approved to participate in the Petco Love's Vaccine Campaign. This grant initiative is providing 1 million free vaccinations throughout the United States to organizations to distribute to their communities. As well as providing preventative vaccinations, 300 FREE Rabies vaccinations have been donated, which will make this a great opportunity for the community.

**GIVE PETS THEIR
BEST SHOT!**

FREE PET VACCINES
THANKS TO



MARCH 2022 MONTHLY SUMMARY



Divisions of the Fire Department

Fire Division Calls for Service

Structural: 13 Vehicle: 2 MV Crash: 11
 Woods/Brush: 7 Gas Spill/Leak: 3 Trash: 2
 Water Rescue: 1 Electric: 2 Good Intent: 6
 Mutual Aid: 6 Medical/CPR: 12 Other: 1

Totals

66

EMS Division Calls for Service

EMS Calls: 160 E- Transports: 51 NE- Transports: 7

177

Fire Prevention & Inspections

Permits: 13 Inspections: 65 Batteries: 18
 Plan Reviews: 4 Smoke Alarm Installs: 22
 Car Seats: 6 CPR Classes: 4 Tours: 31

163

Total Number of Fire Department Actions: 406

UPCOMING PROJECTS, GOALS, & EVENTS

Chief Drew continues working on the budget, with a Fire Fee Committee meeting coming in the month of April. There will be a joint meeting of Fire/EMS for this quarter. Departmental pictures will be done April 30 & May 1. These pictures are done every other year, and are paid for by the member's fundraising projects. A boot drive is scheduled for April 09, these donations will pay for the 9/11 Memorial Exhibit that will be displayed during the 4th of July Festival. A Catfish Plate sale is scheduled for May 06 to help with expenses with the Fire Fighter's Competition. Fire & Life Safety Educator Level 1 certification class will be held this month, and several other classes are scheduled.

01MAR22

WEEK 09

- 712 Howe St.** **Hasu** CONEX still in place till 01APR22.
- 519 Clarendon** **S. Evans** MINIMUM HOUSING Will try to meet with her and determine the fate of the structure. Stopped by and got no answer at the door.
- 1101 N. Caswell St.** **King** MINIMUM HOUSING {} Letter of Hearing sent Registered Mail for 21FEB22. Received return receipt. No contact. Some activity spotted on 15FEB22, seems that the trash that was in both doorways was taken up.
- 718 Clarendon Ave.** **Eagles** J/A/N Spoke with Mr. Eagles in person on property. Observed that the wheels and tires are off the trailer, must be repairing the set to move it off property.
- 602 Clarendon** **E. Clemmons** OVERGROWTH Awaiting Probate.
- 608 Burrington** **E. Clemmons** MINIMUM HOUSING Still Awaiting Probate.
- 616 N. Caswell** **V. Clemmons** MINIMUM HOUSING Still Awaiting Probate.
- 712 Lord St.** **Fullwood** J/A/N, stopped by and Placed Door hanger.
- 702 Howe St** **Hatem** CONEX is still on property, completing inventory.
- 732 N. Lord** **Swain-Ellerbe** MINIMUM HOUSING still Awaiting Probate.
- 902 E. Moore St.** **G. Randolph** CONEX, Awaiting permit. Not paid yet.
- 607 Caswell** **W. Bream** CONEX {IDK}
- 1029 Howe St** **#2750** Was contacted by a lady that lives in the vicinity of **Herring and Nash streets** who called and stated that she would like a pile of debris picked up that has been on the side of the street for a year now. I gave her the phone number of Public Works and she hung up. I then realized that I made a mistake in hearing what she wanted done and attempted to call her back, which went unanswered. Tom Stanley then called, and I explained what had happened and he agreed that I messed up, but also stated that he would call her back and straighten things out.
- 1029 Howe St** **Solstice Build** Chris Lane from the listed company contacted and met with me at City Hall asking for permission to close off the sidewalk in front of **Trinity Church, 209 E. Nash Street**, in order to repair the steeple. I was unaware that I had the authority to grant such a thing, so I advised him that I would get back with him as soon as possible. I spoke with Mr. Barefoot and the Chief of Police on the matter, and they all agreed that it would be ok and thanked me for checking with them. I then called Mr. Lane back and advised him of the same. **9105236890**. Called Mr. Lane back and advised him of the "OK". It is important to note that the work being done will be this Thursday and Friday, 03-04MAR22.

02MAR22

- City of Southport** **#2750** Was tasked with surveying the city, new construction sites, and see if there any "Drip Line" violations.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

1029 Howe St. #2750 Study of Forestry Committee paperwork.

03MAR22

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

04MAR22**07MAR22****WEEK 10**

1029 Howe St. #2750 Received a phone call from [3365758788](tel:3365758788), male on the other end did not give me a name but stated that he wanted some information about the streetlights in the City of Southport. He was concerned that the lights were not the proper kind in his neighborhood in the Landing. I advised him that he may want to start with his HOA because the City Alderman are still working out the details of the new Street light policy.

807 Howe St. Thomas After reviewing all the submitted paperwork into this office, was able to permit the Adventure Kayak Company for tours. Printed out the permit and placed it into the mailbox of the company at the listed address.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

08MAR22

211 River Dr. Rev Typed up and mailed a Tour Permit packet to the listed address.

828 Caswell Boyd Typed up and mailed a Tour Permit packet to the listed address.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

ITMH Forestry Attended the monthly meeting of the Forestry Committee

09MAR22

1020 Howe St. Public Works Checked with the Supervisor there to see if they have been able to recover any of the large pieces of furniture scattered about the city on the R.O.W.

702 Howe St Hatem CONEX has been removed. **NO FURTHER ACTION REQUIRED.**

Case Closed.

828 Caswell Boyd Listed resident called and left a voicemail, [9107132072](tel:9107132072), wanted me to call back because she had a question or two. Called her back and discussed the Insurance which is up in May and her script which she said she just has an outline because of the number of questions and anecdotes that arise during her tour.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. Recovered and removed **six (6)** improper signs that have been relocated to the **9th Street Lay-Down** yard.

10MAR22

1029 Howe St. #2750 Weekly Update sent and received.

827 Howe St. SPD Received a phone call from Officer Stokes of the Southport Police Department. He stated that he observed 2 males possibly dumping sewage waste from a camper at the listed address. He also stated that he took a photo of the occurrence and would send it to my office. His concern was that he was unsure if there was a Code or Zoning violation occurring and wanted me to know. I thanked him and then went to the area where I was able to observe a white female exit one of the campers, lock the door, and then left in a vehicle that was parked next to it. Once that happened, I was able to plainly observe the electrical and water hookup to the camper from the building. Also observable, was a flexible black plastic wastewater hose exiting the camper and stretching across the grass towards the building. Unsure if it is connected to the building's waste system or if it drains to the grass. Courtesy letter was typed up and mailed to 2 separate addresses of the property.

**9th & Howe Street LLC.
1608 US Highway 221 N.
Jefferson, NC. 28640-9808**

**Roy & Brittany Hedrick
827 n. Howe St.
Southport, NC. 28461**

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

11MAR22

City of Southport #2750 Placed **Twenty-Five (25)** Door Hangers at various address for Trash cans STILL by the roadway, 3 days after trash pick-up!

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. Removed a taped-on sign that was affixed to the Brunswick Electric electrical box located at the intersection of Howe Street and River Road. This "sign" was first observed on Monday, 07MAR22, whereas the Owner/Operator of the business was contacted by me. He was advised of the improper action and stated that he paid some teenagers to post signs around the area and would have them remove it ASAP. It didn't happen, so I did.
9806363509.

14MAR22**WEEK 11**

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

City of Southport #2750 Drip Line Violations. Posted door hangers at about 6 different addresses per T. Lloyd.

519 Clarendon S. Evans Was contacted by Mr. & Mrs. Gregory Greene, sister to the listed owner of the property, 9107912948. They stated that the intention is to sell the listed property as soon as possible, but with other siblings involved in the deed, and the fact that they are spread about the country has made it difficult. They provided addresses and names of the other 2 siblings and wanted to know if I would be able to send them a letter of the property violations. Typed up and mailed out right after the conversation ended. Also added to the file.

Ronald Greene
79 Rocky Point Court
Acworth, GA. 30101

William Greene
2390 Mid Pine Court
Oveido, FL. 32765

15MAR22

519 Clarendon S. Evans Typed up and mailed the two additional Points of Contact for the listed address.

1010 Dutchman Cove Sexton **9199301019**, Called to complain about the Construction work going on behind his house. Stated that there are pumps operating all night keeping him and his family awake and in general just being annoying. I advised that I might be able to persuade the crew to turn off the pumps. Before I could explain that there are no noise ordinances for the ETJ, where he lives, the caller hung up. UPDATE- Went out to the site at the end of the day and did notice that you can still hear construction noise from the site behind the houses there.

16MAR22

1029 Howe St. #2750 Proposed revamp for the City's Noise Ordinance was approved by the Chief of Police and City Manager. The paperwork now goes to the City Clerk for placement in the Aldermen Meeting Agenda. Spoke with City Clerk about the proper procedure and she assured me that she will assist me throughout the ordeal! Also, spent a good portion of the day signing up for the NC-ACZO. You'd think that it would have been easier than the hoops I had to jump through. Identified a few more Drip Line Violations, will hit those tomorrow morning.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

City of Southport #2750 Placed **five (5)** Door hangers regarding bulk items and oversized yard waste.

17MAR22

City of Southport #2750 **Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.**

City of Southport #2750 **Observed an inordinate amount of "feather-flags" around town yesterday. Apparently, so did a number of citizens who know of the Zoning ordinance against them. Currently, I am collecting the addresses of those businesses that have one displayed in preparation of sending out Courtesy Letters. T. Lloyd will be talking with the City manager on how to go about correcting the matter.**

519 Clarendon S. Evans Ron Greene, 7704268121, called regarding the listed property. Stated that he is one of the brothers (heirs) to the property and wanted to ask about an extension on the timeline to properly find a solution with the other brothers involved in the property. It seems that ½ of the brothers want to sell the property, while the other ½ want to keep the property but demolish the structure there. He asked for an additional 30 days, which I acquiesced. He called again, at a later time, and asked about permitting, which I explained that any contractor can do that on-line through the City's website.

1029 Howe St. #2750 UPDATE on the "feather flags". Known locations of businesses that utilize "feather flags" as part of their advertising. Eighteen (18) total.

Three Sisters Consignment	807 Howe Street
Barn Beach Designs	806 Howe Street
Saucy Southerner	505 Howe Street
Beach Life	424 Howe Street
Side Street bakery	417-A Howe Street
REMAX	319 Howe Street
Wades	701 Howe Street
Candy & Company	708 Howe Street
Burney's Bakery	808 Howe Street
Art Shak	822 Howe Street
Jenny's Pet Grooming	1206 Howe Street
Southport Massage	1218 Howe Street
Hamilton Realty	1427 Howe Street
Hardee's	1616 Howe Street
Bella Cucina	5177 Southport-Supply Rd.
Great Clips	1669 Howe Street
Southport Coffee Company	5503 Rob Gandy Blvd.
River Sound Massage	5503 Rob Gandy Blvd.

211 River Dr Guetschow Sent in paperwork for Tour Permit. Everything was in order, check processed and Permit printed out and delivered to the listed address and given to his wife.

18MAR22

City of Southport #2750 Placed **Thirteen (13)** Door hangers for trash cans being left out in the R.O.W. Need to find a more effective way to encourage these citizens to properly bring the cans back in after collection.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

21MAR22**WEEK 12**

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

City of Southport #2750 Went looking for the Forestry Committee to see the planned tree planting but couldn't find them. Seriously, I drove all over town and couldn't find them.

22MAR22

813 Clarendon Brown, B. Listed citizen arrived at City Hall to ask for some help regarding the listed address. On it is a house that caught fire and is now uninhabitable and he was approached by a few companies to demo the structure and replace it with 1 or 2 modular homes. The sticker is that there are a number of heirs to the property and none of them want to do anything with the property. Mr. Brown has asked me for help, which I can, but limited. The solution that we derived is for him to supply me with a list of the other heirs and I mail out Minimum Housing Violations Courtesy Letters. Hopefully, this will put the spark in their hesitation about doing nothing with the property. Currently standing by for the list.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

103 River Dr. Russ, E. Typed up and mailed a Courtesy Letter to the listed address for the Bulk garbage items on the R.O.W in front of the address. Had placed a Door Hanger there on 15MAR22, the items, an overstuffed sofa and chair, were promptly covered with a tarp the next day. Since then, the tarp has disappeared, but the sofa and chair remain.

1029 Howe St. #2750 Explored the "Portal" as far as settings and other uses of that Application. Also, printed out and re-read the signage portion of the UDO in anticipation of a lot of controversy becoming of the Feather flag discussion going on between this office and other city officials.

23MAR22

813 Clarendon Brown, B. Met with Mr. Brown who then gave me a list of 12 additional heirs to the listed property. Courtesy Letters will be typed up and sent out to them as soon as possible.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

24MAR22**813 Clarendon****Brown**

Typed up and mailed Courtesy Letters to the following:

Darrel Brown
806 Clarendon Ave
Southport, NC. 28461

Martgaret Brown
812 Clarendon Ave.
Southport, NC. 28461

Bobby Brown
811 Clarendon Ave.
Southport, NC. 28461

Marsha Brown-Johnson
4198 Rosewind Circle
Memphis, TN. 38141

Garlton Brown
2236 Basil Holt Rd.
Burlington, NC. 27217

Della Brown
2561 Syon Drive
Memphis, TN. 38119

Alfred Brown
4343 River Rd. SE
Winnabow, NC. 28479

Edward Brown
9069 Branch Way SE
Winnabow, NC. 28479

Alfred Delts
9190 Chapel Trail SE
Winnabow, NC. 28470

Geraldine Bardon
4532 Little Prong Rd. NW
Ash, NC. 28420

Dillard Delts
3309 Sherwood Drive
Bellevue, NE. 68147

25MAR22**City of Southport****#2750**

Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage.

103 River Dr.**Russ**

Got a call from the Russ residence at the listed address, [9109003932](#). Citizen stated that she received a Courtesy Letter for Trash and had no idea what the letter meant. After we talked a bit, I determined that I had sent the Courtesy Letter to the wrong address and apologized profusely. I then drove down to the correct address and confronted the homeowner there and found that the Couch and chair will be removed this weekend. They were supposed to have been taken last weekend, but some problem developed. The proper address was **101 River Drive, Mr. Eugene Thomlinson.**

1020 Howe St.**#2750**

Spent about an hour with the garage maintenance crew discussing the city vehicle that I'm currently assigned to .

28MAR22**WEEK 13****30MAR22****City of Southport****#2750**

Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage. A number of political signs have already sprung up regarding the Primaries coming here soon.

1029 Howe St.**#2750**

UPDATE on the "feather flags". Checked the area again and found no 'new' Feather Flags. Still at a count of Eighteen (18) total.

4213 Pebble Shore**#2750**

Check on two (2) pines that have been requested to come down. Both exceed 8 inches in diameter and are well inside the setback.

506 Clarendon #2750 Three trees in question, all are within the setback and are greater than 8 inches in diameter.

31MAR22

205 W. St. George Visk Received a letter that was originally addressed to an **Alice Gore** of **411 Lord Street** and a **Dorothy Hewett** of **Supply, NC**. The letter is concerning a possibly dangerous tree that is dead and, according to the letter, poses a serious threat to the home and property of the Visk's. Will check this out.

City of Southport #2750 Drove the length of Howe, Jabbertown, Moore, Leonard, Robert Rourke, and 9th streets. No improper signage. By definition, a plethora of political signs have appeared, literally out of nowhere



Planning & Inspections Highlights, March 2022

- Assisted citizens with questions about Special Flood Hazard Zones.
- Spoke with and worked with potential developers with questions about signs, zoning, annexations, minor subdivisions, CAMA Minor Permits, tree permits, and other UDO-related matters.
- The Planning Board met for their regularly scheduled meeting on March 17th. There were 4 items on the agenda:
 - Southport Crossings Major Subdivision: The developer is looking to create new outparcels at the Southport Crossings Shopping Center in a HC zoned area. This project qualifies as a Major Subdivision because the developer will be dedicating a new ROW. A 40 ft ROW is proposed as an access road for all 3 parcels. The 3.51-acre tract will be accessed by the 40 ft ROW and the existing Southport Crossings Way. Water/Sewer will be served by Brunswick County. The development has existing Stormwater Capacity for the impervious area from this Subdivision. At the March 17th meeting, the plan was forwarded to the Aldermen with a recommendation that it be approved.
 - Lot 7 Major Site Plan Live Oak Landing Wholesale Office Space: The property is located at 5521 Rob Gandy Blvd. The proposed site plan shows a 5,000-sf office building that will consist of leasable units for tenants to upfit. The proposed uses are for contractors and people who need wholesale storage to lease. The property has an existing stormwater permit with the Master Development and will be served by County Water and a Septic Tank since it is in the ETJ. The decision on this was tabled until the developer gets the City some additional information.
 - Zoning Text Amendment, Section 3.14: A text amendment to the parking section of the UDO submitted by Ron Thompson. The text amendment would make it to where vacant nonconforming lots less than 6,000 sf within the BD existing would not be required to have off-street parking for non-residential uses. A review committee was appointed to look over the text amendment on April 4th.
 - Zoning Text Amendment, Section 3.18: A text amendment to the tree preservation section of the UDO submitted by Cameron Smith & Ginger Harper. The text amendment would make it to where tree mitigation would only be required within the infrastructure areas for oaks > 8". No other trees would need to be mitigated within the infrastructure areas.
- The Board of Adjustment met on March 22nd. The Board of Adjustment Interview committee (consisting of Alderman Lombardi, Chairman Lemons, and Vice-Chairman Haislip) interviewed an additional applicant interested in volunteering on the Board as an ETJ member prior to the meeting. They provided a recommendation for the Board of Aldermen to consider at the 4/14^h meeting.

February meeting and discussed housekeeping business. Staff led a training session for the Board and had very productive conversations with the Board of Adjustment.

- The Forestry Committee completed their tree plantings in partnership with the Public Works Department. There are now 12 new trees that are new residents of Southport. I want to praise Tom Stanley and his Public Works staff for being fine partners with the Forestry Committee in this endeavor. Not only did they pick up the trees in Rocky Point, but they also assisted the Forestry Committee in planting the trees at their new home. I would also like to commend the Forestry Committee Chair Scott Len for his diligent work in coordinating the plantings and helping select locations. We would not have been able to do this without these partnerships that we have cultivated over the past few years.
- **Yacht Basin Pedestrian Corridor:** The City Manager and I met with Wes MacLeod and Patrick Flanagan from the CFCOG regarding the Yacht Basin Mobility Study. We reviewed the existing conditions down at the Yacht Basin on March 9th. I also shared with them some survey information of the Yacht Basin to use in their conceptual drawing.
- **Southport Crossing:** Staff is anticipating some additional development at the Southport Crossing Lowe's Foods Shopping Center at Southport Crossing. Bagel Docks has pulled a permit for a restaurant and Eggs Up Grill has pulled a permit for a restaurant. We are anticipating a Coffee Shop and a medium-sized home improvement/garden store
- **Osprey Landing:** Osprey Landing has started the site clearing process. The City Manager and I met on site with the project manager Landon Weaver. They have a 60 ft wide utility easement by right and cleared the property for the placement of underground utilities. They are currently in the process of installing their underground utilities. Bill Clark Homes indicated that they would be recording Phases 1 and 2 together. Their estimate is that they are 6 months out from paving. They indicated that could change due to supply shortages/market conditions
- **Ferry Rd:** The property is under contract and the developer is beginning to examine the site conditions and our regulations. The developer is interested in a potential R-10 development on the site. The site is currently zoned a mixture of BD and MF. An R-10 development would be a reduction in density on the site.
- **The Villas at Fisher's Landing & The Preserve at Fisher's Landing:** We are continuing to receive building permits for these projects.
- **Oakton:** 20.5 Acre tract next to the Hammocks. The developer has changed their plan from a PUD to a traditional Major Subdivision under the R-10 regulations. The site plan is proposing 42 lots. The sketch plan was presented at the 9/16 Planning Board meeting. They are still working on their full application.
- **Cottages at Prices Creek Phase 2:** Phase 2 of the Cottages at Prices Creek PUD. The original approval was a Special Use Permit for a PUD back in 2004. The original approval showed 2 additional phases of MF. The developer is proposing a 48-townhome subdivision on 17.35 acres for the second phase. The sketch plan was presented at the 9/16 meeting. They are still working on their full application.
- **Take 5 Oil Change/Carwash:** A proposed carwash adjacent to Bojangles at 5187 Eason St. The site plan was approved at the 9/16 meeting. Their Building Permit application has been approved. The County System development fees have now been paid. Staff met on site with and went through the arborist's recommendations with the arborist. Their tree protection measures and erosion control measures have been inspected and set up. The developer called for a rough-in inspection on the oil change. They still have not started the carwash yet.

- **Indigo Plantation Phase 2:** The developer presented their project at the Board of Aldermen/Planning Board joint meeting on 3/24. The Mayor also hosted a community meeting on April 4th and gave the community opportunities to ask questions of the developer. The Planning Board has started their review process and have established a Hub Review Committee with four subcommittees that will focus on Design/Character, Traffic, Infrastructure, and Environmental Concerns.



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

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

Members Absent: Maureen Meehan

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

Board of Aldermen Liaisons: Karen Mosteller and John Allen

1. Chair Sue Hodgins called the meeting to order at 6:02 p.m.
2. Mr. Donnie Joyner gave the Invocation.
3. Chair Hodgins led the Pledge of Allegiance.

Chair Hodgins requested a motion to vote City Alternate Mr. Fred Fiss in as a voting member in the absence of Ms. Meehan. A motion was made to bring Mr. Fiss in as a voting member, second by Vice-Chair Hewett. **Unanimous vote; motion carried.**

4. Motion to approve the February 17, 2022, regular meeting minutes by Mr. Donnie Joyner, second by Mr. Dick Sloan. **Unanimous vote; motion carried.**
5. Motion to approve the agenda by Vice-Chair Hewett, second by Mr. Donnie Joyner. **Unanimous vote; motion carried.**

Chair Hodgins respectfully addressed the Citizens in attendance who would like to comment on the Indigo Plantation Phase II Project. She said that understanding the weight and the importance to many citizens regarding the Development, a Joint Meeting has been scheduled with the Board of Aldermen and the Planning Board on March 24th at 6:00 P.M. at the Community Building. She stated the meeting would be an introductory and informational presentation, and the Public is welcome to attend.

6. Public Comment:

Vice-Chair Hewett made a motion to enter into public comment, second by Mr. Mibelli. **Unanimous vote; motion carried.**

1. Mr. Matthew Lawrence, 1002 Bussells Turn, has concerns about the traffic impact on the proposed Indigo Plantation Development. He questioned if the Traffic Impact Study had been completed and when it would be available for review. He cautioned the Board on how developers present information and sometimes gloss over pertinent details that could become problematic later.

He would like to see that the Board ensures the Developers and Engineer's detail the specifics of how the traffic will flow in and out of the development, especially at peak times.

2. Gary Lindenmuth, 603 Longleaf Drive, has concerns about the protection of the distribution of power thru the City. He said that Duke Energy should be putting all their main feeder lines to the central substations underground at no charge to the citizens to prevent damages and disruption of service from storms. He stated that with the increase in development, the Power Company should be investing more into the protection of the main power lines and stations.

There being no further questions or comments from the public Chair Hodgins requested a motion to close out of Public Comment. Vice-Chair Hewett motioned to go out of public comment, second by Mr. Mibelli. ***Unanimous vote; motion carried.***

7. Old Business:

A. Major Subdivision: Southport Crossings Outparcels, submitted by Paramount Engineering on behalf of MDI Management LLC.

Development Services Director Mr. Thomas Lloyd gave an overview of the Major Site Plan at 5010 Southport Crossings Way. The parcel is on 54 acres and will be subdivided into three lots; a 3.51-acre tract, a 0.8-acre tract, and a 0.88-acre tract. After the dedication of the right of way, there will be 47.64 acres remaining. The subdivision will be for non-residential use, so open space is not required.

The appointed Review Committee consisting of Mr. Scott Jones, Mr. Will Hewett, and Mr. Christopher Jones, met on February 28th to review the plans in more detail. Project Manager Mr. Mike Nichols and Staff were also present.

The Committee questioned whether there were any regulated or specimen trees on the site. Mr. Nichols said that the trees on the individual outparcels would be identified during the Major Site Plan Tree & Landscape Plan process. The Committee discussed the details of the two Public Right of Ways, and Staff clarified that the width of the Right of Ways and the Turnaround T comply with the Fire Code. Mr. Nichols pointed out that outparcels 10 and 11 would be required to have street yard buffers on three sides of the property since they are adjacent to Public Right of Ways. The Committee also discussed the wetlands to the North of the proposed subdivision. The Project Manager assured the Committee that they would be staying out of the wetlands as these parcels are developed. Mr. Nichols said that the amount of developable land is very limited due to the amount of wetlands on the rest of the site. The Committee confirmed that Brunswick County would serve the water and sewer, and the existing stormwater pond would retain the stormwater. Mr. Lloyd said that the engineered streets and roadways for the utilities would be submitted and reviewed by the City. It was the consensus of the Review Committee to recommend approval of the Major Subdivision.

Project Manager Mr. Mike Nichols was present to answer any questions. Being that there were no questions or comments, Chair Hodgins requested a motion for a recommendation.

Mr. Donnie Joyner made a motion to recommend approval of the Major Subdivision Preliminary Plat, second by Mr. Scott Jones. ***Unanimous vote; motion carried.***

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

Mr. Lloyd gave the background of the Major Site Plan, Live Oak Landing, submitted by Ron Greger, Charles Hunter, and Andrew Laing. The property is in the City's ETJ at 5521 Rob Gandy Blvd. The proposed site plan shows a 5,000 sf building that will consist of leasable units for tenants. The developer sees this as a building that contractors and other trade services can lease out for office space. The parking for this type of use exceeds the required amount by providing 14 spaces. Since the property is in the ETJ, a septic tank will be installed for the sewer system. There is 18,413 sf of the impervious area proposed on the site. The stormwater will connect to an existing stormwater pond for the master development adjacent to the property with excess capacity for this location. The Landscape Plan shows a planting of a variety of shrubs, and there will be a required street yard buffer to Rob Gandy Blvd.

A Review Committee that consisted of Ms. Maureen Meehan, Mr. Dick Sloan, and Mr. Fred Fiss met on February 25th. The applicant, Mr. Andrew Laing, and Staff were also present at the meeting. Mr. Lloyd gave an overview of the Committee's discussion. Mr. Fiss asked where the dumpster enclosure would be located on the property. Mr. Laing was unsure and said that co-applicant Mr. Greger would be able to answer that. Staff asked for it to be shown on the plans. Mr. Fiss questioned who would be servicing the water and sewer. Staff explained that Brunswick County services water at that location, and a septic system will be installed for the sewer. Mr. Fiss asked if a septic test had been completed. Mr. Laing was unsure but pointed out that the land perked in the other outparcels already developed. Mr. Laing agreed to get the documentation for the septic test from Mr. Greger. The Committee also discussed landscaping and if the applicant would be willing to swap out the two magnolias shown in the landscape plan for Live Oaks. Mr. Laing indicated that he would clear it with his partners, but he did not see an issue with the exchange. Staff questioned the location of the exterior lighting and requested that a Lighting Plan be submitted. Ms. Meehan asked that the Engineered drawings be updated to reflect the changes that were being made in the curbing and parking areas as shown in the Landscape Plan. The Plans were inconsistent with one plan that showed asphalt and another method that showed stone. The Committee discussed the regulated trees on the site. Staff noted that there seemed to be approximately three regulated trees on the site.

The Review Committee recommended that the Major Site Plan be tabled until further changes were made and reviewed. Mr. Lloyd said that once the applicant provides the updated drawings in detail, the Review Committee will evaluate the revised plans.

Mr. Mibelli has concerns about the impervious coverage shown on the Site Plan and how this will impact drainage. He would like to know the purpose of the large, paved area. Mr. Lloyd explained that the Landscape Architect and the Project Engineer said that this area would be implemented with stone and used for potential work vehicles, trailers, and machinery. However, the plan appears to show a more impervious coverage.

The board's consensus was to table the Major Site Plan until the applicants have submitted all the requested information and the updated plan.

Mr. Joyner made a motion to table the Major Site Plan until all the revisions and updates have been submitted for the Board to review, second by Vice-Chair Hewett.

Unanimous vote; motion carried.

8. New Business:

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

Mr. Lloyd explained that there are several existing vacant lots in the Business District that are historic, undersized, and nonconforming that were subdivided before the Zoning and Subdivision Ordinance was established in 1973. Mr. Thompson owns a vacant piece of property at 413 N. Howe Street that is 33 x 66 ft for a total of 2,128 sf. In the Central Business District, off-street parking is not required. For the BD, off-street parking is still required, but the requirement can be reduced by 50% in areas where on-street parking is present. Due to the small size of Mr. Thompson's lot, it would be near impossible to have off-street parking due to the limited width and dimensions of this lot. Mr. Lloyd said that in a previous version of the Ordinance, there was a mechanism called a "parking exception" for these types of situations. The Ordinance was updated, and this method was removed because it is an improper request for a Variance. Staff thought it would be more appropriate to amend the Ordinance for these types of situations since this will affect multiple properties.

The applicant, Mr. Thompson, was unable to attend the meeting but asked Mr. Lloyd to provide his proposed amended language to the Ordinance:

Article 3.14 Parking

4) In the BD zoning district, no off-street parking shall be required for nonresidential uses proposed on vacant lots less than 6,000 sf that were existing prior to 1973.

Mr. Lloyd explained that in order to amend the UDO; a zoning text amendment must be approved by the Board of Aldermen. The Planning Board shall review the text amendment and adopt a statement of consistency and submit the recommendation to the Board of Aldermen for their consideration.

Mr. Mibelli noted that many narrow lots like this utilize their driveways for parking. He would like to understand if the purpose of the amendment is to try and minimize the on-street parking or to emphasize parking for retail on the street. Also, he challenges the term "near impossible" to have off-street parking in this situation. Mr. Mibelli would like to see more discussion and review on these perspectives.

There were no other questions or comments. After a request from Chair Hodgins for Committee volunteers, Ms. Meehan, Mr. Mibelli, and Mr. Fiss were named to the committee.

B. Zoning Text Amendment: Section 3:18: Landscape Preservation, submitted by Cameron Smith and Ginger Harper.

Mr. Lloyd gave an overview of the proposed Zoning Text Amendment. He said the applicant is applying for an amendment to the Tree Preservation section of the UDO. The amendment would change the section of the ordinance that requires mitigation for all regulated trees related to the utility, infrastructure, and drainage improvements. With the language that the applicant is proposing, new development would only be responsible for mitigating regulated hardwoods 12" or greater within the ROW, infrastructure, and utility areas. Mr. Lloyd said that multiple developers had expressed concern about mitigating all regulated trees located within these infrastructure areas that the City requires a new development to have. He said the applicant has communicated with staff that they intend to help fix this hardship while retaining appropriate protections for regulated hardwoods greater than 12" in these areas and incorporating them into their design.

The applicant, Mr. Cameron Smith, who was in attendance, is proposing the following language for the text amendment as follows: **Article 3:18 Tree Protection and Landscape:**

F. TREE PLAN

2. a) Two separate zones during the planning phase:

- i) Tree Removal Zones - Zones that show the impacts of utility, infrastructure, and drainage improvements. These improvements would still require mitigation *for all regulated hardwoods 12" or greater in diameter.*

It was the consensus of the Board to establish a Review Committee to discuss the proposed amendment in more detail. After a request from Chair Hodgkin for Committee volunteers, Mr. Christopher Jones, Mr. Fred Fiss, and Ms. Maureen Meehan were named to the Committee.

9. Other Business: None

10. Announcements: None

Mr. Joyner motioned to bring Mr. Fiss out of the voting position, second by Vice-Chair Hewett. ***Unanimous vote; motion carried.***

Adjourn:

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

Meeting adjourned at 6:52 P.M.

Sue Hodgkin, Chair

Tanya Shannon, Deputy Clerk

DEPARTMENT OF TOURISM, COMMUNICATIONS and COMMUNITY BUILDING
April Report 2022

March 2022:

Randy Jones
Director of Tourism,
Communications and
Community Building

Number of Visitors **1952**

Visitors' Center Donations (FYTD)	\$ 4,000.00
Film Permit Revenue (FYTD)	\$ 12,000.00
Community Building (FYTD)	\$ 100,228.75
Occupancy Tax (FYTD)	\$ 162,977.29
Fiscal Year Total	\$ 279,206.04

Department of Tourism, Communications, and Community Building:

Tourism

Projects:

- The 2022 Summer Concert committee has sent out contracts and w-9's to the bands for the upcoming season. Concerts begin June 2 and will continue Thursday nights through Sept 1. Promotional material for the 2022 Summer Concert Series was created by the department. *Please see attached schedule.*
- Film permit was issued to King Street Productions, Inc. for filming *George and Tammy*. This is a Paramount+ miniseries.
- The John D. Gill event was held at the Community Building. The event was well attended.
- "This is our Town" cleanup was Saturday March 5th. Projects completed:
 - Digging some holes for posts to be placed around the Yacht Basin boat.
 - Painting of the ring buoy post across the street from the Yacht Basin Boat.
 - Weeding the beds in the front and back of the Community Building.
 - Weeding of the circular raised bed at the fire substation on Nash Street
 - Possible weeding and trimming in other areas around town to be determined
 - Prepping future flower bed by turning over soil, mulching - Garrison lawn area.

The next cleanup is scheduled for April 9 at 9 am. Meet at the Old Jail Annex.

- Randy attended the Visit NC Tourism Conference. A busy North Carolina tourism season is projected for this summer. Accommodation bookings are on the increase. A full report will be coming soon from the State Tourism Office.
- Multiple meetings have been held with the NC 4th of July Festival committee. The festival events can be viewed here: <https://www.nc4thofjuly.com/events>.
- On April 15 & 16 the annual Southport Spring Festival will take place in Franklin Square Park. Please mark your calendar. <https://cityofsouthport.com/event/spring-festival/2022-04-15/> for more information.
- Tourism is working closely with the Forestry Committee for the Arbor Day event to take place on April 29. Please follow the link for more information and to add it to your calendar. <https://cityofsouthport.com/event/arbor-day/> Allayna has been working in conjunction with the Forestry Committee to create a "Trees of Southport" walking tour, in both a paper and electronic format.
- Naturefest will take place in Franklin Square Park on April 30th. A full list of the participants can be found on the city calendar. <https://cityofsouthport.com/event/naturefest/>

Communications

- Delivered 3/8 Communications Overview presentation at BOA Workshop
- Attended 3/2 Rate Committee meeting. I will work with this committee to formulate a messaging plan and identify tactics for a new Load Management campaign.
- Continued work to support Load Management messaging development. Met with Ellie to discuss program overview, benefits, and challenges. Sent update to Rate Committee and asked for them to provide draft messaging based on my previous feedback. Pending their response.
- Developed campaign for Irrigation messaging (in response to City water rate increase).
- Developed campaign for Street Light policy/demo/public meeting.
- Established a "Communicator Network" with local gov/non-gov PIOs to include: BHI, OKI, Leland, BrunsCo, Duke Energy, Doshier Hospital. I will be facilitating online touchpoints with this group moving forward, with the goal of holding a quarterly in-person meeting in Southport.
- Live streamed SHS/City of Southport John D. Gill event
- Live streamed March BOA meeting.
- Live streamed Joint Meeting of the Board of Aldermen and the Southport Planning Board.
- Filmed City tree planting activity.
- Filmed Chief Drew for 100th Anniversary event promo. <https://fb.watch/c5GfE14PKK/>
- Prepared content for NOAA/NWS Severe Weather Week campaign (3/6-3/12) and updated Emergency Info page on the website.
- Met with Dorrie/Allayna/Eileen/Randy to coordinate plans for BOA tablets/Vibe Board/Civic Clerk
- Created a "Roles & Responsibilities Matrix" to define how shared tasks are divided between Tourism and Communications
- Created Editorial Calendar in Trello to track upcoming communications needs and to manage bandwidth and proactively ensure that all appropriate tactics are being employed.
- Completed research on the CitizenLab engagement platform. Met with representatives for demo and product discussion. Created use matrix for Southport. Submitted to Randy for possible grant opportunity and included in 2022/23 budget request.
- Continued work on 2022/23 communications budget.
- Training: FEMA IS-0042.a: Social Media in Emergency Management
- Training: GovExec Webinar: Future of Work, Steps for a Modern Government (Allayna & Lisa)

Community Building

- A PowerPoint guide was presented to the Board with step-by-step instructions on proper use of the Vibe board.
- Allayna presented to the Board the AV upgrade project/presentation. She is currently awaiting next steps/direction for a path forward. She is also working with communications to devise a "Plan #2" if we do not select a company to provide an update to the current AV system.
- The office space and the bridal room in the Community Building have been switched. This allowed us to put a lock on the office door, so that our new electronics will be protected during events. The Community Building Facilitators will have the key code and will still be able to use this space as an office during events. Updates for the bridal room include new curtains. We are also looking for a light-up mirror and comfortable seating.
- We have added an additional marketing tool, called Eventective, which is a site that will allow you to market yourself to many groups, for weddings, but also for corporate events, birthday parties, anniversaries, etc.
- A parttime facilitator For the Community Building has been selected. We are still on the hunt for a second person.

Southport 2022 Summer Concert Series

THURSDAYS, 6 - 8 P.M.
FRANKLIN SQUARE PARK

WWW.CITYOFSOUTHPORT.COM



THURSDAYS, 6 - 8 P.M.
FRANKLIN SQUARE PARK
WWW.CITYOFSOUTHPORT.COM

JUNE

2	Back Porch Rockers	Classic Rock/Blues
9	NowCat	Classic Rock/Country
16	Brunswick Big Band	Big Band
23	Zilches	Classic Rock

JULY

7	Christina Martinez Band	Americana
14	Carolina Line Band	Bluegrass
21	Parlay	Classic Rock
28	Chance Union	Rock/80s & 70s

AUGUST

4	Charlene & the Charlatans	Bluegrass
11	A Class Act	Top 40, Beach, Shag
18	Luna Sea	Rock/Soul
25	Salty Dawgs	Rock, Pop, Country

SEPTEMBER

1	Blues Kings	Blues/Jazz
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Code of Ordinances Sec. 12-41. Prohibited activities at park: Consumption of malt beverages and unfortified wine.

UPCOMING CITY MEETINGS

Forestry Committee
2nd Tuesday of each month
April 12, 5 pm - (ITMH)

Park & Recreation Board
2nd Tuesday of each month
April 12, 6:30 pm - (ITMH)

ABC Board
2nd Wednesday of each month
April 13, 6:30 pm - (ITMH)

Board of Aldermen
2nd Thursday of each month
April 14, 6 pm - (SCB)

Beautification Committee
3rd Monday of each month
April 18, 5 pm - (ITMH)

Planning & Zoning Board
3rd Thursday of each month
April 21, 6 pm - (SCB)

Board of Adjustments
4th Tuesday of each month
April 26, 4:30 pm - (ITMH)

*Southport Community Building (SCB) 223 East
Bay Street*

*Indian Trail Meeting Hall (ITMH) 110 West
Moore Street*

Randy Jones
Director of Tourism, Communications and Community Building
Southport, N.C. 28461
Work: 910-457-7927
Cell: 910-477-1484
Email: rjones@cityofsouthport.com

UPCOMING EVENTS

Southport Model T Fire Truck &
Cape Fear Cruisers Car Show
April 2, 8 am-5 pm
Howe St./Bay St./Fire Dept.
Southport celebrates 100 years with Southport
Fire Department's 1922 Model T Ford Fire
Truck. Parade and refreshments

"This is Our Town"
April 9, 9 am-noon
Old Jail Annex, Rhett St.
Beautification Committee volunteer cleanup

Spring Festival
April 15, 10 am-5 pm, April 16, 10 am-4 pm
Franklin Square Park
Over 160 vendors.

John N. Smith Cemetery Plaque Unveiling
April 23, 10 am
225 Leonard Street
National Register of Historic Places

Southport Arbor Day
Friday, April 29, 11 am
Franklin Square Park, Indian Trail Meeting Hall
Be the first to try out the new "Southport Tree
Walking Tour"

Southport Naturefest
Saturday, April 30, 8:30 am-12:30 pm
Fort Johnston Garrison House
Learn about the diverse nature Southport has
to offer



Southport Parks and Recreation Department

March 2022 Monthly Report

On-Going Activities

Toddler Time: Wednesday at 10 am at Jaycee Building

Before & After School Monday-Friday 6:45 AM to 6:00pm

Athletics

Open Gym

Senior Activities

Senior Preventative Exercise No impact stretching held at the Senior Building every MWF at 9AM

Senior Crafts Craft classes held every Monday at 10AM at the Senior Building

Senior Bowling Seniors travel to Wilmington to Bowl every Friday morning
Saturday Morning Seniors meet every Saturday morning for coffee and light breakfast at the building for fellowship.

Senior Luncheon Pot luck lunch held the 2nd Wednesday of every month.

Senior Pickleball Class held every Wednesday from 10 AM -3PM at the City Gym (co-sponsored with BSRI)

Fitness Classes

Aerobics Class Held at the Jaycee Building on M,T,Th, and Fri. at 8AM
Dance Class Monday, Tuesday, and Thursday 3:00pm – 7:00pm at Jaycee Building

Introduction to Yoga Wednesdays at 6:30PM at the Jaycee Building
Core & Body Sculpting Held at the Jaycee Building Tuesday at 7:15 AM and Wednesdays at 5:30PM

Cha Cha Fitness Held at the Jaycee Building every Thursday from 6 – 8PM

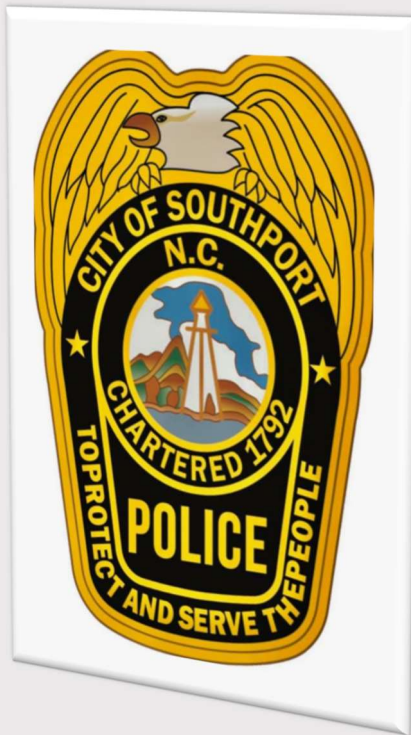
Buildings and Facilities Utilized and Rented out by Parks and Recreation

Franklin Square Park	Caviness Park	Historic Riverwalk
City Pier	Ft. Johnston Tennis Courts	Lowe/White Park
Kinglsey Park	City Gym	Garrison Lawn
Central Office	Jaycee Building	Keziah Park
Waterfront Park	Ft. Johnston Playground	Senior Building
Riverwalk Gazebo	City Dock	Bay Street Overloo
Atlantic Street Park	9 th Street Park(leased)	Taylor Field Park

- Before/After School Program continued. We are capped at 20 students
- Stormwater application for Taylor Field was submitted and assigned to an agent. Waiting for reply. The have until May 12th. With Bpard Approval. Hopefully the notice to proceed will be available on April 18th.
-
- Taylor Field: Sealed bids were opened at City hall on March 15th at 10:00AM
- Youth Basketball ended March 4th. We now have open gym hours
- Working with Jesse and Tara from DCM on beginning Phase 2 of the City Dock project. The City applied for the 2nd exemption for the City Dock on January 12, 2022. We have not received an update from DCM on the status of the exemption other than to acknowledge receipt of all materials
- FEMA has approved funds for the City Dock and Kingsley Pier from Isais's damage. And repairs. Due to quotes being high, we have resubmitted the scope of work project to FEMA to align the funds appropriated to this project with current quotes.
- All City Parks and Facilities are being rented out.
- The Parks and Recreation Department partnered with Brunswick Senior Resources to offer pickleball lessons/games in the city gym every Wednesday through April. There has been a great turnout each week.
- Planning for Easter Egg Hunt on April 9th at 10AM at Franklin Square Park and The Garrison Lawn.
- Started the process for updating the Parks and Recreation Master Plan. We have contracted with Dr. Jim Herstine (he completed our last one). Dr. Herstine and I talk weekly regarding what he needs and timeline. He met with the Recreation Advisory Committee March 8th. He will meet again with them on April 12th to discuss survey content.
- Planning for Spring Break Camp along with Summer Camp.
- Have lined up the Recreation concerts and movie schedules for the summer.



POLICE



Monthly Summary

MARCH 2022

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

Southport Police Department

INCIDENT / OFFENSES

Total Calls for Service: 565
Below are some of the call types

General Calls

Alarms – 22
Meet Complainant – 22
Suspicious Persons/Activity – 17
Reports – 34
Shoplifter – 2
Disturbance & Domestic Calls – 35
911 Hang-Ups – 25

Traffic Calls

Traffic Stops – 106
Motor Vehicle Accidents – 12
Hit/Runs – 1
Drunk Driver/C&R/ATL - 11
Assist Motorist – 6
Traffic Control - 2
Assist EMS – 83
Assist Fire – 8

ARREST / CITATION / CHARGES

Arrest – 12
Citations & Warnings – 12
Investigations – 53
ABC Applications – 1
City Permits (Noise/Events/FILM) – 0
Special Events/Checks/Patrols – 147



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

Community, Professionalism & Integrity