



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

223 E. BAY STREET

May 12, 2022

6:00 PM

Agenda

Please turn off all cell phones

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

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

ETHICS STATEMENT:

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

A. Call to Order

B. Invocation

C. Pledge of Allegiance

D. Public Comment

E. Approval of Agenda

F. Approval of the Consent Agenda

1. Minutes Mayor's Special Town Hall Meeting April 4, 2022
2. Minutes Special Street Light Policy Workshop April 6, 2022
3. Minutes Regular Board of Aldermen Meeting April 14, 2022
4. American Rescue Plan Act 2021 Resolution and Ordinance

G. Special Recognition

1. National Hurricane Preparedness Week May 1-7, 2022
2. Proclamation for National Nurses Week May 6-12, 2022
3. Proclamation for National Police Week May 11-17, 2022
4. Proclamation for the American Red Cross 141st Anniversary May 21, 2022

5. Proclamation in Support of Boater Safety Week May 21-27, 2022
6. Proclamation for Military Appreciation Month

H. Agenda

1. Contract for Auditing Services
2. Draft Integrated Pest Management Plan
3. ABC Board Reappointment
4. Revisiting Street Sweeper Purchase
5. Tree Preservation Ordinance Amendment
6. Memorandum of Understanding with Up Your Arts
7. Seabiscuit Wildlife Shelter Donation
8. Consideration of Street Name Change

I. Committee Reports

1. Brunswick County Schools Newsletter
2. ABC Committee Minutes
3. Planning Board Minutes April 21, 2022
4. Forestry Committee March 8, 2022

J. Manager's Report

K. Mayor's Comments

L. Staff Reports

1. NC Eastern Municipal Power Agency
2. Fire Department
3. Police Department
4. Animal Protective Services
5. Parks and Recreation
6. Tourism
7. Permitting and Inspections
8. Tax Collections
9. Code Enforcement
10. Public Services

M. Board Comments

N. Adjourn

**SPECIAL MAYOR'S TOWN HALL MEETING
COMMUNITY BUILDING
APRIL 4, 2022
223 E. BAY STREET
SOUTHPORT, NC
6:00 p.m.**

PRESENT: Mayor Joseph P. Hatem

BOARD MEMBERS IN ATTENDANCE: Mayor Pro-tem Karen Mosteller; Alderman John Allen, Alderman Robert Carroll, Alderman Rich Alt, and Alderman Tom Lombardi

STAFF PRESENT:

Gordon Hargrove, City Manager

Randy Jones, Tourism & Comm.

Allayna Dail, Tourism & Comm Administrator

Todd Coring, Police Chief

Dorothy Dutton, City Clerk

Lisa Anderson, Assistant Comm. Director

Thomas Lloyd, Dvlpmnt Services Director

Ralph Treadway, EMS Battalion Chief

A) Open Forum

Attendees were given the opportunity to walk through the lobby, ask the developers questions, and review the plans. There were so many people in attendance that most everyone took a seat to reserve it for the meeting instead of walking through.

B) Call to Order

Mayor Hatem called the meeting to order and welcomed everyone in attendance and watching from home. He said that he was proud to provide a public forum where the public could come and ask questions and review the proposed Indigo Plantation Phase 2 project.

C) Pledge of Allegiance

Mayor Hatem led everyone in the Pledge of Allegiance.

D) Invocation

Mayor Hatem read a prayer.

E) Presentation

Mayor Hatem introduced the most involved individuals with the project. Chad Paul is the CEO of Bald Head Island Limited; he thanked everyone for attending. He stated that he became CEO of Bald Head Island Limited in 2010. He explained that there are 386 acres involved in the proposed project. Thirty-seven of those acres are already within the City limits, and 358 acres are in the ETJ of the City. Mr. Paul stated that they are aware that the City will decide how the 358 acres are zoned. He added that he realizes that most of the development occurring in Brunswick County will still affect the City of Southport. Those people will still come to Southport to use the waterfront and drive on our roads. He hates the idea that Southport wouldn't be able to receive any of the additional tax revenue for the proposed developments. He also added that Bald Head Island was developed with the fewest environmental impacts possible. There was no clear-cutting or mass grading.

Roger Perry is the Founder and President of East-West Partners. He said that they are sincerely appreciative to be there tonight. They are asking for 1500 dwelling units, but they are "allowed" to build approximately 900 based on the current zoning of R-20. He said that building relationships is

more important than making money at his age. He invited the public to drive out to Chapel Hill and visit the Meadowmont Community. That is a project developed by East West Partners and is similar to what they hope to do here in Southport.

Eric Pohlman is a Principal with Land Design who focuses on site plans and programming. He said this property is really special, and they want to design an intentional plan. He considers facets like open space and wellness. He asks what will attract people here. They have included a central park area in their design. It is planned for front and center and will be the heart of the community. The linear greens go through the neighborhoods and lots. They would like every home to be within two blocks of a trailhead or park. The proposed plan also focuses on tree preservation and the diversity of open space. There will be active recreation, waterfront-marina redevelopment, nature trails, and greenways. Great streets breed great communities. Sidewalks and walkability build communities. Not everything is front-loaded or alley-loaded. Mr. Pohlman explained the bubble diagram that was available for the proposed development. He suggested that the public think of it as a heat map. The closer to the marina you get, the more density. Historic districts typically use multiple lot widths. Narrower lots have small cottages or taller homes. Wider lots have larger one-story homes. They hope to create a grid network that connects to the existing City.

Jonathan Guy, a transportation engineer with Kimley-Horne and Associates, explained his role in the project. He was hired to complete the traffic impact analysis. He said that NCDOT manages and sets guidelines for how the study should be completed. All of the growth for the widening of NC211 was taken into account. SYNCRO software is used to enter all the data, and the model has to be approved by NCDOT before the analysis can be done. It takes between 2-3 months to prepare the analysis because there are so many active studies in Brunswick County. Once the analysis is ready, they send it to NCDOT for the preliminary review. It is either accepted for a complete review, or they ask for revisions. It can take up to four months to get NCDOT approval. The engineers look at the number of homes and use the number to determine how many trips would be generated. They also consider trip distribution, the development volume, operational analysis, land uses, phasing of development, and the year at total build-out. The NCDOT and the City of Southport determine when a Traffic Impact Analysis is required. They consider various traffic scenarios, different times of day for traffic counts, and the different trip generations. A Traffic Impact Analysis tells us the existing conditions, impacts on any NCDOT TIP project, and how operations might be affected after the development. NCDOT rates each intersection with a level of service ranging from A through F. When a new road opens up, it is usually rated a C or D. Usually, a turn lane is warranted when they compare the expected volume to the threshold. Mr. Guy reiterated that NCDOT controls every aspect of the Traffic Impact Analysis. He said that there are a lot of resources on the NCDOT website that help explain the process.

The development group mentioned that they hoped to include affordable housing, apartments, and an assisted living facility on the property. There is also 80,000 square feet of commercial space planned, and a lot of that will be medical offices.

F) Public Comment

Mayor Hatem thanked the developers for their presentation. He said that because this was a Town Hall Meeting, he wanted to be able to give the public plenty of time to ask questions and make comments. In-City residents would be given preference to speak first, and then we would go back around and call on the ETJ or non-City speakers. He asked City Clerk Dorothy Dutton to call the names of those who signed up to speak. Ms. Dutton called on the first person, Shirley Sullivan. Ms. Sullivan stated her name and said she resides at 5002 Seaward Court. She stated that she did a lot of reading about the area before she moved here. She read about how charming the area was. Now, she

is worried about traffic and parking. She asked the developers if the development would become part of Bald Head Island or become incorporated with Southport. Mr. Chad Paul answered that it would not become part of Bald Head Island Limited.

Jim Lightbourne stated that he resides at 316 W. West Street. He said that he had not formed an opinion at this stage. He would like to go through some of the assumptions being made. He asked if the annexation of the property would be a financial benefit to the City? He added that the benefits might not apply to Southport. The infrastructure might suffer to the point that there would be no actual benefit.

He said that he had read through portions of the traffic impact analysis, and he believes the study was only done for a few streets. He asked if the assumption could be made that everyone would follow 9th Street straight to Howe Street. He said he would cut through on Burrington down to the waterfront area.

Karen Rife, a resident at 5980 Dutchman Creek, was called to speak. She said that when she and her family purchased their property, they knew that that area would be developed. But she asked for clarification on how many units could be built. Mr. Chad Paul stated that they are requesting to build 1500 units. Ms. Rife asked what the complete environmental impacts of the project were? She added that stormwater is already an issue. She noticed all the green areas on the bubble diagram and asked if they would be bringing in any dirt? And she also asked who would be paying for the roads that get torn up? Mr. Chad Paul said they do not plan to bring any aggregate into the development. If the roads get torn up, they will fix them. But to prevent that, they do not plan on having the construction trucks driving in and out with supplies. They will have a central laydown yard. The site is currently very flat and sandy. But all of the stormwater improvements have to be approved at a state level. Their plan probably includes more stormwater provisions than would be required.

Rebecca Kelley, a resident at 5971 Dutchman Creek, stated that she had grown up in the Indigo Plantation area. According to the Traffic Impact Analysis, the traffic counts were done in the morning and the afternoon. School lets out between 3-4:00 p.m. She suggested they revisit the traffic count during that time. Ms. Kelley asked what they planned to do with all of the coal ash dumped on the site? And she added that Bald Head Island Limited owning the property at the corner of Howe and 9th Street doesn't help the general population of Southport unless they plan to make it into a turning lane. Mr. Chad Paul said that was the idea, to take the parking area and make it into a turning area. The old Stevens Park area is landlocked. Coal ash was used to seed the old fields. There is no plan to build homes on that area now. Ms. Kelley reiterated her comment by asking if they intended to build a park on the coal ash? Mr. Paul said that the state wants to cap it and make it a park. Mr. Jonathan Guy said that they would revisit the traffic at the school because there have been so many comments about the school traffic.

Frank Popelars, a resident at 1023 Captain Adkins Drive, stated that the 2021 City budget was around \$8 million. If Indigo Plantation Phase 2 is approved, it could generate \$2.2 million more. That is a shortfall of almost \$9 million. The tax rate would have to be increased by 0.22 cents. Economically, the proposed development might not be beneficial at all. Mr. Roger Perry said that Mr. Popelars calculations were absolutely unfounded. The ad valorem taxes would total approximately \$3 million for the City. The amount of traffic has been grossly overrated. A traffic study is science, not art. He said that City staff would review all the documentation submitted for the project. Mr. Perry asked Mr. Popelars to submit his calculations for review; everyone is here to work through the process.

David McHattie, a resident of 205 E. West Street, said that he is concerned about the traffic impacts. Their sales presentation was great for people who are interested in buying there. The development doesn't help the existing residents of Southport. We need to grow Southport's core. He wants the City to do more to grow the existing parts. He also commented that in the 1990s, the second phase

was considered for development, and even then, they determined it wasn't a good idea.

Opal Grey Boehmer, a resident at 5983 Spikerush Trail, asked about the animals already living in the forest. "Have you checked with the EPA to look for endangered animals?" Mr. Chad Paul answered that all the lighting would be faced down. The mass of the development is clustered, and there is plenty of green space. The tree study has already been done. Bald Head Island Limited and East-West Partners are great stewards of the land. They will monitor the roads and areas like they do on Bald Head Island. Mr. Perry added that they are pretty good at what they do. No one will move to Brunswick County to live in the subdivision. Where do you put people who are already moving to the area? It is better ecologically to concentrate the people and leave larger and more open spaces. This type of development is better for the animals. McKay Siegel, with East West Partners, said that he also has a soft spot for animals. There will be 140 acres left on the property that will be undisturbed to save more habitat. There was a request for City staff to speak about the two studies being conducted.

Thomas Lloyd, Development Services Director, explained that the City works in concert with the developer and shares the cost 50/50 to complete two studies. One of the studies is a fiscal impact analysis. With Development, Planning & Financing Group, Lucy Gallo will look at the proposed development and how it would impact the general fund, fire district, etc. She will consider the increase of services to that development and any revenue assumptions that can be made.

Withers-Ravenel is conducting the second study. They are studying the street conditions, sidewalk conditions, and water & sewer collaboratively with the developer to complete the model. They are studying this particular development and assessing the City's infrastructure in its entirety.

Jim McKee, a resident at 114 S. Davis Street, thanked the developers for their time. He asked how long the developers have lived in Southport? He remembers when Bald Head Island was developed. Mr. McKee said that we have talked about the animals and the people of Southport, but what about the dead? Mr. Perry said they have over fifty years of experience; obviously, they follow all the state laws. Mr. McKee asked who was going to be conducting the cultural resource study? He is aware of a cemetery on the Indigo Plantation project site and added that Southport could not handle another 900 people. Mr. Perry stated that the City is under no obligation to rezone the property.

Donna Parisi, a resident at 5992 Gray Squirrel Path, asked if anyone had considered how much congestion there would be at the ferry terminals? She receives all the complaints from the residents of Turtlewood, and they feel like they are forgotten in that area. There are speed bumps, and Chief Coring is great at working with them. But already, $\frac{3}{4}$ of people don't stop at the stop signs. Are they planning to make any changes regarding the ferry traffic? Mr. Guy responded that the TIA does consider ferry traffic. He admitted that the specific intersection that she mentioned was not considered, but they could still go out and review that area. Mr. Guy added that stop signs are one of the things that just have to be dealt with; sometimes, they aren't visible or are put in the wrong place.

Jim Gandy from 5961 Spikerush Trail asked if the City has the infrastructure to support the subdivision? He is more concerned with roads than utilities. There might be as many as 3000 additional vehicles coming into Southport. Emergency Services would potentially be impacted. His wife was involved in a car accident because of the traffic near the school.

Kathy Cabral, a resident at 308 W. West Street, questioned that the annexation was a binary choice; they will only annex if the rezoning is approved. Mr. Paul said that it was about balance. If the City doesn't want the things included in the proposed project, that is okay. Mr. Perry added that this request is up to the City, and the City should do what is best for the City. But is there a balance or solution that suits the City and developers? He said that there is no benefit to the developers if they only are permitted to build 900 units. Whoever develops the property will be in it for a profit.

Mayor Hatem said that this is a learning process, and he is grateful to have everyone in the same

room. He would be happy to host another town hall meeting.

Chap Haddon, resident at 6105 Turtlewood Drive, thanked the Mayor and developers for the opportunity to speak. He said the City needs a vision for the next twenty years. Will the City be able to provide water? Road maintenance? The TIA is lacking in its ability to mitigate traffic. There have been some points of egress and ingress considered, but not all of them. Also, the housing being built should benefit those in the service industry, too the housing should be affordable. The current stressors on the community should be handled before we allow more.

Donna Mibelli, a resident at 5995 Gray Squirrel Path, questioned whether there are enough entrances/exits in Southport to accommodate all of the current and proposed population, especially if there is an emergency. Mr. Guy responded that the widening of NC211 by NCDOT will help mitigate some of the emergency concerns.

David Rose, a resident of Burrington Avenue, approached the podium and said that he had been a resident of Southport for six years. He and his family moved here for the quality of life. They enjoy the less-commercial aspect of Southport, with fewer restaurants. They do not want the population to double. He said that the developers are asking for a 60% increase over what is currently allowed, which would be a population increase of approximately 3795 people. He hasn't heard anything that will benefit the City yet, and there are some huge missing pieces. He hopes that the Board only allows them to build the minimum.

G). Adjourn

Mayor Hatem stepped in because no one else signed up to speak. He said it was a great meeting, but it was probably time to end because it was 8:30 p.m. He thanked everyone for attending. The meeting was adjourned at 8:33 p.m.

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

Dorothy Dutton, City Clerk

**BOARD OF ALDERMEN
COMMUNITY BUILDING
APRIL 6, 2022
223 E. BAY STREET
SOUTHPORT, NC**

**SPECIAL WORKSHOP MINUTES
STREET LIGHT POLICY**

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

ABSENT: Alderman Lowe Davis

STAFF PRESENT:

Gordon Hargrove, City Manager
Lisa Anderson, Assistant Comm. Director

Dorothy Dutton, City Clerk
Allayna Dail, Tourism & Comm Admin.

A) Call to Order

Mayor Hatem called the special workshop to order at 6:01 p.m.

B) Invocation

Mayor Hatem said that in the absence of Alderman Reverend Davis, we would have a moment of silence for Ukraine.

C) Pledge of Allegiance

Mayor Hatem led everyone in the Pledge of Allegiance.

D) Approval of Agenda

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

E) Draft Street Light Policy Review

Mayor Hatem quoted Emily Dickenson, Alfred Lord Tennyson, Conrad Richter, and the book of Genesis with sentiments and thoughts about the importance of light. He added, “without light, where would we be?” Mayor Hatem thanked the street light committee and City staff. The Mayor asked Mayor Pro-tem Mosteller to begin her draft policy review. She said that street lights are important for the City-for staying in character and maintaining health and safety. The light policy applies to existing and new subdivisions. Preserving the natural beauty of the night sky is of the utmost importance, but we also want to maintain a safe environment and preserve the historic character. The Dark Skies program recommends facing street lights down and using lightbulbs that are no brighter than 3000 kelvins. This draft policy includes the City limits and the ETJ areas.

There are three choices for use in subdivisions if the subdivision wants the City to take over the light maintenance. The “standard City street lights” use a wooden pole to camouflage into the background. Alderman Mosteller explained a flowchart to help people understand the policy. The “Southport special dome” lighting is preferable in the designated historic district. When an electrical service goes underground or something breaks, it will be replaced with the new policy selections.

Mayor Pro-tem Mosteller began walking through the draft policy. Typically, artificial lights are mounted at thirty-feet high. The draft policy specifies that they cannot be mounted more than forty feet high. Different areas of the City have different electrical providers. For example, Rivermist is in

the City limits but gets electricity from Brunswick Electric Membership Cooperative. The City will reimburse Rivermist for the amount we would pay for our light fixtures, \$11.75 each. Alderman Alt asked if we would do the same for Price's Creek subdivision if we take over their roads and street lights? Mayor Pro-tem Mosteller agreed that we would.

One of the biggest conversations to have is the color of the lights. A demonstration was set up on Softwind in the Hammocks subdivision, with (4) different color temperatures. We appreciate any feedback. LED lights have become the standard. Years ago, the LED lights had temperature colors over 4000 kelvins. But now LED lights with 2700 kelvins are available. 2700 is a typical incandescent light color/temperature. Currently, we still have some sodium-vapor fixtures. They are about 2000 kelvins, so they look so amber-hued.

Alderman Alt mentioned that the Dark Skies program states that 3000 kelvin is the maximum. That means that we can choose between 2700 and 3000 kelvin. He mentioned that most everyone supports the 2700 kelvin light temperature. Alderman Lombardi asked if amber lighting was better in the fog? Mayor Pro-tem Mosteller said that was true. She had recently learned that the wave of light doesn't scatter as much with amber lighting. Alderman Alt asked if an HOA could pay for the updated fixtures so that they could upgrade them all at the same time? Ms. Mosteller said that was absolutely a possibility.

F.) Public Questions and Comments

Jenny Prunty, a resident at Indigo Plantation, wanted to confirm that it would be replaced with one of the newer fixtures when a light goes out. Mayor Pro-tem Mosteller agreed.

Glen Price applauded the move to the 2700 kelvin lights. He said that he still feels like the intensity of the light fixtures needs to be addressed. It is not good if it is still beaming into someone's home. While doing research, he has found a device that allows the intensity to be dialed back. Mayor Pro-tem Mosteller said that they are recommending 20 as the peak intensity. And she added that now if a resident wants to change a light or the location of a light in your neighborhood, there must be approvals from the adjacent properties.

Adam Steadman, a resident at Indigo Plantation, thanked the committee, especially Ms. Mosteller, Mr. Alt, and the City Manager. He fully supports the 2700 kelvin light fixtures. He also supports the intensity reduction device. He added that if his HOA wanted to change all of the fixtures simultaneously, he would be willing to help. Mr. Steadman said that he has one more suggestion for the residential areas. He thinks it would be fantastic if there were one more type of fixture that would block the light all around, except for the point or tip of the lightbulb, and that it would be faced down, more like a spotlight. Yvonne Moody resides on Marshgrass Court. She asked if the regulations apply to the marina area. The lights from the marina are visible from her porch. She added that it is not shielded and seemed particularly bright. Mayor Pro-tem Mosteller said that the marina light fixtures would be considered grandfathered. But any future lighting or replacement lighting would have to be compliant.

City Manager Gordon Hargrove asked Ms. Mosteller to explain the process when a resident asks for additional lights. The adjacent properties would have to agree to the extra lighting. The City would have to approve the request, and the City would bear the financial expense. If a resident wants a light fixture relocated, they would have to pay for the total cost.

G.) Board Comments-there were no other comments from the Board.

H.) Adjourn

Mayor Hatem thanked everyone again for attending and participating. Mayor Pro-tem said that she

looks forward to having this on the agenda at the April Board of Aldermen meeting. ***After a motion to adjourn by Alderman Lombardi and seconded by Alderman Allen, the meeting was adjourned at 6:40 p.m. All ayes. Motion carried.***

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

Dorothy Dutton, City Clerk



Board of Aldermen Regular Meeting Minutes
April 14, 2022
223 E. Bay Street
Community Building
6:00 p.m.

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

Staff Present: Gordon Hargrove, City Manager
Dorothy Dutton, City Clerk
Norwood Blanchard, III, City Attorney
Thomas Lloyd, Developmental Services Director
Randy Jones, Communications/Tourism Director
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
Teresa Jones, Tax Collector and Finance Specialist

Others Present: Tish Hatem, Will Hewitt, Jason Robbins, Harley Lemons, Jennifer and Harvey Fontaine, Fred Fiss, Loten Masker, Amy Aycok, Carter Hubbard, Joe Cook with Amick Equipment, Eliot Duke with the State Port Pilot, and many other interested citizens attended.

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

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

B.) Mayor Hatem asked Alderman Reverend Lowe Davis to provide the invocation.

C.) Mayor Hatem led the pledge of allegiance.

D.) Public Comment: Mayor Hatem stated that an additional town hall meeting would be scheduled after the Planning Board makes a recommendation to the Board of Aldermen. He said that he was excited to announce that Bay Street and Howe Street would be getting paved very soon. Mayor Hatem then asked the City Clerk Dorothy Dutton to call upon the individuals signed up for public comment. Ms. Dutton called Kathy Cabral to the podium. She stated her name and address, 308 W. West Street. Ms. Cabral said that anyone who attended the Mayor's town hall meeting the previous week could read the room to see that the people of Southport are not great supporters of the Indigo project. She questioned who made the project so binary because it is not a binary decision. She asked why the property has to be developed at all. There are several land and conservation trusts that might be interested, or maybe the City could purchase it to keep it undeveloped. Ms. Dutton asked Mr. Harley Lemons to approach the podium for public comment. He wants to discuss potholes and road signage. He has used the online maintenance request before, but he wondered if City maintenance staff could just repair the holes when they are identified. Mr. Lemons

added that traffic controls are out control. There are yield signs on a straight a-way, and he doesn't know who he is yielding to because the other street has stop signs. He wanted to know who authorized the traffic controls in that manner.

Rebecca Kelly addressed the Board next. She said that she resides in Indigo Plantation. She said that she was grateful that the new City attorney was present. She described the new general statute that pertains to local government officials participating in contracts with the non-profits that they are affiliated with and stated that Dosher Hospital is a 501(c)3. She questioned the Mayor's position in presiding over the Indigo Planation Phase 2 meetings because of his employment with the hospital. She suggested that perhaps the Mayor Pro tem might be better suited to handle the Indigo meetings.

E.) Approval of Agenda

Alderman Allen made a motion to approve the agenda, as presented. Alderman Lombardi seconded the motion. All ayes. Motion carried.

F.) Approval of Consent Agenda

1. Minutes of the Regular Board of Aldermen Meeting March 10, 2022
2. Minutes of the Special Board of Aldermen Closed Session 11th, 2022
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 or Adding Capacity to Existing Wastewater Treatment Plan
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

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

G.) Special Recognition-

1. Mayor Hatem recited the Proclamation for Arbor Day. Alderman Davis explained that the Forestry Committee had something special planned this year for Arbor Day. There would be a program on April 29th on the steps of Fort Johnson.
2. Mayor Hatem read the Proclamation for Earth Day.
3. Mayor Hatem said a few words about Jenna Fontaine who served on the Board of Adjustment for over ten years. He presented her with a plaque in gratitude for her service. Harley Lemons, the Board of Adjustment Chair also said that the Board was grateful for Jenna's service and for providing insight and perspective to each case they heard.

G.) Agenda

1. Mayor Hatem said the first item on the agenda was a discussion about increasing the City's contribution to the Neighbor 4 Neighbor program. Teresa Jones, Finance Specialist explained that the program was created in 2020 to assist residents who had difficulty paying their monthly utility bill. There are (16) seniors participating on a regular basis, and 4-5 non-senior participants. When the program was created, the City offered \$20 a month. Because the rates increased in March, there is renewed need for assistance. City staff is proposing \$40 a month. Alderman Alt asked if there was money in the budget to increase the contribution? Mayor Pro-tem Mosteller answered that there was enough in the budget because they allocated about \$10,000 a year. Senior assistance is provided by the Board's contributions. Non-senior contributions are made from public donations. ***Alderman Lombardi made a motion to approve the increase the amount of assistance to \$40 a month. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.***
2. Funding a Study of the West Side of Howe From Owens to 11th Street.-**REMOVED**
3. Revisiting the Issuer Credit Rating-**POSTPONED**

4. Mayor Hatem called Public Services Director forward to speak about proposed purchase of a street sweeper. Mr. Stanley said that the current street sweeper has not been operational in the last eight or nine months. The current street sweeper was purchased in 2001. We opened bids for a new street sweeper back in February. Amick Equipment sold the City its current street sweeper. City staff has selected the TYMCO 600 non CDL, which is the same model that we've had. Now there are new features that reduce the sound and increase efficiency. Tom Stanley added that Amick Equipment is honoring their proposal even though the chassis price is increasing. And the equipment company has reduced their lead time to between 120-140 days. The price is \$269,640.00. Alderman Davis inquired as to which streets get swept and wondered if it was a wise purchase if only a limited number of streets were swept. Alderman Allen said that he believed it helped with the City's floodplain management program. Mr. Thomas Lloyd confirmed that street sweeping helps reduce the rate of flood insurance for everyone in the community. Alderman Lombardi asked about whether the City could benefit from having the water pump on the street sweeper. **Alderman Lombardi made a motion to purchase the selected street sweeper and water tank. Alderman Allen seconded. Five ayes, and one no from Alderman Davis. Motion carried.** There was a few other comments about the noise it will generate. Joe Cock, from Amick Equipment said that the machine is quieter now, has better emissions, a better broom, and it is air-sealed for less noise.
5. Alderman Lombardi explained that the Board of Adjustment interview committee had selected Kate Seigler to serve on the Board of Adjustment member as a full ETJ member. He added that she is very smart and has a law degree. **A motion was made by Alderman Lombardi to approve the Board of Adjustment's recommendation. Alderman Davis seconded the motion. Motion carried.**
6. Heather Hemphill provided an update on the Taylor Field project. The project went out for bids and City staff would like the Board to consider approving the contract with MZK, which was the lowest bid. The estimate is below the funding that is allocated for the project, but they will find creative ways to use the balance of the funding. **Mayor Pro-tem Mosteller made a motion to approve the contract with MZK, as presented. Alderman Davis seconded the motion. All ayes. Motion carried.**
7. Public Services Director, Tom Stanley addresses the Board about some misconceptions about the 9th Street pump station. There was a page in the agenda that lists all of the sewer spills over the last few years. There haven't been many. Sewer spills are never good news, but we know that our sewer system is in bad shape. The pump stations overflow because of the amount of inflow and infiltration. They have already changed all of the mechanical aspects of the station that they could manage. The pump station rehabs will help the situation, but it will not fix everything. Typically, they send about 400, 000 gallons of wastewater a day for processing. During Hurricane Florence, 1 million gallons was sent for processing. That means that 600,000 gallons of that was rain or ground water. Alderman Lombardi asked how much that is costing us? Tom Stanley said he believed it to be around \$317,000 that we paid the County. Alderman Alt asked if the pump stations were rebuilt, would the 300,000 gallons that the station was designed for, be reset? Mr. Stanley said that the design is up to the engineer. They can redesign it to increase capacity. City Manager Gordon Hargrove said that it is a two-part process. The first step is the pump station rehab, and then the I & I Study. Mayor Hatem reiterated that there is not sewage spilling into the creeks.
8. Gordon Hargrove stated that the City has received \$2 million towards infrastructure repairs. The City solicited bids for pump station rehab. Several bids were received and there is a chart comparing the two recommended companies. Staff asks the Board for the final selection and also authorize the City Manager to enter into the contract with a \$100,000 cap. **Alderman Lombardi made a motion to select WK Dickson and authorize the City Manager to enter into the contract. Mayor Pro-tem Mosteller seconded the motion. All ayes. Motion carried.**
9. City Manager Gordon Hargrove stated that City staff had also solicited bids for an engineering firm to provide general engineering services and ARPA services. Mr. Hargrove recommended contracting with two different firms so that the City is never held up on projects. City staff

recommends WK Dickson and Wooten Engineering. **A motion was made by Alderman Lombardi, which was seconded by Alderman Allen, to contract with WK Dickson and Wooten Engineering for on-call engineering services and authorize Mr. Hargrove to contract with both firms. All ayes. Motion carried.**

10. Mayor Hatem skipped ahead on the agenda and went on to the Southport Crossing major subdivision. The property is zoned Highway Commercial. They are proposing a 40-foot right-of-way for access. The Planning Board recommended approval. Mr. Nichols, one of the developers, added that there are no wetlands on the parcel. **Alderman Allen made a motion to approve the Southport Crossing major subdivision, as presented. The motion was seconded by Mayor Pro-tem Mosteller. All ayes. Motion carried.**

11. Mayor Pro-tem Mosteller reviewed the proposed Street Light Policy.

“ Street lights can be part of the health and safety of a community and an important design element that contributes to the overall look and feel of a community.

Part of the stated purpose of the policy is to reduce negative impacts on wildlife, human eye sensitivity and the natural beauty of the night sky while providing light to enhance safety and the City appearance.

This policy has been available for review, we created a test light situation so citizens could evaluate different color temperatures. The overwhelming feedback we received favored the warmest color which was 2700 Kelvin.

We had a special public workshop last week to review this policy and provide for additional public comment...briefly just a few comments...

*The policy includes a list of approved fixtures that are consistent with **Dark Skies certification** and a map identifying the locations for the types of fixtures.*

*We live in an environmentally sensitive coastal area and while all artificial light impacts wildlife, we refer to recommendations from the **International Dark Skies Association**, a non-profit recognized as a leader in providing support and technical assistance for policy makers.*

*We have some unique situations with regard to our electric utilities. The policy also clarifies the responsibilities of the city regarding **maintenance and operation** of street lights on city maintained roads. And clarifies the city's responsibility regarding street lights in communities like **Rivermist**. When Rivermist was developed, the city decided to allow Brunswick Electric to be their provider of electricity.*

*While **Rivermist** has city maintained roads, they are unique because their electric service is not provided by the city and the HOA pays for all the street lights starting with J. Swain Blvd.*

This year's City Budget includes about \$99,000 dollars designated for street light operation and maintenance. This is not part of the Electric enterprise fund; this is a line item in the general fund. The \$99,000 breaks down to a monthly charge of \$11.75 for operation and maintenance of each of the City's street lights.

Because the Rivermist Community and Townhomes electric service is provided by Brunswick Electric, they have lease agreements and pay Brunswick Electric for their street lights. Since Rivermist has city maintained streets, which would typically include the city maintaining the street lights, the committee thought it appropriate for the city to reimburse the Rivermist HOA's, \$11.75, a month, per street light. This would result in an additional \$10,575 dollars annually reflecting a 10% increase to the Street light budget.”

Mayor Pro-tem Mosteller made a motion to adopt the proposed Street Light Policy and plan for the inclusion of the Rivermist Community and Townhomes for a total of 75 street lights in the Street Light budget in the General Fund starting with the adoption of the 22-23 city budget beginning July 1, 2022. Alderman Alt wanted to clarify that any Home Owners Association can spend their own money to replace all of their street lights at one time. Mayor Pro-tem Mosteller agreed that was correct. **The motion to approve the proposed street light policy was seconded by Alderman Carroll. All ayes. Motion carried.**

12. Gordon Hargrove asked the Board to schedule at least two days as budget workshops. There was some discussion about when the community building was available. The budget workshops were scheduled for May 9th and May 10th. Both workshops will begin at 10:00 a.m.
13. Mr. Hargrove went back to the selection of the contractor for the Bay Street resurfacing. Mr. Hargrove said that the City received three bids. Fred Smith Company was the lowest bidder. Mr. Hargrove asked the Board to approve Fred Smith Company as the contractor, authorize him to enter into contract and also allow a 10% allowable change order, if needed. ***Alderman Lombardi motioned to select Fred Smith Company, authorize Mr. Hargrove to enter into contract and authorize a 10% change order. The motion was seconded by Alderman Allen. All ayes. Motion carried.***

Committee Reports

Alderman Allen said that the Planning Board is very busy reviewing the Indigo project. Alderman Carroll and Alderman Alt stated that they had nothing to report. Alderman Davis reported that the Arbor Day ceremony and Nature Fest was coming up soon. The Forestry Committee will have a booth at Nature Fest and will be able to answer questions. Alderman Lombardi stated that the Beautification Committee had another successful cleanup on the past Saturday and are getting ready to start the spring planting. He thanked all of the volunteers. The Beautification Committee welcomes anyone who would like to participate. Mayor Pro-tem Mosteller made the following comments:

“Earlier this week, the Parks and Recreation Advisory Board met with our consultant, Dr. Jim Herstine, to finalize the citizen survey that will, along with focus groups, be the basis for much of the updates to the Parks and Recreation and Open Space Master Plan. The survey will be available beginning in May. In addition to being able to access the survey online on the City website, citizens will be able to pick up a hard copy of the survey at City Hall or the Parks and Recreation Dept. Office beside the gym. Our Parks and Rec Director Heather Hemphill asked me to emphasize the importance of completing the survey. There will also be three public workshops to provide opportunities for citizens to be actively involved.

Please be on the lookout...the survey and public workshops are going to be scheduled in May and June of this year. Citizen input will drive the success and outcome of this process and the planning goals in Southport’s updated 2023 to 2028 Parks and Recreation and Open Space Master Plan.

Also, on April 22, the Parks and Rec. Department will be submitting the pre-application for the NC Public Beach and Waterfront Access Grant, otherwise known as a CAMA Access Grant . This is the first step in the CAMA grant process to determine if a future kayak launch at the end of West West is eligible for grant funding.

As a reminder, the Parks and Rec Advisory Board regular meeting is scheduled each month on the second Tuesday at 6:30 pm at the Indian Trail Meeting Hall. The public is invited to attend.”

Manager's Report

City Manager Gordon Hargrove said that City staff has been busy with the ARPA grant applications, Indigo Plantation reviews and budget preparation. The CAMA exemption for the City dock is coming soon. The FEMA authorization for Kingsley pier is coming soon. He thanked the hard work of City staff. He specifically thanked Chief Charles Drew and Battalion Chief Ralph Treadway, Thomas Lloyd, Melanie Trexler, and Tom Stanley. He read a letter that was sent to him about Police Chief Coring and said that the City is very fortunate to have him on our staff. Mr. Hargrove also thanked Heather Hemphill for her continued drive in working on the City dock and keeping up with all the moving pieces. He knows that City staff is working hard, and he appreciates it.

Mayor's Report

Mayor Hatem said that he wanted to mention the passing of Ms. Barbara Gore. Thanks to Emergency Services. He asked the public to check the event calendar for all of the upcoming events. He also said that the Staff Reports are included in the packet. And he is proud of all of the work that City staff does.

Board Comments

Alderman Allen reminded everyone that the Spring Festival is the upcoming weekend. He hopes that everyone has a happy and special Easter weekend.

Alderman Alt thanked Gordon Hargrove. He thought there was a gap in the sewer study, but Mr. Hargrove is going to include the area in the I & I study. He said that there is more bacteria in Price's Creek than should be, and he is going to try to connect the dots to see how to verify the testing that has been done.

Alderman Davis thanked the Fire Department for the new t-shirt. She said that the following Saturday is the unveiling of the historical plaque at the John F. Smith Cemetery. That is the only African-American cemetery on the National Registry. There will be music and refreshments.

Alderman Lombardi said that he is thankful the Board is finally talking more about infrastructure.

Mayor Pro-tem Mosteller

Adjourn

Mayor Hatem stated that it had been a great meeting; and great reports.

Alderman Lombardi made a motion to adjourn the meeting, which Mayor Pro-tem Mosteller seconded. All ayes. Motion carried. Mayor Hatem adjourned the meeting at 7:55 p.m.

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

Dorothy Dutton, City Clerk

AMERICAN RESCUE PLAN ACT OF 2021

Resolution Adopting a Project Policy for the Expenditure of ARP Funds:

This resolution states that the City will only use the ARP Funding for the allowed categories as listed in 1-5 on the Resolution. In addition, the City adopts and enacts the Eligibility Determination for ARP Funding, as shown in Appendix A.

Grant Project Ordinance:

This ordinance establishes a budget for the funding that the City will receive. We have received the first tranche of \$ 631,977.03. The second tranche will be distributed to the City within twelve months. The funds can be used for any of the authorized categories. The City will use these funds for Wages and Benefits Reimbursement. The Finance Officer must maintain accurate records of all transactions including grant agreements, payroll documentation, and certifications in accordance with the City's Uniform Guidance Allowable Costs and Cost Principles of Pay.

**If the Board approves the Consent Agenda, these two documents
will be adopted.**

**CITY OF SOUTHPORT BOARD OF ALDERMEN
RESOLUTION ADOPTING A PROJECT POLICY FOR THE EXPENDITURE OF AMERICAN
RESCUE PLAN ACT OF 2021 CORONAVIRUS STATE AND LOCAL RECOVERY FUNDS**

WHEREAS, the City of Southport, has received an allocation of funds from the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021; and

WHEREAS, US Treasury is responsible for implementing ARP/CSLFRF and has enacted a Final Rule outlining eligible projects; and

WHEREAS, the funds may be used for projects within these categories, to the extent authorized by state law.

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet; and

WHEREAS, the ARP/CSLFRF are subject to the provisions of the federal Uniform Grant Guidance, 2 CFR Part 200 (UG), as provided in the Assistance Listing; and

WHEREAS, US Treasury has issued a Compliance and Reporting Guidance v.2.1 (November 15, 2021) dictating implementation of the ARP/CSLFRF award terms and compliance requirements; and

WHEREAS, the Compliance and Reporting Guidance states on page 6 that:

Per 2 CFR Part 200.303, your organization must develop and implement effective internal controls to ensure that funding decisions under the SLFRF award constitute eligible uses of funds, and document determinations.

BE IT RESOLVED that the City of Southport hereby adopts and enacts the attached (Appendix A) Eligibility Determination Policy for ARP/CSLFRF funds. This policy takes effect upon the date of adoption.

Dorothy Dutton, City Clerk

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

ELIGIBILITY DETERMINATION POLICY FOR AMERICAN RESCUE PLAN ACT OF 2021 CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

This policy defines the permissible and prohibited uses of the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF) funds. It also outlines the procedures for determining how the City of Southport will spend its ARP/CSLFRF funds.

I. PERMISSIBLE USES OF ARP/CSLFRF FUNDING

US Treasury issued its Final Rule regarding use of ARPA funds on January 6, 2022. (the Final Rule is effective as of April 1, 2022. Until that date, a local government may proceed under the regulation promulgated by US Department of the Treasury in its Interim Final Rule or the Final Rule.) The Final Rule (and the Interim Final Rule) identify permissible uses of ARP /CSLFRF funds and certain limitations and process requirements. Local governments must allocate ARP/CSLFRF funds no later than December 31, 2024 and disburse all funding no later than December 31, 2026. Failure of an entity to expend all funds by December 31, 2026 will result in forfeiture of ARPA funds.

ARP/CSLFRF funds may be used to projects within the following categories of expenditures:

1. Support COVID-19 public health expenditures, by funding COVID-19 mitigation and prevention efforts, medical expenses, behavioral healthcare, preventing and responding to violence, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, non-profits, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experience due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet; and

II. PROHIBITED USES OF ARPA FUNDING

The ARP/CSLFRF and US Treasury's Final Rule prohibits certain uses of ARP/CSLFRF funds. Specifically, ARP/CSLFRF funds may not be used for projects within the following categories of expenditures:

1. To make a deposit into a pension fund that constitutes an extraordinary payment of an accrued, unfunded liability (Note that routine contributions as part of a payroll obligation for an eligible project are allowed.)
2. To borrow money or make debt service payments;
3. To replenish rainy day funds or fun other financial reserves;

4. To satisfy an obligation arising from a settlement agreement, judgement, consent decree, or judicially confirmed debt restricting in a judicial, administrative, or regulatory proceeding (There is an exception to this prohibition if the settlement or judgement requires the City of Southport to provide services to respond to the COVID-19 public health emergency or its negative economic impacts or to provide government services, then the costs of those otherwise ARP/CSLFRF-eligible projects are allowed.);

5. For a project that includes a term or condition that undermines efforts to stop the spread of COVID-19 or discourages compliance with recommendations and guidelines in CDC guidance for stopping the spread of COVID-19;

6. In violation of the conflict-of-interest requirements imposed by the award terms and 2 CFR 200.318(c).

7. For any expenditure that would violate other applicable federal, state, and local laws and regulations.

The City of Southport, and any of its contractors or subrecipients, may not expend any ARP/CSLFRF funds for these purposes.

III. PROCEDURE FOR PROJECT APPROVAL

The following are procedures for ARP/CSLFRF project approvals. All City of Southport employees and officials must comply with these requirements.

1. Requests for ARP/CSLFRF funding, must be made in writing and include all of the following:

a. Brief description of the project

b. Identification of ARP/CSLFRF Expenditure Category (EC) (using the Appendix to the US Treasury Compliance and Reporting Guidance.)

c. Required justifications for applicable projects, according to the requirements in the Final Rule. Employees or any applicant seeking ARPA funding should review the Final Rule and Final Rule Overview prior to submitting a proposal.

d. Proposed budget, broken down by cost item, in accordance with the City of Southport's Allowable Cost Policy.

e. A project implementation plan and estimated implementation timeline (All ARP/CSLFRF funds must be fully obligated by December 31, 2024, and fully expended by December 31, 2026.)

2. Requests for funding must be submitted to the City Manager for approval. All requests will be reviewed by the City Manager for ARP/CSLFRF compliance and by the Finance Director for allowable costs and other financial review.

3. No ARP/CSLFRF may be obligated or expended before final written approval by the Board of Aldermen. A budget amendment will also be required before approval.

4. If a proposal does not meet the required criteria, it will be returned to the requesting party for revision and resubmittal.

5. Following approval, employees responsible for implementing the project must conform actual obligations and expenditures to the pre-approved project budget. Changes in project

budgets must be approved by the Board of Aldermen and may require a budget amendment before proceeding. Any delay in the projected project completion date shall be communicated to the City Manager immediately.

6. The Finance Director must collect, and document required information for each EC, for purposes of completing the required Project and Expenditure reports.

7. The City Clerk's office must maintain written project requests and approvals, all supporting documentation, and financial information at least until December 31, 2031.

CITY OF SOUTHPORT
GRANT PROJECT ORDINANCE FOR THE AMERICAN RESCUE PLAN ACT OF 2021:
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

BE IT ORDAINED by the City of Southport, North Carolina that, pursuant to Section 13.2 Chapter 159 of the General Statutes of North Carolina, the following grant project ordinance is hereby adopted:

Section 1: This ordinance is to establish a budget for a project to be funded by the Coronavirus State and Local Fiscal Recovery Funds of H.R. 1319 American Rescue Plan Act of 2021 (ARP/CSLFRF). The City of Southport has received the first tranche in the amount of \$631,977.03 of CSLFRF funds. The total allocation is \$1,263,964.06 , with the remainder to be distributed to the City within 12 months. These funds may be used for the following categories of expenditures, to the extent authorized by state law.

1. Support public health expenditures, by funding COVID-19 mitigation efforts, medical expenses, behavioral healthcare, and certain public health and safety staff;
2. Address negative economic impacts caused by the public health emergency, including economic harms to workers, households, small businesses, impacted industries, and the public sector;
3. Replace lost public sector revenue, using this funding to provide government services to the extent of the reduction in revenue experienced due to the pandemic;
4. Provide premium pay for essential workers, offering additional support to those who have borne and will bear the greatest health risks because of their service in critical infrastructure sectors; and
5. Invest in water, sewer, and broadband infrastructure, making necessary investments to improve access to clean drinking water, support vital wastewater and stormwater infrastructure, and to expand access to broadband internet.

Section 2: The City has elected to take the standard allowance, as authorized by 31 CFR Part 35.6(d)(1) and expand all its ARP/CSLFRF funds for the provision of government services.

Section 3: The following amounts are appropriate for the project and authorized for expenditure:

50-50-8112-9700	Transfer to Water & Sewer Fund for Wages and Benefits Reimbursement (excluding retirement)	\$1,263,954.06
-----------------	--	----------------

Section 4. The following revenues are anticipated to be available to complete the project:

50-50-3910-0100	ARP/CSLFRF Funds	\$1,263,954.06
-----------------	------------------	----------------

Section 5: The Finance Officer is hereby directed to maintain sufficient specific detailed accounting records to satisfy the requirements of the grantor agency and the grant agreements, including payroll documentation and effort certifications, in accordance with 2 CFR 200.430 & 2 CFR 200.431 and the City's Uniform Guidance Allowable Costs and Cost Principles Policy.

Section 6: The Finance Officer is hereby directed to report the financial status of the project to the governing board on a quarterly basis.

Section 7: Copies of this grant project ordinance shall be furnished to the Budget Officer, the Finance Officer and to the Clerk to the Board of Aldermen.

Section 8: This grant project ordinance expires on December 31, 2026, or when all the fun ARP/CSLFRF funds have been obligated and expended by the City, whichever occurs sooner.

Section 9: Once adopted, this grant project ordinance replaces the NC American Rescue Plan Capital Project Ordinance that was adopted in August, 2021.

ADOPTED by the City of Southport Board of Aldermen, this _____ day of May, 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
NATIONAL HURRICANE PREPAREDNESS WEEK
May 1-7, 2022**

WHEREAS, National Hurricane Preparedness Week is May 1-May 7, 2022, and

WHEREAS, in the past few years, catastrophic hurricanes have had a devastating effect on the coast of North Carolina and neighboring states; and

WHEREAS, hurricanes pose a serious threat to North Carolina, by producing heavy rains, inland flooding, devastating winds, and tornados; and

WHEREAS, hurricanes are most likely to occur between June 1 and November 30, and

WHEREAS, Hurricane Florence made landfall in Southport on September 14, 2018 as a category 1 storm, but lingered for days causing unprecedented flooding; and

WHEREAS, Hurricane Dorian made landfall on the southern coast of North Carolina as a Category 2 on September 5, 2019; and

WHEREAS, Hurricane Isaias made landfall as a category 1 on August 3, 2020 causing damage to the City dock and marina area and creating a ‘pile of boats,’ at the Southport Marina and surrounding neighborhoods; and

WHEREAS, Southport has a long history of hurricane damage and perseverance; and

WHEREAS, it is important that all North Carolinians be aware of the dangers they present, particularly to coastal regions, and

WHEREAS, we must remain vigilant and plan and prepare to lessen the loss of life and minimize property damage, and

WHEREAS, the National Weather Service and the North Carolina Department of Public Safety have joined together urging all citizens to prepare for hurricanes and to educate themselves on hurricane preparedness and safety strategies, and

THEREFORE, in official recognition of this national event, I, Joseph P. Hatem, Mayor, do hereby proclaim May 1 -7, 2022 National Hurricane Preparedness Week for the City of Southport.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
PROCLAMATION IN SUPPORT OF NATIONAL NURSES WEEK
MAY 6-12TH, 2022**

WHEREAS, the over 4 million registered nurses in the United States constitute our nation's largest health care profession; and

WHEREAS, the nursing profession plays a critical role in improving patient outcomes, increasing access, coordinating care and reducing health care costs; and

WHEREAS, the depth and scope of the registered nursing profession meet the different and emerging health care needs of the American population in a wide variety of settings; and

WHEREAS, during the Covid-19 pandemic, nurses in Southport and all over the United States played a vital role in education, patient care and vaccine administration; and

WHEREAS, more qualified registered nurses will be needed in the future to meet the increasingly complex needs of health care consumers in this community; and

WHEREAS, along with the American Nurses Association, the Mayor of the City of Southport has declared the week of May 6-12th as National Nurses Week;

WHEREAS, the nurses of Dr. J. Arthur Doshier Memorial Hospital continue a tradition of healing and caring to all who enter her doors for over 90 years; and

WHEREAS, the nurses of Doshier Memorial Hospital performed exemplary in the face of the COVID-19 Pandemic with courage and unyielding determination in caring for COVID-19 patients in the Emergency Department or on the Patient Care Unit, always at risk of contracting the disease; and

WHEREAS, the nurses of Doshier Memorial Hospital follow in the footsteps of Registered Nurses in the "Old Doshier Hospital" who exemplified excellence in nursing and were well known to citizens of Southport; Marie Brown RN, Director of Nursing for many years and set the standard for nursing directors; Vera Howard RN, a nurse for many years and Director of Nursing from 1968 until retirement in 1971; and Julia Daniel RN, Head Nurse In the Emergency Department for many years and known as "Miss Julia" to Southport Natives;

NOW THEREFORE, LET IT BE RESOLVED, that the City of Southport Board of Aldermen and the residents join in honoring the registered nurses who care for all of us; and

BE IT FURTHER RESOLVED that the City of Southport Board of Aldermen and residents show our appreciation for registered nurses not just during this week, but at every opportunity throughout the year.

Signed this 12th day of May, 2022.

Dorothy Dutton, City Clerk

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



**CITY OF SOUTHPORT
PROCLAMATION IN SUPPORT OF NATIONAL POLICE WEEK
MAY 11-17, 2022**

WHEREAS, there are approximately 900,000 law enforcement officers serving in communities across the United States, including the dedicated members of the City of Southport's Police Department; and

WHEREAS, law enforcement officers routinely put their health and safety on the line to help others; and

WHEREAS, since the first recorded law enforcement death in 1786, almost 22,000 law enforcement officers have been killed in the line of duty; and

WHEREAS, an average of 245 law enforcement officers are killed each year in the line of duty; and

WHEREAS, in 2021, the number of law enforcement deaths increased to 458; and

WHEREAS, North Carolina experienced 7 law enforcement deaths in 2021; and

WHEREAS, the names of these dedicated public servants are engraved on the walls of the National Law Enforcement Officers Memorial in Washington, D.C.; and

WHEREAS, May 15, 2022 is Peace Officers Memorial Day; and

WHEREAS, the Southport Police Department continues a tradition of excellence and integrity in law enforcement and embodies neighborly, approachable policing; and

WHEREAS, the Southport Police Department faces an influx of thousands of tourists four months out of the year, they accept the challenge with a gracious determination and ready presence to keep our citizens and our city safe whether on patrol, on bicycles, or walking our streets; and

NOW, THEREFORE, LET IT BE RESOLVED that the City of Southport formally designates May 11-17, 2022, as National Police Week in Southport, NC, and publicly salutes the service of law enforcement officers in our community and across the nation.

Signed this 12th day of May, 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
PROCLAMATION TO CELEBRATE THE ANNIVERSARY
OF THE AMERICAN RED CROSS**



WHEREAS, after delivering supplies and assisting the wounded on the battlefields during the Civil War, Clara Barton was inspired to charter a Red Cross organization here in the United States; and

WHEREAS, with the help of Frederick Douglass and some other influential contacts, the American Red Cross was founded on May 21, 1881; and

WHEREAS, the American Red Cross provides disaster relief, blood donations, training, and certifications for people all over the United States; and

WHEREAS, over 90% of the Red Cross workforce is volunteers; and

WHEREAS, the Red Cross responds to an average of 60,000 disasters a year; and

WHEREAS, every eight minutes, the Red Cross responds to a disaster; and

WHEREAS, the Red Cross has served alongside deployed military for 135 years; and

WHEREAS, the Red Cross has assisted more than 1 million military families since September 11, 2001; and

WHEREAS, our community, State and Country, depend on the American Red Cross, which relies on donations of time, money, and blood to fulfill its humanitarian mission. Despite the current economic times, the American Red Cross continues to offer help and comfort to those in need.

NOW, THEREFORE, I, Joseph P. Hatem, Mayor of the City of Southport, on behalf of the Board of Aldermen, do hereby celebrate the 141st Anniversary of the American Red Cross.

On behalf of the City Board of Aldermen and all of our citizens, I express our gratitude to the American Red Cross volunteers, and supporters for their unselfish dedication to the health and welfare of people everywhere.

Signed this 12th day of May, 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
PROCLAMATION IN SUPPORT OF NATIONAL SAFE BOATING WEEK**

WHEREAS, on average, 650 people die each year in boating-related accidents in the United States; 75 percent of these are fatalities caused by drowning; and

WHEREAS, the vast majority of these accidents are caused by human error or poor judgement and not by the boat, equipment, or environmental factors; and

WHEREAS, a significant number of boaters who lose their lives by drowning each year would be alive today had they worn their life jackets; and

WHEREAS, Southport is located where the Cape Fear River and the Atlantic Ocean meet and is steeped in maritime history;

THEREFORE, I, Joseph P. Hatem, MD, MPH, Mayor of the City of Southport do hereby support the goals of the Safe Boating Campaign and proclaim May 21-27, 2022 as National Safe Boating Week and the start of the year-round effort to promote safe boating.

IN WITNESS THEREOF, we urge all those who boat to institute proactive safe boating habits and wear a life jacket at all times while boating.

DATED, this 12th day of May, 2022.

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

Dorothy Dutton, City Clerk



**CITY OF SOUTHPORT
PROCLAMATION IN APPRECIATION OF THE MILITARY**

WHEREAS, May is designated as National Military Appreciation Month and a time to remember and appreciate the men and women who have and are currently serving in the United States Armed Forces; and

WHEREAS, our military continues to play a vital role in the global war on terrorism and disaster relief missions to secure our freedoms; and

WHEREAS, the sacrifices made by these individuals have helped to preserve the liberties that have enriched this nation; and

WHEREAS, Community members, businesses, military bases, and other organizations are encouraged to recognize military members and their loved ones with special recognition during the month of May; and

WHEREAS, between 2006-2020, approximately 17,700 active-duty military personnel were killed while serving their country, proving that freedom is not free; and

NOW THEREFORE, I, Mayor Joseph P. Hatem, do hereby proclaim May 2022 as Military Appreciation Month, and officially recognize the many sacrifices made by our veterans, service members, wounded warriors, their families, and their survivors.

IN WITNESS WHEREOF, I have hereunto set my hand and caused the Seal of the City of Southport, North Carolina, to be affixed on this 12th day of May, 2022.

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

Attest:

Dorothy Dutton, City Clerk

The	Governing Board BOARD OF ALDERMAN
of	Primary Government Unit CITY OF SOUTHPORT
and	Discretely Presented Component Unit (DPCU) (if applicable) N/A

Primary Government Unit, together with DPCU (if applicable), hereinafter referred to as Governmental Unit(s)

and	Auditor Name THOMPSON, PRICE, SCOTT, ADAMS & CO, P.A.
	Auditor Address 1626 S MADISON STREET WHITEVILLE, NC 28472

Hereinafter referred to as Auditor

for	Fiscal Year Ending 06/30/22	Audit Report Due Date 10/31/22
-----	---------------------------------------	--

Must be within four months of FYE

hereby agree as follows:

1. The Auditor shall audit all statements and disclosures required by U.S. generally accepted auditing standards (GAAS) and additional required legal statements and disclosures of all funds and/or divisions of the Governmental Unit(s). The non-major combining, and individual fund statements and schedules shall be subjected to the auditing procedures applied in the audit of the basic financial statements and an opinion shall be rendered in relation to (as applicable) the governmental activities, the business- type activities, the aggregate DPCUs, each major governmental and enterprise fund, and the aggregate remaining fund information (non-major government and enterprise funds, the internal service fund type, and the fiduciary fund types). The basic financial statements shall include budgetary comparison information in a budgetary comparison statement, rather than as RSI, for the General Fund and any annually budgeted Special Revenue funds.
2. At a minimum, the Auditor shall conduct the audit and render the report in accordance with GAAS. The Auditor shall perform the audit in accordance with *Government Auditing Standards* if the Governmental Unit expended \$100,000 or more in combined Federal and State financial assistance during the reporting period. The auditor shall perform a Single Audit if required by Title 2 US Code of Federal Regulations Part 200 *Uniform Administration Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance) or the State Single Audit Implementation Act. This audit and all associated audit documentation may be subject to review by Federal and State agencies in accordance with Federal and State laws, including the staffs of the Office of State Auditor (OSA) and the Local Government Commission (LGC). If the audit requires a federal single audit in accordance with the Uniform Guidance (§200.501), it is recommended that the Auditor and Governmental Unit(s) jointly agree, in advance of the execution of this contract, which party is responsible for submission of the audit and the accompanying data collection form to the Federal Audit Clearinghouse as required under the Uniform Guidance (§200.512).

If the audit and Auditor communication are found in this review to be substandard, the results of the review may be forwarded to the North Carolina State Board of CPA Examiners (NC State Board).

3. If an entity is determined to be a component of another government as defined by the group audit standards, the entity's auditor shall make a good faith effort to comply in a timely manner with the requests of the group auditor in accordance with AU-6 §600.41 - §600.42.
4. This contract contemplates an unmodified opinion being rendered. If during the process of conducting the audit, the Auditor determines that it will not be possible to render an unmodified opinion on the financial statements of the unit, the Auditor shall contact the LGC Staff to discuss the circumstances leading to that conclusion as soon as is practical and before the final report is issued. The audit shall include such tests of the accounting records and such other auditing procedures as are considered by the Auditor to be necessary in the circumstances. Any limitations or restrictions in scope which would lead to a qualification should be fully explained in an attachment to this contract.
5. If this audit engagement is subject to the standards for audit as defined in *Government Auditing Standards*, 2018 revision, issued by the Comptroller General of the United States, then by accepting this engagement, the Auditor warrants that he/she has met the requirements for a peer review and continuing education as specified in *Government Auditing Standards*. The Auditor agrees to provide a copy of the most recent peer review report to the Governmental Unit(s) and the Secretary of the LGC prior to the execution of an audit contract. Subsequent submissions of the report are required only upon report expiration or upon auditor's receipt of an updated peer review report. If the audit firm received a peer review rating other than pass, the Auditor shall not contract with the Governmental Unit(s) without first contacting the Secretary of the LGC for a peer review analysis that may result in additional contractual requirements.
- If the audit engagement is not subject to *Government Accounting Standards* or if financial statements are not prepared in accordance with U.S. generally accepted accounting principles (GAAP) and fail to include all disclosures required by GAAP, the Auditor shall provide an explanation as to why in an attachment to this contract or in an amendment.
6. It is agreed that time is of the essence in this contract. All audits are to be performed and the report of audit submitted to LGC Staff within four months of fiscal year end. If it becomes necessary to amend the audit fee or the date that the audit report will be submitted to the LGC, an amended contract along with a written explanation of the change shall be submitted to the Secretary of the LGC for approval.
7. It is agreed that GAAS include a review of the Governmental Unit's (Units') systems of internal control and accounting as same relate to accountability of funds and adherence to budget and law requirements applicable thereto; that the Auditor shall make a written report, which may or may not be a part of the written report of audit, to the Governing Board setting forth his/her findings, together with his recommendations for improvement. That written report shall include all matters defined as "significant deficiencies and material weaknesses" in AU-C 265 of the *AICPA Professional Standards (Clarified)*. The Auditor shall file a copy of that report with the Secretary of the LGC.
8. All local government and public authority contracts for audit or audit-related work require the approval of the Secretary of the LGC. This includes annual or special audits, agreed upon procedures related to internal controls, bookkeeping or other assistance necessary to prepare the Governmental Unit's (Units') records for audit, financial statement preparation, any finance-related investigations, or any other audit-related work in the State of North Carolina. Approval is not required on contracts and invoices for system improvements and similar services of a non-auditing nature.
9. Invoices for services rendered under these contracts shall not be paid by the Governmental Unit(s) until the invoice has been approved by the Secretary of the LGC. (This also includes any progress billings.)(G.S. 159-34 and 115C-447) All invoices for Audit work shall be submitted in PDF format to the Secretary of the LGC for approval. The invoice marked 'approved' with approval date shall be returned to

the Auditor to present to the Governmental Unit(s) for payment. This paragraph is not applicable to contracts for audits of hospitals.

10. In consideration of the satisfactory performance of the provisions of this contract, the Governmental Unit(s) shall pay to the Auditor, upon approval by the Secretary of the LGC if required, the fee, which includes any costs the Auditor may incur from work paper or peer reviews or any other quality assurance program required by third parties (federal and state grantor and oversight agencies or other organizations) as required under the Federal and State Single Audit Acts. This does not include fees for any pre-issuance reviews that may be required by the NC Association of CPAs (NCACPA) Peer Review Committee or NC State Board of CPA Examiners (see Item 13).

11. If the Governmental Unit(s) has/have outstanding revenue bonds, the Auditor shall submit to LGC Staff, either in the notes to the audited financial statements or as a separate report, a calculation demonstrating compliance with the revenue bond rate covenant. Additionally, the Auditor shall submit to LGC Staff simultaneously with the Governmental Unit's (Units') audited financial statements any other bond compliance statements or additional reports required by the authorizing bond documents, unless otherwise specified in the bond documents.

12. After completing the audit, the Auditor shall submit to the Governing Board a written report of audit. This report shall include, but not be limited to, the following information: (a) Management's Discussion and Analysis, (b) the financial statements and notes of the Governmental Unit(s) and all of its component units prepared in accordance with GAAP, (c) supplementary information requested by the Governmental Unit(s) or required for full disclosure under the law, and (d) the Auditor's opinion on the material presented. The Auditor shall furnish the required number of copies of the report of audit to the Governing Board upon completion.

13. If the audit firm is required by the NC State Board, the NCACPA Peer Review Committee, or the Secretary of the LGC to have a pre-issuance review of its audit work, there shall be a statement in the engagement letter indicating the pre-issuance review requirement. There also shall be a statement that the Governmental Unit(s) shall not be billed for the pre-issuance review. The pre-issuance review shall be performed prior to the completed audit being submitted to LGC Staff. The pre-issuance review report shall accompany the audit report upon submission to LGC Staff.

14. The Auditor shall submit the report of audit in PDF format to LGC Staff. For audits of units other than hospitals, the audit report should be submitted when (or prior to) submitting the final invoice for services rendered. The report of audit, as filed with the Secretary of the LGC, becomes a matter of public record for inspection, review and copy in the offices of the LGC by any interested parties. Any subsequent revisions to these reports shall be sent to the Secretary of the LGC. These audited financial statements, excluding the Auditors' opinion, may be used in the preparation of official statements for debt offerings by municipal bond rating services to fulfill secondary market disclosure requirements of the Securities and Exchange Commission and for other lawful purposes of the Governmental Unit(s) without requiring consent of the Auditor. If the LGC Staff determines that corrections need to be made to the Governmental Unit's (Units') financial statements, those corrections shall be provided within three business days of notification unless another deadline is agreed to by LGC Staff.

15. Should circumstances disclosed by the audit call for a more detailed investigation by the Auditor than necessary under ordinary circumstances, the Auditor shall inform the Governing Board in writing of the need for such additional investigation and the additional compensation required therefore. Upon approval by the

Secretary of the LGC, this contract may be modified or amended to include the increased time, compensation, or both as may be agreed upon by the Governing Board and the Auditor.

16. If an approved contract needs to be modified or amended for any reason, the change shall be made in writing and pre-audited if the change includes a change in audit fee (pre-audit requirement does not apply to hospitals). This amended contract shall be completed in full, including a written explanation of the change, signed and dated by all original parties to the contract. It shall then be submitted to the Secretary of the LGC for approval. No change to the audit contract shall be effective unless approved by the Secretary of the LGC, the Governing Board, and the Auditor.

17. A copy of the engagement letter, issued by the Auditor and signed by both the Auditor and the Governmental Unit(s), shall be attached to this contract, and except for fees, work, and terms not related to audit services, shall be incorporated by reference as if fully set forth herein as part of this contract. In case of conflict between the terms of the engagement letter and the terms of this contract, the terms of this contract shall take precedence. Engagement letter terms that conflict with the contract are deemed to be void unless the conflicting terms of this contract are specifically deleted in Item 30 of this contract. Engagement letters containing indemnification clauses shall not be accepted by LGC Staff.

18. Special provisions should be limited. Please list any special provisions in an attachment.

19. A separate contract should not be made for each division to be audited or report to be submitted. If a DPCU is subject to the audit requirements detailed in the Local Government Budget and Fiscal Control Act and a separate audit report is issued, a separate audit contract is required. If a separate report is not to be issued and the DPCU is included in the primary government audit, the DPCU shall be named along with the primary government on this audit contract. DPCU Board approval date, signatures from the DPCU Board chairman and finance officer also shall be included on this contract.

20. The contract shall be executed, pre-audited (pre-audit requirement does not apply to hospitals), and physically signed by all parties including Governmental Unit(s) and the Auditor, then submitted in PDF format to the Secretary of the LGC.

21. The contract is not valid until it is approved by the Secretary of the LGC. The staff of the LGC shall notify the Governmental Unit and Auditor of contract approval by email. The audit should not be started before the contract is approved.

22. Retention of Client Records: Auditors are subject to the NC State Board of CPA Examiners' Retention of Client Records Rule 21 NCAC 08N .0305 as it relates to the provision of audit and other attest services, as well as non-attest services. Clients and former clients should be familiar with the requirements of this rule prior to requesting the return of records.

23. This contract may be terminated at any time by mutual consent and agreement of the Governmental Unit(s) and the Auditor, provided that (a) the consent to terminate is in writing and signed by both parties, (b) the parties have agreed on the fee amount which shall be paid to the Auditor (if applicable), and (c) no termination shall be effective until approved in writing by the Secretary of the LGC.

24. The Governmental Unit's (Units') failure or forbearance to enforce, or waiver of, any right or an event of breach or default on one occasion or instance shall not constitute the waiver of such right, breach or default on any subsequent occasion or instance.

25. There are no other agreements between the parties hereto and no other agreements relative hereto that shall be enforceable unless entered into in accordance with the procedure set out herein and approved by the Secretary of the LGC.

26. E-Verify. Auditor shall comply with the requirements of NCGS Chapter 64 Article 2. Further, if Auditor utilizes any subcontractor(s), Auditor shall require such subcontractor(s) to comply with the requirements of NCGS Chapter 64, Article 2.

27. **Applicable to audits with fiscal year ends of June 30, 2020 and later.** For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct and Governmental Auditing Standards, 2018 Revision (as applicable). Financial statement preparation assistance shall be deemed a "significant threat" requiring the Auditor to apply safeguards sufficient to reduce the threat to an acceptable level. If the Auditor cannot reduce the threats to an acceptable level, the Auditor cannot complete the audit. If the Auditor is able to reduce the threats to an acceptable level, the documentation of this determination, including the safeguards applied, must be included in the audit workpapers.

All non-attest service(s) being performed by the Auditor that are necessary to perform the audit must be identified and included in this contract. The Governmental Unit shall designate an individual with the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the services and accept responsibility for the results of the services performed. If the Auditor is able to identify an individual with the appropriate SKE, s/he must document and include in the audit workpapers how he/she reached that conclusion. If the Auditor determines that an individual with the appropriate SKE cannot be identified, the Auditor cannot perform both the non-attest service(s) and the audit. See "Fees for Audit Services" page of this contract to disclose the person identified as having the appropriate SKE for the Governmental Unit.

28. **Applicable to audits with fiscal year ends of June 30, 2021 and later.** The auditor shall present the audited financial statements including any compliance reports to the government unit's governing body or audit committee in an official meeting in open session as soon as the audited financial statements are available but not later than 45 days after the submission of the audit report to the Secretary. The auditor's presentation to the government unit's governing body or audit committee shall include:

- a) the description of each finding, including all material weaknesses and significant deficiencies, as found by the auditor, and any other issues related to the internal controls or fiscal health of the government unit as disclosed in the management letter, the Single Audit or Yellow Book reports, or any other communications from the auditor regarding internal controls as required by current auditing standards set by the Accounting Standards Board or its successor;
- b) the status of the prior year audit findings;
- c) the values of Financial Performance Indicators based on information presented in the audited financial statements; and
- d) notification to the governing body that the governing body shall develop a "Response to the Auditor's Findings, Recommendations, and Fiscal Matters," if required under 20 NCAC 03 .0508.

29. Information based on the audited financial statements shall be submitted to the Secretary for the purpose of identifying Financial Performance Indicators and Financial Performance Indicators of Concern. See 20 NCAC 03 .0502(c)(6).

30. All of the above paragraphs are understood and shall apply to this contract, except the following numbered paragraphs shall be deleted (See Item 17 for clarification).

31. The process for submitting contracts, audit reports and invoices is subject to change. Auditors and units should use the submission process and instructions in effect at the time of submission. Refer to the N.C. Department of State Treasurer website at <https://www.nctreasurer.com/state-and-local-government-finance-division/local-government-commission/submitting-your-audit>

32. All communications regarding audit contract requests for modification or official approvals will be sent to the email addresses provided on the signature pages that follow.

33. Modifications to the language and terms contained in this contract form (LGC-205) are not allowed.

FEES FOR AUDIT SERVICES

1. For all non-attest services, the Auditor shall adhere to the independence rules of the AICPA Professional Code of Conduct (as applicable) and *Governmental Auditing Standards, 2018 Revision*. Refer to Item 27 of this contract for specific requirements. The following information must be provided by the Auditor; contracts presented to the LGC without this information will not be approved.

Financial statements were prepared by: ☒ Auditor ☐ Governmental Unit ☐ Third Party

If applicable: Individual at Governmental Unit designated to have the suitable skills, knowledge, and/or experience (SKE) necessary to oversee the non-attest services and accept responsibility for the results of these services:

Name:

Title and Unit / Company:

Email Address:

MELANIE TREXLER

Finance Officer/ City of Southport

mtrexler@cityofsouthport.com

OR Not Applicable ☐ (Identification of SKE Individual not applicable for GAAS-only audit or audits with FYEs prior to June 30, 2020.)

2. Fees may not be included in this contract for work performed on Annual Financial Information Reports (AFIRs), Form 990s, or other services not associated with audit fees and costs. Such fees may be included in the engagement letter but may not be included in this contract or in any invoices requiring approval of the LGC. See Items 8 and 13 for details on other allowable and excluded fees.

3. Prior to the submission of the completed audited financial report and applicable compliance reports subject to this contract, or to an amendment to this contract (if required) the Auditor may submit interim invoices for approval for services rendered under this contract to the Secretary of the LGC, not to exceed 75% of the billings for the unit's last annual audit that was submitted to the Secretary of the LGC. Should the 75% cap provided below conflict with the cap calculated by LGC Staff based on the billings on file with the LGC, the LGC calculation prevails. All invoices for services rendered in an audit engagement as defined in 20 NCAC .0503 shall be submitted to the Commission for approval before any payment is made. Payment before approval is a violation of law. (This paragraph not applicable to contracts and invoices associated with audits of hospitals).

PRIMARY GOVERNMENT FEES

Primary Government Unit	CITY OF SOUTHPORT
Audit Fee	\$ 39,000
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$ 3,500
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval (not applicable to hospital contracts)	\$ 31,875.00

DPCU FEES (if applicable)

Discretely Presented Component Unit	N/A
Audit Fee	\$
Additional Fees Not Included in Audit Fee:	
Fee per Major Program	\$
Writing Financial Statements	\$
All Other Non-Attest Services	\$
75% Cap for Interim Invoice Approval (not applicable to hospital contracts)	\$

SIGNATURE PAGE

AUDIT FIRM

Audit Firm* THOMPSON, PRICE, SCOTT, ADAMS & CO, P.A.	
Authorized Firm Representative (typed or printed)* ALAN W. THOMPSON	Signature* 
Date* 04/25/22	Email Address* alanthompson@tpsacpas.com

GOVERNMENTAL UNIT

Governmental Unit* CITY OF SOUTHPORT	
Date Primary Government Unit Governing Board Approved Audit Contract* (G.S.159-34(a) or G.S.115C-447(a))	
Mayor/Chairperson (typed or printed)* 	Signature* 
Date 	Email Address 

 Chair of Audit Committee (typed or printed, or "NA")	Signature
Date	Email Address

GOVERNMENTAL UNIT – PRE-AUDIT CERTIFICATE

Required by G.S. 159-28(a1) or G.S. 115C-441(a1).
Not applicable to hospital contracts.

This instrument has been pre-audited in the manner required by The Local Government Budget and Fiscal Control Act or by the School Budget and Fiscal Control Act.

Primary Governmental Unit Finance Officer* (typed or printed) MELANIE TREXLER	Signature* 
Date of Pre-Audit Certificate* 	Email Address* mtrexler@cityofsouthport.com



April 25, 2022

City of Southport
1029 N Howe St
Southport, NC 28461

To Management and Those Charged with Governance:

We are pleased to confirm our understanding of the services we are to provide the City of Southport for the year ended June 30, 2022.

Audit Scope and Objectives

We will audit the financial statements of the governmental activities, business-type activities, the aggregate discretely presented component unit, each major fund, and the aggregate remaining fund information, including the disclosures, which collectively comprise the basic financial statements, of City of Southport as of and for the year ended June 30, 2022. Accounting standards generally accepted in the United States of America (GAAP) provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement City of Southport's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to City of Southport's RSI in accordance with auditing standards generally accepted in the United States of America (GAAS). These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by GAAP and will be subjected to certain limited procedures, but will not be audited:

1. Management's Discussion and Analysis
2. Schedule of Proportionate Share of the Net Pension Liability (Asset) and Contributions – LGERS
3. Schedule of Changes in Total Pension Liability (Asset) and Schedule of Total Pension Liability as a Percentage of Covered Payroll – LEOSSA
4. Schedule of Changes in the Total Pension Liability – Firefighters' Supplemental Retirement Plan
5. Schedule of Changes in the Total OPEB Liability and Related Ratios

We have also been engaged to report on supplementary information other than RSI that accompanies City of Southport's financial statements. We will subject the following supplementary information to the auditing procedures applied in our audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with GAAS, and we will provide an opinion on it in relation to the financial statements as a whole in a report combined with our auditors' report on the financial statements:

1. Schedule of Expenditures of Federal and State Awards.

Members

American Institute of CPAs - N.C. Association of CPAs - AICPA Division of Firms

2. Combining and Individual Fund Financial Statements, Budgetary Schedules, and Other Schedules

Our responsibility for other information included in documents containing the entity's audited financial statements and auditors' report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether such other information contained in these documents is properly stated.

The objectives of our audit are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and issue an auditors' report that includes our opinions about whether your financial statements are fairly presented, in all material respects, in conformity with GAAP, and report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS and *Government Auditing Standards* will always detect a material misstatement when it exists. Misstatements, including omissions, can arise from fraud or error and are considered material if there is a substantial likelihood that, individually, or in the aggregate, they would influence the judgment of a reasonable user made based on the financial statements. The objective also includes reporting on-

- Internal control over financial reporting and compliance with the provisions of laws, regulations, contracts, and award agreements, noncompliance with which could have a material effect on the financial statements in accordance with *Government Auditing Standards*.
- Internal control over compliance related to major programs and an opinion (or disclaimer of opinion) on compliance with federal statutes, regulations, and the terms and conditions of federal awards that could have a direct and material effect on each major program in accordance with the Single Audit Act Amendments of 1996 and Title 2 U.S. *Code of Federal Regulations* (CFR) Part 200, *Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards* (Uniform Guidance).

Auditors' Responsibilities for the Audit of the Financial Statements and Single Audit

We will conduct our audit will be conducted in accordance with GAAS; the standards for financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States; the Single Audit Act Amendments of 1996; and the provisions of the Uniform Guidance, and will include tests of accounting records, a determination of major program(s) in accordance with the Uniform Guidance, and other procedures we consider necessary to enable us to express such opinions. As part of an audit in accordance with GAAS and *Government Auditing Standards*, we exercise professional judgment and maintain professional skepticism throughout the audit.

We will evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management. We will also evaluate the overall presentation of the financial statements, including the disclosures, and determine whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation. We will plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of waste and abuse is subjective, *Government Auditing Standards* do not expect auditors to perform specific procedures to detect waste or abuse in financial audits nor do they expect auditors to provide reasonable assurance of detecting waste or abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is an unavoidable risk that some material misstatements or noncompliance may exist and not be detected by us, even though the audit is properly planned and performed in accordance with GAAS and *Government Auditing Standards*. In addition, an audit is not designed to detect immaterial misstatements or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements or major programs. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention, unless clearly inconsequential, and of any material abuse that comes to our attention. We will include such matters in the reports required for a Single Audit. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

We will also conclude, based on the audit evidence obtained, whether there are conditions or events, considered in the aggregate, that raise substantial doubt about the government's ability to continue as a going concern for a reasonable period of time.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts and may include tests of the physical existence of inventories (if material), and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We will request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will also require certain written representations from you about your responsibilities for the financial statements; schedule of expenditures of federal awards; federal award programs; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service provider. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

Our audit of financial statements does not relieve you of your responsibilities.

Audit Procedures-Internal Controls

We will obtain an understanding of the entity and its environment, including internal control relevant to the audit, sufficient to identify and assess the risks of material misstatement of the financial statements, whether due to error or fraud, and to design and perform audit procedures responsive to those risks and obtain evidence that is sufficient and appropriate to provide a basis for our opinions. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentation, or the override of internal control. Test of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements and to preventing and detecting misstatements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to *Government Auditing Standards*.

As required by the Uniform Guidance, we will perform tests of controls over compliance to evaluate the effectiveness of the design and operation of controls that we consider relevant to preventing or detecting material noncompliance with compliance requirements applicable to each major federal award program. However, our tests will be less in scope than would be necessary to render an opinion on those controls and, accordingly, no opinion will be expressed in our report on internal control issued pursuant to the Uniform Guidance.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. Accordingly, we will express no such opinion. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards, *Government Auditing Standards*, and the Uniform Guidance.

Audit Procedures-Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of City of Southport's compliance with provisions of applicable laws, regulations, contracts, and agreements, including grant agreements. However, the objective of those procedures will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to *Government Auditing Standards*.

The Uniform Guidance requires that we also plan and perform the audit to obtain reasonable assurance about whether the auditee has complied with federal statutes, regulations, and the terms and conditions of federal awards applicable to major programs. Our procedures will consist of tests of transactions and other applicable procedures

described in the *OMB Compliance Supplement* for the types of compliance requirements that could have a direct and material effect on each of City of Southport's major programs. For federal programs that are included in the Compliance Supplement, our compliance and internal control procedures will relate to the compliance requirements that the Compliance Supplement identifies as being subject to audit. The purpose of these procedures will be to express an opinion on City of Southport's compliance with requirements applicable to each of its major programs in our report on compliance issued pursuant to the Uniform Guidance.

Other Services

We will also assist in preparing the financial statements, schedule of expenditures of federal and State awards, and related notes of City of Southport in conformity with U.S. generally accepted accounting principles and the Uniform Guidance based on information provided by you. We may also assist in preparing year end cash to accrual entries. These nonaudit services do not constitute an audit under *Government Auditing Standards* and such services will not be conducted in accordance with *Government Auditing Standards*. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statements, schedule of expenditures of federal and State awards, and related notes services previously defined. We, in our sole professional judgment, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

You agree to assume all management responsibilities relating to the financial statements, schedules of expenditures of federal and State awards, related notes, and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements, schedule of expenditures of federal and State awards, and related notes and that you have reviewed and approved the financial statements, the schedule of expenditures of federal awards, and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, (Melanie Trexler) who possesses suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

Responsibilities of Management for the Financial Statements and Single Audit

Our audit will be conducted on the basis that you acknowledge and understand your responsibility for (1) designing, implementing, and maintaining effective internal controls relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error, including internal controls over federal and State awards, and for evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; (2) following laws and regulations; (3) ensuring that there is reasonable assurance that government programs are administered in compliance with compliance requirements; and (4) ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles; for the preparation and fair presentation of the financial statements, schedule of expenditures of federal and State awards, and all accompanying information in conformity with U.S. generally accepted accounting principles; and for compliance with applicable laws and regulations (including federal statutes), rules, and the provisions of contracts and grant agreements (including award agreements). Your responsibilities also include identifying significant contractor relationships in which the contractor has responsibility for program compliance and for the accuracy and completeness of that information.

You are also responsible for making drafts of the schedule of expenditures of federal awards, all financial records, and related information available to us and for the accuracy and completeness of that information (including information from outside of the general and subsidiary ledgers). You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, such as records, documentation, identification of all related parties and all related-party relationships and transactions, and other matters; (2) access to personnel, accounts, books, records, supporting documentation, and other information as needed to perform an audit under the Uniform Guidance, (3) additional information that we may request for the purpose of the audit, and (4) unrestricted access to persons within the government from whom we determine it necessary to obtain audit evidence. At the conclusion of our audit, we will require certain written representations from you about the financial statements; schedule of expenditures of federal and State awards; federal or State award programs; compliance with laws, regulations, contracts, and grant agreements; and related matters.

Your responsibilities include adjusting the financial statements to correct material misstatements and confirming to us in the management representation letter that the effects of any uncorrected misstatements aggregated by us during

the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements of each opinion unit taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud or illegal acts affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud or illegal acts could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the government received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the entity complies with applicable laws, regulations, contracts, agreements, and grants. You are also responsible for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts, and grant agreements that we report. Additionally, as required by the Uniform Guidance, it is management's responsibility to evaluate and monitor noncompliance with federal statutes, regulations, and the terms and conditions of federal awards; take prompt action when instances of noncompliance are identified including noncompliance identified in audit findings; promptly follow up and take corrective action on reported audit findings; and prepare a summary schedule of prior audit findings and a separate corrective action plan. The summary schedule of prior audit findings should be available for our review by May 1, 2022.

You are responsible for identifying all federal and State awards received and understanding and complying with the compliance requirements and for the preparation of the schedule of expenditures of federal and State awards (including notes and noncash assistance received, and COVID-19-related concepts, such as lost revenues, if applicable) in conformity with the Uniform Guidance. You agree to include our report on the schedule of expenditures of federal and State awards in any document that contains and indicates that we have reported on the schedule of expenditures of federal and State awards. You also agree to make the audited financial statements readily available to intended users of schedules of expenditures of federal and State awards no later than the date the schedule of expenditures of federal awards is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the schedule of expenditures of federal and State awards in accordance with the Uniform Guidance; (2) you believe the schedule of expenditures of federal and State awards, including its form and content, is stated fairly in accordance with the Uniform Guidance; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the schedule of expenditures of federal and State awards.

You are also responsible for the preparation of the other supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles (GAAP). You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits, or other studies related to the objectives discussed in the Audit Scope and Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, performance audits, or studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information. With regard to publishing the financial statements on your website, you understand that websites are a means of distributing information and, therefore, we are not required to read the information contained in those sites or to consider the consistency of other information on the website with the original document.

Engagement Administration, Fees, and Other

You may request that we perform additional services not addressed in this engagement letter. If this occurs, we will communicate with you regarding the scope of the additional services and the estimated fees. We also may issue a separate engagement letter covering the additional services. In the absence of any other written communication from us documenting such additional services, our services will continue to be governed by the terms of this engagement letter.

We understand that your employees will prepare all cash, accounts receivable, or other confirmations we request and will locate any documents selected by us for testing. We will schedule the engagement based in part on deadlines, working conditions, and the availability of your key personnel. We will plan the engagement based on the assumption that your personnel will cooperate and provide assistance by performing tasks such as preparing requested schedules, retrieving supporting documents, and preparing confirmations. If for whatever reason your personnel are unavailable to provide the necessary assistance in a timely manner, it may substantially increase the work we have to do to complete the engagement within the established deadlines, resulting in an increase in fees over our original fee estimate.

At the conclusion of the engagement, we will complete the appropriate sections of the Data Collection Form that summarizes our audit findings. It is management's responsibility to submit the reporting package (including financial statements, schedule of expenditures of federal awards, summary schedule of prior audit findings, auditors' reports, and corrective action plan) along with the Data Collection Form to the federal audit clearinghouse. We will coordinate with you the electronic submission and certification. If applicable, we will provide copies of our report for you to include with the reporting package you will submit to pass-through entities. The Data Collection Form and the reporting package must be submitted within the earlier of 30 calendar days after receipt of the auditors' report or nine months after the end of the audit period.

We will provide copies of our reports to the Board; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Thompson, Price, Scott, Adams & Co., P.A. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request in a timely manner to Oversight Agencies (or its designee), a federal agency provided direct or indirect funding, or the U.S. Government Accounting Office for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Thompson, Price, Scott, Adams & Co., P.A. personnel. Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date or for any additional period requested by the federal cognizant agency. If we are aware that a federal awarding agency, pass-through entity, or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

Alan Thompson is the engagement partner and is responsible for supervising the engagement and signing the reports or authorizing another individual to sign them. We expect to begin our audit by approximately May 1, 2022, and to issue our reports no later than October 31, 2022. Our audit engagement ends on delivery of our audit report. Any follow-up services that might be required will be a separate, new engagement. The terms and conditions of that new engagement will be governed by a new, specific engagement letter for that service.

Our fee for these services will be at our standard hourly rates plus out-of-pocket costs (such as report reproduction, word processing, postage, travel, copies, telephone, etc.) except that we agree that our gross fee, including expenses, should not exceed \$42,500. Also, any excessive additional fees incurred in obtaining required audit evidence (i.e. bank confirmations) will be billed directly to the Board. Our standard hourly rates vary according to the degree of responsibility involved and the experience level of the personnel assigned to your audit. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. In accordance with our firm policies, work may be suspended if your account becomes 60 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report(s). You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the

date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit.

Reporting

We will issue written reports upon completion of our Single Audit. Our reports will be addressed to the Board of Alderman and management of City of Southport. We will make reference to the Component Auditor's audit of Southport ABC Board in our report on your financial statements. Circumstances may arise in which our report may differ from its expected form and content based on the results of our audit. Depending on the nature of these circumstances, it may be necessary for us to modify our opinions, add a separate section, or add an emphasis-of-matter or other-matter paragraph to our auditors' report, or if necessary, withdraw from this engagement. If our opinions are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or we may withdraw from this engagement. If circumstances occur related to the condition of your records, the availability of sufficient appropriate audit evidence, or the existence of a significant risk of material misstatement of the financial statements caused by error, fraudulent financial reporting, or misappropriation of assets, which in our professional judgment prevent us from completing the audit or forming an opinion on the financial statements, we retain the right to take any course of action permitted by professional standards, including declining to express an opinion or issue a report, or withdrawing from the engagement.

The *Government Auditing Standards* report on internal control over financial reporting and on compliance and other matters will state that (1) the purpose of the report is solely to describe the scope of testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance, and (2) the report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. The Uniform Guidance report on internal control over compliance will include a paragraph that states that the purpose of the report on internal control over compliance is solely to describe the scope of testing of internal control over compliance and the results of that testing based on the requirements of the Uniform Guidance. Both reports will state that the report is not suitable for any other purpose.

We appreciate the opportunity to be of service to the City of Southport and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Very truly yours,



Alan W. Thompson, CPA
Thompson, Price, Scott, Adams & Co., P.A.

RESPONSE:

This letter correctly sets forth the understanding of the City of Southport.

Management signature: _____

Title: _____

Date: _____

Governance signature: _____

Title: _____

Date: _____

CC: Board of Alderman

INTEGRATED PEST MANAGEMENT PLAN

DRAFT

MAY 2022



CITY OF SOUTHPORT

INTRODUCTION

Since the need for mosquito control was recognized in the early twentieth century, increased knowledge of mosquito biology has driven the formulation of a variety of methodologies designed to successfully reduce both mosquito nuisance levels and mosquito-borne disease transmission. As the technologies and knowledge base from which these methodologies were derived have matured, they have been increasingly seen as mostly complimentary or synergistic in nature, providing optimal control as part of an overall strategy. This has ultimately evolved into a strategy termed Integrated Pest Management (IPM). IPM has developed to encourage a balanced usage of cultural and insecticidal methodologies and habitat manipulations in order to minimize adverse environmental impacts. IPM is knowledge-based and surveillance-driven, and when properly practiced is specifically designed to accomplish the following:

1. Protect human, animal, and environmental health.
2. Promote a rational use of pesticides.
3. Reduce environmental contamination to soil, ground water, surface water, pollinators, wildlife, and endangered species.
4. Utilize natural biological controls to conserve and augment other control methods.
5. Use target specific pesticides to the extent possible.
6. Emphasize the proper timing of applications.
7. Minimize pesticide resistance problems.

Because each jurisdiction is unique in terms of available resources, topography, hydrology, and the variety of mosquito species, considerable judgement must be exercised in allocation of resources to have the maximum benefit for both the public and environment. Program funding will help dictate the extent to which jurisdictions can implement the management practices described herein.

The practices used in the City of Southport shall be performed in concert with any National Pollution Discharge Elimination System permits.

The City of Southport has incorporated many of the Best Management Practices adopted by the American Mosquito Control Association. Adherence to these BMPs to the maximum extent practicable is to be considered the necessary minimum to perform to meet regulatory compliance with NPDES for mosquitocide use.

Best Management Practices for Mosquito Management

The City of Southport may not have all of the resources to practice all of the specific sub-elements discussed herein. But we will strive to adhere to the recommended Best Management Practices to the maximum extent practicable. There are 9 components listed below.

1. **Surveillance-** This is the most important component to the City's IPM plan. Performing surveillance helps identify problem species and population trends in order to direct and evaluate control methods.
 - a. Visually check for potential large-scale larval habitats and populations that could contribute to unacceptable adult mosquito populations and determine if larval control is appropriate within any present constraints.
 1. Rural-swamps, salt & freshwater marshes, woodland pools, flooded fields/pastures, roadside ditches, storm water retention ponds, tree holes, rice fields, etc.
 2. Urban-flower pots, tires, trash containers holding water, gutters, tree holes, septic ditches, roadside ditches, lawn swales, non-functional swimming pools, stagnant bird baths, street catch basins, junk yards, depressions in tarp covers, etc.
 - b. Determine population levels of adult mosquitos using professionally acceptable techniques, including public complaints, or landing rate counts, to establish needs for action.
 - c. Determine if problem species are peri-domestic. Peri-domestic mosquito species oviposit primarily in containers around human habitation. Their presence as the primary pest species will dictate prevention/control strategies directed toward removal of oviposition sites through public education.
2. **Mapping-**Utilize township/city/county maps to continually monitor major sources of larval/adult mosquitoes in addition to areas where control measures have been instituted.
 - a. Also included in the mapping, are the locations of active bee hives, and pollinator gardens.
3. **Set Action Thresholds-**Decisions to apply to public health pesticides should be based on the analysis of either larval or adult mosquito surveillance data. Programs must establish a mechanism on which decisions to institute control measures are based.

a. Determine which methodology shall be used to determine if and when control measures are instituted.

1. For larval mosquito control this methodology can consist of numbers of larvae observed in larval dip counts or observation of larval presence in water sources.

2. For adult mosquito control this methodology can consist of:

- i. Number and pattern of citizen's service request.
- ii. Visual-numbers of mosquitoes landing on inspector within 1-minute periods. When practicable, landing rate counts should be taken near or at times of peak mosquito activity for the species on concern. Performance of landing rate counts is only advised in areas or at times without significant mosquito-borne disease activity.
- iii. The City of Southport uses the action threshold of 7 mosquitoes landing within 1-minute.

b. Determine threshold values that trigger control measures.

4. Physical Control or Source Reduction-Source reduction (the elimination, removal, or reduction of larval mosquito habitats) typically is the most effective and economical long-term method of mosquito control, but this may not be practicable for many larval habitats. Source reduction can be as simple as overturning a discarded bucket or disposing of a waste tire. These efforts often minimize and/or eliminate the need for mosquito larvaciding in the affected habitat in addition to greatly reducing the need for adulticiding in nearby areas.

a. Determine feasibility of removing or modifying oviposition sites.

b. Maintain liaison with city/county agencies responsible for ditch/impoundment maintenance.

c. Maintain familiarization with jurisdiction health nuisance abatement policy.

5. Biological Control-These control methodologies are often resource-intensive and not usually practicable for many programs. Nonetheless, their feasibility should be explored.

a. Stocking of certain species of fish known to be predators of mosquito larvae, if allowed by applicable state or local authorities, may provide significant reductions in larval mosquito populations in basic programs where management of large perennial oviposition sites is to be the primary control strategy.

i. Using fish to control the mosquito population in the City of Southport is not an effective pest management plan in most areas because there are not many constant bodies of water. Southport more likely has areas of standing water or ditches that collect water during rain events. In areas where it is feasible, the use of fish and other biological controls is encouraged.

b. Utilization of bats, birds, dragonflies, and other putative predators of mosquitoes is both ecologically problematic and ineffective as a primary control strategy and is therefore not recommended as a major component of any control strategy.

6. Chemical Control-Handling, disposal, personal protective measures, and applications must be made in full accordance with product label specifications.

a. Larvicides-Often may be the primary control method in natural or man-made wetlands (salt-marshes or tidal wetlands, riverine bottomlands, woodland pools, freshwater marshes, meadow swales, roadside ditches, stormwater management ponds, etc.) These can also be a primary control method in locations where mosquito populations are determined to be arising from defined, concentrated sources in urban areas or in close proximity to houses. Due to continual influx of adult mosquitoes from outlying areas, larvaciding programs may have limited visible effect of mosquito populations in jurisdictions lacking resources to adequately larvicide outlying production areas.

1. Several materials in various formulations registered by EPA are labeled for mosquito larvaciding. Choice of active ingredient and formulation chosen will depend on site-specific factors and resistance management, and may include:

- i. Organophosphate-temephos
- ii. Microbial larvicides-Bacillus thuringiensis israelensis (Bti) and Bacillus sphaericus (Bs)
- iii. Growth regulators-methoprene
- iv. Monomolecular surface films
- v. Oils-petroleum or mineral-based
- vi. Chitin synthesis inhibitors-diflubenzuron

2. Larvicides, if used, should be specific for mosquitoes, minimize impacts to non-target organisms and must, in many instances, be capable of penetrating dense vegetative canopies. Larvicide formulations (e.g., liquid, granular, solid) must be appropriate to the habitat being treated, accurately applied, and based on surveillance data.

3. Larvicide application equipment should be calibrated and maintained per equipment manufacturer's specifications and timetable, or per instructions from product registrant.

4. Larvicide application should be used within 2-3 days of seeing larvae. Most typically, a product such as Natular T30 tablets will be used. Because there is no action threshold for larvae, any number of larvae that are counted can be treated. Natular T30 tablets are extended release and are activated when water is present. The active ingredient is biologically derived from the fermentation of a naturally occurring soil organism.

b. Pupacides-Can be used on mosquito populations that are in the pupa phase of development, similar to a chrysalis. Neem oil is often added to a water source when pupae are present. Neem oil is a natural product extracted from the *Azadirachta indica* tree. Neem oil is used in hundreds of pesticide products and is applied to a wide variety of crops and ornamental plants for insect control. Within one week of applying a pupacide, an adulticide should be used to eliminate any remaining mosquitoes.

c. Adulticides- Adulticiding based on surveillance data is an extremely important part of any IPM program, and often forms the primary treatment method for basic programs. In fact, the general public typically associates basic mosquito control programs with spray trucks or “foggers,” not realizing the existence or importance of the other parts of the IPM. Adulticides are applied so as to impinge upon the mosquito target in flight or at rest on vegetation.

Adulticides utilized in basic programs are typically applied as an Ultra-Low-Volume (ULV) spray where small amounts of insecticide are dispersed by aircraft or truck-mounted equipment. A vast majority of mosquito control programs don’t have aerial application capabilities, but most have some type of ground delivery system for adulticiding. In some jurisdictions, adulticides may also be applied via “thermal fogs”, utilizing heat to atomize droplets. Adult mosquitoes may also be targeted by “barrier treatments”, which involve application of a residual insecticide to vegetation where mosquitoes are known to rest.

1. Adulticides should only be applied when established spray thresholds have been exceeded.
2. Non-residual adulticides applied to the air column in order to impinge upon mosquitoes in flight should only be applied when the target species is active.
3. Adulticides should be applied strictly according to label specifications. This will produce minimal effects on non-target organisms and promote efficacy. Adulticides should not be applied in rainy or windy conditions.
4. Adulticides should be applied by personnel trained or certified in their usage and handling, or when operating under the supervision of an individual having state certification.
5. Adulticides labeled for mosquito control in part may include:
 - i. Organophosphates-malathion and naled
 - ii. Natural pyrethrins
 - iii. Pyrethroids-permethrin, resmethrin and sumithrin
 - iv. Pyrethroid derivatives-etofenprox

6. Adulticides should be applied at label rates that are efficacious as determined by monitoring. Applying doses lower than those that provide adequate control can in fact result in the need for additional adulticide treatments and can also encourage insecticide resistance by treating with sub-lethal doses.

- c. Adulticide application equipment should be calibrated and maintained per equipment manufacturer's specifications and timetable, or per instructions from the product registrant.

7. Monitoring for Efficacy/Resistance- Resistance management techniques attempt to minimize the risk of mosquitoes becoming resistant to the existing chemicals and should be practiced in even basic programs.

- a. Basic resistance management techniques can include:

- i. Do not use the same class of chemical against both immature and adult mosquitoes.
- ii. Apply pesticide at rate recommended on the label. Do not underdose.
- iii. When possible, utilize a different chemical class at the beginning and end of treatment season.
- iv. If possible, assess susceptibility at the beginning and sometime during the mosquito season.

- b. Resistance management can also involve utilizing surveillance methods following larvicide or adulticide applications to continually check for control efficacy.

8. Public Education & Community Outreach- Education of the general public should be encouraged to teach residents how they can aid in mosquito control by disposing of (or modifying) containers.

- a. The public should be notified via appropriate means of upcoming spray operations as soon as the need is determined.
- b. Beekeepers not wishing their premises to be treated should be notified of any adulticiding operations per label specifications prior to application operations.
- c. Pesticides will not be used in pollinator gardens.

9. Record-keeping- Operators/applicators should record the following for each application and maintain the records for the time specified by the lead regulatory agency:

- a. Applicator's name, address, and pesticide applicator certification number (if applicable)
- b. Application date and time of day
- c. Product name and EPA registration number
- d. General location of application and approximate size of area treated
- e. Amount of material applied
- f. Application rate

PRACTICAL APPLICATION

It is the goal of the City of Southport to be proactive in pest management practices. Using the mapping system, City staff will identify areas of concern earlier in the year. At the discretion of the Pest Control Technician and with the guidance of Brunswick County Mosquito Control, the areas of concern may be treated in advance of any customer complaints. A record of citizen complaints will be maintained, to better track areas of concern. This record becomes a tool for future pesticide use.

The land area of the City of Southport has been divided into five zones. Prior to pesticide application in each zone, residents are notified, allowing them time to ask questions or make preparations at their residence.

Zone 1: (west side of Howe Street) Includes W. 9th Street to Bay Street, Indigo Plantation and Cottage Point

Zone 2: (east side of Howe Street) Includes E. Leonard Street to E. Bay Street, the Hammocks, the Landing, Harbor Oaks, and Turtlewood.

Zone 3: (east side of Howe Street) Stuart Avenue to E. Leonard Street, Park Avenue Extension, Highland Park Avenue, and Price's Creek.

Zone 4: (west side of Howe Street) W. 9th Street to W. 14th Street, the Ridge and Cades Cove.

Zone 5: Rivermist

The City wishes to apply the minimum volume of pesticides possible, while maximizing efficacy. This includes using a combination of the Best Management Practices for each zone and specific situation.



CITY OF SOUTHPORT LANDING COUNT PROCEDURE

Background

The collection of mosquitoes as they bite or alight on humans or animals is a simple means of determining the anthropophagic mosquito species and in estimating their relative abundance. The methods should be standardized so that comparisons can be made between biting rates at different locations. Regular stations should be sampled weekly. Collections for each station should be made at the same time of day or night depending upon the biting habits of the species involved.

In some cases, particularly with day biting salt marsh or pasture mosquitoes, the index may be obtained from the numbers alighting upon one's clothing rather than those actually in biting position. This method is also useful for a rapid check of mosquito abundance before and after treatment when populations are high.

Identification of Landing Count Locations

The City of Southport conducts landing counts as needed throughout the season. Typically, landing counts will be initiated following an environmental evening or when a citizen requests service. Landing counts will continue for the first two weeks of an event. The third week of adulticide control efforts will not require landing counts because of the increased risk of arbovirus activity to field personnel as the mosquito population ages.

Landing Count Procedures

Each landing count will count the number of mosquitoes landing for one minute. The minute interval starts when the first mosquito lands on the person conducting the count. To get a good estimate of the mosquito populations, landing counts should be conducted at least 5 feet into a tree line. If there is no vegetation available, a shaded area should be selected.

Post Treatment Landing Counts

Post treatment landing counts when conducted to evaluate the efficacy of the adulticiding efforts should be conducted at the end of the mission, or within (24) hours after the adulticiding mission as time permits. The post treatment count should be conducted in the same area as the original landing count.



**CITY OF SOUTHPORT
MOSQUITO CONTROL INVESTIGATION FORM**

Name: _____ **Date Received:** _____

Address: _____ **Telephone:** _____

Service Call Location: _____

Type of Complaint: _____ Standing Water _____ Blocked Ditch _____ Mosquitoes _____ Other

Additional Information: _____

Investigator's Name: _____

Date of Site Visit: _____ **Time:** _____

Samples Collected: _____ Yes _____ No _____ **# of Samples Collected**

Larva Present: _____ Yes _____ No _____ **# of Samples with Larva Present**

State of Development: _____ First _____ Second _____ Third _____ Fourth _____ Pupa _____ All

Estimated number of days to incubate adult from collected sample: _____

Mosquito Landing Count: _____ mosquitoes per minute

Number of *Ae. Albopictus* in landing count: _____

Other species present: _____

Course of Action/Control Method Recommended:

_____ Adulticide spray _____ Larvicide Application _____ Minnow Transplant
_____ Drainage _____ Public Education

Comments : _____

[illegible]

CITY OF SOUTHPORT LARVICIDING RECORD

[illegible]

Page 58 of 204

April 13, 2022

Ms. Dorothy Dutton
Southport City Clerk
1029 N. Howe Street
Southport, NC 28461

Subject: Appointment of Southport ABC Board Chairman: William Davis

Dear Ms. Dutton,

Please be advised that Mr. Davis's appointment expired on March 31. Mr. Davis would like to continue serving as board chairman if reappointed by the city council.

Sincerely

Todd Dunn
General Manager, Southport ABC Board

Note:

Todd Dunn is requesting that Mr. Davis be reappointed to the ABC Board.

Memo

To: Mayor Hatem, members of the Board of Aldermen

From: City Staff

Date: 05/05/2022

At the April Board of Aldermen meeting, the Board approved the purchase of the TYMCO 600 Street sweeper, as recommended by City Staff, after reviewing a few options. Since the approval, there has been some Board interest in re-visiting the purchase and researching other options, especially electrically-operated equipment.

In the next few pages, you will see the other options that are available, including an electrical street sweeper and a hybrid sweeper.

There are many benefits to purchasing a street sweeper:

- Better air quality
- Helping to maintain stormwater more effectively
- Reduced flood insurance for residents because of participating in the CRS program through the NFIP
- More pristine streets for public enjoyment
- Makes the roads safer for travel
- More efficient use of staff time
- More efficient because the flow of traffic will be less hindered
- Less disruptive noise emissions than starting and stopping backpack blowers, etc.
- Durability of the previous sweeper lasted twenty years

Possible Negatives:

- Likely to be more expensive up front (Long term investment, vs. replacing every few years)
- Lead time to have one delivered (Amick Equipment has a reduced delivery date)
- Still some noise emissions, but better than the previous street sweeper

Please review the options that are available and consider making a motion if you want to change the motion that was made at the April meeting.

- (b) Various street surface conditions
 - 1. Smooth and rough pavement
 - 2. Damaged and undamaged pavement
 - 3. Curbed and non-curbed pavement
 - 4. Crowned and non-crowned surface
 - 5. Porous and non-porous pavement
- (c) Evaluate street cleaning technologies under various weather conditions
 - 1. Seasonality, particularly in drought susceptible regions and those experiencing extended winters
 - 2. Before and after precipitation events
 - 3. Cold, warm, and hot climates
- 2. Street dust material for testing
 - (a) Simulant material such as that used in the City of Toronto study
 - (b) Pure sand, silt, clay, and gravel at various moisture levels and comprising a range of particle size distributions
 - (c) Collected street sweeping materials from various regions, including dirt, leaves, sticks, garbage, grass clippings, anthropogenic trash, and bulky material.
- 3. Street sweeping technologies, customization, and operational parameters
 - (a) The effectiveness of water for dust suppression vs. flushing: efficacy and required output
 - (b) Indirect environmental impacts: fuel usage and exhaust emissions per ton of material removed
 - (c) Operational parameters: speed and frequency of cleaning, single vs. multiple passes, maintenance requirements, fan and broom speed and adjustment
 - (d) Tandem operations

7 Summary

Street dust represents a source of dual potential risk to stormwater and air quality. It has been well documented that street dust washes into local watersheds and can degrade water quality. Research has also demonstrated that ambient particulate matter (PM₁₀), which is associated with adverse health outcomes, can arise from resuspension of accumulated street dust. Furthermore, many contaminants, including metals, are present at higher concentrations in the smallest available particles, which are more likely to be resuspended in air and stormwater runoff. Although street cleaning is listed as a best management practice for stormwater quality by the EPA, data are limited on the critical parameters (technology, environment, usage),

which determine the effectiveness of any street cleaning program, particularly in the peer-reviewed literature. The purpose of the present study was to develop a comprehensive understanding of the efficacy of various street cleaning technologies and practices to protect both water quality and public health. Few studies have compared the effectiveness of street sweeping technologies to remove street dust. Unfortunately, the dearth of comprehensive data on exposure, contaminant concentrations, and efficacy of various sweeping technologies and strategies precludes developing quantitative estimates for potential risk to humans and the environment. Based on the few studies available, regenerative air street sweepers appear to provide the most benefit with regard to collection of small particles and prevention of re-entrainment. It is also clear from the available data that local conditions, climate, and specific

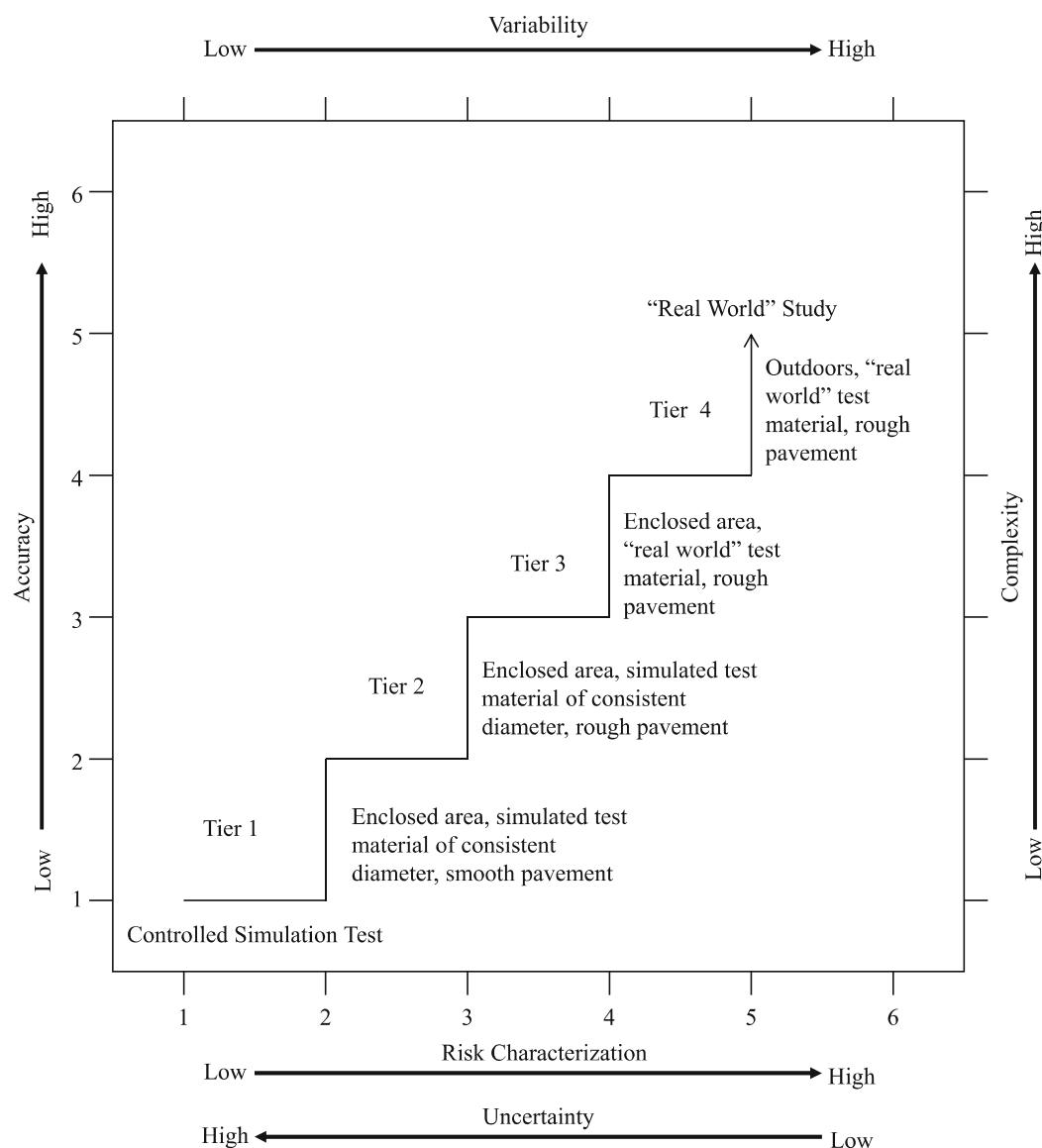


Fig. 4 A tiered risk assessment approach for evaluating efficacy of street sweeping

needs are critical determinants of the ideal street sweeping strategy (technology, frequency, speed, targeted areas, etc.). Given the critical need for protection of water and air quality in rapidly expanding urban regions (e.g., megacities), further research is necessary to develop best practices for street dust management. Herein, we provide a framework for future experimental studies to support risk-based assessments of street cleaning technologies (Fig. 4).

Acknowledgments This research was supported by an unrestricted grant from Tymco Inc to BWB, and the Department of Environmental Science at Baylor University. We thank Dr. Richard Brain for earlier discussions related to the design of Fig. 4.

References

- Abu-Allaban M, Gillies J, Gertler A, Clayton R, Proffitt D (2003) Tailpipe, resuspended road dust, and brake-wear emission factors from on-road vehicles. *Atmos Environ* 37:5283–5293
- Amato F, Pandolfi M, Viana M, Querol X, Alastuey A, Moreno T (2009) Spatial and chemical patterns of PM₁₀ in road dust deposited in urban environment. *Atmos Environ* 43(9):1650–1659
- Amato F, Nava S, Lucarelli F, Querol X, Alastuey A, Baldasano JM, Pandolfi MA (2010a) A review on the effectiveness of street sweeping, washing and dust suppressants as urban PM control methods. *Sci Total Environ* 408:3070–3084
- Amato F, Querol X, Johansson C, Nagl C, Alastuey A (2010b) A comprehensive assessment of PM emissions from paved roads: Real-world Emission Factors and intense street cleaning trials. *Sci Total Environ* 408:4309–4318
- AQMD (2008) Rule 1186. PM₁₀ Emissions from paved and unpaved roads, and livestock operations. South Coast Air Quality Management District, Diamond Bar, CA
- AQMD (2009) Rule 1186.1. Less-polluting sweepers. South Coast Air Quality Management District, Diamond Bar, CA
- Armstrong EL, Robinson MC, Hoy SM (1976) Chapter 13: Solid wastes. History of public works in the United States, 1776-1976. American Public Works Association, Chicago pp 431–455
- Axetell K, Zell J (1977) Control of reentrained dust from paved streets. Kansas City, MO, United States Environmental Protection Agency, Region VII
- Bender G, Terstreip M (1984) Effectiveness of street sweeping in urban runoff pollution-control. *Sci Total Environ* 33:185–192
- Berretta C, Raje S, Sansalone JJ (2011) Quantifying nutrient loads associated with urban particulate matter (PM), and biogenic/litter recovery through current MS4 source control and maintenance practices (Maintenance Matters!) Final report to Florida Stormwater Association Educational Foundation (FSAEF), pp 1–77
- Breault RF, Smith KP, Sorensen JR (2005) Residential street-dirt accumulation rates and chemical composition, removal efficiencies by mechanical and vacuum-type sweepers. US Department of the Interior, US Geological Survey, New Bedford, MA
- Brinkman R, Tobin GA, Ryan J (1999) Street sweeping and storm water runoff: phase i: determining the most effective street sweeper. Florida Department of Transportation, District 7. Tampa, FL
- Brinkmann R, Tobin G (2001) Urban sediment removal: the science, policy, and management of street sweeping. Kluwer Academic, London
- Bris F, Garnaud S, Apperry N, Gonzalez A, Mouchel J, Chebbo G, Thevenot D (1999) A street deposit sampling method for metal and hydrocarbon contamination assessment. *Sci Total Environ* 235:211–220



[Home](#) / [Environment](#) / Stormwater Runoff Quality

Stormwater Runoff Quality - Best Management Practice

Working toward keeping the highest quality water is a high priority because of how important water is to sustain life, which is why measures should be taken to prevent water pollution by removing contaminants before they are able to be washed into water bodies via stormwater runoff.

In the United States

The Federal Water Pollution Control Act (FWPCA) of 1948 was the first major act to address water pollution control. The Clean Water Act (CWA) of 1972 amended FWPCA to address public concerns about water pollution. The CWA established the National Pollutant Discharge Elimination System (NPDES), which regulates point source (end-of-pipe) and nonpoint source (such as paved surfaces) stormwater pollution for municipal separate storm sewer systems (MS4s), construction activities, and industrial activities.





SWEEPERS

ENVIRONMENT

DEALERS

Phase I, issued in 1990, requires NPDES individual permits for cities and certain counties with populations of 100,000 or more, construction sites larger than 5 acres, and 11 categories of industrial activities. Phase II, issued in 1999, requires NPDES general permits for small MS4s in and around urbanized areas. Phase II also introduced several minimum control measures or Best Management Practices (BMPs) for stormwater pollution control.

These BMPs include:

1. Public education and outreach
2. Public involvement
3. Construction runoff control measures
4. Post construction runoff control measures
5. Pollution prevention and good housekeeping practices (including street cleaning)
6. Illicit discharge detection and elimination.

Coverage under an NPDES general permit requires operators to submit a Stormwater Pollution Prevention Plan (SWPPP) to their permitting authority detailing the BMPs that the operator intends to use. TYMCO Sweepers use the Regenerative Air System, the latest sweeping technology designed to not only remove large debris, but also the fines within the cracks and crevices of paved surfaces. Street sweeping is a practical and consistent method to not only provide improved aesthetics, but also satisfy a BMP requirement for stormwater pollution control. Street sweeping is also highly regarded as a cost-effective method to maintain stormwater systems by removing debris before it reaches any structural stormwater runoff controls.

[SWEEPERS](#)[ENVIRONMENT](#)[DEALERS](#)[Home](#) / [Environment](#) / [Why You Should Sweep](#)

Why You Should Sweep

Benefits of Street Sweeping

Historically, street and parking lot sweeping has been done for aesthetic purposes; however, environmental concerns and regulations have become increasingly prevalent over the past several decades, making stormwater and air quality some of the more important reasons to sweep streets, parking lots, and other paved surfaces today.

What are some of the materials that are found on paved street and parking lot surfaces that street sweepers help remove and where do they come from?

Crustal materials – Such as soil, sediment, sand, and eroded rock from the weathering of bricks, concrete, and asphalt from pavement and structures. This material is carried by surface runoff, wind, vehicle trackout from construction sites, unpaved roads, and pavement abrasion from vehicular traffic.

Vegetation – From yard waste such as grass clippings, and leaves and twigs from trees.

Motor vehicles – From tire debris and particles, exhaust emissions, brake dust, fluids such as oil, transmission fluid, coolant and fuel, and chunks of plastic and glass from wreckage.

Industrial emissions.

Litter – Such as trash, bottles, fast food wrappers, and hypodermic needles.

Animal carcasses.



What are some of the potentially harmful pollutants that can be found in street sweeping spoils?

Metals – From vehicle wear, vehicle fluids, brake dust, weathering of structures, crustal materials. Metals commonly characterized in street dirt include aluminum, cadmium, chromium, copper, lead, nickel, and zinc.

Organics – Include polycyclic aromatic hydrocarbons (PAHs), phthalates, and pesticides. Sources of organic pollutants come from vehicle fluids, vegetation, combustion, plastics, and motor oil.

Nutrients – Include nitrogen and phosphorus. Sources include fertilizer, yard waste, vegetation, animal waste, and fossil fuels. Excess nutrients can cause harmful algal blooms (HABs), which can affect odor and taste of water, and could contribute to anoxic water conditions.

Particulate Matter (PM) – Refers to solid and liquid materials varying in size from aerosol to large grit that are suspended in the air. EPA regulates both “inhalable coarse particulates” (PM_{10} – particles between 2.5-10 μm (microns or micrometers) in diameter) and “fine particles” ($PM_{2.5}$ – 2.5 μm and smaller in diameter). Particulates can be emitted directly from a source or formed in the atmosphere by transformation of gaseous emissions. Sources can include industrial emissions, engine emissions, and particulate breakdown from traffic, soil erosion, and pollen.



This device gets mounted to the hitch of a truck. 1-2 crew members use backpack leaf blowers or brooms to move heavy debris into the gutter. This created heavy dusty conditions, and there is more noise and emissions. This will not pick up any chemical contaminants.



Billy Goat DL1802VE Mid-Size 18HP Vanguard Debris/Truck Loader w/ Electric Start

Model:
DL1802VE



(0)
[Write a Review](#)
[Ask a Question](#)

\$4,575.99

Leaf Vacs range from \$4500-8000
Backpack blowers range from \$500-700

TRAC VAC

Model 288



Operating and Assembly Manual

**Midwest Equipment Manufacturing, Inc.
5225 Serum Plant Road
Thorntown, IN 46071**

This uses the same method as the leaf vac,
but it gets blown into the trailer.
Environmental impacts would be the same.

Cost ranges \$22,000 to \$25,000

Sweeping Performance and Applications

- True Regenerative Air Performance
- South Coast AQMD Rule 1186 PM₁₀ Certified
- High Dump Flexibility
 - Isuzu Chassis Dump Height - 72 inches
 - Freightliner Chassis Dump Height - 82.5 inches
- Municipal, Construction and Industrial Sweeping
- Crowned, Cracked and Irregular Paved Street and Roads
- BMP (Best Management Practice) for Stormwater Quality
- Porous and Permeable Pavements
- Airport Runways and Taxiways
- BMP for Fugitive Dust Control
- Industrial Facility Cleaning
- Asphalt and Concrete

Model 435
AIR SWEEPER®



Dumping into a Low-Profile 30 yard Container



Sweeping Business Districts



Dumping into a 30 yard Container



Sweeping Residential Areas

Superior Training from TYMCO



The 3500 square foot, temperature controlled TYMCO Training Center provides space for demonstrations on an operational sweeper and systems components.



Attendees review components of the pick-up head assembly during removal and installation.



Instructor reviews proper maintenance, removal and installation of the blower assembly.



A Service School attendee receives her TYMCO Certificate of Completion.

Highlights of the TYMCO Service School

- The Regenerative Air System
- Servicing the Blower, Dust Separator and Pick-up Head
- Hydraulic, Electrical and Water System Review
- Rebuild and Repair Small Parts and Components
- Using the BlueLogic® Control System
- Manufacturing Facility Tour
- Certificates of Completion Awarded to Attendees
- 30 Schools Scheduled per Year
- Daily Ground Transportation to and from the Hotel
- Lunch is Provided
- Register to Attend on TYMCO.COM

This product is protected by numerous U.S. and International Patents.

Specifications subject to change without notice.

Convenient Dealer Service Centers

In over 50 U.S. and international locations, you receive on-the-spot parts and service from TYMCO's network of dealers.

TYMCO Builds a Model to Fit your Cleaning Needs



MODEL 600® COMDEX®
Street Sweeper



MODEL DST-6®
Dustless Sweeping Technology



MODEL DST-4®
Dustless Sweeping Technology



MODEL 500x®
High Side Dump Street Sweeper



MODEL 600® CNG
Compressed Natural Gas Powered



MODEL HSP®
High Speed Performance for Airport Runways
Sweeper chassis models may change without notice.



www.tymco.com
1-800-258-9626



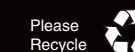
MODEL 435®
Mid-Sized Street Sweeper



MODEL 210®
Parking Lot Sweeper

TYMCO REGENERATIVE AIR SWEEPERS are
South Coast AQMD Rule 1186 PM₁₀ Certified
1218 - 7M - 01SM © TYMCO, Inc. 2018

TYMCO, Inc. • P.O. Box 2368 • Waco, TX 76703-2368 • (254) 799-5546 • FAX (254) 799-2722



Model 435
AIR SWEEPER®

This can be outfitted to work in the same way as the TYMCO 600, but because it is smaller, it takes longer to sweep.

Previously quoted \$201,350



**Mid-Sized
Regenerative Air Sweeper**

1-800-258-9626

www.tymco.com

MADE IN WACO, TEXAS **USA**



The large dump door allows for quick, easy dumping and cleaning. Dump heights are 72 inches on an Isuzu chassis and 82.5 inches on a Freightliner chassis, allowing for dumping into various size and type containers.

The Abrasion Protection Package protects your sweeper and extends component life when sweeping highly abrasive materials.

Two Rear locking storage areas give you a combined 26.6 cu. ft. of protected space.



TYMCO Regenerative Air Cleans Deeper™

Large, heavy duty 4.0 cubic yard hopper. Hopper, dump door, inspection door, hopper screen, dust separator and hopper drain available in optional non-magnetic, low carbon, high chrome stainless steel for maximum corrosion resistance.

Patented multipass centrifugal dust separator keeps fines and dust inside the hopper without exhausting air back into the atmosphere. Accessible cleanout port handle makes washout quick and easy.

Powerful, fuel efficient 56 HP diesel auxiliary engine meets Final Tier 4 (FT4) US EPA emissions standards. The engine is easily accessible with ground level access.

Streamlined side panels swing open for easy access to auxiliary engine. Front locking storage area beneath the gullwing doors give you 61.25 cu. ft. of storage, equipped with a shelf and a long handled tool holder.

Up to 150 gallons of water for dust control around the gutter brooms and inside the hopper.

BlueLogic® Control System

The BlueLogic® Control System is the TYMCO multiplex electronics platform that delivers reduced wiring and advanced diagnostics.



In-cab controls are center mounted and illuminated for ease of operation from either driving position. Switches integrate multi-color LEDs giving operators instant feedback on sweeper functions.



The color touchscreen display delivers on-board diagnostics for the TYMCO BlueLogic® Control System and the auxiliary engine's ECU (Engine Control Unit). Service reminders are displayed for the auxiliary engine and hydraulic system fluids and filters.

The TYMCO patented 36 inch Gutter Broom is illuminated for night sweeping. Dual brooms are available as an option. Brooms are also available with optional Hydraulic Tilt Adjusters, Variable Speed Control and Drop Down Mode allowing the brooms to work in an outboard or inboard position.

The optional in-cab, operator controlled Pick-Up Head Front Curtain Lifter raises the front curtain allowing large amounts of lighter materials, such as leaves, to easily pass beneath the pick-up head.

The heavy duty pick-up head utilizes True Regenerative Air - a controlled jet of air through the entire width of the blast orifice into pavement cracks forcing up fine dust particles into the air stream. The pick-up head delivers maximum air blast and powerful vacuum across the entire width of the pick-up head allowing for removal of heavy debris, light debris and fine dust.

Additional Sweeper Options

- Non-Magnetic, Low Carbon, High Chrome Stainless Steel Hopper and Components
- Hi/Low Pressure Washdown System
- Auxiliary Hand Hose
- Pick-Up Head Front Curtain Lifter
- Camera/Monitor System
- Hopper Drain System
- Hopper Deluge System



Sound Reduction Engineering® (SRE) allows the Model 435 to sweep in areas where low noise levels are desirable. SRE isolates various noise sources on the sweeper and addresses those areas through elimination or redesign. SRE reduces average sound power by over 3.5 dBA.



The COMDEX® Package utilizes the short 132.5 inch wheelbase of the Isuzu NPR-XD chassis to provide storage, either a 72.5 or 145 gallon water capacity and signage space for the customer. Acrylic capped ABS plastic doors on each side of the sweeper provide a lockable, covered storage area in addition to the tool rack on the front of the COMDEX module.

Special options are available for your individual requirements. Contact your local dealer or TYMCO.

Chassis Options and Features



Isuzu® NQR Cabover Chassis

- 17,950 lb. GVW
- 150 Gallons of Water for Dust Control
- 150 in. Wheelbase
- 72 in. Dump Height
- Dual Steering Optional
- Remote Controlled Heated Power Mirrors Optional



Isuzu® NPR-XD Cabover Chassis

- 16,000 lb. GVW
- Requires COMDEX Package - 72.5 or 145 Gallons of Water for Dust Control
- 132.5 in. Wheelbase
- 72 in. Dump Height
- Dual Steering Optional
- Remote Controlled Heated Power Mirrors Optional



Freightliner® M2-106 Conventional Cab Chassis

- 25,500 lb. GVW - 8000 lb. Payload
- 150 Gallons of Water for Dust Control
- 153 in. Wheelbase
- 82.5 in. Dump Height
- Dual Tilt Steering, and Dual Instrumentation
- Dual Adjustable High Back Air Suspension Seats
- Remote Controlled Heated Power Mirrors

From The People Who **Invented** Regenerative Air Sweeping!

Sweeper photographs may contain optional equipment. Sweeper chassis models and options may change without notice. Consult your dealer or the factory.



HYBRID Broom Bear®

Diesel powered front-end and electric powered rear-end.

This unit costs approximately \$700,000. Some grants are available, but no guarantees.



UNCOMPROMISED
PERFORMANCE
YOU CAN RELY ON

INNOVATIONS **AT WORK**

A closer look at the Elgin Hybrid Broom Bear reveals innovative design features, systems, and components that not only simplify operation and improve performance but also make maintenance and servicing faster and easier. The result is the optimal efficiency of your operations, as you reduce maintenance requirements and downtime. The Hybrid Broom Bear brings you an array of innovative systems including:



Hybrid System

Elgin employs a high voltage battery hybrid system proven and supported by 10 years of experience. The system provides a meaningful reduction in fuel burn and exhaust emissions without compromising sweep performance or the sweeper's availability to do work. This allows the sweeper to function regardless of the battery's state-of-charge and the system automatically changes modes without operator engagement.



Low Emissions - Alternative Fuel Option

The Elgin Broom Bear is available in a compressed natural gas (CNG) configuration. The Broom Bear single-engine mechanical sweeper is powered by the Cummins Westport ISL G natural gas engine, making it a fully certified EPA/CARB emission compliant street sweeper. Two 3,600 psi composite fuel tanks are conveniently packaged in the rear compartment minimizing impact to chassis wheelbase.



Memory Sweep

Elgin's exclusive Memory Sweep feature allows the operator to resume ALL previous sweeper settings with one-touch control to increase productivity. The feature provides a multi-screen display for tilt angle, broom hours, water level, and diagnostic information.



Pause Sweep

To further improve both fuel efficiency and sweep component life, the sweep system can automatically pause when the sweeper is not sweeping and re-engages immediately upon vehicle movement without leaving any material behind.



OUR COMMITMENT TO QUALITY ONLY BEGINS WITH OUR EQUIPMENT

The Elgin Hybrid Broom Bear is manufactured in an ISO 9001 certified, advanced industrial plant with over 208,000 sq. ft. (19,350 sq. m.) of space. We employ the latest technology to build the most reliable equipment, including high-precision laser cutters, efficient, accurate computer numerical controls (CNC), and a sophisticated powder coating system.

When you build a quality product you can back it up with a full one-year, unlimited hours warranty. Elgin also backs up your investment with superior local service and support. Our goal is to keep your machine—and your entire operation—up and running.

The Hybrid Broom Bear® can be customized to your unique requirements to meet local standards and regulations by means of a broad selection of configurations, options and accessories.

Through our international dealer network, we maintain a vast inventory of spare parts and offer fast shipment to any region of the world.

Altogether, the rugged, reliable Elgin Hybrid Broom Bear is easy to operate, easy to maintain, and an easy choice when you are looking for quality equipment that is built to last.



Hybrid Broom Bear Truck Mounted Mechanical Sweeper Specifications

Engine	Hybrid System	Truck Electrical System	Dust Control System	Hydraulic System	Conveyor
Make M2 Cummins L9 Type 6 cylinder Displacement 8.9 L Horsepower 260 @ 2200 RPM Torque 860 lb. ft. (1,166 Nm) Aspiration Turbo charged *Compressed Natural Gas (CNG) Chassis Available	Architecture Parallel - electric or mechanical drive Mode Selection None - fully automated Battery Type Lithium Ion / high voltage Controls Battery Management System Plug-in Charging Standard SAE J1772 Level 2	Voltage 12 VDC / negative ground Alternator 160 amp Battery 2 Group 31, 1850 CCA Circuit Protection Automotive style blade fuse Wiring Hot stamp identified with weatherproof connectors	Tank Construction Polyethylene/SS Tank Capacity 350 gallons (1,325 L) Fill Hose 15' 0" (4,572 mm) with 2.5" (64 mm) NST hydrant coupling Pump Electric diaphragm Spray Nozzles 9 total: 3 main, 3 left & 3 right side brooms	Sweep System Pump Variable displacement Capacity 15.4 gpm Fittings O-ring face seal Reservoir Capacity 23 gal Inlet Strainer 100 mesh Return Filter 6 micron	Type Squeegee with replaceable rubber edging Material (elevator bottom) Bolt-in multi section abrasion resistant steel plates Speed Constant, forward and reverse Flexibility Lift independent (for large object passage)

HYBRID ***Broom Bear***[®] **TOUGH ON DEBRIS.** **EASY ON THE ENVIRONMENT.**

The Hybrid Broom Bear mechanical street sweeper is brought to you by Elgin, the company that introduced the first motorized street sweeper more than a century ago. Today, Elgin is part of Federal Signal, an international company. Its broad range of quality equipment is sold all around the world.

The Hybrid Broom Bear is a product of the vast resources of Elgin and Federal Signal. Innovative in design, rugged in construction, Hybrid Broom Bear offers you advanced technology that delivers:

- Unlimited range
- Easy controls for operators at all levels
- Simplified maintenance to maximize uptime
- Greater efficiency in even the most demanding applications
- An industry leading warranty
- Strong, local service and support



ELGIN[®]

Subsidiary of Federal Signal Corporation

Elginsweeper.com



Price is approximately \$500,000



Global Environmental Products Inc. offers equipment with uncompromising performance, consistent quality, durability and reliability. Our comprehensive range of machines provide the right cleaning equipment for your application. Please contact us for a demonstration at (909) 713-1600.

- ▶ Reliable / Durable Equipment
- ▶ Innovative Engineering / Design
- ▶ Industry Leading Reputation
- ▶ Dedicated Customer Service
- ▶ Outstanding Sales Professionals
- ▶ Fast Parts and Service
- ▶ National Dealer Network

www.GlobalSweeper.com

MADE IN THE USA



Sold and Serviced by:

ISO
9001:2015
CERTIFIED

Global Environmental Products
5405 Industrial Parkway
San Bernardino, CA 92407 USA
909-713-1600
info@globalsweeper.com



GLOBAL M4EV

100% PLUG-IN ELECTRIC High-Speed HEAVY-DUTY MECHANICAL STREET SWEEPER

© Copyright 2022, Global Environmental Products, Inc. • Specifications may change without notice. V-031622



**100% PLUG-IN ELECTRIC
High-Speed HEAVY-DUTY
MECHANICAL STREET SWEEPER**

GLOBAL M4EV

**Introducing the Global M4EV Class 7 Street Sweeper
The First and Only 100% Electric Drive, Rechargeable Street Sweeper**

- ▶ 18.5' Turning Radius
- ▶ Cab-Over Design with Unmatched Visibility
- ▶ Large 47" Gutterbrooms Designed to Clean the Curb
- ▶ High-Performance Sweeping Package
- ▶ Unmatched Access Sweeping Components Largest in its' Class;
5.6 Cubic Yard Hopper with Access Door
- ▶ **ZERO EMISSIONS** and 8-Hours of Operational Time

ZERO EMISSIONS
FOR A GREENER TOMORROW



ULTIMATE PERFORMANCE ZERO EMISSIONS

From the modern, comfortable and well appointed operator's cab, to the toughest and most rugged mechanical sweeping system ever built, the **Global M4EV** is designed to take on the worst of the worst sweeping conditions.

THE ONLY CLASS 7 PLUG-IN ELECTRIC STREET SWEEPER IN THE USA!

With a Standard Heavy-Duty Sweeping Package, **Global M4EV** will sweep sand, gravel up to **3-Tons per Minute**. The sweeping speed of 3-11 mph allows for a very efficient operation.

With exceptional maneuverability (**18.5' Turning Radius**), perfect for any cul-de-sac, and superb visibility make this a perfect choice for any Municipal/ Governmental agency requiring high-performance, reliability, and **ZERO EMISSIONS**.

Global M4EV Standard Equipment

- Air Conditioned and Pressurized Cab
- In-Cab Gutterbroom Pressure Adjustment
- Rear View Camera and LCD Monitor
- Leaf Gate System
- Heavy Sweep Package & Load Leveling System
- Hopper Access Door
- Hopper Automatic Safety Props
- LED Headlights

Global M4EV Options

- 100% Stainless Steel Hopper
- In-Cab Gutterbroom Tilt
- In-Cab Gutterbroom Speed Control
- AM/FM/CD Stereo with AUX/USB Port and Bluetooth
- Air-Ride Seat
- Elevator and Hopper Wash-Out
- Automatic Greasing System
- PM-10 Water System (Meets South Coast AQMD Rule 1186)
- Power and Heated Mirrors

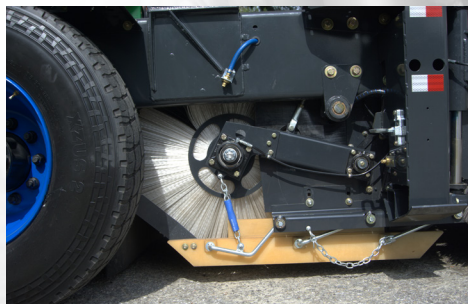


100% PLUG-IN ELECTRIC MECHANICAL SWEEPER WITH ZERO EMISSIONS



The inherent design of the **Global M4EV** makes it the only choice among 4-wheel mechanical sweepers. With the center mounted/cab forward layout the operator has unsurpassed visibility of the road surface as well as pedestrians and surrounding traffic. The large hopper capacity equals more lane miles swept between dump cycles and the 18.5-foot turning radius makes the **Global M4EV** highly efficient and comfortable.

LONG LASTING DIRT SHOES Polyurethane Dirt Shoes are designed so that operator has sweep over potholes and rail road tracks and will not damage while sweeping. **Long Life of 1000 hours** is guaranteed. **47" Gutterbrooms** assist in cleaning curbs and heavy Road Millings.



HEAVY SWEEP PACKAGE Elevator Type: Standard 11 Flight squeegee with replaceable corded rubber tips; Continuous molded rubber belts combine with standard Heavy Sweep Package make **Global M4EV** the logical choice for sweeping heavy debris such as road millings, sand and gravel up to **3-tons per-minute**. That is one ton of sand every 20 seconds! Standard leaf gate system assists in picking up large debris, bottles, large branches and leaves.

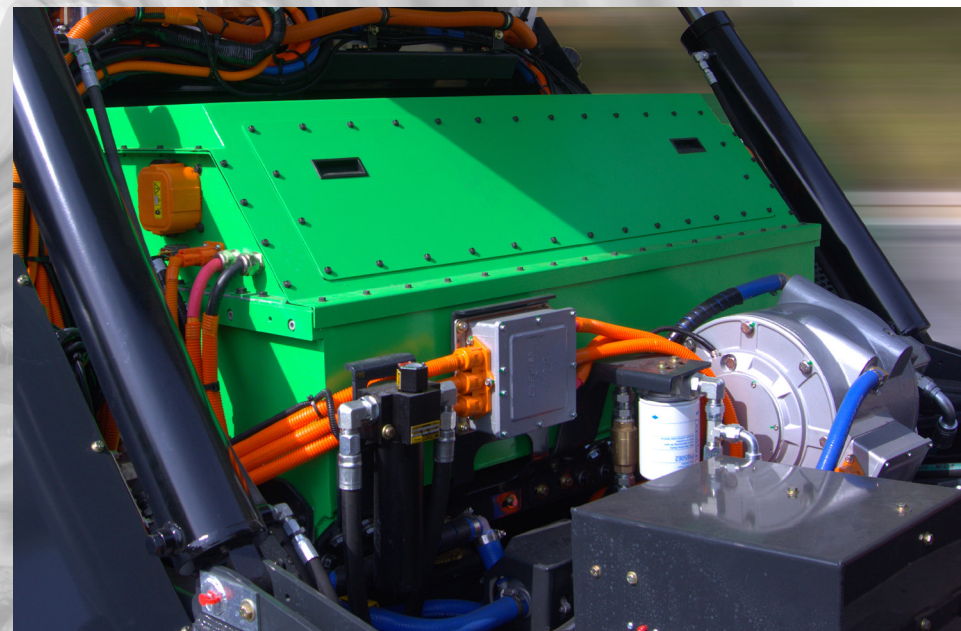
DUST SUPPRESSION SYSTEM • **Global M4EV** includes **250 Gallon Water Tank Capacity** combined with Two(2) Diaphragm Water pumps and Two(2) Modes (LOW/HIGH) provide versatility and superb dust control.



Global M4EV includes a **5.6 cu/yd hopper capacity** compared to 4.5 cu/yd for competitive machines resulting in more curb miles swept between dump cycles. With near Full Useable Capacity, 12,000 Lift Capacity, and the Optional Elevator and Hopper Wash Out System, **Global M4EV** is **Affordable, Reliable and Innovative**.



With **travel speed of 55-MPH** and a **battery operational range of up to 8-hours**, towns, villages and large cities will be able to clean the streets while protecting our environment and building a cleaner future with **ZERO EMISSIONS**. At the end of the shift just plug in the sweeper, recharge the batteries and sweep again.



ALL ELECTRIC DRIVE SYSTEM
240KW Lithium Ion Batteries will last for up to 8 hours of operation. With a 10 Year Life Span, the Batteries are designed to last and will not have to be replaced.

Standard SAE J1772 Level II 240V Charging System will replenish the battery in 9-11 hours.

Optional J1772 SAE Level III Supercharging System is available with recharging time of 4 hours..



ZERO EMISSIONS FOR A GREENER TOMORROW

- ▶ **Very Quiet Sweeping Operation**
- ▶ **Up To 8-Hours Operational Time**
- ▶ **210KW Lithium Ion Battery Pack**
- ▶ **240V Charging System Standard**
- ▶ **Top Highway Speed Of 55-MPH**
- ▶ **All Electric Propulsion System Eliminates Transmissions And Reduces Maintenance**
- ▶ **No Diesel Engine And No DPF System Allows For Lower Total Cost Of Operation**
- ▶ **The Only Class 7 100% Electric Street Sweeper In The USA!**



ITS ALL IN THE OPEN

Hydraulic Hoses are NOT hidden in the frame of the sweeper, while all Manifolds and Filters are located in a central location.

EASY TROUBLESHOOTING

A centralized, weatherproof systems locker fully protects electrical components from the elements while it allows maintenance staff easy accessibility for inspection and troubleshooting.





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

AIR OPERATED DIAPHRAGM WATER PUMP

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
 AECl MOBILE ON-SITE WARRANTY PKG., 12 MO.
 ON-SITE TRAINING - PROVIDED BY REQUEST

DELIVERY OPTION INCLUDED:

AECl DELIVERS TO END USER.

Subtotal: \$ 271,200.00

Unit Subtotal: \$ 271,200.00

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

Unit Purchase Price: \$ 271,200.00

PAYMENT TERMS: Net 30

Completion ETA: 120-180 Days after receipt of ORDER

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

QUOTED BY: JOE COOK

DATE: 4/21/2022

EXPIRES: 5/22/2022

ORDER CONFIRMATION

SIGNATURE

DATE

Signature indicates customer's commitment to purchase equipment per specifications, pricing & terms above.

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: AECl 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. AECl 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. AECl 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 to the purchaser to determine whether purchasing any items - both explicitly listed on the contract or not, are permitted by their organization's purchasing guidelines.







BOARD OF ALDERMEN

MEMORANDUM

To: Members of the Board of Aldermen

From: Thomas Lloyd, City Planner

Re: Zoning Text Amendment, Section 3.18 Tree Preservation, Submitted by Cameron Smith & Ginger Harper

Date: May 4, 2022

BACKGROUND

The applicant is applying for an amendment to the Tree Preservation section of the UDO. The amendment would change the ordinance section that requires mitigation for all regulated trees related to the utility, infrastructure, and drainage improvements. With the applicant's original language, new development would only be responsible for mitigating regulated hardwoods > 12" within the ROW, infrastructure, and utility areas. Multiple developers have expressed concern about mitigating all regulated trees located within these infrastructure areas that the City requires a new development to have. For example, suppose it is required for a developer by the City's development regulations to put in a Stormwater Control Measure and to design streets to NCDOT construction standards. In that case, it is challenging to mitigate regulated trees that are removed to construct that Stormwater SCM and street infrastructure. This issue is more evident in areas of town that have been farmed for Timber in the past. To my knowledge, three large tracts were operated as Pine Timber farms. These properties have an unnatural density of regulated pines where it is impossible to mitigate those regulated trees in the Stormwater SCMs & ROW. The applicant has communicated with staff that their intent is to help fix this hardship while retaining appropriate protections for regulated hardwoods > 12" within these improved areas. This would not affect the standards that require that trees be protected or mitigated within the setbacks of buildable lots. **The Planning Board modified the language to retain regulated oaks > 8" protections within these improved areas.** The review committee also added language that mitigation would not be required for dead and severely diseased trees.

3.18 TREE PROTECTION AND LANDSCAPE PRESERVATION

F. TREE PLAN

1. A tree plan must be submitted to, reviewed, and approved by the UDO Administrator prior to the issuance of a tree impact permit.
2. For nonresidential, multi-family, major subdivisions, or planned unit developments the tree plan shall be a scaled plan not less than 1"= 30' and shall be prepared by a

landscape architect registered in the state and the tree plan shall provide the following information:

- 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 live oaks 8" or greater in diameter.**
 - ii) Tree Safe Zones/Lot Preservation – The area designated on a preliminary plat of a minor or major subdivision or PUD that makes up the individual lots where trees are to be left untouched. 80% of the lot is to be left untouched prior to lot development.

G. CRITERIA FOR ISSUANCE OF TREE IMPACT PERMIT

1. Unless the applicant for a permit under this section is engaged in new construction, no tree impact permit shall be issued unless one (1) or more of the following criteria are met:
 - a) The protected tree is dead, severely diseased, injured or in danger of falling close to existing or proposed structures.
 - b) The protected tree is causing disruption of existing utility service or causing drainage or passage problems upon the rights-of-way.
 - c) The protected tree is posing an identifiable threat to pedestrian or vehicular safety.
 - d) The protected tree to be removed is located within 15 feet of the principal structure, within five (5) feet of detached buildings (sheds, accessory structures, garages), pools, hardscape patios, and driveways.
 - e) The protected tree violates state or local safety standards.
 - f) Removal of the protected tree is necessary to enhance or benefit the health or condition of adjacent trees or property.
2. ~~Notwithstanding the above~~, Any tree removed requiring mitigation shall be mitigated through the planting of new material as provided in 3.18 H Mitigation. **Mitigation shall not be required for trees that are dead, severely diseased, injured or in danger of falling close to existing structures.**

PLANNING BOARD REVIEW COMMITTEE

A Review Committee was appointed to review this text amendment at the 3/17 Planning Board meeting. The Review Committee consisted of Mo Meehan, Christopher Jones, Fred Fiss, the Forestry Committee Chair Scott Len, and staff. Also present was the applicant Cameron Smith and the developers of the project known as 'Oakton' next to the Hammocks. The applicant explained why the text amendment came about. During their development process, the applicant (who is developing the second phase of Cottages at Prices Creek) and other developers have realized that it is difficult to replace all regulated pines > 12" and regulated hardwoods > 8" located within the required improved areas (Infrastructure, ROW, and Stormwater Control Measures.) Cameron Smith and the Oakton developers showed the Committee their tree surveys.

The problem specifically is mitigating new growth pine trees within these areas, especially in areas that have been timbered in the past for lumber. The applicant thought it would be reasonable to still have to mitigate hardwoods and not pines. The original language proposed by the applicant was hardwoods over 12". The committee noted that the intent of the ordinance was to protect live oaks and significant trees within these areas, so developers plan their improvements around these, not necessarily pines in between 12" and 20". The Forestry Committee chair noted that the ordinance may be "over mitigating" by requiring too many inches to be planted back, especially with the mitigation of trees within these ROW areas. His concern is that it's not necessarily healthy for the long-term viability of the urban forest in these areas if they are planted too close together. He noted recent plantings at 11th street as an example of this. The Forestry Chair noted that Laurel and Pin Oaks of a specific size might not be worth mitigating, especially if they are in poor health. The committee suggested that the applicant's language be changed to reflect language protecting all regulated live oaks > 8" in diameter. That way, live oaks would still be protected while some flexibility would be provided for pine trees and other hardwoods that may not be worth keeping. The applicant also suggested that the Planning Board develop some language to provide credit when significant trees are saved. His point is that if there are more significant incentives to keeping those trees, they might be able to preserve them better. The Forestry Committee Chair noted that keeping a large specimen tree provides much more significant benefits than 3 10" trees in return and that a credit system would be a good idea. The committee decided that they would reconvene to discuss that and fines per caliper inch for cutting individual trees down. The committee also added some language to section G., which would clarify that mitigation is not required for dead or diseased trees. It was the committee's consensus to recommend that the amendment be approved as written above.

PROCESS

In order to amend the Unified Development Ordinance, a zoning text amendment must be approved by the Board of Aldermen. The Planning Board must review the text amendment and adopt a statement of consistency and recommendation. Following a recommendation from the Planning Board, the zoning text amendment is then sent to the Board of Aldermen for their consideration. A duly advertised public hearing is then held to gain public feedback on the text amendment prior to a decision. The public hearing has been appropriately noticed.

RECOMMENDATION

At its meeting on April 21, the Planning Board found that the proposed text amendment is consistent with the CAMA Land Use Plan and recommends that the Board of Aldermen approve it. Attached is their signed statement of consistency. Staff also recommends approval of the zoning text amendment.

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

The City of Southport Board of Aldermen has reviewed the proposed text amendment of the Unified Development Ordinance to the Board of Aldermen and finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen. More specifically, the proposed amendment is consistent with policy 2.21

(Southport supports the maintenance of environmentally sensitive areas), Policy 7.9 (The City will encourage development that supports its Vision and Core Values and preserve its atmosphere), and recommended action 2.5A (The City will continually monitor the need for possible revisions to the UDO.). Further, the Board of Aldermen finds that the proposed text amendment is reasonable and in the public interest because it protects and preserves the City's character and heritage, protects the City's environment, and it preserves Southport's aesthetic beauty.

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



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

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

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

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Board of Aldermen has reviewed the proposed text amendment of the Unified Development Ordinance to the Board of Aldermen and finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen. More specifically, the proposed amendment is consistent with policy 2.21 (Southport supports the maintenance of environmentally sensitive areas), Policy 7.9 (The City will encourage development that supports its Vision and Core Values and preserve its atmosphere), and recommended action 2.5A (The City will continually monitor the need for possible revisions to the UDO.). Further, the Board of Aldermen finds that the proposed text amendment is reasonable and in the public interest because it protects and preserves the City's character and heritage, protects the City's environment, and it preserves Southport's aesthetic beauty.

The statement and motion was seconded and passed _____.

Dorothy Dutton, City Clerk

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

**ORDINANCE TO AMEND SECTION 3.18 TREE PRESERVATION OF THE UNIFIED
DEVELOPMENT ORDINANCE FOR THE CITY OF SOUTHPORT, NORTH
CAROLINA**

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

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

WHEREAS, the Planning Board, along with City Staff has prepared and submitted an update to the development regulations; and

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

WHEREAS, pursuant to N. C. General Statutes and City ordinances, a public hearing, properly noticed, was held on May 12, 2022 where public comment was heard and considered by the Board of Aldermen regarding this issue; and

WHEREAS, The Board of Aldermen, after considering the public hearing response and the recommendation of the Planning Board, hereby finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended. More specifically, the proposed amendment is consistent with policy 2.21 (Southport supports the maintenance of environmentally sensitive areas), Policy 7.9 (The City will encourage development that supports its Vision and Core Values and preserve its atmosphere), and recommended action 2.5A (The City will continually monitor the need for possible revisions to the UDO.); and

WHEREAS, The Board of Aldermen further finds that the proposed text amendment is reasonable and in the public interest because it (i) protects and preserves the City's character and heritage, (ii) protects the environment, and (iii) it preserves Southport's aesthetic beauty;

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

Adopted this the _____ day of May 2022.

City of Southport

Dorothy Dutton, City Clerk

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

EXHIBIT A

Additions are Highlighted

~~Deletions in strikethrough~~

3.18 TREE PROTECTION AND LANDSCAPE PRESERVATION

F. TREE PLAN

3. A tree plan must be submitted to, reviewed, and approved by the UDO Administrator prior to the issuance of a tree impact permit.
4. For nonresidential, multi-family, major subdivisions, or planned unit developments the tree plan shall be a scaled plan not less than 1"= 30' and shall be prepared by a landscape architect registered in the state and the tree plan shall provide the following information:
 - b) 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 live oaks 8" or greater in diameter.
 - ii) Tree Safe Zones/Lot Preservation – The area designated on a preliminary plat of a minor or major subdivision or PUD that makes up the individual lots where trees are to be left untouched. 80% of the lot is to be left untouched prior to lot development.

G. CRITERIA FOR ISSUANCE OF TREE IMPACT PERMIT

3. Unless the applicant for a permit under this section is engaged in new construction, no tree impact permit shall be issued unless one (1) or more of the following criteria are met:
 - g) The protected tree is dead, severely diseased, injured or in danger of falling close to existing or proposed structures.
 - h) The protected tree is causing disruption of existing utility service or causing drainage or passage problems upon the rights-of-way.
 - i) The protected tree is posing an identifiable threat to pedestrian or vehicular safety.
 - j) The protected tree to be removed is located within 15 feet of the principal structure, within five (5) feet of detached buildings (sheds, accessory structures, garages), pools, hardscape patios, and driveways.
 - k) The protected tree violates state or local safety standards.
 - l) Removal of the protected tree is necessary to enhance or benefit the health or condition of adjacent trees or property.
4. ~~Notwithstanding the above~~, Any tree removed requiring mitigation shall be mitigated through the planting of new material as provided in 3.18 H Mitigation. Mitigation shall not be required for trees that are dead, severely diseased, injured or in danger of falling close to existing structures.



City of Southport Planning Board

Statement of Plan Consistency and Zoning Recommendation

(As per NC General Statute 160D-604)

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

AMENDMENT:

ZA 22-0310-01

STATEMENT OF CONSISTENCY AND RECOMMENDATION:

The City of Southport Planning Board hereby recommends adoption of the proposed text amendment of the Unified Development Ordinance to the Board of Aldermen and finds that it is consistent with the City's 2015 CAMA Core Land Use Plan originally adopted Nov. 13, 2014 and subsequently amended by the Southport Board of Aldermen. More specifically, the proposed amendment is consistent with policy 2.21 (Southport supports the maintenance of environmentally sensitive areas), Policy 7.9 (The City will encourage development that supports its Vision and Core Values and preserve its atmosphere), and recommended action 2.5A (The City will continually monitor the need for possible revisions to the UDO.). Further, the Planning Board finds that the proposed text amendment is reasonable and in the public interest because it protects and preserves the City's character and heritage, protects the City's environment, and it preserves Southport's aesthetic beauty.

The statement and motion was seconded and passed APRIL 21, 2022

Tanya Shannon
Tanya Shannon, Deputy City Clerk

Sue M. Hodgins
Sue Hodgins, Chair

P A I D
MAR 10 2022



Text Amendment

City of Southport, North Carolina

BY:

1029 N. Howe St, Southport NC 28461

www.southportnc.org

Planning & Inspections

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

For Staff Use Only

PERMIT No. _____ FEE: \$ _____ Date Received: _____

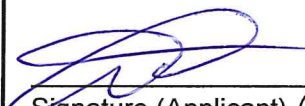
Applicant's Name: Cameron Smith
Mailing Address: 107 Bonnets Creek Lane City: Southport
State: NC Zip Code: 28461 Phone: 910-483-5080
Email: CSmith90@gmail.com

Current Section Impacted by Proposed Text Amendment: Article 3 page 3-83

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

see attached

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

Signature (Applicant)  (Edna Virginia Wilcox Kasper)

Date 3/7/22

APPROVED BY:

UDO Administrator

Date

PROPOSED TEXT AMENDMENT

Article 3

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.**

The UDO tree protection ordinance starts out with a statement that is not entirely accurate. Not all developers prefer to clearcut the project area. Environmentally conscious developers also exist. I find that certain trees can provide value and aesthetics to a project especially of the hardwood variety. I am a huge proponent of saving as many of our Live Oaks as possible and commend the ordinance on efforts in that regard.

I am in the process of submitting a subdivision plan for our property along Rob Gandy Blvd. My plan was always to leave a wooded buffer surrounding the development with a wider than required buffer off Gandy. I also desire to add a number of Live Oaks into our development, which is currently lacking on site.

In working through the tree ordinance and mitigation requirements with my landscape architect, it came to our attention the ordinance requires all tree species of varying sizes in the improved utility areas (ROW, stormwater, etc) to require 100% mitigation. My particular project is made up of a large number of regrowth pines that basically sprouted out a field are not particularly desirable trees. The current

requirement, including pines of any type over 12,” is creating a hardship in meeting the mitigation requirements. I am also aware of another development in the planning phase consisting of a very dense stand of pines with the same issues we have discovered. My request will still allow for the preservation and mitigation of hardwoods in the improved areas, which I believe is a primary concern of the citizens and representatives of our town.

Thank you for your consideration in this matter and please feel free to reach out to me anytime for further discussion.

Cameron Smith

(910)443-5080

clsmithgc@gmail.com

Memorandum of Understanding-Up Your Arts

Ms. Bonnie Bray called and asked for this to be included as a discussion item at May's agenda, and up for a decision in June, if possible. She will be providing engineering plans at the meeting Thursday.

Memorandum of Understanding

This Memorandum of Understanding (the "Memorandum") is made this ____ day of June, 2022, by and between Up Your Arts, a 501(c)3 non-profit organization, of P.O. Box 11326, Southport, North Carolina 28461 (hereinafter referred to as "Up Your Arts") and the City of Southport, North Carolina, of 1029 N. Howe St., Southport, North Carolina 28461 (hereinafter referred to as "City of Southport") for the purpose of further achieving the various aims and objectives relating to the Historic City Hall Community Arts Center (the "Project"), located at Davis and Moore streets, Southport, North Carolina 28461 (the "Property").

WHEREAS Up Your Arts has completed Project planning benchmarks outlined in the Executive Summary presented to the Southport Board of Aldermen on July 9, 2020, as follows: Phase One – Research and Study, Phase Two – Program Development; Phase Two – Design Development; and

WHEREAS Up Your Arts has contracted with Lisle Architecture & Design, Inc., to provide scope and schematic design services for the Project to proceed to Phase Two – Organizational Development, as well as, for confirmation of the conclusions determined by engineering and other on-site studies undertaken by Up Your Arts to assess the Project's feasibility, as outlined in the July 9, 2020, Executive Summary; and

WHEREAS Up Your Arts has engaged community stakeholders in a variety of pro bono roles, including, but not limited to, an executive committee to direct activities, a local volunteer membership group to plan future programming, a fundraising unit to develop grant and institutional relationships, and a board of trustees to oversee the Project's construction phase; and

WHEREAS the Parties have fulfilled the obligations of two earlier Memorandums, the first dated November 2019, the second dated December 2020, with extension dated November 2021; and

WHEREAS the Parties desire to work together to further study, evaluate and develop the Project and enter into an agreement in which the Project will proceed to Phase Two – Organizational Development;

AND WHEREAS the Parties desire to identify the working arrangements that each of the Parties agree are necessary to further advance the Project;

Purpose

The purpose of this Memorandum is to provide the framework for any future binding contract regarding the Historic City Hall Community Arts Center between Up Your Arts and the City of Southport.

Obligations of the Parties

The Parties acknowledge that no contractual relationship is created between them by this Memorandum. Each Party agrees, however, to work together in the true spirit of cooperation to ensure that there is a united, visible and responsive leadership of the Project and to demonstrate financial, administrative and managerial commitment to the Project by means of the following individual services.

Cooperation

The activities, responsibilities and services for the Project shall include, but are not limited to:

A. Services to be rendered by Up Your Arts include:

- Fund professional architectural services for the following:
 - Create floor plans, exterior elevations, interior and exterior renderings, and estimate preliminary costs
 - Evaluate engineering requirements and hazardous material remediation
 - Refine to a final plan and direction using CAD plans, material samples and three-dimensional modeling
 - Develop the exterior, interior materials, textures, fenestration, and colors
 - Establish the selection of all materials and products
 - Prepare architectural drawings, specifications, and a construction budget to guide the contractor bid process for the Property's eventual reconstruction
- Lead an executive committee for the Project comprised of professional experts to direct activities pro bono
- Manage a local volunteer membership group to foster ongoing dialogue and plan future programming
- Foster a community-based group to connect and develop a range of fundraising sources for the Property's eventual reconstruction
- Establish a cross-section of community stakeholders to form a non-profit board of trustees as the legal agency to oversee and direct funding for the eventual reconstruction and to enter into a leasing agreement with the City of Southport to operate and maintain the Property as a community arts center
- Share and discuss outcomes with municipal leaders
- Conduct community-based presentations to inform the public and solicit ongoing feedback

B. In connection with the Project, the City of Southport agrees to:

- Allow Up Your Arts the exclusive right (other than the City) to conduct all inspections and testing of the Property necessary for architectural services to be completed
- Allow ongoing access to the Property in accordance with environmental restrictions
- Maintain existing insurance policies
- Maintain necessary utility services
- Maintain exterior maintenance at current levels

Communication Strategy

Marketing of the vision and any media or other public relations contact should always be consistent with the aims of the Project and only undertaken with the consent of both Parties. Where it does not breach any confidentiality protocols, a spirit of open and transparent communication should be adhered to. Coordinated communications should be made with external organizations to elicit their support and further the aims of the Project.

Liability

Except as specifically set forth herein, no liability will arise or be assumed between the Parties as a result of this Memorandum.

Hold Harmless

In consideration of the City of Southport allowing Up Your Arts and its representatives, agents and contractors access to the Property, notwithstanding any other provision herein, Up Your Arts hereby covenants and agrees to indemnify and save harmless the City of Southport and its officers, officials, staff and employees from and against any and all claims, losses, costs, damages, or expenses whatsoever, including attorney fees, which the City may sustain or be put to on account of, related to, or arising out of the rights granted Up Your Arts by this Memorandum. This provision is binding and survives the termination of this Memorandum.

Binding Contract

Provided that the Parties have complied with the terms and conditions of this Memorandum, the Parties agree to negotiate in good faith regarding the terms and provisions of a binding contract to facilitate the aims and objectives of this Memorandum.

Term

The arrangements made by the Parties by this Memorandum shall remain in place from June 2022 until both Parties agree Phase Two – Organizational Development is completed and the Project is ready to proceed to Phase Three – Pre-Construction.

Notice

Any notice or communication required or permitted under this Memorandum shall be sufficiently given if delivered in person or by certified mail, return receipt requested, to the address set forth in the opening paragraph or to such other address as one Party may have furnished to the other in writing.

Governing Law

This Memorandum shall be construed in accordance with the laws of the State of North Carolina.

Assignment

Neither Party may assign or transfer the responsibilities or agreement made herein without the prior written consent of the non-assigning Party, which approval shall not be unreasonably withheld.

Amendment

This Memorandum may be amended or supplemented in writing, if the writing is signed by the Parties obligated under this Memorandum.

Severability

If any provision of this Memorandum is found to be invalid or unenforceable for any reason, the remaining provisions will continue to be valid and enforceable. If a court finds that any provision of this Memorandum is invalid or unenforceable, but that by limiting such provision it would become valid and enforceable, then such provision will be deemed to be written, construed, and enforced, as so limited.

Prior Memorandum Superseded

This Memorandum constitutes the entire agreement between the Parties relating to this subject matter and supersedes all prior or simultaneous representations, discussions, negotiations, and Memorandums, whether written or oral.

Understanding

It is mutually agreed upon and understood by and among the Parties of this Memorandum that:

- a. Each of the Parties will work together in a coordinated fashion for the fulfillment of the Project.
- b. To the extent possible, each of the Parties will participate in the development of the Project.
- c. Nothing in this memorandum shall obligate either Party to the transfer of funds or property rights or interests. Any endeavor involving the expenditure of funds, reimbursement of expenses or contribution of funds between the Parties of this Memorandum will be handled in accordance with future agreements of the Parties and with applicable laws, regulations, and procedures. Any binding obligations or responsibilities will be outlined in separate agreements that shall be made in writing by representatives of the Parties involved and shall be independently authorized by appropriate statutory authority. This Memorandum does not provide such authority.
- d. This Memorandum is not intended to and does not create any right, benefit, or trust responsibility.
- e. This Memorandum will be effective upon the signatures of both of the Parties.
- f. Either of the Parties may terminate its participation in this Memorandum by providing 60-day written notice to the other Party.

Signatories

This Agreement shall be signed on behalf of Up Your Arts, a 501(c)3 non-profit organization, by Tina Powers, President, and Robert Gentile, Vice President, and on behalf of the City of Southport, North Carolina, by Joseph P. Hatem, Mayor. This Agreement shall be effective as of the date first written above.

UP YOUR ARTS

CITY OF SOUTHPORT

By: _____

Name: Tina Powers, President

By: _____

Name: Mayor Joseph P. Hatem

Date: _____

Date: _____

By: _____

Name: Robert Gentile, Vice President

Date: _____

Dorothy Dutton

From: Joseph P. Hatem
Sent: Thursday, May 5, 2022 2:08 PM
To: Dorothy Dutton
Subject: Fwd: Sea Biscuit Wildlife Shelter

Get [Outlook for iOS](#)

From: Mary Ellen <seabiscuitshelter@yahoo.com>
Sent: Wednesday, May 4, 2022 7:58:37 AM
To: Joseph P. Hatem <jphatem@cityofsouthport.com>
Cc: Janet Walker <katwalker.jw@gmail.com>
Subject: Sea Biscuit Wildlife Shelter

*The honorable Joseph P Hatem, MD, MPH
Mayor of Southport, NC*

The Nature Fest this past weekend gave me the opportunity to speak with you in person and to review what we at Sea Biscuit Wildlife Shelter do to rescue, rehabilitate and release the wild birds of this area.

Sea Biscuit has operated in Oak Island since 2008 in the first floor of my home and in my backyard. Even with the cramped quarters we were able to take in 728 birds in 2022. Each year the number of birds increases due in part to the outreach programs we do every year to help educate the public about our birds and what they can do when they see a bird that needs our help.

We have a long-range plan to move to an area beside Bill Smith Park next to the dog park. This land is completely undeveloped and requires fire protection, all utilities, construction of a new building to care for the birds with an area to present programs to the public. Working with Buff Builders, we hope to get underway as soon as the fire and sewer/septic tank issues are resolved.

Each year the Town of Oak Island has donated money through their grant process. We received \$3,000 last year and applied for the same amount this year. Of the 728 birds in 2022 30% came from Oak Island, and 11% came from Southport. Based on this we would like to request \$1,000 from Southport through whatever grant program you have available so that we can make an application.

Southport and Oak Island are very beautiful and special places that bring visitors to enjoy the natural coastal environment. These visitors and locals have continued to support SBWS over the years. We hope that it will be possible to have Southport be one of those contributors that believes in our mission.

Mary Ellen Rogers
Director

Sea Biscuit Wildlife Shelter
910 278-7871 or 910 294-2555 wildlifeshelter@bellsouth.net
SeaBiscuitWildlifeShelter.org

Possible Motion:
I move to donate \$1000 to the
Seabiscuit Wildlife Shelter.



TO: Board of Aldermen
FROM:
DATE: May 12, 2022
SUBJECT: Consideration of Street Name Change

Request: The Resolution will be distributed at the Board meeting. Mayor Hatem would like the Board to consider a Resolution that would change the section of I AM Street that runs between the State Port Pilot and the antique store, to I AM HARPER Lane.

Background:

Staff Recommends:

Possible Motion:

Attachments:

None

CTE Newsletter

May 2022

Brunswick County Schools

Dr. Jerry L. Oates

Superintendent

Mr. Darrell Cheers

Assistant Superintendent/Chief Accountability Officer



Cheers' Corner with Darrell Cheers

Teacher Appreciation Week is celebrated the first full week in May. I want to use this space to acknowledge and honor our Career and Technical Education teachers. These teachers are the reason we have one of the best CTE programs in state.

North Brunswick High School

John Byer - Agriculture	Thomas Barnes - Business
Nicholaus Criner - Business	Laura Fisher Johnson - Business
Terrence Jackson - Business	Maria Hill - FACS
Kristen Lee - FACS	Jason Raimey - FACS
Sherry Amaral - Health Science	Clayton Held - Construction
Michael Cross - Technology	Maggie Jones - CDC/SPC

South Brunswick High School

Jennifer Fuller Lough - Agriculture	James Pierce - Agriculture
Karen Wehlage - Business	Drew Hummel - Business
Jane Hanna - FACS	Michelle Hines - Health Science
Susan Bridges - Health Science	Deidra Stone - Marketing
Mike Anderson - Marketing	Jeff Register - Construction
Megan Brown - Drafting	Esther Eisenstein - CDC/SPC

West Brunswick High School

Kelly Richardson - Agriculture	Benjamin Roberts - Agriculture
Melody Hanks - Business	Amanda Whitaker - Business
Ashley Hughes - Business	Sheila Nance - FACS
Cindy Scott - FACS	Dana Wagoner - FACS
Sheila Gerald - Health Science	Wanda Wilson - Health Science
Mary Pardue - Health Science	Lori Rose - Health Science
Taylor Thompson - Marketing	Shawn Davis - Construction
Ashley Speckman - CDC/SPC	

The COAST

Donna Elliott - Technology	Michelle Perry - Technology
Daniel Richardson - Technology	Marc Pardee - Technology
Robert Watkins - Automotive	Alisha Pierri - FACS
Christie Rabon - Business	Mandy Mills - CDC/SPC

Middle Schools

Leland MS - Laverne Gore & Sherri Lawrence - Technology
Shallotte MS - Joe Bumgarner - PLTW & Wendy Bumgarner - Business
Cedar Grove MS - Jean Jinwright & Kim Harmon - Business
Town Creek MS - Tiffany Graham - Business
South Brunswick MS - Jacqueline Driscoll & Angela Parrow - Business
Waccamaw - Rhonda Marlow - Business
Jennifer Sottriffer & Shakema Wilson - CDC

Thank you for providing opportunities for our students every day!
Darrell



Chef Pierri's culinary students prepared breakfast and lunch recently for our Elementary Battle of the Books volunteers. The food was fantastic! Thank you all so much for your hard work, effort and for making it all possible.





Brycen Wilson



Congratulations to Brycen Wilson for being selected as our May 2022, **CTE Student of the Month**. Brycen is a student at West Brunswick High School and was nominated for this recognition by Mrs. Sheila Gearld-Evans his Project Lead The Way instructor. According to Mrs. Gerald-Evans, "Brycen is the calm of every class. He is a bright student and a good team player. Brycen never gets upset, he always has a calm demeanor. He placed second in medical math at regionals and went to the state competition. He is a good role model for his peers in dealing with emotions and frustrations."

Congratulations Brycen for all your hard-work and effort, for being selected as our CTE Student of the Month, and for sharing the the following information with us:

What is your current grade level?

11th Grade

When you look back on your time at WBHS in later years, what do you think you will remember most?

I will remember the people I met and the friends I have made in all of my classes, especially band.

Which classes have been your favorite this year?

PLTW Biomedical Innovations and Marching Band.

Are you a member of any school clubs or organizations?

I am a member of HOSA.

What advice do you have for incoming freshmen?

Turn your work in on time so that you won't have more to do the next day.

If you could move anywhere in the world, where would you move and why?

I would move to the mountains because I've always enjoyed the views and rivers.

What is your dream college and/or career goal after graduating from WBHS?

After graduating from WBHS, I plan on pursuing a career in the medical field.

Kim Harmon - Cedar Grove Middle School

8th Grade Exploring Carpentry Students Learn the Art of Brick Laying!

On Monday, April 4th, Ryan Shaver the Workforce Development and Training Coordinator with the North Carolina Masonry Contractors Association, along with Mr. Mark Bianchi owner of Bianchi Brickyard and Landscaping of Southport, worked with both of Mrs. Harmon's 8th Grade Exploring Carpentry classes in the area of masonry. Mr. Shaver and Mr. Bianchi discussed the components and use of a masonry trowel after which they demonstrated the proper technique used to lay brick. All students had an opportunity to practice this process by laying brick and mortar on a wooden plank set up for this specific exercise. Mr. Shaver made it even more fun by establishing a friendly competition in order to find the student who could lay the most brick correctly. The students were divided into teams for this "hands-on training" experience with the winner receiving a cash prize provided by Mr. Shaver.



Thanks so much Mr. Shaver and Mr. Bianchi for providing such a fun, educational and rewarding experience for our students.

Ken Buck - Career and Technical Education



CTE Student Interns Obtain Valuable Professional Skills and Work Experience!

A CTE internship is a work-based learning opportunity designed to provide students with not only 120 hours of on-the-job training but also opportunities for the interns to develop and practice core professional skills such as collaboration, communication, creative thinking, teamwork, conflict resolution and time management. The internship experience helps students to be better prepared to enter the workforce whether it is immediately after high school or after completing a post-secondary program.

We have another group of outstanding interns this semester and they are Abigail Scott, Ashlyn Scott, and Carly Walters. All three are health science concentrators and are completing their internship with Saber Healthcare in Shallotte. They each have indicated that they are having a wonderful experience thus far and are gaining a great deal of valuable work experience and knowledge through this initiative.



Thanks so much Abigail, Ashlyn and Carly for all your hard-work and dedication throughout the semester. Each of you have done a fantastic job and have been outstanding representatives of South Brunswick High School. I would also like to extend a very special "Thank You" to Sarah Whitesel and Bethany Davis of the Saber Healthcare Group for working with us to make this internship opportunity a reality for our students. Thanks so much to you both as well as to each of the other Saber Healthcare team members that helped make the initiative so successful.

If you are a rising senior and would be interested in an internship opportunity please reach out to the CDC at your school for assistance or feel free to contact me directly via email at jbuck@bcswan.net or by phone at 910-782-5030.

Ken Buck - Career and Technical Education



Nick Tyndell serves as our first CTE Automotive Pre-Apprentice!

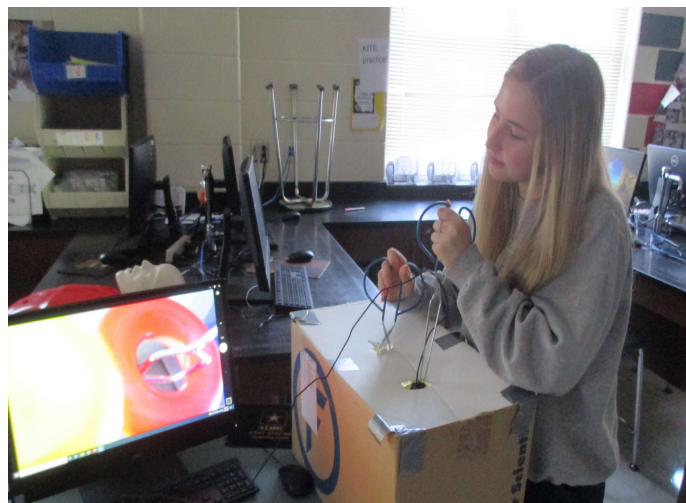
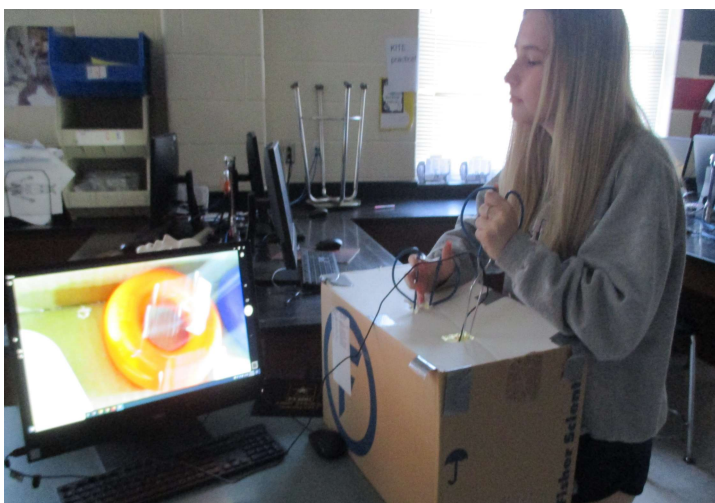


Congratulations to Nick Tyndell who is our first student to enroll in the automotive pre-apprenticeship program with Black's Tire Service. Nick is a student at West Brunswick High School and is following an automotive career pathway. Nick is working with the local Black's Tire Service center in Shallotte to meet all of his on-the-job training requirements. The pre-apprenticeship program is approved and registered by ApprenticeshipNC therefore Nick will receive a certificate of participation from ApprenticeshipNC once he completes all requirements and as a registered pre-apprentice/apprentice Nick will also be eligible for a community college tuition waiver.



Sheila Gerald-Evans - West Brunswick High School

Students in Mrs. Gerald-Evans' Medical Interventions class have been learning and practicing robotic surgery techniques. Abigail Fluharty is pictured here completing a simulation of body and robotic trocars in which she is attempting to stack the rings while monitoring progress on the computer screen.



Ken Buck - Career and Technical Education

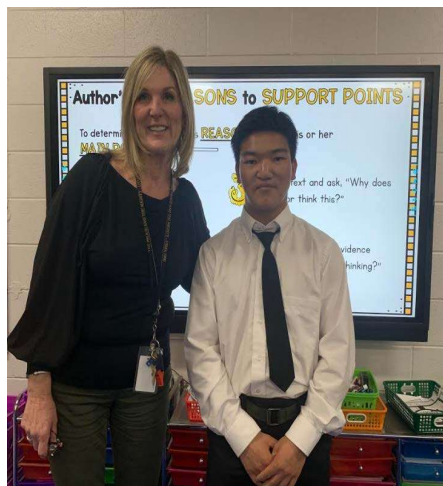


Students Gain Valuable Career Knowledge and Experience Through Job Shadowing!

Students from across the district recently participated in our annual job shadowing day event. Job shadowing is a type of work based learning experience that provides an opportunity for a student to visit and "shadow" a person working in a career field of interest to the student. This experience allows students to gain valuable insight into the roles and responsibilities of the individual that is being shadowed and helps the student to determine if this is a career area that he/she would like to pursue.

Thanks so much to the following organizations for hosting one or more of our job shadowing students:

- Brunswick Community College
- Cape Fear Community College
- Alcamo Corporation
- Brunswick County Sheriff's Office
- Brunswick County Department of Social Services
- Brunswick County Schools Nursing Department
- Doshier Hospital
- Odell Williamson Auditorium
- Boiling Springs Lake Police Department
- Southport Elementary School
- Brunswick County EMS
- Brunswick County Schools Child Nutrition Department
- Brunswick County Schools Finance Department
- Brunswick Electric Membership Corporation
- Susan Roblow - Physical Therapist
- Atlantic Dental Associates
- Brunswick County District Attorney's Office
- Capeside Animal Hospital
- Trufit Gym
- Amelia's Grille
- White's Funeral Home and Cremation
- Relax Massage Therapy and Skin Care
- Brunswick Physical Therapy Associates
- Brunswick Animal Hospital
- North Carolina Aquarium at Fort Fisher



Deidra Stone - South Brunswick High School

SBHS National Technical Honor Society Spring Induction

South Brunswick High School NTHS, National Technical Honor Society, held its Spring Induction on Wednesday, April 6, at 4:30 in the SBHS Media Center for new members and honored graduating seniors.

The following juniors and seniors were inducted based on the county acceptance guidelines:

Jamison Barker, Business Management
Leanna Dover, Health Occupations
Sidney Elliott, Architecture
Madison Kesner, Health Occupations
Landon Lynch, Architecture
Carol Spencer, Carpentry

The following seniors were recognized and given the purple and silver NTHS cords for graduation:

Colin Ayers, Jamison Barker, Charlotte Bland, Alexis Cupernall, Jace Dean, Riley Gleason, Madison Kesner, Sierra Norris, Kendall Powell, Kamryn Reynolds, Abigail Scott, Ashlyn Scott, Carol Spencer, Carly Walters, Grace West, and Addyson Whittington



Picture: (left to right) Sidney Elliott, Carly Walters, Madison Kesner, Jamison Barker, Sierra Norris, Charlotte Bland, Leanna Dover

South Brunswick High School & The COAST

Eleven members of the FCCLA from South Brunswick High School and The COAST recently attended the NC FCCLA State Leadership Conference which was held in Greensboro, NC. A special "Thank You" goes out to Troon and the Clubs at St. James for sponsoring our students in this event and competition.

We are super proud of Ava (Mick) Wheeler for being elected as State First Vice President of the NC FCCLA. She will be working with other state officers from across the state in leading activities for students over the next year.

The Parliamentary Procedure team finished in First Place in their event therefore they will be representing North Carolina at the National Leadership Conference in San Diego in June. The Foods Innovation team from The Coast earned a silver medal for their hard work and effort in creating an original meal creation kit.

Congratulations to all the following students for all your hard work and success:

State Officer-First Vice President
Mick Wheeler

Food Innovations - The Coast
Marbel Garcia
Lance Ipatzi
Hunter Simmons

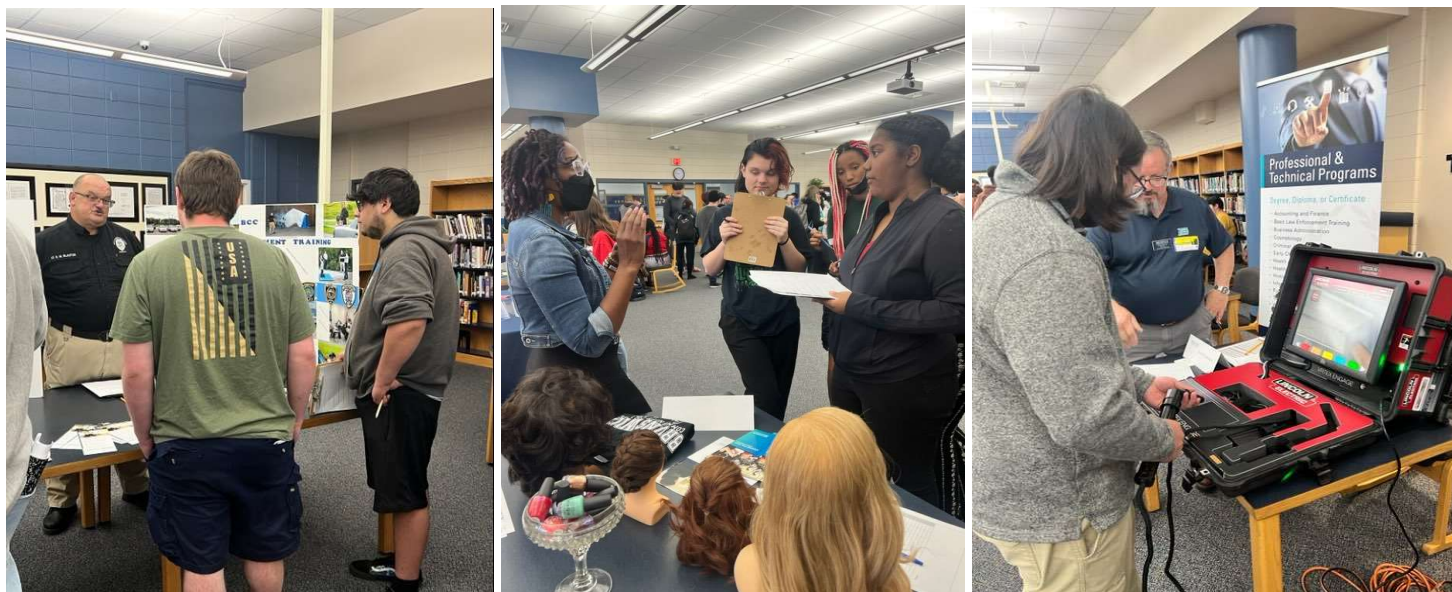
Parliamentary Procedure Team - South

Victoria Alanis
Caitlin Alsbury
Robert Carroll
Madelynn Gedman
Sara Gore
Vannessa Herold
Patchcharapha Rodjanapradit



Maggie Jones - North Brunswick High School

On Friday, April 8th North Brunswick High School hosted a Career Event in conjunction with Brunswick Community College and the US Army. Over 125 students from grades 9-12 participated and were able to explore 11 various programs available at Brunswick Community College. In addition, an Army recruiter was available to provide information about careers in the military. This event proved to be a wonderful opportunity for our students to assist in making informed decisions regarding their future options for education and employment opportunities.



Daniel Richardson - The COAST

Students in Dr. Richardson's Clean Energy Engineering classes have been working diligently to complete both their biodiesel and pyrolysis projects. Biodiesel is an alternative fuel made from vegetable oil. Biodiesel is biodegradable, non-toxic and it burns identically to that of petroleum based diesel.

Students built and used small stoves for their pyrolysis project. "Pyrolysis is the thermal decomposition of biomass occurring in the absence of oxygen." Students utilized wood pellets for this project and once complete the pyrolysis remnants (Bio-Char) can be used as an essential additive to the soil for plant growth and development. When used in this capacity biomass pyrolysis would be considered carbon negative.



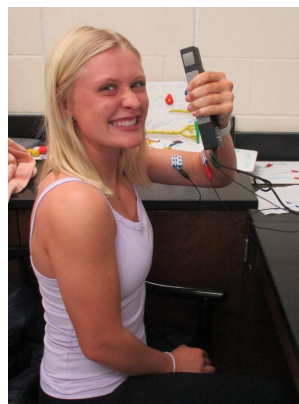
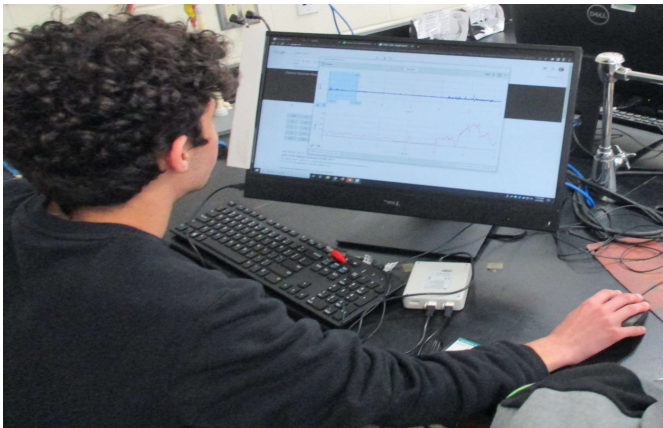
Sheila Gerald - West Brunswick High School

Students enrolled in Biomedical Innovations recently completed a project in which they performed an autopsy on a pig to determine cause of death. Students had to prepare and present their findings to the class as well as share funeral arrangements for the decedent. Reverend Jason Benton visited with the class to share information with them about death, cremation, and coping mechanisms for loss.



Sheila Gerald - West Brunswick High School

Students in the PLTW - Human Body Systems class are using new graphical analysis software to evaluate muscle fatigue.



Deidra Stone - South Brunswick High School

SBHS Hospitality and Tourism Students Earn Credential!

The following SBHS students, enrolled in Hospitality and Tourism class, have earned the Certified Guest Service Professional: Tourism certification offered by the American Hotel and Lodging Association.

From left to right:
Summer Rainwater
Kira Beardsley
Carter Maggard
Emily Mills
Madison Hazlett

This is a level 2 class in the Career and Technical Education pathway for Hospitality. Students may take Business Essentials or Marketing as a prerequisite for Hospitality and Tourism.



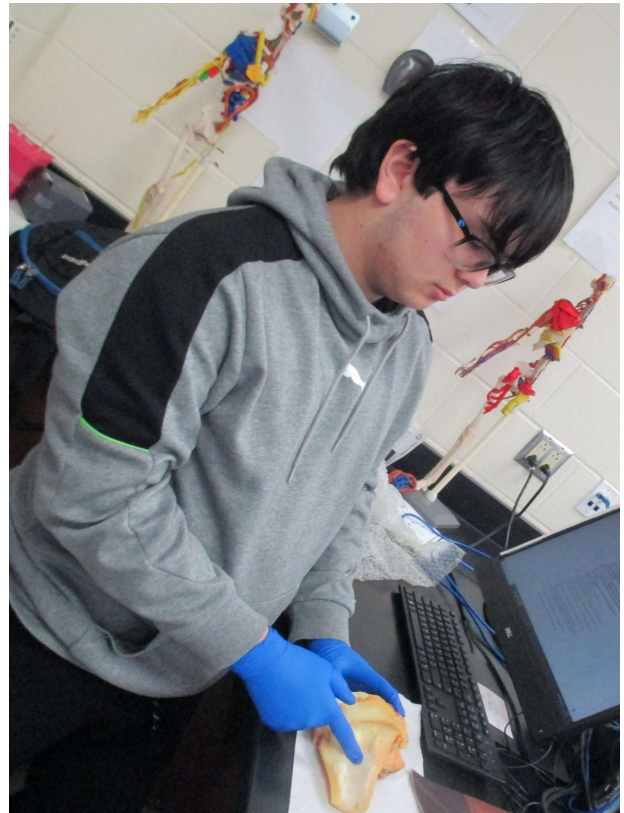
Sheila Gerald-Evans - West Brunswick High School

Students in Mrs. Gerald-Evans' Biomedical Innovations class has been working on an independent project in which they try to identify existing blood flow blockages. We would like to extend a special thanks to our assistant principal and student resource officer for volunteering to be test subjects.



Sheila Gerald-Evans - West Brunswick High School

Students in the PLTW - Human Body Systems class are studying and learning all about bone and bone marrow. Bone marrow is a spongy tissue that is found inside bones such as hip and thigh bones. Macy Sellers and Jacob Lockamy are pictured below showcasing and highlighting the texture of bone marrow.



Jane Hanna - South Brunswick High School

Students in Ms. Hanna's class really loved completing their yeast labs. They prepared Pizza, Pretzels and Cinnamon Rolls! Oh My How Good!

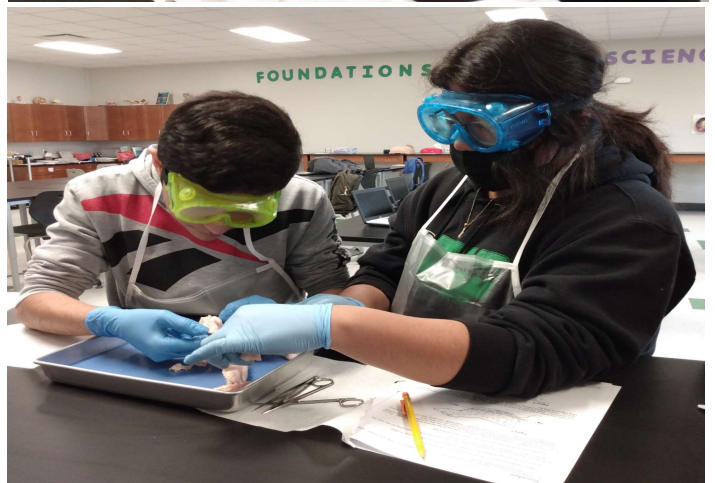


Students in Ms. Hanna's Foods II class are pictured below practicing techniques and creativity - Charcuterie cups and trays!



Lori Rose - West Brunswick High School

Students in Dr. Rose's class complete their cow eye dissection as well as DNA extraction projects. These types of hands-on projects really help students to better understand and master the content.



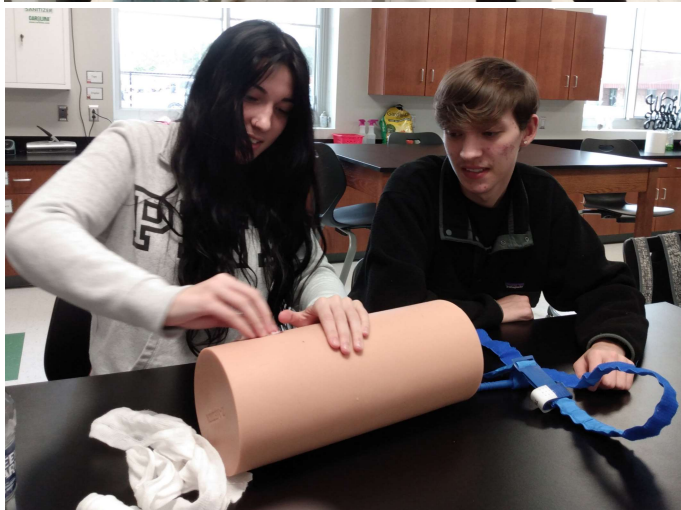
Lori Rose - West Brunswick High School

Stop The Bleed Certification and Trauma Nurses Talk Tough Presentation

Two nurses for the Naval Medical Trauma Center at Camp Lejeune conducted the Stop the Bleed Certification and Trauma Nurses Tough Talk Presentation for our health science students at West Brunswick High School. The guest presenters were as follows:

Leah Graves, BSN, RN
Sheila Hardy, BSN, RN

Both ladies did a wonderful job and we are so appreciative for all their help and support.



Shelia Gerald-Evans - West Brunswick High School

Medical Intervention students are having fun learning the proper way to suture.



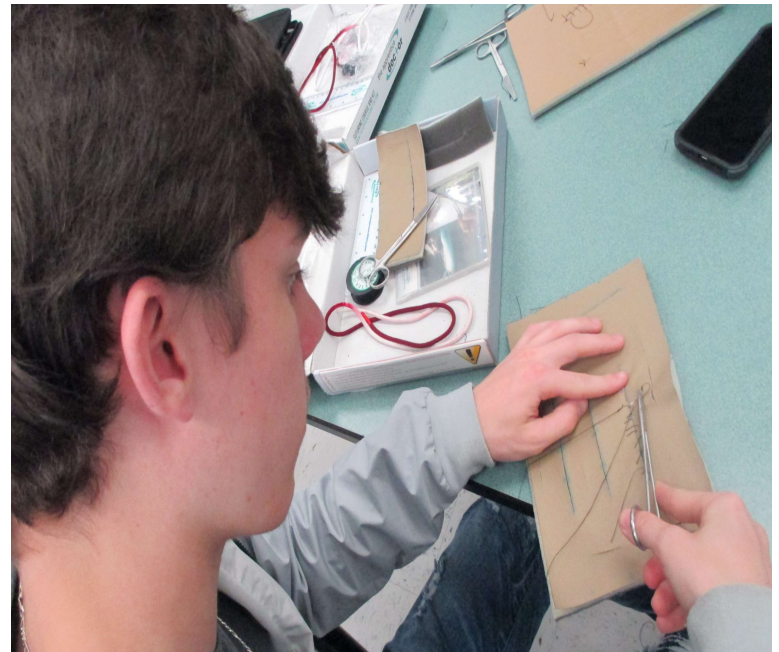
Students demonstrating their suturing skills!



Jewelie Gore is definitely getting the hang of it!



Kamryn Smith is stressing just a little as she practices her suturing technique!



Conner Evans is working on a a continuous suture.

Shelia Gerald-Evans - West Brunswick High School

Human Body Systems students are learning about blood pressure and Ankle Brachial Index (ABI) which is a computation of the blood pressure reading of the arm and the ankle to indicate peripheral arterial disease.



Medical Intervention students are pictured below completing an assignment utilizing the solar powered charging stations that is available on campus.



Career and Technical Education

Career and College Promise Student Showcase

We would like to recognize some outstanding students that are participating and excelling in the Career and College Promise program. Career and College Promise or CCP, is a state sponsored program that provides qualified high-school-age students with an opportunity to enroll into and to earn college credit, tuition free, while they are in high school, allowing them to get a jumpstart on their workplace and college preparation.

May 2022 CCP Student Spotlight

Cole Lewis

SBHS % 2022



- **CCP Pathway:** College Transfer
- **Program of Study:** Associate in Science
- **Will earn his Associate in Science Degree July 2022!**
- **Benefits of CCP:** "I have benefited from the CCP program through the various classes I've taken. They are so different and I've learned a lot of interesting things. They also help boost my GPA."
- **How to be successful in CCP courses:** "I get the work done early, especially in the online courses. By not procrastinating I retain more information."
- **Postsecondary Plans:** "I will attend NC State for computer science."



May 2022 CCP Student Spotlight

Za'Kiya Toomer-Sanders

NBHS % 2022



- **CCP Pathway:** College Transfer
- **Program of Study:** Associate in Science
- Has earned 12 college credits
- Will obtain 6 more college credits this semester: ART 111 & COM 120
- **Benefits of CCP:** "CCP allows me to experience college level classes and get my general education college classes out of the way so I won't have to take them at a larger university."
- **How to be successful in CCP courses:** "Set time aside to study, be consistent in your work, and turn in assignment on the due date. Keep open communication with your instructors."
- **Postsecondary Plans:** "I will attend Winston Salem State University. Plans to major in Nursing!"



May 2022 CCP Student Spotlight

Lauren Nelson

WBHS % 2023



- **CCP Pathways:** College Transfer
- **Programs of Study:** Associate in Arts
- Have earned 10 college credits
- Will obtain 13 credits this semester: BIO 111, ENG 112, HIS 132 and PSY 150
- **Benefits of CCP:** "I have a more flexible schedule, it allows me time to work on my leadership roles in school clubs and organizations."
- **How to be successful in CCP courses:** "Plan ahead, manage your time wisely so you don't leave everything to the last minute. I use a planner and review the course syllabus at the beginning of each week."



LOCAL EMPLOYMENT OPPORTUNITIES



A proud partner of the
AmericanJobCenter®
network

Brunswick NCWorks Career Center Jobs Spotlight 4/25/2022

Landfill Equipment Operator

BRUNSWICK COUNTY GOVERNMENT

Job #: 12195211

BOLIVIA, NC

\$18 - \$24 per hour

- A high school diploma or GED equivalent is required for employment, along with training in heavy equipment operation and maintenance
- Over 3 years of experience operating heavy motorized equipment is preferred

Math Teacher

BRUNSWICK COUNTY SCHOOLS

Job #: 12195250

BOLIVIA, NC

\$3.6k - \$5k per month

- Applicants must have a bachelor's degree in mathematics or a similar field
- Must possess a teaching license in mathematics

Environmental Health Specialist

BRUNSWICK COUNTY GOVERNMENT

Job #: 12195219

BOLIVIA, NC

\$26 - \$35 per hour

- Applicants must have a bachelor's degree with 30 semester hours in physical or biological sciences
- A strong preference is given to NC registered sanitarians with wastewater systems permits

Child Support Supervisor

BRUNSWICK COUNTY GOVERNMENT

Job #: 12195225

BOLIVIA, NC

\$56k - \$76k a year

- Must have a bachelor's degree with 3- and one-half years of child support enforcement experience
- An associate's degree with over 4 years in investigative, attorney's office, or judiciary work may also suffice

Driver/Mover

EAST COAST MOVING

Job #: 12189287

SHALLOTTE, NC

\$20k - \$30k a year

- Must be at least 18 years of age, and be capable of lifting large objects
- Experience in moving is preferred but not required, as on the job training is provided

I&C Design Engineer

RENUKE SERVICES, INC.

Job #: 12194352

SOUTHPORT, NC

\$56k - \$140k a year

- A bachelor's degree in engineering is required, and a focus in or experience in electrical engineering is strongly preferred
- Prior experience in instrumentation and control (I&C) is preferred, along with over 2 years of general engineering experience

The NCWorks Career Center does not discriminate on the basis of race, color national origin, sex, religion, age or disability in the employment or the provision of services. Auxiliary aids and services for individuals with disabilities are available upon request

Brunswick NCWorks Career Center
5300-7 Main Street
Shalotte, NC, 28470
910.754.6120
ncworks.100095nc.com/micro.com



Now Hiring

\$\$Competitive Starting Pay Rates\$\$

Residential Driver (CDL) - Sign On Bonus!!

NCWorks Job #: 12180033

Residential Driver Helpers

NCWorks Job #: 12207735

CDL Drivers sign on Bonus \$4000!!

\$1500 after 30 days - \$2500 after 90 days



Brunswick County NCWorks Career Center

is available to provide **ALL** services.

Call 910.754.6120

or email

ncworks.1800@nccommerce.com

for more information on
this and many other positions.

The NCWorks Career Center does not discriminate based on race, color, national origin, sex, religion, age or disability in the employment or the provision of services. Auxiliary aids and services for individuals with disabilities are available upon request.



NCWORKS.GOV

A proud partner of the American Job Center network

NCWorks Career Center

5300-7 Main Street

Shallotte, NC 28470

Page 12 of 204

Office Assistant, Ocean Isle Beach, NC- Temp to Perm- Must have Bookkeeping, be computer savvy, QuickBooks, Windows, accounts payable, invoicing, balancing bank statements every month, file taxes, keep track of Fuel tax In NC and SC (Will Train on Fuel Taxes). You will also help when needed with some sales so, you must be able to talk to customers and have a great personality. Monday -Friday 8 am to 5 pm with 1 hour lunch. Must pass background and Drug Test, Pay 14.00

Hotel Housekeeping, Southport, NC Temp to Perm- Housekeeping of Hotel Rooms, meet the standards of cleaning, trash removal, change bed linens, clean bathrooms, and use the Covid Cleaning Policy. Monday-Sunday 9 am to 6 pm. Schedule will be determined upon hiring. 11.00.

Client Services Representative, Southport, NC- Full time fast-paced professional, customer-facing position. Working side by side to welcome guests, tenants, contractors, owners and address their needs. Paperwork processing, electronic forms/records. Skills: CSR/Data Entry, professional grammar, team player. Must be able to pass a drug test and background check. Monday – Friday 9:00am to 5:00pm 12:00pm – 1:00pm Lunch break. Rate of Pay: \$15.00.

2 Full time, and 2 Part time Front Office Registration/Reservation Clerks in Longs, SC!!! Qualifications for all positions include the ability to work as a team member within this department AND all other departments, reliable transportation, valid driver's license with good record, working outdoors in all kinds of weather conditions, walking, sitting, or standing for extended periods of time, including pushing, pulling, climbing, bending, or lifting to fifty pounds. Some positions may require lifting more than fifty pounds. While an individual may be assigned to this role, situations may arise which would REQUIRE assistance in other areas or departments. We are looking for pleasant front office clerks to undertake all registration, receptionist, and clerical duties at the front office. You will be the "face of the company for all visitors/guests and will be responsible for one of the many first impressions we make. Ideal candidates will need to have friendly easy-going personalities while also being very perceptive and disciplined. You should be able to deal with complaints and give accurate information. A customer-oriented approach is essential. Excellent computer knowledge Familiarity with office machinery printers, fax machine, etc. Strong communication and people skills Great organizational and multi-tasking abilities Must be accurate and detailed oriented Problem-solving skills Must be 18 years or older Positive Attitude.\$12.00 There will be multiple shifts from 8:00am to 9:00pm**Must be able to pass a National Background Check**

Jessica Abernathy Office Manager

PO Box 1614 Shallotte, NC 28459

Phone (910) 754-5393 Fax (910) 754-5433

www.carostaff.com jabernathy@carostaff.com



Full Time Lead Lake Attendant in Longs, SC!!! -Supervise guests while enjoying the lake & pool amenities Distribute Lifejackets Maintain safety rules for lake & pool area Assist in Pool & Lake Cleaning/ Maintenance Perform swimming pool maintenance/cleaning as needed Maintain accurate swimming pool chemical records, according to state and local requirements other activities, lake furniture is to be cleaned daily. Maintain inventory Maintain kayaks, paddle boards and paddles in good operating condition. Monitor the lake closely for adherence to inflatable rules. Fill out incident report, Monitor inflatables for air, leaks, damage. Correct if needed Audit wrist band usage Record sales of items Maintain inventory daily At the beginning of the spring season, inflate and apply 303 to all inflatables Excellent customer service skills- Full-time/Part time Willing to work Weekends Additional Skills (Preferred but not required): CPR Training Previous Lifeguard Experience Previous Amenity/ Activity supervisions Experience \$13.00. There will be multiple shifts from 8:00am to 7:00pm Must be able to pass a National Background Check**

CSR/Receptionist Insurance Staff Position, Shallotte, NC!! Establish customer relationships and follow up with customers, as needed. Provide prompt, accurate, and friendly customer service. Service can include responding to inquiries regarding insurance availability, eligibility, coverages, policy changes, transfers, claim submissions, and billing clarification. Assistant in sales Help with payments Customer service, answering phone calls, directing people to the right place Hours: 8:30am - 5:00pm Monday - Friday Rate of Pay: \$14:00 - \$15:00 per hour Depending on your experience_Must be able to pass a Background check**

Full Time and Part Time Lake Attendants in Longs, SC!!! Supervise guests while enjoying the lake & pool amenities Distribute Lifejackets Maintain safety rules for lake & pool area Assist in Pool & Lake Cleaning/ Maintenance Perform swimming pool maintenance/cleaning as needed Maintain accurate swimming pool chemical records, according to state and local requirements Other general activities to enhance guest experience and safety Lake furniture is to be cleaned daily. Maintain adequate inventory Maintain kayaks, paddle boards and paddles in good operating condition. Monitor the lake closely for adherence to inflatable rules. For any injury, fill out an incident report Monitor inflatables for air, leaks, damage. Correct if needed Audit wrist band usage Record sales of items Maintain inventory daily At the beginning of the spring season, inflate and apply 303 to all inflatables Excellent customer service skills-Job Type: Full-time/Part time Willing to work Weekends Additional Skills (Preferred but not required): CPR Training Previous Lifeguard Experience Previous Amenity/ Activity supervisions Experience Rate of Pay: \$12.00 per hour Hours: There will be multiple shifts from 8:00am to 7:00pm. Must be able to pass a National Background Check**

Jessica Abernathy Office Manager

PO Box 1614 Shallotte, NC 28459

Phone (910) 754-5393 Fax (910) 754-5433

www.carostaff.com jabernathy@carostaff.com



Facilities Maintenance Assistant, Southport, NC-Full-Time Position, benefits after 3-month probationary period. Performs a variety of unskilled to semi-skilled tasks with the maintenance, repair and cleaning of buildings, grounds, and equipment. Work is often done independently under the general direction and guidance of higher-level maintenance personnel. This position assists higher-level maintenance personnel engaged in electrical, plumbing, building, mechanical and other trades related functions. Assignments are received in oral and written form. Cleans amenity bathrooms and picnic areas. Uses a variety of trades related tools, gauges, and equipment. Performs entry level work in the electrical, building, plumbing, mechanical, and other trades related fields. Paints - minor fixtures. Installs and repairs landscape lighting. Cleans rest rooms, floors, and walls . Stages trash receptacles for county removal and returns to storage. Removes bagged dog waste from stations and stocks inventory. Must be skilled in minor repair person duties. Ability to read and write English, at minimum one year of experience performing a variety of tasks in minor "handyman" maintenance and housekeeping of buildings, grounds, and facilities; or an equivalent combination off training and experience which provides the required skills, knowledge, and abilities. SPECI*AL*REQUIREMENT (S}Possession of a valid United States driver's license. Use of Personal Vehicle (mileage reimbursed monthly). Must have collection of every-day tools. Clean driving record (no DWIs/DUIs). Must be able to pass an Employer Background Check. Requires the ability to exert up to fifty pounds of force occasionally, and/or up to twenty-five pounds of force frequently, and/or up to ten pounds of force constantly to move objects .Pay: \$15.00 Per Hour Shift: Monday - Friday 9 am to 5 pm with 1 hour lunch

Delivery Drivers in Shallotte, NC!! Must be able to pass a DRUG TEST and BACKGROUND CHECK***Must have a clean MVR record*Duties/Responsibilities: Drive and deliver furniture to homes between Myrtle Beach/Wilmington. You will be driving a box truck (automatic)Must have a Class C License. Needs to have experience driving box trucks. Be able to lift 50lbsHave a polite and friendly attitude!
Hours: Monday to Saturday 9:00am to 5:00 pm. Rate of Pay: \$13.00

Snack Bar Line Cook, Sunset Beach, NC!!!Great Part time position, looking to fill 3-4 shifts! Duties: Prepare meals for customer based on their order Keeping the kitchen clean Qualifications: Basic meal prep skills Dependable Organizational skills Great cleaning skills Perform other duties as assigned Rate of Pay: \$13.00 per Hours: 10:30am to 3:30pm



Temporary Full Time Administrative Assistant in Southport, NC! Answer phone, take, and distribute messages Various filing and scanning duties Create sales orders. Send customer letters, invoices, gift cards and notices Assemble folders for new estimates Customer data administration and customer service Carry out assigned tasks from management -Willingness to learn and apply new skills and standard operating procedures Excellent customer service skills, communicating with customers to resolve issues. Proficient with Microsoft products including, Windows, office, word, excel and power point Hours: 9:00am to 5:00pm \$15.00.

Seasonal Pool/Rec Attendants, Southport, NC- Stationed at one pool or activity center for the duration of their shift. Sites may vary depending on schedules and availability. While onsite, the attendant will be responsible for the following tasks assigned to them: ***Requirements include*** Valid Driver's License, Reliable transportation to and from assigned facility. Attendant must be professional in all areas of conduct. Self-Motivated and dependable. ***Shifts:*** 7am to 8 pm, must be flexible between 7 am and 8 pm and Monday -Sunday, but you will be given a shift that works for you, and you can work part or full time if you want too as well. 10.00 Per Hour

Full time School Custodian, Supply, NC- *Cleaning Exp preferred but not necessary!* Monday-Friday Hours: 12 pm - 8 pm Rate: \$14.60 Duties: General custodial services, Cleaning and disinfecting of high touch surfaces Classrooms, bathrooms, lobbies, offices, lounges,

POA Front Desk Officer, Southport, NC-Full-time-As the first person of contact for all Owners Tenant, Contractors, Guests, the front desk officer is responsible for setting the first impression and maintaining proper and friendly communication. They are an active listener and information source; promptly assisting clients as well as working side by side to welcome/address needs of walk-in, phone, and email. Our ideal candidate for this position has a high school diploma or equivalent, strong administrative and organizational skills, exceptional interpersonal skills, a pleasant and professional personal and phone presentation. Reliability is necessary for this position. General office errands, including mail delivery to satellite office, post office trips and pick-up/delivery to various vendors, Skills/Requirements: Prior association experience preferred Keyboard and office software, data entry skills Excellent written and verbal communication skills Professional command of the English language Team player and multitasker Strong customer service skill, Highly motivated with initiative· Prior Real Estate experience, a plus Schedule: Monday to Friday 9:00am to 5:00pm Lunch: 12:00 pm to 1:00 pm, Pay D.O.E. Comprehensive benefits upon hire with PTO.

Jessica Abernathy Office Manager
PO Box 1614 Shallotte, NC 28459
Phone (910) 754-5393 Fax (910) 754-5433
www.carostaff.com jabernathy@carostaff.com



Part time and Full time Cook and Cashier, Calabash, NC!! Small Restaurant - Training will be provided, be able to make different egg sandwiches, Prep food for the day, Help clean the kitchen Hours: 6:00am to 3:00pm Tuesday – Sunday Part time: Friday, Saturday, Sunday Rate of Pay: \$12.00 pm

Kit Assemblers *NO Exp. Required** – Leland, NC!!!!**-Monday – Friday 8:30am – 4:30pm- Pack kits, including sub and final assembly Identify and pull defective items and quality assurance inspection of kits when required Basic computer skills used to clock in and out, on the job training: Shorts/Sneakers/Knee length shorts/Pants/T-Shirt.

Warehouse Picker/Packer, Leland, NC-10 per hour-8:00 am to 4:30 pm, pulling and stocking product, standing, and walking and the ability to lift to 50lbs.

15 Beach Rental Delivery Drivers-Ocean Isle Beach to Holden Beach, NC- Delivering rentals; Kayaks, bikes, surfboards, beach chairs and umbrellas. Must be able to Drive a 17 ft box truck and be able to lift, ben a push with no limitations. Must have a clean MVR. 12.00 and up to 15.50 if you have a CDL. FT and PT 7 Days a week.

2 Lead Beach Club Attendants in Southport, NC!!-Training for this position starts **May 9th** **MUST** be able to pass a **National Background Check!!** **Duties:** Monitor Beach Club parking lots Enforce rules Maintain Accident Log Report any incidents/pressing issues Open and close to pool daily Bathrooms checked hourly, spot cleaning, replenish paper products, soap, etc. and empty trash if needed Maintain inventory of paper products, soap, etc. and advise facilities maintenance manager when stock is low Keep facilities clean, wiping down tables and other surfaces, sweeping/blowing decks, picking up litter. inspect pool furniture daily for broken or damaged items and remove from area and notify facilities maintenance manager of damaged pieces Roll out trash & recycling containers to curb on trash day and return to storage area immediately after servicing Open pool for members and guests as instructed by facilities maintenance manager Monitor the beach club and parking lots providing courteous reasonable and mature enforcement of poa's published rules and regulations, including no running, no roughhousing, no glass on pool deck, no unattended children, etc. *Requirements include* AED/CPR Certified*9:00am - 7:00pm Monday through Sunday (Working Holidays)Rate of Pay: \$15.00 per hours (\$17 Holidays)Looking for 2 or 3 people to divide up the shifts to cover 70-80 hours per week.



2 Beach Club Attendants, Southport, NC!!- Starts **May 9th**-Must be able to pass a BG Check!! Monitor Beach Club parking lots Enforce rules Maintain Accident Log Report any incidents/pressing issues Open and close to pool daily Bathrooms checked hourly, spot cleaning, replenish paper products, soap, etc. and empty trash if needed Maintain inventory of paper products, soap, etc. and advise facilities maintenance manager when stock is low Keep facilities clean, wiping down tables and other surfaces, sweeping/blowing decks, picking up litter. Inspect pool furniture daily for broken or damaged items and remove from area and notify facilities maintenance manager of damaged pieces Roll out trash & recycling containers to curb on trash day and return to storage area immediately after servicing Open pool for members and guests. *Must be* AED/CPR Certified- 9:00am - 7:00pm Monday-Sunday (Working Holidays)Rate of Pay: \$12.00 per hours (\$15 Holidays).

Resort Housekeeping, Longs, SC-Cottages, Bathhouse, Game room, laundry room, Exercise room, Banquet Hall, and common grounds. Cottages are rented daily, as a result they must be turned over in a timely manner and linens/supplies are to be washed and restocked. The ability to work as a team member within this department AND all other departments, Reliable transportation Working outdoors in all kinds of weather conditions, Walking, sitting, or standing for extended periods of time, Pushing, pulling, climbing, bending, or lifting to fifty pounds. Some positions may require lifting more than fifty pounds. While an individual may be assigned to this role, situations may arise which would REQUIRE assistance in other areas or departments. 8:00am - 4:00pm or 8:30am to 5:00pm 30 Minute Lunch. Pay: \$12.50 per hour. Pass BG Check

Window Installer, Sunset Beach, NC- installation of Windows, Doors, Porch enclosures and Hurricane protection in accordance with all federal and local codes. Monday-Friday 7:30 am - 3:30 pm Background, Valid Driver's License. Interview with owner. 15.00 Per Hour.

Fulltime Inside Sales Reps, Wilmington –Pawn Shop in Wilmington, NC!!! Pay: \$10.00 – \$12.00 per hour-40 hours per week and must be flexible to work within the store hours as needed. Store Hours are Monday-Friday 9:00 7:00 pm, Saturday 9:00 am – 6:00 pm, and Sundays 1:00 pm-5:00 pm (Only Open Sundays Thanksgiving – Christmas only.

Golf Course Maintenance- Maintaining the Golf Courses-6:00 am – 2:00 pm Monday – Thursday, Friday, and Saturday 6:30 am to 10:30 am. Duties: Landscaping and up keeping of the greens, etc.-Rate: \$13.00-Southport, NC-Temp to Perm with Benefits.

Jessica Abernathy Office Manager
PO Box 1614 Shallotte, NC 28459
Phone (910) 754-5393 Fax (910) 754-5433
www.carostaff.com jabernathy@carostaff.com



Fulltime Inside Sales Rep, Leland, NC – Pawn Shop in Leland, NC!!!\$10.00 – \$11.00-40 hours, must be flexible to work within the store hours as needed. Store Hours are Monday-Friday 9:00 am – 7:00 pm, Saturday 9:00 am – 6:00 pm, and Sundays 1:00 pm-5:00 pm (Only Open Sundays Thanksgiving – Christmas only).

Cheerwine Distribution- NC and SC- Go to www.carostaff.com, click on Jobs Tab, Click on Cheerwine Jobs, find your job and location, and apply. 910-754-5393.

General and Skilled Labor – Brunswick County - Pay Depends on job and skill set and requirements for the certain job.

Tire Specialist in Rockingham, NC Experience in Brakes and Suspension and Tires-Mon- Fri- Temp to Perm -12.00 - 15.00.

Landscapers, Southport, NC-T/P/Benefits-Maintain grounds of resort. 6:30 am - 2: 30 pm Monday – Friday- rotate every other Saturday or Sunday 6:30 am to 10:30- \$14.00.

Meter Reader(Long Term Temp Bolivia, NC- Read water meters, complete disconnects, etc. while driving county vehicle. This requires walking from property to property, bending, and working outside. Experience with Public Utilities preferred, but not required. Monday - Friday 8:00 am to 5:00 pm.12.50 Per Hour. Drug Test, Background Screening, Valid Driver's License.

Hotel Housekeepers Fulltime, Southport, NC- Provide professional Service Cleans and maintains all public areas, storage areas and administrative areas. Clean rooms as assigned. Make beds, clean bath, showers, and toilet. Dusts, vacuum, run supplies and service items to guestrooms as requested Maintains all public areas, hallways other spaces assigned. Polishes metalwork and furniture. Collects soiled linens for laundering and received and stores linen supplies in appropriate locations. Vacuums floors. Cleans restrooms. Removes trash Office cleaning Refurnishes areas with supplies as required. Removes and disposes of trash. Completes projects as determined by management. Be available for work weekends and holidays. Lifting 50 lbs. maximum with frequent lifting and/or carrying of objects weighing up to 25 lbs. Requires climbing, balancing, stooping, kneeling, crouching, crawling, reaching, handling, seeing, feeling. 9:00am to 4:00pm- \$12.00 - \$15.00.

Call 910-754-5393 for further questions. You may also stop by Monday-Friday 8 am to 11 am and 1 pm to 4 pm to 4480 Main St. Shallotte, NC.

Jessica Abernathy Office Manager
PO Box 1614 Shallotte, NC 28459
Phone (910) 754-5393 Fax (910) 754-5433
www.carostaff.com jabernathy@carostaff.com



Your career, your future.



Find My
Interests



Explore
Occupations



Plan My
Career



Education &
Training



Job
Search



Make budget choices and get a summary of state or county costs in 12 major expense categories. Link to occupations with salaries that match your life choices.



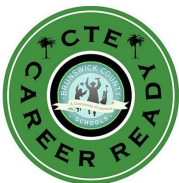
INTEREST
FINDER

What kind of person are you? Are you Artistic? Social? Realistic? Answer this short quiz to identify your personality type.



CAREER CLUSTER
MATCH

Uncover which Career Clusters match your combination of work, skill and academic interests and then explore the occupations included in that cluster.



Ken Buck
Career Ready Coordinator
Brunswick County Schools
910-782-5030 (Office)
910-274-1042 (Cell)
Twitter: @kbuck_cte

If you are receiving this newsletter via a forward and would like to be added to our distribution list please complete the request form by [clicking here](#).

April 2022 SALES DATA COMPARISON AND SAVINGS

SALES TYPE	2021 Sales	2022 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 330,120.75	\$ 330,551.50	\$ 430.75	0.13
MXB SALES	\$ 121,025.51	\$ 148,518.05	\$ 27,492.54	22.72
TOTAL	\$ 451,146.26	\$ 479,069.55	\$ 27,923.29	6.19
	2019 Sales	2022 Sales	Difference	
Retail 2019	\$ 241,378.75	\$ 330,551.50	89,172.75	36.94
MXB 2019	\$ 100,292.38	\$ 148,518.05	48,225.67	48.09
	\$ 341,671.13	\$ 479,069.55	137,398.42	40.21
SALES TYPE	2020 SALES	2022 SALES	DIFFERENCE	% CHANGE
RETAIL	\$ 296,741.00	\$ 330,551.50	\$ 33,810.50	11.39
MXB SALES	\$ -	\$ 148,518.05	\$ 148,518.05	#DIV/0!
TOTAL	\$ 296,741.00	\$ 479,069.55	\$ 182,328.55	61.44

ABC Meeting 4/13/22 -Summary

Open Meeting

Roll Call – All Board Members were present

Conflicts of interest- Question to board members

Read and approve minutes from last meeting.

Items of old business:

Construction Progress

New Business:

Discussed and approved to get Satellite Radio for new store and to sign up for E-Fax

Approved to build new website for the ABC Store

Discussed selling old AC unit

Manager's Report:

Present Monthly Sales Reports

Motion to adjourn meeting



**Planning Board Meeting Minutes
Southport Community Building
223 E. Bay Street
April 21, 2022
6:00 P.M.**

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

Members Absent: None

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

Board of Aldermen Liaisons: Karen Mosteller and John Allen

Others Present: Alderman Robert Carroll, Alderman Rich Alt, Mr. & Mrs. Ron Thompson, Mr. Cameron Smith, Mr. Chad Paul, CEO Bald Head Island Ltd; Mr. McKay Siegel with East West Partners, Ms. Amy Shaffer with Rhettson Companies, and Ms. Kate Ienna.

1. Chair Sue Hodgins called the meeting to order at 6:01 p.m.
2. Mr. Donnie Joyner gave the Invocation.
3. Chair Hodgins led the Pledge of Allegiance.
4. Motion to approve the March 17, 2022, regular meeting minutes by Mr. Joyner and second by Vice-Chair Hewett. ***Unanimous vote; motion carried.***
5. Motion to approve the agenda by Vice-Chair Hewett and second by Mr. Sloan. ***Unanimous vote; motion carried.***
6. Public Comment:

Mr. Joyner made a motion to enter Public Comment and second by Vice-Chair Hewett. ***Unanimous vote; motion carried.***

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

7. Old Business:

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

Mr. Lloyd gave an overview of the proposed amendment. He explained that 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 close to impossible to have off-street parking due to the size 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 situations since this will affect multiple properties. Staff estimates that they are approximately 8 lots where parking issues would be alleviated with the approval of this amendment. Mr. Lloyd said that if this amendment were to move forward, only pre-existing historic lots platted prior to 1973 would be eligible for this reduction in off-street parking.

Mr. Thompson is proposing the following language for the text amendment:

3.14 Parking

D. MINIMUM OFF-STREET PARKING RATIOS

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 existed before 1973.

A Review Committee was appointed and met on April 4th. The Committee consisted of Mr. Will Hewett, Mr. Gustavo Mibelli, Ms. Maureen Meehan, and Staff. Mr. Ron Thompson and his wife, Ms. Lois Thompson, were also present. Mr. Thompson said that he does not feel like the UDO intends to prevent such lots from being unusable. However, he requests provisions to be made so that the property can be used. Staff agreed that the intent of the new language in the UDO was not to hurt the City's Business District. Mr. Mibelli asked if other properties have had this issue because of the changes in the parking section of the UDO. This is the first small vacant property that has been proposed to be developed since the UDO has been updated. Since there are 8 other vacant lots with similar dimensions subdivided before 1973, there will likely be more requests for this type of situation. Mr. Thompson mentioned that even if he could design something, he did not think that NCDOT would issue him a driveway permit on Howe St., which is a State Rd. Ms. Meehan did not believe that a driveway for parking would be a good idea in this area. She said this is a highly walkable area, and new driveways could make it difficult for pedestrians to go to the existing businesses. The Committee requested that Staff check with NCDOT to get more information on their policy for driveways on Howe Street. Staff consulted with Mr. Aaron LeBeau, the Assistant District Engineer for Brunswick County. He confirmed that NCDOT tries to avoid issuing new driveway permits on Howe St. due to the number of existing driveways and their proximity to intersections. Mr. Mibelli mentioned how parking is significant and that not having it further congests the streets. He requested that Mr. Thompson show a proposal sketch plan to demonstrate further how parking would be difficult. It was the consensus of the Review Committee to be in favor of the amendment if NCDOT confirmed that they would be against driveway permits on Howe St. and if Mr. Thompson brought a conceptual drawing

that further illustrated the issues with providing parking on these narrow nonconforming lots in the BD.

Chair Hodgkin questioned whether the conceptual drawing of the plan that was requested was received and presented to the Committee.

Mr. Thompson stated that because he can build with zero setbacks on the lot, he felt the drawing that he provided of the footprint of the building that covers the entire lot minus 10 ft from the rear to exit the building was a sufficient sketch plan. Mr. Lloyd reiterated that because the 33 x 66 ft. lot is so narrow, it would be challenging to provide off-street parking even with a small-sized building. Mr. Mibelli feels like this decision should be reviewed thoroughly since it will also affect other properties and that a demonstration of the logic of the petition is a reasonable request.

Mr. Thompson recalled that at the Committee Meeting, it was stated that he needed to contact NCDOT, and if they said a curb cut could not be created there, then it would be okay to proceed pending approval by the Board. Mr. Mibelli said that he was under the impression that NCDOT said they would prefer not to do a curb cut, but they did not state that they would not permit it.

There was discussion on whether there was a formal request for the conceptual drawing of the building. Mr. Thompson said that there was no request for a sketch of the building. The report from the Committee Meeting states that a conceptual drawing was requested that would further illustrate the issues with providing off-street parking on these narrow nonconforming lots in the BD. Mr. Thompson did provide a drawing that shows the footprint of the building. Mr. Thompson stated that he did not believe the UDO intended to restrict these types of properties from use. Still, he feels that a Text Amendment is appropriate to relieve the unintended constraints on these small and narrow lots.

Chair Hodgkin recommended tabling the proposed text amendment to allow the applicant to provide more information and to discuss the other 7 lots with the same challenges.

Ms. Meehan said that the Committee did discuss the other properties and that they could not come up with the best solution. The Committee decided to bring the discussion back to the entire Board for more input.

Mr. Christopher Jones stated that he would like to review all 8 properties before making a recommendation. He said this discussion only addresses this property and wants to see how this will affect the other properties. He asked what determined the 6,000 sf rule for the proposed amendment. Mr. Lloyd explained that Staff looked at all the nonconforming vacant lots in this area that are narrow, and the most considerable lot is a little less than 6,000 sf. He explained that although this lot is a little deeper, it is also narrow, and the access point would also be on Howe Street.

There were no other questions or comments. Chair Hodgkin requested a motion to have the Review Committee discuss consideration of the text amendment again along with the other 7 lots and allow the applicant to provide a conceptual sketch plan.

Mr. Mibelli made a motion to table the proposed Parking Text Amendment for further review and continue the discussion at the next regular Planning Board Meeting on May 19th and second by Ms. Meehan. ***Unanimous vote; motion carried.***

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

Mr. Lloyd gave the background 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 ordinance section that requires mitigation for all regulated trees related to the utility, infrastructure, and drainage improvements. With the applicant's language, 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 required infrastructure areas. 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 improved areas. This would not affect the standards that require the trees to be protected or mitigated within the setbacks of buildable lots. The Review Committee modified the language to retain regulated oaks greater than 8" to be protected within these improved areas. The Committee also added language that mitigation would not be required for dead and severely diseased trees.

The proposed Text Amendment is as follows:

3.18 TREE PROTECTION AND LANDSCAPE PRESERVATION

F. Tree Plan

a) Two separate zones during the planning phase:

- i) Tree Removal Zones- Zones that show the impacts of utility, infrastructure, and drainage improvements would still require mitigation **for all regulated live oaks 8" or greater in diameter.**

G. CRITERIA FOR ISSUANCE OF TREE IMPACT PERMIT

- 2. ~~Notwithstanding the above,~~ Any tree removed requiring mitigation shall be mitigated by planting new material as provided in 3.18 (H) Mitigation. **Mitigation shall not be required for trees that are dead, severely diseased, injured, or in danger of falling close to existing structures.**

A Review Committee was appointed and met on March 29th. The Committee consisted of Maureen Meehan, Christopher Jones, and Fred Fiss. Also in attendance was Chair Scott Len of the Forestry Committee and Staff. The applicant Cameron Smith and the developers of the project known as "Oakton" (adjacent to the Hammocks) were also present. Mr. Lloyd gave the Committee Report. The applicant explained that in the development process, they realized that it is difficult to replace all regulated pines greater than 12" and regulated hardwoods greater than 8" located within the required improved areas (infrastructure, ROW, and Stormwater Control Measures). Mr. Len, Chair of the Forestry Committee, noted that the Ordinance might be "over mitigating" by requiring too many inches to be planted back, especially with the mitigation of trees within these ROW areas. His concern is that it is not necessarily healthy for the long-term viability of the urban forest in these areas if they are planted too close together. Mr. Len said that Laurel and Pin Oaks of a specific size might not be worth mitigating, especially if they are in poor health. The Committee suggested that the applicant's language be changed to reflect language protecting all regulated live oaks greater than 8" in diameter. This will protect the live oaks but give some flexibility for the pine trees and other hardwoods that may not be worth keeping. The applicant suggested adding

language to provide credit when significant trees are saved. He said that if there are more significant incentives to keep those trees, they may be able to preserve them better. The Forestry Committee Chair noted that keeping a large specimen tree provides more significant benefits than three 10" trees in return. Mr. Len pointed out that the credit system would be a good incentive. The Committee decided to discuss the fines per caliper inch for cutting down individual trees at a later date. The Committee also added some language to section G., which would clarify that mitigation is not required for dead or diseased trees. It was the consensus of the Review Committee to recommend approval of the amendment as written above.

Since there were no questions or comments, Chair Hodgkin requested a motion for a recommendation.

Mr. Sloan made a motion to adopt the Statement of Consistency that recommended approval to the Board of Aldermen and second by Vice-Chair Hewett.

Unanimous vote; motion carried.

C. Project Indigo Expansion

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

Development Services Director Thomas Lloyd went over the applications. In partnership with East-West Partners, he explained that Bald Head Island Limited submitted a Planned Unit Development Master Plan and Rezoning application to rezone 346.57 acres of property adjacent to Smithville Woods, Cades Cove, and Indigo Plantation from R-20 to PUD. A small portion of the property is within the City's corporate limits, with the majority within the Extra-Territorial Jurisdiction. Since it is split between the two, all of it is within the City's zoning district. The developer intends to annex into the City. The developer presented the Indigo Development at a special joint workshop of the Board of Aldermen and the Planning Board on March 24th. The Planning Board Chair appointed a Review Committee at the March 24th meeting. The Committee consisted of Chair Sue Hodgkin, Maureen Meehan, and Christopher Jones. There was an additional Mayor's Town Hall Community Input meeting on the project on April 4th.

The Review Committee and Staff met on April 7th to discuss the process of reviewing the project. Chad Paul with Bald Heald Limited, LLC and McKay Siegel with East-West Partners were also in attendance. The Committee established an "Indigo Review Hub Committee" that will consist of Chair Hodgkin, Maureen Meehan, and Christopher Jones. It was the consensus of the Committee to establish Subcommittees into specific areas of interest and concern. The appointed Subcommittees will be tasked with these four categories to review specifically:

(1) Design and Character, (2)Traffic Analysis, (3) Infrastructure, and (4) Environmental Concerns. The Committee recommended posting an Indigo Public Survey on the City's website to receive more citizen input. Staff has now implemented the survey on the website under "Project Indigo Information and Resources." Those questions and concerns will then be submitted to the Subcommittees and the Developers to provide feedback. Each Subcommittee will report its reviews to the full Planning Board for more discussion.

Chair Hodgins reiterated that the Planning Board has 90 days following the receipt of the application to make a recommendation for both the PUD Master Development Plan and the Zoning Map Amendment to the Board of Aldermen. The recommendation by the Planning Board will need to be made no later than June 16th. Mr. Lloyd said an extension could be allowed if pertinent information is shown to be missing. However, it is ideal for the process to move sufficiently so that all requirements can be achieved by the planned deadline. Mr. Lloyd explained that the approval process for the PUD and the Zoning Map Amendment is the same. If the PUD Master Plan is approved, this would concurrently provide the framework for rezoning.

Mr. Lloyd said that the City is working on an Infrastructure Impact Analysis with WithersRavenel to estimate the impacts on the City's existing infrastructure. DPFG is completing a Development Fiscal Impact Analysis on the General Fund and City Services to examine the impacts if the development were to move forward. Chair Hodgins asked when these analyses would be ready for review. Mr. Lloyd estimated sometime in May.

After input was received from the Planning Board Members, Chair Hodgins announced the appointments to the Subcommittees.

1. Design and Character: Gustavo Mibelli (lead), Fred Fiss, Donnie Joyner, Dick Sloan (alternate)
2. Infrastructure: Fred Fiss (lead), Chris Jones, Dick Sloan, Donnie Joyner (alternate)
3. Environmental Concerns: Mo Meehan (lead), Scott Jones, Gustavo Mibelli, Will Hewett (alternate)
4. Traffic Impacts: Will Hewett (lead), Chris Jones, Mo Meehan, Scott Jones (alternate)

Chair Hodgins declared the floor open for discussion with the Board and the Developers. She started by asking the Developers to speak more on the March 3rd summary letter from the NCDOT regarding their analysis of the TIA report (performed by Kimley Horn). She said in the letter there is a notation in the review stating: "It is understood that right of way constraints will likely render the proposed roadway mitigations un-constructible. Alternate and/or additional access connections are recommended to reduce impacts at this intersection." at the signaled 4-legged intersection at N. Howe and Robert Ruark Drive. She asked what might be in the works for alternate roads or accesses under consideration for that impact reduction.

Mr. Chad Paul, CEO of Bald Head Island Limited, LLC, said that they would be working with the City to consider additional access connections at possibly 11th Street or Lord Thomas Ave. Currently, the Development's primary entrance is proposed to be off Robert Ruark Dr. There will also be an additional village entrance off of Indigo Plantation Dr. on 9th St. He said that Limited owns the 3.5-acre vacant parcel at the NC 87 and Howe St./ NC 211 intersection across from Truist Bank (formerly BB&T). He said they have already agreed with NCDOT to work with the ROWs and reframe that section to help alleviate traffic impact. He said that his understanding of the location across the street at Howe St. and Robert Ruark at Famous Subs Pizza is that the setbacks are too close for NCDOT to work with, and they are working on ways to resolve this issue.

Mr. Scott Jones asked how Project Indigo planned to meet the requirements made by NCDOT in the analysis review of the Traffic Impact Analysis, where they stated the following

improvements are required by the developer at the intersection of N. Howe Street and NC 87 Robert Ruark Drive.

- Construct an additional eastbound left-turn lane on Robert Ruark Drive to provide dual left-turn lanes with 350 feet of storage, 50 feet of full-width deceleration, and 100 feet of taper*
- Construct a separate eastbound right turn lane on Robert Ruark Drive with 350 feet of storage, 50 feet of full-width deceleration, and 100 feet of taper*
- Modify signal timing and phasing

Mr. Paul said that through the mitigation process for the potential for annexation, the Developers would collectively work with the City, the County, and NCDOT to implement the best solutions to alleviate traffic impacts.

Mr. Christopher Jones commented on the fluctuations in the number of dwelling units that were first presented as 1,542 dwelling units. Then it was discussed a possible decrease in the number of units to around 900. He said the Design and Character Subcommittee will discuss this in more detail and would like to see input on ideas and steps to facilitate something in the middle. Mr. Paul stated that the PUD Master Development Plan bubble diagram shows the different proposed planned areas of the development and how they will differ in density, allowable uses, and housing types. He said this proposal could vary depending on what uses the City would like. He said a reduction in the number of units could come from multiple areas, such as removing the plan for an assisted living facility and/or removing a plan for subsidized apartments. He said it depends on the recommendation from the City on what type of uses would like to be seen.

Ms. Meehan asked for clarification on the assisted living facility that was first presented. She questioned if the facility also proposes independent senior living with step-down care and or memory care units. Mr. Paul said if the City wanted to include this type of facility in the plan, it would be developed/designed by a professional outside source with this type of experience. He stated that Limited would coordinate with the City on where it would be located and accessed.

Ms. Meehan asked about the MF units (townhomes/condos) and if affordable housing would be available for full-time residents. Mr. Paul said that they would include it in the Development Agreement that within that bubble, 5% would be designated for affordable housing for low-income residents. Mr. Paul also stated that Short-term Rentals can be deed-restricted by right and included with the Development Agreement with the City.

Mr. Fiss asked if a Tree Survey was available for review. Mr. Paul said they have walked the property with an Arborist and identified most of the tree species. Mr. McKay Siegel reiterated that they would have a comprehensive tree survey completed once the roads and infrastructure is laid out. Mr. Fiss asked what kind of buffer would be implemented between Cades Cove and the other Residential areas backing up to the Development. Mr. Paul said this is the NE portion of the property, and the majority of this area is designated as open space.

8. New Business

A. Zoning Map Amendment: BD to HC, Corner of Howe, and 14th Street (2.07 acres of Parcel ID's 221MA028, 221MA02801, 221MA02803, 221MA02804, and 221MA02701), submitted by Rhettson Companies, Inc. on behalf of Lisa B. Fitchett Trust (RZ-22-0307-01)

Mr. Lloyd gave the background on the proposed zoning map amendment. He said the application is for a 2.07-acre tract in the ETJ. The property is located at the corner of W. 14th and N. Howe St. It is zoned in the Business District, and the applicant would like to rezone it to Highway Commercial. He said the proposed amendment would remove BD zoning and replace it with HC zoning on the zoning map. The surrounding area consists of BD and MF.

Ms. Amy Shaffer, a representative of Rhettson Companies, said that the property is currently located across the street from an automotive and tire repair shop (Royal Coach). She feels that this property would align with the existing area and would not adversely impact the existing businesses. She said it would increase opportunities for new services and employment.

Since there were multiple applications for Zoning Map Amendments on this agenda, the Board agreed to select one Committee to review each request consecutively.

B. Zoning Map Amendment: BD/MF to R-10, 27 lots between W. 14th and W. 12th St. (3.80 acres total Parcel ID 221MA00110) submitted by Kate Ienna on behalf of James M. Harper Heirs (RZ 22-0310-01).

The zoning map amendment application is for a 3.80-acre tract currently in the ETJ. The property is located on Caswell Ave. between W. 14th and W. 12th Street. It is split zoned BD/MF, and the applicant would like to rezone it to R-10. The property consists of 27 existing lots in Blocks 6 and 7 of the Historic Southport Heights Subdivision, originally platted in 1910. The lots in this subdivision are 50 ft by 123 ft. R-10 would allow these lots to be developed using the nonconforming R-10 lot provisions in the Ordinance.

Ms. Kate Ienna gave an explanation of her rezoning request. She said her client is under contract for two parcels between W 14th Street and W 12th Street. It was combined for tax purposes, but the original plat from 1910 outlines the 27 lots. She said her clients plan to build cottage-style homes to maintain the historic feel and charm of Southport.

Mr. Fiss questioned the sewer capacity and if it would be able to manage an additional 27 single-family homes. Mr. Lloyd said this would need to be addressed and will likely have to add another pump. He said the Director of Public Services would need to review the system and determine how to manage the additional capacity. Mr. Christopher Jones questioned how the 27 lots will be accessed and if they are considered land lots. Mr. Lloyd said they are not considered land lots, and they will have the right to access their properties thru the public right of ways because that is how it is platted. He said the Developer would need to construct the roads to further access.

C. Zoning Map Amendment: MF to R-10, 6 lots on W 14th St. (.84 acres total Parcel ID 221MA00101), submitted by Whit Beebe on behalf of Gilbert Chris B. ETALS (RZ 22-0310-02)

The application is for a Zoning Map Amendment on a 3.80-acre tract currently in the ETJ. The property is located on Caswell between W. 14th St and W. 12th St, and it is a concurrent rezoning request in the same area as the applicant above. It is zoned BD, and the applicant

would like it to be rezoned to R-10. The property consists of 6 existing lots in Block 7 of the historic Southport Heights Subdivision. The lots in this subdivision are 50 ft by 123 ft. The applicant was not in attendance but stated that rezoning to the R-10 District will be consistent with the Land Use Plan and would be compatible with the surrounding areas.

Chair Hodgins named Vice-Chair Hewett, Mr. Fred Fiss, and Mr. Christopher Jones to the Review Committee for the rezoning requests for agenda items A-C.

D. Zoning Map Amendment: BD to R-10, 4 lots on 10th and N. Lord St. (.403 acres total Parcel ID 237DC006), submitted by Sea Dog Holding LLC. (RZ-22-0405-01)

Mr. Lloyd gave an overview of the proposed Zoning Map Amendment application for a .403-acre tract within the corporate limits. The property is located on Lord Street on the corner of W. 10th Street. It is currently zoned in BD, and the applicant would like to rezone it to R-10. The property consists of 4 exiting lots in Block 11 of the Smith & Weeks Addition. The lots in the subdivision are 33 ft by 128 ft. The applicant stated that the proposed zoning is consistent with the Land Use Plan because he believes it would be a better fit for the surrounding residents in this area.

Chair Hodgins requested volunteers for the Review Committee. Vice-Chair Hewett, Mr. Christopher Jones and Mr. Fred Fiss volunteered for the Committee.

9. Other Business: None

10. Announcements: Mr. Donnie Joyner invited everyone to attend the Commemoration of the John S. Smith Cemetery's placement on the National Register of Historic Places on Saturday, April 23rd.

Adjourn:

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

Meeting adjourned at 6:52 P.M.

Sue Hodgins, Chair

Tanya Shannon, Deputy Clerk

Forestry Committee, Regular Meeting 3/08/2022

The regular meeting of the Southport Forestry Committee was held March 8, 2022. Attendance at the meeting included Scott, Jerry, Roxie, Marianne, Fred and Jean as well as Chris from the City and Aldermen Lowe and Karen. Thomas from the city was not in attendance. We had two visitors Diane and Elaine. The first order of business was the approval of the February minutes with one correction -third paragraph, fifth line. It was Marianne not Lowe that suggested that visitors could take photos of themselves with trees. The correction has been noted and the minutes approved. In other old business about the UDO, it was brought to Scott's attention that our ordinance no longer complies with Tree City USA and our application needs to be corrected to maintain Tree City status. It was explained that in 2018, when changes to Article 17 of the UDO were made, it became more of a development ordinance for new subdivisions rather than for city tree care, which must be in the ordinance for it to comply. Scott said it will be an easy fix to add back in city tree care to the UDO.

For April, Scott mentioned that the newsletter will be an ad for Arbor Day. Scott and Marianne went to an Arbor Day meeting a month ago at Randy's office. Arbor Day will be celebrated April 29th at 11:00am on the Garrison Lawn and it was decided to debut the Walking Tree Tour Map at that time. There was discussion about adding a QR code as part of the walking tour- the idea is to have the paper map contain general information and the webpage to be more detailed. Randy has offered his staff to help and print the map.

No trees have been planted yet. The sites are marked and planting is set for Tuesday and Wednesday, March 15th and 16th. Scott passed out a list of tree locations. There are a number of steps that have to occur before the trees are planted, as mentioned at last months meeting. Also, the city has additional tree maintenance that will be done- Keziah Park and several other locations. Also, soil samples came back for the Garrison tree. The soil is extremely acidic and the recommendation was to apply 30 pounds of lime per 1000 sq ft. In addition the soil is also severely depleted of potassium. Around 250 holes will be drilled and potassium put in each hole.

Jean asked a question about T shirts that had been brought up by Fred several meetings ago. It has been discussed that the shirts needed to "make a statement." Members are asked to send any ideas for slogans that you might have to Scott for next month's meeting.

With no other business the meeting was adjourned. The next regular meeting is set for April 12th.



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	04/10/22	04/20/22	03/01/22 - 03/31/22	\$392,228.05

Wholesale Power Service Schedule FR-6

DESCRIPTION	RATE	QTY	AMOUNT
Demand Charges:			
All Demand	\$23.34/kW	10,632	248,150.88
Energy Charges:			
Monthly Energy Charge	\$.02329/kWh	4,085,132	95,142.72

Additional Charges

DESCRIPTION	RATE	QTY	AMOUNT
Rider 1 FRPPA True-Up Charge/(Credit)			0.00
Rider 2 Delivery Surcharge	\$0.06/kW	10,632	637.92
Rider 3B Leased Facilities Surcharge	\$0.88/kW	11,910	10,480.80
Rider 6A NCEMPA Generation Credit			(2,210.86)
Rider 6B NCEMPA Generation Credit			(2,544.10)
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

\$392,228.05

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	04/10/22	03/01/22 - 03/31/22	03/13 @ 1000 / 11,910 kW	10,632 kW

DEP System Peak = 03/13/22 @ 0700 10,488 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	03/13/22 @ 1000	11,910	10,632	0	10,632
TOTAL			10,632	0	10,632

ENERGY DATA

	(G)	(H)	(I=G-H)		
DELIVERY POINT	METERED kWh	SEPA kWh	BILLED kWh	METERED KVAR	EXCESS KVAR
SOUTHPORT DP	4,085,132	0	4,085,132	1,072,352	0
TOTAL	4,085,132	0	4,085,132	1,072,352	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	04/10/22	03/01/22 - 03/31/22

Billing Summary

	CALENDAR YEAR (JAN22 - MAR22)	FISCAL YEAR (JUL21 - MAR22)
Total Bill	\$1,335,051.83	\$3,718,579.32
Metered Energy (Includes SEPA kWh)	14,532,013	45,882,233
SEPA Energy	0	0



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	04/10/22	03/01/22 - 03/31/22

Summary of Billing Determinants at Metering Point

DEP ID	METERING POINT	NCP DATE TIME	NCP kW	CP kW	METERED kWh	MAX. LAGGING kVAR	EXCESS kVAR	MAX. LEADING kVAR
240	SOUTHPORT MP	03/13 @ 1000	11,910	10,632	4,085,132	3,192	0	0
TOTAL				10,632	4,085,132			



Power Billing Statement

North Carolina Eastern Municipal Power Agency

MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	04/10/22	03/01/22 - 03/31/22

Summary of Distributed Generation Credits

	Rider 6A	Rider 6B
Total CP kW	19,005	17,292
Total Transmission kW	19,005	17,292
Total Energy (kWh)	145,804	144,133
Member % of Revenue	0.7826%	0.8961%
CP Demand (kW)	148	155
Transmission (kW)	148	155
Energy (kWh)	1,141	1,291
CP Demand Credit(\$)	(2,904.64)	(3,042.03)
Transmission Demand Credit(\$)	(280.76)	(294.04)
Energy Credit(\$)	(30.82)	(34.87)
Distributed Generation Credit(\$)	(3,216.22)	(3,370.94)
Power Agency Expense(\$)	1,005.36	826.84
TOTAL MONTH CREDIT(\$)	(2,210.86)	(2,544.10)



MEMBER	BILL DATE	FOR SERVICE
SOUTHPORT	04/10/22	03/01/22 - 03/31/22

Rider 7A - Power Agency Services (PAS) Charge

The Power Agency Service Charge on the wholesale power billing statement is based on costs and services approved by the North Carolina Eastern Municipal Power Agency Board of Commissioners and by the ElectriCities Board of Directors and is undertaken and operated by the Power Agency for the benefit of the Members. These costs include: NERC and SERC compliance activities; APPA dues; legislative, financial, and legal support, including territorial issues and other member services; Power Agency operations, billing activities, and rate support, economic development, communications, training and Power Agency administrative and general expenses.

The Power Agency Services charge 2022 projection is reflected in the January 2022 billing data.

The Power Agency Services charge 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 %

SOUTHPORT FIRE

OFFICE OF THE FIRE CHIEF

APRIL 2022 MONTHLY SUMMARY



Divisions of the Fire Department

Fire Division Calls for Service

Structural: 16 Vehicle: 2 MV Crash: 9
Woods/Brush: 4 Gas Spill/Leak: 2 Trash: 3
Water Rescue: 2 Electric: 3 Good Intent: 9
Mutual Aid: 4 Medical/CPR: 10 Other: 0

Totals

64

EMS Division Calls for Service

EMS Calls: 164 E- Transports: 50 NE- Transports: 7

171

Fire Prevention & Inspections

Permits: 8 Inspections: 22 Batteries: 21
Plan Reviews: 4 Smoke Alarm Installs: 19
Car Seats: 6 CPR Classes: 2 Tours: 28

110

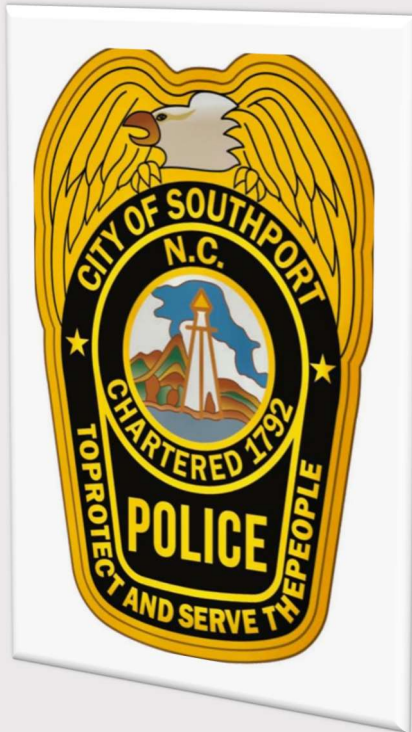
Total Number of Fire Department Actions:

UPCOMING PROJECTS, GOALS, & EVENTS

A catfish plate sale will take place at Headquarters on Friday, May 06. The proceeds will help with the costs of the 9/11 trailer that will be on display for the NC 4th of July Festival. Chief Drew has been meeting with the NC 4th of July Festival Committee regarding the festival. SFD will be participating in the Southport Farmer's Market weekly, selling T Shirts, Hats, Coins and passing out free Fire Prevention items. The FF competition planning has been on going, 2 new events will happen this year, 1) Doughnut Bowling and 2) a pie eating contest. These events will enhance the other 4 competitive events that are traditionally held each year. Watering of downtown plants has started.



POLICE



Monthly Summary

APRIL 2022

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

Southport Police Department

INCIDENT / OFFENSES

Total Calls for Service: 589

Below are some of the call types

General Calls

Alarms – 29
Meet Complainant – 24
Suspicious Persons/Activity – 33
Reports – 25
Shoplifter – 3
Disturbance & Domestic Calls – 24
911 Hang-Ups – 24

Traffic Calls

Traffic Stops – 91
Motor Vehicle Accidents – 10
Hit/Runs – 4
Drunk Driver/C&R/ATL -21
Assist Motorist – 10
Traffic Control - 1
Assist EMS – 76
Assist Fire – 10

ARREST / CITATION / CHARGES

Arrest – 1
Citations & Warnings – 12
Investigations – 54
ABC Applications – 3
City Permits (Noise/Events/FILM) – 4
Special Events/Checks/Patrols – 144



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

Community, Professionalism & Integrity

Animal Protective Services Department

Kate Marshall

910-477-1486

kmarshall@cityofsouthport.com



APRIL 2022 MONTHLY REPORT

ANIMAL PROTECTIVE SERVICES

DOCUPET PET LICENSES: 16	YEAR TO DATE: 56	
ANIMAL BITES: 0	YEAR TO DATE: 1	
DOGS	CATS	WILDLIFE
2 - Welfare check 1 - Dog left in a hot car 2 - Dogs at-large 2 - Abandoned dogs	Community Cats: - Coordinating efforts with a local rescue for residents in the ETJ with TNR for multiple cats. 2 -TNR 2 - Vet checks	(4) Alligator concerns - Canada geese welfare check - Community education on co-existing with alligators ongoing

CONTINUING EDUCATION



Jurisdictional Alligator Handler (JAH) Program

NCWR Commission course completed. Equipment inspection 05/18/22.

APS will receive an Endangered Species Permit to allow for the capture and relocation activities of alligators within the City of Southport. Strict adherence to the Alligator Data Collection Protocol will be followed and all data will be submitted to NCWRC.

COMMUNITY EVENT

**GIVE PETS THEIR
BEST SHOT!**

**FREE PET VACCINES
THANKS TO**



Free Vaccination Clinic - Saturday, May 14, 2022. Free dog and cat vaccinations as well as Rabies vaccinations are provided at no cost. APS is also offering Free Microchipping. This event is possible through a grant from Petco Love and Bissel Foundation to assist pet families in need and keep pets healthy. Rabies is sponsored by River Road Animal Hospital and Zoetis. Microchips sponsored by APS and PetLink.

Southport Parks and Recreation Department

April 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 Ovrk
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.
- Taylor Field: The Board approved to award the contract to MGK Construction. The City Manager signed the Letter of Intent to award the contract on April 29th.
- The City received the exemption for the 2nd phase of the City Dock project. McPherson Marine began work on it April 27th, with a completion date for the end of May.
- 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.
- The Easter Egg Hunt was held on on April 9th at 10AM at Franklin Square Park and 10:30 AM on The Garrison Lawn.
- Dr. Herstine continues the process for updating the Parks and Recreation Master Plan. He attended the April Parks and Recreation meeting. He has meet with a few citizens and will be scheduling public input sessions for May.
- Spring Break Camp was held April 18-22nd.
- Summer Camp registration is currently being held.
- Have lined up the Recreation concerts and movie schedules for the summer.

DEPARTMENT OF TOURISM, COMMUNICATIONS, and COMMUNITY BUILDING
May Report 2022

April 2022:

Randy Jones
Director of Tourism,
Communications and
Community Building

Number of Visitors 2773

Visitors' Center Donations (FYTD)	\$ 4,600.00
Film Permit Revenue (FYTD)	\$ 13,600.00
Community Building (FYTD)	\$ 109,410.00
Occupancy Tax (FYTD)	\$ 184,190.47
Fiscal Year Total	\$ 311,800.47

Tourism

Projects:

- 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.
- The next "This is our Town" cleanup will be Saturday, May 7 at 9 am. All are invited to join. We meet at the old jail annex on S Rhett and E Nash Street across from Old Smithville Burying Grounds. In April the volunteers completed the following projects:
 - Painted newly installed poles from our last session around the Yacht Basin boat
 - Completed various tasks at Waterfront Park, Kingsley Park, John Smith Cemetery, Old Smithville Cemetery, and JC building to prepare and update beds
 - Planted containers and beds in town
 - worked at the cemetery on Leonard Street in preparation of their upcoming event.
- On April 15 & 16 the annual Southport Spring Festival was held in Franklin Square Park. It was well-attended; we estimate that over the two days over 10,000 people attended the festival! Plans are already underway for next year.
- The John Smith Cemetery Event took place on April 23, 2022, find out more here:
<https://cityofsouthport.com/event/commemorating-the-placement-of-the-john-n-smith-cemetery-on-the-national-register-of-historic-places/>
- The Arbor Day event took place on April 29. Please follow the link for more information.
<https://cityofsouthport.com/event/arbor-day/> The "Trees of Southport" walking tour, in both a paper and electronic format was unveiled. To view the electronic tour, please click here:
<https://cityofsouthport.com/forestry-committee/#walking-tour>. The Department provide an ice cream truck for all participants.
- The ice cream truck was also made available to all employees at City Hall



- Promotional material for the 2022 Summer Concert Series has been created by the department. Concerts begin June 2 and will continue Thursday nights through Sept 1.
- Naturefest took place at Franklin Square Park on April 30th. A full list of the participants can be found on the city calendar. <https://cityofsouthport.com/event/naturefest/>
- 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>.
- A Winterfest Flotilla organizational meeting was held. The purpose of the meeting was to determine the roles of all participants.
- A permit has been issued to the independent film company, Providence LLC, for a new feature film. They will be filming from May 9 – to June 11, 2022.

Communications

- Filmed Joint Meetings of the Board of Aldermen and the Southport Planning Board
- Completed research on the Citizen Lab engagement platform. Met with representatives for demo and product discussion. Created use matrix for Southport. Information has been forwarded to City Manager.
- Continued work to support Load Management messaging development. Met with Ellie to discuss program overview, benefits, and challenges. Sent an update to Rate Committee and asked for them to provide a draft messaging based on my previous feedback. Pending their response.
- Continued work on Irrigation messaging. Sent recommendations and questions to Karen and John.
- Live stream/filming support of 100th Anniversary of the Model T Ford Fire Truck event on Sat, 4/2
- Live stream/filming support of 4/4 Mayor's Town Hall (Indigo)
- Live stream/filming support of 4/6 BOA Street Light Workshop
- Emergency notification (before and during) for severe weather on 4/5
- Made updates to the website for all documentation for Street Light Policy
- Worked with Chief Coring to fix two account issues with Facebook and Archive Social
- Sent a comprehensive internal/external Social Media Terms of Use/Policy. The draft is awaiting approval from City Manager and City Attorney.
- Outline for Branding Guidelines.
- Boxcast Upgrade Set-up
- Plans for Golf Cart Reg & Rodeo with Todd
- Updates to Content Request Form
- Optimere Web Accessibility Compliance: A Look at the Current Legal Landscape
- Social Media Terms of Use - External and Elected Officials
- Connected updates to groups to include newsletter, member additions
- Watched Government Social Media Conference 2022.
- Video Interview with Heather accepting the award for Franklin Square's 2022 People's Choice Award for Best Music Venue. You can watch the video here: <https://youtu.be/8SWriRPXN28>
- New LinkedIn Profile for the City of Southport has been created to post jobs to generate a wider pool of candidates
- Noticed inconsistencies on BOA pages, began fixing them as time has allowed.
- Lisa Anderson's last day employed by the City was April 30th. Allayna Dail will be filling in until a new Information Specialist is hired. The position has been posted: <https://cityofsouthport.com/employment-opportunity-information-specialist/>

Community Building

- Since the Community Building was closed due to Covid-19 until after the fiscal year had already begun, the six-month income figures have now been calculated for the Community Building, and I am excited to announce that the building has generated a total of \$109,410.00 this fiscal year! We anticipate this figure to continue to increase through the rest of this fiscal year.
- 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.
- The Community Building has continued to see an uptick in rentals as the year has progressed. There are an average of five new “walk-throughs” a week. To help with this process, and allow for weekend walk-throughs, the facilitators will be trained in walk-throughs.
- We have officially hired our newest facilitator, Donna Dowson! We are so excited to have her join the team. The search continues for an additional facilitator. We are conducting interviews at this time.
- The office space and the bridal room in the Community Building have been switched. This will allow 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.
- The Community Building has received a generous donation of a new couch for the bridal suite from the Robert Ruark Inn. We are loving the new addition!

UPCOMING CITY MEETINGS

Forestry Committee
2nd Tuesday of each month
May 10, 5 pm - (ITMH)

Park & Recreation Board
2nd Tuesday of each month
May 10, 6:30 pm - (ITMH)

ABC Board
2nd Wednesday of each month
May 11, 6:30 pm - (ITMH)

Board of Aldermen
2nd Thursday of each month
May 12, 6 pm - (SCB)

Beautification Committee
3rd Monday of each month
May 15, 5 pm - (ITMH)

Planning & Zoning Board
3rd Thursday of each month
May 19, 6 pm - (SCB)

Board of Adjustments
4th Tuesday of each month
May 24, 4:30 pm

*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 Summer Market Begins
Every Wednesday
May 4, 9a-2p,
Franklin Square Park

Catfish Fry
Southport Fire Department Fundraiser
May 6, 11a-2p,
Fire Dept HQ

"This is Our Town"
Beautification Committee volunteer cleanup
May 7, 9a-noon,
Old Jail Annex

The 2022 Southport Plein Air Festival
May 13 & May 14

Jazz Night Live
Maritime Museum Fundraiser
May 20, 6p-9p
For information: 910-477-5152

Boating Safety Poster Contest Reception
The United States Coast Guard Auxiliary
May 25, 7p
Franklin Square Ga



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	7	0	4	1	18	1	40	34	38	249	\$ 325,280.50
May											
Jun											
Jul											
Aug											
Sep											
Oct											
Nov											
Dec											
Totals	46	5	18	22	90	3	152	86	159	751	\$ 723,918.50

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 YTDMonthEnd Run Date: May 1 2022 1:00PM**

CI21ADVL TAX - SOUTHPORT MOTOR VEHICLE TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$39,986.22		\$0.00	\$39,986.22	\$359.75	\$801.93	\$38,824.54	\$0.00	100.00
2011	\$56,588.70		\$0.00	\$56,588.70	\$1,100.98	\$1,089.50	\$54,398.22	\$0.00	100.00
2012	\$66,577.93		\$135.31	\$66,713.24	\$1,307.35	\$1,104.48	\$64,301.41	\$0.00	100.00
2013	\$39,000.09		\$281.30	\$39,281.39	\$627.45	\$125.98	\$37,820.88	\$707.08	98.20
2014	\$0.00		\$199.02	\$199.02	\$0.00	\$0.00	\$147.58	\$51.44	74.15
2015	\$0.00		\$339.73	\$339.73	\$0.00	\$0.00	\$100.92	\$238.81	29.71
2016	\$0.00		\$115.42	\$115.42	\$0.00	\$0.00	\$115.42	\$0.00	100.00
TOTAL	\$202,152.94		\$1,070.78	\$203,223.72	\$3,395.53	\$3,121.89	\$195,708.97	\$997.33	99.51
TOTAL INTEREST COLLECTED				\$6,450.08					

CI21ADVL TAX - SOUTHPORT PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2011	\$1,774,724.46	\$853.88	\$0.00	\$1,775,578.34	\$130,557.11	\$303.63	\$1,642,971.29	\$1,746.31	99.90
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$11,714.66	\$203.89	\$1,680,871.29	\$2,001.05	99.88
2013	\$1,696,968.97	\$663.08	\$5,642.58	\$1,703,274.63	\$7,143.40	\$210.92	\$1,694,082.24	\$1,838.07	99.89
2014	\$1,741,170.53	\$974.86	\$15,048.68	\$1,757,194.07	\$4,180.41	\$190.76	\$1,750,739.21	\$2,083.69	99.88
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$4,628.37	\$75.54	\$1,729,099.07	\$1,405.46	99.92
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$1,005.08	\$84.78	\$1,839,560.98	\$1,876.38	99.90
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$2,061.27	\$56.59	\$2,328,045.39	\$3,647.99	99.84
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$2,571.31	\$49.04	\$2,358,625.17	\$2,882.19	99.88
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$3,729.53	\$47.50	\$2,900,547.95	\$4,795.66	99.84
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$4,985.44	\$47.85	\$3,030,826.53	\$5,715.91	99.81
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$2,798.75	\$60.66	\$3,090,588.32	\$36,654.07	98.83
TOTAL	\$24,145,802.85	\$24,013.15	\$117,494.71	\$24,287,310.71	\$175,375.33	\$1,331.16	\$24,045,957.44	\$64,646.78	99.73
TOTAL INTEREST COLLECTED				\$139,350.94					
GRAND TOTAL	\$24,347,955.79	\$24,013.15	\$118,565.49	\$24,490,534.43	\$178,770.86	\$4,453.05	\$24,241,666.41	\$65,644.11	99.73
GRAND TOTAL INTEREST COLLECTED				\$145,801.02					

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 YTDMonthEnd Run Date: May 1 2022 1:00PM

FR14FFEEFEE - SOUTHPORT FIRE PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$617,230.00		\$0.00	\$617,230.00	\$910.00	\$338.88	\$615,981.12	\$0.00	100.00
2011	\$624,470.00		\$0.00	\$624,470.00	\$720.00	\$0.00	\$623,619.15	\$130.85	99.98
2012	\$630,950.00		\$290.00	\$631,240.00	\$120.00	\$0.00	\$630,990.00	\$130.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$210.00	\$0.00	\$639,200.00	\$140.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$210.00	\$0.00	\$652,290.00	\$150.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$160.00	\$0.00	\$674,240.00	\$160.00	99.98
2016	\$702,680.00		\$0.00	\$702,680.00	\$110.00	\$0.00	\$702,390.00	\$180.00	99.97
2017	\$897,246.88		\$290.00	\$897,536.88	\$137.50	\$0.00	\$897,073.32	\$326.06	99.96
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$27.50	\$0.08	\$1,005,327.26	\$756.73	99.92
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$192.50	\$0.00	\$1,025,475.73	\$1,824.59	99.82
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$1,055,626.15	\$3,670.42	99.65
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$123.75	\$0.00	\$1,063,601.94	\$18,835.88	98.26
TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$2,921.25	\$338.96	\$9,585,814.67	\$26,304.53	99.73
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$2,921.25	\$338.96	\$9,585,814.67	\$26,304.53	99.73
GRAND TOTAL INTEREST COLLECTED									

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 YTDMonthEnd Run Date: May 1 2022 1:00PM

CI21LIENFEE - CI21LIENFEE SOUTHPORT PROPERTY TAX REPORT									
TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2020	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$0.00	100.00
TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$0.00	100.00
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$0.00		\$1,750.00	\$1,750.00	\$0.00	\$0.00	\$1,750.00	\$0.00	100.00
GRAND TOTAL INTEREST COLLECTED									

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 MonthEnd Run Date: May 1 2022 9:00AM**

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	\$0.00	\$1,746.31	99.90
2012	\$1,688,037.74	\$1,118.81	\$5,634.34	\$1,694,790.89	\$0.00	\$0.00	\$0.00	\$2,001.05	99.88
2013	\$1,696,968.97	\$663.08	\$5,642.58	\$1,703,274.63	\$0.00	\$0.00	\$0.00	\$1,838.07	99.89
2014	\$1,741,170.53	\$974.86	\$15,048.68	\$1,757,194.07	\$0.00	\$0.00	\$0.00	\$2,083.69	99.88
2015	\$1,725,593.21	\$1,606.70	\$8,008.53	\$1,735,208.44	\$0.00	\$0.00	\$38.48	\$1,405.46	99.92
2016	\$1,820,832.09	\$2,730.04	\$18,965.09	\$1,842,527.22	\$0.00	\$0.00	\$18.80	\$1,876.38	99.90
2017	\$2,319,187.36	\$2,803.03	\$11,820.85	\$2,333,811.24	\$0.00	\$0.00	\$776.89	\$3,647.99	99.84
2018	\$2,360,474.90	\$1,746.79	\$1,906.02	\$2,364,127.71	\$0.00	\$0.00	\$238.14	\$2,882.19	99.88
2019	\$2,902,214.84	\$2,330.39	\$4,575.41	\$2,909,120.64	\$0.00	\$0.00	\$239.97	\$4,795.66	99.84
2020	\$3,013,421.42	\$5,692.80	\$22,461.51	\$3,041,575.73	\$0.00	\$0.00	\$135.90	\$5,715.91	99.81
2021	\$3,103,177.33	\$3,492.77	\$23,431.70	\$3,130,101.80	\$132.88	\$0.00	\$7,811.78	\$36,654.07	98.83
TOTAL	\$24,145,802.85	\$24,013.15	\$117,494.71	\$24,287,310.71	\$132.88	\$0.00	\$9,259.96	\$64,646.78	99.73
TOTAL INTEREST COLLECTED				\$756.58					
GRAND TOTAL	\$24,347,955.79	\$24,013.15	\$118,565.49	\$24,490,534.43	\$132.88	\$0.00	\$9,259.96	\$65,644.11	99.73
GRAND TOTAL INTEREST COLLECTED				\$756.58					

**COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 MonthEnd Run Date: May 1 2022 9:00AM**

FR14FFEEFEE - SOUTHPORT FIRE PROPERTY TAX REPORT

TAX YEAR	ORIGINAL LEVY	+LATE LIST	+DISCOVERIES	=CURRENT LEVY	-RELEASES	-WRITE-OFFS	-PRINCIPLE	=BALANCE	% COLL
2010	\$617,230.00		\$0.00	\$617,230.00	\$0.00	\$0.00	\$0.00	\$0.00	100.00
2011	\$624,470.00		\$0.00	\$624,470.00	\$0.00	\$0.00	\$0.00	\$130.85	99.98
2012	\$630,950.00		\$290.00	\$631,240.00	\$0.00	\$0.00	\$0.00	\$130.00	99.98
2013	\$639,550.00		\$0.00	\$639,550.00	\$0.00	\$0.00	\$0.00	\$140.00	99.98
2014	\$652,650.00		\$0.00	\$652,650.00	\$0.00	\$0.00	\$0.00	\$150.00	99.98
2015	\$674,560.00		\$0.00	\$674,560.00	\$0.00	\$0.00	\$11.34	\$160.00	99.98
2016	\$702,680.00		\$0.00	\$702,680.00	\$0.00	\$0.00	\$0.52	\$180.00	99.97
2017	\$897,246.88		\$290.00	\$897,536.88	\$0.00	\$0.00	\$111.40	\$326.06	99.96
2018	\$1,006,111.57		\$0.00	\$1,006,111.57	\$0.00	\$0.00	\$83.38	\$756.73	99.92
2019	\$1,027,492.82		\$0.00	\$1,027,492.82	\$0.00	\$0.00	\$308.35	\$1,824.59	99.82
2020	\$1,059,241.57		\$55.00	\$1,059,296.57	\$0.00	\$0.00	\$278.68	\$3,670.42	99.65
2021	\$1,082,561.57		\$0.00	\$1,082,561.57	\$0.00	\$0.00	\$3,607.32	\$18,835.88	98.26
TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$4,400.99	\$26,304.53	99.73
TOTAL INTEREST COLLECTED									
GRAND TOTAL	\$9,614,744.41		\$635.00	\$9,615,379.41	\$0.00	\$0.00	\$4,400.99	\$26,304.53	99.73
GRAND TOTAL INTEREST COLLECTED									

COLLECTIONS MONTHLY TOTALS REPORT
BRUNSWICK COUNTY
04 Apr2022 MonthEnd Run Date: May 1 2022 9:00AM

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									

Dorothy Dutton

From: Christopher Martin
Sent: Wednesday, May 4, 2022 9:11 AM
To: Dorothy Dutton
Subject: Monthly Activity for April 2022

MONTHLY UPDATE FOR APRIL 2022

01APR22

City of Southport	#2750	Oh, how the pranks are abundant.
602 Clarendon	XXXXX	OVERGROWTH Awaiting Probate.
608 Burrington	XXXXX	MINIMUM HOUSING Still Awaiting Probate.
616 N. Caswell	XXXXX	MINIMUM HOUSING Still Awaiting Probate.
412 Howe St.	XXXXX	CONEX still in place till 01APR22. N.O.V. Letter prepared.
712 Lord St.	XXXXX	J/A/N, stopped by and Placed Door hanger.
732 N. Lord	XXXXX	MINIMUM HOUSING still Awaiting Probate.
902 E. Moore St.	XXXXX	CONEX, Awaiting permit. Not paid yet.
607 Caswell	XXXXX	CONEX Has permit, closing case.
519 Clarendon	XXXXX	Awaiting response and/or work on property.
1101 N. Caswell St.	XXXXX	Mr. King has given his word that he is going to repair and fix up the outlaying structure, asked for 6 months. I just observed that there is a FOR SALE sign now at the property. I guess all his dreams and wishes aren't coming true.
718 Clarendon Ave.	XXXXX	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
813 Clarendon	XXXXX	UPDATE-Was met by Mr. B. Brown who then gave me the list of heirs that need to be informed of the possible actions from the City.
205 W. St. George	XXXXX	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.
827 N Howe	XXXXX	Received a phone call from the listed property owner after receiving a Courtesy Letter from me, 336-317-1309. Stated that he was living in the camper on the premises but has now moved out and requested if he could keep the camper there for some time. I replied that he could keep the camper there, but for appearance's sake, should pull the slide-out in and disconnect the water and sewage. He replied that he could do that.

04APR22

WEEK 14

412 Howe S.	XXXXX	Observed that the CONEX is still in place at the listed address. Typed up and mailed a Courtesy Letter. I'm about 95% sure that I mailed that letter without any postage, whatsoever. So, as a back-up, I placed a Door hanger citing the CONEX restrictions on the listed address.
City of Southport	#2750	Drove the lengths of How Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob gandy Boulevard, and Jabbertown Road. Found no improper signage.
205 W. St. George	XXXXX	Still not sure why I got mailed a copy of this letter. Nothing on the property causes me any attention from my Office. Will keep a copy of it in my files for safety sake.

05APR22

902 E. Moore St.	XXXXX	Typed up and mailed Violation Notice regarding the CONEX on his property that he STILL hasn't gotten a permit for.
616 Arabella Ln.	#2750	Drip Line violation, placed a Door Hanger at the site's Contractor Message board.

701 Clarendon #2750 Received a frantic phone call from French-Turner, 9104576401, about the horrible sight of a tree being cut down in the prime of its life located at the corner of Owen and Clarendon streets. After checking, found that the City had cut it down as it was in a state of internal decay and concerned the property owner listed above.

827 N. Howe XXXXX Observed that the water and sewage has been disconnected from the camper trailer there, however, the slide out is still in the "Live-In" position.

06APR22

City of Southport #2750 Drove the lengths of How Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob gandy Boulevard, and Jabbertown Road. Found no improper signage.

424 Howe St. XXXXX Was made aware of an additional sign that the business placed upon their "Big Chair" in front of the business building. Took a picture and then went page by page through the UDO section of Signs. Maybe one small violation is present here, will have to check on some definitions before proceeding any further.

412 Howe St. XXXXX 9106354053 called; it was the owner/renter of the CONEX at that address. Stated that the CONEX would be moved to another jurisdiction tomorrow morning. I thanked him for calling me and advising me of that.

07APR22

Brunswick County #2750 Attempted to make contact with the Code Enforcement Officials in the County. I don't think they took me seriously, or they think I'm lying to them, seemed like a very cold reception.

City of Southport #2750 Drove the lengths of How Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob gandy Boulevard, and Jabbertown Road. Found no improper signage.

902 E. Moore St. XXXXX Called in to Developmental Services Secretary to complain about me. Assisted Tori in answering his questions and assuring him that I was not harassing him.

Caswell & 11th St. #2750 Assisted an elderly couple with a faulty golf-cart. It was in a non-operational mode so I pushed the golf cart off to the side of the street, so as to not block traffic. Within seconds, the elderly gentleman was able to restart the golf cart and they were on their way.

08APR22

244 11th Street XXXXX Initially called from 9104577911, regarding the activities at the listed address. She asked for name and address, which was provided, however, I could not remember the property owner's real name, only his street name of Dallas.

1020 Howe St. #2750 Vehicle servicing at the city garage.

112 E. Moore #2750 Spoke with the business owner there about Public Relations and how well she feels the city is doing for improvement.

902 E. Moore St. XXXXX Received word that Mr. Randolph finally paid for his permit. CASE CLOSED NO FURTHER ACTION REQUIRED.

412 Howe St. XXXXX Drove by and observed that the CONEX on the listed property was gone, just as the owner stated. CASE CLOSED NO FURTHER ACTION REQUIRED.

708 Howe St. XXXXX Received a call from City Hall concerning 2 realty signs. The first was at the listed address. Spoke with the business owner at the listed address regarding the "FOR SALE" sign posted in front of the business on the R.O.W. She stated that the property owner is selling the building and property through the SOIRG, who erected the sign. Sign meets UDO regulations. The other sign is also a "FOR SALE" sign that also meets the UDO regulations @32 square feet. The question arises on what type of sign it is: a 3 post "V" with 2 boards. Thomas Lloyd will get back with me on that.

11APR22 **WEEK 15**

607 Caswell XXXXX Has permit. CASE CLOSED NO FURTHER ACTION REQUIRED.

1403 N. Howe St. SOIRG Typed and mailed a Courtesy Letter to the listed business regarding the FOR SALE sign located at the listed address. After reviewing the sign dimensions and the UDO, T. Lloyd decided that the sign exceeded the requirements and limitations of the UDO.

203 W. St George St. XXXXX Met with Alexis Hewett at the listed property and she pointed out the tree in question. It is an old oak tree that appears dead, and it sits about 12 feet from the property line. I advised her that I would double check, but it appears that she should be able to take the tree down

without a permit. I did stress that I would get back with her regarding the permit. After conferring with T. Lloyd, it was decided that a permit is necessary, will contact ASAP regarding the permit. 2566531854

City of Southport #2750 Drove the lengths of How Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob gandy Boulevard, and Jabbertown Road. Found no improper signage.

12APR22

1029 Howe St. #2750 Assisted in General operations of the City Hall Complex.

306 Fodale Corring Chief sent me an email about possible illegal dumping at the property site. Will occasionally drive by and keep an eye on it. UPDATE – stopped by and was unable to observe any dumping evidence, but while there was approached by a citizen named Sandra who asked about what was going to be done about the property. As the property is still owner by a private citizen, I could not answer to her satisfaction.

City of Southport #2750 Drove the lengths of How Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob gandy Boulevard, and Jabbertown Road. Found no improper signage.

ITMH Forestry Attended the April meeting of the Forestry Committee, the big emphasis this month was on the Arbor Day festivities and the new Southport Tree Walk.

13APR22

813 Clarendon Ave XXXXX typed up and mailed Notice of Violation Letters to the heirs of the listed property. Structure on the property was recently on fire and is in complete disrepair. Letters out to eleven (11) heirs to the property.

203 W. St George St. XXXXX Contacted the listed property owner regarding her dead tree that she would like to cut down. Advised her that she would indeed have to apply for a Tree Removal Permit.

519 Clarendon XXXXX Contacted me to state that the property is officially in his name now and that he has completed but not yet submitted paperwork for demo permit. This should be completed in the next 2 weeks. 7704268121 -or- 4042956107.

14APR22

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Found no improper signage. However, there are a plethora of Political signage all over town.

1029 Howe St. #2750 Assisted in General operations of the City Hall Complex.

5013 Southport Way XXXXX Listed citizen called and inquired about a sign permit, stated that she filled out the proper paperwork and needed to know who to send it to. As I am available and T. Lloyd is very busy today, I advised her to send it to me.

15APR22 CITY HOLIDAY(OFF)

18APR22 WEEK 16

City of Southport XXXXX Contact me through the City's Website regarding chicks and a chicken coop being built in his backyard. Unknown what his address is, but he was advised of the City Ordinance forbidding fowl and other livestock from being kept in the city. (910) 363-7262. droporain@gmail.com

1029 Howe St. City Manager Meeting with G. Hargrove, City Manager regarding the events that took place over the weekend and the distribution and content of my Daily, Weekly, and Monthly Reports.

115 E. Owens St. XXXXX Typed up and mailed a Courtesy Letter to the listed owner regarding the Minimum Housing situation at that address.

704 E. Leonard St. UNK At least four(4) signs stating a yard sale for the listed address were found still posted on telephone poles throughout the city. A Courtesy Letter was typed up and NOT mailed to the listed address, so the same mistake won't be made again. Letter was delivered in person and stuck in the jamb of the front door, as there was no mailbox.

19APR22

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Found no improper signage. However, there are a plethora of Political signage all over town.

1403 N. Howe St. XXXXX Typed up and mailed a Courtesy Letter to the listed owner of listed address regarding the two (2) real estate signs in his front yard/R.O.W. area.

5013 Southport Xing XXXXX Communicated with me through email and phone regarding the sign approval process. It was determined that she needed to go through the online permit and approval process.

20APR22

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Found no improper signage. However, there are a plethora of Political signage all over town.

306 Fodale #2750 Checked on the property after being made aware that possible illegal dumping was occurring there. From the side of the road, it was observable that at least one act of dumping had taken place, but there were at least three NO TRESSPASSING signs posted along the frontage. I will continue keeping an eye on the place.

W. 11th St #2750 Checked on the site off of 11th street. There has been a noticeable stop to the illegal dumping going on there, probably due to the increased traffic in the area with the new development being built, or the occasional traffic of SPD units also checking the site. Either way, it's working. When Indigo is started, this will cease to be a concern.

718 Clarendon Ave XXXXX Typed up and mailed a Courtesy Letter concerning the work that he was doing at the listed property. Work stopped about 2 months ago and I have not heard from the listed owner as to why or if anything was wrong. Letter merely asks for an update.

21APR22

813 Clarendon XXXXX 9103712975 Received a call from Edgar Brown regarding the listed property. Mr. Brown was concerned that he was the only one receiving the Letters from the office, I assured him that the other 11 heirs to the property are getting the same letters.

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Found no improper signage. However, there are a plethora of Political signage all over town.

22APR22

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Recovered ten (10) improper signage.

25APR22 WEEK 17

1029 Howe St. #2750 Records purge and File update.

703 Moore St UNK 910-813-3617 called. Staying at the listed address and wanted to get a permit to get married on the beach. After telling her that the City of Southport only has a 50-yard beach with no ocean view, we were able to determine that she meant the beach on Oak Island. I then supplied her with the correct phone number for her inquiry to a permit.

26APR22

1403 Howe St. XXXXX Observed that one side of the two-sided FOR SALE sign has been removed, now making the sign permittable. Records will reflect that.

1029 Howe St. #2750 Records purge and File update.

411 Lord UNK Dead trees in question were removed. CLOSED.

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Recovered two (02) improper signage.

28APR22

114 Brown St. XXXXX 9103866897, Called to inquire about why I was parked in her driveway and never came to the door, wanted to know what was wrong. I assured her that nothing was wrong, I just had a quick case of the "Dummies" and went to the wrong address. I apologized profusely; I don't think she believed me.

1029 Howe St. #2750 S.O.P. and Policy & Procedures development.

City of Southport #2750 Drove the lengths of Howe Street, Moore Street, 9th Street, Leonard Street, Robert Ruark Drive, Rob Gandy Boulevard, and Jabbertown Road. Recovered two (02) improper signage. End of the month count is now fourteen (14) improper signage that were removed and held @ 9th Street pending owner pick-up.

29APR22

1029 Howe St. #2750 S.O.P. and Policy & Procedures development.

Christopher T. Martin

Code Enforcement Officer
Development Services



1029 Howe Street
Southport, NC. 28461
cmartin@cityofsouthport.com
(910) 713-3862

Pursuant to North Carolina General Statutes, Chapter 132, email correspondence to and from this address may be considered public record under North Carolina Public record Laws and may be disclosed to third parties.

No.	WOID	Request Date	Description	Assigned To	Location	Actual Completion Date
1	18262	3/28/2022	LISA ANDERSON NEEDS A WASTEBASKET	Robin Clark	City Hall	3/28/2022
2	18264	3/28/2022	TURN WATER ON AT WATERFRONT FOR THE DRINKING FOUNTAIN FAUCET CLOSEST TO THE PAVILLIONS.	David Kelly	Waterfront	3/29/2022
3	18265	3/28/2022	JAIL ANNEX - SEE ATTACHED DISPOSAL PICTURE OF PRINTERS	David Kelly	Old Jail	3/28/2022
4	18273	3/29/2022	PICK UP DEBRIS AT POLLINATOR GARDEN FROM BEAUTIFICATION	David Kelly	Downtown	3/29/2022
5	18282	3/28/2022	LOCATE 210 W WEST ST/N CASWELL AVE, IRRIGATION SYSTEM	Tyrus Davis	Downtown	3/30/2022
6	18283	3/28/2022	LOCATE ATLANTIC AVE/E 13TH ST, SITE WORK	Tyrus Davis	Downtown	3/30/2022
7	18284	3/28/2022	LOCATE 6099 TURTLEWOOD DR/GRAY SQUJIRREL PATH, INSTALL UG ELECTRIC	Tyrus Davis	Downtown	3/30/2022
8	18285	3/28/2022	LOCATE 6174 COTTAGE CREEK RD/MARSH GRASS CT, BURY SERVICE DROP.	Tyrus Davis	Downtown	3/30/2022
9	18286	3/28/2022	LOCATE 1107 N CASWELL AVE, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	3/30/2022
10	18287	3/28/2022	LOCATE HIGHLAND PARK AVE/STUART AVE, SITE WORK	Tyrus Davis	Downtown	3/30/2022
11	18289	3/29/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	Downtown	3/31/2022
12	18290	3/29/2022	LOCATE 614 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	Downtown	3/31/2022
13	18292	3/28/2022	LOCATE 1625 HWY211/SANDY LANE	Tyrus Davis	Downtown	3/31/2022
14	18293	4/6/2022	UPSTAIRS AIR IS NOT WORKING, SEE DORRIE. UNABLE TO START COMPRESSOR. CONFIMRED TECH WAS SCHEDULED.	Harlan Pyles	City Hall	4/6/2022

15	18294	3/29/2022	LOCATE 231 SAND DOLLAR LANBE/SOFTWIND WAY, BURY PHONE DROP	Tyrus Davis	Downtown	4/1/2022
16	18295	3/29/2022	LOCATE 6093 SULLIVANS RIDGE RD/PRICEDS CREEK DR, LANDSCAPING	Tyrus Davis	Downtown	4/1/2022
17	18296	3/29/2022	LOCATE 600 N FODALE AVE/MEMORY LANE, LANDSCAPING	Tyrus Davis	Downtown	4/1/2022
18	18297	3/29/2022	LOCATE 102 KINGSLEY DR/E MOORE ST, TREE AND ROOT REMOVAL	Tyrus Davis	Downtown	4/1/2022
19	18298	3/29/2022	LOCATE 216 W MOORE ST/N CASWELL AVE, LANDSCAPING	Tyrus Davis	Downtown	4/1/2022
20	18299	3/29/2022	LOCATE 610 MACKENZIE CIR/E ST GEORGE ST, BURY PHONE DROP	Tyrus Davis	Downtown	4/1/2022
21	18300	3/30/2022	LOCATE 203 YAUPON DR/PARK AVE, ADDITION	Tyrus Davis	Downtown	4/4/2022
22	18301	3/30/2022	LOCATE 1014 CAPTAIN ADKINS DR SE/BUSSELLS TURN SE, NEW GAS SERVICE.	Tyrus Davis	Downtown	4/4/2022
23	18302	3/30/2022	LOCATE 67166 RIVER SOUND CIR/NAVIGATOR WAY, NEW GAS SERVICE.	Tyrus Davis	Downtown	4/4/2022
24	18303	3/30/2022	LOCATE 67209 NAVIGATOR WAY/MOORE ST, PLANTING BUSHES	Tyrus Davis	Downtown	4/4/2022
25	18304	3/30/2022	LOCATE 204 E 8TH/N ATLANTIC AVE, INSTALLING FOOTINGS.	Tyrus Davis	Downtown	4/4/2022
26	18305	3/30/2022	LOCATE 606 N FODALE/MEMORY LANE, NEW GAS SERVICE	Tyrus Davis	Downtown	4/4/2022
27	18306	3/30/2022	LOCATE 112 E LEONARD ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
28	18307	3/30/2022	LOCATE 219 N LORD ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
29	18308	3/30/2022	LOCATE 204 E MOORE ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022

30	18309	3/30/2022	LOCATE 209 E MOORE ST, INSTALLING ELEC.	Tyrus Davis	Downtown	4/4/2022
31	18310	4/6/2022	FIX POT HOLE IN FRONT OF SMOKEHOUSE	Mike Spicer	Downtown	4/7/2022
32	18311	4/6/2022	MOW, TRASH, CLEAN FRANKLIN SQ PARK FOR SPRING FESTIVAL (4/15&4/16) VENDORS WILL BE THERE THE 12TH	David Kelly	Downtown	4/13/2022
33	18312	4/6/2022	NEED BARRICADES ON E WEST AND 50 CONES DELIVERED BY TUESDAY APRIL 12TH	Mike Spicer	Franklin Square Park	4/11/2022
34	18313	3/30/2022	LOCATE 119 N ATLANTIC AVE, INSTALLING ELECTGRIC LINE	Tyrus Davis	Downtown	4/4/2022
35	18314	3/30/2022	LOCATE 200 N HOWE ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
36	18315	3/30/2022	LOCATE 119 W MOORE ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
37	18316	3/30/2022	LOCATE 318 BRUNSWICK ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
38	18317	3/30/2022	LOCATE 316 BRUNSWICK ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
39	18318	3/30/2022	LOCATE 606 W WEST ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/4/2022
40	18319	3/31/2022	LOCATE 5022 LAGAN CT/WINDLASS TERMITE REATMENT	Tyrus Davis	Downtown	4/5/2022
41	18320	3/31/2022	LOCATE 232 SAND DOLLAR LANE/SOFTWIND WAY, BURY PHONE DROP	Tyrus Davis	Downtown	4/5/2022
42	18321	3/30/2022	LOCATE 116 E LEONARD ST, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/5/2022
43	18322	4/4/2022	LOCATE 502 CADES TRAIL/ROBEDRT RUARK DR SE, LANDSCAPING	Tyrus Davis	Downtown	4/6/2022
44	18323	4/4/2022	LOCATE 502 CADES TRAIL/ROBERT RUARK DR SE, LANDSCAPING	Tyrus Davis	Downtown	4/6/2022

45	18324	4/4/2022	LOCATE 214 W WEST ST, REPAIR WATER LINE	Tyrus Davis	Downtown	4/6/2022
46	18325	4/1/2022	LOCATE 410 BRUNSWICK ST/SHORT ST, REPAIRING BAD UG ELECTRICAL	Tyrus Davis	Downtown	4/6/2022
47	18326	4/1/2022	LOCATE 410 BRUNSWICK ST, REPAIR UG ELECTRICAL	Tyrus Davis	Downtown	4/6/2022
48	18327	4/5/2022	LOCATE 606 W WEST, NEW CONSTRUCTION	Tyrus Davis	Downtown	4/6/2022
49	18328	4/11/2022	BEAUTIFICATION CLEANUP, DEBRIS BAGS ATG OLD JAIL ANNEX & POLLINATOR GARDEN.	David Kelly	Downtown	4/11/2022
50	18329	4/5/2022	LOCATE 1007 E MOORE ST/PARK AVE, CONNECTING TO CITYWATER/SEWER	Tyrus Davis	Downtown	4/7/2022
51	18330	4/4/2022	LOCATE SEWER LINE AT 808 CAPE HARBOR, INSTALL CLEANOUT IF NEEDED.	Mike Spicer	Downtown	4/11/2022
52	18331	4/11/2022	LOCATE 5203 WINDLASS RD/J SWAIN BLVD, IRRIGATION	Tyrus Davis	Downtown	4/7/2022
53	18332	4/4/2022	LOCATE 1150 SPINCAST RD, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/7/2022
54	18333	4/6/2022	LOCATE 304 STUART AVE/DALE AVE, REPORT OF DAMAGE	Tyrus Davis	Downtown	4/7/2022
55	18334	4/4/2022	LOCATE 224 RIVER DR/CAPE FEAR DR, INSTALLING GAS LINE/MAIN	Tyrus Davis	Downtown	4/8/2022
56	18335	4/5/2022	LOCATE 404-406 FIREFLY LAE/E LEONARD ST, PLANT TREES AND BUSHES	Tyrus Davis	Downtown	4/8/2022
57	18336	4/5/2022	LOCATE W WEST ST/BRUNSWICK ST, DRIVING PILING	Tyrus Davis	Downtown	4/8/2022
58	18337	4/5/2022	LOCATE 104 PARK AVE/E MOORE ST, CONNECTING TO CITY WATER.	Tyrus Davis	Downtown	4/8/2022
59	18338	4/6/2022	LOCATE 5187-5191 EASON ST/J SWAIN BLVD, NEW CONSTRUCTION	Tyrus Davis	Downtown	4/11/2022

60	18339	4/7/2022	LOCATE 1151 SPINCAST RD, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/11/2022
61	18340	4/6/2022	LOCATE 219 JOSHUAS WAY/E BROWN ST, LANDSCAPING	Tyrus Davis	Downtown	4/11/2022
62	18341	4/6/2022	LOCATE STUART AVE/HOLLY DR/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/11/2022
63	18342	4/12/2022	NEED TO HANG SOME THINGS AT THE PR OFFICE. SEE HEATHER.	Jeremy Kennedy	Downtown	4/13/2022
64	18343	4/6/2022	LOCATE STUART AVE/HOLLY DR/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/11/2022
65	18344	4/6/2022	LOCATE STUART AVE/HOLLY DR/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/11/2022
66	18345	3/28/2022	LOCATE SANDY LANE./HWY211, UTILITY AND GRADING	Tyrus Davis	Downtown	4/11/2022
67	18346	4/8/2022	LOCATE 102 KINSLEY DR/E MOORE ST, INSTALLING WATER/SEWER TAP	Tyrus Davis	Downtown	4/12/2022
68	18347	4/8/2022	LOCATE 506 CLARENDON AVE, INSTALLING WATER/SEWER TAP	Tyrus Davis	Downtown	4/12/2022
69	18348	4/7/2022	LOCATE 6099 TURTLEWOOD DR/E MOORE ST, NEW GAS SERVICE	Tyrus Davis	Downtown	4/12/2022
70	18350	4/8/2022	LOCATE 1513 N HOWE ST/ROBERT RUARK DR SE, BURY SERVICE DROP	Tyrus Davis	Downtown	4/13/2022
71	18351	4/8/2022	LOCATE 711 N ATLANTIC AVE/E 89TH ST, INSTALLING GAS LINE	Tyrus Davis	Downtown	4/13/2022
72	18352	4/8/2022	LOCATE 619 CLARENDON AVE/W OWENS ST, INSTALLING GAS LINE	Tyrus Davis	Downtown	4/13/2022
73	18353	4/8/2022	LOCATE 310 STUART AVE/HOLLY DR, NEW GAS SERVICE	Tyrus Davis	Downtown	4/13/2022
74	18354	4/8/2022	LOCATE 209 STGUART AVE/E LEONARD ST, NEW GAS SERVICED	Tyrus Davis	Downtown	4/13/2022

75	18355	4/8/2022	LOCATE 714 N HOWE ST/E OWENS ST, UTILITIES	Tyrus Davis	Downtown	4/13/2022
76	18356	4/14/2022	PLEASE FIX POT HOLES LEONARD ST AND PARK AVE !	Mike Spicer	Downtown	4/21/2022
77	18357	4/8/2022	LOCATE 714 N HOWE ST/E OWENS ST, UTILITIES	Tyrus Davis	Downtown	4/13/2022
78	18358	4/4/2022	LOCATE 304 STUART AVE/E DALE AVE, BURY PHONE DROP	Tyrus Davis	Downtown	4/13/2022
79	18359	4/8/2022	LOCATE 407 LORD CHARLES DR/CADES TRAIL, BURY SERVICE DROP	Tyrus Davis	Downtown	4/13/2022
80	18360	4/13/2022	LOCATE SANDY LANE/HWY211, UTILITY AND GRADING	Tyrus Davis	Downtown	4/13/2022
81	18361	4/13/2022	LOCATE 1625 HWY211/SANDY LANE, UTILITY AND GRADING	Tyrus Davis	Downtown	4/13/2022
82	18362	4/18/2022	PICK UP DEBRIS BAGS AT JAIL ANNEX	David Kelly	Downtown	4/18/2022
83	18363	4/13/2022	LOCATE 619 CLARENDON AVE/W OWENS ST, INSTALLING GAS LINE	Tyrus Davis	Downtown	4/14/2022
84	18364	4/11/2022	LOCATE STUART AVE/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/14/2022
85	18365	4/11/2022	LOCATE STUART AVE/DALE AVE, EAST ON STUART, NEW GAS MAIN	Tyrus Davis	Downtown	4/14/2022
86	18366	4/11/2022	LOCATE 306 STUART AVE/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/14/2022
87	18367	4/11/2022	LOCATE 314-306 STUART AVE/DALE AVE, NEW GAS MAIN	Tyrus Davis	Downtown	4/14/2022
88	18368	4/11/2022	LOCATE 782 SKIPJACK CIR, INSTALLING FENCE	Tyrus Davis	Downtown	4/14/2022
89	18369	4/11/2022	LOCATE 810 CAPE HARBOR DR, INSTALLING WATER/SEWER TAP	Tyrus Davis	Downtown	4/14/2022

90	18370	4/11/2022	LOCATE 808 CAPE HARBOR DR/E 8TH ST, BATHROOM INSTALL	Tyrus Davis	Downtown	4/14/2022
91	18371	4/19/2022	WATER GUSHING OUT OF PIPE AT THE CITY PIER, HOMEOWNER SHUT IT OFF.	Mark Caban	City Pier	4/19/2022
92	18372	4/19/2022	CAMERA SEWER LINES AT 808 CAPE HARBOR	Mike Spicer	Downtown	4/19/2022
93	18374	4/20/2022	HOMEOWNER BROKE THE WHITE PIPE IN THE YARD AT 701 CLARENDON AVE.	Mike Spicer	Downtown	4/21/2022
94	18375	4/20/2022	LOCATE BURLINGTON AVE/W LEONARD ST, GRADING	Tyrus Davis	Downtown	4/19/2022
95	18376	4/21/2022	HIGHLAND PARK/STUART AVE, SITE WORK	Tyrus Davis	Downtown	4/19/2022
96	18377	4/13/2022	LOCATE ATLANTIC/E 13TH ST, SITE WORK	Tyrus Davis	Downtown	4/19/2022
97	18378	4/12/2022	LOCATE 1669 N HOWE ST/SANDY LANE, BURY SERVICE DROP	Tyrus Davis	Downtown	4/19/2022
98	18379	4/12/2022	LOCATE 6014 DUTCHMAN CREEK RD, INSTALL UNDG CABLE.	Tyrus Davis	Downtown	4/19/2022
99	18380	4/12/2022	LOCATE 100 YACHT BASIN DR/W MOORE ST, NEW UNDG SERVICE	Tyrus Davis	Downtown	4/19/2022
100	18381	4/12/2022	LOCATE 1005 E MOORE ST/SOFTWIND WAY	Tyrus Davis	Downtown	4/19/2022
101	18382	4/12/2022	LOCATE 202 W BAY ST/S LORD ST	Tyrus Davis	Downtown	4/19/2022
102	18383	4/12/2022	LOCATE N HOWE ST/RIVER RD SE, INSTALLING CABLE	Tyrus Davis	Downtown	4/19/2022
103	18384	4/12/2022	LOCATE N HOWE ST/RIVER RD SE, INSTALLING CABLE	Tyrus Davis	Downtown	4/19/2022
104	18385	4/12/2022	LOCATE N HOWE ST/RIVER RD SE, INSTALLING CABLE	Tyrus Davis	Downtown	4/19/2022

105	18386	4/12/2022	LOCATE 508 CLARENDON AVE/W ST GEORGE ST, REMOVING STUMPS AND FOUNDATION FOR HOUSE AND DRIVEWAY	Tyrus Davis	Downtown	4/18/2022
106	18387	4/15/2022	LOCATE INDIGO PLANTATION DR, REPAIR BAD UNG WIRE	Tyrus Davis	Downtown	4/20/2022
107	18388	4/20/2022	LOCATE 1125 E LEONARD ST/FIREFLY LANE REPAIR SEWER MAIN	Tyrus Davis	Downtown	4/20/2022
108	18389	4/15/2022	LOCATE 5011 ROBERT RUARK DR SE/OSPREY CT SE, BURY SERVICE DROP	Tyrus Davis	Downtown	4/20/2022
109	18390	4/15/2022	LOCATE 354 TREVALLY CT/W 11TH ST, BURY SERVICE DROP	Tyrus Davis	Downtown	4/20/2022
110	18391	4/15/2022	LOCATE 6165 COTTAGE CREEK RD, BURY SERVICE DROP	Tyrus Davis	Downtown	4/20/2022
111	18392	4/14/2022	LOCATE 515 SIR WILLIAMS CT/CADES TRAIL, UTILITY INSTALLATION	Tyrus Davis	Downtown	4/20/2022
112	18393	4/14/2022	LOCATE 500 CADES TRAIL/LORD BENJAMIN ST, BURY PHONE DROP	Tyrus Davis	Downtown	4/20/2022
113	18394	4/15/2022	LOCATE 1010 N CASWELL AVE/W 11TH ST, BURY SERVICE DROP	Tyrus Davis	Downtown	4/20/2022
114	18395	4/14/2022	LOCATE 109 E MOORE ST/N HOWE ST, REMOVING STUMPS	Tyrus Davis	Downtown	4/20/2022
115	18396	4/14/2022	LOCATE 624 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	Downtown	4/20/2022
116	18397	4/14/2022	LOCATE 614 MARSH GRASS CT, NEW CONSTRUCTION	Tyrus Davis	Downtown	4/20/2022
117	18398	4/19/2022	LOCATE 102 KINGSLEY DR/E MOORE ST, INSTALLING WATER/SEWER TAP	Tyrus Davis	Downtown	4/20/2022
118	18399	4/19/2022	LOCATE 506 CLARENDON AVE, INSTALLING WATER/SEWER TAP	Tyrus Davis	Downtown	4/20/2022
119	18401	4/18/2022	LOCATE 1014 CAPTAIN ADKINS DR SE/BUSSELLS TURN SE, NEW GAS SERVICE	Tyrus Davis	Downtown	4/21/2022

120	18402	4/18/2022	LOCATE 308 W 10TH ST/N CASWELL AVE, FOOTING INSTALL	Tyrus Davis	Downtown	4/21/2022
121	18403	4/20/2022	LOCATE 109 E MOORE ST/N HOWE	Tyrus Davis	Downtown	4/21/2022
122	18404	4/25/2022	REMOVE MARKED ITEMS IN THE OLD JAIL ANNEX (RIGHT SIDE OF BLDG FIRST DOOR.)	Al Cochran	Old Jail	4/25/2022
123	18405	4/18/2022	DELIVER BRICKS AND SUPPLIES PER DISCUSSION	David Kelly	Downtown	
124	18406	4/18/2022	LOCATE 6166 RIVER SOUND CIR/NAVIGATOR WAY, NEW GAS SERVICE.	Tyrus Davis	Downtown	4/21/2022
125	18407	4/18/2022	LOCATE 316 W MOORE ST/N CASWELL AVE, SEWER REPAIR	Tyrus Davis	Downtown	4/21/2022
126	18409	4/18/2022	LOCATE 312 W MOORE ST	Tyrus Davis	Downtown	4/21/2022
127	18410	4/19/2022	LOCATE 360 TREVALLY CT	Tyrus Davis	Downtown	4/21/2022
128	18411	4/18/2022	LOCATE 4006 NORSEMAN LOOP	Tyrus Davis	Downtown	4/22/2022
129	18412	4/18/2022	LOCATE 4006 NORSEMAN/VIKING CREST	Tyrus Davis	Downtown	4/22/2022
130	18413	4/18/2022	LOCATE 5101 FERWOOD DR/HOLLOW TREE DR	Tyrus Davis	Downtown	4/22/2022
131	18414	4/19/2022	LOCATE 115 THOMPSON DR/E MOORE ST	Tyrus Davis	Downtown	4/22/2022
132	18415	4/19/2022	LOCATE 109-115 W MOORE ST/N LORD ST, INSTALLING CONDUIT.	Tyrus Davis	Downtown	4/22/2022
133	18416	4/19/2022	LOCATE 202 N ATLANTIC AVE/N HOWE ST, DRAINAGE	Tyrus Davis	Downtown	4/22/2022
134	18417	4/21/2022	LOCATE 6064 SULLIVANS RIDGE RD/PRICES CREEK DR, INSTALLING POST	Tyrus Davis	Downtown	4/25/2022

135	18418	4/21/2022	LOCATE 316 CLARENDON AVE, ELECTRIC LINE	Tyrus Davis	Downtown	4/25/2022
136	18419	4/20/2022	LOCATE 606 W WEST ST, NEW CONSTRUCTION	Tyrus Davis	Downtown	4/25/2022
137	18420	4/21/2022	LOCATE 506 CLARENDON, INSTALLING ELECTRIC LINE	Tyrus Davis	Downtown	4/25/2022
138	18263	3/28/2022	CHECK LEGS OF THE VINTAGE TABLE IN BRIDAL ROOM.	Jeremy Kennedy	Community Building	
139	18266	3/28/2022	CHECK ATTACHED DOOR	Jeremy Kennedy	Old Jail	3/30/2022
140	18275	3/31/2022	TANYA NEEDS A MAGAZINE BOARD HUNG IN THE CUSTOMER SERVICE DEPT.	Jeremy Kennedy	City Hall	
141	18288	4/1/2022	DROP OFF 12 CONES AT THE CORNER OF HOWE & MOORE AT THE BARRICADES.	Mike Spicer	Downtown	
142	18349	4/13/2022	HOMEOWNER ASKED THAT CLEAN UP BE DONE ON CITY PROPERTY ON BROWN ST BETWEEN BURRINGTON & CONDOS, ESPECIALLY AROUND THE LIVE OAK THAT IS BEING SMOTHERED IN VINES/BRUSH.	David Kelly	Downtown	
143	18373	4/20/2022	PUT POST BACK IN THE GROUND THAT IS LOCATED BETWEEN FRANKLIN SQ GALLERY AND CITY GYM. HEATHER HAS THE KEY TO THE CHAIN.	David Kelly	Franklin Sq Park Art Gallery	4/20/2022
144	18400	4/22/2022	BURRINGTON BETWEEN OWENS & 9TH (EMPTY LOT). TREES NEED TRIMMED, IF 2 CARS ARE PASSING THE BRANCHES SCRATCH VEHICLE.	David Kelly	Downtown	

Utility Billing

Service Requests Report by Service Date

Service Dates: From: 4/1/2022 To: 4/30/2022

Svc Request Number	Date Requested	Status	Date completed	Description
000107-01-2022	1/28/2022	Closed	4/5/2022	Check Water Meter; had leak last month and now no usage showing in MiNet for most of the month, but customer appears to live at service address
000040-11-2021	11/16/2021	Closed	4/7/2022	Install Water Sewer Tap
000041-02-2022	2/11/2022	Closed	4/5/2022	Cut-Off Non-Pay; Meter was turned off via RDM but customer is using water.
000044-03-2022	3/11/2022	Closed	4/5/2022	Extension - 1 of 3 REQUESTED \$145.96 PAID BY 04/04/2022.
000066-03-2022	3/22/2022	Closed	4/1/2022	Extension
000067-03-2022	3/22/2022	Closed	4/1/2022	Extension
000068-03-2022	3/22/2022	Closed	4/1/2022	Extension
000069-03-2022	3/22/2022	Closed	4/1/2022	Extension
000070-03-2022	3/22/2022	Closed	4/1/2022	Extension
000071-03-2022	3/22/2022	Closed	4/1/2022	Extension

000072-03-2022	3/22/2022	Closed	4/1/2022	Extension
000073-03-2022	3/22/2022	Closed	4/1/2022	Extension
000074-03-2022	3/22/2022	Closed	4/1/2022	Extension
000075-03-2022	3/22/2022	Closed	4/1/2022	Extension
000076-03-2022	3/22/2022	Closed	4/1/2022	Extension
000077-03-2022	3/22/2022	Closed	4/1/2022	Extension
000078-03-2022	3/22/2022	Closed	4/1/2022	Extension
000079-03-2022	3/22/2022	Closed	4/1/2022	Extension
000080-03-2022	3/22/2022	Closed	4/1/2022	Extension
000081-03-2022	3/22/2022	Closed	4/1/2022	Extension
000082-03-2022	3/22/2022	Closed	4/1/2022	Extension
000083-03-2022	3/22/2022	Closed	4/1/2022	Extension
000084-03-2022	3/22/2022	Closed	4/1/2022	Extension
000085-03-2022	3/22/2022	Closed	4/1/2022	Extension

000086-03-2022	3/22/2022	Closed	4/1/2022	Extension
000087-03-2022	3/22/2022	Closed	4/1/2022	Extension
000088-03-2022	3/22/2022	Closed	4/1/2022	Extension
000089-03-2022	3/22/2022	Closed	4/1/2022	Extension
000090-03-2022	3/22/2022	Closed	4/1/2022	Extension
000091-03-2022	3/22/2022	Closed	4/1/2022	Extension
000092-03-2022	3/22/2022	Closed	4/1/2022	Extension
000093-03-2022	3/22/2022	Closed	4/1/2022	Extension
000094-03-2022	3/22/2022	Closed	4/1/2022	Extension
000095-03-2022	3/22/2022	Closed	4/1/2022	Extension
000106-03-2022	3/23/2022	Closed	4/4/2022	Extension 2 of 3 due 4/4/2022 169.35
000111-03-2022	3/24/2022	Closed	4/4/2022	Extension GRANTED TO APRIL 4, 2022
000112-03-2022	3/24/2022	Closed	4/4/2022	Extension - GRANTED UNTIL APRIL 4TH
000116-03-2022	3/25/2022	Closed	4/8/2022	Check Water Meter - SEE NEXT PAGE - DOCUMENT FROM DAVE WRIGHT. CALL HIM FOR INFORMATION.

000137-03-2022	3/29/2022	Closed	4/29/2022	Check Water Meter MI-NET JUMPED 100,000 GALS ON 2/23/2022 SEE ATTACHED. PLEASE ADVISE
000147-03-2022	3/31/2022	Closed	4/1/2022	Check Water Meter; Customer requests meter be checked. He has high usage and doesn't think it is in the house
000001-04-2022	4/1/2022	Closed	4/1/2022	Check Water Meter; Please verify the multiplier.
000003-04-2022	4/1/2022	Closed	4/1/2022	Miscellaneous; Resident reported the water fountain is running constantly. Please check
000004-04-2022	4/1/2022	Closed	4/1/2022	Install Water Meter THIS IS FOR UNIT 5. BETWEEN AZZATO & SOUTHPORT INTERNAL MEDS
000022-04-2022	4/1/2022	Closed	4/1/2022	Meter Change Out
000005-04-2022	4/1/2022	Closed	4/4/2022	Install Water Meter
000006-04-2022	4/1/2022	Closed	4/4/2022	Check Water Meter - WATER NOT WORKING
000007-04-2022	4/1/2022	Closed	4/4/2022	Check Water Meter - WATER NOT WORKING
000008-04-2022	4/1/2022	Closed	4/4/2022	Reconnect - AFTER HOURS VERBAL TO TYRUS 4:40PM. ADDED AFTER HOURS FEE TO CUSTOMER'S ACCOUNT. PERSON CURRENTLY AT ADDRESS IS NOT THE ACCOUNT HOLDER SO TYRUS IS NOT GETTING A SIGNED RECONNECT FORM.
000009-04-2022	4/1/2022	Closed	4/8/2022	Cut-Off Non-Pay CUSTOMER ON CUT-OFF LIST 3/28/22 HAS NOT PAID & MINET IS SHOWING USAGE. PLEASE LOCK. SWITCH OUT TO A RDM METER?
000042-04-2022	4/11/2022	Closed	4/10/2022	Install Water Meter

000036-04-2022	4/11/2022	Closed	4/11/2022	Check Water Meter customer states the tap is full of water. he says that the irrigation tap is dry. he is concerned that water meter has a leak
000037-04-2022	4/11/2022	Closed	4/11/2022	Install Water Meter
000038-04-2022	4/11/2022	Closed	4/11/2022	Install Water Meter
000039-04-2022	4/11/2022	Closed	4/11/2022	Sewer Line Blocked; BUBBLING IN TOILET. PLEASE CHECK
000040-04-2022	4/11/2022	Closed	4/11/2022	Miscellaneous; customer is installing RPZ but said the meter is very old and may need to be replaced. She also wants to change the size of the line going to the irrigation. Please call before going.
000041-04-2022	4/11/2022	Closed	4/11/2022	Install Water Meter
000043-04-2022	4/11/2022	Closed	4/11/2022	Install Water Meter
000044-04-2022	4/11/2022	Closed	4/12/2022	Check Water Meter; Admiral Holdings has requested the water meter at the old bank location be turned back on. We have meter
000045-04-2022	4/11/2022	Closed	4/12/2022	#15678328 on the Xtreme Wireless account Please verify meter that Inspect RPZ/Install IRR Meter
000046-04-2022	4/12/2022	Closed	4/12/2022	Leak Detected CUSTOMER REQUEST FOR METER TO BE CHECK RE: LEAK ALERT.
000047-04-2022	4/12/2022	Closed	4/12/2022	Install Water Meter
000048-04-2022	4/12/2022	Closed	4/12/2022	Turn meter off PER CUSTOMER REQUEST TO TURN OFF DOING RENOVATIONS
000049-04-2022	4/12/2022	Closed	4/12/2022	Meter Change Out; CHANGED METER NUMBER ONLY. WAS IN MINET WITH CORRECT NUMBER BUT SB AS OLD METER NUMBER THAT WAS CHANGED OUT IN 2016

000051-04-2022	4/12/2022	Closed	4/13/2022	Reconnect ACCT PAID IN FULL.
000050-04-2022	4/12/2022	Closed	4/22/2022	Leak Detected BY OWNER, GLORIA BOGARDUS 215-872-8472. WATER LEAK SHOWING IN YARD NEAR DRIVEWAY. PLEASE CHECK ASAP.
000052-04-2022	4/13/2022	Closed	4/13/2022	Sewer Line Blocked CUSTOMER STATES SEWER BACKING UP INTO HOUSE
000055-04-2022	4/13/2022	Closed	4/14/2022	Install Irrigation Tap TAP FEE PAID
000056-04-2022	4/13/2022	Closed	4/14/2022	Sewer Line Blocked
000053-04-2022	4/13/2022	Closed	4/18/2022	Trim Branches TREE AT SIDEWALK ON CITY SIDE
000058-04-2022	4/14/2022	Closed	4/14/2022	Install Water Meter once taps are installed
000059-04-2022	4/14/2022	Closed	4/14/2022	Reconnect; ACCOUNT PAID
000061-04-2022	4/14/2022	Closed	4/22/2022	Install Irrigation Tap
000060-04-2022	4/14/2022	Closed	4/25/2022	Leak Detected IN METER BOX FOR SPRINKLER. CUSTOMER, MATT WATSON, 252-205-1398, INDICATED LEAK (in meter box) IS DETECTABLE WHEN SPRINKLER IS RUNNING. UPDATE4/25 water is leaking before it gets to meter on street side
000057-04-2022	4/14/2022	Closed	4/29/2022	Install Water Sewer Tap
000062-04-2022	4/18/2022	Closed	4/19/2022	Install Water Meter
000064-04-2022	4/18/2022	Closed	4/19/2022	Install Water Meter

000065-04-2022	4/18/2022	Closed	4/19/2022	Install Water Meter
000066-04-2022	4/19/2022	Active	4/19/2022	Customer called 4/19 said meter was turned off last week and now irrigation does not work.
000067-04-2022	4/19/2022	Closed	4/19/2022	Miscellaneous Cutomer called 4/19/22 said meter was turned off last week and repaired. Irrigation meter is not working now.
000069-04-2022	4/19/2022	Closed	4/19/2022	Inspect RPZ/Install IRR Meter
000068-04-2022	4/19/2022	Closed	4/20/2022	Install Water Meter
000071-04-2022	4/20/2022	Closed	4/16/2022	Meter Change Out
000070-04-2022	4/20/2022	Closed	4/20/2022	Inspect RPZ CUSTOMER REQUEST RPZ INSPECTED SO HE CAN TURN HIS IRRIGATION ON. MR. PICKARD 9104575567
000078-04-2022	4/20/2022	Closed	4/21/2022	Leak Detected bypasser says water is coming out of tap/meter & flooding in road verba (left message)l to shawn 4:05p AMF
000072-04-2022	4/20/2022	Closed	4/25/2022	Check Water Meter Customer states that her washing machine is giving her a low flow water error & believes her water pressure is the issue. Please advise Wendy Long 9106125911
000079-04-2022	4/21/2022	Closed	4/22/2022	Install Water Meter
000082-04-2022	4/22/2022	Closed	4/22/2022	TURN ON EXISTING CUSTOMER REQUEST IRRIGATION METER TO BE TURNED ON SINCE HIS RPZ PASSED INSPECTION.
000096-04-2022	4/26/2022	Closed	4/26/2022	Miscellaneous; Resident said manhole has water seeping out of it and running into the road.
000097-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID

000098-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000099-04-2022	4/26/2022	Closed	4/26/2022	Reconnect RDM PAID
000100-04-2022	4/26/2022	Closed	4/26/2022	Reconnect RDM PAID
000101-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID IN FULL
000102-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID IN FULL
000103-04-2022	4/26/2022	Closed	4/26/2022	Street Repair; Customer said there is glass in the road in front of this business. They are directing traffic around it and cleaning it the best they can. Please assist.
000104-04-2022	4/26/2022	Active	4/26/2022	Reconnect- PAID
000105-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000106-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000107-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000108-04-2022	4/26/2022	Closed	4/26/2022	Reconnect - PAID
000109-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000110-04-2022	4/26/2022	Closed	4/26/2022	Reconnect- PAID

000111-04-2022	4/26/2022	Closed	4/26/2022	Reconnect- PAID
000112-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000113-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000114-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID
000116-04-2022	4/26/2022	Closed	4/26/2022	Reconnect- PAID
000117-04-2022	4/26/2022	Closed	4/26/2022	RECONNECT
000118-04-2022	4/26/2022	Closed	4/26/2022	Reconnect - PAID
000119-04-2022	4/26/2022	Closed	4/26/2022	Reconnect PAID VERBAL WITH MARK AT 3:35 P.M.
000120-04-2022	4/26/2022	Active	4/26/2022	Reconnect PAID VERBAL TO TYRUS
000121-04-2022	4/26/2022	Closed	4/26/2022	Reconnect- PAID
000122-04-2022	4/26/2022	Closed	4/26/2022	Reconnect- PAID VERBAL TO TYRUS AT 4:45
000115-04-2022	4/26/2022	Closed	4/27/2022	Meter Reading Needed NEED READING FOR 4/26/2022
000127-04-2022	4/27/2022	Closed	4/26/2022	Reconnect - PAID
000129-04-2022	4/27/2022	Closed	4/27/2022	Reconnect- PAID

000130-04-2022	4/27/2022	Closed	4/27/2022	Reconnect- PAID
000131-04-2022	4/27/2022	Closed	4/27/2022	Install Irrigation Tap- FEE PAID
000135-04-2022	4/27/2022	Closed	4/27/2022	Check Water Meter 0 USEAGE REPORTED, APPEARS CUSTOMER LIVES THERE
000123-04-2022	4/27/2022	Closed	4/28/2022	Install Water Meter
000124-04-2022	4/27/2022	Closed	4/28/2022	Install Water Meter
000126-04-2022	4/27/2022	Closed	4/28/2022	Check Irrigation Meter; Meter was just installed on 4/19/22 and has used 22,587
000128-04-2022	4/27/2022	Closed	4/28/2022	Inspect RPZ/Install IRR Meter IRRIGATION TAP FEE PAID
000132-04-2022	4/27/2022	Closed	4/28/2022	Check Water Meter CHECK METER NO USAGE IN MONTHS CUSTOMER LIVES AT THIS ADDRESS. PROVIDE READ FOR BILLING
000138-04-2022	4/28/2022	Closed	4/28/2022	Miscellaneous; resident said they smell sewer when riding down the street by his house, at Tiki Tavern, etc., in the N Atllantic Ave area. Want to know if there is an explanation for sewer smell.
000139-04-2022	4/28/2022	Closed	4/28/2022	Leak Detected LRSE/FENCE CO. HAS HIT A WATER LINE
000140-04-2022	4/28/2022	Closed	4/28/2022	Miscellaneous CUSTOMER WOULD LIKE THE SHUT OFF VALVE FOR THE UNIT LOCATED. METER #15678101. CUSTOMER, ED EKERT, 704-762-4910, CAN MEET SOMEONE AT LOCATION.
000141-04-2022	4/28/2022	Closed	4/28/2022	Inspect RPZ/Install IRR Meter CONTRACTOR, 910-622-1179 HAS ADVISED THAT BACKFLOW HAS BEEN INSTALLED. TURN ON METER.

000142-04-2022	4/28/2022	Closed	4/28/2022	Check Water Meter TO MAIN HOUSE. CONTRACTOR, 910-622-1179 INDICATES THE METER IS FULL OF WATER AND HE THINKS IT IS LEAKING INSIDE THE METER BOX.
000144-04-2022	4/29/2022	Closed	4/28/2022	Reconnect - PAID IN FULL
000145-04-2022	4/29/2022	Closed	4/29/2022	Cut-Off Non-Pay was on cut off list & is still using water. Was this missed? or did he tamper?
000146-04-2022	4/29/2022	Closed	4/29/2022	Miscellaneous - CUSTOMER REQUEST DEAD SQUIRREL TO REMOVED
000147-04-2022	4/29/2022	Closed	4/29/2022	Turn Off Account FRED FLOW REQUEST SERVICES TO BE DISCONNECTED. SIGNED DISCONNECT FORM SUBMITTED 4/28/2022
000148-04-2022	4/29/2022	Closed	4/29/2022	TURN ON EXISTING / Customer has paid Turned RDM on at 11:30 am
000149-04-2022	4/29/2022	Closed	4/29/2022	Reconnect - PAID IN FULL
000150-04-2022	4/29/2022	Closed	4/29/2022	Sewer Line Blocked
000010-04-2022	4/4/2022	Closed	4/4/2022	Turn meter off - CUSTOMER HAVE A LEAK AND REQUESTING METER TO BE TURNED OFF.
000011-04-2022	4/4/2022	Closed	4/4/2022	Check Water Meter CUSTOMER STATES THAT THE VALVE ON CITY SIDE (BETWEEN METER & STREET) IS LEAKING
000012-04-2022	4/4/2022	Closed	4/4/2022	Leak Detected CUSTOMER WOULD LIKE TO KNOW IF THE HIGH USAGE IS A LEAK ON CITY SIDE 910-209-6009 EDWARD GLENN
000017-04-2022	4/4/2022	Closed	4/4/2022	Meter Change Out
000014-04-2022	4/5/2022	Closed	4/5/2022	Miscellaneous; Please check water meter box. Customer said it is damaged and looks like someone ran over it.

000015-04-2022	4/5/2022	Closed	4/6/2022	Check Water Meter; Please verify if there is a second meter to serve the apartments upstairs or only one meter to serve the entire building
000020-04-2022	4/5/2022	Closed	4/6/2022	Install Water Meter
000024-04-2022	4/5/2022	Closed	4/6/2022	Check Water Meter - WE NOTIFIED CUSTOMER DUE TO A LEAK ALERT. SHE CALLED BACK AND SAID THE LEAK WAS AT THE METER.
000025-04-2022	4/5/2022	Closed	4/6/2022	Check Water Meter - CUSTOMER WANT TO VERIFY NO LEAK ON CITY SIDE.
000016-04-2022	4/5/2022	Closed	4/8/2022	Check Water Meter customer states they have no water
000023-04-2022	4/5/2022	Closed	4/13/2022	Install Water Meter see attached map for location of unit 6
000018-04-2022	4/5/2022	Closed	4/20/2022	Install Water Meter
000019-04-2022	4/5/2022	Closed	4/20/2022	Install Water Sewer Tap
000026-04-2022	4/6/2022	Closed	4/7/2022	Sewer Line Blocked request lines to be jetted states that water is backing up in sink
000027-04-2022	4/6/2022	Closed	4/7/2022	Check Water Meter - WATER METER IS ON BUT NO FLOW. PLEASE CALL PHILLIP (IRRIGATION GUY) 8436982329.
000028-04-2022	4/7/2022	Closed	4/7/2022	TURN ON EXISTING - PLEASE CALL MICHAEL AT 919-457-2069
000031-04-2022	4/7/2022	Closed	4/7/2022	Reconnect STATES WATER ISN'T WORKING. ACCT IS IN GOOD STANDING.
000029-04-2022	4/7/2022	Closed	4/21/2022	Install Water Sewer Tap

000030-04-2022	4/7/2022	Closed	4/21/2022	Install Water Meter
000032-04-2022	4/8/2022	Closed	4/8/2022	Install Water Meter
000033-04-2022	4/8/2022	Closed	4/8/2022	Install Water Meter
000034-04-2022	4/8/2022	Closed	4/8/2022	Inspect RPZ/Install IRR Meter
000035-04-2022	4/8/2022	Closed	4/11/2022	Install Irrigation Tap; FEE PAID

UB - Service Requests Report by Service Date (05/03/2022 - 2:57 PM)

