

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek



Alice Derian, ICMA-CM
Town Manager

Danyale Lundy
Town Clerk

Nature's Tranquil Beauty

Board of Aldermen Regular Meeting Agenda Wednesday, January 5, 2022, at 11:00 A.M. North Topsail Beach Town Hall 2008 Loggerhead Court, North Topsail Beach, NC 28460

I. Call to Order (Mayor McDermon)

We ask that all in attendance please set their cell phones to silent or vibrate mode. The Board offers the public two opportunities to speak during the meeting. Comments should be limited to no more than three minutes and relate to any issue upon which the Board of Aldermen has control. Following the Board's adopted Rules of Procedure, comments, and responses, if any, shall be reserved for the Open Forum comment period on the agenda.

II. Invocation (Alderman Harte)

III. Pledge of Allegiance (Mayor McDermon)

IV. Approval of Agenda

◆**Specific Action Requested: Mayor will request for a motion to adopt the agenda.**◆

V. Manager's Report

VI. Open Forum

Citizens have the opportunity to address the Board for no more than three minutes per comment on any issue upon which the Board of Alderman has control.

VII. Public Presentations and Hearings

A. [Coastal Engineer Update](#) (Mr. Fran Way of ATM Consulting)

B. [Presentation of Audit](#) (Austin Eubanks, CPA, CFE)

VIII. Consent Agenda

The mayor will ask any Board Members with questions or concerns about any agenda item to identify the item, which will be removed from the Consent Agenda and considered separately. If an item is identified, no vote is necessary to move the item for separate consideration.

- A. Approval of Minutes ([December 6, 2021](#))
- B. Department Head Reports
 - 1. [Finance Department](#)
 - 2. [Fire Department](#)
 - 3. [Inspections Department](#)
 - 4. [Planning Department](#)
 - 5. [Police Department](#)
- C. Committee Reports
 - 1. [Planning Board & PPI Committee](#)
 - 2. [Board of Adjustment](#)
 - 3. TISPC ([link to minutes](#))
 - 4. ONWASA ([link to minutes](#))

♦**Specific Action Requested: Mayor will request a motion to approve the Consent Agenda.**

IX. Continuing Business

- A. Parks and Recreation Update (Alderman Pletl)
- B. Board Appointments (Mayor McDermon)

♦**Specific Action Requested: Request for a motion to appoint members to represent the following:**

- 1. Adhoc Revetment Committee – appoint new members
- 2. Liaison to Onslow County Board of Commissioners
- 3. Liaison to Onslow Count DOT TAC
- 4. Liaison to Greater Topsail Area Chamber of Commerce & Tourism

- C. BISAC Update (Mayor Pro Tem Benson)

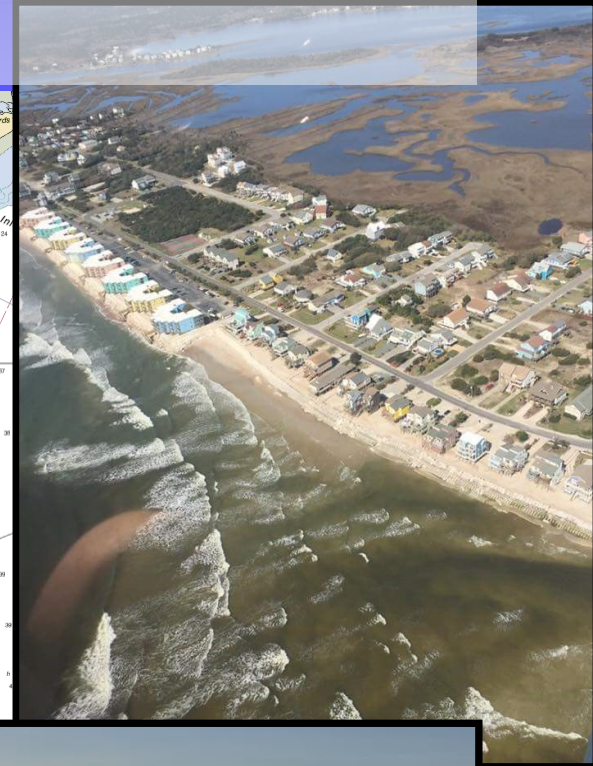
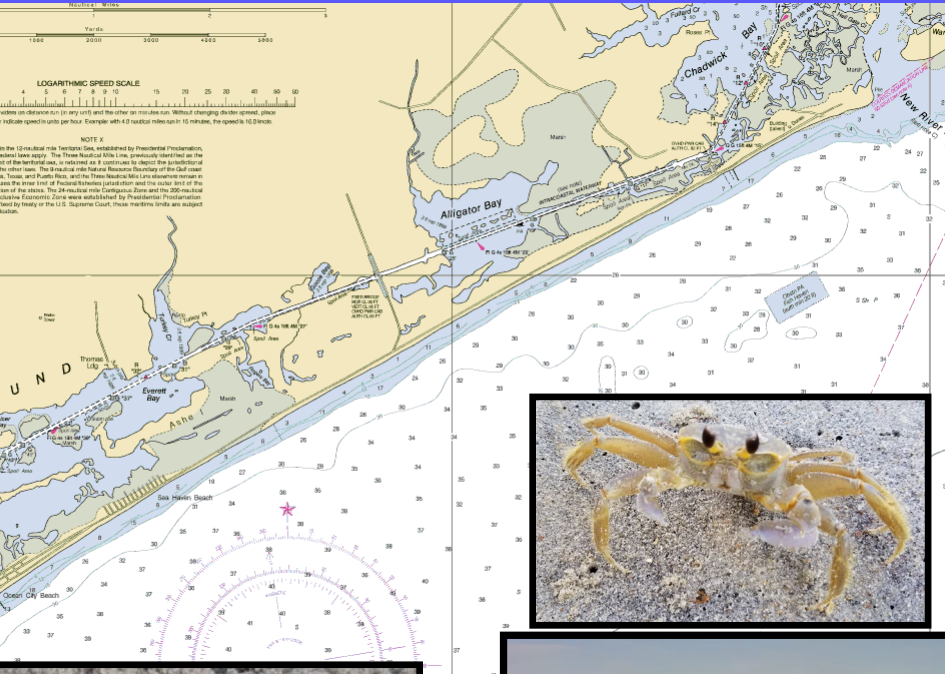
X. New Business

- A. [2022A SOB Resolution - FEMA](#) (CPA Carter)
- B. [2022B SOB Resolution- USDA Refunding](#) (CPA Carter)

- XI. Open Forum
Citizens have the opportunity to address the Board for no more than three minutes per comment on any issue upon which the Board of Alderman has control.
- XII. Attorney's Report
- XIII. Mayor's Report
- XIV. Aldermen's Report
- XV. **Closed Session:** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.
- XVI. Adjournment

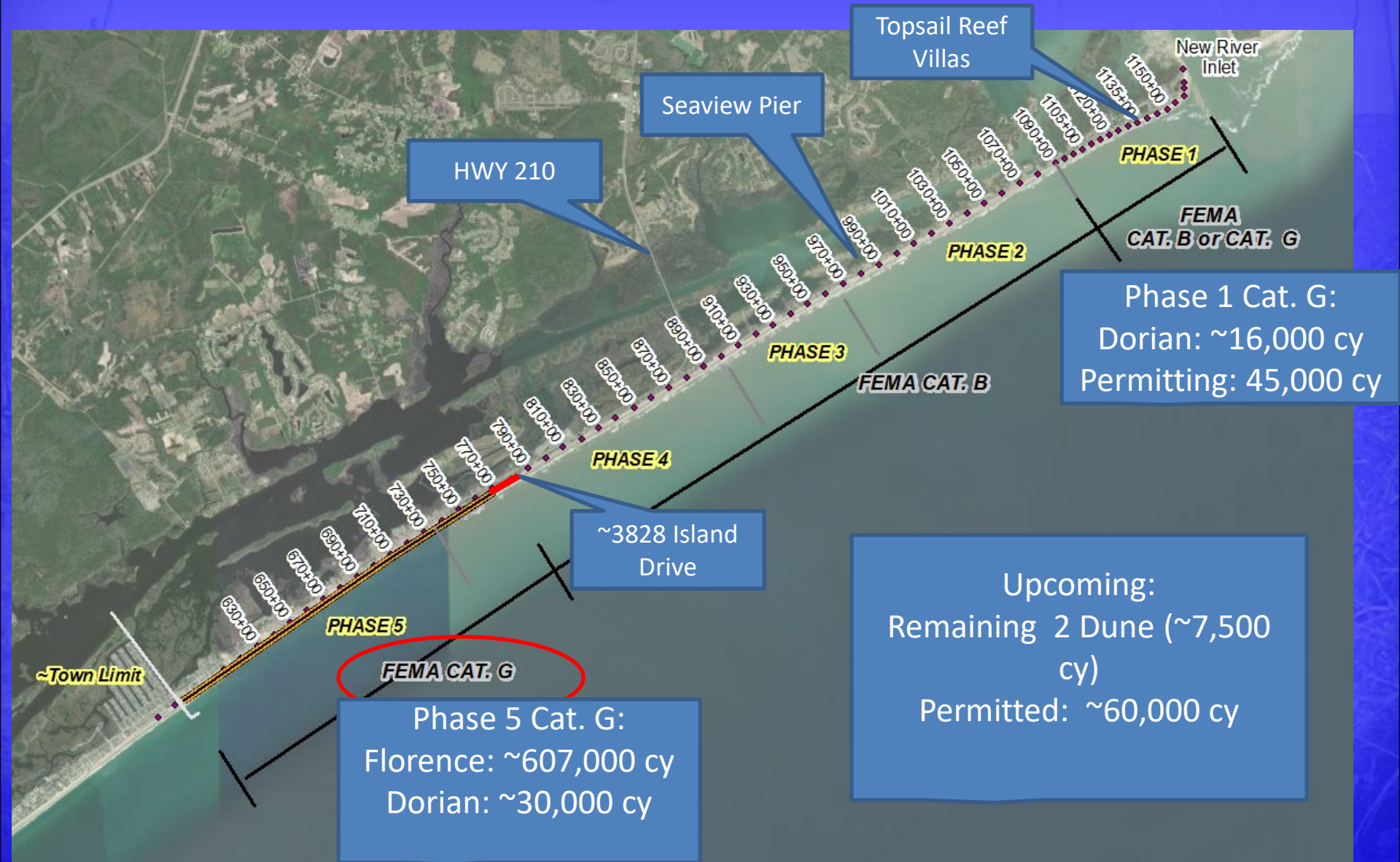
North Topsail Beach Coastal Update

January 2022



Marina, Coastal, Environmental
& Water Resources Engineers

Ongoing/Upcoming State Grant, Dorian and Florence FEMA Category G.



HWY 210

Seaview Pier

Topsail Reef Villas

Phase 1 Cat. G:
Dorian: ~16,000 cy
Permitting: 45,000 cy

~3828 Island Drive

Upcoming:
Remaining 2 Dune (~7,500 cy)
Permitted: ~60,000 cy

Phase 5 Cat. G:
Florence: ~607,000 cy
Dorian: ~30,000 cy

Truck Haul – North of Pier

Dorian Project
(& Sandbags
begin)

Completed

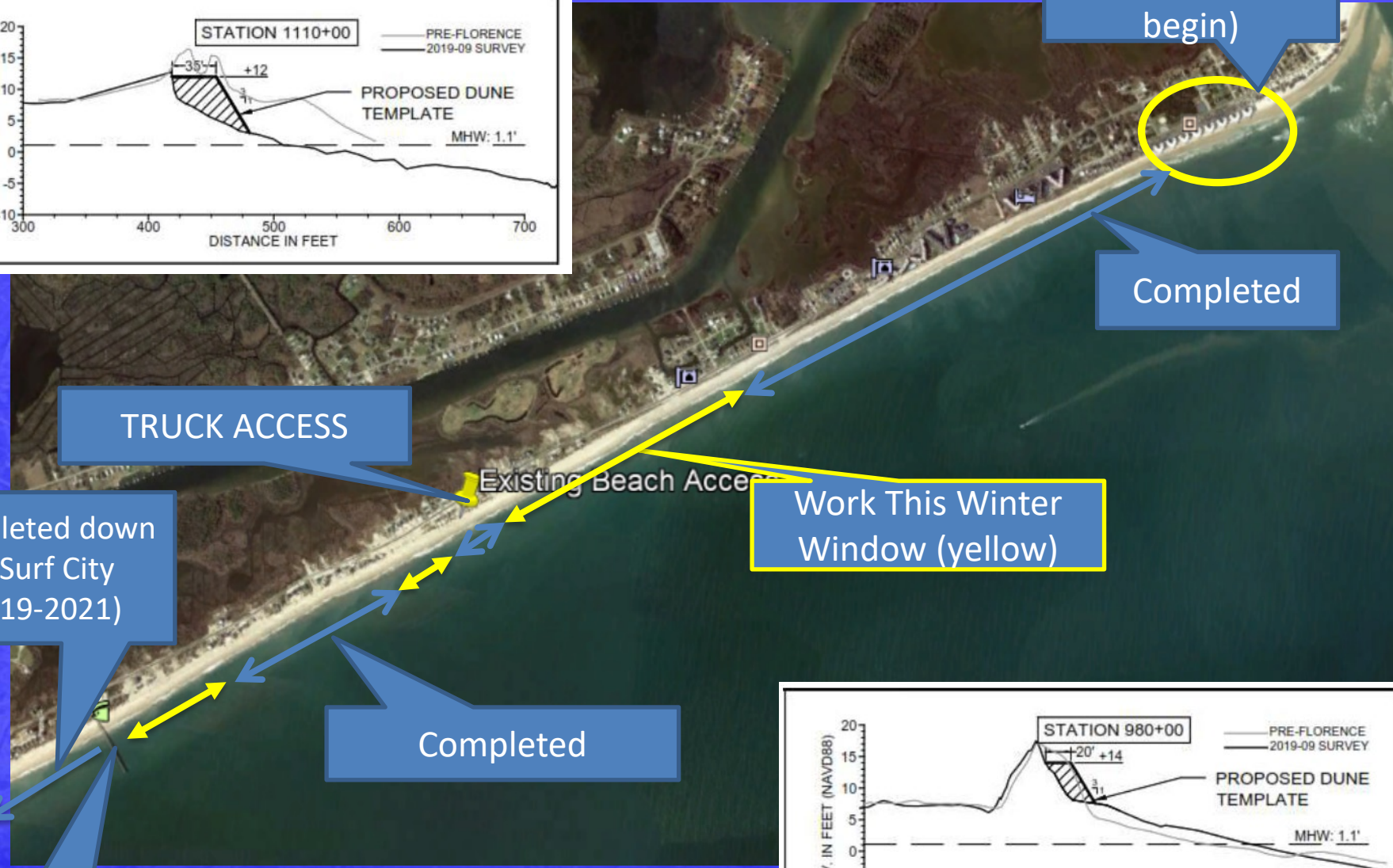
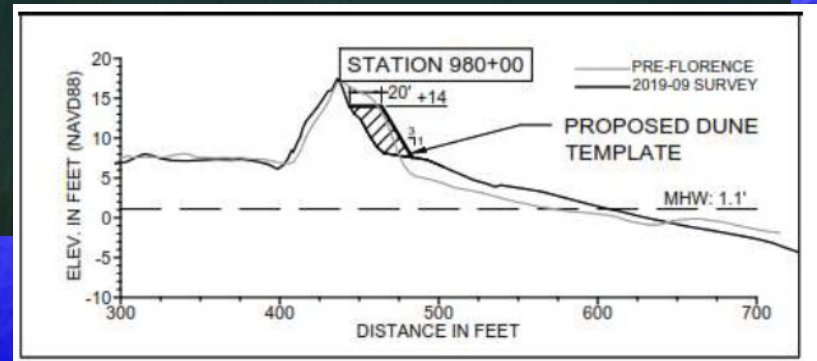
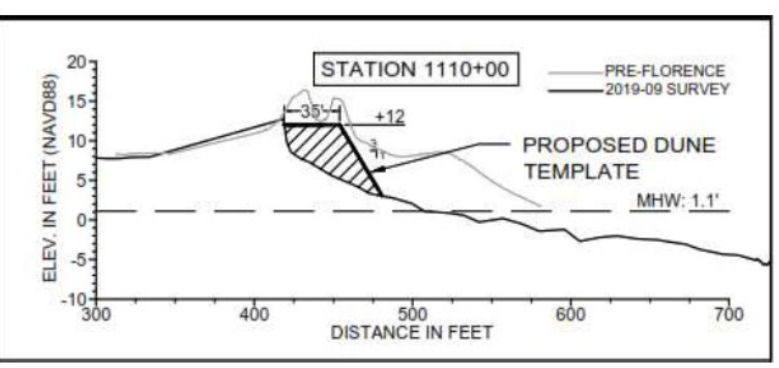
Work This Winter
Window (yellow)

Completed

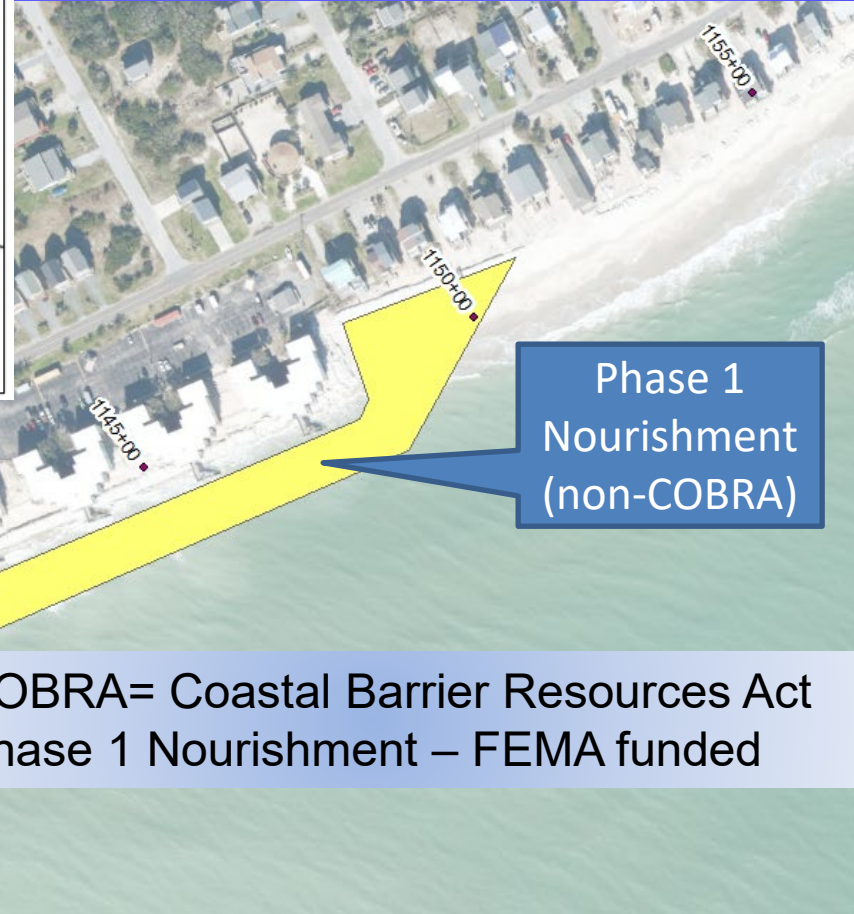
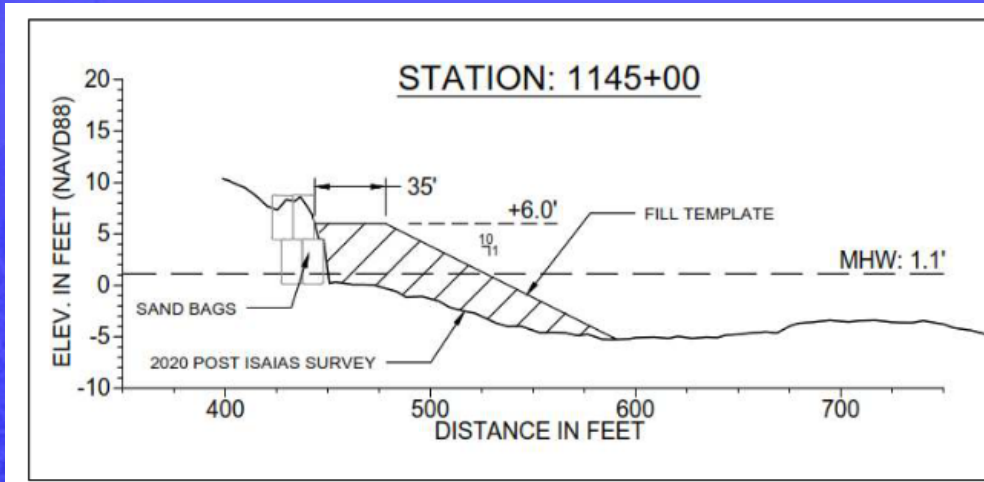
TRUCK ACCESS

Completed down
to Surf City
(2019-2021)

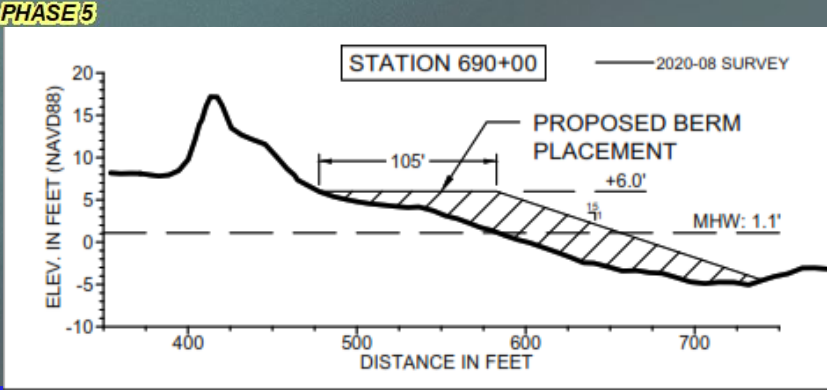
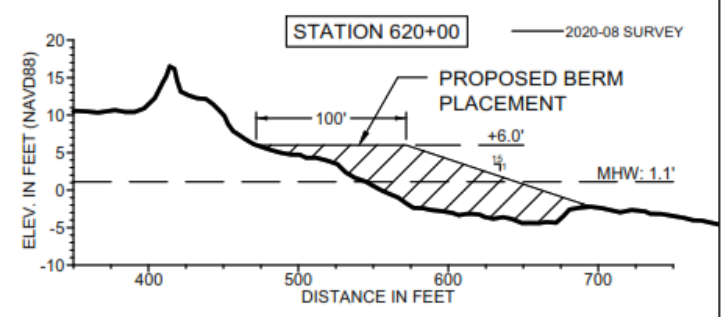
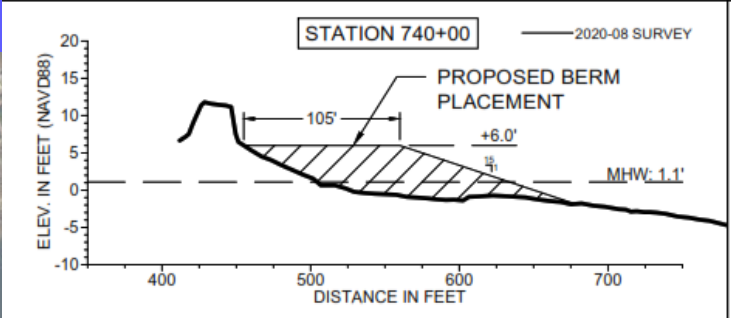
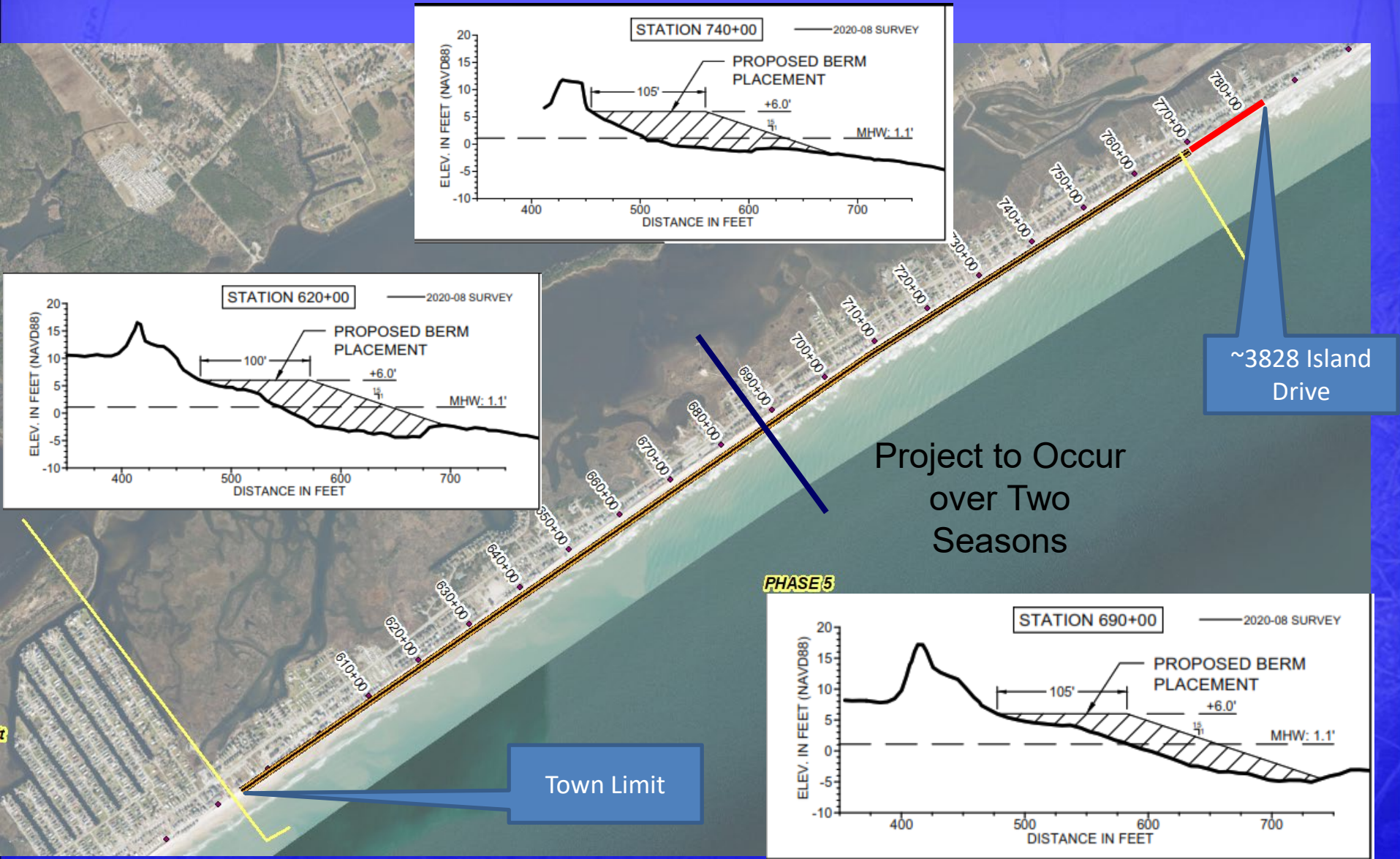
PIER



Nourishment Permitting of NON-COBRA Areas in Phase 1 Beach (not Dune) Nourishment



Planned Florence & Dorian Nourishment in Phase 5. Beach (not Dune) Nourishment



~3828 Island Drive

Town Limit

Project to Occur over Two Seasons

County Beach Access Dune Rehabilitation



Figure 1: Dune Material Placement (photo taken February 3, 2021).

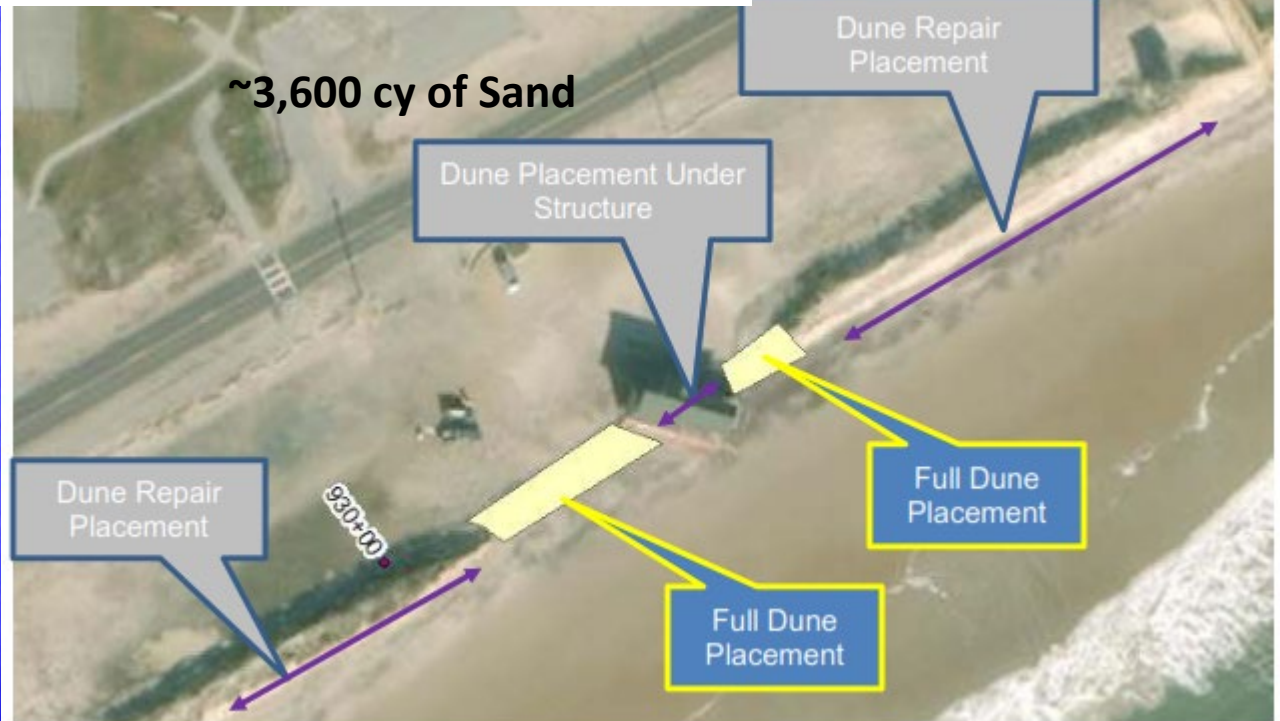


Figure 2: Plan view dune placement schematic.

Town Beach Projects Updates

- Phase 1 and Phase 2 Dune Truck Haul: Remaining ~mile to be completed the 2022 winter/spring environmental window.
- Hurricane Florence & Dorian Phase 5 FEMA Category G: Permit from DWR issued. Corps and DCM permits being finalized.
- Bids Received for Phase 5 FEMA Cat. G – ST Wooten
- Hurricane Dorian Phase 1 FEMA Category G: Separated from Category 5 permitting due to sandbags.
- New River Inlet Management Master Plan EIS: Continued EIS processing and meetings.
- Working with NTB Finance Officer and DEC Associates regarding funding for upcoming FEMA and State Grant projects
- Sea Oat Planting
- County Beach Access

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Nature's Tranquil Beauty

Board of Aldermen Regular Meeting Agenda Monday, December 6, 2021, at 6:30 P.M. Sneads Ferry Branch of the Onslow Public Library 1330 Highway 210, Sneads Ferry, NC 28460

Present: Mayor McDermon; Mayor Pro Tem Benson; Aldermen Grant, Leonard, Meyer, Pletl, Harte, and Swantek; Chief Younginer; Finance Officer Elliott; Town Manager Derian; Town Clerk Lundy; Interim Public Works Director John; Fire Chief Soward; Planning Director Hill; Town Attorney Edes; and Coastal Engineer Way.

Via Zoom: CPA Doug Carter.

- I. **Call to Order**
Mayor McDermon called the Meeting to order at 6:30 PM.
- II. **Invocation**
Alderman Meyer led attendees in an invocation.
- III. **Pledge of Allegiance**
Alderman Leonard led attendees in the Pledge of Allegiance.
- IV. **Approval of Agenda**
Mayor McDermon requested approval of the Agenda. Mayor Pro Tem Benson made a motion to approve the agenda. Alderman Meyer seconded. The Motion passed unanimously; 5:0.
- V. **Manager's Report**
Becker Morgan Proposal (Fire Station 2)
 - Town Manager Derian requested Becker Morgan to provide an estimated % or breakdown of the billings to determine what will be due to this FY vs next FY. They expect to provide initial services, Programming, and Schematic Design, during the period before July 1, 2022. They will hold involving additional engineering consultants until near the end of the fiscal year. Town Manager Derian brought this to the Board's attention because if you reference the total fixed fee and additional services such as Geotech there would be a

*All open forums are subject to a 3-minute limit

1000 NC HWY 210
Sneads Ferry, NC 28460

(910) 328-1349
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Board of Alderman Meeting

\$27,740 shortfall looking at the fees vs what is allocated. North Topsail Beach can expect to incur 25% of the \$319,700 which is \$79,925 and is sufficiently funded in the Capital Improvement Fund line item for the Public Safety Building.

DEC Associates

- The Financial Advisory Agreement with DEC Associates has been executed in the budgeted amount of \$35,000. They will be assisting the Town in obtaining a Special Obligation Bond relating to upcoming FEMA beach nourishment projects. This will include bank recommendations, negotiations on terms and interest rates, assistance in bond and closing documents, as well as assistance in working with the Local Government Commission and making presentations to the Board.

Phase 5 North End Truck Hall Project

- The bid opening was held on December 2nd at 2:00 pm. North Topsail Beach received three bids from the following bidders:
 - S.T. Wooten \$8,603,110
 - C.M. Mitchell \$10,067,675
 - S.J. Hamill Construction Co. \$16,086,247

The bids have been reviewed by Coastal Engineer Way and a recommendation is made to award a contract to S.T. Wooten for \$8,603,110 subject to the Town Attorney and Town Manager negotiating such terms and with the contract being contingent on Local Government Commission approval and permits

*Funding is anticipated to be finalized by February 3rd and a Notice To Proceed will immediately follow Local Government Commission funding finalization, which is expected February 1st. This information was provided to all bidders via an Addendum issued on the IFB. The Addendum also addressed the issue raised by potential bidders on increasing gas prices. The Town and Engineer will consider requests for variations in the state diesel price index. Any adjustments for fuel costs will be determined by the Engineer monthly through a Change Order.

- Permits – According to an update Town Manager Derian received on Friday North Topsail Beach is on track to meet the Local Government Commission deadline of January 4th
 - United States Army Corps of Engineers is processing with anticipation of being able to wrap up the Phase 5 permit in December.
 - DCM – Draft in progress and should be issued by the Engineer's estimate within the next couple of weeks.
- Special Obligation Bonds Resolution – Initial Resolution to be adopted at the January Board Meeting and Approving Resolution to be adopted at the February Board Meeting.

Northern Shoreline Dune Truck Hall Project

- The project commenced on November 16th and is still in progress. The contractor to date has completed 2,600 feet of dune fill and is expected to be completed by the end of December. The contractor will follow up on a couple of damages that occurred to cross-overs that have been reported.

210 Sea Shore Drive Condemnation

- The Administrative Hearing was held on November 16th at 10:00 am at the South End Fire Station. A written order to demolish was mailed and posted on November 22nd. The property owner had until December 2nd to appeal the order to the Board of Alderman in writing. To date, North Topsail Beach has not received an appeal nor has the owner applied for a demolition permit. The owner did contact North Topsail Beach today stating they intend to apply for a demolition permit tomorrow. Staff is obtaining 3 quotes for the cost of demolition (should the permit not be applied for) so the Board may consider approving funding and demolition at the January meeting.

212 Topsail Road

- Town Manager executed the seller documents for 212 Topsail Road. North Topsail Beach is in receipt of \$9,730.00 (\$10,00.00 less \$270 settlement charges). These funds were received Friday and accounted for in the sale of fixed assets.

Holiday Lighting

- Public Works staff installed snowflakes, décor, and lights to the two Welcome signs, Fire Station, and wreaths on the fire trucks.

COVID-19 Infection-Exposure Protocol

- Included on tonight's consent agenda is a protocol that adheres to the Onslow County Health Department and CDC COVID-19 Guidelines regarding quarantine periods and return to work guidelines for North Topsail Beach employees. It further outlines notification protocols for Employees, Supervisors, and Human Resource personnel and what actions to take. This protocol provides for Emergency Paid Sick Leave to eligible employees who qualify and outlines duration/compensation employees may be eligible for, on a one-time basis. Full-Time employees: 80 hours of pay at their regular hourly rate of pay and Part-Time employees: The number of hours the employee worked, on average, over the most immediate prior full pay period.

Town Hall Renovation

- The next Owner Architect Contractor meeting is scheduled for December 15th and the building will be ready for the final punch list/inspection on this date except for exterior front doors. The doors were reported 10-12 weeks out at the last meeting and a reminder this will not hold up occupancy.

Work performed in the last 30 days by the General Contractor:

- Interior doors installed
- Door hardware installed
- Plumbing fixtures installed
- Toilet partitions installed
- Casework completed
- Tile backsplash completed
- Remaining decking cleaned
- Gutters and downspouts installed
- Stairs refinished

Additional site work completed within the last 30 days:

- Parking lot resealing and striping with curb stops along with landscaping
- Notice To Proceed was given to the landscaping contractor and landscaping installed
- Town Hall Sign – Prefab work completed
- Received proposals for board room IT needs and gave the Notice To Proceed to the contractor for a total cost of \$34,731.01. Funds used will be from the American Rescue Funds. This will be a fully integrated system which means that the audio, video, and control systems are all seamlessly interconnected for easy and reliable control. The cost includes all equipment, installation, and staff training. The Board will have two large 75" commercial TVs mounted on each side of the room for viewing by the Board and Audience. There will be a microphone at each seat on the dais, along with a microphone at the podium. There will be controls for the Town Clerk and a set-up in the back, which will allow more than one person the availability to control from those spaces and will provide Planning Director Hill the availability to address the board if need be during future meetings. There will be speakers throughout the room in the ceiling with a Pan/Tilt/Zoom camera installed in the center. There were other options considered that did not justify the additional cost. For reference, a system with individual monitors at each station with the availability to scroll/vote on the screens was quoted in the \$85k-\$90k range.

Work to be completed between now and the first Board meeting in January:

- Interior signage installed
- Furniture delivered December 20th
- Punch list items
- Town Hall Sign completion
- IT Installation for Board Room
- Elevator Repairs and inspection

Move-in time end of December/first week of January with Open House to be determined toward the end of January.

American Rescue Plan

In March, President Biden signed into law the American Rescue Plan (ARP) which allocated \$1.9 trillion to COVID-19 relief and economic recovery. North Topsail Beach has received its first tranche of \$118,396.10 with the second tranche expected to be received summer of 2022. Local governments have until December 31, 2024, to obligate American Rescue Plan monies and until December 31, 2026, to expend all funds. There are several categories for eligible uses that have been laid out by the US Treasury, most of which do not apply to North Topsail Beach. One that did apply was the replacement of lost revenues experienced during the pandemic.

The Treasury created a formula that measures a local government's reduction in general revenue, relative to the revenue collected in the most recent full fiscal year before the pandemic. It is an inflationary formula to approximate what the local government's expected general revenue would have been had the pandemic not occurred.

The formula calculates an average growth rate based on actual revenues for four fiscal years before the pandemic. It then compares base revenue, which is the fiscal year before the pandemic, to actual revenues and looks at what that growth factor was. If less than the average, this is where the reduction in revenue amount comes from – not an actual reduction as we had an increase in revenues during the pandemic.

Finance completed this formula which provided a reduction in revenue for North Topsail Beach for \$102,737 in 2020.

The Town is using a portion of the lost revenue American Rescue Plan funds towards modernization of IT equipment and software for the board room for Town Hall. North Topsail Beach is working on different options for the remaining amount of American Rescue Plan monies to present to the board which includes infrastructure, environmental remediation, and premium pay to essential workers. Findings and details will be relayed in the upcoming months.

VI. **Open Forum**

Town Clerk Lundy reported that no one signed up to speak at the first open forum.

VII. **South End Fire Station – Becker Morgan Proposal**

Alderman Leonard made a motion to allow the Town Manager to sign and proceed forward with the professional services proposal agreement from Becker Morgan Group. Mayor Pro Tem Benson seconded. The Motion passed unanimously; 5:0.

VIII. **Board of Aldermen**

A. **Recognition of Outgoing Officials**

Mayor McDermon read resolutions recognizing Alderman Leonard and Alderman Meyers for their service on the Board of Aldermen.

B. **Recess**

A brief recess was taken for the new officials to take their place on the Board of Aldermen.

C. **Oath of Office – New Board Members**

Town Clerk Lundy administered the Oath of Office to the newly elected officials Alderman Harte and Alderman Swantek.

D. **New Board Members seated**

IX. **Public Presentations and Hearings**

A. **Coastal Engineer Update**

Mr. Fran Way of ATM Consulting provided an update as follows:

- Phase 1 and Phase 2 Dune Truck Haul: Remaining ~1.8 miles to be completed starting November 16.
- Hurricane Florence & Dorian Phase 5 FEMA Category G: Permit application processing.
- Bid Package for Phase 5 FEMA Cat. G.
- Hurricane Dorian Phase 1 FEMA Category G: Separated from Category 5 permitting due to sandbags.
- New River Inlet Management Master Plan Environmental Impact Statement: Continued Environmental Impact Statement processing and meetings.
- Working with NTB Finance Officer and DEC Associates regarding funding for upcoming FEMA and State Grant projects.
- Completed - CAMA/DCM updates to sediment criteria related to shells and rocks. NTB sampling for the entire ~11.1-mile shoreline (per new state-wide requirements and state grant-funded).
- Sea Oat Planting will begin in the spring when soil temperatures rise. They will begin replanting any oats that did not survive and then continue planting new seat oats.
- County Beach Access.

Mayor Pro Tem Benson questioned if the Truck Haul is divided over two years and sand isn't placed until January or February, will the contractor be able to place all of the sand before Turtle Season begins?

Coastal Engineer Way responded stating the goal is to get 2/3 of the project finished this upcoming winter and following spring, then finish this specific project up the following November timeframe. The second project is set to begin around next November or December and utilize different access points from the first project. In the event, a different bidder obtains the project this will prevent the two from overlapping with each other.

Coastal Engineer Way announced the Town of North Topsail Beach received three bids. Mr. Way stated the expectation was for the project to cost around 10 million dollars. S.T. Wooten came in with a bid of 8.6 million which was great. Mr. Way reminded the Board that S.T. Wooten performed the Hurricane Matthew truck haul on Phase 5 a few years ago and the company is very familiar with the project and beach work. Mr. Way is confident S.T. Wooten will be a good fit for the project.

Mayor McDermon requested that staff ensure Mr. Way's Coastal Updates continue to be posted on the website stating she frequently refers citizen inquiries to the Town Website.

Alderman Grant wanted to clarify the financial projections after receiving the Truck Haul Bid. Coastal Engineer Way indicated that the total project cost will come to about 17 million which is coincidentally around what FEMA has obligated which is good news for the town.

- X. **Consent Agenda**
- A. **Approval of Minutes (November 10, 2021)**
 - B. **Department Head Reports**
 - 1. **Finance Department**
 - 2. **Fire Department**
 - 3. **Inspections Department**
 - 4. **Planning Department**
 - 5. **Police Department**
 - C. **Committee Reports**
 - 1. **Planning Board & PPI Committee**
 - 2. **Board of Adjustment**
 - 3. **TISPC ([link to minutes](#))**
 - 4. **ONWASA ([link to minutes](#))**
 - D. **Budget Amendment 2021-22.3**
 - E. **Budget Amendment 2021-22.4**

- F. **Budget Amendment 2021-22.5**
- G. **2021 Certified Election Results**
- H. **Resolution of Appreciation of Alderman Leonard**
- I. **Resolution of Appreciation of Alderman Meyer**
- J. **NTB COVID-19 Infection-Exposure Protocol**

Alderman Grant made a motion to approve the Consent Agenda as presented. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 5-0.

XI. **Organizational Items**

A. **Resolution to Adopt “Suggested Rules of Procedure for a City Council”**

A discussion was held and Town Attorney Edes suggested that staff and himself work on a remote meeting policy and update policies based on the new statutes to bring back to the Board. Alderman Grant voiced concern in not knowing exactly what current Town policies are in place and if said policies are consistent with the Suggested Rules of Procedure.

Alderman Grant made a motion to adopt the “Suggested Rules of Procedure for a City Council” to the extent they are not inconsistent with pre-existing policies that were previously adopted by the board with the caveat the board is empowered to make changes to these rules as they see fit in the future, and with the understanding that the Mayor’s duty to vote will now supersede any prior inconsistent policies. Mayor Pro Tem Benson seconded. The Motion passed unanimously, 5-0.

B. **Board Appointments**

Mayor McDermon requested discussion to appoint members to represent the following:

1. **Election of Mayor Pro Tempore**

Alderman Grant made a motion to appoint Alderman Mike Benson as Mayor Pro Tempore. Alderman Harte seconded. The Motion passed unanimously, 5-0.

2. **ONWASA Board of Directors**

Alderman Swantek made a motion to appoint Mayor McDermon to the ONWASA Board of Directors. Alderman Pletl seconded. The Motion passed unanimously, 5-0.

3. **NCBIWAs Board of Directors Resolution**

Alderman Grant made a motion to approve the Resolution to appoint former Alderman Tom Leonard as Liaison to the Board of Directors of the NCBIWA and to represent North Topsail Beach. Alderman Swantek seconded. The Motion passed unanimously, 5-0.

4. **TISPC appoint commissioner**

Alderman Swantek made a motion to appoint Alderman Harte as commissioner for TISPC. Alderman Pletl seconded. The Motion passed unanimously, 5-0.

5. **Adhoc Revetment Committee – appoint new members**

Tabled until January Board of Alderman Meeting.

Town Attorney Edes clarified that the present status of the Revetment Committee and the revetment work contemplated by the Settlement Agreement is due to no fault of the Town of North Topsail Beach.

6. **Liaison to Onslow County Board of Commissioners**

Tabled until January Board of Alderman Meeting.

7. **Liaison to Onslow Count DOT TAC**

Tabled until January Board of Alderman Meeting.

8. **Liaison to Greater Topsail Area Chamber of Commerce & Tourism**

Tabled until January Board of Alderman Meeting.

C. **Board Resolution to Approve Regular Meeting Schedule for 2022**

Alderman Grant made a motion to approve the Regular Meeting Schedule for 2022. Alderman Harte seconded. The Motion passed unanimously; 5:0.

XII. **Continuing Business**

A. **Parks and Recreation Update**

Alderman Pletl gave an update that the formation of a Parks & Recreation Committee is still ongoing. Alderman Pletl disclosed there has been some limited interest but it is slowly growing. An organization meeting is set to be held in January for all interested applicants and anyone interested in attending. The meeting date, time, and place will be announced on the town's website as well as on social media once determined.

XIII. New Business

A. **Beach Inlet Sound Advisory Committee (BISAC) proposal**

Alderman Benson presented the following proposal to develop a Beach Inlets Sound Advisory Committee:

Background: Several years ago, the North Topsail Beach Board of Aldermen established the Beach Erosion Study Team or BEST committee as it was known with the mission “Our Mission: To evaluate and recommend to the North Topsail Beach (NTB) Board of Aldermen both short- and long-term solutions that address shoreline protection and stabilization of the beaches and dunes of the Town of North Topsail Beach.” The goals of BEST were i) to reduce the potential for a storm, wave, and erosion along NTB’s shoreline, ii) to stabilize NTB’s beaches and shoreline, and iii) to establish a sense of trust and credibility within the Town of North Topsail Beach.

The BEST report to the Board of Aldermen on 5 February 2009 had the following five recommendations to the Town. These were 1) Beach nourishment and adoption of the five-phased implementation plan developed by CP&E, 2) “Pay-as-you-go Implementation. BEST supports implementing the Beach Nourishment solutions on a “pay-as-you-go” basis, avoiding debt financing of the projects. If outside funding is insufficient to fund any portion of the implementation plan, then BEST recommends establishing tax districts that correspond to the phased implementation plan,” 3) “Cost Sharing. Assuming NTB property owners would be required to fund some or all of the costs of Beach Nourishment, BEST recommends that Oceanfront (OF) property owners should contribute 90% of the costs, and non-Oceanfront (non-OF) property owners 10% of the costs. 4) “NTB Citizen Input. Beach Nourishment is not only a very expensive and challenging undertaking, but it is also not without some risk – and not without very vocal critics. It is imperative, therefore, that the citizens of NTB support the implementation of Beach Nourishment,” and 5) “Need for Long-range Plan. North Topsail Beach must develop a long-range plan to ensure that future generations do not face the same risk to NTB property and quality-of-life that threatens the Town today. NTB should consider enlisting the assistance of North Carolina State University’s “Natural Resources Leadership Institute” in helping develop a long-range plan.” Here is the link to the BEST report on the town website.

Current Status and Need. The town implemented phases 1 and 5 of the BEST report recommendation for beach nourishment but with money financed rather than the ‘pay-as-you-go approach recommended by the BEST committee. The town is pursuing a hardened structure at the New River Inlet to collect a portion of the migrating sand from the down-drift

Board of Alderman Meeting current before it can go back into the inlet. This will slow the rate of severe erosion at the north end for the first 2000 ft or so of shoreline as well as reduce the number of yearly-maintenance dredging cycles needed in the inlet by the Army Corps of Engineers. Since the BEST committee reported its recommended goals and objectives in 2009, the Mayor and Board of Aldermen as a whole now serve as the town's beach committee along with the town manager. Recently, the town contracted with ATM, a coastal engineering firm, to facilitate Hurricane Florence and Hurricane Dorian storm-damage recovery through FEMA. The FEMA Cat B dune restoration work in Phases 2-4 should be completed before January 2022. The FEMA Cat B beach restoration in Phase 5 should start by the end of January 2022.

As the board of aldermen has a wide-ranging responsibility to the citizens of N. Topsail Beach, the time the board can spend on beach nourishment plans is limited during our monthly board meetings. The few attempts at special meeting workshops to develop a comprehensive beach plan in the past few years have not produced a way forward and have come to frustrate some of the aldermen in terms of lack of progress. Hurricane Florence has only compounded our beach nourishment efforts and long-term beach plans.

Planning for beach nourishment is only one component of the dynamic of the coastline around our island town, the other two being the New River Inlet and sound side along the Atlantic Intracoastal Waterway. As experience has taught our board as well as previous boards, inlet management must be tied to beach nourishment. The town took the lead in establishing the New River Inlet Stakeholders group that meets in conjunction with the quarterly meetings of the coast-wide stakeholders participating in the Shallow Draft Inlet MOA between the state and Army Corps. Onslow County, although a participant in the NRI stakeholders group, has provided little leadership or monetary commitment to inlet management. Even though the Army Corps focus for shallow draft inlets is navigation, municipalities can also benefit when beach-compatible dredge spoils are disposed of on our beaches.

Since the BEST report, there have been several changes in how towns and counties can fund beach nourishment. The State Legislature passed a Shallow Draft Navigation Channel Dredging and Aquatic Weed Fund based in part on fuel tax to support dredging of inlets for commercial fisheries and recreational access to the ocean. For a Tier 2 county, Onslow County dredge projects require a local 33 -67% match with state funds. Normally the local match is split 50-50 between county and municipality. As recently as this summer the Shallow Draft Inlet fund had \$40 million available with about half of that amount already committed to approved inlet dredge projects. More recently, based on a

Board of Alderman Meeting recommendation from the state-sponsored, Beach and Inlet Management Plan (BIMP) update, the State Legislature approved a 'Coastal Storm Damage Mitigation Fund' but did not appropriate funds for 2017. In 2018, diligent work by our state coastal representatives in Raleigh resulted in a one-time fund transfer of 5 million dollars to this fund. In response to Hurricane Florence's recovery, the state marked \$18.5 million for the Coastal Storm Damage Mitigation Fund as part of the hurricane recovery funds 2018-2019. Currently, the legislature's proposed state budget for 2021-2023 includes \$40 million in one-time funding for the Coastal Storm Damage Mitigation Fund. This fund would require a 50-50 state local match. Any comprehensive beach nourishment plan for N. Topsail Beach should be centered on these two sources of state funds.

While the causes of sea-level rise continue to be debated, old-timers on the island will tell you that sound-side flooding has become more severe in the past decade. Our board has given little or no attention to this issue other than an acknowledgment in our CAMA Land Use Plan and by following the CAMA setback and wetland rules. Marsh sills were approved by the state in the last few years. An adaptation of the marsh sill known as 'Living Shorelines' has become the 'thing' right now in coastal management and our town should be exploring how to adopt some of these guidelines into our overall approach to sound-side flooding. Topsail Beach has a chartered, Beach, Inlet, and Sound Committee (BIS) that meets monthly to consider issues related to the coastline around their town. The committee has a citizen Chair, two additional citizen members, and two Town Commissioners with their town manager and coastal engineer as liaison to the committee. This model has worked well for their community.

Topsail Beach completed a major beach nourishment event two years ago. Immediately before Hurricane Florence, they had plans to construct a new berm ocean side of their frontal dune for storm mitigation. They found that their private project in conjunction with the state's Shallow Draft Inlet program was more economical than their approved federal project and thus declined to proceed with their federal project. Can the Topsail Beach BIS model work for NTB?

Action items

- Establish a Beach, Inlet, and Sound Advisory Committee (BISAC).
- Approve the proposed draft BISAC Charter.
- If a committee is established then:
 - Put out a call for citizens to apply as committee members.
 - Appoint the chair and six other members plus the ex officio members to the BISAC.
 - Charge the committee to work toward the goals that are outlined in the BISAC Charter.

Board of Alderman Meeting

Mayor Pro Tem Benson made a motion to establish a Beach Inlet Sound Advisory Committee. Alderman Swantek seconded. The Motion passed unanimously; 5:0.

Mayor Pro Tem Benson made a motion to accept the provisional Charter, and the new committee will present an updated Charter within 90 days of the first meeting of the committee. Alderman Swantek seconded. The Motion passed unanimously; 5:0.

B. NTB Reach 5 North End Truck Haul Bid Award

The bid opening was held on December 2nd at 2:00 pm. We received three bids from the following bidders:

- S.T. Wooten \$8,603,110
- C.M. Mitchell \$10,067,675
- S.J. Hamill Construction Co. \$16,086,247

*Funding is anticipated to be finalized by February 3rd and an NTP will immediately follow LGC funding finalization, which is expected February 1st. This information was provided to all bidders via an Addendum issued on the IFB. The Addendum also addressed the issue raised by potential bidders on increasing gas prices. The Town and Engineer will consider requests for variations in the state diesel price index. Any adjustments for fuel costs will be determined by the Engineer monthly through a Change Order.

Town Manager Derian announced that the North Topsail Beach Reach 5 Truck Haul Bid was set to be awarded to S.T. Wooten Corporation with a total project cost of \$8, 603,110.00

Alderman Swantek made a motion that North Topsail Beach award a contract to S.T. Wooten for \$8,603,110 subject to the Town Attorney and Town Manager negotiating such terms and with the contract being contingent on Local Government Commission approval and permits. Mayor Pro Tem Benson seconded. The Motion passes unanimously; 5:0.

C. Resolution to Suspend Paid Parking

Alderman Pletl presented the following proposal to temporarily suspend paid parking at North Topsail Beach:

Background: The town of North Topsail Beach began implementing paid parking at its public parking lots and banned parking on side streets and right-of-ways on March 1, 2021.

Board of Alderman Meeting

This has brought in much-needed revenue for the town from day-trippers and visitors, who generally do not contribute other forms of revenue, such as taxes and accommodations taxes, as do the property owners and vacation renters.

However, it has also placed a burden on residents and property owners who have small driveways and limited parking, and also do not have public parking anywhere nearby. These people are unable to have family, friends, and visitors at their homes because there is nowhere for them to legally park.

While paid parking and eliminating side street and right-of-way parking has benefited our town by bringing in revenue and controlling where vehicles can park, it has done so at the expense of those who live here and has severely limited their enjoyment of life here in the town.

Before paid parking/no side street and right-of-way parking, residents and property owners with limited parking used the side streets and right-of-ways at their homes. In prior decades this was not a problem; however, when the pandemic began in 2020, we saw an unprecedented number of people visiting our town and, during the peak summer season, parking along almost every street, sometimes to the point that it might have been cumbersome to get an emergency vehicle down those streets if needed.

I am asking the board to suspend paid parking and to allow side street and right-of-way parking throughout the town of North Topsail Beach from December 7, 2021 to January 2, 2022 to allow residents and property owners to have ample parking so that they can invite family and friends to their homes for the holidays.

I do not believe the suspension will cause an unsafe level of parking on the side streets and right-of-ways because the vast majority of those who are here to just visit the beach will park in the more desirable, and closer, public parking areas. The side street and right-of-way areas will likely be primarily parked by those visiting residents and property owners.

Additionally, areas of concern that have always been No Parking should remain so during the suspension.

A positive secondary result in suspending paid parking throughout the town of North Topsail Beach and allowing side street and right-of-way parking at this time is that it will show the town's goodwill to the county, its residents, and others through the holiday season.

Board of Alderman Meeting

Mayor McDermon stated her recollection of implementing paid parking wasn't revenue-driven instead was directly related to parking issues on the south end of town. Parking in the right of way was causing issues for Emergency Vehicles to pass through which led to safety concerns.

Alderman Grant voiced concerns. One being North Topsail Beach has a contract with a third-party vendor for 12 months and in the event, paid parking is suspended it would cut into the timeframe established within the contract. Alderman Grant also pointed out that the money obtained from paid parking comes from third parties visitors, and every dollar not obtained via paid parking comes out of the pockets of the town's residents to make up for the loss. Alderman Grant did offer an alternative of when visitors come stating Town Hall can be called and made aware. Residents can provide license plates of visitors, and get a temporary pass from the town allowing visitors to park for a specific amount of time after the town verifies it causes no safety concern.

Alderman Pletl made a motion to approve the Resolution to Suspend Paid Parking. Mayor Pro Tem Benson made a new motion to approve the Resolution to Suspend Paid Parking with the amendment to leave paid parking in place and suspend side street parking only except for New River Inlet Road and Island Drive. No one seconded either motion. The Motion failed to pass for lack of consensus.

XIV.

Open Forum

Town Clerk Lundy reported that Rebecca Dickson signed up to speak at the Open Forum. Mrs. Dickson voiced her concern regarding suspending paid parking due to the town having a contract with the parking vendor, acknowledging some people have already paid a yearly fee for an annual parking pass and voiced safety concerns regarding parking in the right of way.

XV.

Attorney's Report

Town Attorney Edes stated he had information to be discussed in close session, and he congratulated the new Aldermen on their positions.

XVI.

Mayor's Report

Mayor McDermon welcomed the new and returning board members. Mayor McDermon thanked the outgoing Aldermen for their service, and wished everyone a Happy Holiday!

XVII.

Aldermen's Report

Alderman Grant wished everyone a Merry Christmas and thanked Town Manager Derian and staff for all of their hard work and progress made.

Alderman Swantek wished everyone Merry Christmas and Happy New Year.

Mayor Pro Tem Benson disclosed at the Shoreline Topsail Island Commission Meeting held the previous Thursday they discussed grant programs involving Coastal Communities. Mayor Pro Tem Benson encouraged the town to take advantage of any state grant money that may become available. The committee also discussed goals that will be posted on the Shoreline Protection website after the upcoming January meeting. Mayor Pro Tem Benson expressed his delight in the work done to the town sign, and his excitement to get moved back into Town Hall.

Alderman Harte stated he looks forward to working with the board, to help benefit all Phases of North Topsail Beach 1-5, and Merry Christmas to all.

Alderman Pletl thanked everyone for attending, expressed gratitude for the outgoing board members, and welcomed the new board members. Alderman Pletl express her delight in the work being done with the sand truck haul and gave special thanks to the town employees and staff for keeping the town running. Alderman Pletl wished everyone a Merry Christmas and a safe and Happy New Year.

Alderman Swantek made a motion to enter into Closed Session for the matters to consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged. Alderman Grant seconded. The Motion passed unanimously, 5-0.

XVIII. **Closed Session:** To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged.

Alderman Grant made a motion to come out of the closed session. Alderman Swantek seconded. The Motion passed unanimously, 5-0.

Mayor McDermon reported no action was taken.

XIX. **Adjournment**

Alderman Swantek made a motion to adjourn. Alderman Harte seconded. The Motion passed unanimously, 5-0.

The Meeting adjourned at 9:12 PM.

End of December 6, 2021 Minutes

BOARD OF ALDERMEN MEMORANDUM

TO: MAYOR MCDERMON AND ALDERMEN

FROM: Caitlin Elliott, Finance Officer

SUBJECT: Monthly Financial Report

DATE: December 21, 2021

The following events occurred during the month of December 2021 in the Finance Department:

- Still in the waiting process for our FEMA Town Park project, for the final 25% reimbursement as well as the project closeout. The Town has an open grant through the Golden Leaf Foundation and Finance will be submitting a final request for our remaining \$20,753.72 which we should receive within thirty days.
- The Town also has another grant through the Golden Leaf Foundation for the Town Hall project. This grant is specifically for enhancing the roof, windows, and doors to be storm resilient. Finance is finishing reports and documents required for the grant then we will be able to request disbursements for the approved \$100,000.
- A reimbursement request has been submitted for the Large Sediment Sampling Project that the Town received a grant for, covering the amount of the project.
- This month's packet contains a current Budget to Actual Report as well as a graph for the period.
- November's paid parking revenues yielded \$7,524.00. With the 2022 annual passes now available for purchase, I expect revenues to see an increase over the next two months.
- We have collected \$51,445 for Occupancy Taxes so far during December from short-term rentals during the month of November. The report is attached. For revenue comparisons, we are currently trending higher than last year during the same period when we collected \$33,539.66. We anticipated to receive \$1,500,000 in occupancy tax revenues this year and to date have already collected \$1,460,635. Historically, short-term rentals pick back up March to April time frame, so I am anticipating exceeding the budgeted \$1.5 figure.

- During December we have processed approximately \$167,267 in accounts payable, and a copy of the check registers is enclosed for review.
- We have received \$204,189.68 so far this month for property taxes from Onslow County which have been distributed between our three funds. We have also received October and November's Motor Vehicle Taxes this month totaling \$13,417.75.
- This month we received \$214,077.28 for Sales and Use Tax, for October collections. Last year, for comparison, we collected \$203,616.84 for the same period. We also received our quarterly Utility Franchise Tax in the amount of \$97,986.17.

If anyone has any questions, concerns, or needs additional information, please do not hesitate to ask!

Respectfully submitted,

A handwritten signature in cursive script that reads "Caitlin Elliott".

Caitlin Elliott
Finance Officer

Budget vs Actual

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Period Ending 6/30/2022

10 GENERAL FUND

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
Revenues						
10-301-00 AD VALOREM TAX - Current Year	2,690,898	0.00	0.00	1,849,105.64	(841,792.36)	69%
10-301-01 AD VALOREM TAX - Prior Years	50,000	0.00	0.00	20,343.12	(29,656.88)	41%
10-301-02 AD VALOREM TAX - MOTV	55,000	0.00	0.00	35,663.57	(19,336.43)	65%
10-317-00 AD VALOREM TAX Penalties	3,000	0.00	0.00	875.69	(2,124.31)	29%
10-317-01 COUNTY TOURISM GRANT	125,000	0.00	0.00	30,481.24	(94,518.76)	24%
10-325-00 PRIVILEGE LICENSES	100	0.00	0.00	0.00	(100.00)	
10-329-00 INTEREST	15,000	0.00	0.00	3,785.85	(11,214.15)	25%
10-330-01 P&L INSURANCE PROCEEDS	79,715	0.00	0.00	0.00	(79,715.00)	
10-335-00 MISCELLANEOUS	5,000	0.00	0.00	16,728.83	11,728.83	335%
10-337-00 UTILITIES FRANCHISE TAX	300,000	0.00	0.00	160,541.31	(139,458.69)	54%
10-341-00 BEER & WINE TAX	3,400	0.00	0.00	45.00	(3,355.00)	1%
10-343-00 POWELL BILL ALLOCATIONS	25,000	0.00	0.00	0.00	(25,000.00)	
10-345-00 LOCAL OPTION SALES TAX	1,695,000	0.00	0.00	1,042,927.30	(652,072.70)	62%
10-347-02 SOLID WASTE DISP TAX	500	0.00	0.00	341.47	(158.53)	68%
10-350-00 RECREATION -RENTAL FEES	1,500	0.00	0.00	900.00	(600.00)	60%
10-350-01 PAID PARKING REVENUE	150,000	0.00	0.00	43,875.00	(106,125.00)	29%
10-351-01 OFFICER CITATIONS & COURT	5,000	0.00	0.00	1,500.50	(3,499.50)	30%
10-351-03 BODY ARMOR REIMBURSEMENT	2,000	0.00	0.00	0.00	(2,000.00)	
10-352-01 FIRE FINES & VIOLATIONS	2,000	0.00	0.00	150.00	(1,850.00)	8%
10-352-02 PARKING/CODE ENFORCEMENT FINES	20,000	0.00	0.00	550.00	(19,450.00)	3%
10-352-03 PLANNING DEPT. FEES	6,000	0.00	0.00	50.00	(5,950.00)	1%
10-355-00 BUILDING PERMITS	70,000	0.00	0.00	57,524.55	(12,475.45)	82%
10-355-01 MECHANICAL PERMITS	15,000	0.00	0.00	9,030.00	(5,970.00)	60%
10-355-02 ELECTRICAL PERMITS	15,000	0.00	0.00	10,438.00	(4,562.00)	70%
10-355-03 PLUMBING PERMITS	2,500	0.00	0.00	1,050.00	(1,450.00)	42%
10-355-04 INSULATION PERMITS	500	0.00	0.00	0.00	(500.00)	
10-355-05 HOMEOWNERS RECOVERY FEE	200	0.00	0.00	226.00	26.00	113%

Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-355-06 TECHNOLOGY FEE	6,500	0.00	0.00	4,249.67	(2,250.33)	65%	
10-355-07 REINSPECTION FEE/FINES	3,000	0.00	0.00	850.00	(2,150.00)	28%	
10-357-08 ZONING PERMITS	20,000	0.00	0.00	8,900.00	(11,100.00)	45%	
10-359-00 REFUSE COLLECTION FEES	500,412	0.00	0.00	202,073.54	(298,338.46)	40%	
10-359-50 VACANT LOT SWF	10,000	0.00	0.00	275.00	(9,725.00)	3%	
10-359-51 LOST CART REPLACEMENT	2,000	0.00	0.00	480.00	(1,520.00)	24%	
10-359-52 ADD'L CART RECYCLING	2,500	0.00	0.00	480.00	(2,020.00)	19%	
10-367-01 SALES TAX REFUNDS	20,000	0.00	0.00	0.00	(20,000.00)		
10-368-01 GRASS MOWING REIMB	8,159	0.00	0.00	0.00	(8,159.00)		
10-368-02 GRANT FUNDS	172,000	0.00	0.00	24,487.09	(147,512.91)	14%	
10-382-00 SALE OF LESO ASSETS	5,000	0.00	0.00	0.00	(5,000.00)		
10-383-00 SALE OF FIXED ASSETS	20,000	0.00	0.00	47,410.00	27,410.00	237%	
10-399-00 APPROP. FUND BALANCE	22,316	0.00	0.00	0.00	(22,316.00)		
Revenues Totals:	6,129,200	0.00	0.00	3,575,338.37	(2,553,861.63)	58%	
Expenses							
10-410-02 SALARIES	36,000	0.00	0.00	17,500.00	18,500.00	49%	
10-410-05 FICA (7.65%)	2,754	0.00	0.00	1,338.75	1,415.25	49%	
10-410-14 TRAVEL & TRAINING	2,000	0.00	0.00	0.00	2,000.00		
10-410-33 DEPARTMENTAL SUPPLIES	500	0.00	0.00	176.96	323.04	35%	
10-410-42 CHARTER CODES SERVICE	5,000	0.00	0.00	0.00	5,000.00		
10-410-43 AUDITOR FEES	15,000	0.00	0.00	9,737.45	5,262.55	65%	
10-410-45 TAX COLLECTION FEES	40,000	0.00	0.00	31,804.77	8,195.23	80%	
10-410-47 PROFESSIONAL SERVICES	122,316	0.00	0.00	12,448.00	109,868.00	10%	
10-410-50 DONATIONS OTHER AGENCIES	3,500	0.00	0.00	2,175.00	1,325.00	62%	
10-410-53 DUES & SUBSCRIPTIONS	2,750	0.00	0.00	1,881.00	869.00	68%	
10-410-57 MISCELLANEOUS	1,000	0.00	0.00	398.72	601.28	40%	
10-410-58 TAX REFUNDS	1,500	0.00	0.00	1,854.46	(354.46)	124%	
10-410-95 BOARD STIPEND	3,600	0.00	0.00	900.00	2,700.00	25%	
GOVERNING BODY Totals:	235,920	0.00	0.00	80,215.11	155,704.89	34%	

Budget vs Actual

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10-420-02 SALARIES	285,500	0.00	0.00	110,312.92	175,187.08	39%
10-420-05 FICA (7.65%)	22,223	0.00	0.00	8,300.26	13,922.99	37%
10-420-06 GROUP INSURANCE	31,630	0.00	0.00	8,315.21	23,314.79	26%
10-420-07 ORBIT RETIREMENT (11.53%)	33,495	0.00	0.00	12,609.51	20,885.14	38%
10-420-08 401K (3%)	8,715	0.00	0.00	2,899.20	5,815.80	33%
10-420-09 TOWN INSURANCE HRA	20,000	0.00	0.00	13,834.30	6,165.70	69%
10-420-10 EMPLOYEE TRAINING	6,000	0.00	0.00	(732.00)	6,732.00	-12%
10-420-11 POSTAGE	2,500	0.00	0.00	522.94	1,977.06	21%
10-420-12 MANAGER EXPENSE ACCT	6,000	0.00	0.00	5,347.99	652.01	89%
10-420-13 TUITION REIMBURSEMENT	2,500	0.00	0.00	0.00	2,500.00	
10-420-15 BANK CHARGES	2,500	0.00	0.00	1,514.20	985.80	61%
10-420-16 M & R EQUIPMENT	1,000	0.00	0.00	0.00	1,000.00	
10-420-18 CONSUMABLES	4,000	0.00	0.00	(92.60)	4,092.60	-2%
10-420-26 ADVERTISING	1,500	0.00	0.00	842.78	657.22	56%
10-420-31 GAS, OIL & TIRES	1,200	0.00	0.00	172.82	1,027.18	14%
10-420-33 DEPARTMENT SUPPLIES	6,000	0.00	0.00	1,944.35	4,055.65	32%
10-420-34 TOWN APPAREL EXPENSE	500	0.00	0.00	111.00	389.00	22%
10-420-45 CONTRACTED SERVICES	46,000	0.00	0.00	24,081.04	21,918.96	52%
10-420-53 DUES & SUBSCRIPTIONS	5,000	0.00	0.00	1,161.88	3,838.12	23%
10-420-57 MISCELLANEOUS	500	0.00	0.00	233.83	266.17	47%
10-420-58 EMPLOYEE ENGAGEMENT	10,000	0.00	0.00	0.00	10,000.00	
10-420-76 EQUIPMENT LEASE PAYMENTS	27,500	0.00	0.00	20,813.32	6,686.68	76%
ADMINISTRATION Totals:	524,263	0.00	0.00	212,192.95	312,069.95	40%
10-430-57 ELECTION EXPENSES	4,700	0.00	0.00	0.00	4,700.00	
ELECTIONS Totals:	4,700	0.00	0.00	0.00	4,700.00	
10-490-02 SALARIES	88,000	0.00	0.00	43,400.12	44,599.88	49%
10-490-03 PART-TIME SALARIES	15,000	0.00	0.00	6,385.84	8,614.16	43%
10-490-05 FICA (7.65%)	7,880	0.00	0.00	3,808.70	4,070.80	48%
10-490-06 GROUP INSURANCE	7,910	0.00	0.00	3,346.05	4,563.95	42%
10-490-07 ORBIT RETIREMENT (11.53%)	10,146	0.00	0.00	5,004.02	5,142.38	49%
10-490-08 401K (3%)	2,640	0.00	0.00	1,288.52	1,351.48	49%

Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-490-10 EMPLOYEE TRAINING	2,000	0.00	0.00	75.00	1,925.00	4%	
10-490-16 EQUIPMENT MAINT & REPAIR	500	0.00	0.00	0.00	500.00		
10-490-17 M & R VEHICLES	1,000	0.00	0.00	0.00	1,000.00		
10-490-31 GAS, OIL, & TIRES	500	0.00	0.00	250.53	249.47	50%	
10-490-45 CONTRACTED SERVICES	25,000	0.00	0.00	0.00	25,000.00		
10-490-53 DUES & SUBSCRIPTIONS	1,000	0.00	0.00	0.00	1,000.00		
10-490-57 MISCELLANEOUS	250	0.00	0.00	0.00	250.00		
10-490-58 CRS FLOOD ACTIVITY	1,400	0.00	0.00	0.00	1,400.00		
PLANNING/ZONING/CAMA Totals:	163,226	0.00	0.00	63,558.78	99,667.12	39%	
10-491-02 SALARIES	142,000	0.00	0.00	65,468.00	76,532.00	46%	
10-491-05 FICA (7.65%)	10,863	0.00	0.00	4,958.24	5,904.76	46%	
10-491-06 GROUP INSURANCE	17,200	0.00	0.00	6,692.10	10,507.90	39%	
10-491-07 ORBIT RETIREMENT (11.53%)	16,373	0.00	0.00	7,453.97	8,918.63	46%	
10-491-08 401K (3%)	4,260	0.00	0.00	1,921.43	2,338.57	45%	
10-491-10 EMPLOYEE TRAINING	6,400	0.00	0.00	1,586.85	4,813.15	25%	
10-491-17 M & R VEHICLES	500	0.00	0.00	0.00	500.00		
10-491-31 GAS, OIL & TIRES	3,000	0.00	0.00	735.45	2,264.55	25%	
10-491-45 CONTRACTED SERVICES	9,000	0.00	0.00	2,185.00	6,815.00	24%	
10-491-53 DUES & SUBSCRIPTIONS	1,500	0.00	0.00	571.30	928.70	38%	
10-491-57 MISCELLANEOUS	500	0.00	0.00	21.99	478.01	4%	
10-491-75 DEBT SERVICE	10,651	0.00	0.00	10,650.44	0.56	100%	
INSPECTIONS Totals:	222,247	0.00	0.00	102,244.77	120,001.83	46%	
10-500-11 PHONES	30,000	0.00	0.00	10,449.57	19,550.43	35%	
10-500-13 UTILITIES	50,000	0.00	0.00	17,401.55	32,598.45	35%	
10-500-15 M & R BUILDINGS/GROUNDS	29,000	0.00	0.00	24,231.38	4,768.62	84%	
10-500-17 LANDSCAPING EXPENSE	13,100	0.00	0.00	13,135.08	(35.08)	100%	
10-500-33 BUILDING SUPPLIES	4,900	0.00	0.00	2,806.41	2,093.59	57%	
10-500-35 FURNITURE	50,000	0.00	0.00	35,380.86	14,619.14	71%	
10-500-43 CLEANING SERVICES	1,000	0.00	0.00	0.00	1,000.00		

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2022

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-500-45 PEST CONTROL	1,500	0.00	0.00	595.00	905.00	40%	
10-500-57 TOWN SIGN M & R	28,500	10,403.75	0.00	32,442.50	(14,346.25)	150%	
10-500-58 WEB EOC SERVICE	1,500	0.00	0.00	0.00	1,500.00		
10-500-74 CAPITAL OUTLAY	662,959	0.00	0.00	440,704.46	222,254.38	66%	
PUBLIC BLDGS Totals:	872,459	10,403.75	0.00	577,146.81	284,908.28	67%	
10-501-09 WORKER'S COMPENSATION	46,250	0.00	0.00	48,032.33	(1,782.33)	104%	
10-501-13 PROPERTY LIABILITY & BONDS	106,000	0.00	0.00	104,687.00	1,313.00	99%	
10-501-17 VFIS INSURANCE	16,500	0.00	0.00	22,247.00	(5,747.00)	135%	
10-501-54 FLOOD INSURANCE	3,000	0.00	0.00	2,541.00	459.00	85%	
INSURANCE Totals:	171,750	0.00	0.00	177,507.33	(5,757.33)	103%	
10-509-02 PSA SALARY	15,905	0.00	0.00	7,951.71	7,953.29	50%	
10-509-05 FICA (7.65%)	1,220	0.00	0.00	608.27	611.73	50%	
PSA - RETIRED POLICE OFFICERS Totals:	17,125	0.00	0.00	8,559.98	8,565.02	50%	
10-510-02 SALARIES	765,000	0.00	0.00	345,509.80	419,490.20	45%	
10-510-03 PART-TIME SALARIES	4,237	0.00	0.00	3,279.76	957.24	77%	
10-510-04 OVERTIME	39,000	0.00	0.00	13,949.89	25,050.11	36%	
10-510-05 FICA (7.65%)	62,978	0.00	0.00	27,654.36	35,323.27	44%	
10-510-06 GROUP INSURANCE	104,000	0.00	0.00	27,659.15	76,340.85	27%	
10-510-07 ORBIT RETIREMENT (12.04%)	91,500	0.00	0.00	43,045.32	48,454.68	47%	
10-510-08 401K (5%)	36,500	0.00	0.00	16,873.36	19,626.64	46%	
10-510-09 BEACH PATROL EXPENSE	15,000	0.00	0.00	312.00	14,688.00	2%	
10-510-10 EMPLOYEE TRAINING	10,000	0.00	0.00	2,255.09	7,744.91	23%	
10-510-16 MAINT & REPAIR EQUIP	3,500	0.00	0.00	129.95	3,370.05	4%	
10-510-17 MAINT & REPAIR VEHICLES	11,000	0.00	0.00	2,596.74	8,403.26	24%	
10-510-31 GAS,OIL & TIRES	45,000	0.00	0.00	21,880.01	23,119.99	49%	
10-510-32 OFFICE SUPPLIES	1,000	0.00	0.00	349.97	650.03	35%	
10-510-33 DEPARTMENTAL SUPPLIES	5,050	0.00	0.00	764.75	4,285.25	15%	
10-510-36 UNIFORMS	12,000	0.00	0.00	886.49	11,113.51	7%	

Budget vs Actual

NORTH TOPSAIL BEACH
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Period Ending 6/30/2022

10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-510-37 BALLISTIC VEST GRANT EXPENSE	4,570	0.00	0.00	770.21	3,799.79	17%	
10-510-47 PROFESSIONAL SERVICES	4,160	0.00	0.00	1,130.00	3,030.00	27%	
10-510-53 DUES & SUBSCRIPTIONS	10,184	0.00	0.00	5,781.66	4,402.34	57%	
10-510-57 K-9 EXPENSES	2,000	0.00	0.00	329.96	1,670.04	16%	
10-510-60 LESO PROGRAM	5,000	0.00	0.00	0.00	5,000.00		
10-510-73 NON-CAPITAL OUTLAY	14,950	16,747.37	0.00	52,918.17	(54,715.54)	466%	
10-510-74 CAPITAL OUTLAY	69,000	0.00	0.00	0.00	69,000.00		
10-510-75 DEBT SERVICE	35,712	0.00	0.00	35,712.00	0.00	100%	
10-510-76 TAXES & TITLES	2,085	0.00	0.00	0.00	2,085.00		
POLICE Totals:	1,353,426	16,747.37	0.00	603,788.64	732,889.62	46%	
10-545-02 SALARIES	176,500	0.00	0.00	83,716.72	92,783.28	47%	
10-545-03 PART-TIME SALARIES	35,500	0.00	0.00	18,107.58	17,392.42	51%	
10-545-04 OVERTIME	2,000	0.00	0.00	1,322.10	677.90	66%	
10-545-05 FICA (7.65%)	16,371	0.00	0.00	7,868.42	8,502.58	48%	
10-545-06 GROUP INSURANCE	31,630	0.00	0.00	13,384.20	18,245.80	42%	
10-545-07 ORBIT RETIREMENT (11.53%)	24,674	0.00	0.00	10,911.75	13,762.45	44%	
10-545-08 401K (3%)	6,420	0.00	0.00	2,512.24	3,907.76	39%	
10-545-14 EMPLOYEE TRAINING	1,000	0.00	0.00	0.00	1,000.00		
10-545-16 MAINT & REPAIR EQUIP	15,000	0.00	0.00	6,715.79	8,284.21	45%	
10-545-17 MAINT & REPAIR VEHICLES	5,000	0.00	0.00	1,997.01	3,002.99	40%	
10-545-31 GAS, OIL & TIRES	14,000	0.00	0.00	6,596.95	7,403.05	47%	
10-545-32 OFFICE SUPPLIES	150	0.00	0.00	0.00	150.00		
10-545-33 DEPARTMENTAL SUPPLIES	4,000	0.00	0.00	3,009.09	990.91	75%	
10-545-34 MOSQUITO CONTROL EXPENSE	5,000	0.00	0.00	227.59	4,772.41	5%	
10-545-36 UNIFORMS	1,500	0.00	0.00	519.47	980.53	35%	
10-545-57 MISCELLANEOUS	100	0.00	0.00	0.00	100.00		
10-545-75 DEBT SERVICE	11,053	0.00	0.00	11,052.35	0.65	100%	
PUBLIC WORKS Totals:	349,898	0.00	0.00	167,941.26	181,956.94	48%	

Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-560-13 STREET LIGHT EXPENSE	30,000	0.00	0.00	12,093.53	17,906.47	40%	
10-560-15 M & R PUBLIC PARKING	25,000	0.00	0.00	56.30	24,943.70	0%	
10-560-33 DEPARTMENTAL SUPPLIES	4,000	0.00	0.00	131.20	3,868.80	3%	
10-560-43 RIVER ROAD WALK & TOWN ENTRANCE SIGNS	1,000	0.00	0.00	0.00	1,000.00		
10-560-73 STREET PAVING & REPAIR	40,000	0.00	0.00	2,790.00	37,210.00	7%	
STREETS Totals:	100,000	0.00	0.00	15,071.03	84,928.97	15%	
10-580-45 SANITATION CONTRACTS	401,912	0.00	0.00	162,711.87	239,200.13	40%	
10-580-46 TIPPING FEES	68,500	0.00	0.00	46,351.05	22,148.95	68%	
10-580-47 RECYCLING	30,000	0.00	0.00	4,947.90	25,052.10	16%	
SANITATION Totals:	500,412	0.00	0.00	214,010.82	286,401.18	43%	
10-620-12 SNOWFLAKES	3,000	0.00	0.00	2,405.44	594.56	80%	
10-620-14 PARK WELL	500	0.00	0.00	0.00	500.00		
10-620-15 PARK MAINTENANCE	3,000	0.00	0.00	69.11	2,930.89	2%	
10-620-17 BIKE PATH M & R	500	0.00	0.00	190.18	309.82	38%	
10-620-27 SPECIAL EVENTS	1,500	0.00	0.00	0.00	1,500.00		
10-620-33 PARK SUPPLIES	2,500	0.00	0.00	2,239.86	260.14	90%	
RECREATION Totals:	11,000	0.00	0.00	4,904.59	6,095.41	45%	
10-690-02 SALARIES	804,500	0.00	0.00	376,428.86	428,071.14	47%	
10-690-03 VOL INCENTIVE PAY	5,000	0.00	0.00	25.00	4,975.00	1%	
10-690-04 OVERTIME	35,000	0.00	0.00	26,483.47	8,516.53	76%	
10-690-05 FICA (7.65%)	64,604	0.00	0.00	30,201.22	34,403.03	47%	
10-690-06 GROUP INSURANCE	134,500	0.00	0.00	45,737.48	88,762.52	34%	
10-690-07 ORBIT RETIREMENT (11.53%)	96,794	0.00	0.00	46,455.76	50,338.59	48%	
10-690-08 401K (3%)	25,185	0.00	0.00	11,971.08	13,213.92	48%	
10-690-10 EMPLOYEE TRAINING	5,000	0.00	0.00	1,512.01	3,487.99	30%	
10-690-16 M & R EQUIPMENT	17,500	29,889.70	0.00	2,491.43	(14,881.13)	185%	
10-690-17 M & R VEHICLES	15,000	10,500.00	0.00	15,215.82	(10,715.82)	171%	
10-690-31 GAS, OIL & TIRES	14,000	0.00	0.00	6,065.97	7,934.03	43%	

Budget vs Actual

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10 GENERAL FUND							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
10-690-32 OFFICE SUPPLIES	1,500	1,450.00	0.00	350.07	(300.07)	120%	
10-690-33 DEPARTMENTAL SUPPLIES	45,500	7,884.75	0.00	1,087.78	36,527.47	20%	
10-690-34 FIRE FIGHTER PHYSICALS	5,600	0.00	0.00	0.00	5,600.00		
10-690-36 UNIFORMS	8,000	0.00	0.00	2,093.27	5,906.73	26%	
10-690-53 DUES & SUBSCRIPTIONS	8,500	0.00	0.00	2,511.50	5,988.50	30%	
10-690-56 FEDERAL FIRE GRANT EXPENSE	5,000	0.00	0.00	0.00	5,000.00		
10-690-57 MISCELLANEOUS	250	0.00	0.00	86.93	163.07	35%	
10-690-73 COMMUNICATIONS EQUIP	6,000	2,667.50	0.00	1,184.57	2,147.93	64%	
FIRE DEPARTMENT Totals:	1,297,434	52,391.95	0.00	569,902.22	675,139.43	48%	
10-695-91 PLANNING BOARD EXPENSE	1,000	0.00	0.00	0.00	1,000.00		
10-695-92 BOARD OF ADJUSTMENT EXPENSE	1,000	0.00	0.00	0.00	1,000.00		
COMMITTEES Totals:	2,000	0.00	0.00	0.00	2,000.00		
10-720-08 CONTRACTS, PLANS & SPECS	48,000	0.00	0.00	0.00	48,000.00		
10-720-10 BEACH LOBBIST CONTRACT	60,000	0.00	0.00	27,855.17	32,144.83	46%	
10-720-12 BEACH & ACCESS MAINTENANCE	50,000	0.00	0.00	817.25	49,182.75	2%	
10-720-14 BEACH RELATED MEETINGS & CONFERENCES	20,000	0.00	0.00	3,200.00	16,800.00	16%	
10-720-15 M & R DUNE & CROSSWALK	8,000	0.00	0.00	606.55	7,393.45	8%	
10-720-36 EASEMENT & LEGAL EXPENSES	1,000	0.00	0.00	0.00	1,000.00		
10-720-45 CONTRACTED SERVICES	10,000	0.00	0.00	8,138.60	1,861.40	81%	
10-720-53 ASBPA DUES & MEETINGS	2,500	0.00	0.00	0.00	2,500.00		
BEACH REN. / DUNE STAB. Totals:	199,500	0.00	0.00	40,617.57	158,882.43	20%	
10-999-01 CONTINGENCY	103,841	0.00	0.00	0.00	103,841.33		
CONTINGENCY Totals:	103,841	0.00	0.00	0.00	103,841.33		
Expenses Totals:	6,129,200	79,543.07	0.00	2,837,661.86	3,211,995.07	48%	
10 GENERAL FUND Revenues Over/(Under) Expenses:			0.00	737,503.09			

Budget vs Actual

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12 CAPITAL IMPROVEMENT FUND

Description	Budget	Encumbrance	MTD	YTD	Variance	Percent
Revenues						
12-301-00 AD VALOREM TAX (.04)	389,280	0.00	0.00	292,057.31	(97,222.69)	75%
Revenues Totals:	389,280	0.00	0.00	292,057.31	(97,222.69)	75%
Expenses						
12-750-01 PUBLIC SAFETY BUILDING	291,960	0.00	0.00	0.00	291,960.00	
12-750-02 FIRE TRUCK	97,320	0.00	0.00	0.00	97,320.00	
Totals:	389,280	0.00	0.00	0.00	389,280.00	
Expenses Totals:	389,280	0.00	0.00	0.00	389,280.00	
12 CAPITAL IMPROVEMENT FUND	Revenues Over/(Under) Expenses:		0.00	292,057.31		

Budget vs Actual

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15 AMERICAN RESCUE PLAN FUNDING							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
15-305-00 AMERICAN RESCUE PLAN FUNDING	118,396	0.00	0.00	118,396.10	0.00	100%	
Revenues Totals:	118,396	0.00	0.00	118,396.10	0.00	100%	
Expenses							
15-790-00 AMERICAN RESCUE PLAN	118,396	0.00	0.00	26,048.27	92,347.83	22%	
Totals:	118,396	0.00	0.00	26,048.27	92,347.83	22%	
Expenses Totals:	118,396	0.00	0.00	26,048.27	92,347.83	22%	
15 AMERICAN RESCUE PLAN FUNDING	Revenues Over/(Under) Expenses:		0.00	92,347.83			

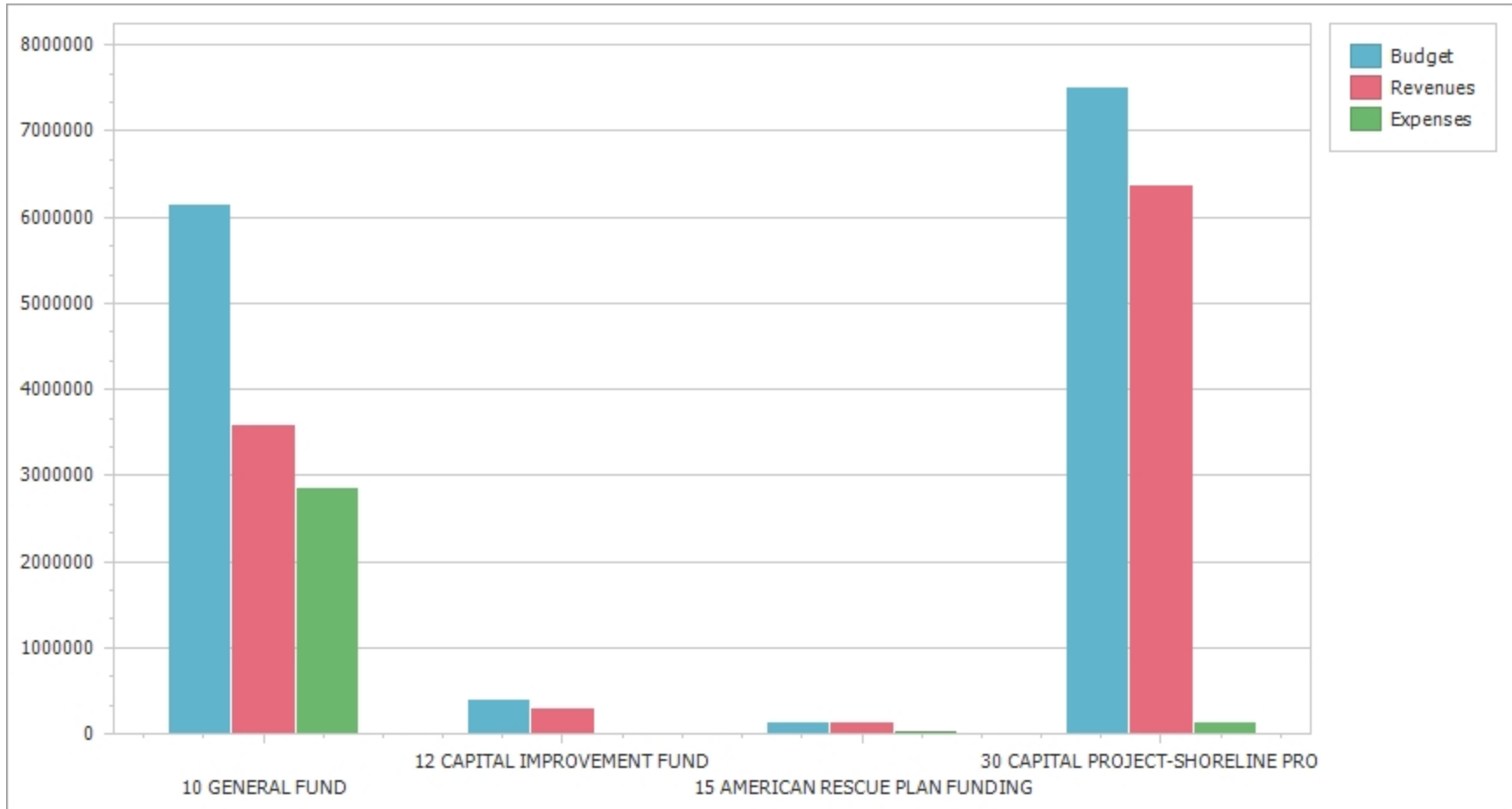
Budget vs Actual

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30 CAPITAL PROJECT-SHORELINE PRO							
Description	Budget	Encumbrance	MTD	YTD	Variance	Percent	
Revenues							
30-301-00 ACCOMMODATION TAX	1,500,000	0.00	0.00	1,460,634.59	(39,365.41)	97%	
30-301-05 AD VALOREM TAX - Beach	1,396,542	0.00	0.00	936,189.61	(460,352.39)	67%	
30-329-00 INTEREST INCOME	1,000	0.00	0.00	509.85	(490.15)	51%	
30-345-00 LOCAL OPTION SALES TAX	594,430	0.00	0.00	356,975.14	(237,454.86)	60%	
30-348-09 FEMA REIMBURSEMENTS (POST HURRICANE)	3,382,100	0.00	0.00	3,382,099.65	0.00	100%	
30-350-01 PAID PARKING REVENUE	600,000	0.00	0.00	223,120.55	(376,879.45)	37%	
30-383-02 SPECIAL ASSESSMENT	25,000	0.00	0.00	9,736.65	(15,263.35)	39%	
Revenues Totals:	7,499,072	0.00	0.00	6,369,266.04	(1,129,805.61)	85%	
Expenses							
30-720-04 FEMA Florence Truck Haul	2,465,000	0.00	0.00	0.00	2,465,000.00		
30-720-07 Harden Structure Permit/Design	280,000	0.00	0.00	4,929.50	275,070.50	2%	
30-720-08 CONTRACTS, PLANS, SPECS	320,000	0.00	0.00	117,626.27	202,373.73	37%	
30-720-18 OTHER CONTRACTS & PLANS	60,000	0.00	0.00	0.00	60,000.00		
30-720-62 PHASE 5 DEBT SERVICE - USDA	900,115	0.00	0.00	0.00	900,115.00		
30-720-64 Sandbag Repair Project	200,000	0.00	0.00	0.00	200,000.00		
30-720-66 Due To USDA Reserve Fund	90,000	0.00	0.00	0.00	90,000.00		
30-720-68 Future Projects Fund	3,183,957	0.00	0.00	0.00	3,183,956.65		
BEACH REN. / DUNE STAB. Totals:	7,499,072	0.00	0.00	122,555.77	7,376,515.88	2%	
Expenses Totals:	7,499,072	0.00	0.00	122,555.77	7,376,515.88	2%	
30 CAPITAL PROJECT-SHORELINE PRO			Revenues Over/(Under) Expenses:	0.00	6,246,710.27		



GL Account History Summary

NORTH TOPSAIL BEACH

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Account Range: 30-301-00 ACCOMMODATION TAX - 30-301-00 ACCOMMODATION TAX

Date Range: 12/1/2021 - 12/21/2021

GL Account - 30-301-00 ACCOMMODATION TAX					
Date	Description	Source	Debits	Credits	Date
Fiscal Period - FY 21-22		Beg Balance	\$0.00	\$3,096,233.57	
12/01/2021	OCC TAX	GL GJ	\$0.00	\$53.85	12/02/2021
12/03/2021	OCC TAX	GL GJ	\$0.00	\$62.85	12/03/2021
12/07/2021	OCC TAX	GL GJ	\$0.00	\$3,972.89	12/08/2021
12/08/2021	OCC TAX	GL GJ	\$0.00	\$92.85	12/09/2021
12/09/2021	OCC TAX	GL GJ	\$0.00	\$3,055.17	12/10/2021
12/10/2021	OCC TAX	GL GJ	\$0.00	\$24.72	12/13/2021
12/10/2021	OCC TAX	GL GJ	\$0.00	\$863.99	12/10/2021
12/13/2021	OCC TAX	GL GJ	\$0.00	\$2,735.00	12/13/2021
12/15/2021	OCC TAX	GL GJ	\$0.00	\$17,683.54	12/16/2021
12/16/2021	OCC TAX	GL GJ	\$0.00	\$10,791.46	12/16/2021
12/20/2021	OCC TAX	GL GJ	\$0.00	\$12,108.52	12/21/2021
Transaction Totals			\$0.00	\$51,444.84	
**	End Balance		\$0.00	\$51,444.84	**

Check Listing

Date From: 12/1/2021 Date To: 12/21/2021

Vendor Range: A PLUS WAREHOUSE EQUIPMENT & SUPPLY - ZOCKLEIN & ASSOCIATES

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Check Number	Bank	Vendor	Date	Amount
45937	1	AARON'S GRADING & PAVING	12/02/2021	<u>\$2,790.00</u>
45938	1	BB&T	12/02/2021	<u>\$356.89</u>
45939	1	CROSSLEY MCINTOSH COLLIER	12/02/2021	<u>\$2,041.40</u>
45940	1	GREATAMERICAN FINANCIAL SERVS	12/02/2021	<u>\$1,018.66</u>
45941	1	India Mackinson	12/02/2021	<u>\$120.00</u>
45942	1	JAMES EDWARDS	12/02/2021	<u>\$100.00</u>
45943	1	KATHY PARKER	12/02/2021	<u>\$2,500.00</u>
45944	1	LOWE'S HOME CENTERS	12/02/2021	<u>\$1,005.27</u>
45945	1	OCEANSIDE TRUCK & TRAILER	12/02/2021	<u>\$162.26</u>
45946	1	ROMAN TROPHIES	12/02/2021	<u>\$188.90</u>
45947	1	SNEADS FERRY OIL & LP GAS	12/02/2021	<u>\$362.59</u>
45948	1	UNITED LABORATORIES	12/02/2021	<u>\$1,113.89</u>
45949	1	VILLAGE HARDWARE	12/02/2021	<u>\$62.76</u>
45950	1	CHARTER COMMUNICATIONS	12/09/2021	<u>\$1,269.06</u>
45951	1	DIAL CORDY	12/09/2021	<u>\$2,479.50</u>
45952	1	DODSON PEST CONTROL	12/09/2021	<u>\$119.00</u>
45953	1	EXPRESS PRINTING	12/09/2021	<u>\$131.61</u>
45954	1	GFL ENVIRONMENTAL	12/09/2021	<u>\$33,115.52</u>
45955	1	GUY C. LEE BUILDING MATERIALS	12/09/2021	<u>\$91.35</u>
45956	1	INTERNATIONAL CITY/COUNTY MANA	12/09/2021	<u>\$920.00</u>
45957	1	JONES ONSLOW ELECTRIC COMPANY	12/09/2021	<u>\$2,387.89</u>
45958	1	LANDMARK AUDIO/ VIDEO	12/09/2021	<u>\$27,871.65</u>
45959	1	MHC KENWORTH	12/09/2021	<u>\$9,738.11</u>
45960	1	NC INTERLOCAL RISK MGMT AGENCY	12/09/2021	<u>\$1,246.46</u>
45961	1	O'REILLY AUTOMOTIVE INC.	12/09/2021	<u>\$69.25</u>
45962	1	ONSLow COUNTY SOLID WASTE DEPT	12/09/2021	<u>\$4,043.37</u>
45963	1	QUALITY EQUIPMENT LLC	12/09/2021	<u>\$431.02</u>
45964	1	SONOCO PRODUCTS CO.	12/09/2021	<u>\$609.00</u>
45965	1	TI COASTAL SERVICES, INC.	VOIDED 12/09/2021	<u>\$34,800.00</u>
45966	1	TOWN OF SURF CITY	12/09/2021	<u>\$4,879.79</u>
45967	1	VERIZON WIRELESS	12/09/2021	<u>\$720.96</u>
45968	1	ANTHONY SAMPOGNA	12/16/2021	<u>\$135.00</u>

Check Listing

Date From: 12/1/2021 Date To: 12/21/2021

Vendor Range: A PLUS WAREHOUSE EQUIPMENT & SUPPLY - ZOCKLEIN & ASSOCIATES

NORTH TOPSAIL BEACH
12/21/2021 03:31 PM

Page: 2 of 2

Check Number	Bank	Vendor	Date	Amount
45969	1	APPLIED TECHNOLOGY & MNGMT	12/16/2021	<u>\$30,517.14</u>
45970	1	C.W. WILLIAMS FIRE EQUIPMENT	12/16/2021	<u>\$1,455.49</u>
45971	1	MUNICIPAL EMERGENCY SERVICES	12/16/2021	<u>\$1,025.76</u>
45972	1	NC DEPARTMENT OF INFORMATION TECHNOLOGY	12/16/2021	<u>\$22.64</u>
45973	1	ONslow COUNTY TAX COLLECTOR	12/16/2021	<u>\$14,907.56</u>
45974	1	ONslow WATER & SEWER AUTHORITY	12/16/2021	<u>\$248.72</u>
45975	1	PAGE, ANDREW	12/16/2021	<u>\$77.61</u>
45976	1	SIGN WORKS	12/16/2021	<u>\$16,221.25</u>
45977	1	STAPLES CREDIT PLAN	12/16/2021	<u>\$264.54</u>
45978	1	THE FMRT GROUP	12/16/2021	<u>\$445.00</u>
42	Checks Totaling -			\$202,066.87

Totals By Fund

	Checks	Voids	Total
10	\$108,221.96		\$108,221.96
15	\$26,048.27		\$26,048.27
30	\$67,796.64	\$34,800.00	\$32,996.64
Totals:	\$202,066.87	\$34,800.00	\$167,266.87

Town of North Topsail Beach Fire Department

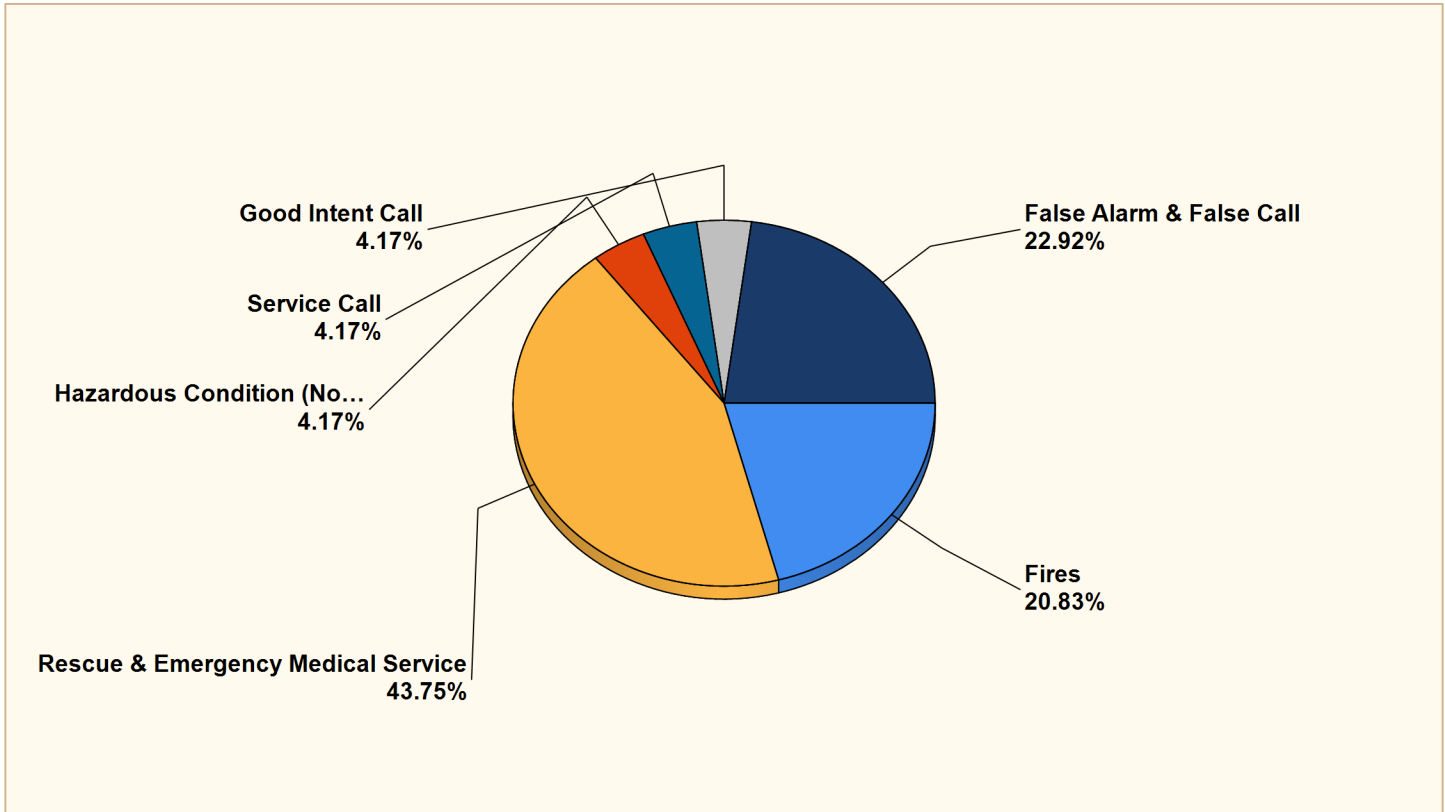
North Topsail Beach, NC

This report was generated on 12/17/2021 10:52:58 AM



Breakdown by Major Incident Types for Date Range

Zone(s): All Zones | Start Date: 11/04/2021 | End Date: 12/17/2021



MAJOR INCIDENT TYPE	# INCIDENTS	% of TOTAL
Fires	10	20.83%
Rescue & Emergency Medical Service	21	43.75%
Hazardous Condition (No Fire)	2	4.17%
Service Call	2	4.17%
Good Intent Call	2	4.17%
False Alarm & False Call	11	22.92%
TOTAL	48	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



Detailed Breakdown by Incident Type

INCIDENT TYPE	# INCIDENTS	% of TOTAL
111 - Building fire	8	16.67%
131 - Passenger vehicle fire	1	2.08%
143 - Grass fire	1	2.08%
311 - Medical assist, assist EMS crew	20	41.67%
321 - EMS call, excluding vehicle accident with injury	1	2.08%
445 - Arcing, shorted electrical equipment	1	2.08%
463 - Vehicle accident, general cleanup	1	2.08%
550 - Public service assistance, other	1	2.08%
553 - Public service	1	2.08%
651 - Smoke scare, odor of smoke	2	4.17%
715 - Local alarm system, malicious false alarm	1	2.08%
733 - Smoke detector activation due to malfunction	1	2.08%
743 - Smoke detector activation, no fire - unintentional	1	2.08%
745 - Alarm system activation, no fire - unintentional	7	14.58%
746 - Carbon monoxide detector activation, no CO	1	2.08%
TOTAL INCIDENTS:	48	100%

Only REVIEWED and/or LOCKED IMPORTED incidents are included. Summary results for a major incident type are not displayed if the count is zero.



📈 Permits Issued List

From Date: 11/22/2021

To Date: 12/19/2021

Permit Type	Sub Type	Permit#	Address	Issue Date	Permit Fee
Demolition Permit	Residential	D21-000001	210 SEA SHORE DR	12/08/2021	75.00
Demolition Permit Total	Residential Total			1	75.00
Demolition Permit Total				1	75.00
Dock/Bulkhead/Retaining Wall Permit	Dock	DBR21-000005	210 Mason CT	12/08/2021	200.00
Dock/Bulkhead/Retaining Wall Permit	Dock	DBR21-000004	16 SAILVIEW DR	12/01/2021	200.00
Dock/Bulkhead/Retaining Wall Permit Total	Dock Total			2	400.00
Dock/Bulkhead/Retaining Wall Permit Total				2	400.00
Driveway Permit	Driveway Permit	DVW21-000033	138 OCEANVIEW LN	11/30/2021	0.00
Driveway Permit	Driveway Permit	DVW21-000031	316 SCOTCH BONNET DR	12/13/2021	0.00
Driveway Permit	Driveway Permit	DVW21-000029	318 SCOTCH BONNET DR	12/13/2021	0.00
Driveway Permit	Driveway Permit	DVW21-000036	109 BARTON BAY CT	12/14/2021	0.00
Driveway Permit Total	Driveway Permit Total			4	0.00
Driveway Permit Total				4	0.00
Electrical Permit	Commercial	E21-000096	2008 LOGGERHEAD CT	11/29/2021	0.00
Electrical Permit Total	Commercial Total			1	0.00
Electrical Permit	Residential	E21-000087	318 SCOTCH BONNET DR	12/13/2021	0.00
Electrical Permit	Residential	E21-000108	109 BARTON BAY CT	12/14/2021	0.00
Electrical Permit	Residential	E21-000122	2675 ISLAND DR	12/14/2021	75.00
Electrical Permit	Residential	E21-000125	516 OCEAN DR	12/14/2021	147.00
Electrical Permit	Residential	E21-000128	8503 4TH AVE	12/15/2021	75.00
Electrical Permit	Residential	E21-000131	340 TOPSAIL RD	12/15/2021	75.00
Electrical Permit	Residential	E21-000129	104 S PERMUDA WYND	12/15/2021	75.00
Electrical Permit	Residential	E21-000133	526 NEW RIVER INLET RD	12/17/2021	147.00

Electrical Permit	Residential	E21-000134	3874 ISLAND DR	12/17/2021	75.00
Electrical Permit	Residential	E21-000126	6404 14TH AVE	12/17/2021	75.00
Electrical Permit	Residential	E21-000098	4296 ISLAND DR	11/29/2021	75.00
Electrical Permit	Residential	E21-000085	4528 24TH AVE	11/30/2021	0.00
Electrical Permit	Residential	E21-000104	173 TOPSAIL RD	11/30/2021	75.00
Electrical Permit	Residential	E21-000099	183 SEA GULL LN	11/29/2021	75.00
Electrical Permit	Residential	E21-000100	181 SEA GULL LN	11/29/2021	75.00
Electrical Permit	Residential	E21-000097	4190 ISLAND DR	11/29/2021	75.00
Electrical Permit	Residential	E21-000103	171 TOPSAIL RD	11/30/2021	75.00
Electrical Permit	Residential	E21-000095	313 SCOTCH BONNETT DR	12/03/2021	0.00
Electrical Permit	Residential	E21-000112	661 OCEAN DR	12/07/2021	75.00
Electrical Permit	Residential	E21-000113	102 S PERMUDA WYND	12/07/2021	75.00
Electrical Permit	Residential	E21-000105	3068 ISLAND DR UNIT 1 & 2	12/01/2021	147.00
Electrical Permit	Residential	E21-000114	650 NEW RIVER INLET RD	12/07/2021	75.00
Electrical Permit	Residential	E21-000110	3858 ISLAND DR	12/07/2021	147.00
Electrical Permit	Residential	E21-000116	100 OCEAN VIEW LN	12/07/2021	147.00
Electrical Permit	Residential	E21-000091	316 SCOTCH BONNET DR	12/13/2021	0.00
Electrical Permit	Residential	E21-000115	4903 22ND AVE	12/13/2021	75.00
Electrical Permit	Residential	E21-000101	138 OCEANVIEW LN	11/30/2021	0.00
Electrical Permit	Residential	E21-000118	383 TOPSAIL RD	12/08/2021	75.00
Electrical Permit	Residential	E21-000119	60 BERMUDA LANDING PL	12/08/2021	75.00
Electrical Permit	Residential	E21-000109	442 OCEAN DR	12/09/2021	75.00
Electrical Permit	Residential	E21-000120	7703 8TH AVE	12/09/2021	75.00
Electrical Permit Total	Residential Total			31	2,235.00
Electrical Permit Total				32	2,235.00
Elevator Permit	Residential	EL21-000002	2928 ISLAND DR	12/10/2021	105.00
Elevator Permit Total	Residential Total			1	105.00
Elevator Permit Total				1	105.00
Fuel Gas Permit	Residential	FG21-000017	109 BARTON BAY CT	12/14/2021	0.00
Fuel Gas Permit	Residential	FG21-000015	316 SCOTCH BONNET DR	12/13/2021	0.00
Fuel Gas Permit	Residential	FG21-000016	138 OCEANVIEW LN	11/30/2021	0.00

Fuel Gas Permit Total	Residential Total			3	0.00
Fuel Gas Permit Total				3	0.00
Insulation Permit	Residential	I21-000032	109 BARTON BAY CT	12/14/2021	0.00
Insulation Permit	Residential	I21-000030	138 OCEANVIEW LN	11/30/2021	0.00
Insulation Permit	Residential	I21-000028	318 SCOTCH BONNET DR	12/13/2021	0.00
Insulation Permit	Residential	I21-000029	316 SCOTCH BONNET DR	12/13/2021	0.00
Insulation Permit Total	Residential Total			4	0.00
Insulation Permit Total				4	0.00
Mechanical Permit	Residential	M21-000094	109 BARTON BAY CT	12/14/2021	0.00
Mechanical Permit	Residential	M21-000089	316 SCOTCH BONNET DR	12/13/2021	0.00
Mechanical Permit	Residential	M21-000080	318 SCOTCH BONNET DR	12/13/2021	0.00
Mechanical Permit	Residential	M21-000098	118 S PERMUDA WYND	12/13/2021	0.00
Mechanical Permit	Residential	M21-000091	138 OCEANVIEW LN	11/30/2021	0.00
Mechanical Permit	Residential	M21-000088	141 S PERMUDA WYND	11/22/2021	75.00
Mechanical Permit	Residential	M21-000090	790 NEW RIVER INLET RD 118B	11/23/2021	75.00
Mechanical Permit	Residential	M21-000093	3192 ISLAND DR	12/02/2021	75.00
Mechanical Permit	Residential	M21-000012	4458 ISLAND DR	12/07/2021	75.00
Mechanical Permit Total	Residential Total			9	300.00
Mechanical Permit Total				9	300.00
New Construction Permit	Single Family	C21-000030	138 OCEANVIEW LN	11/30/2021	2,859.14
New Construction Permit	Single Family	C21-000034	109 BARTON BAY CT	12/14/2021	1,310.65
New Construction Permit	Single Family	C21-000026	318 SCOTCH BONNET DR	12/13/2021	1,683.93
New Construction Permit	Single Family	C21-000029	316 SCOTCH BONNET DR	12/13/2021	1,592.58
New Construction Permit Total	Single Family Total			4	7,446.30
New Construction Permit Total				4	7,446.30
Plumbing Permit	Residential	P21-000034	316 SCOTCH BONNET DR	12/13/2021	0.00
					—

Plumbing Permit	Residential	P21-000033	318 SCOTCH BONNET DR	12/13/2021	0.00
Plumbing Permit	Residential	P21-000039	109 BARTON BAY CT	12/14/2021	0.00
Plumbing Permit	Residential	P21-000041	118 S PERMUDA WYND	12/13/2021	0.00
Plumbing Permit	Residential	P21-000037	138 OCEANVIEW LN	11/30/2021	0.00
Plumbing Permit	Residential	P21-000036	8904 2ND AVE & ISLAND DR	11/29/2021	75.00
Plumbing Permit	Residential	P21-000035	2000 NEW RIVER INLET RD 2502	12/01/2021	75.00
Plumbing Permit	Residential	P21-000002	1753 NEW RIVER INLET RD	11/30/2021	0.00
Plumbing Permit Total	Residential Total			8	150.00
Plumbing Permit Total				8	150.00
Renovation Permit	Single Family	B21-000010	118 S PERMUDA WYND	12/13/2021	225.00
Renovation Permit Total	Single Family Total			1	225.00
Renovation Permit Total				1	225.00
Simple Build Permit	Commercial	SB21-000028	123 FISHING PIER LN	12/13/2021	75.00
Simple Build Permit Total	Commercial Total			1	75.00
Simple Build Permit	Single Family	SB21-000031	114 OCEANVIEW LN	12/13/2021	75.00
Simple Build Permit	Single Family	SB21-000021	8602 3RD AVE	11/30/2021	200.00
Simple Build Permit	Single Family	SB21-000025	313 SCOTCH BONNETT DR	12/03/2021	150.00
Simple Build Permit Total	Single Family Total			3	425.00
Simple Build Permit Total				4	500.00
Swimming Pool Permit	Residential	SP21-000004	4528 24TH AVE	11/30/2021	305.00
Swimming Pool Permit Total	Residential Total			1	305.00
Swimming Pool Permit Total				1	305.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000060	138 OCEANVIEW LN	11/30/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000054	8602 3RD AVE	11/30/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000058	4528 24TH AVE	11/30/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-	16 SAILVIEW DR	12/01/2021	0.00

		000050			
Zoning and Floodplain Development Permit	Residential	ZFP21-000065	109 BARTON BAY CT	12/14/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000046	318 SCOTCH BONNET DR	12/13/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000045	316 SCOTCH BONNET DR	12/13/2021	0.00
Zoning and Floodplain Development Permit	Residential	ZFP21-000067	210 Mason CT	12/08/2021	0.00
Zoning and Floodplain Development Permit Total	Residential Total			8	0.00
Zoning and Floodplain Development Permit Total				8	0.00
All Permits Total				82	11,741.30

 P+Z Permits Issued List

From: 11/24/2021
 To: 12/20/2021

Permit#	Issue Date	Address	Property#	Legal Description	Property Owner	Contractor	Building CO Final	Building CO Issued	Cost	Receipt#	Estimated Value	Recovery Fund	Technology Fee
ZFP21-000060	11/30/2021	138 OCEANVIEW LN	768B-12	L12 OCEAN SOUND VILLAGE	KAELIN DANIEL SCOTT & JENNIFER GARDINER	Maebilt Construction, LLC - Paul Dorazio			0.00		1800000.00	0.00	0.00
ZFP21-000054	11/30/2021	8602 3RD AVE	811-31	L233 SEAHAVEN BEACH	SUTTON JAMES N & SUSAN S &	1st Time Done Right - Karen Edens			0.00		28000.00	0.00	0.00
ZFP21-000058	11/30/2021	4528 24TH AVE	809-45	L13 S1 B14 OLD SETTLERS BEACH	HOLCOMB ROBERT MICHAEL JR & GABRIELLE	Tidal Pools, Inc. - Eric E Pollard			0.00		52896.00	0.00	0.00
ZFP21-000050	12/01/2021	16 SAILVIEW DR	775C-44	L16 S1 CAPE ISLAND	BROWN AMY C & HENRY THOMAS III	PFL Construction LLC - Joshua Barber			0.00		29800.00	0.00	0.00
ZFP21-000067	12/08/2021	210 Mason CT	775B-83	L28 OCEAN CLUB VILLAGE	KESLER TIEA & RICHARD LONGAMORE JR	Ronald W. Barber - Ronald Wayne Barber			0.00		92800.00	0.00	0.00
ZFP21-000045	12/13/2021	316 SCOTCH BONNET DR	804-44.10	L 2 DANIEL & ELIZABETH DEACON	JWB CONSULTING AND PLANNING LLC	Deacon Development Company - Daniel J Deacon			125.00		380000.00	0.00	0.00
ZFP21-000046	12/13/2021	318 SCOTCH BONNET DR	804-44.11	L 3 DANIEL & ELIZABETH DEACON	DEACON DANIEL J & ELIZABETH	Deacon Development Company - Daniel J Deacon			125.00		400000.00	0.00	0.00
ZFP21-000065	12/14/2021	109 BARTON BAY CT	779A-36	L6 BARTON BAY YACHT CLUB	GRAY JOHN R	RG Properties, LLC - Ryan Gray			0.00		300000.00	0.00	0.00
DVW21-000033	11/30/2021	138 OCEANVIEW LN	768B-12	L12 OCEAN SOUND VILLAGE	KAELIN DANIEL SCOTT & JENNIFER GARDINER	Maebilt Construction, LLC - Paul Dorazio			50.00		15000.00	0.00	0.00
DVW21-000031	12/13/2021	316 SCOTCH BONNET DR	804-44.10	L 2 DANIEL & ELIZABETH DEACON	JWB CONSULTING AND PLANNING LLC	Deacon Development Company - Daniel J Deacon			50.00		380000.00	0.00	0.00
DVW21-000029	12/13/2021	318 SCOTCH BONNET DR	804-44.11	L 3 DANIEL & ELIZABETH DEACON	DEACON DANIEL J & ELIZABETH	Deacon Development Company - Daniel J Deacon			50.00		400000.00	0.00	0.00
DVW21-000036	12/14/2021	109 BARTON BAY CT	779A-36	L6 BARTON BAY YACHT CLUB	GRAY JOHN R	RG Properties, LLC - Ryan Gray			50.00		2000.00	0.00	0.00



Chief William K. Younginer

Department Report for November 1, 2021 - November 30, 2021

Arrests

Communicating Threats	1
Traffic	5
Warrant Service	2

NC Traffic Stop Reports

State Citations	9
Town Citations	0
Warning Citations	6

Summary

TOTAL CALLS FOR SERVICE	172
TOTAL CITATIONS ISSUED	15
TOTAL REPORTS	99
TOTAL SECURITY CHECKS	1,059

Calls for Service

Accidents	1
Alarms	5
B&E	1
Cit / Mot / Ped Assists	31
Disturbances	4
Larceny of a Firearm	1
Misc Calls	79
Sexual Assault	1
Suspicious Activity	16
Trespassing	2
Welfare Check	1

Assist Other Agencies

E. M. S.	8
H.R.P.D	1
N.T.B. F.D.	3
O. C. S. D.	14
S.C.P.D.	1
S.H.P.	2
Traffic Safety Task Force	1



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	01 06 2022

Issue: Planning Board Committee Report
Hanna McCloud, Chair
Department: Planning
Prepared by: Deborah J. Hill MPA AICP CFM CZO
Presentation: No

The Planning Board regular meeting December 9, 2021 was cancelled. Next regularly scheduled meeting is January 13, 2022.



Town of North Topsail Beach
Board of Aldermen

Agenda	Consent
Item:	Agenda
Date:	01 06 2022

Issue: Board of Adjustment Committee Report
Hanna McCloud, Chair

Department: Planning

Prepared by: Deborah J. Hill MPA AICP CFM CZO

Presentation: No

No meeting was held, as there were no variance applications or appeals.

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek



Alice Derian, ICMA-CM
Town Manager

Danyale Lundy
Town Clerk

Nature's Tranquil Beauty

RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN'S SPECIAL OBLIGATION BOND AND CERTAIN RELATED MATTERS

WHEREAS, the Board of Alderman (the "*Board*") of the Town of North Topsail Beach, North Carolina (the "*Town*") hereby determines that it is necessary to provide beach nourishment for the purpose of beach erosion control and flood and hurricane protection works (the "*Project*");

WHEREAS, the Town has created a Municipal Service District (the "*MSD*"), in accordance with Article 23 of Chapter 160A of the North Carolina General Statutes, in which the Project will be located;

WHEREAS, the Board is considering the issuance of a special obligation bond (the "*2022A Bond*") in a principal amount not to exceed \$9,500,000 to finance the Project;

WHEREAS, the Town has retained (A) Parker Poe Adams & Bernstein LLP, as bond counsel for the 2022A Bond and (B) DEC Associates Inc., as financial advisor for the 2022A Bond;

WHEREAS, the Board wants the Town Manager (1) to file with the North Carolina Local Government Commission (the "*Commission*") an application for its approval of the 2022A Bond, on a form prescribed by the Commission, (2) to request in such application that the Commission approve (a) the negotiation of the sale of the 2022A Bond to PNC Bank, National Association (the "*Purchaser*") through a private placement and (b) the financing team for the 2022A Bond, (3) to state in such application such facts and to attach thereto such exhibits in regard to the 2022A Bond and to the Town and its financial condition, as may be required by the Commission, and (4) to take all other action necessary for the issuance of the 2022A Bond;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, AS FOLLOWS:

Section 1. The 2022A Bond is to be issued by the Town for the purpose of providing funds (1) to finance the costs of the Project and (2) to pay the costs of issuing the 2022A Bond, as set out fully in the documents attached to the Town's application to the Commission. The use of the proceeds of the 2022A Bond, as described, is necessary in order to provide for beach erosion control and flood and hurricane protection works in the MSD.

Section 2. The Town Manager, or her designee, is hereby authorized directed and designated to file an application with the Commission for its approval of the issuance of the 2022A Bond.

Section 3. In addition to the bond counsel and the financial advisor described above, the Authorized Officers (as defined herein) are each hereby authorized to retain the services of other professionals as they deem necessary and appropriate to complete the transactions contemplated by this Resolution.

Section 4. The Board finds and determines and asks the Commission to find and determine from the Town's application and supporting documentation:

- (1) that the issuance of the 2022A Bond is necessary or expedient;
- (2) that the not to exceed stated principal amount of the 2022A Bond will be sufficient but is not excessive, when added to other moneys available to the Town, for the proposed Project;
- (3) that the proposed Project is feasible;
- (4) that the Town's debt management procedure and policies are good;
and
- (5) that the 2022A Bond can be marketed at a reasonable interest cost to the Town.

Section 5. The Mayor, the Town Manager, the Finance Officer, and the Town Clerk, individually and collectively (the "*Authorized Officers*"), are hereby authorized, to do any and all other things necessary to complete the steps necessary for the issuance of the 2022A Bond.

Section 6. All actions of the Town and its officials, whether previously or hereafter taken in effectuating the proposed financing as described herein, are hereby ratified, authorized and approved.

Section 7. All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 8. This Resolution is effective on the date of its adoption.

STATE OF NORTH CAROLINA)
)
COUNTY OF BRUNSWICK) SS:

I, *Danyale Lundy*, Town Clerk of the Town of North Topsail Beach, North Carolina, ***DO HEREBY CERTIFY*** that the foregoing is a true and exact copy of a resolution entitled “**RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN’S SPECIAL OBLIGATION BOND AND CERTAIN RELATED MATTERS**” adopted by the Board of Alderman of the Town of North Topsail Beach, North Carolina, at a meeting held on the 5th day of January, 2022.

WITNESS my hand and the corporate seal of the Town of North Topsail Beach, North Carolina, this the ____ day of January, 2022.

[Seal]

Danyale Lundy
Town Clerk
Town of North Topsail Beach, North Carolina

Town of North Topsail Beach

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

Aldermen:
Richard Grant
Don Harte
Connie Pletl
Bob Swantek



Alice Derian, ICMA-CM
Town Manager

Danyale Lundy
Town Clerk

Nature's Tranquil Beauty

RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION REFUNDING BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN'S SPECIAL OBLIGATION REFUNDING BOND AND CERTAIN RELATED MATTERS

WHEREAS, the Board of Alderman (the "*Board*") of the Town of North Topsail Beach, North Carolina (the "*Town*") hereby determines that it is necessary to refund all of the outstanding Town of North Topsail Beach, North Carolina Special Obligation Bonds, Series 2015 (the "*Refunded Bonds*"), the proceeds of which were used to construct certain beach erosion control and flood and hurricane protection works (the "*Refunded Project*");

WHEREAS, the Town has created a Municipal Service District (the "*MSD*"), in accordance with Article 23 of Chapter 160A of the North Carolina General Statutes, in which the Refunded Project is located;

WHEREAS, the Board is considering the issuance of a special obligation refunding bond (the "*2022B Bond*") in a principal amount not to exceed \$9,500,000 to refinance the Refunded Bonds;

WHEREAS, the Town has retained (A) Parker Poe Adams & Bernstein LLP, as bond counsel for the 2022B Bond and (B) DEC Associates Inc., as financial advisor for the 2022B Bond;

WHEREAS, the Board wants the Town Manager (1) to file with the North Carolina Local Government Commission (the "*Commission*") an application for its approval of the 2022B Bond, on a form prescribed by the Commission, (2) to request in such application that the Commission approve (a) the negotiation of the sale of the 2022B Bond to PNC Bank, National Association (the "*Purchaser*") through a private placement and (b) the financing team for the 2022B Bond, (3) to state in such application such facts and to attach thereto such exhibits in regard to the 2022B Bond and to the Town and its financial condition, as may be required by the Commission, and (4) to take all other action necessary for the issuance of the 2022B Bond;

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, AS FOLLOWS:

Section 1. The 2022B Bond is to be issued by the Town for the purpose of providing funds (1) to refinance the Refunded Bonds and (2) to pay the costs of issuing the 2022B Bond, as set out fully in the documents attached to the Town's application to the Commission.

Section 2. The Town Manager, or her designee, is hereby authorized directed and designated to file an application with the Commission for its approval of the issuance of the 2022B Bond.

Section 3. In addition to the bond counsel and the financial advisor described above, the Authorized Officers (as defined herein) are each hereby authorized to retain the services of other professionals as they deem necessary and appropriate to complete the transactions contemplated by this Resolution.

Section 4. The Board finds and determines and asks the Commission to find and determine from the Town's application and supporting documentation:

- (1) that the issuance of the 2022B Bond is necessary or expedient;
- (2) that the not to exceed stated principal amount of the 2022B Bond will be sufficient but is not excessive, when added to other moneys available to the Town, for the proposed refinancing of the Refunded Bonds;
- (3) that the proposed refinancing of the Refunded Bonds is feasible;
- (4) that the Town's debt management procedure and policies are good;
and
- (5) that the 2022B Bond can be marketed at a reasonable interest cost to the Town.

Section 5. The Mayor, the Town Manager, the Finance Officer, and the Town Clerk, individually and collectively (the "*Authorized Officers*"), are hereby authorized, to do any and all other things necessary to complete the steps necessary for the issuance of the 2022B Bond.

Section 6. All actions of the Town and its officials, whether previously or hereafter taken in effectuating the proposed financing as described herein, are hereby ratified, authorized and approved.

Section 7. All motions, orders, resolutions and parts thereof in conflict herewith are hereby repealed.

Section 8. This Resolution is effective on the date of its adoption.

STATE OF NORTH CAROLINA)
)
COUNTY OF BRUNSWICK) SS:

I, *Danyale Lundy*, Town Clerk of the Town of North Topsail Beach, North Carolina, ***DO HEREBY CERTIFY*** that the foregoing is a true and exact copy of a resolution entitled “**RESOLUTION OF THE TOWN OF NORTH TOPSAIL BEACH, NORTH CAROLINA, DIRECTING THE APPLICATION TO THE LOCAL GOVERNMENT COMMISSION FOR APPROVAL OF A SPECIAL OBLIGATION REFUNDING BOND, REQUESTING LOCAL GOVERNMENT COMMISSION APPROVAL OF THE TOWN’S SPECIAL OBLIGATION REFUNDING BOND AND CERTAIN RELATED MATTERS**” adopted by the Board of Alderman of the Town of North Topsail Beach, North Carolina, at a meeting held on the 5th day of January, 2022.

WITNESS my hand and the corporate seal of the Town of North Topsail Beach, North Carolina, this the ____ day of January, 2022.

[Seal]

Danyale Lundy
Town Clerk
Town of North Topsail Beach, North Carolina