

1                                   **MINUTES OF THE REGULAR SCHEDULED MEETING**  
2                                   **OF THE EMERALD ISLE BOARD OF COMMISSIONERS**  
3                                   **TUESDAY, DECEMBER 9, 2014 – 6:00 P.M.**  
4                                   **TOWN BOARD MEETING ROOM**  
5  
6  
7

8    **1. Call To Order**  
9

10 The regular monthly meeting of the Emerald Isle Board of Commissioners was called to  
11 order by Mayor Eddie Barber at 6:00 PM in the Town Board Meeting Room.  
12

13    **2. Roll Call**  
14

15 Present for the meeting: Mayor Eddie Barber, Commissioners Floyd Messer, Jim  
16 Normile, John Wootten, and Maripat Wright.  
17

18 Absent for the meeting: Commissioner Tom Hoover.  
19

20    ***Motion was made by Commissioner Wright to excuse the absence of***  
21    ***Commissioner Hoover. The Board voted unanimously 4-0 in favor. Motion***  
22    ***carried.***  
23

24 Mayor Barber noted Commissioner Hoover was absent due to a recent surgery.  
25

26 Also present during the regular meeting: Town Manager Frank Rush, Town Attorney  
27 Richard Stanley, Town Clerk Rhonda Ferebee, and Police Chief Jeff Waters.  
28

29 Also present: Andre Nabors, Economic Development Partnership of North Carolina.  
30

31    **3. Opening Prayer**

32 Mayor Barber offered the opening prayer.

33    **4. Pledge of Allegiance**  
34

35 All who were present recited the Pledge of Allegiance led by Julia Lassiter. Mayor  
36 Barber noted that Julia was a 3<sup>rd</sup> grade honor student at White Oak Elementary, and the  
37 daughter of Dr. and Mrs. Robert Perry, MD of MedFirst Urgent Care of Emerald Isle.  
38

39    **5. Adoption of Agenda**  
40

41    ***Motion was made by Commissioner Wright to adopt the Agenda. The Board***  
42    ***voted unanimously 4-0 in favor. Motion carried.***  
43  
44

1 **6. Proclamations / Public Announcements**

2  
3 Mayor Barber thanked the Emerald Isle Business Association, all the volunteers,  
4 Chairperson Don Wells who led the parade, elected officials, fire departments and  
5 rescue squads that participated, the Swansboro Marching Band, and Mr. & Mrs. Santa  
6 Claus for coming down from the North Pole for a great Christmas parade in Emerald  
7 Isle.

8  
9 Mayor Barber also commended Jacob Watson a senior at Croatan High School for  
10 hosting a Christmas dinner for about 65 wounded warriors at their home, he did this for  
11 a project and it was a great evening.

12  
13 Mayor Barber noted the following announcements for the public:

- 14
- 15 • **CANCELLED – Board of Adjustment Regular Meeting – Wednesday,**
- 16 **December 10**
- 17 • **Santa & A Movie – Friday, December 12 – 6 pm – Community Center**
- 18 • **Planning Board Regular Meeting – Mon, Dec 15 – Town Board**
- 19 **Meeting Room**
- 20 • **Police Educating The Public – “Protecting Yourself” – Tues, Dec 16 –**
- 21 **10 am – Town Board Meeting Room**
- 22 • **Coffee With a Cop – Thurs, Dec 18 – 9 am – Stir It Up Coffee Shop**
- 23 • **American Red Cross Blood Drive – Fri, Dec 19 – 2 pm – 7 pm –**
- 24 **Community Center**
- 25 • **Christmas Holiday – Wed, Dec 24, Thurs, Dec 25, and Fri, Dec 26 –**
- 26 **Town Offices Closed**
- 27 • **Christmas Holiday – Wed, Dec 24, and Thurs, Dec 25 – Community**
- 28 **Center Closed, but open on Fri, Dec 26**
- 29 • **No trash collection Thurs, Dec 25 and Fri, Dec 26**
- 30 • **Crystal Coast Countdown Scavenger Hunt – Mon, Dec 29 – 11 am –**
- 31 **Community Center**
- 32 • **New Year’s Eve Fireworks (Crystal Coast Countdown) – Wed, Dec 31**
- 33 **at Midnight – Bogue Inlet Pier**
- 34 • **New Year’s Holiday – Thurs, Jan 1 – Town Offices Closed,**
- 35 **Community Center closed**
- 36 • **EMT Basic Class – Begins Thurs, January 8 – 6 pm – EMS Station**
- 37 • **Friday Free Flick – Fri, January 9 – 7 pm – Community Center**
- 38 • **Board of Commissioners Regular Meeting – Tuesday, January 13 –**
- 39 **6 pm – Town Board Meeting Room**
- 40
- 41
- 42

1 **7. Public Comment**

2  
3 **Brief Summary:** The public has the opportunity at this time to address the Board about  
4 any items of concern not on the agenda.

5  
6 There were no comments from the public.

7  
8 **8. Consent Agenda**

- 9  
10 a. **Minutes – October 14, 2014 Regular Meeting**  
11 b. **Minutes – November 10, 2014 Regular Meeting**  
12 c. **“Whistleblower” Policy**  
13 d. **Budget Amendment – General Fund (Public Works / Solid Waste)**  
14 e. **Amendment to Town Safety Policy**  
15 f. **Resolution Supporting the Search and Rescue Mission of Marine Transport**  
16 **Squadron One (VMR-1) at MCAS Cherry Point (14-12-09/R1)**  
17 g. **Interlocal Agreement – Carteret County Inspections Services**  
18 h. **2015 Regular Meeting Schedules – Board of Commissioners, Planning**  
19 **Board, Board of Adjustment**

20  
21 ***Motion was made by Commissioner Wootten to approve the items on the Consent***  
22 ***Agenda. The Board voted unanimously 4-0 in favor. Motion carried.***

23  
24 **Clerks Note:** A copy Resolution 14-12-09/R1 along with all other Consent Agenda items as noted above are  
25 incorporated herein by reference and hereby made a part of these minutes.

26  
27 **9. Proposed Internal Financing Agreement / Investment**

- 28  
29 a. **Public Hearing**  
30 b. **Resolution Authorizing Internal Financing Agreement / Investment**  
31 **(14-12-09/R2)**

32  
33 Town Manager Frank Rush addressed the Board concerning this agenda item. The  
34 following excerpt from his memo to the Board is provided for additional background:

35  
36 The Board of Commissioners is scheduled to consider the attached resolution that would authorize the execution of an internal  
37 financing agreement / investment between the General Fund and the Future Beach Nourishment Fund.

38  
39 A total of \$240,000 of fund balance in the Future Beach Nourishment Fund would be invested via a formal note for the  
40 construction of the planned new Welcome Center, and the General Fund would retire the note over a 10-year term at a variable  
41 annual interest rate equal to the Federal Funds rate on February 1 of each year plus 0.5%. The General Fund would make  
42 annual payments to the Future Beach Nourishment Fund in the amount of \$24,000 plus interest over a 10-year period, resulting  
43 in the repayment of \$240,000 of principal and total interest payments estimated between \$10,000 and \$17,000.

44  
45 The proposed internal financing agreement / investment is beneficial to both the Town's Future Beach Nourishment Fund and  
46 the General Fund. The proposed variable interest rate is essentially 0.5% higher than the current interest rate on the Town's

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1 investment of fund balance in the Future Beach Nourishment Fund (approximately 0.15%), and will result in additional revenue  
2 for future beach nourishment activities. The proposed variable interest rate is also less than the rate the Town would likely pay  
3 on a 10-year fixed installment financing agreement with a private lending institution (likely in the 2.5% range), and will reduce the  
4 Town's total interest cost for the construction of the new Welcome Center.  
5

6 As discussed previously, the Town has executed a 10-year lease agreement with the Carteret County Tourism Development  
7 Authority (TDA) for the new Welcome Center. The lease agreement calls for monthly lease payments of \$2,500 (or \$30,000  
8 annually) for the first 8 years, and then monthly lease payments of \$1,250 (or \$15,000 annually) for the final 2 years. Thus, all  
9 Town costs associated with the construction of the new Welcome Center will ultimately be recovered by TDA lease payments  
10 over the 10-year lease term.  
11

12 The Board should note that the investment of Future Beach Nourishment Fund balance is not expected to delay the timing or  
13 impact the financing of future beach nourishment activities in any way. Fortunately, the Town's ocean beach remains in good  
14 condition overall, and the Town does not anticipate the need for the next nourishment project for at least 5 years or more. The  
15 Future Beach Nourishment Fund currently has a fund balance of approximately \$700,000, and future annual contributions of  
16 approximately \$680,000 are anticipated each year. It is likely that the outstanding principal amount for the proposed internal  
17 financing agreement / investment will be minimal, and perhaps nearly zero, by the time the Town completes the next beach  
18 nourishment project. Additionally, as you know, the majority of funding (67% or more) for future Town beach nourishment  
19 projects is expected to be derived from room occupancy tax proceeds managed by the Carteret County Beach Commission, thus  
20 the amount of this internal financing agreement / investment represents a relatively small portion of the revenues available for  
21 future beach nourishment activities.  
22

23 Town Attorney Richard Stanley has previously confirmed that the investment of Future Beach Nourishment Fund balance (as  
24 outlined in the attached resolution) is authorized under NCGS 159-30(c), subject to the approval of the NC Local Government  
25 Commission (LGC). If the Board approves the attached resolution, a formal note setting forth the terms of the internal financing  
26 agreement / investment will be reviewed by the LGC at either its January or February meeting. We do not expect any difficulty  
27 securing LGC approval, but in the event this approval is not granted the Town will need to seek an alternate financing  
28 mechanism for the additional \$240,000.  
29

30 Although the law is somewhat unclear as to whether or not a public hearing is required, we have scheduled a public hearing on  
31 the proposed internal financing agreement / investment for the December 9 meeting.  
32

33 I recommend approval of the attached resolution.  
34

35 ***Motion was made by Commissioner Messer to open the Public Hearing. The***  
36 ***Board voted unanimously 4-0 in favor. Motion carried.***  
37

38 There were no comments from the public.  
39

40 ***Motion was made by Commissioner Wooten to close the Public Hearing. The***  
41 ***Board voted unanimously 4-0 in favor. Motion carried.***  
42

43 ***Motion was made by Commissioner Wright to approve the Resolution Authorizing***  
44 ***Internal Financing Agreement / Investment for the new Welcome Center. The***  
45 ***Board voted unanimously 4-0 in favor. Motion carried.***  
46

47 **Clerks Note: A copy Resolution 14-12-09/R2 as noted above is incorporated herein by reference and hereby**  
48 **made a part of these minutes.**  
49

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1 **10. Presentation – RetireNC Program**  
2

3 Mayor Barber introduced Andre Nabors, with the Economic Development Partnership of  
4 North Carolina (EDPNC). Mr. Nabors provided a PowerPoint presentation for the Board  
5 and public outlining the highlights of the RetireNC Program. The following excerpt from  
6 Town Manager Frank Rush’s memo to the Board is provided for additional background:  
7

8 The Board of Commissioners is scheduled to receive a presentation on the State’s RetireNC program now operated by the  
9 Economic Development Partnership of NC (EDPNC, the State’s new public-private economic development program). Andre  
10 Nabors and Ashlee Kirk of EDPNC will attend the December 9 meeting to educate the Board and the community about this  
11 program.  
12

13 The RetireNC program was created by the NC General Assembly in 2008, and its purpose is to encourage retirees and those  
14 planning to retire to do so in North Carolina. The RetireNC program promotes NC to retirees and potential retirees from all over  
15 the USA and in NC, and also assists local communities in marketing themselves to retirees. I have attached a brief summary of  
16 the RetireNC program, along with some examples of the marketing materials used by the RetireNC program for specific NC  
17 communities that participate in the program. Additional information is also available at [www.retirenc.com](http://www.retirenc.com) .  
18

19 Retirees are one of the key drivers of the Emerald Isle (and regional) economy, and have a particularly significant impact on the  
20 local real estate, service, and retail sectors. The Town’s participation in the RetireNC program could further enhance awareness  
21 of Emerald Isle by retirees and potential retirees, particularly in other states, about the wonderful natural environment, caring  
22 community, and relative affordability in Emerald Isle as a coastal retirement destination. The marketing and promotion efforts of  
23 RetireNC would complement existing tourism marketing and promotion efforts, and would also likely enhance tourism in Emerald  
24 Isle.  
25

26 The application fee to be designated a “certified retirement community” is \$10,000, and covers a 5-year period. If the Board is  
27 interested in pursuing this program, it may be possible to share the application fee between some combination of the Town, the  
28 Tourism Development Authority, the Economic Development Council, the Emerald Isle Business Association, and local real  
29 estate agencies. If the Town proceeds, the Board would need to appoint a “retiree attraction committee” to oversee the local  
30 program, and the committee would be tasked with implementing various initiatives to attract retirees, potentially including special  
31 events, response to inquiries, local tours, and ongoing communications with potential retirees to Emerald Isle. It may be helpful  
32 to include a representative from each real estate agency on such a committee, as well as other Emerald Isle business interests.  
33

34 I look forward to learning more about the RetireNC program at the December 9 meeting, and receiving the Board’s feedback and  
35 direction on this opportunity.  
36

37 (A copy of the NC Certified Retirement Community Program including an overview of  
38 the program and marketing benefits is attached to these minutes)  
39

40 Following the presentation Mr. Nabors answered questions from the Board and public.  
41

42 Mayor Barber asked what other coastal towns participated in the RetireNC program,  
43 and Mr. Nabors responded that the only coastal town currently participating was  
44 Edenton, but he expected a few more applications in January and one of those was a  
45 coastal community.  
46

47 Mr. Nabors also noted that the application fee for the program was a minimum of  
48 \$10,000 that covered a 5-year period.

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1  
2 Paul Schwartz, Emerald Isle resident asked about the experience of Lumberton as they  
3 were the first NC community. Mr. Nabors stated that Lumberton really loved the  
4 program and had attended a lot of shows with them. Mr. Nabors stated Lumberton got  
5 a lot of traffic coming off Interstate 95 headed to Florida and had aggressively  
6 participated.

7  
8 Commissioner Wootten asked about the 6 month threshold to apply and what that  
9 meant. Mr. Nabors said that the 6 month threshold provided time for the Town to get  
10 their committee and marketing, public relations, and long range plan together.

11  
12 Commissioner Normile stated that when he served on the local Economic Development  
13 Steering committee for Emerald Isle one of the things that he wanted to include in their  
14 study that was published was to increase our permanent residency base to simply add  
15 to the number of people that lived here full-time all under the auspices of economic  
16 development. Commissioner Normile said at the time he really didn't have a tool or  
17 program to conjoin with that recommendation in the report. Commissioner Normile said  
18 that over a period of time he came to discover Andre Nabors with EDPNC and this  
19 program presented tonight and his thought was that with the work of Ms. Morgan and  
20 the Emerald Isle Business Association they could partner and possibly use or exploit  
21 this program to increase our permanent residency which in theory would increase our  
22 tax base and assist our local businesses during the shoulder season. Commissioner  
23 Normile added from a personal note that it could possibly increase or sustain our real  
24 property values. Commissioner Normile said he liked the program from the surface and  
25 would hope his fellow commissioners would consider it.

26  
27 Mayor Barber said he liked the program too and thought it had a lot of potential and  
28 liked the idea of working with the Emerald Isle Business Association and real estate  
29 companies as it could have a profound impact on them too.

30  
31 Commissioner Wootten suggested since Edenton was a coastal community and had  
32 been in the program for a year that they should establish a contact with them and  
33 discuss their experience and obtain feedback and then make their decision.

34  
35 Commissioner Normile said he certainly thought there was more due diligence needed  
36 on behalf of the Town and the Emerald Isle Business Association.

37  
38 Mr. Nabors stated that applications were reviewed twice a year – January 31 and  
39 July 31. Town Manager Rush stated that if the Board wanted to pursue they could  
40 certainly meet the July 31 application deadline.

41  
42 The Board thanked Mr. Nabors for his presentation of the RetireNC program.  
43

1 **11. Ordinance Amending Chapter 11 – Motor Vehicles and Traffic – of the Code of**  
2 **Ordinances Regarding Revocation of Golf Cart Permits (14-12-09/O1)**  
3

4 Police Chief Jeff Waters addressed the Board concerning this agenda item. The  
5 following excerpt from Town Manager Frank Rush's memo to the Board is provided for  
6 additional background:  
7

8 The Board of Commissioners is scheduled to consider the attached ordinance amendment that would provide authority for Town  
9 staff to immediately revoke a golf cart permit (or deny an initial application) in instances where the golf cart is operated under the  
10 influence of alcohol or drugs or in an especially careless and reckless manner.  
11

12 The Town's current ordinance currently includes a provision whereby a golf cart permit can be denied or revoked for 1 year if the  
13 registered golf cart and/or owner is involved in three violations of the Town's ordinance in a 3-year period. For relatively minor  
14 violations, this provision is probably adequate, however, there have been more egregious violations that Police Chief Waters  
15 believes probably should have resulted in immediate revocation of the golf cart permit. These violations have involved operation  
16 of the golf cart under the influence of alcohol or drugs, and careless and reckless operation, and the attached ordinance  
17 amendment provides authority to immediately revoke the golf cart permit if warranted for those types of violations.  
18

19 The Board should note that, if approved, this revocation authority extends to violations involving the golf cart, even if the owner is  
20 not operating the golf cart himself / herself and the owner knowingly aids and abets such violations by others. The Town's  
21 ordinance clearly places responsibility on the golf cart owner / permit holder to insure that the golf cart is operated in a safe and  
22 legal manner on public streets in Emerald Isle.  
23

24 Chief Waters and I look forward to discussing the attached ordinance with the Board at the December 9 meeting.  
25

26 Chief Waters outlined the proposed amendments regarding the revocation of golf cart  
27 permits, stating that this proposed amendment would provide the Town with a little more  
28 bite with the penalties involving people operating golf carts on the streets while drinking  
29 and driving, aiding and abetting drinking and driving or under the influence of an  
30 impairing substance and operating a golf cart in a careless and reckless manner. This  
31 amendment would give the opportunity to revoke their permits so that they don't see  
32 repeat offenders back out the following weekend.  
33

34 Town Manager Rush pointed out the revised version of the proposed ordinance at their  
35 places adding language suggested by Attorney Richard Stanley that clarified that if the  
36 charges were dismissed or the person acquitted then the golf cart permit would not  
37 remain revoked. Town Manager Rush also noted that the current ordinance allowed for  
38 the permit to be revoked if someone had 3 or more violations within a 3 year period, and  
39 this ordinance was aimed at the very serious and egregious offenses that deserved  
40 immediate revocation.  
41

42 ***Motion was made by Commissioner Wright to approve the Ordinance Amending***  
43 ***Chapter 11 – Motor Vehicles and Traffic – Regarding Revocation of Golf Cart***  
44 ***Permits. The Board voted unanimously 4-0 in favor. Motion carried.***  
45

46 **Clerks Note: A copy of Ordinance 14-12-09/O1 as noted above is incorporated herein by reference and**  
47 **hereby made a part of these minutes.**

1  
2 **12. Resolution Supporting Beneficial Use Standard for Proposed State Ports Inlet**  
3 **Management Area of Environmental Concern (14-12-09/R3)**  
4

5 Town Manager Frank Rush addressed the Board concerning this agenda item. The  
6 following excerpt from his memo to the Board is provided for additional background:  
7

8 The Board of Commissioners is scheduled to consider the attached resolution supporting the inclusion of a “beneficial use  
9 standard” in proposed new rules being considered by the NC Coastal Resources Commission (CRC). The “beneficial use  
10 standard” would be included in new CRC rules for “State Ports Inlet Management Areas of Environmental Concern”, and would  
11 strengthen Carteret County’s position that beach quality material dredged from the Morehead City Harbor Project should be  
12 placed on the adjacent ocean beaches (i.e., Bogue Banks).  
13

14 The CRC discussed such a provision at their October 2014 meeting, and concerns were expressed by the US Army Corps of  
15 Engineers that such a rule provision would result in significantly higher costs to maintain the Morehead City Harbor at navigable  
16 depths, and the additional costs could jeopardize the future viability of the State Port at Morehead City. As a result, the CRC  
17 delayed further consideration of this rule provision until their December 17-18 meeting. In the meantime, CRC member Greg  
18 Lewis convened a meeting of several Mayors and Town Managers from Carteret County to discuss this issue, and the  
19 unanimous sentiment of the group (which included representatives from Morehead City, Beaufort, Atlantic Beach, Pine Knoll  
20 Shores, Indian Beach, and Emerald Isle – Mayor Barber and I attended) was to press for inclusion of this provision in any new  
21 CRC rule, despite the Corps of Engineers’ expressed concerns. The group noted that the Corps’ concerns were conveyed in a  
22 very frustrating manner, and that those concerns may not be completely accurate. Additionally, the group noted that the new  
23 rule provision may be helpful in eventually securing Federal and/or State funding (perhaps combined with local funding) to  
24 insure that beach quality material dredged from the Morehead City Harbor is placed on the adjacent Bogue Banks beaches  
25 during each future harbor dredging event (or at least more often than current practice). CRC member Greg Lewis subsequently  
26 requested that each municipality adopt the attached resolution to formally convey the local sentiments to the other members of  
27 the CRC.  
28

29 The Board is well-versed in the history of this issue, as the County, the Beach Commission, and the municipalities on Bogue  
30 Banks have been working for nearly two decades to insure that beach quality sand dredged from the Morehead City Harbor is  
31 placed on the adjacent Bogue Banks beaches to mitigate the impacts of deep draft dredging. The attached resolution and the  
32 associated rule provision are simply another effort to achieve this goal.  
33

34  
35 The Board should note that Emerald Isle may not benefit directly from the proposed rule provision, as Emerald Isle is farther west  
36 of Morehead City Harbor than the Corps of Engineers or the State Ports would likely provide funding for, however, the other  
37 communities on Bogue Banks would realize significant direct benefits, and Emerald Isle would benefit indirectly. Essentially, the  
38 more sand placed on the beaches of Atlantic Beach and Pine Knoll Shores at no cost to the County, the more County funding  
39 (through the Beach Commission; room occupancy tax revenues) that will be available for beach nourishment elsewhere on  
40 Bogue Banks.  
41

42 ***Motion was made by Commissioner Wootten to approve the Resolution***  
43 ***Supporting Beneficial Use Standard for Proposed State Ports Inlet Management***  
44 ***Area of Environmental Concern. The Board voted unanimously 4-0 in favor.***  
45 ***Motion carried.***  
46

47 **Clerks Note: A copy Resolution 14-12-09/R3 as noted above is incorporated herein by reference and hereby**  
48 **made a part of these minutes.**  
49

1 **13. Resolution Supporting Development Line Option for Oceanfront Development**  
2 **Setbacks (14-12-09/R4)**  
3

4 Town Manager Frank Rush addressed the Board concerning this agenda item. The  
5 following excerpt from his memo to the Board is provided for additional background:  
6

7 The Board of Commissioners is scheduled to consider the attached resolution formally expressing support for the “development  
8 line” option currently being considered by the NC Coastal Resources Commission (CRC) in order to determine oceanfront  
9 development setbacks.

10 The attached resolution is presented as a follow-up to the Board’s resolution adopted in September 2014 that requested that  
11 the CRC amend its oceanfront setback rules in areas with a “static line exception”. (A copy of that resolution is attached, along  
12 with an explanatory memo presented in September.) I am pleased to report that the CRC has since indicated its willingness to  
13 amend its rules to allow for reasonable development and re-development adjacent to nourished beaches (thus resolving the  
14 specific concerns in eastern Emerald Isle), and the “development line” option included in the attached new resolution appears to  
15 be the best approach currently under consideration by the CRC.  
16

17 The “development line” option would enable an oceanfront community to establish a fixed line, generally in line with existing  
18 oceanfront development, seaward of which no oceanfront development or re-development could be located. In our case, the  
19 Emerald Isle Board of Commissioners would establish the “development line”, seek approval from the NC Division of Coastal  
20 Management and/or the CRC, and then implement the “development line” for any new structures on the oceanfront. Any new  
21 structures could not be located seaward of the Town’s “development line”, and would still be required to meet a setback from  
22 the actual first line of stable and natural vegetation (not the “static line”) that is greater than or equal to 30 times the annual  
23 erosion rate (60 ft. setback in most areas of Emerald Isle).  
24

25 With the Town’s commitment to beach nourishment, the actual first line of stable and natural vegetation is likely currently  
26 located more than 60 ft. from the likely location of the Town’s “development line”. Thus, nearly all oceanfront properties in  
27 Emerald Isle currently meet or exceed the 60 ft. setback from the actual first line of stable and natural vegetation, and future  
28 beach nourishment activities should maintain the 60 ft. setback area. There would be no additional State limitations on the size  
29 or placement of new oceanfront structures, and the “development line” option would essentially restore conforming status to  
30 nearly all oceanfront structures and vacant oceanfront lots in Emerald Isle. The attached aerial photo map includes a graphic  
31 illustration of how the “development line” option would apply in eastern Emerald Isle in the vicinity of Ocean Reef.  
32

33 The CRC will again consider this issue at its December 17-18 meeting, and I am hopeful that the CRC will embrace this  
34 approach and begin the formal rulemaking process soon thereafter. It is likely that any amendments to CRC rules will take  
35 several months, however, I am extremely encouraged by the CRC’s discussion about this issue so far, and I remain optimistic  
36 that the rules will ultimately be amended in a way that is favorable for Emerald Isle.  
37

38 If ultimately approved by the CRC, the Board should note that the “development line” option will likely require some expense to  
39 survey in the Town’s designated “development line”. I would expect that Emerald Isle’s “development line” would be fairly  
40 straightforward, and follow a generally straight line along the seaward edge of existing development, however, that line will  
41 likely need to be officially surveyed in to insure that any new structures meet the required setback. At this point, I am not certain  
42 if alternative “development line” determinations using aerial photography will be permitted, however, we would certainly utilize  
43 the most cost-effective method to establish Emerald Isle’s “development line”.  
44

45  
46 Town Manager Rush felt there seemed to be strong support on the CRC to make the  
47 policy changes that would basically allow homes that were located adjacent to  
48 nourished beaches to replace what they had and also allow some limited new  
49 development behind a nourished beach going forward. Mr. Rush said that the Town

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1 had put forth 4 different options when the Board considered this back in September, and  
2 the option that seemed to have the most traction on the CRC was something called a  
3 development line which essentially gave the local community the right to petition the  
4 North Carolina Division of Coastal Management to use that community's "development  
5 line" for determining oceanfront setbacks. Mr. Rush gave the example of Emerald Isle  
6 establishing a "development line" imagining that being in line with the existing  
7 oceanfront development; Emerald Isle would submit that "development line" to NC  
8 Division of Coastal Management, if approved that would then be used for sighting  
9 oceanfront development; with no oceanfront structures located seaward of that line. Mr.  
10 Rush said you would still have to meet a 60 foot setback from the first line of stable  
11 natural vegetation but no limit on the size of the structure. Mr. Rush said under current  
12 rules there would be a 2500 square foot limit behind the static line, when you have a  
13 static line exception they would remove that limitation, assuming they meet the 60 foot  
14 setback from the actual first line of stable natural vegetation. Town Manager Rush said  
15 that based on the Board's previous policy statements and resolutions approved over the  
16 years, and decisions made regarding the commitment to beach nourishment he thought  
17 this was a very good proposal for Emerald Isle. Mr. Rush stated if the Board concurred  
18 with the language stated in this resolution supporting the "development line" option they  
19 would bring that forward to the CRC for the next meeting.

20  
21 ***Motion was made by Commissioner Messer to approve the Resolution Supporting***  
22 ***Development Line Option for Oceanfront Development Setbacks. The Board***  
23 ***voted unanimously 4-0 in favor. Motion carried.***

24  
25 **Clerks Note: A copy Resolution 14-12-09/R4 as noted above is incorporated herein by reference and hereby**  
26 **made a part of these minutes.**

27  
28 **14. Town Facebook Page Policy**

29  
30 Town Clerk Rhonda Ferebee addressed the Board concerning this agenda item. The  
31 following excerpt from Town Manager Rush's memo to the Board is provided for  
32 additional background:

33  
34 I have scheduled time on the December 9 meeting agenda for Rhonda Ferebee, Town Clerk, and I to update the Board on the  
35 Town's Facebook page, its historical use by the Town, and plans for the future. I am also seeking the Board's approval of the  
36 attached facebook Page Policy, which we plan to implement in the near future.

37  
38 Rhonda Ferebee will display the Town's facebook page on the monitors during the December 9 meeting, but I have also  
39 attached a copy of the main page for your review. For those of you who are active on facebook, the Town's page is titled  
40 "Friends of Emerald Isle". The facebook page was initially created by former Mayor Schools, primarily as a medium to further  
41 promote tourism in Emerald Isle. The page initially included many "feel good" pictures, videos, and comments to illustrate what a  
42 beautiful and fun place Emerald Isle is. Initially, the Town did not post much "Town business" information, but Rhonda Ferebee  
43 and I gradually expanded its use for certain Town information – most notably hurricane updates. We now post the same  
44 hurricane updates that go out to our email newsletter list directly to the Town's facebook page, and we now regularly use the  
45 facebook page for more and more Town information, including the recent Fire Dept open house, the Christmas parade, the  
46 bridge maintenance work, etc.

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1  
2 As you probably know, facebook is essentially an interactive website, with electronic conversations occurring non-stop. The  
3 Town has intentionally only used the facebook page to present information, and has not "engaged" in conversations with others  
4 visiting our page (we also use Twitter in a similar manner, and don't "engage"). Some facebook page visitors are likely  
5 displeased that the Town does not "engage", and we receive occasional criticism for not "engaging". The reason for this "de  
6 facto" policy is because of the potential for a significant time commitment by a Town employee (or employees) to respond to  
7 numerous comments, inquiries, etc. I am somewhat fearful, however, that our reluctance to "engage" may not be the best  
8 approach for the Town organization in the long-term, as more and more people rely more heavily on facebook for information,  
9 and I have been contemplating how the Town organization may be able to "engage" more frequently in the future.

10  
11 Rhonda Ferebee and I are the authorized administrators for the Town's facebook page, but Rhonda is responsible for nearly all  
12 of the information posted on the page. In most cases, we are simply uploading information already prepared for other media,  
13 and duplicating it on facebook. In other cases, we may simply include a direct link to the Town's website. With the Board's  
14 concurrence, we intend to rename the the "Friends of Emerald Isle" page as the "Town of Emerald Isle, NC", and officially  
15 convert it to the official facebook page of the Town government. The attached facebook Page Policy will be posted on the  
16 facebook page in an effort to manage the public's expectations for this page. The Board should note the following key  
17 provisions:

- 18  
19 • requests for emergency service or immediate response should not be made through the facebook page, but rather  
20 through the Town's website, email, or phone call,  
21
- 22 • inappropriate material or comments will be removed by the Town, including personal attacks, vulgar language,  
23 sexual content, etc., and also any overtly political comments, and  
24
- 25 • the appropriate disclaimer that any comments made by someone other than an official representative of the Town  
26 of Emerald Isle are solely the view and opinion of that individual alone, and not the Town of Emerald Isle.  
27

28 The Board should note that the Town's increased utilization of the facebook page will likely continue to occur gradually over time  
29 in the future, as it has the potential to require significant Town staff time to manage effectively and utilize to the fullest advantage  
30 for the Town. Some ideas that I am contemplating include the following, and I welcome the Board's suggestions and input:

- 31  
32 • building 30 minutes or one hour into my time each day to "check the facebook page", communicate with our  
33 customers, answer inquiries, etc.  
34
- 35 • establishing a set time each week where the Town Manager and other pre-scheduled Town staff will "be live on  
36 the facebook page" to interact,  
37
- 38 • implementing special sessions for "facebook with the Mayor", "facebook with Commissioner \_\_\_\_\_",  
39 "facebook with the Town Manager", of "facebook with the Police Chief" - essentially the electronic version of  
40 "Coffee With a Cop",  
41
- 42 • simply assigning a different Town staff person to monitor the page each day,  
43
- 44 • reorganizing Rhonda Ferebee's duties in such a way that she can focus more on our public information activities.  
45

46 I am not quite sure yet how to proceed, but hope to gradually identify the "right approach" for our organization, given our limited  
47 staff resources.  
48

49 I expect that any postings to the Town facebook page will be primarily identified as "Town of Emerald Isle, NC", with the  
50 appropriate staff person's name indicated. It will be important to effectively distinguish official Town information posted by  
51 authorized personnel vs. a post by a Town employee in their personal capacity so that comments are not misconstrued by

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1 others. Additionally, the Board may wish to consider what opportunities should be available and/or what limitations should be  
2 placed on the Mayor and Commissioners with regard to the Town facebook page. On the one hand, it presents a unique and  
3 helpful mechanism for elected officials to learn the concerns of our customers, and could be very helpful to you in gauging the  
4 amount of community support for a particular issue or project. On the other hand, the facebook page is the official page of the  
5 Town organization, and it may not be desirable for an elected official to be perceived as campaigning on the Town organization's  
6 page, and it may not be the appropriate forum for potential debates with political challengers.  
7

8 Town Clerk Rhonda Ferebee and Town Manager Frank Rush spoke to the Board about  
9 the historical use of the currently named "Friends of Emerald Isle" Facebook page and  
10 the plan to change the name to "Town of Emerald Isle, NC" to be officially recognizable  
11 as the official government Facebook page for the Town. Ms. Ferebee outlined  
12 proposed general terms of use that would communicate to the Facebook visitors that  
13 the page was the official government page along with key provisions, and links to the  
14 official town website for emergency services and questions from each department.  
15

16 Commissioner Wootten asked about the reason for the change of the name. Town  
17 Manager Rush said that the page was initially started by former Mayor Schools when he  
18 was also the Chairman of the Tourism Development Authority and the page was more  
19 tourism oriented. Town Manager Rush said over time they had started posting  
20 hurricane information and other special events, and with Mayor Schools leaving had  
21 since been maintaining the Facebook page and felt the need to expand our presence  
22 with more town business related information.  
23

24 Town Manager Rush felt the page could be an extremely helpful tool for the Town  
25 organization with his two main fears being that it would take some time for staff to  
26 manage, interact and engage with people on the page which was the expectation  
27 people had on Facebook, and that we operate with a very lean staff as it was but would  
28 need to find some way to meet that need. The second concern was that people be  
29 respectful with their comments. Mr. Rush said that we want this to be the official town  
30 organization page to really make everyone aware of the town services, programs,  
31 events, activities and hopefully it could be as effective if not more effective than our  
32 town website.  
33

34 Mayor Barber spoke of the social media program at the recent NC League of  
35 Municipalities conference and felt that many towns were leaning toward this and he  
36 thought it was a great idea.  
37

38 Commissioner Wootten said his family used Facebook a lot and he felt that the idea of  
39 using it to get information out was excellent but he wasn't sure they should be spending  
40 any resources to respond back in that way. Commissioner Wootten said he wasn't sure  
41 about the idea of having someone responding to Facebook posts. Town Manager Rush  
42 said that he agreed with Commissioner Wootten and that was the reason they hadn't  
43 moved quicker because it would be a big time commitment.  
44

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1 Commissioner Normile stated that there were features on Facebook that could be  
2 utilized to make the page one-way where it was just information provided like a  
3 business page but where the public doesn't just comment at will.

4  
5 Commissioner Wootten, Wright, and Messer agreed and felt it would be a good idea to  
6 have the links provided to our website and/or departments. Based on the direction of  
7 the Board, Town Manager Rush said that the staff would take the approach for  
8 Facebook page settings as suggested by the Board to provide for one-way postings of  
9 town information.

10  
11 ***Motion was made by Commissioner Wright to approve the Town Facebook Page***  
12 ***Policy. The Board voted unanimously 4-0 in favor. Motion carried.***

13  
14 **Clerks Note:** A copy of the Town Facebook Page Policy as noted above is incorporated herein by reference  
15 and hereby made a part of these minutes.

16  
17 **15. Amendment to Emergency Operations Plan (Hurricane Re-Entry Pass Policy)**

18  
19 Town Manager Rush addressed the Board concerning this agenda item. The following  
20 excerpt from his memo to the Board is provided for additional background:

21  
22 The Board of Commissioners is scheduled to consider an amendment to the Town's Emergency Operations Plan regarding  
23 hurricane re-entry passes at the December 9 meeting. The proposed amendment is intended to simplify the Town's re-entry  
24 pass policy, eliminate unnecessary work for Town staff, reflect the elimination of the Town's privilege license program, and reflect  
25 actual practice.

26  
27 The Town's re-entry pass policy was developed by a Town committee in 1999, nearly 16 years ago. At that time, the Town  
28 issued one free, permanent re-entry pass to each developed property owner and business owner. Additional or replacement  
29 passes could be purchased for \$25 (or \$10 for businesses), primarily to prevent the widespread distribution to individuals who do  
30 not own property or live in Emerald Isle. Since 1999, Town staff has diligently maintained an extensive database of the property  
31 owners who were previously issued free passes so that a determination could be made whether or not the \$25 (or \$10) fee  
32 should be charged for any subsequent re-entry pass requests. The maintenance of this database has required significant staff  
33 time and longer re-entry permit transactions for our customers and Town staff, and due to that fact that it's now been nearly 16  
34 years there is little value in maintaining the database. The reality is that there are very few free permits issued each year (less  
35 than a dozen or so), and the effort associated with the database simply to determine whether or not someone should be charged  
36 \$25 (or \$10) is overly burdensome.

37  
38 The attached excerpt from the Emergency Operations Plan indicates the proposed amendments using the underline and  
39 ~~strikethrough~~ feature, and includes the following:

- 40  
41
- 42 • elimination of the application requirement and deletion of references to parcel numbers, etc. that were used to track the  
43 previous issuance of a free re-entry pass (Town staff would simply require proof of property ownership or residency to  
44 issue the re-entry pass),
  - 45 • clarification that a \$25 fee will be charged for each hurricane re-entry pass (no more free re-entry passes will be  
46 issued),
- 47

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- 1 • deletion of references to the Town's privilege license program, which has since been eliminated (businesses located in  
2 Emerald Isle will be eligible to purchase re-entry passes, and businesses not located in Emerald Isle that provide  
3 goods and/or services in Emerald Isle will also be eligible to purchase re-entry passes),  
4
- 5 • an increase in the fee for business re-entry passes from \$10 to \$25 to 1) standardize the fee, and 2) discourage the  
6 purchase of "frivolous" permits by businesses, and  
7
- 8 • clarification that the Town may cease permit issuance within 24 hours before projected landfall (rather than 60 hours  
9 included in the current policy).

10 The Board should note that many property owners and businesses still have their permanent re-entry passes, and will still be  
11 able to use them in the future (and therefore not incur any additional cost). To put it in perspective, there are approximately  
12 6,800 housing units in Emerald Isle, and the Town issued a total of 173 hurricane re-entry passes in FY 12-13, 190 re-entry  
13 passes in FY 13-14, and 444 re-entry passes thus far in FY 14-15. The number of re-entry passes issued each year varies  
14 significantly depending on the presence of a hurricane threat. For example, Hurricane Arthur in July 2014 is the reason for the  
15 high number issued in FY 14-15.  
16

17  
18 Town Manager Rush noted that this amendment did not at all affect the use of hurricane  
19 re-entry passes, the program had been in place for about 15 years now. Mr. Rush  
20 stated that in 1999 they issued permanent hurricane re-entry passes to every property  
21 owner in Emerald Isle and theoretically they were supposed to be transferred when a  
22 property was sold and some owners had probably been very diligent about doing that  
23 and some had probably not. Mr. Rush said they had allowed the purchase of  
24 replacement passes for \$25 and allowed the purchase of any number of passes an  
25 owner or resident wanted for \$25 each as long as they prove they are an Emerald Isle  
26 property owner or an Emerald Isle resident. Because of the effort the Town made 15  
27 years ago to send the passes out the very first time for free they had been keeping track  
28 of every pass issued free for the past 15 years and that was probably a smart thing for  
29 the first few years but at this point in time so far down the road it had really become a  
30 recordkeeping nightmare and for very little value and a whole lot of time and effort by  
31 staff in the Town Administration Building. Mr. Rush felt at the end of the day they may  
32 issue 10-12 free permits every year and the recordkeeping had become an  
33 unnecessary burden on town staff because most all had received their free pass already  
34 or had come in and purchased another one, and secondly it made the transaction time  
35 longer for those trying to get their passes. This amendment would simply say that if you  
36 prove residency or property ownership in Emerald Isle you can purchase a pass for \$25,  
37 and this would make us more efficient and better able to serve our customers in a timely  
38 manner.  
39

40 Additionally, Mr. Rush stated that this amendment would change the fee for commercial  
41 permits from \$10 to \$25. Mr. Rush stated they allow businesses to purchase as many  
42 passes as they need for their employees who may be coming onto the island to provide  
43 services for properties damaged by a hurricane. In order to make everything consistent  
44 the revised policy would make the passes \$25 across the board to keep things simple  
45 and streamlined. Mr. Rush said that the fee of \$25 provided a little bit of a deterrent for

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1 someone who might be buying passes and giving them away to folks who perhaps  
2 shouldn't be here if there was a catastrophic type of event.

3  
4 ***Motion was made by Commissioner Wootten to approve the Amendment to***  
5 ***Emergency Operations Plan. The Board voted unanimously 4-0 in favor. Motion***  
6 ***carried.***

7  
8 **16. Appointments**

- 9  
10 a. **Bicycle and Pedestrian Advisory Committee – 4 vacancies**  
11 b. **Carteret County Economic Development Strategic Planning Committee –**  
12 **1 vacancy**

13  
14 **Brief Summary:**

15  
16 Bicycle and Pedestrian Advisory Committee – 4 Vacancies

17 There is currently one vacancy on the Bicycle and Pedestrian Advisory Committee, and the terms of 3 current members expire in  
18 December 2014, thereby resulting in 4 vacancies. The appointments to all 4 of these vacancies would serve 2-year terms that  
19 expire in December 2016.

20  
21 A current roster of Bicycle and Pedestrian Advisory Committee members is attached. The terms of committee members Ken  
22 Ambrose, Wayne Ryan, and Mike Taylor are all set to expire, and all three have indicated their interest in serving a new 2-year  
23 term. The Town has also been informed that Branden Burt is interested in being appointed to serve on the Bicycle and  
24 Pedestrian Advisory Committee.

25  
26 Appointments to the Bicycle and Pedestrian Advisory Committee must either be a resident of Emerald Isle or a representative of  
27 an Emerald Isle business.

28  
29 The Bicycle and Pedestrian Advisory Committee meets monthly on the 3<sup>rd</sup> Tuesday of each month at 9 am in the Community  
30 Center, however, the Committee is considering changing its meeting schedule to the 3<sup>rd</sup> Wednesday of each month at 9 am.

31  
32 Carteret County Economic Development Strategic Planning Committee

33 The Carteret County Economic Development Council (EDC) is preparing to begin work on the overall County plan, and will  
34 incorporate the plans completed by each municipality over the past two years. The EDC is requesting that a representative from  
35 each municipality serve on the County's committee, and Commissioner Jim Normile has expressed interest in representing the  
36 Town. Commissioner Normile served on the committee for the Town's plan while a member of the Town's Planning Board.

37  
38 ***Motion was made by Commissioner Wright to reappoint Ken Ambrose, Wayne***  
39 ***Ryan, and Mike Taylor and to appoint Branden Burt to terms on the Bicycle and***  
40 ***Pedestrian Advisory Committee that expire in December 2016. The Board voted***  
41 ***unanimously 4-0 in favor. Motion carried.***

42  
43 ***Motion was made by Commissioner Wootten to appoint Commissioner Jim***  
44 ***Normile to represent Emerald Isle on the Carteret County Economic Development***  
45 ***Strategic Planning Committee. The Board voted unanimously 4-0 in favor.***  
46 ***Motion carried.***

47

1 **17. Comments from Town Clerk, Town Attorney, and Town Manager**

2  
3 There were no comments from the Town Clerk or Town Attorney.

4  
5 Town Manager Frank Rush briefly spoke of several issues. Mr. Rush said he hoped to  
6 schedule their annual budget workshop for Monday, February 23 at 8:30am in the  
7 Administration Building Conference Room. The Board agreed with this date.

8  
9 Town Manager Rush was happy to state that the new Welcome Center was coming  
10 together well, the Planning Board would consider the site plan and building elevations at  
11 their December meeting, and it should be on the Board's agenda at their January  
12 meeting.

13  
14 Mr. Rush said bids were currently being accepted for three beach access walkway  
15 replacements at 1<sup>st</sup>, Shell, and Tracy and their goal was to have them done before next  
16 season.

17  
18 It was noted that SunLand had started work at the Eastern Ocean Regional Access and  
19 had made good progress. Mr. Rush updated the Board of the Coast Guard Road  
20 resurfacing noting that the contractor thought that work would not place until after  
21 January 1 and it was heavily dependent on air temperatures.

22  
23 Lastly, Mr. Rush stated that at the July meeting the Board received a rezoning request  
24 for half of the Island Harbor Marina property, that rezoning request was denied. Mr.  
25 Rush said the Board at that meeting directed the Planning Board to take another look at  
26 that whole area, both halves of that property to determine the most appropriate zoning  
27 classification going forward – currently half is zoned Marina Village and half is zoned  
28 Mobile Home. Mr. Rush said that after their meeting in July he reached out to the  
29 owners of that property to get their input on the process going forward, and at that time  
30 the owners indicated they would come back sometime in the fall with a new proposal  
31 and to this point that hadn't happened and he didn't think they were ready for that to  
32 happen at this point in time. Mr. Rush said that on the flip side they had some of the  
33 property owners in that area asking what was going on – because they thought the  
34 Board directed the Planning Board to keep working on this and come back to the Board.  
35 Mr. Rush asked the Board for their direction about whether they just continue in a  
36 holding pattern and wait until a new proposal comes forth from the property owners or  
37 schedule for the January or February Planning Board meeting to start moving things  
38 forward. The consensus of the Board was to wait for a new proposal.

39  
40  
41  
42  
43

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1  
2 The following is an excerpt from the Town Manager Comments memo to the Board  
3 providing additional background information for all items of importance:  
4

5 **Annual Budget Planning Workshop Meeting**

6 I would like to schedule this meeting for Monday, February 23 from 8:30 am until early/mid afternoon hours. Please let me know  
7 if this date will work for you. If this date is not acceptable, please let me know if Monday, February 2 works. Other alternative  
8 dates are Friday, February 20 or Friday, February 27.  
9

10 **Holiday Schedule**

11 Town offices will be closed Dec 24, 25, and 26. The Community Center will be closed Dec 24 and 25, but will be open Dec 26.  
12 Recyclables will be collected on Dec 24, but no trash will be collected on Dec 25 and 26.  
13

14 Town offices and the Community Center will be closed on January 1. No trash will be collected (soundside) on January 1.  
15

16 **New Welcome Center**

17 I have attached copies of the building plans and the preliminary site plan for your information. A few minor tweaks still need to  
18 be made to the site plan, and both plans will be presented to the Planning Board for review at their December 15 meeting. I  
19 expect to present the formal plans for Board of Commissioners approval at your January 13 meeting. I also hope to have a  
20 construction contract recommendation for your January 13 meeting.  
21

22 **Planning and Inspections Department**

23 The Town's arrangement with the County's building inspectors is working well thus far, and I have not received any negative  
24 feedback from our customers. I plan to continue to evaluate this arrangement in the coming weeks and months. I am also still  
25 reviewing applications for the Town's vacant building inspector position, and will likely interview a few more applicants in the  
26 coming weeks. I expect to make a recommendation to the Board on the future of this department in the next few months.  
27

28 In light of the uncertainty regarding the building inspections function, I have put the recruitment of a new Planning and  
29 Inspections Director on hold for the time being. Jim Jennings, Interim Planning and Inspections Director, has indicated his  
30 willingness to stay for some short period of time beyond January 1, and I appreciate his assistance. My goal is still to have a  
31 new employee on Board in January sometime, or perhaps February at the latest.  
32

33 **Island Harbor Marina Property Zoning**

34 As you know, the Board tasked the Planning Board with reviewing the most appropriate zoning classification for the Island  
35 Harbor site when the rezoning request was denied in July. Subsequent to that meeting, I reached out to the owners of the Island  
36 Harbor site to include them in the process going forward, and they indicated that they would likely present a new request to the  
37 Planning Board in late fall. I offered to delay any Planning Board consideration until such time that they refined their strategy for  
38 the Island Harbor site. We had been anticipating scheduling this issue for a Planning Board meeting in November or December,  
39 however, we have not received any indications from the Island Harbor owners for several weeks. In the meantime, we have  
40 received inquiries from others in the community about when the Planning Board will be considering this issue, as directed by the  
41 Board at the July meeting.  
42

43 As a result, I am now seeking guidance from the Board as to whether or not to schedule this issue for Planning Board  
44 consideration in January, or to continue in a holding pattern until the Island Harbor owners refine their strategy.  
45

46 **2015 Controlled Deer Hunt**

47 Police Chief Waters is finalizing plans for the 2015 controlled deer hunt, and will be coordinating a group of EI Police and Fire  
48 (potentially) personnel for the hunt. Most hunting will occur during overnight hours on Town right of ways, using bow and arrow,  
49 and will occur during weeknights in January and February. Based on the NC Wildlife Resources Commission's recommendation,  
50 our goal is to remove 30-50 deer. All deer meat will be donated to the Hope Mission in Morehead City.  
51

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1 **Meet with Vacation Rental Agencies, EI Businesses**

2 I hope to schedule two separate meetings in the coming weeks – one with the vacation rental agencies to review the past season  
3 and discuss any helpful improvements for next season – and the other with Emerald Isle businesses to have a similar  
4 conversation. I would like for the Mayor and at least one Commissioner to join me for those meetings.  
5

6 **Traffic Signal Pole Funding Request**

7 The Town's funding request has been submitted to the NC General Assembly leadership, and we hope to receive some good  
8 news in the coming weeks.  
9

10 **New Flood Insurance Maps Delayed Again**

11 We had initially expected to receive these new maps in spring 2014, but they were delayed until fall 2014. The maps have been  
12 delayed again until spring 2015. Early information suggests that the new maps may actually be more favorable for many of our  
13 property owners.  
14

15 **Fire Station 1 Generator**

16 The new generator for Fire Station 1 has been installed, and should be functional any day now.  
17

18 **2015 Tax Revaluation**

19 We expect to receive new tax revaluation data totals from Carteret County within the next few weeks. Individual tax revaluation  
20 notices will be mailed to all property owners in January.  
21

22 **Potential PARTF, CAMA Grant Applications – Islander Drive Properties**

23 I have had preliminary discussions with the owners of the abandoned go-kart track, bumper boat, and batting cage properties on  
24 Islander Drive about the Town acquiring these properties, and I may seek Board approval for PARTF and CAMA grant  
25 applications in January. If the Board concurs, and grant funding can be secured, these properties would be cleaned up and  
26 become an expansion of the Western Ocean Regional Access.  
27

28 **ISO Rating Inspection**

29 The Fire Department continues to diligently prepare for the planned ISO rating inspection in January. I greatly appreciate their  
30 efforts to maintain, if not improve, the Town's "4" ISO rating.  
31

32 **Comprehensive Review – Chapter 8 - Animals**

33 I had hoped to have a comprehensive rewrite of the Town's ordinances regulating animals on the December meeting agenda,  
34 but was unable to complete a draft in time for the December 9 meeting. I am hopeful that a new Chapter 8 will be presented to  
35 the Board at the January 13 meeting.  
36

37 As noted in November, there are a few policy questions that we are researching and reconsidering, and you may see  
38 recommendations for new provisions regarding the following:  
39

- 40 • declaration of dangerous dogs, and potential removal,
  - 41 • regulation of feral cat colonies and feeding stations,
  - 42 • ability to keep chickens, etc.
- 43

44 **New Finance Director Begins December 15**

45 Laura Rotchford will begin work on Monday, December 15, and will work closely with Mitsy Overman for 3 weeks before Mitsy's  
46 retirement on January 6. We look forward to working with Laura, and wish Mitsy well in her retirement.  
47

48 **Land Use Plan Update**

49 I am planning to initiate an update of the Town's Land Use Plan sometime in early or mid 2015 after the new Planning and  
50 Inspections Director / Town Planner is on board. I hope to have the new staff person complete most, if not all of the work to  
51 update the plan. I also expect to ask the Board to either appoint a Steering Committee or direct the Planning Board to serve as  
52 the Steering Committee for this new effort.

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1  
2 **Beach Access Walkway Replacements**

3 We are currently soliciting construction bids for the replacement of beach access walkways at 1<sup>st</sup> Street, Shell Drive, and Tracy  
4 Street. Construction bids are due December 17. If the bid amounts are low enough, the contracts will be awarded  
5 administratively. If they exceed the \$30,000 threshold, a recommendation will be on the Board's January 13 meeting agenda.  
6 We expect all work to be complete no later than April 1.

7  
8 If we have any remaining funds left in the budget for these walkways, I am also planning to solicit bids for the construction of a  
9 short walkway segment in Emerald Isle Woods Park that would enable easier monitoring of the Town's storm water system and  
10 provide a safer, more attractive trail near Cape Emerald.

11  
12 **Eastern Ocean Regional Access (EORA) Parking Lot Improvements**

13 The CAMA permit for this project has been issued, and the Town does not need to seek a variance. SunLand Builders has  
14 begun work, and expects no difficulty meeting the Town's April 1 deadline for completion. The EORA facility is closed until  
15 construction is complete.

16  
17 **Coast Guard Road Resurfacing Delayed**

18 Onslow Grading & Paving does not expect to be able to begin work on Coast Guard Road until at least January, and can only  
19 complete the work if air temperatures remain above 50 degrees. Depending on the weather, it may be delayed further. The good  
20 news, however, is that the cost of liquid asphalt (oil based) is dropping, so we expect the total cost to be less than the contract  
21 amount awarded.

22  
23 **Eastern EI Bike Path Modifications**

24 Public Works staff will likely begin the gradual removal of the hog-slat drainage features in late January, and will also perform the  
25 asphalt repairs. Our goal is to complete the removal of as many hog-slats as possible prior to April, and then remove any  
26 remaining locations after the 2015 summer season.

27  
28 The Town's engineers are still finalizing a design for new storm water features along the new bike path in the 1400 block, and we  
29 hope to secure construction bids for that work within the next month and begin work soon thereafter. We greatly appreciate the  
30 patience and understanding of the property owners in this area, and will be working to resolve these concerns this winter.

31  
32 **Non-Profit Banner Holders / New Electronic Sign?**

33 We are still planning to install new, attractive banner holders at strategic locations along NC 58 for non-profit banners. I hope to  
34 have these in place sometime this winter or coming spring.

35  
36 In the meantime, there may be renewed interest in a new electronic sign that could be placed near the Welcome to EI sign near  
37 the bridge, and this sign would be used to display information about community events in place of the banners currently used. I  
38 plan to include cost information for such a sign on the Board's annual budget workshop meeting agenda.

39  
40 **Coast Guard Road Bike Path Lighting**

41 Carteret Craven Electric Cooperative will soon be installing 18 new street lights (traditional street lights) along the Coast Guard  
42 Road bike path, fulfilling a key goal of the Bicycle and Pedestrian Advisory Committee. Care has been taken to locate the new  
43 lights in the most unobtrusive locations along the path.

44  
45 **NCLM Advocacy Goals Conference – December 11**

46 I will be attending this meeting in Raleigh on Thursday, December 11 to participate in the NC League of Municipalities' legislative  
47 priorities for 2015 and beyond.

48  
49 **Sales Tax Distribution Issue**

50 I have not heard any more discussion about a potential change in the County's sales tax distribution formula, and I remain  
51 hopeful that issue will not resurface in the coming months.  
52

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1 Additionally, there are some rumblings at the State level about changes to the State sales tax distribution formula, with a likely  
2 greater reliance on a per capita formula, that would also hurt Emerald Isle --- and the County government and the other 10  
3 municipalities with Carteret County – very significantly. Ironically, the State could potentially harm all local governments in  
4 Carteret County in the same way that the County's formula change would harm the municipalities on Bogue Banks.  
5

6 We all need to follow these issues very closely in the coming months.  
7

8 **Bicycle and Pedestrian Advisory Committee – Potential Projects**

9 As you know, the Committee currently has a balance of approximately \$100,000 in the fundraising account. Two projects that  
10 the Committee has expressed interest in include paving the access road in El Woods Park to make it easier for bicyclists to visit  
11 the park, and the installation of decorative lights along the bike path in the main commercial area. I expect to discuss these  
12 ideas with the Board at the annual budget planning workshop meeting in February.  
13

14 **Homeowners Insurance Rate Decision**

15 NC Insurance Commissioner Wayne Goodwin has not yet made a decision on the requested 35% insurance rate increase. A  
16 decision is expected in the coming weeks. We remain hopeful that Commissioner Goodwin will reject the increase outright.  
17

18 **Jean Preston Memorial Playground Update**

19 The Committee continues its fundraising efforts, and is now seeking \$75,000. The Committee will meet again in January to  
20 begin to refine specific plans for the site. There is some interest in a small splash park feature, however, the cost is likely to be  
21 prohibitive.  
22

23 **Commercial Slips at Public Boating Access Area**

24 I still hope to secure necessary permits for the establishment of 8 – 12 commercial slips to be leased by the Town to commercial  
25 enterprises, but have not had the time to devote to this project in recent months.  
26

27 **New Emerald Isle Logo**

28 I am still working with the graphic designer on a new logo that also incorporates the existing Town seal, and will share some  
29 options with the Board in the next month or two.  
30

31 **18. Comments from Board of Commissioners and Mayor**

32  
33 Commissioner Messer thanked the Emerald Isle Garden Club for the decorations in the  
34 Town Board Meeting Room, the garland and Christmas tree, and thanked Bill, Paxon,  
35 Elizabeth and Mac Holz for all of the poinsettias.  
36

37 Mayor Barber said he had enjoyed being Mayor this first year and had been  
38 participating in several parades, throwing candy, and had enjoyed meeting people and  
39 being with other Mayors as well.  
40

41 There were no further comments from the Board of Commissioners.  
42  
43  
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**19. Adjourn**

***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted unanimously 4-0 in favor. Motion carried.***

***The meeting was adjourned at 7:22pm.***

Respectfully submitted:

Rhonda C. Ferebee, CMC, NCCMC  
Town Clerk

DRAFT