

1 MINUTES OF THE REGULAR SCHEDULED MEETING  
2 OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
3 TUESDAY, DECEMBER 12, 2006 – 6:00 P.M. – TOWN HALL  
4

5 The regular monthly meeting of the Emerald Isle Board of Commissioners was  
6 called to order by Mayor Art Schools at 6:00 PM.  
7

8 Present for the meeting: Mayor Art Schools, Commissioners Nita Hedreen,  
9 Floyd Messer, John Wootten, and Maripat Wright.  
10

11 Others present: Town Attorney Richard Stanley, Town Manager Frank Rush,  
12 Asst. Town Manager/Finance Officer Mitsy Overman, Town Clerk Rhonda  
13 Ferebee, Planning Director Kevin Reed, Parks & Recreation Director Alesia  
14 Sanderson, Police Chief Bill Hargett, and Public Works Director Artie Dunn.  
15

16 After roll call all who were present recited the Pledge of Allegiance.  
17

18 **4. ADOPTION OF AGENDA**  
19

20 Mayor Schools noted that an addition to the Agenda was needed between Items  
21 8a. and 8b. – Addition to be noted as Item 8a(2) - in order to add an Oath of  
22 Office in anticipation of Commissioner Wright's resignation and anticipated  
23 reappointment.  
24

25 ***Motion was made by Commissioner Messer to adopt the Agenda. The***  
26 ***Board voted unanimously 4-0 in favor. Motion carried.***  
27

28 **5. PROCLAMATIONS / PUBLIC ANNOUNCEMENTS**  
29

30 Mayor Schools noted the following announcements for the public:  
31

- 32 • **Planning Board – Monday, December 18 – 6:00 pm – Town Hall**  
33 **Meeting Room**
- 34 • **Christmas Holiday – Town Hall Closed Monday, December 25 and**  
35 **Tuesday, December 26 – Community Center Closed Monday**  
36 **December 25 and Open on Tuesday, December 26**
- 37 • **New Year's Holiday – Town Hall and Community Center Closed on**  
38 **Monday, January 1**
- 39 • **Board of Commissioners – Tuesday, January 9 – 6:00 pm – Town**  
40 **Hall Meeting Room**  
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3 **6. COMMISSIONER PETE ALLEN**  
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- 5 a. Acceptance of Resignation from Board of Commissioners  
6 b. Special Presentation to Pete Allen  
7

8 Mayor Schools noted that Commissioner Pete Allen submitted his resignation  
9 last month.

10  
11 ***Motion was made by Commissioner Messer to accept Commissioner***  
12 ***Allen's resignation (with reluctance). The Board voted unanimously 4-0 in***  
13 ***favor. Motion carried.***  
14

15 Mayor Schools with the help of former Mayor Vera Gaskins made a special  
16 presentation to recognize Pete Allen for his service on the Board of  
17 Commissioners. A special plaque was given to Mr. Allen. Mayor Schools and  
18 former Mayor Vera Gaskins had special comments for Mr. Allen. Mayor Schools  
19 and the Board of Commissioners expressed thanks to Mr. Allen for everything he  
20 had done and everything he would do in the future, and looked forward to having  
21 Mr. Allen on the County Board of Commissioners.  
22

23 **7. ACCEPTANCE – RESIGNATION OF COMMISSIONER MARIPAT WRIGHT**  
24 **(IF DESIRED)**  
25

26 Mayor Schools read aloud Commissioner Maripat Wright's Letter of Resignation  
27 indicating her wish to resign her seat on the Board of Commissioners for the term  
28 ending December, 2007.  
29

30 ***Motion was made by Commissioner Wootten to accept Commissioner***  
31 ***Wright's resignation from the Board of Commissioners. The Board voted***  
32 ***unanimously 4-0 in favor. Motion carried.***  
33

34 **8. APPOINTMENTS TO BOARD OF COMMISSIONERS**  
35

- 36 a. Appointment of Maripat Wright to fill Commissioner Allen's Term  
37 Expiring in December 2009  
38 a.(2) Oath of Office for Appointment  
39 b. Appointment to fill Commissioner Wright's Term Expiring in  
40 December 2007  
41

42 ***Motion was made by Commissioner Hedreen to appoint Maripat Wright to***  
43 ***serve the remainder of former Commissioner Allen's term on the Board of***  
44 ***Commissioners that expires in December 2009. The Board voted 3-0 in***  
45 ***favor. Motion carried.***

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 3 of 21

1  
2 Town Clerk Rhonda Ferebee performed the Oath of Office for Commissioner  
3 Maripat Wright.

4  
5 ***Motion was made by Commissioner Messer to nominate Tom Hoover to fill***  
6 ***the balance of Commissioner Wright's term expiring December 2007.***

7  
8 Commissioner Messer commented that Mr. Hoover had a degree in Economics,  
9 served in the Air Force for 23 years, retired to Emerald Isle in the late 60's.  
10 Commissioner Messer noted that Mr. Hoover served 4 years on the Emerald Isle  
11 Planning Board, was elected two terms as Commissioner, and served on the  
12 original Carteret County Beach Preservation task force for two years.  
13 Commissioner Messer felt that with Mr. Hoover's education and background he  
14 would come in with little update and be able to participate in critical issues;  
15 believing in keeping the tax rate low while still providing monies to provide  
16 services needed, and lastly he was endorsed by outgoing Commissioner Pete  
17 Allen.

18  
19 ***Motion was made by Commissioner Wright to nominate Jerry Huml for the***  
20 ***remainder of the term ending in December 2007.***

21  
22 Commissioner Wright commented that she worked with Mr. Huml in various  
23 capacities, noting he also worked on the Emerald Isle Planning Board, and  
24 Bogue Banks Beach Preservation, similar activities. Commissioner Wright stated  
25 that she had found in working with Mr. Huml that he is very dependable, hard  
26 working, very honest, always does his homework, always ready and prepared.  
27 Commissioner Wright felt he had served on enough committees within the Town  
28 that he is certainly up to speed and would be pleased to work with him.

29  
30 ***Motion was made by Commissioner Hedreen to close the nominations. The***  
31 ***Board voted unanimously 4-0 in favor. Motion carried.***

32  
33 Mayor Schools called for the vote for the nomination of Tom Hoover. ***The Board***  
34 ***voted 2-2 – Commissioners Hedreen, Messer in favor – Commissioners***  
35 ***Wright, Wootten opposed.***

36  
37 Mayor Schools called for the vote for the nomination of Jerry Huml. ***The Board***  
38 ***voted 2-2 – Commissioners Wright, Wootten in favor – Commissioners***  
39 ***Hedreen, Messer opposed.***

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2 Mayor Schools stated that he couldn't think of two better people to serve the  
3 Town of Emerald Isle. ***Mayor Schools to break the tie – cast his vote for Tom***  
4 ***Hoover.***

5  
6 Mayor Schools stated that Mr. Hoover's service as Commissioner would take  
7 effect following this meeting at which time he would be sworn in to office by the  
8 Town Clerk.

9  
10 **9. CONSENT AGENDA**

- 11  
12 a. **Minutes – November 14, 2006 Regular Meeting**  
13 b. **Tax Refunds / Releases**  
14 c. **2007 Regular Meeting Schedules – Board of Commissioners,**  
15 **Planning Board**

16  
17 ***Motion was made by Commissioner Wootten to approve the items on the***  
18 ***Consent Agenda. The Board voted 4-0 in favor. Motion carried.***

19  
20 **Note: A copy of 2007 Regular Meeting Schedules – Board of Commissioners, Planning Board are**  
21 **incorporated herein by reference and hereby made a part of these minutes.**

22  
23 **10. PUBLIC COMMENT**

24  
25 Bob Smith, 2208 Emerald Drive, commented about former Commissioner Pete  
26 Allen, stating that he had known Pete Allen for a long time. Mr. Smith stated that  
27 Pete Allen would make the Town proud, that we owed him a lot for what he had  
28 done for all of us, and thanked and wished him well and the best of everything.

29  
30 **11. PROPOSED AMENDMENTS TO 2004 CAMA LAND USE PLAN FUTURE**  
31 **LAND USE MAP**

- 32  
33 a. **Public Hearing**  
34 b. **Resolution Amending 2004 CAMA Land Use Plan – Village East – (06-**  
35 **12-12/R1)**  
36 c. **Resolution Amending 2004 CAMA Land Use Plan – Village West – (06-**  
37 **12-12/R2)**  
38 d. **Resolution Amending 2004 CAMA Land Use Plan – Mangrove Drive,**  
39 **Reed Drive – (06-12-12/R3)**

40  
41 Kevin Reed, Planning Director addressed the Board with an overhead  
42 presentation concerning this agenda item. The following excerpt from Planning  
43 Director Kevin Reed's memo to the Town Manager is provided as background:

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MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 5 of 21

1  
2 The Planning Board, at its October 2006 meeting, discussed possible amendments to the Town's 2004 CAMA Land  
3 Use Plan. This discussion took place at the request of the Board of Commissioners which had previously expressed  
4 concerns involving several items as they pertain to the Future Land Use Map. The Planning Board's discussion of  
5 these issues has resulted in the recommendation of three potential amendments to the 2004 CAMA Land Use Plan,  
6 specifically the Future Land Use Map.  
7

8 The first item of discussion was the boundaries of the Village-East area as they are currently depicted on the Future  
9 Land Use Map. The current boundaries of the Village-East area include properties in the vicinity of Bogue Inlet Pier  
10 and extend eastward along Emerald Drive to just east of Town Hall. Attachment 1 contains the boundaries of Village-  
11 East as they are depicted on the Future Land Use Map. During the Village-East design workshop held in June of  
12 2006, the participants confined their discussion to what was then called the Village-East Focus Area. Please see  
13 Attachment 2 for the approximate boundaries of the Focus Area. As you know, in August of 2006, the Board of  
14 Commissioners adopted amendments to the Town Code to create the Village-East Zoning District and the Village-East  
15 Conditional Zoning Overlay District. The intent of these amendments is that they could only apply to those properties  
16 depicted on the Future Land Use Map as being part of Village-East. The Board of Commissioners had previously  
17 indicated to staff that the boundaries of Village-East should be more in keeping with the Focus Area planning  
18 boundaries rather than the boundaries for the area as shown on the Future Land Use Map. Therefore, the Planning  
19 Board was asked at its October 2006 meeting to develop revised boundaries to the Village-East area. Attachment 3  
20 contains the proposed boundaries for a revised Village-East area as developed by the Planning Board. Once the  
21 Planning Board reached a consensus on revised boundaries for Village-East, it was anticipated that properties not  
22 included in that area would become a part of the Commercial Corridor as shown on the Future Land Use Map.  
23 Specific action on the revised boundaries was delayed until the Board's November 2006 meeting.  
24

25 The Planning Board was asked at its October 2006 meeting, to also have a similar discussion regarding the  
26 boundaries of the Village-West area. Attachment 4 contains the boundaries of Village-West as they are depicted on  
27 the Future Land Use Map. During the Village-West design workshop held in June of 2006, the participants confined  
28 their discussion to what was then called the Village-West Focus Area. Please see Attachment 5 for the approximate  
29 boundaries of the Focus Area. During its discussion of this issue, the Planning Board requested that Town staff  
30 develop possible revised boundaries to the Village-West area for consideration at its November 2006 meeting.  
31 Attachment 6 contains the proposed boundaries for a revised Village-West area considered by the Planning Board.  
32 Once the Planning Board reached a consensus on revised boundaries for Village-West, it was anticipated that  
33 properties not included in that area would become a part of the Commercial Corridor as shown on the Future Land Use  
34 Map. Specific action on the revised boundaries was delayed until the Board's November 2006 meeting.  
35

36 The last item that the Planning Board was asked to address is one to correct what is considered an oversight in  
37 developing the Future Land Use Map. As you will see on Attachment 7, the existing commercially zoned properties  
38 that encompass the K&V Plaza and the CVS Store along Mangrove Drive are depicted as Mixed Residential on the  
39 Future Land Use Map. Staff and the Board of Commissioners previously discussed this designation as an oversight  
40 and agreed to address the matter as a possible amendment to the Future Land Use Map. It was noted that since the  
41 areas on the west and east side of Mangrove Drive are zoned Business-3 (B-3) and are developed for commercial use;  
42 that these two areas should be designated as Commercial Corridor rather than Mixed Residential. Likewise, there is a  
43 small area located on the south side of Emerald Drive and the north side of Reed Drive that is perceived to  
44 inadvertently be shown as Commercial Corridor. Since several of these properties are currently zoned Mobile Home-1  
45 (MH1-1) and are developed for residential use, it is believed that they should have the designation of Single/Dual  
46 Family Residential rather than the current designation as Commercial Corridor. Attachment 7 includes the current  
47 Future Land Use Map designation and the recommended changes developed by the Planning Board at its October  
48 meeting. Specific action on the revised boundaries was delayed until the Board's November 2006 meeting.  
49

50 Amendments to the Land Use Plan must be approved by the Board of Commissioners prior to being submitted for staff  
51 review by the Division of Coastal Management (DCM). Ultimately, the amendments must be certified by the Coastal  
52 Resources Commission (CRC). Staff's goal was to have the Board of Commissioners conduct a public hearing on the  
53 amendments at its December 12, 2006 meeting so they can be considered by the CRC at its January 2007 meeting.  
54

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 6 of 21

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2  
3 Therefore, the Planning Board was asked at its November 27, 2006 meeting to make a formal recommendation to the  
4 Board of Commissioners on the proposed amendments.  
5

6 The specific actions by the Planning Board at its November 27, 2006 were as follows. First, the Planning Board voted  
7 unanimately (5 to 0) to recommend to the Board of Commissioners that the boundaries of Village-East and the  
8 Commercial Corridor area be revised in accordance with Attachment 3. Second, the Planning Board voted (4 to 1) to  
9 recommend to the Board of Commissioners that the boundaries of Village-West and the Commercial Corridor area be  
10 revised in accordance with Attachment 6. Third, the Planning Board voted unanimately (5 to 0) to recommend to the  
11 Board of Commissioners that the Future Land Use Map be revised in accordance with Attachment 7. Town staff has  
12 made the District Planner with DCM, Maureen Meehan-Will, aware of the possible changes to the Plan and it is  
13 anticipated she will be present at the hearing on December 12. Action by the Board of Commissioners on the  
14 proposed amendments needs to be in the form of a resolution for each amendment. You will find attached three  
15 resolutions for consideration by the Board.  
16

17 Staff looks forward to discussing these possible amendments with the Board at its December meeting. Please let me  
18 know if you have any questions regarding the foregoing information.  
19

20 Commissioner Wootten asked Mr. Reed for clarification that even as the Board  
21 establishes these boundaries if someone doesn't want into the Village East or  
22 Village West they just don't request that zoning. Mr. Reed stated that was  
23 correct. Commissioner Wootten asked if they would see an overlay zone for  
24 Village West. Mr. Reed said at staff level it is anticipated that Village West will  
25 ultimately have a Village West zoning district and potentially a Village West  
26 conditional zoning overlay district. Mr. Reed said they plan to use the same two  
27 types of planning and zoning mechanisms for Village West as was used for the  
28 Village East area.  
29

30 ***Motion was made by Commissioner Messer to open the Public Hearing.***  
31 ***The Board voted unanimately 4-0 in favor. Motion carried.***  
32

33 There were no comments from the public.  
34

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

38 ***Motion was made by Commissioner Wright to approve the Resolution***  
39 ***Amending 2004 CAMA Land Use Plan for Village East, Village West, and the***  
40 ***Mangrove Drive, Reed Drive area to be consistent with the best use for the***  
41 ***public and the CAMA Land Use Plan. The Board voted unanimately 4-0 in***  
42 ***favor. Motion carried.***  
43

44 **Note: A copy of Resolutions 06-12-12/R1, 06-12-12/R2, and 06-12-12/R3 are incorporated herein by**  
45 **reference and hereby made a part of these minutes.**  
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2 **12. PRESENTATION – BICYCLE AND PEDESTRIAN ADVISORY**  
3 **COMMITTEE UPDATE**  
4

5 Linda McGowen, Chairperson for the Bicycle and Pedestrian Advisory  
6 Committee provided the Board with a Committee update concerning their  
7 activities and priorities. Ms. McGowen stated as representative of the committee  
8 as well as a long time resident of Emerald Isle that she felt that the bike paths  
9 and sidewalks have been one of the most beneficial and most well-received  
10 improvements the Town has done. Ms. McGowen noted the favorable  
11 comments received from residents as well as visitors. Ms. McGowen offered  
12 suggestions to improve the bicycle paths along the edges of Coast Guard Road,  
13 ideally hoping to see a separate bike path like the ones on Highway 58:  
14

- 15 • stripes on the road repainted
- 16 • current bike shoulders cleaned and scraped to restore the original 4 foot  
17 width on each side – maintenance done quarterly
- 18 • shoulders scraped with a downward angle so debris and gravel would  
19 blow off the pathway
- 20 • rumble strips installed along the lane edges
- 21 • white diamonds painted along the path to better delineate for bikers and  
22 pedestrians
- 23 • request property owners with gravel driveways to pave about 5-10 feet  
24 back from the road to prevent gravel continuing to spill back on pathway
- 25 • construction of a separate 10 foot bike path similar to what is now on  
26 Highway 58 between 25<sup>th</sup> Street and the dogleg; this would enable a  
27 bicyclist to go from one end of Emerald Isle to the other without having to  
28 go on Highway 58, providing a safe and continuous route  
29

30 Ms. McGowen said they recognize and appreciate the support the Town has  
31 given in getting as much accomplished as they have, and the committee is  
32 currently making plans for fundraising efforts to help facilitate some of the  
33 improvements and additions, and look forward to working with the Town to  
34 continue to make Emerald Isle an even more enjoyable place to live and play.  
35

36 The Board and staff discussed the suggestions noted by the committee. Mayor  
37 Schools pointed out that Ms. McGowen has been working on Emerald Isle  
38 committees in one form or another for about 20 years.  
39

40 Commissioner Messer took this time to remember Jack Heverly, Ken Heverly's  
41 brother and former Mayor Lib Heverly's brother-in-law, who recently passed  
42 away. Commissioner Messer noted that Jack Heverly was on the Police Force a  
43 long time ago, primarily a mobile home repair person, and at one point there  
44 probably weren't many mobile homes that Jack Heverly had not worked on, and  
45 he was an all around nice hardworking guy and Commissioner Messer wished

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 8 of 21

1  
2 that he be remembered for the contributions he had made and his longevity in  
3 Emerald Isle.

4  
5 **13. PRESENTATION – FY 05-06 FINANCIAL AUDIT REPORT**

6  
7 Asst. Town Manager / Finance Officer Mitsy Overman provided an overhead  
8 presentation for the Board regarding the FY 06-06 Financial Audit Report. Ms.  
9 Overman briefed the Board on the highlights. Ms. Overman noted that the  
10 auditor commented during the audit committee meeting that the Town was well  
11 run, things were in good order, there was a good fund balance, and he thanked  
12 the Board for the opportunity to do the audit and thanked staff for their help. The  
13 following excerpt from Town Manager Rush's memo to the Board is provided as  
14 additional background:

15  
16 Pittard, Perry, & Crone (PPC) CPAs has completed the Town's FY 05-06 audit, and a copy of the audit report is  
17 attached for your review. Mitsy Overman, Assistant Town Manager / Finance Officer, will brief the Board on the  
18 highlights of the financial audit at the December meeting. The Board-appointed Audit Committee met on Tuesday,  
19 December 5 to review the audit report with PPC and Town staff, and will also be available to comment on the audit  
20 report at the December 12 meeting.

21  
22 I am pleased to report that the Town has received a clean audit report. PPC did not identify any significant deficiencies  
23 in our financial operations, and expressed their opinion that the Town's assets are well-managed by our staff. I am  
24 again pleased to report that the Town maintains an excellent financial position, and staff and I are committed to  
25 maintain and improve that financial position in the future.

26  
27 A copy of the FY 05-06 audit report is attached for your review. Some of the highlights from the recent audit include:

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30 **OVERALL FINANCIAL POSITION**

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- The Town had officially reported net assets of \$3,082,762 as of June 30, 2006. The Board should note, however, that the calculation of net assets does not include the Town's investment in two significant beach nourishment projects. The calculation of net assets includes \$12,525,000 of outstanding General Obligation Bonds issued to finance the Town's beach nourishment projects, and the additional sand placed on the beach as part of this project is not included as a capital asset. If the additional sand placed on the beach was capitalized and depreciated with a 10-year life cycle, the Town's net assets would be more than \$20 million.
  - The Town's officially reported net assets increased by \$2,945,326 during FY 05-06, and this increase is primarily due to the retirement of an additional \$2,125,000 of outstanding beach nourishment bonds. The increase is also partially attributed to the retirement of \$250,000 of outstanding debt on a new Fire engine purchased in 2004.
  - As of June 30, 2006, the Town's governmental funds reported combined ending fund balances of \$5,267,524, a decrease of \$487,655 in comparison with the prior year. General Fund balance (\$1,977,575) and Beach Nourishment Debt Service Fund balance (\$2,775,230) make up the bulk of the Town's combined ending fund balance. The Board should note that the primary reason for the total decrease was the use of \$304,775 of General Fund balance for the construction of Emerald Isle Woods Park. Additional expenditure of reserved capital project funds also contributed to the net decrease.

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 9 of 21

- The Town's total outstanding debt as of June 30, 2006 was \$12,525,000. All of this outstanding debt was issued to finance the Town's two beach nourishment projects. As you may recall, the Town issued a total of \$17,000,000 of bonds in 2002 and 2004.
- The Town's outstanding debt at June 30, 2006 is equal to 0.85% of the total assessed value in Emerald Isle. North Carolina General Statutes limit the amount of General Obligation debt that a unit of government can issue to 8 percent of the total assessed value. As such, the legal debt margin for the Town of Emerald Isle is \$105,567,905, a figure that the Town would never realistically approach.
- The Town maintained an outstanding property tax collection percentage of 99.67%. The Town is responsible for the collection of all property taxes, with the exception of property taxes on motor vehicles, which are collected by Carteret County. The Town's property tax collection rate is 99.85%, while the County's motor vehicle tax collection rate in Emerald Isle is 91.22%.

GENERAL FUND

- As of June 30, 2006, the Town's General Fund had a total fund balance of \$1,977,575. The Town's total General Fund balance decreased by \$304,775 during FY 05-06, primarily due to the intentional use of fund balance to match a State grant to construct Emerald Isle Woods Park. The Board should note that the total General Fund balance figure includes approximately \$40,000 that was appropriated for the Unified Development Ordinance / Village East & West effort in FY 05-06 that was not spent prior to June 30, 2006. This full expense will occur in FY 06-07, and will need to be reappropriated.
- The total General Fund balance of \$1,977,575 is equal to 29.17% of total General Fund expenditures (including transfers out) of \$6,780,018 in FY 05-06. (This figure is equal to 30.80% of the total FY 06-07 General Fund budget (including transfers out) of \$6,420,916.) This fund balance percentage is consistent with the Board of Commissioners' formal policy to maintain an available fund balance of at least 25% of expenditures, with a goal to increase the available General Fund balance to the 50% level.
- General Fund revenues (not including transfers in) in FY 05-06 totaled \$6,409,988, and exceeded budget estimates by \$59,344. General Fund expenditures (not including transfers out) totaled \$6,054,700 and were \$183,949 less than budgeted. After considering transfers in and transfers out for various capital projects (equal to \$725,318), the General Fund ended FY 05-06 with a net deficit of \$304,775. This net deficit was financed by General Fund balance, and as noted earlier, is primarily related to the intentional use of fund balance for the construction of Emerald Isle Woods Park.
- The Town's two largest sources of General Fund revenue are property taxes and sales taxes. General Fund property tax revenues were \$2,305,681, while sales tax revenues totaled \$1,834,257. Solid waste fees are the third largest revenue source, with \$974,627 collected in FY 05-06. Together, these three sources represent nearly 80% of General Fund revenues.
- Public Safety expenditures (Police and Fire) continue to represent the largest portion of the General Fund budget. Total expenditures were \$2,530,841 in FY 05-06, or approximately 37.3% of total General Fund expenditures (including transfers out for various capital projects).

BEACH NOURISHMENT DEBT SERVICE FUND

- The Town's Beach Nourishment Debt Service Fund had an ending fund balance of \$2,775,230. This amount increased by \$195,025 from the previous year, and this increase is the last significant increase in fund balance anticipated in this fund, which was established solely to reserve funds and account for debt service payments on the Town's beach nourishment bonds. All beach nourishment bonds will be retired by FY 12-13, and the Town will gradually spend most of this fund balance over time to retire the outstanding bonds.

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 10 of 21

- The Town continues to make timely principal and interest payments on the beach nourishment bonds. The Town made the third annual principal payment (\$1,175,000) on the 2002 bonds and the first annual principal payment (\$950,000) on the 2004 bonds.

OTHER FUNDS

- The Town utilized the Disaster Recovery Fund in FY 05-06 to account for expenses associated with recovery from Hurricane Ophelia. A total of \$273,368 of Ophelia-related expenses were recorded in the Disaster Recovery Fund in FY 05-06, mostly for debris removal. An additional \$65,255 was transferred to the General Fund to cover other departmental expenses associated with Ophelia. All Ophelia expenses were reimbursed by FEMA and the NC Division of Emergency Management.
- The Regional Access Fund included \$235,005 of expenses in FY 05-06, the majority of which were associated with the construction of the new parking lot at the Western Ocean Regional Access. The Regional Access Fund has a fund balance of \$31,630, and these funds are reserved to match CAMA grants to construct handicapped walkways at both the Eastern and Western Ocean Regional Accesses in 2007.
- The Special Drug Fund had an ending fund balance of \$86,359 as of June 30, 2006. This large fund balance is primarily due to the receipt of \$80,877 of drug seizure funds last year. These funds are restricted for Police Department expenses only.
- The Town utilizes several capital project funds for ongoing, multi-year capital projects. PPC did note a negative fund balance of \$137,043 for the NC 58 Bicycle Path project, and this deficit is simply a timing issue. The Town has requested but has not yet received an expected \$140,000 grant reimbursement from NCDOT for this project. The FEMA Ophelia Beach Nourishment Project also indicates a deficit of \$48,062, and again, the Town has not yet received the expected FEMA reimbursement for design and permitting expenses for this project. Finally, a \$3,500 deficit is indicated for the Emerald Isle Woods Project, and this deficit results from project expenditures exceeding project revenues by this amount.
- There are excess funds available in two beach nourishment project accounts that are now closed out. The Beach Nourishment BANs account has an ending balance of \$13,575, and the Beach Nourishment West (Bogue Inlet Project) account has an ending balance of \$21,738. These funds are available for other beach nourishment purposes in the future.
- The Town has a total balance of \$63,727 in the Special Separation Allowance Fund that is being accumulated for future, statutorily-mandated separation payments to law enforcement officers.

As noted earlier, Pittard, Perry, & Crone provided a favorable opinion of the Town's financial management practices. PPC did note, however, two items that need improvement. First, PPC recommends that the Town Manager approve all journal entries initiated by the Assistant Town Manager / Finance Officer in order to provide for proper oversight of these entries. This recommendation was included in last year's audit report, and was partially implemented in FY 05-06, but additional improvements are necessary. Second, PPC indicated that some of the individual line items in the capital project accounts exceeded budget estimates. In management's view, this issue is very minor, as the primary concern for management is that the overall, bottom-line project budgets are not exceeded. In the case of capital projects, there are often challenges in separating out expenditures into the appropriate line items and management generally takes a much broader view of project expenditures. Town staff will, however, address this issue in the future.

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2  
3 ***Motion was made by Commissioner Wootten to accept the FY 05-06***  
4 ***Financial Audit Report. The Board voted unanimously 4-0 in favor. Motion***  
5 ***carried.***  
6

7 **14. POLICE RECORDS MANAGEMENT SOFTWARE**  
8

- 9       **a. Resolution Authorizing contract with Southern Software, Inc. – (06-12-**  
10       **12/R4)**  
11       **b. Budget Amendment – Special Drug Fund**  
12

13 Police Chief Bill Hargett addressed the Board concerning this agenda item. The  
14 following excerpt from Town Manager Rush’s memo to the Board is provided as  
15 additional background:

16  
17 The Board of Commissioners is asked to approve the attached resolution authorizing the purchase of new records  
18 management software for the Police Department at the December 12 meeting. The attached resolution authorizes the  
19 purchase of a comprehensive software package from Southern Software, Inc., Southern Pines, NC, for \$34,902. The  
20 Board is also asked to approve the attached budget amendment appropriating the necessary funds from fund balance  
21 in the Special Drug Fund.  
22

23 The new records management software would replace the Police Department’s outdated software and also insure  
24 compatibility with new E-911 computer aided dispatch (CAD) software purchased by Carteret County for all four E-911  
25 centers in Carteret County, including Emerald Isle. Carteret County recently approved a contract with Southern  
26 Software, Inc. for the new CAD software, and Emerald Isle’s current records management software is not compatible  
27 with the new CAD software. In order to begin using the new CAD software (which will be compatible with other area E-  
28 911 centers and enhance information sharing capabilities among the agencies), the Town must also purchase new  
29 records management software. It is also likely that the Police Department would have been seeking to purchase new  
30 records management software in the near future, regardless of the purchase of the new CAD software.  
31

32 The Police Department has completed a thorough review of the records management software offered by Southern  
33 Software, Inc., and believes this software is far superior to the Town’s existing software. The new CAD software and  
34 records management software will greatly enhance the efficiency and capabilities of the Police Department. The  
35 attached memo from Police Chief Bill Hargett includes a detailed explanation of the need for and the benefits of the  
36 new records management software.  
37

38 The Town’s Special Drug Fund currently has a fund balance of approximately \$86,000, and these funds are statutorily  
39 restricted for Police Department expenditures only. The attached budget amendment appropriates \$35,000 of this fund  
40 balance for the purchase of the new records management system, and will leave a remaining fund balance of  
41 approximately \$51,000 for future Police Department needs.  
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MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 12 of 21

1

BUDGET AMENDMENT  
FY 2006-07

The budget for FY 2006-2007 is hereby amended as follows:

SPECIAL DRUG FUND

	Increase	Decrease
<u>Revenues</u>		
Appropriated Fund Balance	35,000	-
TOTAL	35,000	-
<u>Expenditures</u>		
Police Department	35,000	-
TOTAL	35,000	-

Copies of this ordinance shall be filed with the Finance Officer, Budget Officer, and Town Clerk, to be kept on file by them for their direction in the disbursement of Town funds for this project.

2 Chief Hargett provided detailed information including his recommendations and  
3 referring any technical questions to Police Lieutenant Paul Cheshire. Lt. Cheshire  
4 noted that this system had been implemented and is working in over 300  
5 counties in this State and noted that this is the beginning of a countywide  
6 integrated system.

7

8 ***Motion was made by Commissioner Wright to approve the Resolution***  
9 ***authorizing a contract with Southern Software, Inc. for Police Records***  
10 ***Management Software subject to NCGS 143-129(e)(6) as standardization***  
11 ***and software compatibility is the overriding consideration. The Board***  
12 ***voted unanimously 4-0 in favor. Motion carried.***

13

14 Town Attorney Richard Stanley stated for the record that ordinarily if you buy  
15 equipment over \$30,000 you must get informal bids. There are exceptions to  
16 that, and this is one of those exceptions, when it is not made by but one  
17 company and you are seeking standardization in order to tie into the county  
18 system. Mr. Stanley stated this is the reason in this particular situation there was  
19 no informal bidding.

20

1  
2 ***Motion was made by Commissioner Wootten to approve the Special Drug***  
3 ***Fund Budget Amendment. The Board voted unanimously 4-0 in favor.***  
4 ***Motion carried.***

5  
6 **Note: A copy of Resolution 06-12-12/R4 is incorporated herein by reference and hereby made a part**  
7 **of these minutes.**

8  
9 **15. COAST GUARD ROAD TRAFFIC IMPROVEMENTS PROJECT**

- 10  
11 **a. Resolution Authorizing Construction Contracts with Barnhill**  
12 **Contracting Company and Yardworks, Inc. – (06-12-12/R5)**  
13 **b. Budget Amendment – General Fund**  
14 **c. Capital Project Ordinance Amendment**  
15

16 Town Manager Frank Rush addressed the Board concerning this agenda item.  
17 The following excerpt from Town Manager Rush's memo to the Board is provided  
18 as background:

19  
20 The Board of Commissioners is asked to approve three items associated with the construction of the Coast Guard  
21 Road Traffic Improvements Project at the December 12 meeting.

22  
23 First, the Board is asked to approve the attached resolution authorizing two separate construction contracts for this  
24 project – one with Barnhill Contracting Company, Kinston, NC in the estimated amount of \$201,570 for all roadway  
25 improvements, and another with Yardworks, Inc., Cape Carteret, NC in the amount of \$28,849 for required retaining  
26 walls and landscaping. The Board is also asked to approve a General Fund budget amendment that has the net affect  
27 of appropriating an additional \$104,000 for the project, and a companion amendment to the capital project ordinance  
28 established for the project.

29  
30 Resolution Authorizing Construction Contracts with Barnhill Contracting Company and Yardworks, Inc.

31 The Town solicited bids for this project in November 2006, and the scope of work for the project included the following:

- 32  
33 • A longer dedicated left-turn lane for vehicles leaving Coast Guard Road on to NC 58 toward the bridge. As  
34 you know, the existing dedicated left-turn lane is very short, and only has stacking capacity for a limited  
35 number of vehicles.  
36  
37 • A new dedicated right-turn lane for vehicles leaving Coast Guard Road on to NC 58 headed east. This  
38 improvement would allow vehicles headed east to avoid waiting in the current through-lane and would also  
39 free up more stacking capacity in the through-lane.  
40  
41 • A slightly longer dedicated left-turn lane for vehicles leaving Coast Guard Road on to Reed Drive headed  
42 east. This improvement may provide a little more room for travel trailers en route to Holiday Trav-L-Park.  
43  
44 • A clearly delineated right-turn lane for vehicles leaving Coast Guard Road on to Reed Drive headed east.  
45  
46 • A dedicated left-turn lane for vehicles leaving Coast Guard Road and turning into the Bell Cove Village  
47 complex at the western entrance to Bell Cove Village. This would make it easier for vehicles traveling from  
48 the Coast Guard Road subdivisions to enter the new commercial center, and would allow through traffic to  
49 continue along Coast Guard Road towards NC 58 unimpeded.  
50  
51

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006

Page 14 of 21

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- A dedicated left-turn lane for vehicles leaving Coast Guard Road and turning into Pebble Beach condominiums. This would make it easier for the residents, property owners, and visitors of Pebble Beach to access the condominium complex, and also allow through traffic to continue down Coast Guard Road unimpeded.
- The construction of an approximately 300 linear ft. landscaped island in the middle of Coast Guard Road just south of its intersection with Reed Drive. This landscaped island would include curb and gutter, a storm water infiltration chamber, and was intended primarily to improve the aesthetics of the new multi-lane roadway.
- The relocation of Coast Guard Road into the originally delineated road right-of-way. At present, the existing road is located approximately 30 feet outside of the official right-of-way and encroaches onto Pebble Beach's property. The relocation of the road back into the original right-of-way will result in a straightening of the curve and should result in a safer driving pattern.
- The construction of the initial segments of a new dedicated 10 ft. wide bicycle path along Coast Guard Road. The project design included a safe bicycle path from the terminus of the existing NC 58 bicycle path that is located in front of the Holiday Trav-L-Park gas station and then continues for a short distance toward Pebble Beach. This segment would be constructed at the time of the planned traffic improvements, and would greatly improve bicycle and pedestrian safety at this location until the bicycle path can be extended further down Coast Guard Road in the future.
- The construction of a functional and decorative retaining wall along approximately 120 linear ft. of the west side of Coast Guard Road between NC 58 and the right-turn in entrance to Bell Cove Village Shopping Center.
- The relocation of a power pole near the intersection of Reed Drive onto the planned landscaped island, with overhead horizontal guy wires traversing the main travel lane.
- The use of a 10" thick pavement base course and surface course in the areas where the road is being widened.

Bids for the project were opened on November 28, 2006. The Town received 3 bids for this work, and the bid results are indicated below:

- |   |              |
|---|--------------|
| • Barnhill Contracting Company, Kinston, NC   | \$ 296,502   |
| • Onslow Paving and Grading, Jacksonville, NC | \$ 304,060   |
| • ST Wooten Corporation, Wilson, NC           | \$ 402,035 . |

Barnhill Contracting Company was the low bidder for the project, however, Barnhill's price exceeded the maximum available funds available for this project (\$150,000 in project budget plus \$57,000 General Fund contingency = \$207,000) by nearly \$90,000. The Town's consulting engineer and I immediately began working on modifications to the scope of work and negotiating with Barnhill to reduce the overall cost of the project. The overall project scope has been adjusted, and the revised estimated cost of the contract, based on unit prices bid by Barnhill and estimated quantities, is \$201,570. The changes to the scope of work to achieve these cost reductions are noted below:

- The responsibility for the construction of the 120 linear ft. of retaining wall has been removed from Barnhill's scope of work, generating a savings of \$30,300.

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 15 of 21

- The responsibility for installing sod has been removed from Barnhill's scope of work, resulting in a savings of \$11,674.
- Town staff will collect and dispose of trees removed by Barnhill, for a savings of \$1,000.
- The small concrete feature to deter illegal turns into the right-turn-in only entrance of Bell Cove Village has been shortened slightly, for a savings of \$700.
- The thickness of the pavement base course and surface course has been reduced from a thickness of 10" to 8", therefore reducing the amount of asphalt necessary and resulting in a savings of \$26,194. The Town's consulting engineer and Barnhill believe the revised pavement design will be sufficient, and more than likely exceeds that in place for the existing road structure.
- The 300 linear ft. long landscaped traffic island, included primarily for aesthetic purposes, has been reduced to approximately 50 ft. long. The reduction in length of the island also eliminates the need for the planned stormwater infiltration system. Storm water runoff will now sheet flow across the road into a vegetated swale on the west side of Coast Guard Road. This change results in a net savings of \$28,286.
- The revised scope of work includes the addition of a 50 linear ft. landscaped traffic island at the intersection of NC 58 and Coast Guard Road in an effort to offset the loss of the original 300 linear ft. island and enhance the aesthetics of the project. This addition increases the cost by \$3,222.

The net amount of the reductions noted above is \$94,932.

Because the prices quoted for the planned 120 linear ft. retaining wall and the installation of sod were very high from all 3 bidders, I sought a price quote from Yardworks, Inc. for this portion of the project. In addition to the originally planned 120 linear ft. and the sod required for the project, I also sought pricing for an additional 260 linear ft. of retaining wall as discussed with the Board of Commissioners at the November meeting. Yardworks quoted a price of \$28,849 for all 380 linear ft. of retaining wall plus the sod, whereas all 3 of the original bidders quoted figures in the \$40,000 + range for only 120 linear ft. of retaining wall and sod. As such, it is my recommendation that the Town award the contract for 380 linear ft. of retaining wall and sod work to Yardworks, Inc.

The attached resolution authorizes a contact with Barnhill Contracting Company in the amount of \$201,570, and a separate contract with Yardworks, Inc. for \$28,849. The total combined cost of this work is \$230,599. This amount exceeds the maximum available funds (\$207,000) for this project by \$23,599. The attached General Fund budget amendment and capital project ordinance amendment include sufficient funds for these two contracts.

Budget Amendment – General Fund

The attached General Fund budget amendment has the net effect of appropriating an additional \$104,000 to be transferred to the Coast Guard Road Traffic Improvements Project. A total of \$57,000 of this \$104,000 is derived from the General Fund contingency, and the remaining \$47,000 is derived from General Fund balance.

The Board will note that the attached General Fund budget amendment actually shows a net decrease in the amount of appropriated fund balance of \$118,000. The reason for this is that the Board had previously appropriated \$165,000 from General Fund balance for the Bogue Inlet Pier purchase agreement that is no longer necessary. The attached budget amendment transfers \$47,000 of this \$165,000 to the Coast Guard Road project, and returns the remaining \$118,000 back to General Fund balance.

Capital Project Ordinance Amendment

The attached capital project ordinance amendment actually indicates a net increase of \$224,000 in the project budget. The reason for this is that the capital project ordinance amendment first recognizes the additional \$120,000 already

MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 16 of 21

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2  
3 included in the FY 06-07 General Fund budget to be transferred to the Coast Guard Road Traffic Improvements  
4 Project, plus the additional \$104,000 discussed above.

5  
6 The attached capital project ordinance amendment indicates a total project budget of \$284,000 for this project. This  
7 figure is broken down as follows:

- 8  
9
- 10 • \$30,000 for design work and permitting. I had previously authorized a contract for \$22,050 with Municipal  
11 Engineering, the Town's consulting engineer, plus there have been additional miscellaneous surveying  
12 expenses.
  - 13 • \$32,000 for the construction of the retaining wall and installation of sod. As noted above, the contract with  
14 Yardworks is for \$28,849, however, I suspect that there may be some additional sod work required before  
15 the project is complete.
  - 16 • \$202,000 for the construction contract with Barnhill Contracting Company. This amount is consistent with the  
17 contract amount noted above.
  - 18 • \$20,000 of project contingency funds. These funds would be available for change orders, higher quantities  
19 for road construction, relocation of utilities, and the potential relocation of the Bell Cove Village Shopping  
20 Center sign. As discussed previously, I am attempting to have the various utility companies bear the full cost  
21 of any utility relocation work, so I am hopeful these funds will not be necessary for this work. The Board  
22 should note that I have also committed to relocate one of the Bell Cove Village Shopping Center signs in  
23 exchange for a power pole easement that is necessary to accommodate the project. (The power pole that  
24 was expected to be relocated to the landscaped traffic island will now actually be moved completely off the  
25 road onto Bell Cove Village property.) I don't yet have a firm cost estimate for this, but the figure is expected  
26 to be less than \$5,000.
- 27  
28  
29

30 As noted above, the total additional funds appropriated for the project at this time equal \$104,000. Of this \$104,000,  
31 \$57,000 is the General Fund contingency and \$47,000 is derived from General Fund balance. Of the \$47,000, a total  
32 of \$23,599 is associated with the overall project cost, while the remaining \$22,441 is to establish a project contingency  
33 and cover potential additional sod costs.  
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MINUTE OF THE REGULAR MEETING  
OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
DECEMBER 12, 2006  
Page 17 of 21

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BUDGET AMENDMENT  
FY 2006-07

The budget for FY 2006-2007 is hereby amended as follows:

GENERAL FUND

	Increase	Decrease
<u>Revenues</u>		
Appropriated Fund Balance	-	<u>118,000</u>
TOTAL	-	118,000
<u>Expenditures</u>		
NonDepartmental - Bogue Inlet Pier Project		165,000
NonDepartmental - General Fund Contingency		57,000
Transfer to Coast Guard Road Traffic Imp Project	<u>104,000</u>	-
TOTAL	104,000	222,000

Copies of this ordinance shall be filed with the Finance Officer, Budget Officer, and Town Clerk, to be kept on file by them for their direction in the disbursement of Town funds for this project.

MINUTE OF THE REGULAR MEETING  
 OF THE EMERALD ISLE BOARD OF COMMISSIONERS  
 DECEMBER 12, 2006  
 Page 18 of 21

TOWN OF EMERALD ISLE  
 CAPITAL PROJECT BUDGET ORDINANCE  
 COAST GUARD ROAD TRAFFIC IMPROVEMENTS

Be it ordained by the Board of Commissioners of the Town of Emerald Isle that, pursuant to NCGS 159-13.2, the following Capital Project Ordinance established for the Coast Guard Road Traffic Improvements Project is hereby amended as follows:

	Adopted Budget December 13, 2005	Amendments December 12, 2006	Amended Budget December 12, 2006
<u>Revenues</u>			
Transfer from General Fund	<u>60,000</u>	<u>224,000</u>	<u>284,000</u>
TOTAL	60,000	224,000	284,000
<u>Expenditures</u>			
Design / Permitting	10,000	20,000	30,000
Retaining Wall / Landscaping	-	32,000	32,000
Contingency	-	20,000	20,000
Construction	<u>50,000</u>	<u>152,000</u>	<u>202,000</u>
TOTAL	60,000	224,000	284,000

The Town Manager, as Budget Officer, is hereby authorized to transfer funds between line items within this capital project ordinance, however, any net increases or decreases to total capital project

ordinance appropriations shall require a capital project ordinance amendment by the Board of Commissioners.

Copies of this ordinance shall be filed with the Finance Officer, Budget Officer, and Town Clerk, to be kept on file by them for their direction in the disbursement of Town funds for this project.

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Following general discussion by the Board ***motion was made by Commissioner Messer to adopt the Resolution Authorizing Construction Contracts with Barnhill Contracting Company and Yardworks, Inc. for the Coast Guard Road Traffic Improvements Project. The Board voted unanimously 4-0 in favor. Motion carried.***

1  
2 ***Motion was made by Commissioner Wootten to adopt the General Fund***  
3 ***Budget Amendment. The Board voted unanimously 4-0 in favor. Motion***  
4 ***carried.***

5  
6 ***Motion was made by Commissioner Hedreen to adopt the Capital Project***  
7 ***Ordinance Amendment. The Board voted unanimously 4-0 in favor. Motion***  
8 ***carried.***

9  
10 **Note: A copy of Resolution 06-12-12/R5 is incorporated herein by reference and hereby made a part**  
11 **of these minutes.**

12  
13 Town Manager Rush noted that he had included in the Board packet's letters  
14 received from a local Cub Scout troop about the pier issue, encouraging the  
15 Town to work hard to try to preserve a pier in Emerald Isle. Mr. Rush said the  
16 local Cub Scout troop was having their meeting this evening at the Community  
17 Center and Mr. Rush invited the Cub Scouts to come up to Town Hall for this  
18 meeting to observe Town Government in action. Mr. Rush said that he plans to  
19 go and speak to the troop following this Board meeting. Mr. Rush took a moment  
20 to introduce the Cub Scout troop in attendance to the Board and public. The  
21 Mayor and Board thanked the Cub Scouts for their attendance tonight and  
22 appreciated the letters the scouts had written about preserving the pier in  
23 Emerald Isle.

24  
25 **16. RESOLUTION OF SUPPORT FOR NC LEAGUE OF MUNICIPALITIES**  
26 **STRATEGIC DIRECTIONS INITIATIVE – (06-12-12/R6)**

27  
28 Town Manager Frank Rush addressed the Board concerning this agenda item.  
29 The following excerpt from Town Manager Rush's memo to the Board is provided  
30 as background:

31  
32 The Board of Commissioners is asked to approve the attached resolution supporting the NC League of Municipalities'  
33 (NCLM) efforts to develop a new strategic vision for the League. As you know, the NCLM is a valuable partner to the  
34 Town of Emerald Isle and all NC municipalities, providing valuable support, advocacy, and educational services that  
35 enable us to do a better job serving our citizens.

36  
37 The NCLM is in the process of refining its mission statement, core values, and key strategic goals, and they are  
38 seeking input from all of the member municipalities. I have included several attachments that explain the Strategic  
39 Directions Initiative and present draft statements for review by the members. Please review this information and offer  
40 any suggestions or comments that you think would be helpful to them.

41  
42 I have been extremely pleased with the NC League of Municipalities on all levels, and the only comment / suggestion  
43 that I have is related to Strategic Goal III – "Strengthen policy development and representation of municipal interests in  
44 an increasingly global and intergovernmental world." I think Emerald Isle and the other coastal local governments  
45 would be well-served if there was a greater linkage between the NCLM and the NC Beach, Inlet, and Waterway  
46 Association. A greater linkage between these organizations would bring the clout of the NCLM to coastal issues and  
47 would be helpful in addressing the issues facing the NC coastal region.

48  
49

1  
2 ***Motion was made by Commissioner Wright to adopt the Resolution of***  
3 ***Support for the North Carolina League of Municipalities Strategic***  
4 ***Directions Initiative. The Board voted unanimously 4-0 in favor. Motion***  
5 ***carried.***

6  
7 Note: A copy of Resolution 06-12-12/R6 is incorporated herein by reference and hereby made a part  
8 of these minutes.  
9

10 **17. APPOINTMENTS – BICYCLE & PEDESTRIAN ADVISORY COMMITTEE**

11  
12 **Summary of this Item:** The terms of 4 members of the Bicycle & Pedestrian  
13 Advisory Committee expire in December 2006. The Board should appoint  
14 members to fill these vacancies at the December 12 meeting.  
15

16 The terms of these 4 members will be for 2 years, expiring in December 2008.  
17

18 ***Motion was made by Commissioner Wright to reappoint Linda McGowen***  
19 ***and David Slyck, and to appoint Wayne Crigler to terms on the Bicycle &***  
20 ***Pedestrian Advisory Committee that expire in December 2008. The Board***  
21 ***voted unanimously 4-0 in favor. Motion carried.***  
22

23 Staff will continue to advertise for the one remaining vacancy.  
24

25 **18. COMMENTS FROM TOWN CLERK, TOWN ATTORNEY, AND TOWN**  
26 **MANAGER**  
27

28 There were no further comments from the Town Clerk or the Town Attorney.  
29

30 Town Manager Rush spoke about his recent discussions with NCDOT about  
31 funding or in-kind donations of plant material to place more vegetation in the  
32 Highway 58 right-of-way, noting a request going out within the next few days for  
33 up to \$10,000 worth of plants, noting the favorable indications from NCDOT so  
34 far regarding this request.  
35

36 Mr. Rush noted that Bogue Banks Water Corp. is preparing to paint both the east  
37 end water tower and the water tower here at Town Hall. All of the Town's  
38 emergency communications antennas and other equipment are on the water tank  
39 here and must come down. Mr. Rush described the coordination between town  
40 staff, Bogue Banks Water Corp. and the utility service company that will do the  
41 painting of the towers to find the most cost effective solution, with the most  
42 important thing being the continuity of emergency communications for the entire  
43 Island for emergency situations.  
44  
45  
46

1  
2 Mr. Rush briefly discussed the beach nourishment project scheduled to start in  
3 January. Mr. Rush brought the Board up to date about the current status of the  
4 connector channel in Bogue Inlet and associated dredging issues.

5  
6 **19. COMMENTS FROM MAYOR AND BOARD OF COMMISSIONERS**

7  
8 There were no further comments from the Mayor or Board of Commissioners.

9  
10 Mayor Schools asked that Tom Hoover be sworn into his office before  
11 adjourning.

12  
13 Town Clerk Rhonda Ferebee administered the Oath of Office to Mr. Tom Hoover  
14 who was appointed tonight to fill the balance of Commissioner Wright's term  
15 expiring December 2007.

16  
17  
18 **20. ADJOURN**

19  
20 ***Motion was made by Commissioner Messer to adjourn the meeting. The***  
21 ***Board voted unanimously 4-0 in favor. Motion carried.***

22  
23 ***The meeting adjourned at 7:45 pm.***

24  
25 Respectfully submitted:

26  
27  
28  
29 Rhonda C. Ferebee  
30 Town Clerk