

# Board of Commissioners

January 14, 2020

Board of Commissioners Meeting

Tuesday, January 14, 2020 - 6:00 PM

Town Board Meeting Room, 7500 Emerald Drive

1. Call to Order  
Presenter: Eddie Barber, Mayor
2. Roll Call  
Presenter: Rhonda Ferebee, Town Clerk
3. Opening Prayer  
Presenter: Eddie Barber, Mayor
4. Pledge of Allegiance  
Presenter: Eddie Barber, Mayor
5. Adoption of Agenda  
Presenter: Board of Commissioners
6. Introduction of New Employee 3  
Presenter: Tony Reese, Police Chief
  - a. Grace Herbert, Police Officer
7. Presentation - American Red Cross 4  
Presenter: James Jarvis, Executive Director and Kristin Willis, Sr. Account Manager
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Presenter: Eddie Barber, Mayor
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Presenter: Matt Zapp, Town Manager
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  - c. Minutes - December 10, Closed Session
  - d. FY 2020-2021 Budget Calendar 22
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Presenter: Matt Zapp, Town Manager	
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Presenter: Board of Commissioners	
a. Golf Cart Advisory Committee - 5 Vacancies	
15. Comments from Town Clerk, Town Attorney and Town Manager	117
16. Comments from Board of Commissioners and Mayor	
17. Closed Session Pursuant to §NCGS 143-318.11(5) To Discuss Land Negotiations	154
18. Adjourn	

**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 7

**ITEM TO BE CONSIDERED**

Title: Introduction of New Employee

**Brief Summary:**

Police Chief Tony Reese will introduce Grace Herbert the department's newest full-time Police Officer to the Board and community at the January 14 meeting.

Officer Grace Herbert was sworn in as a part-time officer on May 17, 2019 and was just recently promoted to fill a full-time vacancy with the department on January 1, 2020.

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Police Chief Tony Reese  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**Attachments:**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 7

**ITEM TO BE CONSIDERED**

Title: Presentation - American Red Cross

**Brief Summary:**

James Jarvis, Executive Director along with Kriston Willis, Senior Account Manager with the American Red Cross will provide an informative presentation at the January 14 meeting highlighting the important services of the American Red Cross in our community.

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager

**Attachments:**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

James D. Jarvis  
Major, U.S. Marine Corps (Retired)  
Executive Director  
American Red Cross of the Cape Fear Area  
[James.jarvis3@redcross.org](mailto:James.jarvis3@redcross.org)



**James D. Jarvis serves as the Executive Director for the American Red Cross of the Cape Fear Area of North Carolina. In this capacity, Jarvis oversees all Red Cross operations in 13 counties in eastern NC (Brunswick, Carteret, Columbus, Craven, Duplin, Greene, Jones, Lenoir, New Hanover, Onslow, Pamlico, Pender, and Wayne). Prior to joining the American Red Cross as a public affairs volunteer in February 2013 and as a full-time employee in July 2014, Jarvis served honorably in the U.S. Marine Corps for nearly 23 years, retiring in February 2011 at the rank of major. During his decorated military career, Jarvis served as an enlisted Marine and officer, while completing combat tours in Afghanistan, Iraq, and Liberia.**

**For the American Red Cross, Jarvis served as the Disaster Program Specialist for the Cape Fear Chapter from July 2014 to January 2016 with territorial responsibility for all disaster response in Brunswick, Columbus, Duplin, New Hanover, and Pender Counties. As a Service to the Armed Forces Manager, Jarvis worked with committed staff and volunteers to fulfill the important mission of providing humanitarian support to service members, veterans and their families around the clock, around the globe, under the trusted symbol of the Red Cross. In addition to the important work of building strong and resilient military families, Jarvis and his volunteers are also working hard to help end veteran homelessness and suicides.**

**Finally, as the Executive Director for the American Red Cross of the Cape Fear Area, Jarvis works with a dedicated cadre of volunteers who prevent and alleviate human suffering every day in eastern NC as well as a Board of Directors and numerous Advisory Boards committed to ensuring that the American Red Cross remains ready to assist people in need for decades to come.**

**Jarvis is a graduate of the University of Oklahoma (BBA, Management Information Systems, Summa Cum Laude) and Webster University (MBA). He and his wife, Heather, reside in Wilmington, NC and have a daughter, Hunter, and two sons, Chase and Dashiell.**



During Hurricane Florence, Red Cross volunteers served meals for families at Smith Recreational Center in Fayetteville.

In the Eastern North Carolina Region (53 counties), the American Red Cross serves roughly 4.7 million people, through five Red Cross Chapters.

Thanks to the kindness of volunteers, donors, and partners, the Red Cross is able to fulfill its mission of alleviating human suffering in the face of emergencies.

Here's a look at our service delivery in Fiscal Year 2019



Responded to **1,324** disasters and provided **1,642** families with assistance



Provided **7,258** emergency services to military members, veterans, and their families



Received blood donations from **116,882** donors for patients in area hospitals



Trained over **74,000** people in CPR/First Aid/AED, swimming, and preparedness



Supported by **4,322** volunteers who donated **226,286** hours to serve the community



Installed **5,693** free smoke alarms to help save lives

\*Hurricane Florence occurred in Fiscal Year 2019. During that time, Red Cross NC and community partners opened 172 shelters, provided more than 101,000 overnight stays, and delivered over 1.3 million meals/snacks.

For more information about the Red Cross, visit [www.redcross.org/enc](http://www.redcross.org/enc).

## Our impact

Last year...



**190** times a day,  
Red Cross volunteers  
helped a family who lost  
everything in a disaster.



**30,000** times a day,  
a person received lifesaving  
Red Cross health, safety  
and preparedness training.



**380** times a day,  
the Red Cross provided  
emergency assistance  
to military members and  
their families.



**390,000** times a day,  
a child was vaccinated  
by the Red Cross and our  
partners.



**6,000** times a day,  
a person received a Red  
Cross blood transfusion.

### Cape Fear Area Chapter

1102 S. 16th Street  
Wilmington, NC 28401  
(910) 762-2683

### Coastal Carolina Chapter

35 Shoreline Drive, P.O. Box 12247  
New Bern, NC 28561

### Heroes Care Network

Assistance for active duty military,  
veterans & their families  
1-877-272-7337

### 1-800-RED-CROSS

Option 1 - Blood Donation  
Option 2 - Financial Donation  
Option 3 - Training

To learn more, please visit us at [redcross.org](http://redcross.org),  
[facebook.com/RedCrossENC](https://facebook.com/RedCrossENC)  
or [@RedCrossENC](https://twitter.com/RedCrossENC).

We  
offer  
hope



American  
Red Cross



American  
Red Cross



## How we help

**Disaster Response** We help people affected by disasters ranging from home fires to hurricanes by providing food, shelter, essential relief supplies, comfort and hope.

**Preparedness Education** We teach families, people in classrooms, organizations and corporations how to Be Red Cross Ready for disasters and emergencies by taking simple steps to get prepared.

**Service to the Armed Forces** We connect families and veterans with resources in response to emergencies, train military families in coping and resiliency skills, and supply recreational and therapeutic support in military and VA health care facilities.

**Health and Safety Training** We teach vital lifesaving skills in first aid/CPR/AED, babysitting, water safety and pet first aid.

**International Humanitarian Services** We coordinate fundraising for measles vaccines, educate youth about the Geneva Conventions and provide international tracing and messaging for loved ones separated by armed conflict.

**Blood Services** We are the largest supplier of blood in the U.S. We ensure that lifesaving blood and blood products are available for patients in need every day.

## Get involved

**Volunteer** Red Cross volunteers touch lives every day. They are as diverse as the people receiving Red Cross services. It takes all kinds of people to make this organization work—different ages, different backgrounds and different skills. Learn more at [redcross.org/volunteer](http://redcross.org/volunteer).

**Donate** Your financial support ensures the Red Cross can continue to provide assistance down the street, across the country and around the world. It also aligns you with one of the most trustworthy, socially responsible helpful and friendly humanitarian organizations in the U.S. To learn more about how you can contribute, call us at **1-800-RED-CROSS**.



The American Red Cross prevents and alleviates human suffering in the face of emergencies by mobilizing the power of volunteers and the generosity of donors.



**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 8

**ITEM TO BE CONSIDERED**

**Title:** Proclamations / Public Announcements

**Brief Summary:**

Bicycle & Pedestrian Advisory Committee - Wednesday, Jan. 15 - 9am - EI Community Center  
 Dog Park Development Committee - Wednesday, Jan. 15 - 3pm - EI Community Center  
 Surfriders Foundation's Bogue Banks Chapter Holiday Tree Collection - Sat. Jan. 18 @ the Point  
 Martin Luther King, Jr. Birthday Town Holiday - Town Offices Closed / Community Center Open  
 Golf Cart Advisory Committee Meeting - Tuesday, Jan. 21 - 5:30pm Town Board Mtg. Room  
 Police Educating the Public (PEP) - Tuesday, Jan. 21 - 10am - Town Board Meeting Room  
 Coffee With a Cop - Thursday, January 23 - 9am - Movement Mortgage  
 Planning Board Regular Meeting - Monday, Jan. 27- 6pm - Town Board Meeting Room  
 Fishing Tournament Executive Committee Meeting - Mon, Jan. 27 - 5pm - Admin. Bldg. Conf. Room  
 Golf Cart Safety, Rules & Regulation Class - Monday, Feb. 3 at 6pm - Town Board Meeting Room  
 Neighborhood Watch Board Meeting - Tues. Feb. 4 - 5:30 pm - Police Conference Room  
 29th Annual St. Patrick's Festival - Saturday, March 14 - 9am-6pm - Emerald Plantation Shopping Center  
 7th Annual Emerald Isle Marathon, Half-Marathon & 5K - Saturday, March 28 - WORA

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Eddie Barber, Mayor  
 \_\_\_\_\_  
 \_\_\_\_\_



**Attachments:**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_

**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 9

**ITEM TO BE CONSIDERED**

**Title:** Public Comment

**Brief Summary:**

The public will have the opportunity to address the Board about any items of concern not on the agenda.

The Mayor and Board welcome and appreciate all comments from the public, and will take these comments into consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question and answer session.

The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other mutually agreeable time to discuss Town issues in greater detail and answer any questions.

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Board of Commissioners

**Attachments:**

- 1 \_\_\_\_\_
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

**TOWN OF EMERALD ISLE**  
**Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 10

**ITEM TO BE CONSIDERED**

Title: Consent Agenda

**Brief Summary:**

- Minutes - December 10, 2019 Special Meeting
- Minutes - December 10, 2019 Regular Meeting
- Minutes - December 10, 2019 Closed Session
- FY 2020-2021 Budget Calendar
- Final Bid Awards for FEMA Related Repairs
- Amend Purchasing and Contracting Policy
- Resolution Authorizing Electronic Signatures
- Amendment to Emergency Operations Plan
- Hurricane Operations Agreement with Speedway, LLC

**Suggested Motion:**

Motion to approve the items on the Consent Agenda.

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager

**Attachments:**

- 1 Various items
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_





1 **6. Installation of New Town Commissioners**

- 2
- 3 a. **Oath of Office to Commissioners Steve Finch, Floyd Messer, and Jim Normile**
- 4 b. **Election of Mayor Pro-Tem**
- 5 c. **Oath of Office to Mayor Pro-Tem**
- 6

7 Town Clerk Rhonda Ferebee administered the oath of office for newly re-elected

8 Commissioners Steve Finch, Floyd Messer, and Jim Normile.

9

10 Mayor Barber congratulated each of the Commissioners.

11

12 ***Motion was made by Commissioner Taylor to elect Floyd Messer as Mayor Pro-Tem. The***

13 ***Board voted unanimously 5-0 in favor. Motion carried.***

14

15 Town Clerk Rhonda Ferebee administered the oath of office for Mayor Pro-Tem to

16 Commissioner Floyd Messer.

17

18 Mayor Barber commented that they appreciated Commissioner Messer’s service to Emerald

19 Isle for the past 18 years. The Board and public applauded his service.

20

21 **7. Employment Retirement Recognition – Bill Bailey, Retiring Assistant Police Chief**

22

- 23 a. **Resolution to Award Service Weapon / Badge (19-12-10/R1)**
- 24

25 Chief Tony Reese and Mayor Eddie Barber formally recognized retiring Assistant Police Chief Bill

26 Bailey. Chief Reese praised the reliable and dedicated service of Assistant Chief Bailey for the

27 past 28 years, rising through the ranks from a young patrol officer to his current role as

28 Assistant Chief of Police. Chief Reese noted that Bill had been an invaluable asset to the

29 department and community for almost three decades and while they were all elated to see him

30 achieve this remarkable milestone they also recognized that his retirement was a loss to the

31 department, the law enforcement community and the Town of Emerald Isle. Chief Reese also

32 recognized Bill’s wife Missy and daughter Sara for their support and sacrifices. Chief Reese

33 noted that a Retirement Reception for Bill would take place on Thursday, December 12 at 6pm.

34

35 Mayor Barber recognized Asst. Chief Bailey with a retirement plaque and gift. Mayor Barber

36 spoke of Bill’s dedication to the Town and how much he would be missed. Mayor Barber

37 thanked Bill for all he had done for the Town of Emerald Isle.

38

39 Retiring Assistant Chief Bill Bailey stated that he appreciated everything the Town had done.

40 Bill said he had enjoying working for the Town and meeting so many people in this wonderful

41 community. Bill thought the Emerald Isle Police Department was the best department in the

42 county and he would miss everyone too.

43

44 The Board and public applauded Bill for his service.

1 Clerks Note: A copy of Resolution 19-12-10/R1 as noted above is incorporated herein by reference and hereby made a part  
2 of these minutes.

3  
4 ***Motion was made by Commissioner Finch to adopt Resolution Awarding Service Sidearm and***  
5 ***Badge to Retiring Assistant Police Chief William H. Bailey, Jr. The Board voted unanimously***  
6 ***5-0 in favor. Motion carried.***  
7

8 **8. Presentation to Carteret Health Care Foundation “No Shave November” Cancer Awareness**  
9 **Fundraising**

10  
11 Police Chief Tony Reese presented a donation to the Carteret Healthcare Foundation. Chief  
12 Reese stated that the Police Department had again participated in the “No Shave November”  
13 campaign to bring awareness to those battling cancer. Chief Reese recognized the efforts of  
14 Sgt. Tyler Biskup who for the second year in a row had been able to raise the most money with  
15 donations totaling \$3,145, and he wanted to extend his gratitude and admiration to all of the  
16 officers who participated and the citizens who donated to this worthy cause. Chief Reese said  
17 he set a goal this year of \$7,000 and in true Emerald Isle Police Department fashion they not  
18 only met that goal but with the generous help of the public the department was able to raise  
19 \$9,509. Accepting on behalf of Carteret Healthcare Foundation was Executive Director Susan  
20 Collins. Ms. Collins thanked the Police Department and the Town and community for the  
21 generous donation and the hard work and efforts to benefit the local community.

22  
23 **9. Recognition – Don Wells, Emerald Isle Christmas Parade Chairman**

24  
25 Mayor Barber formally recognized the hard work and leadership efforts of Emerald Isle  
26 Christmas Parade Chairman Don Wells for the past six years. Mayor Barber said he had done an  
27 outstanding job and he thought the parade this year was fantastic. Mayor Barber said Don  
28 worked probably 11 months of the year getting this lined up for the Town and he was pleased  
29 to recognize him.

30  
31 Don Wells, Parade Chair stated that it was a team effort with Police, Fire, EMS, Public Works,  
32 Parks and Recreation and all town staff. Mr. Wells said the Superintendent of Schools  
33 coordinated county-wide getting a band at every parade and they started working in January  
34 and February, and Don also recognized a couple key volunteers– thanking Jay Thomas who was  
35 in the audience for his efforts, and Mary Woodard for her work with Cookies with Santa.

36  
37 **10. Proclamation / Public Announcements**

38  
39 Mayor Barber noted the following public announcements:

- 40  
41
  - **Retirement Reception for EIPD Asst. Police Chief Bill Bailey – Thur. Dec. 12 – 6-8pm –**  
42 **Town Board Meeting Room**
  - **6<sup>th</sup> Annual Santa and a Movie – Fri. Dec. 13 – 6 pm – Emerald Isle Community Center**  
43

- 1 • **Planning Board Regular Meeting – Monday, Dec. 16 – 6 pm – Town Board Meeting Room**
- 2
- 3 • **Police Educating the Public (PEP) – Tuesday, Dec. 17 – 10 am – Town Board Mtg Rm**
- 4 • **Dog Park Development Committee – Wednesday, Dec. 18 – 3 pm – El Comm Center**
- 5 • **Coffee with a Cop – Thursday, Dec. 19 – 9 am – Ben & Jerry’s**
- 6 • **American Red Cross Blood Drive, Friday, Dec. 20 – 2-7pm – Emerald Isle Comm Ctr**
- 7 • **Christmas Town Holiday – Tues. Dec. 24, Wed. Dec. 25, and Thurs. Dec. 26 – Town Offices Closed**
- 8
- 9 • **Community Center Closed Christmas Day Dec. 25 but open Tues. Dec. 24 and Thurs. Dec. 26**
- 10
- 11 • **No Trash / Recycling collected on Christmas Eve, Dec. 24 or Christmas Day Dec. 25**
- 12 • **New Year’s Day Town Holiday – Wednesday, January 1 – Town Offices / Community Center Closed**
- 13
- 14 • **Golf Cart Safety, Rules & Regulation Class – Monday, Jan 6 at 6pm – Town Board Meeting Room**
- 15
- 16 • **Neighborhood Watch Board Meeting – Tues. Jan 7 – 5:30 pm – Police Conference Rm**
- 17 • **Golf Cart Safety, Rules & Regulation Class – Saturday, Jan 11 at 10 am – Town Board Meeting Room**
- 18

19

20 **11. Public Comment**

21

22 **Brief Summary:**

23

24 The public will have the opportunity to address the Board about any items of concern not on the agenda. The Mayor and Board welcome and appreciate all comments from the public, and will take these comments into consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time for the Board to listen to the public’s concerns and ideas, and is not intended for a lengthy dialogue or question and answer session.

25

26

27

28

29

30 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other mutually agreeable time to discuss Town issues and answer any questions.

31

32 There was no public comment.

33 **12. Consent Agenda**

- 34
- 35 a. **Minutes – October 8, 2019 Regular Meeting**
  - 36 b. **Minutes – November 12, 2019 Regular Meeting**
  - 37 c. **Minutes – November 12, 2019 Closed Session**
  - 38 d. **2020 Board of Commissioners & Planning Board Meeting Schedules**
  - 39 e. **Ordinance Amending Chapter 8 – Dogs – Service Animals (19-12-10/01)**
  - 40 f. **Resolution Authorizing Sale of Two Police Vehicles to the Town of Cape Carteret, NC**
  - 41 g. **Final Approval of Bid Awards for FEMA Related Repairs**

42 ***Motion was made by Commissioner Finch to approve the items on the Consent Agenda. The Board voted unanimously 5-0 in favor. Motion carried.***

43

1 Clerks Note: A copy of Ordinance Amendment 19-12-10/O1, Resolution 19-12-10/R2 and all other consent agenda items as  
2 noted above are incorporated herein by reference and hereby made a part of these minutes.  
3

4 **13. Presentation – Carteret County Tax Revaluation**

5 Sarah Davis, Carteret County Tax Administrator presented an informative PowerPoint for the  
6 Board and public that outlined the upcoming 2020 Real Property re-evaluation process. Ms.  
7 Davis noted that property owners would receive value letters around the first or second week  
8 of February. Ms. Davis stated that the last reappraisal was January 1, 2015. Ms. Davis said the  
9 State of North Carolina required that reappraisals be done every eight years but Carteret  
10 County's goal was to do a reappraisal every four years however they had pushed that off one  
11 year due to Hurricane Florence which was why they were at January 1, 2020. Ms. Davis  
12 answered questions from the Board and public.

13 **14. Consider Option to Subcontract Tax Collection with Carteret County for Tax Year 2020**

14 Town Manager Matt Zapp and Finance Director Laura Rotchford provided a PowerPoint  
15 presentation outlining the option for the Board to consider subcontracting tax collection with  
16 Carteret County for tax year 2020. Town Manager Zapp noted that currently the Town of  
17 Emerald Isle did all in-house tax collections with internal team and they had an option to  
18 consider Carteret County. Town Manager Zapp also provided the financial review cost  
19 comparison of the services in-house versus subcontracting with the County. Town Manager  
20 Zapp noted like many other communities across Carteret County they had the choice before  
21 them and the reason to bring forward at this time was that the Board had authorized Town  
22 staff to begin financial software transition and it was rather costly to purchase the tax module  
23 and the annual cost to keep that software updated. Town Manager Zapp said they were at a  
24 crossroads where they could avert major cost today or continue to go down that path of  
25 converting back data and continue to bill in-house. Town Manager Zapp said when they  
26 researched this option with the entire team in Carteret County and found that they had the  
27 capacity to collect Emerald Isle's taxes including solid waste and they would just see the  
28 Carteret County bill rate, the Emerald Isle bill rate, and if applicable the solid waste fee all on a  
29 singular bill in one envelope. Town Manager Zapp noted the other Carteret County  
30 municipalities utilizing were Beaufort, Bogue, Cape Carteret, Cedar Point, and Peletier and they  
31 had cross checked with those other municipalities to gauge their collection rate, customer  
32 satisfaction and had found zero issues with those communities.

33 Town Manager Zapp concluded with the conservative cost comparison that at this point it was  
34 the same exact costs to allow the county to do it but it would actually save the Town  
35 approximately \$18,000-20,000 a year. Town Manager Zapp stated that the staff at this time  
36 would recommend that the Town of Emerald Isle subcontract its official municipal tax collection  
37 process with Carteret County Tax Office effective 2020.

38 Jim Hackett, 6410 Ocean Drive said when the Town did this ourselves the Town obviously had  
39 control of the cost and if Carteret County did it they controlled the cost and he assumed they  
40 had looked at the history of those charges and was comfortable that the Town's cost would be  
41 generally the same. Town Manager Zapp said the initial cost today looking at past history was  
42 2% versus our in-house cost, projecting going forward they would look at the other

1 communities that had maintained a 2% collection and the only increase in that would be an  
2 increase in total collections. Town Manager Zapp said they would anticipate with benefit costs,  
3 raises, and CIP they would outpace the 2% so from forward leaning conversations he felt we  
4 were in a better position.

5 ***Motion was made by Commissioner Messer to approve the Memorandum of Agreement***  
6 ***between the Town of Emerald Isle and Carteret County for the collection of the Town of***  
7 ***Emerald Isle ad valorem taxes. The Board voted unanimously 5-0 in favor. Motion carried.***

8 Clerks Note: A copy of the approved Memorandum of Agreement as noted above is incorporated herein by reference and  
9 hereby made a part of these minutes.

10  
11 **15. Ordinance Amending Chapter 5 – Density, Intensity, and Dimensional Table – Minimum**  
12 **Dwelling Unit Size (Heated Square Feet)**

13 a. Public Hearing

14 b. Consideration of Ordinance Amendment

15 ***Motion was made by Commissioner Normile to table this item until Town Planner Josh***  
16 ***Edmondson returns to present. The Board voted unanimously 5-0 in favor. Motion carried.***

17 Town Attorney Richard Stanley directed staff to re-advertise the public hearing at the  
18 appropriate time.

19 **16. Islander Drive Status Update**

20 Town Manager Matt Zapp referred to a large format drawing with the proposed improvements  
21 of the Islander Drive project. Town Manager Zapp recapped the project was a near \$700,000  
22 improvement on Islander Drive which would begin at NC 58 carry out Islander past Reed all the  
23 way to Louise and into the Western Ocean Regional Access area. Manager Zapp noted the  
24 important changes pertaining to Islander Drive were the improvements of the Village West  
25 economic development parcel build out. Manager Zapp there was a need there to take power  
26 lines underground which would help with aesthetics and future storm preparedness. Manager  
27 Zapp the Board at their meeting in November approved the opportunity to work with Carteret  
28 Craven Electric Cooperative to take those power lines down. Manager Zapp noted they were in  
29 the final stages of conversation to sign the easement agreements and once they had those in  
30 hand Carteret Craven Electric could begin the work which would take 3-4 weeks. Town  
31 Manager Zapp said there was one minor change to the plan set drawings as Ronnie Watson had  
32 offered to close one of his driveway entrances on Islander Drive which would allow them to  
33 invest in the improvement of 2-3 additional parking spaces, and because of that change their  
34 engineers were redesigning that section of Islander. Town Manager Zapp said they were  
35 prepared to go out for bid with the Board's permission regarding roadway / hardscape  
36 improvements. Manager Zapp said this would allow staff to bring the pricing figures back to  
37 the Board at the next available opportunity.

38 The consensus of the Board was to move forward in this manner.

39

1 **17. Contract Amendment with Waste Industries**

2 **a. Resolution Authorizing 2-Year Extension (19-12-10/R3)**

3 Town Manager Matt Zapp recognized Norma Yanez, Government Contract Manager with Waste  
4 Industries, LLC/GFL (a rebranded name for Waste Industries) who was in attendance. Manager  
5 Zapp stated that the Town’s contract would sunset on December 31 and what was presented to  
6 the Board tonight was a 2-year extension which would provide an opportunity for our front-  
7 loaded municipal contract for waste volume as well as the ability to move our recycling from  
8 the storage site where Simmons & Simmons takes it to the final destination of the processing  
9 center. Town Manager Zapp said the extension presented tonight would allow the Town to  
10 hold the pricing position through the budget cycle July 1, 2020 and then they would have  
11 additional conversations thereafter for 2021.

12 ***Motion was made by Commissioner Taylor to approve the Resolution Authorizing Contract***  
13 ***Extension – Waste Industries, LLC (Dumpster Service). The Board voted unanimously 5-0 in***  
14 ***favor. Motion carried.***

15 **Clerks Note: A copy of Resolution 19-12-10/R3 as noted above is incorporated herein by reference and hereby made a part**  
16 **of these minutes.**

17 **18. Appointments**

18 **a. Bicycle and Pedestrian Advisory Committee – 5 Vacancies**

19 **b. Carteret County Beach Commission (Recommendation) – 1 Vacancy**

20 **Brief Summary**

21 The Board of Commissioners will consider filling vacant seats on one appointed advisory committee at the  
22 December 10 meeting. The Board will also recommend one appointment to the Carteret County Beach  
23 Commission.

24  
25 **Bicycle and Pedestrian Advisory Committee – 5 Vacancies**

26 The terms of members Wanda Collins, Ken Stone, Anne Schrott, Erin Starcke, and Chris Vandiford all expire in  
27 December 2019, and the Board should appoint 5 individuals to serve new 2-year terms that will expire in  
28 December 2021. All 5 individuals have expressed interest in being reappointed to the Bicycle and Pedestrian  
29 Advisory Committee.

30 **Carteret County Beach Commission (1 Vacancy, Recommendation Only)**

31 The Board of Commissioners is scheduled to make a recommendation for a new appointment to the Beach  
32 Commission to represent Emerald Isle. Former Commissioner John Wootten’s term on the Beach Commission  
33 expires in January 2020, and he will no longer serve.

34 Town Commissioner Jim Normile also currently serves on the Carteret County Beach Commission representing  
35 Emerald Isle with a term that expires in January 2022. The Board should recommend a replacement for John  
36 Wootten. Emerald Isle resident Tom Rule has indicated his willingness to serve on the Carteret County Beach  
37 Commission representing Emerald Isle that would have a 3-year term expiring January 2023 if the Board approves.

38 Following the Board’s recommendation, staff will notify Carteret County of the Emerald Isle Board of  
39 Commissioner’s recommendation for the appointment to replace former Commissioner John Wootten on the  
40 Beach Commission.

1 **Motion was made by Commissioner Dooley to appoint Wanda Collins, Ken Stone, Anne**  
2 **Schrott, Erin Starcke, and Chris Vandiford to new terms on the Bicycle and Pedestrian**  
3 **Advisory Committee that expire in December 2021. The Board voted unanimously 5-0 in**  
4 **favor. Motion carried.**

5 Commissioner Normile spoke about the beach commission role involving millions of dollars,  
6 with a lot of coordination with the legislature in Raleigh, and Washington, DC and other  
7 government agencies and it was a lot of responsibility. Commissioner Normile said when he  
8 first talked to Tom about it they had good conversation and he wanted to brag on how Tom  
9 made time to speak with Rudi Rudolph, Shore Protection Officer about the program and with  
10 his corporate background he felt it would be a good fit. Commissioner Normile felt with John  
11 Wootten retiring that Tom Rule was at the right place at the right time for the right need.

12 **Motion was made by Commissioner Normile to recommend that Tom Rule be appointed to**  
13 **the Carteret County Beach Commission to represent Emerald Isle with a 3 year term that will**  
14 **expire in January 2023. The Board voted unanimously 5-0 in favor. Motion carried.**

15 **19. Comments from Town Clerk, Town Attorney and Town Manager**

16 There were no comments from the Town Clerk or Town Attorney.

17 Town Manager Matt Zapp encouraged the Board to consider Closed Session tonight for land  
18 negotiations.

19 **20. Comments from Board of Commissioners and Mayor**

20 Commissioner Taylor wished everyone Merry Christmas and looked forward to all the great  
21 things in the future for Emerald Isle next year.

22 Commissioner Finch wished everyone Merry Christmas and thanked everyone responsible for  
23 his being back on the Board tonight serving as Commissioner for another 4 years.

24 Commissioner Finch said he was appreciative and thanked his wife Robin for putting up with  
25 him and helping him get to where he was today.

26 Commissioner Messer wished everyone a Merry Christmas and echoed Steve's remarks  
27 thanking everyone for letting them sit on the Board one more time.

28 Commissioner Dooley congratulated her colleagues yet again, and wished everyone Merry  
29 Christmas.

30 Commissioner Normile wished everyone Merry Christmas, and thanked the Board for a good  
31 goal setting meeting earlier. Commissioner Normile commented that Pat Lister was in  
32 attendance tonight and he told Pat that he was proud of him because he was a young man who  
33 stepped up to the plate and took a formal swing at it. Commissioner Normile said bragging on  
34 the people serving who had done this before he came onboard that after the election when the  
35 numbers are read outside the gymnasium they know informally and they form a circle with  
36 those elected and those not elected and they prayed and they meant it. He appreciated the

1 opportunity to serve, the opportunity to pray, and he appreciated Pat Lister and trusted he  
2 would run again.

3 Mayor Barber thanked everyone for their support the past year. Mayor Barber congratulated  
4 those who won election and for those who didn't they ran a good race and it was good to see  
5 competitive races here in Emerald Isle. Mayor Barber said they were also blessed with great  
6 citizen participating here. Mayor Barber said they were blessed to call Emerald Isle home and  
7 as Mayor he saw how hard our town staff worked and since Matt has been here he used the  
8 term team a lot and they were a great team. Mayor Barber said when people around the State  
9 learn he is Mayor of Emerald Isle they tell him that he lives in paradise and their government is  
10 so well run and it made him proud, not in a boastful way, to say that he is the Mayor of Emerald  
11 Isle and has the opportunity to represent the great people in Emerald Isle, great commissioners,  
12 and town staff. Mayor Barber wished everyone a Merry Christmas and the joy, love, and peace  
13 of this holy season.

14 **21. Closed Session Pursuant to §NCGS 143-318.11(5) to discuss land negotiations.**

15 ***Motion was made by Commissioner Messer to go into Closed Session, pursuant to NCGS 143-***  
16 ***318.11(5), for the purpose of discussing land negotiations. The Board voted unanimously 5-0***  
17 ***in favor. Motion carried.***

18 ***Motion was made by Commissioner Finch to return to Open Session. The Board voted***  
19 ***unanimously 5-0 in favor. Motion carried.***

20 There was no action taken as a result of closed session.

21 **22. Adjourn**

22 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted***  
23 ***unanimously 5-0 in favor. Motion carried.***

24 ***The meeting was adjourned at 8:00 pm.***

25 Respectfully submitted:

26

27 Rhonda C. Ferebee, CMC, NCCMC

28 Town Clerk

29

**TOWN OF EMERALD ISLE  
FY 2020-21 BUDGET CALENDAR**

<b>Tues, January 14</b>	Mayor and Board of Commissioners adopt budget calendar at regular monthly meeting
<b>Mon, February 10</b>	Board of Commissioners annual budget planning workshop (daytime meeting beginning at 11:30 a.m.)
<b>Tues, February 11</b>	Public Hearing for early citizen input on FY 20-21 budget at regular monthly meeting
Fri, February 21	Town Manager and Finance Director meet with department heads to formally begin budget process
Fri, February 21 – Fri, March 13	Department heads prepare budget requests and develop revenue estimates for their programs and services
Fri, March 13	Department budget requests and revenue estimates due
Mon, March 16 - Fri, March 20	Town Manager and Finance Director review department budget requests
Mon, March 23 - Mon, March 30	Town Manager and Finance Director meet with department heads to discuss budget requests
Thu, April 9	Town Manager and Finance Director finalize revenue estimates and recommended expenditure budget
Mon, April 20 – Fri, April 24	Preparation of recommended budget booklet; additional revisions to recommended budget
<b>Tues, May 12</b>	Town Manager's Recommended Budget submitted to Mayor and Board of Commissioners at regular monthly meeting

*\* Additional Budget Workshop Meetings As Necessary – May 13 – June 8*

<b>Tues, May 19</b>	<i>Special Board of Commissioners Budget Workshop Meeting – if Necessary (Evening Meeting)</i>
<b>Tues, June 2</b>	<i>Special Board of Commissioners Budget Workshop Meeting – Public Hearing on FY 20-21 Budget (Evening Meeting)</i>
<b>Tues, June 9</b>	Adopt FY 20-21 Budget at regular monthly meeting



Nice Matters!

**Town of Emerald Isle**

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**Mayor**

Eddie Barber

**Mayor Pro-Tem**

Floyd Messer, Jr.

**Board of Commissioners**

Candace Dooley  
Steve Finch  
Jim Normile  
Mark Taylor

**Town Manager**

Matthew Zapp, Jr.

[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



January 4, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners

**FROM:** Alesia F. Sanderson, Director of Parks & Recreation

**SUBJECT:** Resolution authorizing demolition and repair Contracts – Demolition of Bluewater Pier and Repairs to the Eastern Ocean Regional Access Bath House

The Board of Commissioners is asked to approve the attached resolution authorizing contracts for the demolition of the sound side pier at Bluewater and repairs to the bath house at the Eastern Ocean Regional Access at the January 14<sup>th</sup> meeting.

Town staff solicited bids for these projects in December 2019. Bid tab sheets for each project are attached.

The cumulative total for the two projects is \$18,000 and will be funded through FEMA.

Bluewater pier demolition low bidder is U Dream It Builders of Emerald Isle with a bid of \$15,000. Eastern Ocean Regional Access low bidder is Wrenn Home Improvement of Swansboro with a bid of \$3,000.

I recommend award of construction contracts to the two companies listed above. They have been vetted by town staff with findings of no significant concerns.

I recommend approval of the attached resolution.



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**RESOLUTION AUTHORIZING CONSTRUCTION CONTRACTS -  
Piers and Park Structure Damage and Replacements for destruction resulting From  
Hurricane Florence**

**Whereas**, Town pier at Bluewater and bath house at the Eastern Ocean Regional Access were heavily damaged as a result of Hurricane Florence in September 2018,

Whereas, Town staff solicited price quotes for the demolition of the above pier and repairs to the bath house at the Eastern Ocean Regional Access, and

**Whereas**, the Town has received funding from FEMA for these projects, and

**Whereas**, the Town Manager is the chief administrative officer for the Town,

**Now, therefore, be it resolved** by the Board of Commissioners that the Town Manager is hereby authorized to execute a contract with:

- U Dream It Builders of Emerald Isle for the demolition of the pier at Bluewater in the amount of \$15,000.
- Wrenn Home Improvements of Swansboro for the Eastern Ocean Regional Access bath house repairs in the amount of \$3,000.

The Town Manager shall have the authority to approve change orders up to \$10,000.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020.

\_\_\_\_\_  
Eddie Barber, Mayor

ATTEST:

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC







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**Finance Director**  
Laura Rotchford  
[lrotchford@emeraldisle-nc.org](mailto:lrotchford@emeraldisle-nc.org)



January 14, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners  
**FROM:** Laura Rotchford, Finance Director  
**SUBJECT:** Amendments to Purchasing and Contracting Policy

The Board of Commissioners is asked to approve the attached amendments to the Town’s Purchasing and Contracting Policy at the January 14, 2020 meeting. The proposed amendments are indicated with the “strike-through” and “underline” feature in the attached excerpts from the policy. Because the entire policy is more than 20 pages and the amendments affect only a few pages, I have included only excerpts in the agenda packet.

The purpose of the amendment would align the Town’s Purchasing and Contracting Policy with NC General Statutes, specifically under Article X – SURPLUS PROPERTY.

NC GS 160A-266(c) specifies that an officer or employee of the Town may be authorized to conduct small surplus item sales without published notice or government board approval if the value of the personal property item or group of items is less than \$30,000. The Town’s policy has not been updated for many years and that value is listed at \$5,000. The following changes are proposed:

**ARTICLE X**

**SURPLUS PROPERTY**

Section 1. Finance Officer and Town Clerk Notified

Department heads are to notify the Finance Officer and the Town Clerk of surplus property that needs to be disposed of. Departments may transfer property to other departments provided that the Finance Officer and the Town Clerk have been notified and the Town Manager has approved the transfer.

Section 2. Sale of Personal Property (Less than ~~\$5,000~~, ~~\$30,000~~)

The Town Manager is authorized to dispose of any personal property owned by the Town of Emerald Isle, whenever he/she determines, in his/her discretion, if:

- (A) The item or group has a fair market value of less than ~~\$5,000~~, ~~\$30,000~~;
- (B) The property is no longer necessary for the conduct of public business; and,
- (C) Sound property management principles and financial consideration indicate that the interests of the Town would best be served by disposing of the property.

The Town Manager may dispose of any such surplus personal property by any means which are judged to yield the highest attainable sale price in money or other consideration, in accordance with North Carolina General Statutes.

The surplus property shall be sold to the party who tenders the highest offer, or exchanged for any property or services useful to the Town if greater value may be obtained in that manner, and the Town Manager is hereby authorized to execute and deliver any applicable title documents. If no offers are received within a reasonable time, the Town Manager may retain the property, obtain any reasonable salvage value, or cause it to be disposed of as waste material.

The Town Manager shall, on or before the first day of February, report in writing to the Town Board of Commissioners on any property disposed of under these provisions from January 1 through December 31 of the previous year. The written report shall generally describe the property sold or exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for sale or exchange since the last such report was submitted.

Section 3. Sale of Real Property or Personal Property (Greater than ~~\$5,000~~, \$30,000)

The Town Board of Commissioners must authorize the disposal of any real property or surplus personal property valued at greater than ~~\$5,000~~, \$30,000. Private negotiation and sale may be used for personal property valued at less than \$30,000 for any one item or group of similar items. Real property, of any value, and personal property valued at \$30,000 or more for any one item or group of similar items may be sold through sealed bid, negotiated offer and upset bid, and public auction procedures, as outlined in the North Carolina General Statutes.

I recommend approval of the attached policy amendments.



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Matt Zapp  
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## RESOLUTION AMENDING PURCHASING AND CONTRACTING POLICY

**Whereas**, the Town utilizes a formal Purchasing and Contracting Policy to promote cost-effective, fair, consistent, legal, and ethical practices by Town staff to obtain supplies, materials, equipment, apparatus, and services; as well as the procedures for the disposal of surplus property, and

**Whereas**, the Purchasing and Contracting Policy was initially adopted in January 2004, and is amended from time to time in order to comply with new legislation and regulations, modernize practices, and promote greater efficiency and effectiveness, and

**Whereas**, the Town adheres to Article 12 of Chapter 160A of North Carolina General Statutes, which outline the processes for the disposal of surplus property, and

**Whereas**, N.C. G.S. 160A-266(c) allows the Town's governing board to adopt regulations authorizing an individual officer or employee to conduct small surplus items sales without prior governing board approval if the value of the sale is less than \$30,000, and

**Whereas**, the Town's existing Purchasing and Contracting Policy contains regulations authorizing the Town Manager to dispose of small surplus items without the prior approval of the government board if the value of the sale is less than \$5,000, and

**Now, therefore, be it resolved** that Article X – Surplus Property, Sections 2 and 3 of the Town's formal Purchasing and Contracting Policy is hereby amended by changing the dollar threshold from \$5,000 to \$30,000 to be consistent with N.C. G.S. 160A-266, as follows:

Section 2. Sale of Personal Property (Less than ~~\$5,000~~, \$30,000)

The Town Manager is authorized to dispose of any personal property owned by the Town of Emerald Isle, whenever he/she determines, in his/her discretion, if:

- (A) The item or group has a fair market value of less than ~~\$5,000~~, \$30,000;
- (B) The property is no longer necessary for the conduct of public business; and,
- (C) Sound property management principles and financial consideration indicate that the interests of the Town would best be served by disposing of the property.

The Town Manager may dispose of any such surplus personal property by any means which are judged to yield the highest attainable sale price in money or other consideration, in accordance with North Carolina General Statutes.

The surplus property shall be sold to the party who tenders the highest offer, or exchanged for any property or services useful to the Town if greater value may be obtained in that manner, and the Town Manager is hereby authorized to execute and deliver any applicable title documents. If no offers are received within a reasonable time, the Town Manager may retain the property, obtain any reasonable salvage value, or cause it to be disposed of as waste material.

The Town Manager shall, on or before the first day of February, report in writing to the Town Board of Commissioners on any property disposed of under these provisions from January 1 through December 31 of the previous year. The written report shall generally describe the property sold or

exchanged, to whom it was sold, or with whom exchanged, and the amount of money or other consideration received for sale or exchange since the last such report was submitted.

Section 3. Sale of Real Property or Personal Property (Greater than ~~\$5,000~~, ~~\$30,000~~)

The Town Board of Commissioners must authorize the disposal of any real property or surplus personal property valued at greater than ~~\$5,000~~, ~~\$30,000~~. Private negotiation and sale may be used for personal property valued at less than \$30,000 for any one item or group of similar items. Real property, of any value, and personal property valued at \$30,000 or more for any one item or group of similar items may be sold through sealed bid, negotiated offer and upset bid, and public auction procedures, as outlined in the North Carolina General Statutes.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Eddie Barber, Mayor

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC



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**Finance Director**  
Laura Rotchford  
[lrotchford@emeraldisle-nc.org](mailto:lrotchford@emeraldisle-nc.org)



January 14, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners  
**FROM:** Laura Rotchford, Finance Director  
**SUBJECT:** Resolution Authorizing the Use of Electronic Signatures

The Board of Commissioners is asked to approve the attached resolution authorizing the use of electronic signatures.

As part of the implementation process with the Town's new enterprise resource planning system software upgrade with Tyler Technologies, Town staff is recommending the utilization of the software feature of electronic signatures for the process of printing checks and printing purchase orders.

As always, Town staff continues to strictly follow the regulations outlined in the Local Government Budget and Fiscal Control Act, of Chapter 159 of the NC General Statutes. In following these regulations, the Finance Director and Town Manager both sign printed checks. Additionally, the Finance Director signs the preaudit certificate on all purchase orders and expenditure documents as required by the statutes. As the Town has grown over the years, this current manual process is handled on hundreds of documents monthly.

Staff is confident in the password security and the Town's internal controls in implementing the new electronic signature process via the software upgrade. We anticipate improvements in efficiency in implementing this administrative procedure.

I recommend approval of the attached resolution.



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Board of Commissioners
Candace Dooley
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Mark Taylor

Town Manager
Matt Zapp
mzapp@emeraldisle-nc.org



RESOLUTION AUTHORIZING THE USE OF ELECTRONIC SIGNATURES

Whereas, the Town of Emerald Isle desires to utilize technology for efficient administrative work processes, while continuing to maintain sound internal controls, and

Whereas, the Town has recently entered into a contract for a new enterprise resource planning system, Incode 10, from Tyler Technologies, which offers the technology and electronic security of electronic signatures for certain financial transactions, and

Whereas, NC General Statute 159-28.1, permits the governing board of a local government to authorize the use of facsimile signature machines, signature stamps, or similar devices in signing checks and drafts and in signing the preaudit certificate on contracts or purchase orders, and

Whereas, NC GS 159-28.1, requires that the board shall charge the finance officer, or other bonded officer or employee with the custody of the necessary machines, stamps, plates, or other devices, and that person and the sureties on his official bond are liable for any illegal, improper, or unauthorized use of them, and

Now, therefore, be it resolved by the Board of Commissioners that the finance officer, or other bonded officer or employee, is hereby authorized to use electronic signatures for the process of signing checks and drafts and in signing the preaudit certificates.

Adopted this the \_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Eddie Barber, Mayor

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC



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[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



January 14, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners

**FROM:** Rhonda Ferebee, Town Clerk

**SUBJECT:** Amendment to Emergency Operations Plan / Hurricane Operations Agreement

The Emerald Isle Emergency Operations Plan is a comprehensive plan that is updated periodically. The last amendment to the Emergency Operations Plan was approved by the Board of Commissioners in June 2012. Over the past few months Town Manager Matt Zapp along with the Town's management team have met to review changes to the plan that will better reflect current practices. Following this comprehensive review of the EOP town staff recommends that the Board approve the plan as amended. Included in packets is a marked up copy with highlighted cross through and underscore of changes suggested followed by a clean copy of the document.

Additionally, also associated with emergency operations, the Board is asked to consider approval of the Hurricane Operations Agreement with Speedway, LLC. Fire Chief Bill Walker and his staff have coordinated with the management of the Speedway located in Emerald Isle the desire to install a manual transfer switch at that location so that in the event of power loss a mobile generator would provide for the Town's petroleum supplies.

Town staff will be glad to answer any questions you may have about these suggested changes.

## ***EMERALD ISLE EMERGENCY OPERATIONS PLAN***

### **PREFACE**

#### **Overview for Hurricanes**

It is the intent of this policy, to explain step by step, the procedures used by the town during a destructive storm. With this policy it will be the responsibility of each Department Head to train their personnel and have the equipment at hand to carry out this policy, prior to any storm.

The following is a quick overview of the plan in action. It should give an idea of what has to be done to survive this storm.

1. The Town Manager publishes an article on hurricanes and what to do in case one hits in each spring Emerald Tidings.
2. The National Weather Service announces a hurricane is predicted to strike the North Carolina Coast.
3. The Town Manager announces Condition III hurricane watch.
4. The Town Government goes into the hurricane operation procedures outlined in this plan.
5. After the evacuation of the town, the Emergency Personnel and equipment are moved to the alternate location off the island, if required (Category 4 or greater).
6. All key-Town personnel stand by for landfall.
7. A 24-hour curfew will be in effect until re-entry is allowed. Curfews may be modified after curfew lifted.
8. After the storm the Fire, Police, Public Works, Planning & Inspections personnel will proceed back to the island to secure LP tanks, do the preliminary damage assessment, and take care of any casualties.(if the bridge is not passable the fire department watercraft will be used)The Public Works Dept. and Public Utilities will follow them.
9. After the storm, Parks and Recreation Department will set up the Recreation Building to house employees and will coordinate with Salvation Army/American Red Cross to provide three meals a day to for the employee's and volunteers to keep them working. (if the recreation building is destroyed, the EOC will designate a location for them to set up to accomplish this task.) if the town does not have a lot of damage, the EOC may open this facility depending on the severity of the storm.
10. If relocated to the alternate Emergency Staging Area, and the Town Administration Building is still intact the EOC will move back to it.

11. After making a quick survey of the town's buildings the Emergency Management Coordinator will contact the County EOC and tell them what we will need ie, Tents, water,...
12. The Town personnel should be prepared for at least three days before help can be expected to arrive.
- ~~13. The Red Cross and/or Salvation Army should help assist the recreation department in the feeding of all the personnel upon their arrival after the storm subsides.~~
14. The Town Manager, or his designee will make all the press releases and publish a news update to all departments periodically.
15. The EOC should handle any purchases or any other problem that arises. All requests ~~for anything~~ must go through the EOC and be ~~stamped~~ marked with the storm's name on the request for accounting purposes.
16. Once staff determines that conditions are safe ~~After the~~ and roads are cleared, property owners will be allowed to return to their properties ~~when~~ displaying the proper re-entry pass if so required.

#### Town Time Frame Condition Codes

<u>Condition</u>	<u>Time Frame</u>
CONDITION V	Actions taken prior to an actual event
CONDITION IV	72 Hours before expected landfall
CONDITION III	48 Hours before expected landfall
CONDITION II	24 Hours before expected landfall
CONDITION I	12 Hours before expected landfall
CONDITION 0	landfall Imminent

A check list of responsibilities can be found on the following pages:

TOWN OF EMERALD ISLE HURRICANE CHECKLIST		Town Manager	EMM Coordinator	Police Chief	Public Works Dir	Planning Director	Mayor	Depart. Heads	EMS
	<b>CONDITION V - actions taken prior to an actual event</b>								
1	Familiarize and train town employees with steps necessary to carry out the Town shut down and evacuation operations as outlined in this plan							X	
2	Pre-bid Debris Removal, Emergency Pumps and Emergency Generator Contracts	X			X				
3	Confirm arrangements for an alternate EOC On the mainland in case of a Category 4 or higher	X	X		X				
	<b>CONDITION IV - 72 Hours before expected landfall</b>								
1	The Emergency Management Coordinator and the Town Manager to go over the destructive weather plan and decide when to set Condition III	X	X						
2	Have fuel supplier top off all fuel tanks gas, diesel, & LP.				X				
3	Ensure materials are on hand to execute damage assessment					X			
	<b>CONDITION III - 48 Hours before expected landfall</b>								
1	The Emergency Management Coordinator and/or the Town Manager will establish Condition III	X	X						
2	The Town Manager will call a meeting of the Department heads to review emergency plans.	X							
3	The Town Manager/Mayor will call a meeting of the Board of Commissioners	X					X	-	
4	The Town Manager will place all town employees on standby alert and advise them to make all preparations for their homes and families before coming to work.	X							
5	The Emergency Operations Center will be activated in the Town Administration Building	X							
6	Check emergency generator, Communications equipment and supplies		X	X	X			X	
7	Fuel all town vehicles, including spare tanks when available							X	
8	Advise active construction projects to secure all materials					X			
9	Request Water Department to begin filling water tanks		X						
10	The Mayor, Town Manager, and/or the Emergency Management Coordinator will meet with the county officials (Control Group Meeting) for discussion and decision of the evacuation	X	X				X		

11	Establish communications with county Emergency Operations Center			X						
<b>TOWN OF EMERALD ISLE HURRICANE CHECKLIST Page 2</b>		<b>Town Manager</b>	<b>EM Coordinator</b>	<b>Police Chief</b>	<b>Public Works Dir</b>	<b>Planning Dir</b>	<b>Mayor</b>	<b>Depart. Heads</b>	<b>EMS</b>	
	<b>CONDITION II - 24 Hours before expected landfall</b>									
1	Assemble all town personnel and volunteers (per department) for final preparations and briefing.	X						X		
2	Coordinate Evacuate evacuation of all invalids and persons unable to evacuate themselves								X	
3	Public Works Department to depart for designated shelter to establish an alternate town EOC (condition III, IV and V storms only).				X					
4	Establish traffic control operations at key intersection's if necessary			X						
5	Store all town minutes and records on upper shelves in safe, and cover same				X					
6	Issue the order for the orange essential personnel identification passes to be issued to all employees and volunteers	X								
7	Board up windows on town buildings				X					
8	Accomplish any other requirements as deemed necessary							X		
	<b>CONDITION I - 12 Hours before expected landfall</b>									
1	Proclaim State of Emergency sign and issue local evacuation order						X			
2	Inform residents of evacuation in accordance with the established evacuation plan		X	X						
3	Carry out local traffic control responsibilities.			X						
4	Station town trucks and heavy equipment along evacuation routes to assist in clearing operations				X					
5	Assist in evacuation							X		
6	Make final check to ensure evacuation is complete. If time is available			X						
7	Drive town vehicles off island as they are no longer needed							X	-	
8	Establish Town Emergency Operations Center at alternate location, if deemed necessary	X								
9	Move town records to alternate Emergency Operations Center				X	-	-	-	-	
	<b>CONDITION 0 - landfall Imminent</b>									
1	Town personnel stand by at the alternate Emergency Personnel Staging Center (Category IV, & V storms only).	X								

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**EMERALD ISLE EMERGENCY OPERATIONS PLAN**  
**Destructive Weather**

The Town of Emerald Isle has identified several natural hazards that may occur within the Town. This Emergency Operations Plan is designed to assist the employees in mitigating these disasters. It is the towns desire to be proactive in the mitigation of natural disasters. The Town will operate under the NIMS incident command system.

**Plan Summary**

This Plan will establish a comprehensive framework of policy and guidance for storm preparedness, response, recovery, and mitigation operations. The plan details authorities and responsibilities of each of the Town's departments during a storm/emergency event. The plan describes a system for the effective use of Emerald Isle's resources necessary to preserve the health, safety, and welfare of those persons affected during various storm related emergencies.

The plan also serves as the foundation for the maintenance of detailed standing operating procedures to implement Town response and recovery activities efficiently and effectively.

**Purpose**

The purpose of this Plan is to establish a plan for a systematic, coordinated, and effective response to and recovery from weather related emergencies or disasters occurring in Emerald Isle. The plan will be used to train and educate the Town's staff about what will be expected of them before, during, and after a major storm event in Emerald Isle. The staff will be able to use this plan as a step-by-step guide in preparing for, responding to, and recovering from these events.

All town staff should review this plan on at least an annual basis to become familiar with these plans. It is recommended that the annual review takes place during the standing monthly Manager / Department Head meeting in April of each year.

**Scope**

This plan is designed to address major storm events that could adversely affect the Town. The plan applies to each of the Town's departments. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the storm/emergency from its onset through the post disaster phase.

**Hazard Analysis**

The Town is exposed to many weather related hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Potential weather related hazards for the Town of Emerald Isle are:

- Hurricanes
- Tropical Storms
- Northeasters
- Severe Thunderstorms

- Tornadoes/Waterspouts
- Tidal Flooding/Over wash
- Extreme Heat
- Snow Storm
- Tsunami

The occurrence of any one or more of the emergency/disaster events previously listed could impact the Town of Emerald Isle severely, and include several of the following consequences:

- Loss of electrical power
- Severance of road/highway network
- Creation of a new inlet
- Necessity for mass care and feeding operations
- Evacuation of people from the town
- Need for debris clearance
- Multiple injuries and fatalities
- Drastic increase in media attention
- **Damage to the communications network, IT capabilities**
- Economic impact
- Need for official public information and rumor control
- Need for State or Federal assistance
- Need to evacuate town resources
- Re-entry of essential personnel and equipment
- Re-entry of the public
- Damage to vital records
- Need for damage assessment
- Need for auxiliary power
- Over taxing local resources
- Need for additional staffing
- Loss of or damage to facilities vital to maintaining essential services
- Adverse environmental impacts
- Need to effectively manage reconstruction
- Coordination of staged resources
- Isolation of population

The severity of problems resulting from a storm/emergency event will depend on factors such as time of occurrence, severity of impact, existing weather conditions, area demographics, and nature of building construction. Collateral events such as fire, floods, and hazardous materials incidents will also increase the impact on the community, multiply property losses, and hinder the immediate emergency response effort. It is necessary for the Town to plan for and to carry out disaster response and short term recovery operations utilizing local resources; however, it is likely that outside assistance would be necessary in most major disaster situations affecting the Town. Officials of the Town are aware of the possible occurrence of a storm/emergency event and they have acknowledged their responsibilities in the execution of this plan and will fulfill these responsibilities as needed.

### **Plan Activation**

This plan will be activated when a storm/emergency event has occurred or is imminent. The Town Manager will be responsible for plan activation. Once the plan has been activated, all

Town personnel will be responsible for reporting to their assigned base of operations and beginning their pre-event roles and responsibilities as laid out in the plan if such preparations have not already begun.

### **Overtime Compensation**

Once this plan is activated by the Town Manager, Town employees defined as exempt below, and by the Town's Personnel Policy shall receive overtime compensation for hours worked above the number allowed by the Fair Labor Standards Act in their standard work period.

### **Classification of Employees**

During the course of the year it may be determined that we need to close the town facilities due to weather conditions. Although the town is closed there is still a need for some employees to report to work as scheduled to protect the lives and property of our citizens and visitors. For this reason the employees will be classified into two categories, Essential and Non-Essential.

Essential employees are employees needed to provide safety and security to the general public. These employees are to report to work regardless of whether the town is closed or not. They are broken down by department as follows:

Admin: Town Manager

Police: Scheduled shift personnel

Fire: Scheduled On-Duty Shift

**EMS: Scheduled On-Duty Shift**

Public Works: Director & predetermined employees, (used to clear fire station ramps and other areas needed)

Any other employees determined by the Manager on a case by case basis

All other employees are classified as non-essential and will not be required to report to work. However, they will be paid as if they were at work without penalizing their leave.

For Hurricanes obviously, the town will need most of their employees to accomplish the jobs identified in this policy. And more importantly, after a major hurricane is over. If they release them before the storm there will be no way to get them back to perform the jobs required after the storm. Communication will be limited and the roads will not be passable for days. For these reason it will be the policy of the town to keep the essential departments throughout the storm.

For minor storms most of the employees will not be needed after the storm. Therefore they will more than likely be excused during condition 1 except for essential employees.

### **Inclement Weather Days**

The town manager shall have the authority to grant up to ~~three~~ five working days off per employee for inclement weather annually. For essential employees who must come to work to maintain the safety and well being of the town and its citizens, In addition to their regular pay, 8 hours of inclement weather pay (or equivalent to the holiday) will be granted.

This Plan does not account for every possibility that may arise during a storm/emergency event. The level of activation of this Plan will depend on the magnitude of the situation. Employees should use their judgment when following the guidelines laid out in this Plan. Employees will be expected to fill whatever role is needed of them if this Plan is activated.

### **Coordination with the State and Other Local Governments**

The Town of Emerald Isle has entered into the North Carolina State Mutual Aid Agreement, which will allow Emerald Isle to receive aid from other participants in this agreement during emergency situations

The Town recognizes that the State has emergency resources and expertise beyond the capabilities of local government. These resources can and will be used to relieve emergency or disaster related problems. Federal agency resources and expertise can be mobilized to augment local and state efforts in relieving emergency or disaster related problems that are beyond the capabilities of both state and local governments.

In order to better coordinate with Federal, State, and other local governments, the Town has established the National Incident Management System (NIMS) as the Town standard for incident management.

Town staff is required to complete the required NIMS and Incident Command System (ICS) training

### **Carteret County Control Group**

In the event of the evacuation of Carteret County or any part thereof, the Carteret County has established the Carteret County Emergency Control Group. This group is composed of the mayor (or his designee) from each municipality along with the Chairman of the County Board of Commissioners. This Group will meet to decide when and if an evacuation is to be ordered. They will also work together on re-opening any area they evacuate when necessary.

Due to the nature of their meetings the county has limited the amount of people allowed to be in these meetings. They are limited to each Mayor, the Town Manager, and the Town Emergency Manager.

Upon activation of this plan, each town department must accomplish specific actions. They are to make a joint coordinated effort to minimize the possible damages of the impinging event.

### **Responsibilities**

Mayor and/or Board of Commissioners:

The Mayor and/or Board of Commissioners of the Town of Emerald Isle are responsible for declaring a state of emergency and empowering the Town Manager to carry out the this plan and policy.

**Town Manager:**

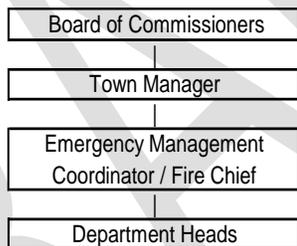
The Town manager is responsible for making all decisions and overseeing the entire operation of the town staff. The Town Manager will be at or in constant communication with the EOC at all times. He/she or his/her appointee shall be responsible for publishing a news bulletin periodically to keep everyone apprised of the current situation. This shall be posted on the town’s web page.

**Department Heads:**

- A. Takes whatever precautions necessary to prepare for the upcoming event.
- B. All employees are to assist with securing their department’s equipment and facilities.
- C. Report all activity to the Town Manager.

**Chain of Command**

The Town, as required by FEMA, operates under the National Incident Management System on a day to day basis. An Emergency Operations Center has been identified for long term incidents. When the Emergency Operations Center is open, the following Chain of Command will be established:



Board of Commissioners: Formulates Policy, Initiates the legal process to meet emergency needs,

Mayor Pro Tem in succession.

Town Manager: Carries out the plan and policy of the Board of Commissioners  
Emergency Management Coordinator in line of succession

Emergency Management Coordinator: Coordinates operations according to established procedures and as directed by the Town Manager,

Department Heads: Each Department Head will be responsible for the overall operation of their department. Order of Succession is based on the structure of their department

## **State of Emergency**

In the event of a major storm which has the potential of creating major damage, certain precautions need to be considered to protect the citizens. An example would be to evacuate the town prior to tropical storm winds arriving. In order to give this order, a “State of Emergency” must be declared as required by law.

Pursuant to NCGS 14-288, The Mayor has the authority to declare a state of emergency to protect the welfare of the public. Under a declared State of Emergency several restrictions can be put in place. These can range from a curfew to prohibiting the sale of alcohol. This will also authorize the town to evacuate as determined. A blank copy of a State of Emergency can be found in the appendix of this plan.

## **Definitions**

Storms are a potential and continuous threat to the Town of Emerald Isle and communities along Bogue Banks. Adequate and timely warnings, coupled with prompt and effective actions by departments within the town, will minimize loss of life and damage to property by destructive weather conditions.

### **Advisory:**

Official information issued by tropical cyclone warning centers describing all tropical cyclone watches and warnings in effect along with details concerning tropical cyclone locations, intensity and movement, and precautions that should be taken. Advisories are also issued to describe: (a) tropical cyclones prior to issuance of watches and warnings and (b) subtropical cyclones.

### **Best Track:**

A subjectively-smoothed representation of a tropical cyclone's location and intensity over its lifetime. The best track contains the cyclone's latitude, longitude, maximum sustained surface winds, and minimum sea-level pressure at 6-hourly intervals. Best track positions and intensities, which are based on a post-storm assessment of all available data, may differ from values contained in storm advisories. They also generally will not reflect the erratic motion implied by connecting individual center fix positions.

### **Center:**

Generally speaking, the vertical axis of a tropical cyclone, usually defined by the location of minimum wind or minimum pressure. The cyclone center position can vary with altitude. In advisory products, refers to the center position at the surface.

### **Cyclone:**

An atmospheric closed circulation rotating counter-clockwise in the Northern Hemisphere and clockwise in the Southern Hemisphere.

**Eye:**

The roughly circular area of comparatively light winds that encompasses the center of a severe tropical cyclone. The eye is either completely or partially surrounded by the eyewall cloud.

**Eyewall / Wall Cloud:**

An organized band or ring of cumulonimbus clouds that surround the eye, or light-wind center of a tropical cyclone. Eyewall and wall cloud are used synonymously.

**Extra-tropical:**

A term used in advisories and tropical summaries to indicate that a cyclone has lost its "tropical" characteristics. The term implies both poleward displacement of the cyclone and the conversion of the cyclone's primary energy source from the release of latent heat of condensation to baroclinic (the temperature contrast between warm and cold air masses) processes. It is important to note that cyclones can become extratropical and still retain winds of hurricane or tropical storm force.

**Extratropical Cyclone:**

A cyclone of any intensity for which the primary energy source is baroclinic, that is, results from the temperature contrast between warm and cold air masses.

**Gale Warning:**

A warning of 1-minute sustained surface winds in the range 34 kt (39 mph or 63 km/hr) to 47 kt (54 mph or 87 km/hr) inclusive, either predicted or occurring and not directly associated with tropical cyclones.

**High Wind Warning:**

A high wind warning is defined as 1-minute average surface winds of 35 kt (40 mph or 64 km/hr) or greater lasting for 1 hour or longer, or winds gusting to 50 kt (58 mph or 93 km/hr) or greater regardless of duration that are either expected or observed over land.

**Hurricane / Typhoon:**

A tropical cyclone in which the maximum sustained surface wind (using the U.S. 1-minute average) is 64 kt (74 mph or 119 km/hr) or more. The term hurricane is used for Northern Hemisphere tropical cyclones east of the International Dateline to the Greenwich Meridian. The term typhoon is used for Pacific tropical cyclones north of the Equator west of the International Dateline.

**Hurricane Season:**

The portion of the year having a relatively high incidence of hurricanes. The hurricane season in the Atlantic, Caribbean, and Gulf of Mexico runs from June 1 to November 30. The hurricane season in the Eastern Pacific basin runs from May 15 to November 30. The hurricane season in the Central Pacific basin runs from June 1 to November 30.

**Hurricane Warning:**

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are expected somewhere within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane warning is issued 36 hours in advance of the anticipated onset of tropical-storm-force winds.

**Hurricane Watch:**

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are possible within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds.

**Landfall:**

The intersection of the surface center of a tropical cyclone with a coastline. Because the strongest winds in a tropical cyclone are not located precisely at the center, it is possible for a cyclone's strongest winds to be experienced over land even if landfall does not occur. Similarly, it is possible for a tropical cyclone to make landfall and have its strongest winds remain over the water. Compare direct hit, indirect hit, and strike.

**Major Hurricane:**

A hurricane that is classified as Category 3 or higher.

**Storm Surge:**

An abnormal rise in sea level accompanying a hurricane or other intense storm, and whose height is the difference between the observed level of the sea surface and the level that would have occurred in the absence of the cyclone. Storm surge is usually estimated by subtracting the normal or astronomic high tide from the observed storm tide.

**Storm Tide:**

The actual level of sea water resulting from the astronomic tide combined with the storm surge.

**Storm Warning:**

A warning of 1-minute sustained surface winds of 48 kt (55 mph or 88 km/hr) or greater, either predicted or occurring, not directly associated with tropical cyclones.

**Subtropical Cyclone:**

A non-frontal low pressure system that has characteristics of both tropical and extratropical cyclones. This system is typically an upper-level cold low with circulation extending to the surface layer and maximum sustained winds generally occurring at a radius of about 100 miles or more from the center. In comparison to tropical cyclones, such systems have a relatively broad zone of maximum winds that is located farther from the center, and typically have a less symmetric wind field and distribution of convection.

**Subtropical Depression:**

A subtropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 33 kt (38 mph or 62 km/hr) or less.

**Subtropical Storm:**

A subtropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 34 kt (39 mph or 63 km/hr) or more.

**Tropical Cyclone:**

A warm-core non-frontal synoptic-scale cyclone, originating over tropical or subtropical waters, with organized deep convection and a closed surface wind circulation about a well-defined center. Once formed, a tropical cyclone is maintained by the extraction of heat energy from the ocean at high temperature and heat export at the low temperatures of the upper troposphere. In this they differ from extratropical cyclones, which derive their energy from horizontal temperature contrasts in the atmosphere (baroclinic effects).

**Tropical Depression:**

A tropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 33 kt (38 mph or 62 km/hr) or less.

**Tropical Disturbance:**

A discrete tropical weather system of apparently organized convection -- generally 100 to 300 nmi in diameter -- originating in the tropics or subtropics, having a nonfrontal migratory character, and maintaining its identity for 24 hours or more. It may or may not be associated with a detectable perturbation of the wind field.

**Tropical Storm:**

A tropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) ranges from 34 kt (39 mph or 63 km/hr) to 63 kt (73 mph or 118 km/hr).

**Tropical Storm Warning:**

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are expected somewhere within the specified coastal area within 36 hours.

**Tropical Storm Watch:**

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are possible within the specified coastal area within 48 hours.

**Tropical Wave:**

A trough or cyclonic curvature maximum in the trade-wind easterlies. The wave may reach maximum amplitude in the lower middle troposphere.

### **Hurricane Categories:**

The National Weather Service categorizes hurricanes by a scale known as the Saffir/Simpson Hurricane Scale.

The scale was developed in 1971 developed by wind engineer Herb Saffir and meteorologist Bob Simpson. The scale provides examples of the type of damage and impacts in the United States associated with winds of the indicated intensity. The scale does not address the potential for other hurricane-related impacts, such as storm surge, rainfall-induced floods, and tornadoes.

The NHC decided in 2010, it would use the experimental Saffir–Simpson Hurricane Wind Scale (SSHWS), which would be based on the SSHS, but exclude flood ranges and storm surge estimations. The agency cited various hurricanes as reasons for removing the "scientifically inaccurate" information, including Hurricane Katrina and Hurricane Ike which both had stronger than estimated storm surge and Hurricane Charley which had weaker than estimated storm surge.

The Saffir-Simpson Hurricane Wind Scale is a 1 to 5 categorization based on the hurricane's intensity at the indicated time. The scale provides examples of the type of damage and impacts in the United States associated with winds of the indicated intensity. The following table shows the scale broken down by winds:

<b>Category</b>	<b>Wind Speed (mph)</b>	<b>Damage</b>
1	74 - 95	Very dangerous winds will produce some damage
2	96 - 110	Extremely dangerous winds will cause extensive damage
3	111 - 130	Devastating damage will occur
4	131 - 155	Catastrophic damage will occur
5	> 155	Catastrophic damage will occur

A detailed description of the Saffir-Simpson Hurricane Wind Scale, which was revised in early 2010, is available in the appendix.

### **Town Time Frame Condition Codes:**

<u>Condition</u>	<u>Time Frame</u>
CONDITION V	Actions taken prior to an actual event
CONDITION IV	72 Hours before expected landfall
CONDITION III	48 Hours before expected landfall
CONDITION II	24 Hours before expected landfall
CONDITION I	12 Hours before expected landfall
CONDITION 0	landfall Imminent

## **Hurricane Names**

Hurricanes are given names by an international committee. This reduces confusion when two or more tropical cyclones occur at the same time. The list repeats itself every three six years, but if a hurricane is especially damaging, the name is retired.

Experience shows that the use of short, distinctive given names in written as well as spoken communications is quicker and less subject to error than the older more cumbersome latitude-longitude identification methods. These advantages are especially important in exchanging detailed storm information between hundreds of widely scattered stations, coastal bases, and ships at sea.

Since 1953, Atlantic tropical storms have been named from lists originated by the National Hurricane Center and now maintained and updated by an international committee of the World Meteorological Organization. The lists featured only women's names until 1979, when men's and women's names were alternated. Six lists are used in rotation. Thus, the 2004 list will be used again in 2010.

Below is a list of the names for the next five years.

<b>2012</b>	<b>2013</b>	<b>2014</b>	<b>2015</b>	<b>2016</b>
Alberto	Andrea	Arthur	Ana	Alex
Beryl	Barry	Bertha	Bill	Bonnie
Chris	Chantal	Cristobal	Claudette	Colin
Debby	Dorian	Dolly	Danny	Danielle
Ernesto	Erin	Edouard	Erika	Earl
Florence	Fernand	Fay	Fred	Fiona
Gordon	Gabrielle	Gonzalo	Grace	Gaston
Helene	Humberto	Hanna	Henri	Hermine
Isaac	Ingrid	Isaias	Ida	Ian
Joyce	Jerry	Josephine	Joaquin	Julia
Kirk	Karen	Kyle	Kate	Karl
Leslie	Lorenzo	Laura	Larry	Lisa
Michael	Melissa	Marco	Mindy	Matthew
Nadine	Nestor	Nana	Nicholas	Nicole
Oscar	Olga	Omar	Odette	Otto
Patty	Pablo	Paulette	Peter	Paula
Rafael	Rebekah	Rene	Rose	Richard
Sandy	Sebastien	Sally	Sam	Shary
Tony	Tanya	Teddy	Teresa	Tobias
Valerie	Van	Vicky	Victor	Virginie
William	Wendy	Wilfred	Wanda	Walter

### **Emergency Operations Center**

It is the policy of the Town of Emerald Isle to open the Emergency Operations Center for any storm and/or emergency that may arise. The Town Manager and/or the Emergency Coordinator should be contacted at any time this center should be opened. In most cases, the Emergency Operations Center will be in the Town Administration Building.

The Emergency Operations Center, as required by FEMA, operates under the National Incident Management System and a unified Command Structure with the Town Manager as the Incident Commander.

For minor storms, snow storms, tornadoes, or other emergencies the town may open it to make decisions encompassing sheltering citizens without electricity to snow removal. The Town Manager will determine how much of the EOC should be activated.

Upon establishing a condition III hurricane watch, the Town's Emergency Operations Center will be activated for the pending storm.

The Town Manager is the Incident Commander and is responsible for making all the decisions. He/she will base these decisions upon all the information given him/her at the time.

The Town Manager shall set a timetable for EOC briefings. These times will vary as the storm moves. It will be their responsibility to keep the EOC updated with all available information.

The Town Manager or his/her appointee will publish updates as necessary to all departments and the town web page notifying everyone of the current status of the town and personnel.

### **Alternate Emergency Staging Area (Operations Center)**

Upon notification of Condition I, The EOC personnel must make the decision whether to activate the Alternate Emergency Staging Area for our personnel. A category I or II storm will not warrant this decision. A category III storm is questionable, evacuation is required with a condition IV and V storm. After the entire town is evacuated, the decision to go will be made. This shelter is to house all employees as well as the EOC during the actual storm.

### **Hurricane Staffing:**

- All departments will report for work as the department's checklist dictates.
- The Fire Department employees will finish the evacuation. After the evacuation is complete, the employees will remain at the fire stations or the alternate Emergency Staging Area.

- The Police Department after the evacuation will remain at the station or be sent to the alternate Emergency Staging Area during the storm.
- The EMS Department employees will report to work at the beginning of the evacuation efforts and will remain at the EMS building or the alternate Emergency Staging Area during the storm.
- In the event the Alternate Emergency Staging Area is opened, the Fire, EMS, and Police Department's will be the first back on the island. Therefore they will be required to stay throughout the storm.
- The Parks and Recreation Department will be staffed as necessary. The director will also stay and be at the Emergency Staging Area or building.
- The Administration Department will be released after they complete their checklist.
- The Public Works Department employees, after their checklist is complete, will excuse half of their employees. The remaining personnel will all stay to take care of problems that may arise during the storm. Directly after the storm the employees released are to report to the Emergency Staging Area.
- The Planning & Inspections Department will finish their checklist and be released with the Administration Department. The Planning Director or representative will remain at the EOC. After the storm, he/she will coordinate with the police and fire departments to complete the windshield damage assessment

The EOC may decide to change this policy during the storm. The department heads will request any changes to the EOC to send home or keep additional personnel.

For minor storms, the EOC, which consist of all department heads, will make the decision at what point employees will be released. If there is no need for evacuation most employees will not be needed. This will be a command decision by the EOC.

#### **Family Members:**

~~Due to the stress of working through a dangerous storm and worrying about the employee's families and pets, The Town has made provisions for employee family members and their pets to stay in the Town's Board Room. In doing this they shall bring all their supplies including medication, food, bedding, pet food, etc. All children must be kept under parental control and not permitted to run around. A television and VCR will be supplied by the Town. All pets must be kept on a leash or in an animal carrier. In the event the Town must move to the Alternate Emergency Staging Area, the family members will move with them.~~

#### **Special Needs Registry**

Carteret County has established a program to determine residents with special needs during emergencies. Residents can contact Carteret County Emergency Management at ~~252-728-8470~~ 252-222-5841 to apply for assistance. Also forms to sign up for this program can

be found at the Town Administration Building, and on the Town website. The EMS Chief shall make contact with the county when condition IV is set for each storm. He/she shall make arrangements for everyone on the list for Emerald Isle, and will also coordinate the communication outreach regarding special needs.

### **Evacuation Plan**

For small events such as fires, public disturbances, or other emergencies which may require evacuation of any part of the Town, it shall be the responsibility of the senior police department personnel working, to carry out the evacuation.

The town has been broken down into workable zones and sectors. These maps can be used for evacuation, damage assessment, organized searches, Etc.

The evacuation plan has been established in the event the entire town or any part of it, has to be evacuated. Once the decision has been made to evacuate the town, the mayor will sign the state of emergency declaration and order the evacuation. The evacuation policy has been established to break up the Town into workable zones and sectors to make the evacuation process as easy as possible. The Police and Fire Departments will carry out this evacuation plan. The Police Lieutenant will oversee this evacuation and assign zones and sectors to both departments. Each unit will drive through their assigned sector a minimum of three times (more if deemed necessary) using the loud speaker.

As soon as the evacuation is complete, a 24-hour curfew will be put in place. ~~causing~~ Anyone who decided not to evacuate must stay on his or her property. They will not be allowed to drive around the town and look for damages to other people's property. This is for the safety of all personnel, Civilian and town. This curfew will be in effect until the Mayor lifts it, at which time ~~they will decide~~ a decision will be made whether to enact a nighttime curfew.

A copy of the Evacuation Plan can be found in the appendix.

### **Discontinuance of Emergency Responses:**

Once the Evacuation is complete, emergency services may be discontinued. If a call for help is received the senior person of the prospective department after doing a quick risk assessment, they will make a judgment call on whether it is safe for their personnel to answer the call. Obviously, if the EOC has evacuated across the bridge there will not be anyone here to answer the call anyway.

### **Re-entry:**

Once the Town has been evacuated, and the 24-hour curfew has been established the bridge will be secured from people coming back onto the island. The North Carolina Highway Patrol will staff the checkpoint on the north side of the B. Cameron Langston Bridge. The only people they will allow back onto the Island will be Essential personnel pass holders. The bridge will be open to anyone wanting to leave the Island until it is determined

unsafe for vehicles to cross the bridge. At that time the bridge will be closed to all traffic and the troopers will seek shelter from the storm.

Once the storm has passed, The North Carolina Highway Patrol will once again man the checkpoint on the north side of the bridge. They will keep the bridge secured until further notice from the Carteret County EOC.

Emerald Isle Fire, Police, & Inspections Departments will begin their windshield damage surveys. With the 24-hour curfew in place, these are the only personnel who should be on the roads, with the exception of other utility personnel and public works.

Bogue Banks Towns will survey their prospective towns and meet (or Conference Call) to discuss when and who will re-open. This decision will be sent to the County EOC. They will then open the bridge for pass holders of whatever towns are open.

It is the policy of the Town of Emerald Isle to make every attempt to open the island back up to pass holders as soon as the roads are clear to permit travel. We shall discourage opening the Bridge during darkness.

### Pass System:

#### **HURRICANE DISASTER RE-ENTRY PERMIT SYSTEM**

In the fall of 1998, Emerald Isle established a group of citizens to help revise the re-entry permit system. Input was sought from the citizens, taxpayers, and businesses. After several meetings, the system was adopted in March 1999, and amended as follows in December 2014 by the Emerald Isle Board of Commissioners.

#### **RESIDENTIAL: HURRICANE DISASTER RE-ENTRY PERMITS**

1. Applicants must provide proof of property ownership or residency in the Town (for long-term renters).
2. Re-entry permits are permanent permits and do not need to be renewed each year.
3. Permits should be transferred at closing or at the transferring of the title. This is as important as receiving the keys, parking passes, or gate control cards at closing.
4. Re-entry permits can be purchased at a cost of \$25.00 per permit.
5. Rental property owners may wish to have their permit mailed to their rental agent, manager, or subcontractor of their choice who may be in a better local position to check on the property.
6. The rental agency or property owner who handles his/her own rentals for long term renters is responsible for notifying tenants relative to these permit requirements and determining how many permits and who pays the costs of those needed. If a homeowner manages his/her own property,

the homeowner is responsible for making arrangements with the renter. Remember that long-term renters are NOT vacation renters.

7. Replacement of issued permits will be \$25.00 per permit. The only exception will be for torn or worn permits that need replacing and can be brought to Town Hall for a replacement without charge.

8. Only two colored permits will be issued and will not contain any year or date:

a. WHITE PERMITS: Utility Company Crews, Emergency Personnel, Clergy, Town Staff

b. YELLOW PERMITS: Business, Long Term Renter, Property Owner

9. The Town reserves the right to cease permit issuance within 24 72 hours of projected landfall.

#### COMMERCIAL:

#### BUSINESS HURRICANE DISASTER RE-ENTRY PERMITS

1. Applicants must provide proof that their business provides goods and/or services in Emerald Isle.

2. Re-entry permits are permanent permits for each business providing goods and/or services in Emerald Isle, and do not need to be renewed each year.

3. Business re-entry permits can be purchased at a cost of \$25.00 each.

4. Torn or worn permanent permits that need replacing can be brought to Town Hall for replacement without charge.

5. The Town reserves the right to cease permit within 24 72 hours before projected landfall.

6. The re-entry permit will not allow the permit holder on the streets of Emerald Isle during a curfew.

~~In the fall of 1998, Emerald Isle established a group of citizens to help revise their reentry pass system. Input was sought from the citizens, taxpayers, businesses, etc. After several meetings the following system was adopted in March 1999 by the Emerald Isle Board of Commissioners. The rules for obtaining passes are as follows.~~

#### ~~RESIDENTIAL:~~

#### ~~HURRICANE DISASTER RE-ENTRY PERMITS~~

~~(Adopted March 1999)~~

- ~~1. Re-entry application must be completed for each parcel number receiving a permit.~~

2. ~~Application must have:~~
  - ~~— Name as recorded with the tax office~~
  - ~~— Property owner's mailing address~~
  - ~~— Emerald Isle Physical property address~~
  - ~~— To whom the permit will be mailed and their mailing address~~
  - ~~— Number of permits requested~~
  - ~~— Attached check for additional permits~~
  - ~~— Property purchased since March 1999, need seller's name/parcel number~~
3. ~~Re-entry permits from this point forward will be permanent permit for each parcel number and will not be issued each year.~~
4. ~~Permits are for a specific parcel and will be transferred at closing or at the transferring of the title. This is as important as receiving the keys, parking passes or gate control cards at closing.~~
5. ~~Permits will be issued with completed applications only.~~
6. ~~Completed applications will be on file at The Town Hall for cross-reference.~~
7. ~~Assigned permit numbers will be cross-referenced with your parcel number.~~
8. ~~Every parcel in Town can receive one permit. Additional permits can be purchased at a cost of \$25.00 per permit.~~
9. ~~Rental property owners may wish to have their permit mailed to their rental agent, manager or sub-contractor of their choice who may be in a better local position to check on the property or you can purchase a permit for that purpose.~~
10. ~~The Rental Agency or Property Owner who handles his/hers own rentals for long term renters is responsible for notifying tenants relative to these permit requirements and determine how many permits and who pays the costs of those needed. Rental Agencies will take care of permits for their long term renters. If a homeowner manages his/hers own property, the homeowner is responsible making arrangements with the renter. Remember that Long Term renters are NOT vacation renters.~~
11. ~~A condo-minimized house (duplex, triplex, etc) will have a separate parcel number for each unit and is entitled to one "no charge" permits per unit. Non-condo-minimized duplexes, etc. listed as one parcel for tax purposed will be issued one "no charge" permit.~~
12. ~~Replacement of issued permits will be \$25.00 per permit. Only exception will be, torn or worn permits that need replacing can be brought to Town Hall for a replacement without charge.~~
13. ~~Only two colored permits will be issued and will not contain any year or date:~~

- a. ~~WHITE PERMITS: Utility Company Crews, Emergency Personnel, Clergy, Town Staff~~
- b. ~~YELLOW PERMITS :Business Owner, Active Privilege License Holder, Long Term Renter, Property Owner~~

14. ~~All permits will be mailed in an envelope stamped "RE ENTRY PERMIT".~~

15. ~~No permits will be issued at Town Hall or be mailed within 60 hours of projected landfall.~~

#### COMMERCIAL:

#### BUSINESS HURRICANE DISASTER RE ENTRY PERMITS

(Adopted March 1999)

- A. ~~Re entry application must be completed for each active privilege license holder or business in Emerald Isle.~~
- B. ~~Application must have:~~
  - ~~\_\_\_\_\_ Name of business~~
  - ~~\_\_\_\_\_ Business physical address~~
  - ~~\_\_\_\_\_ Privilege License Number~~
  - ~~\_\_\_\_\_ Number of permits requested~~
  - ~~\_\_\_\_\_ Attached check for additional permits~~
  - ~~\_\_\_\_\_ Signature of applicant~~
- C. ~~Re entry permits from this point forward will be permanent permits for each active business in Emerald Isle.~~
- D. ~~Completed applications will be on file at The Town Hall for cross reference.~~
- E. ~~Assigned permits will be cross referenced with you privilege license number.~~
- F. ~~One re entry permit will be mailed back to you at no charge. Additional Permits can be purchased at a cost of \$10.00 each. Allow two weeks for permits to be delivered.~~
- G. ~~Torn or worn permanent permits that need replacing, can be brought to Town Hall for replacement without charge.~~
- H. ~~No permits will be issued in the mail or at Town Hall 60 hours before projected landfall.~~
- I. ~~Re entry permits will be mailed in an envelope stamped with the word "RE ENTRY PERMIT".~~
- J. ~~Permits will be yellow and will no longer have a date in the top corner.~~

~~K. Remember, the re-entry permit will not allow you on the streets of Emerald Isle during a curfew.~~

#### WHITE ESSENTIAL PERSONNEL PASSES

This pass is for the Mayor/Commissioners, Town Employees, Electrical Personnel and any other essential personnel designated by the Town Manager, These passes are to be kept securely by the ~~Tax Collector~~ Finance Director until a storm threatens. At which time they will be distributed by number and signed for. After the island has been reopened to everybody these passes must be turned back in.

#### MISCELLANEOUS-REENTRY

If the Island is totally devastated the Emergency Management Coordinator along with the Town Manager will make arrangements for permanent residents to park on the mainland and will be bused to their properties, depending on the severity of the damage.

Once the Island is cleared and it is safe for the Yellow card holders to reenter the Town Manager will make this decision, lift the 24-hour curfew, and make the announcement to the Public. The Emergency Management Coordinator will relay this information to the County EOC.

After the Yellow cardholders have had sufficient time to secure their Properties the Town Manager will make the decision to open the city to the general public.

#### DAMAGE ASSESSMENT

Damage assessment for storm events is coordinated by the Director of Planning and Inspections department for the Town. In addition to Planning and Inspection Department personnel, both the Police and Fire Departments provide critical assistance in completed damage assessment reports. If there is significant damage that is too large and widespread to be assessed solely by Town personnel, then outside (state and other local government) resources can be brought in to assist Town personnel. For purposes of carrying out the damage assessment, the Town is divided into three zones and these zones are divided into a total of eleven sectors. These are the same zones used for the evacuation plan.

The Damage Assessment Zones and Forms to be filled out can be found in the appendix.

#### RECORDKEEPING

In order to be reimbursed by FEMA in the case of a Presidential Declaration. We must have our entire documentation ready to be turned in when the Damage Survey Team arrives a few days after a declaration event.

In order to maintain complete records of an event the Town has developed form(s) to keep track of all man-hours, equipment, and materials used for the storm. A copy of ~~these~~ the form(s) can be found in the appendix of this policy. It is important to note that each employee should be listed ~~on a separate form.~~ along with the equipment he/she was assigned to, and how many hours the equipment was in use.

It is also recommended that each department head keep a daily log of all activities for the individual departments. The more paperwork and documentation we have the better the chances the town has to recover any losses that may be incurred from a declared event.

All paperwork should be directed to the Finance Officer for processing.

At the beginning of each hurricane season, The Town will attempt to bid out the following services prior to any storm hitting in order to eliminate any problems that may arise in the event of a storm.

Debris Removal  
Pumps  
Generators

The Public Works Director will determine how many pumps and generators are needed each year for this bid proposal.

# TOWN OF EMERALD ISLE



## EMERALD ISLE EMERGENCY OPERATIONS PLAN

(Original Adoption July 13, 2004)

(Amended June 12, 2012)

Updated Version Adopted by Emerald Isle Board of Commissioners \_\_\_\_\_, \_\_\_\_\_

## **EMERALD ISLE EMERGENCY OPERATIONS PLAN**

### **PREFACE**

#### **Overview for Hurricanes**

It is the intent of this policy, to explain step by step, the procedures used by the town during a destructive storm. With this policy it will be the responsibility of each Department Head to train their personnel and have the equipment at hand to carry out this policy, prior to any storm.

The following is a quick overview of the plan in action. It should give an idea of what has to be done to survive this storm.

1. The Town Manager publishes an article on hurricanes and what to do in case one hits in each spring Emerald Tidings.
2. The National Weather Service announces a hurricane is predicted to strike the North Carolina Coast.
3. The Town Manager announces Condition III hurricane watch.
4. The Town Government goes into the hurricane operation procedures outlined in this plan.
5. After the evacuation of the town, the Emergency Personnel and equipment are moved to the alternate location off the island, if required (Category 4 or greater).
6. All key-Town personnel stand by for landfall.
7. A curfew will be in effect until re-entry is allowed. Curfews may be modified after curfew lifted.
8. After the storm the Fire, Police, Public Works, Planning & Inspections personnel will proceed back to the island to secure LP tanks, do the preliminary damage assessment, and take care of any casualties.(if the bridge is not passable the fire department watercraft will be used)The Public Works Dept. and Public Utilities will follow them.
9. After the storm, Parks and Recreation Department will set up the Recreation Building to house employees and will coordinate with Salvation Army/American Red Cross to provide three meals a day for the employee's and volunteers to keep them working. (if the recreation building is destroyed, the EOC will designate a location for them to set up to accomplish this task.) if the town does not have a lot of damage, the EOC may open this facility depending on the severity of the storm.

- 10. If relocated to the alternate Emergency Staging Area, and the Town Administration Building is still intact the EOC will move back to it.
- 11. After making a quick survey of the town's buildings the Emergency Management Coordinator will contact the County EOC and tell them what we will need ie, Tents, water,...
- 12. The Town personnel should be prepared for at least three days before help can be expected to arrive.
- 13. The Town Manager, or his designee will make all the press releases and publish a news update to all departments periodically.
- 14. The EOC should handle any purchases or any other problem that arises. All requests must go through the EOC and be marked with the storm's name on the request for accounting purposes.
- 15. Once staff determines that conditions are and roads are cleared, property owners will be allowed to return to their properties displaying the proper re-entry pass if so required.

Town Time Frame Condition Codes

<u>Condition</u>	<u>Time Frame</u>
CONDITION V	Actions taken prior to an actual event
CONDITION IV	72 Hours before expected landfall
CONDITION III	48 Hours before expected landfall
CONDITION II	24 Hours before expected landfall
CONDITION I	12 Hours before expected landfall
CONDITION 0	landfall Imminent

A check list of responsibilities can be found on the following pages:

<b>TOWN OF EMERALD ISLE HURRICANE CHECKLIST</b>		<b>Town Manager</b>	<b>EM Coordinator</b>	<b>Police Chief</b>	<b>Public Works Dir</b>	<b>Planning</b>	<b>Mayor</b>	<b>Depart. Heads</b>	<b>EMS</b>
	<b>CONDITION V - actions taken prior to an actual event</b>								
1	Familiarize and train town employees with steps necessary to carry out the Town shut down and evacuation operations as outlined in this plan							X	
2	Pre-bid Debris Removal, Emergency Pumps and Emergency Generator Contracts	X			X				
3	Confirm arrangements for an alternate EOC On the mainland in case of a Category 4 or higher	X	X		X				
	<b>CONDITION IV - 72 Hours before expected landfall</b>								
1	The Emergency Management Coordinator and the Town Manager to go over the destructive weather plan and decide when to set Condition III	X	X						
2	Have fuel supplier top off all fuel tanks gas, diesel, & LP.				X				
3	Ensure materials are on hand to execute damage assessment					X			
	<b>CONDITION III - 48 Hours before expected landfall</b>								
1	The Emergency Management Coordinator and/or the Town Manager will establish Condition III	X	X						
2	The Town Manager will call a meeting of the Department heads to review emergency plans.	X							
3	The Town Manager will place all town employees on standby alert and advise them to make all preparations for their homes and families before coming to work.	X							
4	The Emergency Operations Center will be activated in the Town Administration Building	X							
5	Check emergency generator, Communications equipment and supplies							X	
6	Fuel all town vehicles, including spare tanks when available							X	
7	Advise active construction projects to secure all materials					X			
8	Request Water Department to begin filling water tanks		X						
9	The Mayor, Town Manager, and/or the Emergency Management Coordinator will meet with the county officials (Control Group Meeting) for discussion and decision of the evacuation	X	X				X		
10	Establish communications with county Emergency Operations Center		X						

TOWN OF EMERALD ISLE HURRICANE CHECKLIST Page 2		Town Manager	EM Coordinator	Police Chief	Public Works	Planning Dir	Mayor	Depart. Heads	EMS
<b>CONDITION II - 24 Hours before expected landfall</b>									
1	Assemble all town personnel and volunteers (per department) for final preparations and briefing.	X						X	
2	Coordinate evacuation of all invalids and persons unable to evacuate themselves								X
3	Public Works Department to depart for designated shelter to establish an alternate town EOC (condition III, IV and V storms only).				X				
4	Establish traffic control operations at key intersection's if necessary			X					
5	Store all town minutes and records on upper shelves and cover same				X				
6	Issue the order for the essential personnel identification passes to be issued to all employees and volunteers	X							
7	Board up windows on town buildings				X				
8	Accomplish any other requirements as deemed necessary							X	
<b>CONDITION I - 12 Hours before expected landfall</b>									
1	Proclaim State of Emergency sign and issue local evacuation order						X		
2	Inform residents of evacuation in accordance with the established evacuation plan		X	X					
3	Carry out local traffic control responsibilities.			X					
4	Station town trucks and heavy equipment along evacuation routes to assist in clearing operations				X				
5	Assist in evacuation							X	
6	Make final check to ensure evacuation is complete. If time is available			X					
7	Establish Town Emergency Operations Center at alternate location, if deemed necessary	X							
<b>CONDITION 0 - landfall Imminent</b>									
1	Town personnel stand by at the alternate Emergency Personnel Staging Center (Category IV, & V storms only).	X							

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- IV. Record Keeping Forms:
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- VI. Damage assessment
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- VII. General Statutes
  - i. 160A-174 – General Ordinance Making Powers
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- VIII. Town of Emerald Isle Ordinance
  - i. Chapter 7 – Emergency Management
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**EMERALD ISLE EMERGENCY OPERATIONS PLAN**  
**Destructive Weather**

The Town of Emerald Isle has identified several natural hazards that may occur within the Town. This Emergency Operations Plan is designed to assist the employees in mitigating these disasters. It is the towns desire to be proactive in the mitigation of natural disasters. The Town will operate under the NIMS incident command system.

**Plan Summary**

This Plan will establish a comprehensive framework of policy and guidance for storm preparedness, response, recovery, and mitigation operations. The plan details authorities and responsibilities of each of the Town's departments during a storm/emergency event. The plan describes a system for the effective use of Emerald Isle's resources necessary to preserve the health, safety, and welfare of those persons affected during various storm related emergencies.

The plan also serves as the foundation for the maintenance of detailed standing operating procedures to implement Town response and recovery activities efficiently and effectively.

**Purpose**

The purpose of this Plan is to establish a plan for a systematic, coordinated, and effective response to and recovery from weather related emergencies or disasters occurring in Emerald Isle. The plan will be used to train and educate the Town's staff about what will be expected of them before, during, and after a major storm event in Emerald Isle. The staff will be able to use this plan as a step-by-step guide in preparing for, responding to, and recovering from these events.

All town staff should review this plan on at least an annual basis to become familiar with these plans. It is recommended that the annual review takes place during the standing monthly Manager / Department Head meeting in April of each year.

**Scope**

This plan is designed to address major storm events that could adversely affect the Town. The plan applies to each of the Town's departments. It describes the fundamental policies, strategies, and general concept of operations to be used in control of the storm/emergency from its onset through the post disaster phase.

**Hazard Analysis**

The Town is exposed to many weather related hazards, all of which have the potential to disrupt the community, cause damage, and create casualties. Potential weather related hazards for the Town of Emerald Isle are:

- Hurricanes
- Tropical Storms
- Northeasters
- Severe Thunderstorms
- Tornadoes/Waterspouts
- Tidal Flooding/Over wash
- Extreme Heat
- Snow Storm
- Tsunami

The occurrence of any one or more of the emergency/disaster events previously listed could impact the Town of Emerald Isle severely, and include several of the following consequences:

- Loss of electrical power
- Severance of road/highway network
- Creation of a new inlet
- Necessity for mass care and feeding operations
- Evacuation of people from the town
- Need for debris clearance
- Multiple injuries and fatalities
- Drastic increase in media attention
- Damage to the communications network, IT capabilities
- Economic impact
- Need for official public information and rumor control
- Need for State or Federal assistance
- Need to evacuate town resources
- Re-entry of essential personnel and equipment
- Re-entry of the public
- Damage to vital records
- Need for damage assessment
- Need for auxiliary power
- Over taxing local resources
- Need for additional staffing
- Loss of or damage to facilities vital to maintaining essential services
- Adverse environmental impacts
- Need to effectively manage reconstruction
- Coordination of staged resources
- Isolation of population

The severity of problems resulting from a storm/emergency event will depend on factors such as time of occurrence, severity of impact, existing weather conditions, area demographics, and nature of building construction. Collateral events such as fire, floods, and hazardous materials incidents will also increase the impact on the community, multiply property losses, and hinder the immediate emergency response effort. It is necessary for the Town to plan for and to carry out disaster response and short term recovery operations utilizing local resources; however, it is likely that outside assistance would be necessary in most major disaster situations affecting the Town. Officials of the Town are aware of the

possible occurrence of a storm/emergency event and they have acknowledged their responsibilities in the execution of this plan and will fulfill these responsibilities as needed.

### **Plan Activation**

This plan will be activated when a storm/emergency event has occurred or is imminent. The Town Manager will be responsible for plan activation. Once the plan has been activated, all Town personnel will be responsible for reporting to their assigned base of operations and beginning their pre-event roles and responsibilities as laid out in the plan if such preparations have not already begun.

### **Overtime Compensation**

Once this plan is activated by the Town Manager, Town employees defined as exempt below, and by the Town's Personnel Policy shall receive overtime compensation for hours worked above the number allowed by the Fair Labor Standards Act in their standard work period.

### **Classification of Employees**

During the course of the year it may be determined that we need to close the town facilities due to weather conditions. Although the town is closed there is still a need for some employees to report to work as scheduled to protect the lives and property of our citizens and visitors. For this reason the employees will be classified into two categories, Essential and Non-Essential.

Essential employees are employees needed to provide safety and security to the general public. These employees are to report to work regardless of whether the town is closed or not. They are broken down by department as follows:

Admin: Town Manager

Police: Scheduled shift personnel

Fire: Scheduled On-Duty Shift

EMS: Scheduled On-Duty Shift

Public Works: Director & predetermined employees, (used to clear fire station ramps and other areas needed)

Any other employees determined by the Manager on a case by case basis

All other employees are classified as non-essential and will not be required to report to work. However, they will be paid as if they were at work without penalizing their leave.

For Hurricanes obviously, the town will need most of their employees to accomplish the jobs identified in this policy. And more importantly, after a major hurricane is over. If they release them before the storm there will be no way to get them back to perform the jobs required after the storm. Communication will be limited and the roads will not be passable for days. For these reason it will be the policy of the town to keep the essential departments throughout the storm.

For minor storms most of the employees will not be needed after the storm. Therefore they will more than likely be excused during condition 1 except for essential employees.

### **Inclement Weather Days**

The town manager shall have the authority to grant up to five working days off per employee for inclement weather annually. For essential employees who must come to work to maintain the safety and well being of the town and its citizens, In addition to their regular pay, 8 hours of inclement weather pay (or equivalent to the holiday) will be granted.

This Plan does not account for every possibility that may arise during a storm/emergency event. The level of activation of this Plan will depend on the magnitude of the situation. Employees should use their judgment when following the guidelines laid out in this Plan. Employees will be expected to fill whatever role is needed of them if this Plan is activated.

### **Coordination with the State and Other Local Governments**

The Town of Emerald Isle has entered into the North Carolina State Mutual Aid Agreement, which will allow Emerald Isle to receive aid from other participants in this agreement during emergency situations

The Town recognizes that the State has emergency resources and expertise beyond the capabilities of local government. These resources can and will be used to relieve emergency or disaster related problems. Federal agency resources and expertise can be mobilized to augment local and state efforts in relieving emergency or disaster related problems that are beyond the capabilities of both state and local governments.

In order to better coordinate with Federal, State, and other local governments, the Town has established the National Incident Management System (NIMS) as the Town standard for incident management.

Town staff is required to complete the required NIMS and Incident Command System (ICS) training

### **Carteret County Control Group**

In the event of the evacuation of Carteret County or any part thereof, the Carteret County has established the Carteret County Emergency Control Group. This group is composed of the mayor (or his designee) from each municipality along with the Chairman of the County Board of Commissioners. This Group will meet to decide when and if an evacuation is to be ordered. They will also work together on re-opening any area they evacuate when necessary.

Due to the nature of their meetings the county has limited the amount of people allowed to be in these meetings. They are limited to each Mayor, the Town Manager, and the Town Emergency Manager.

Upon activation of this plan, each town department must accomplish specific actions. They are to make a joint coordinated effort to minimize the possible damages of the impinging event.

**Responsibilities**

Mayor and/or Board of Commissioners:

The Mayor and/or Board of Commissioners of the Town of Emerald Isle are responsible for declaring a state of emergency and empowering the Town Manager to carry out the this plan and policy.

Town Manager:

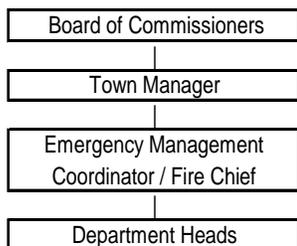
The Town manager is responsible for making all decisions and overseeing the entire operation of the town staff. The Town Manager will be at or in constant communication with the EOC at all times. He/she or his/her appointee shall be responsible for publishing a news bulletin periodically to keep everyone apprised of the current situation. This shall be posted on the town’s web page.

Department Heads:

- A. Takes whatever precautions necessary to prepare for the upcoming event.
- B. All employees are to assist with securing their department’s equipment and facilities.
- C. Report all activity to the Town Manager.

**Chain of Command**

The Town, as required by FEMA, operates under the National Incident Management System on a day to day basis. An Emergency Operations Center has been identified for long term incidents. When the Emergency Operations Center is open, the following Chain of Command will be established:



Board of Commissioners: Formulates Policy, Initiates the legal process to meet emergency needs,

Mayor Pro Tem in succession.

Town Manager: Carries out the plan and policy of the Board of Commissioners  
Emergency Management Coordinator in line of succession

Emergency Management Coordinator: Coordinates operations according to established procedures and as directed by the Town Manager,

Department Heads: Each Department Head will be responsible for the overall operation of their department. Order of Succession is based on the structure of their department

### **State of Emergency**

In the event of a major storm which has the potential of creating major damage, certain precautions need to be considered to protect the citizens. An example would be to evacuate the town prior to tropical storm winds arriving. In order to give this order, a "State of Emergency" must be declared as required by law.

Pursuant to NCGS 14-288, The Mayor has the authority to declare a state of emergency to protect the welfare of the public. Under a declared State of Emergency several restrictions can be put in place. These can range from a curfew to prohibiting the sale of alcohol. This will also authorize the town to evacuate as determined. A blank copy of a State of Emergency can be found in the appendix of this plan.

### **Definitions**

Storms are a potential and continuous threat to the Town of Emerald Isle and communities along Bogue Banks. Adequate and timely warnings, coupled with prompt and effective actions by departments within the town, will minimize loss of life and damage to property by destructive weather conditions.

#### **Advisory:**

Official information issued by tropical cyclone warning centers describing all tropical cyclone watches and warnings in effect along with details concerning tropical cyclone locations, intensity and movement, and precautions that should be taken. Advisories are also issued to describe: (a) tropical cyclones prior to issuance of watches and warnings and (b) subtropical cyclones.

#### **Best Track:**

A subjectively-smoothed representation of a tropical cyclone's location and intensity over its lifetime. The best track contains the cyclone's latitude, longitude, maximum sustained surface winds, and minimum sea-level pressure at 6-hourly intervals. Best track positions and intensities, which are based on a post-storm assessment of all

available data, may differ from values contained in storm advisories. They also generally will not reflect the erratic motion implied by connecting individual center fix positions.

**Center:**

Generally speaking, the vertical axis of a tropical cyclone, usually defined by the location of minimum wind or minimum pressure. The cyclone center position can vary with altitude. In advisory products, refers to the center position at the surface.

**Cyclone:**

An atmospheric closed circulation rotating counter-clockwise in the Northern Hemisphere and clockwise in the Southern Hemisphere.

**Eye:**

The roughly circular area of comparatively light winds that encompasses the center of a severe tropical cyclone. The eye is either completely or partially surrounded by the eyewall cloud.

**Eyewall / Wall Cloud:**

An organized band or ring of cumulonimbus clouds that surround the eye, or light-wind center of a tropical cyclone. Eyewall and wall cloud are used synonymously.

**Extra-tropical:**

A term used in advisories and tropical summaries to indicate that a cyclone has lost its "tropical" characteristics. The term implies both poleward displacement of the cyclone and the conversion of the cyclone's primary energy source from the release of latent heat of condensation to baroclinic (the temperature contrast between warm and cold air masses) processes. It is important to note that cyclones can become extratropical and still retain winds of hurricane or tropical storm force.

**Extratropical Cyclone:**

A cyclone of any intensity for which the primary energy source is baroclinic, that is, results from the temperature contrast between warm and cold air masses.

**Gale Warning:**

A warning of 1-minute sustained surface winds in the range 34 kt (39 mph or 63 km/hr) to 47 kt (54 mph or 87 km/hr) inclusive, either predicted or occurring and not directly associated with tropical cyclones.

**High Wind Warning:**

A high wind warning is defined as 1-minute average surface winds of 35 kt (40 mph or 64 km/hr) or greater lasting for 1 hour or longer, or winds gusting to 50 kt (58 mph or 93 km/hr) or greater regardless of duration that are either expected or observed over land.

**Hurricane / Typhoon:**

A tropical cyclone in which the maximum sustained surface wind (using the U.S. 1-minute average) is 64 kt (74 mph or 119 km/hr) or more. The term hurricane is used for Northern Hemisphere tropical cyclones east of the International Dateline to the Greenwich Meridian. The term typhoon is used for Pacific tropical cyclones north of the Equator west of the International Dateline.

**Hurricane Season:**

The portion of the year having a relatively high incidence of hurricanes. The hurricane season in the Atlantic, Caribbean, and Gulf of Mexico runs from June 1 to November 30. The hurricane season in the Eastern Pacific basin runs from May 15 to November 30. The hurricane season in the Central Pacific basin runs from June 1 to November 30.

**Hurricane Warning:**

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are expected somewhere within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane warning is issued 36 hours in advance of the anticipated onset of tropical-storm-force winds.

**Hurricane Watch:**

An announcement that hurricane conditions (sustained winds of 74 mph or higher) are possible within the specified coastal area. Because hurricane preparedness activities become difficult once winds reach tropical storm force, the hurricane watch is issued 48 hours in advance of the anticipated onset of tropical-storm-force winds.

**Landfall:**

The intersection of the surface center of a tropical cyclone with a coastline. Because the strongest winds in a tropical cyclone are not located precisely at the center, it is possible for a cyclone's strongest winds to be experienced over land even if landfall does not occur. Similarly, it is possible for a tropical cyclone to make landfall and have its strongest winds remain over the water. Compare direct hit, indirect hit, and strike.

**Major Hurricane:**

A hurricane that is classified as Category 3 or higher.

**Storm Surge:**

An abnormal rise in sea level accompanying a hurricane or other intense storm, and whose height is the difference between the observed level of the sea surface and the level that would have occurred in the absence of the cyclone. Storm surge is usually estimated by subtracting the normal or astronomic high tide from the observed storm tide.

**Storm Tide:**

The actual level of sea water resulting from the astronomic tide combined with the storm surge.

**Storm Warning:**

A warning of 1-minute sustained surface winds of 48 kt (55 mph or 88 km/hr) or greater, either predicted or occurring, not directly associated with tropical cyclones.

**Subtropical Cyclone:**

A non-frontal low pressure system that has characteristics of both tropical and extratropical cyclones. This system is typically an upper-level cold low with circulation extending to the surface layer and maximum sustained winds generally occurring at a radius of about 100 miles or more from the center. In comparison to tropical cyclones, such systems have a relatively broad zone of maximum winds that is located farther from the center, and typically have a less symmetric wind field and distribution of convection.

**Subtropical Depression:**

A subtropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 33 kt (38 mph or 62 km/hr) or less.

**Subtropical Storm:**

A subtropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 34 kt (39 mph or 63 km/hr) or more.

**Tropical Cyclone:**

A warm-core non-frontal synoptic-scale cyclone, originating over tropical or subtropical waters, with organized deep convection and a closed surface wind circulation about a well-defined center. Once formed, a tropical cyclone is maintained by the extraction of heat energy from the ocean at high temperature and heat export at the low temperatures of the upper troposphere. In this they differ from extratropical cyclones, which derive their energy from horizontal temperature contrasts in the atmosphere (baroclinic effects).

**Tropical Depression:**

A tropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) is 33 kt (38 mph or 62 km/hr) or less.

**Tropical Disturbance:**

A discrete tropical weather system of apparently organized convection -- generally 100 to 300 nmi in diameter -- originating in the tropics or subtropics, having a nonfrontal migratory character, and maintaining its identity for 24 hours or more. It may or may not be associated with a detectable perturbation of the wind field.

**Tropical Storm:**

A tropical cyclone in which the maximum sustained surface wind speed (using the U.S. 1-minute average) ranges from 34 kt (39 mph or 63 km/hr) to 63 kt (73 mph or 118 km/hr).

**Tropical Storm Warning:**

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are expected somewhere within the specified coastal area within 36 hours.

**Tropical Storm Watch:**

An announcement that tropical storm conditions (sustained winds of 39 to 73 mph) are possible within the specified coastal area within 48 hours.

**Tropical Wave:**

A trough or cyclonic curvature maximum in the trade-wind easterlies. The wave may reach maximum amplitude in the lower middle troposphere.

**Hurricane Categories:**

The National Weather Service categorizes hurricanes by a scale known as the Saffir/Simpson Hurricane Scale.

The scale was developed in 1971 developed by wind engineer Herb Saffir and meteorologist Bob Simpson. The scale provides examples of the type of damage and impacts in the United States associated with winds of the indicated intensity. The scale does not address the potential for other hurricane-related impacts, such as storm surge, rainfall-induced floods, and tornadoes.

The NHC decided in 2010, it would use the experimental Saffir–Simpson Hurricane Wind Scale (SSHWS), which would be based on the SSHS, but exclude flood ranges and storm surge estimations. The agency cited various hurricanes as reasons for removing the "scientifically inaccurate" information, including Hurricane Katrina and Hurricane Ike which both had stronger than estimated storm surge and Hurricane Charley which had weaker than estimated storm surge.

The Saffir-Simpson Hurricane Wind Scale is a 1 to 5 categorization based on the hurricane's intensity at the indicated time. The scale provides examples of the type of damage and impacts in the United States associated with winds of the indicated intensity. The following table shows the scale broken down by winds:

Category	Wind Speed (mph)	Damage
1	74 - 95	Very dangerous winds will produce some damage
2	96 - 110	Extremely dangerous winds will cause extensive damage
3	111 - 130	Devastating damage will occur
4	131 - 155	Catastrophic damage will occur
5	> 155	Catastrophic damage will occur

A detailed description of the Saffir-Simpson Hurricane Wind Scale, which was revised in early 2010, is available in the appendix.

#### **Town Time Frame Condition Codes:**

<u>Condition</u>	<u>Time Frame</u>
CONDITION V	Actions taken prior to an actual event
CONDITION IV	72 Hours before expected landfall
CONDITION III	48 Hours before expected landfall
CONDITION II	24 Hours before expected landfall
CONDITION I	12 Hours before expected landfall
CONDITION 0	landfall Imminent

#### **Hurricane Names**

Hurricanes are given names by an international committee. This reduces confusion when two or more tropical cyclones occur at the same time. The list repeats itself every six years, but if a hurricane is especially damaging, the name is retired.

Experience shows that the use of short, distinctive given names in written as well as spoken communications is quicker and less subject to error than the older more cumbersome latitude-longitude identification methods. These advantages are especially important in exchanging detailed storm information between hundreds of widely scattered stations, coastal bases, and ships at sea.

Since 1953, Atlantic tropical storms have been named from lists originated by the National Hurricane Center and now maintained and updated by an international committee of the World Meteorological Organization. The lists featured only women's names until 1979, when men's and women's names were alternated. Six lists are used in rotation.

#### **Emergency Operations Center**

It is the policy of the Town of Emerald Isle to open the Emergency Operations Center for any storm and/or emergency that may arise. The Town Manager and/or the Emergency

Coordinator should be contacted at any time this center should be opened. In most cases, the Emergency Operations Center will be in the Town Administration Building.

The Emergency Operations Center, as required by FEMA, operates under the National Incident Management System and a unified Command Structure with the Town Manager as the Incident Commander.

For minor storms, snow storms, tornadoes, or other emergencies the town may open it to make decisions encompassing sheltering citizens without electricity to snow removal. The Town Manager will determine how much of the EOC should be activated.

Upon establishing a condition III hurricane watch, the Town's Emergency Operations Center will be activated for the pending storm.

The Town Manager is the Incident Commander and is responsible for making all the decisions. He/she will base these decisions upon all the information given him/her at the time.

The Town Manager shall set a timetable for EOC briefings. These times will vary as the storm moves. It will be their responsibility to keep the EOC updated with all available information.

The Town Manager or his/her appointee will publish updates as necessary to all departments and the town web page notifying everyone of the current status of the town and personnel.

### **Alternate Emergency Staging Area (Operations Center)**

Upon notification of Condition I, The EOC personnel must make the decision whether to activate the Alternate Emergency Staging Area for our personnel. A category I or II storm will not warrant this decision. A category III storm is questionable, evacuation is required with a condition IV and V storm. After the entire town is evacuated, the decision to go will be made. This shelter is to house all employees as well as the EOC during the actual storm.

### **Hurricane Staffing:**

- All departments will report for work as the department's checklist dictates.
- The Fire Department employees will finish the evacuation. After the evacuation is complete, the employees will remain at the fire stations or the alternate Emergency Staging Area.
- The Police Department after the evacuation will remain at the station or be sent to the alternate Emergency Staging Area during the storm.

- The EMS Department employees will report to work at the beginning of the evacuation efforts and will remain at the EMS building or the alternate Emergency Staging Area during the storm.
- In the event the Alternate Emergency Staging Area is opened, the Fire, EMS, and Police Department's will be the first back on the island. Therefore they will be required to stay throughout the storm.
- The Parks and Recreation Department will be staffed as necessary.
- The Administration Department will be released after they complete their checklist.
- The Public Works Department employees, after their checklist is complete, will all stay to take care of problems that may arise during the storm. Directly after the storm the employees released are to report to the Emergency Staging Area.
- The Planning & Inspections Department will finish their checklist and be released with the Administration Department. The Planning Director or representative will remain at the EOC. After the storm, he/she will coordinate with the police and fire departments to complete the windshield damage assessment

The EOC may decide to change this policy during the storm. The department heads will request any changes to the EOC to send home or keep additional personnel.

For minor storms, the EOC, which consist of all department heads, will make the decision at what point employees will be released. If there is no need for evacuation most employees will not be needed. This will be a command decision by the EOC.

### **Special Needs Registry**

Carteret County has established a program to determine residents with special needs during emergencies. Residents can contact Carteret County Emergency Management at 252-222-5841 to apply for assistance. Also forms to sign up for this program can be found at the Town Administration Building, and on the Town website. The EMS Chief shall make contact with the county when condition IV is set for each storm. He/she shall make arrangements for everyone on the list for Emerald Isle, and will also coordinate the communication outreach regarding special needs.

### **Evacuation Plan**

For small events such as fires, public disturbances, or other emergencies which may require evacuation of any part of the Town, it shall be the responsibility of the senior police department personnel working, to carry out the evacuation.

The town has been broken down into workable zones and sectors. These maps can be used for evacuation, damage assessment, organized searches, Etc.

The evacuation plan has been established in the event the entire town or any part of it, has to be evacuated. Once the decision has been made to evacuate the town, the mayor will sign the state of emergency declaration and order the evacuation. The evacuation policy has been established to break up the Town into workable zones and sectors to make the evacuation process as easy as possible. The Police and Fire Departments will carry out this evacuation plan. The Police Lieutenant will oversee this evacuation and assign zones and sectors to both departments. Each unit will drive through their assigned sector a minimum of three times (more if deemed necessary) using the loud speaker.

As soon as the evacuation is complete, a curfew will be put in place. Anyone who decided not to evacuate must stay on his or her property. They will not be allowed to drive around the town and look for damages to other people's property. This is for the safety of all personnel, Civilian and town. This curfew will be in effect until the Mayor lifts it, at which time a decision will be made whether to enact a nighttime curfew.

A copy of the Evacuation Plan can be found in the appendix.

**Discontinuance of Emergency Responses:**

Once the Evacuation is complete, emergency services may be discontinued. If a call for help is received the senior person of the prospective department after doing a quick risk assessment, they will make a judgment call on whether it is safe for their personnel to answer the call. Obviously, if the EOC has evacuated across the bridge there will not be anyone here to answer the call anyway.

**Re-entry:**

Once the Town has been evacuated, and the curfew has been established the bridge will be secured from people coming back onto the island. The North Carolina Highway Patrol will staff the checkpoint on the north side of the B. Cameron Langston Bridge. The only people they will allow back onto the Island will be Essential personnel pass holders. The bridge will be open to anyone wanting to leave the Island until it is determined unsafe for vehicles to cross the bridge. At that time the bridge will be closed to all traffic and the troopers will seek shelter from the storm.

Once the storm has passed, The North Carolina Highway Patrol will once again man the checkpoint on the north side of the bridge. They will keep the bridge secured until further notice from the Carteret County EOC.

Emerald Isle Fire, Police, & Inspections Departments will begin their windshield damage surveys. With the curfew in place, these are the only personnel who should be on the roads, with the exception of other utility personnel and public works.

Bogue Banks Towns will survey their prospective towns and meet (or Conference Call) to discuss when and who will re-open. This decision will be sent to the County EOC. They will then open the bridge for pass holders of whatever towns are open.

It is the policy of the Town of Emerald Isle to make every attempt to open the island back up to pass holders as soon as the roads are clear to permit travel. We shall discourage opening the Bridge during darkness.

**Pass System:**

**HURRICANE DISASTER RE-ENTRY PERMIT SYSTEM**

In the fall of 1998, Emerald Isle established a group of citizens to help revise the re-entry permit system. Input was sought from the citizens, taxpayers, and businesses. After several meetings, the system was adopted in March 1999, and amended as follows in December 2014 by the Emerald Isle Board of Commissioners.

**RESIDENTIAL:**

**HURRICANE DISASTER RE-ENTRY PERMITS**

1. Applicants must provide proof of property ownership or residency in the Town (for long-term renters).
2. Re-entry permits are permanent permits and do not need to be renewed each year.
3. Permits should be transferred at closing or at the transferring of the title. This is as important as receiving the keys, parking passes, or gate control cards at closing.
4. Re-entry permits can be purchased at a cost of \$25.00 per permit.
5. Rental property owners may wish to have their permit mailed to their rental agent, manager, or subcontractor of their choice who may be in a better local position to check on the property.
6. The rental agency or property owner who handles his/her own rentals for long term renters is responsible for notifying tenants relative to these permit requirements and determining how many permits and who pays the costs of those needed. If a homeowner manages his/her own property, the homeowner is responsible for making arrangements with the renter. Remember that long-term renters are NOT vacation renters.
7. Replacement of issued permits will be \$25.00 per permit. The only exception will be for torn or worn permits that need replacing and can be brought to Town Hall for a replacement without charge.

8. Only two colored permits will be issued and will not contain any year or date:
  - a. WHITE PERMITS: Utility Company Crews, Emergency Personnel, Clergy, Town Staff
  - b. YELLOW PERMITS: Business, Long Term Renter, Property Owner
9. The Town reserves the right to cease permit issuance within 72 hours of projected landfall.

**COMMERCIAL:  
BUSINESS HURRICANE DISASTER RE-ENTRY PERMITS**

1. Applicants must provide proof that their business provides goods and/or services in Emerald Isle.
2. Re-entry permits are permanent permits for each business providing goods and/or services in Emerald Isle, and do not need to be renewed each year.
3. Business re-entry permits can be purchased at a cost of \$25.00 each.
4. Torn or worn permanent permits that need replacing can be brought to Town Hall for replacement without charge.
5. The Town reserves the right to cease permit within 72 hours before projected landfall.
6. The re-entry permit will not allow the permit holder on the streets of Emerald Isle during a curfew.

**WHITE ESSENTIAL PERSONNEL PASSES**

This pass is for the Mayor/Commissioners, Town Employees, Electrical Personnel and any other essential personnel designated by the Town Manager, These passes are to be kept securely by the Finance Director until a storm threatens. At which time they will be distributed by number and signed for. After the island has been reopened to everybody these passes must be turned back in.

## MISCELLANEOUS-REENTRY

If the Island is totally devastated the Emergency Management Coordinator along with the Town Manager will make arrangements for permanent residents to park on the mainland and will be bused to their properties, depending on the severity of the damage.

Once the Island is cleared and it is safe for the Yellow card holders to reenter the Town Manager will make this decision, lift the curfew, and make the announcement to the Public. The Emergency Management Coordinator will relay this information to the County EOC.

After the Yellow cardholders have had sufficient time to secure their Properties the Town Manager will make the decision to open the city to the general public.

## **DAMAGE ASSESSMENT**

Damage assessment for storm events is coordinated by the Director of Planning and Inspections department for the Town. In addition to Planning and Inspection Department personnel, both the Police and Fire Departments provide critical assistance in completed damage assessment reports. If there is significant damage that is too large and widespread to be assessed solely by Town personnel, then outside (state and other local government) resources can be brought in to assist Town personnel. For purposes of carrying out the damage assessment, the Town is divided into three zones and these zones are divided into a total of eleven sectors. These are the same zones used for the evacuation plan.

The Damage Assessment Zones and Forms to be filled out can be found in the appendix.

## **RECORDKEEPING**

In order to be reimbursed by FEMA in the case of a Presidential Declaration. We must have our entire documentation ready to be turned in when the Damage Survey Team arrives a few days after a declaration event.

In order to maintain complete records of an event the Town has developed form(s) to keep track of all man-hours, equipment, and materials used for the storm. A copy of the form(s) can be found in the appendix of this policy. It is important to note that each employee should be listed along with the equipment he/she was assigned to, and how many hours the equipment was in use.

It is also recommended that each department head keep a daily log of all activities for the individual departments. The more paperwork and documentation we have the better the chances the town has to recover any loses that may be incurred from a declared event.

All paperwork should be directed to the Finance Officer for processing.

At the beginning of each hurricane season, The Town will attempt to bid out the following services prior to any storm hitting in order to eliminate any problems that may arise in the event of a storm.

Debris Removal

Pumps

Generators

The Public Works Director will determine how many pumps and generators are needed each year for this bid proposal.

DRAFT

STATE OF NORTH CAROLINA  
COUNTY OF CARTERET

HURRICANE OPERATIONS AGREEMENT

This Agreement entered into this \_\_\_\_ day of \_\_\_\_\_ 2019 by SPEEDWAY, LLC, 5446 University Parkway, Winston-Salem, NC ,27105, herein “Owner”; and the Town of Emerald Isle, a North Carolina Municipal Corporation, herein “Town”;

Recitals:

1. Town, prior to and during extreme weather conditions involving hurricanes, has the authority granted under NC Law to impose curfews, order evaluations and to regulate closings of stores and establishments as well as the ability to regulate and restrict the movements of persons;
2. During such conditions, the Town finds it necessary to provide police and fire protection, to continue Public Works Department Operations in order to keep streets open and protect persons and property, and during such conditions Town provides administrative and emergency staff operations;
2. Owner has located and operates at 9027 Coast Guard Road, Emerald Isle, NC, a Speedway Gas Station, very convenient to the entrance to and exit from Emerald Isle to the mainland, and said station is centrally located and easily accessible to Town personnel and vehicles, and the station has adequate elevation, size and location to serve as a source for petroleum supplies. ice and other necessities during hurricane conditions..
3. Town desires to install at its cost a manual transfer switch at Owner’s location at 9027 Coast Guard Road, in the event of the loss of electricity at said location, and to provide a mobile generator for the store in order to provide to the Town petroleum supplies for its operations.
4. Owner and Town now desire to set out the conditions of such use of Owner’s station facilities during such conditions..

Now, therefore, in consideration of the premises and the benefit to the Town and its citizens, , Owner and Town agree as follows:

1. INSTALLATION OF MANUAL TRANSFER SWITCH.

Within 90 days from the effective date of this Agreement, Town will install at its cost at a location on Owner’s property in or near the store’s electrical main switch as required by the NC State Building Code, and as determined by an electrical contractor selected and paid for by Town, a manual transfer switch for the hookup of a mobile generator having a minimum of 60 KWH power to the station for its continued operation in the event of the loss of electrical power. The location and tie in of the manual transfer switch will interfere as little as possible to the

store's continued operations when hooked to the mobile generator.

2. FURNISHING OF MOBILE GENERATOR. The Town will provide at no cost to the Owner the use of a mobile generator having a minimum of 60 KWH wattage to tie into Owner's electrical system at said location vis the manual transfer switch upon the loss of electrical power, for the continued operations of Owner's store during such storm conditions. Owner may use such generator for its store operations while open unless a declared curfew by Town or State authorities require the closing of such facility. It shall be the duty of Town to provide a generator in good condition, to service and maintain the generator, and to provide such generator for connection to and use by Company at its Emerald Isle Store location during conditions created by each hurricane while this agreement is in effect.

3. RESERVED PETROLEUM SUPPLIES. Owner will set aside for Town's use during such hurricane operations not less than 4000 gallons of gasoline for use by Town vehicles and equipment at the same cost as charged commercial bulk users by the Company but in any event not more than the rate shown on the Company's pumps. Company shall be prohibited from raising prices during such emergency operations based on the shortage of open stations, limited supplies, etc, . Town will pay for such purchases through credit cards or similar arrangements made by the Town, and Company shall have no obligation to open an account for Town or allow charges unless separate arrangements are made outside this agreement.

3. INDEMNIFICATION AND HOLD HARMLESS. Both Company and Town agree to indemnify and hold harmless the other party and its agents, employees and guests, from all claims, liabilities, lawsuits, damages, and costs associated with or resulting from either party's default or violation of any of the terms of this Agreement.

4. DURATION. The initial period for this agreement is 1 year subject to re-evaluation during and at the end of the period for possible renewal. This agreement forth the entire terms and understanding between the Parties. As used herein, the singular shall include the plural and the masculine shall include the feminine and neuter genders as the context shall require.

In witness whereof, the Parties have executed this agreement on the date above written.

Town of Emerald Isle

By \_\_\_\_\_  
Title: \_\_\_\_\_

Owner:  
SPEEDWAY LLC

By \_\_\_\_\_  
Title: \_\_\_\_\_

**TOWN OF EMERALD ISLE  
Board of Commissioners**

**AGENDA ITEM COVER SHEET**



Meeting Date: January 14, 2020

Agenda Item #: 11

**ITEM TO BE CONSIDERED**

**Title:** Progressive Goals Roadmap

**Brief Summary:**

Town Manager Matt Zapp will present the proposed Progressive Goals Roadmap for the Board to consider at the January 14 meeting. The Board and staff during a special meeting held on Tuesday, December 10 met to review and discuss a draft version of this proposal.

**Suggested Motion:**

Motion to approve the Progressive Goals Roadmap (as presented) or (as amended with changes).

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager  
\_\_\_\_\_



**Attachments:**

- 1 Progressive Goals Roadmap
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_

**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

# Town of Emerald Isle

## Progressive Goals Roadmap

	Short-term Goals (0-12 months)	Target Date	% Complete
1	<b>Beach Nourishment Phase II (19/20)</b> -In cooperation with the Protect the Shore Office -West end of the island Emerald Isle Beach Nourishment Phase III (Bids out Aug 2020)	<b>April 30, 2020</b>  <b>August 2020</b>	
2	<b>Improved Beach Safety for 2020</b> -Develop a role for a FTE in EIFD to oversee beach activities -Flag usage to coincide with NWS/NOAA (April 1 – Oct 31) -Utilized 25 full-size flags on the beach strand (vs 17 in 2019) -Install an electronic sign at WORA to share messaging -Recruit lifeguards in the Q4 of 2019 and train in Q1 2020 - Install ocean safety videos at EI Welcome Center - Promote lifeguard host family program (Susie?) - TDA - Billboards 3 major hwys - beach safety - Drones - flotation devices - TVs at beach accesses - E&W	<b>Summer 2020</b> <i>January 1, 2020</i> <i>April 1, 2020</i> <i>April 1, 2020</i> <i>May 2020</i> <i>December 2019</i> <i>Jan/Feb 2020</i> <i>Jan-Apr 2020</i> <i>Jan-Apr 2020</i>	
3	<b>Hurricane Florence Repair Projects</b> -Docks, piers and park repairs	<b>April 15, 2020</b>	
4	<b>EIPR beach access boardwalk reconstruction</b> -James Street, Randy's Way & Channel	<b>April 15, 2020</b>	
5	<b>Islander Drive Redevelopment</b> -Underground electric installation -Islander Drive reconstruction Reed to Louise Ave -Louise Ave reconstruction adjacent to Village West -WORA sidewalk and boardwalk	<b>Winter 2021</b> <i>February 1, 2020</i> <i>April 15, 2020</i> <i>April 15, 2020</i> <i>April 15, 2020</i>	
6	<b>FY 20/21 Budget</b> -The Budget schedule is compiled in a separate document	<b>June 30, 2020</b>	
7	<b>Subcontract Municipal Tax collections to Carteret County</b> -Present data to the BOC -Vote on the subject -Implement the conversion if approved on January 14, 2020	<b>2020</b> <i>Dec 10, 2019</i> <i>January 14, 2020</i> <i>Jan. – June 2020</i>	
8	<b>Joint Fire Station / EMS Building Project</b> -Establish a task force to research a joint EIFD/EMS department -Develop a HIGH LEVEL conceptual plan for Fire Station 1/ EMS	<b>April 2023</b> <i>February 11, 2020</i>	
9	<b>Complete the Tyler Technology Finance Software Conversion</b> -Launch the data conversion process -Maintain PTE support with Sarah Lanier through July 1, 2020	<b>July 1, 2020</b> January 2020	
10	<b>Rhonda Ferebee Retirement and Replacement process</b> -Begin recruiting for an HR focused Town Clerk -Hire a new Town Clerk to shadow Rhonda for 60-90 days	Sept 2020 March 1, 2020 July 1, 2020	
11	<b>Bogue Banks Water Corp</b> -Request by BBWC for land to install a new well at Public Meeting	Jan/Feb 2020	
12	<b>Stormwater and Culvert Work</b> -Reed Drive FEMA replacement -Lee Ave culvert replacement -Cape Emerald Project		

# Town of Emerald Isle

## Progressive Goals Roadmap

	Mid-term Goal (6-24 months)	Target Date	% Complete
1	Address the cost impact and communication efforts associated with recycling. -Utilize the Recycle Right NC promotional material -Adjust solid waste fees if necessary for July 1, 2020	2020	
2	Price (\$7,500 each) and test the installation of solar/ cellular linked emergency call towers at the WORA and EORA sites.	Summer 2020	
3	Continue with Bogue Banks Water on well installation, if a site is identified to be placed on EI owned land.	June 2021	
4	Work with the necessary State of NC agencies to relocate the EI boat launch navigational channel, pending SAV results.	Summer 2021	
5	Consider the development and hiring of a fulltime Media/PIO for the Town: web, print, video, social media, and promotions.	July 1, 2021	
6	Complete the Islander Drive roadway construction and landscape beautification process, if not finished by April 2020.	October 2020 thru April 2021	
7	Work on the design-build construction pricing for the join EIFD and EMS Emergency Operations Center. Determine the annualized cost and secure a funding stream (\$0.01 tax increase?).	July 1, 2021	
8	Beach Nourishment Phase II Using the balance of FEMA funding from Florence (\$46M) SPO release bids Aug 2020 EI Beach renourishment winter 2020/2021	January 2021 thru April 2021	
9	Continue beach walkway access replacements -Consider golf cart parking if BETA site at James Street works well	October 2020 thru April 2021	
10	Replace any failing generator and install permanent generators at storm water pumps with approved surplus FEMA funding from Florence (\$46M)	2021	
11	Determine path forward, if any, for Gigabyte-level broadband	2020	
12	Install X2 Pickle Ball Courts – community survey? Recommended Pickle Ball Courts on existing tennis courts	2020-2021	
13	Discuss potential components of a 2021 Capital Improvement Plan (Fire/EMS building, Park, etc. - note item #7 above)	2020-discuss 2021-implement	
14	TDA grant for smart car plug-in at EI welcome center	2020	
15	Radio System Upgrade		

# Town of Emerald Isle

## *Progressive Goals Roadmap*

	<b>Long-term Goal (18-36 months)</b>	<b>Target Date</b>	<b>% Complete</b>
<b>1</b>	Evaluate and consider the sale of current 2019 Enterprise leased Fleet Vehicles. These options are market dependent	Fall 2021 thru 2022	
<b>2</b>	Complete a comprehensive storm water study for Emerald Isle, using approved surplus FEMA funding from Florence (\$46M)	Fall 2021 thru 2022	
<b>3</b>	Begin to bid and make necessary storm water system improvements, based upon the Comprehensive Storm Water Plan results. Using approved surplus FEMA funding from Florence (\$46M)	2022	
<b>4</b>	Formal Review of Emerald Isle Comprehensive CAMA Land Use Plan - Secure vendor / facilitator CY 2021 for 2022 project - Appoint steering group CY 2021 for 2022 project	2022	
<b>5</b>	Prepare for Retirement of Police Chief Tony Reese	June 2021	
<b>6</b>	Prepare for Retirement of Parks & Recreation Director Alesia Sanderson	2021-2023	

**TOWN OF EMERALD ISLE  
Board of Commissioners**

**AGENDA ITEM COVER SHEET**



Meeting Date: January 14, 2020

Agenda Item #: 12

**ITEM TO BE CONSIDERED**

**Title:** Islander Drive Redevelopment Status Update

**Brief Summary:**

Town Manager Matt Zapp will brief the Board on the status of the Islander Drive Redevelopment Project. The Board will also consider approval of the Contribution Agreement with A-Team Village West, LLC toward underground electrical costs on Islander Drive.

**Suggested Motion:**

Motion to approve the Contribution Agreement with A-Team Village West, LLC Toward Underground Electrical Costs on Islander Drive.

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager  
\_\_\_\_\_



**Attachments:**

- 1 Underground Electrical Agreement
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_

**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

STATE OF NORTH CAROLINA

COUNTY OF CARTERET

CONTRIBUTION AGREEMENT TOWARD UNDERGROUND  
ELECTRICAL COSTS ON ISLANDER DRIVE

This Agreement entered into this \_\_\_\_ day of \_\_\_\_\_, 2020, by and between A-Team Village West, LLC, an assignee of A-Team Enterprises, LLC, North Carolina Limited Liability Company, 2500 Bridges Street, Suite 4, Morehead City, NC 28557, herein "Company" and/or "Developer"; and the Town of Emerald Isle, North Carolina, a North Carolina Municipal Corporation, 7500 Emerald Drive, Emerald Isle, NC, 28594 herein "Town";

RECITALS:

1. Town purchased a tract of land located at 203 Islander Drive in 2017 consisting of approximately 1.846 acres in Book 1577, page 312, Carteret County Registry, for redevelopment purposes as the property had become run down and was an eyesore.
2. After acquisition of the tract made possible through an economic development grant for a portion of the purchase price from Carteret County, the Town cleaned up the tract and then solicited bids for the sale and economic redevelopment of the tract.
3. A-Team Enterprises, LLC submitted a proposal to purchase the tract and develop and complete a mixed residential and commercial development on the tract, and Company's proposal was selected by the Town Board at its March 13, 2018 meeting as the most promising, and a Development Agreement was entered into between A-Team Enterprises, LLC and the Town dated April 12, 2018, the terms of which are incorporated herein by reference, and A-Team Enterprises, LLC thereafter assigned the Development Agreement to A-Team Village West, LLC, and as a result of extensive damages from Hurricane Florence in the late summer of 2018, a first amendment to the Development Agreement was entered into which extended dates for closing, approval of plans, beginning of work, completion of various phases of the development, etc;
4. The Development Agreement as amended provides for the Town to complete certain

landscaping and electrical utility work to Islander Drive consisting of the burying of electrical utility lines on Islander Drive, and the Town has contracted with Carteret Craven Electrical Membership Corporation (herein CCEMC) for such work and the Town has received an estimate from CCEMC in the amount of \$150,000) for the work;

Whereas, a portion of the work will be carried out either on or adjacent to the property purchased by Company from the Town for the mixed use project, and it is the responsibility of Company to pay for and complete such work, and the Parties hereto have agreed that Town will contract for and pay for the underground utility placement on Islander Drive, to include the area Company is responsible for, and that Company will contribute its portion to Town;

NOW THEREFORE, in consideration of the premises and the mutual promises set forth herein, the Parties have agreed as follows:

#### 1. TOWN TO CONTRACT FOR AND PAY FOR UNDERGROUND ELECTRICAL UTILITIES.

Town will be responsible for negotiating the work, contracting for, paying for and completing the placement of underground electrical utilities on Islander Drive with CCEMC. The estimate given by CCEMC to Town is \$150,000. The total work and cost of \$150,000 includes the installation and completion of underground utilities on the Property purchased by Company from the Town for which Company is responsible for under the Development Agreement.

#### 2. OBLIGATIONS OF COMPANY.

Company will permit and allow CCEMC and its employees, agents and subcontractors to go on Company's Property in order to survey, test, excavate, construct and complete the underground electrical utilities contemplated by this Agreement. Prior to such work, Town and/or CCEMC will provide Company with plans, proposed dates of the work and other details, for review.

#### 3. PAYMENT OF COMPANY'S SHARE.

CCEMC and Town have estimated that Company's share of the cost is one third of the total cost of \$150,000, or \$50,000. Company agrees to pay this amount or one third of the final cost if this amount changes, upon request from the Town. Town and CCEMC will from time to time keep Company apprised of all changes in either the plans or costs, and Company shall at all times have access to the plans and the ability to stay informed and to have access to CCEMC and Town personnel. The parties contemplate that Company will be included in and have either approval of or disapproval of changes in the cost over and above the estimate at this time of \$150,000.

4. COMPANY'S PROJECT. Company's project is located on Property acquired from the Town at 203 Islander Drive, Emerald Isle, NC, consisting of approximately 1.86 acres as conveyed in Book 1577, page 312, and additional land which Company purchased from Cape Emerald Properties, LLC, located immediately south of and adjoining Town's property, as conveyed to Cape Emerald Properties, LLC, by deed recorded in Book 1083, page 1. With the two tracts combined, Company will develop its mixed use project on a tract containing approximately 2.6

acres.

5. LEGAL PROVISIONS. This Agreement shall be construed and interpreted in accordance with the laws of the State of North Carolina. This Agreement shall be binding on the parties hereto and their successors and assigns. As used herein the singular shall include the plural, and the masculine and feminine gender shall also include the neuter as the context may require.

6. AMENDMENT, MODIFICATION AND TERMINATION.

The terms of this Agreement may only be amended, modified or terminated by a written memorandum or writing signed and acknowledged by each party hereto.

7. DISCLAIMER OF JOINT VENTURE, PARTNERSHIP AND AGENCY.

This Agreement shall not be interpreted or construed to create an association, joint venture, or partnership between the Town and Company, or to impose any partnership obligation or liability upon the parties. Neither the Town nor Company shall have any right, power or authority to enter into any agreement or undertaking for, or act on behalf of, or to act as or be an agent or representative of, or to otherwise bind, the other party, except for the limited authority set forth in this agreement.

8. CONSTRUCTION.

The parties agree that each Party and its counsel have reviewed and revised this Agreement and that any rule of construction to the effect that ambiguities are to be resolved against the drafting Party shall not apply in the interpretation of this Agreement.

9. COUNTERPARTS.

This Agreement may be executed in several counterparts, each of which shall be deemed an original and such counterparts shall constitute one and the same instrument.

10. AUTHORITY.

Each Party represents that it has undertaken all actions necessary for approval of this Agreement, and that the person or persons signing this Agreement have the authority to bind the Town and Company.

IN WITNESS WHEREOF, the Parties have executed this Agreement effective the date first about written.

A-Team Village West, LLC- Company.

By \_\_\_\_\_  
Manager  
\_\_\_\_\_  
Manager

Town of Emerald Isle  
By \_\_\_\_\_  
Mayor

Attest:

\_\_\_\_\_  
Town Clerk

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, a Notary Public for the County and State aforesaid, certify that \_\_\_\_\_ in the capacity as manager(s) of A-Team Village West, LLC, a North Carolina Limited Liability Company, personally appeared before me this day and acknowledged the due execution of the foregoing instrument for the purposes expressed therein for and on behalf of the company pursuant to authority duly given.

Witness my hand and official stamp or seal, this the \_\_\_\_ day of \_\_\_\_\_ 2020.

My Commission expires: \_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_

STATE OF NORTH CAROLINA

COUNTY OF \_\_\_\_\_

I, a Notary Public for the County and State aforesaid, certify that \_\_\_\_\_ in the capacity as Mayor of the Town of Emerald Isle, acknowledged the due execution of the foregoing instrument, and Rhonda Ferebee as Town Clerk attested the due execution of the foregoing instrument and did place the Town seal thereon, for the purposes expressed therein, pursuant to authority duly given.

Witness my hand and official stamp or seal, this the \_\_\_\_ day of \_\_\_\_\_ 2020.

My Commission expires: \_\_\_\_\_  
Notary Public  
Printed Name: \_\_\_\_\_

Return to Richard L. Stanley, attorney, PO Box 150, Beaufort, NC 28516



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 13

**ITEM TO BE CONSIDERED**

**Title:** Installment Purchase Agreements

**Brief Summary:**

The Board will consider approval of 3 finance related items as noted below.

- BB&T Refinancing / Interest Rate Modification - 2018 McLean Spell Park
- Installment Purchase Agreement for 2020 Ambulance
- Installment Purchase Agreement for 2020 Aerial Fire Truck

**Suggested Motion:**

Motion to approve Resolution authorizing BB&T Refinancing / Interest Rate Modification  
 - 2018 McLean Spell Park.

Motion to approve Resolution Approving Financing Terms for Ambulance Installment Purchase.

Motion to approve Resolution Approving Financing Terms for Aerial Fire Truck Installment Purchase.

**BACKGROUND**

**Originating Department / Individual:**

Laura Rotchford, Finance Director

**Attachments:**

- 1 Rotchford Memo - Refinancing / Modification
- 2 Resolution - Refinancing / Modification
- 3 Financing Proposal - Refinance / Modification
- 4 Rotchford Memo - Installment Purchases
- 5 Resolutions - Installment Purchases
- 6 Proposals / Payment Schedules



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_



Nice Matters!

**Town of Emerald Isle**  
7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-8550 voice  
252-354-5068 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Finance Director**  
Laura Rotchford  
[lrotchford@emeraldisle-nc.org](mailto:lrotchford@emeraldisle-nc.org)



January 14, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners  
**FROM:** Laura Rotchford, Finance Director  
**SUBJECT:** Recommended Financing Terms –Refinancing (or Rate Modification) for Installment Purchase Agreement – McLean-Spell Park

While Town staff recently reviewed it's existing debt, and discussed financing proposals with area banks for the purchases of its 2020 ambulance and 2020 aerial fire truck, it was determined there may be an opportunity for some interest cost savings on our 2018 financing for the Town's share of the McLean-Spell Park acquisition.

In May, 2018, the Town approved a 10-year installment purchase for \$600,000 with BB&T at an interest rate of 3.57%. As of fiscal year-end, the Town's principal balance on that loan is \$540,000. Upon request, Truist Bank, (formerly BB&T), offered a rate modification to the Town's existing loan at 2.59% keeping the length of the existing term the same, or ending in 9-years on May, 2028. Truist Bank estimated a one-time legal expense to refinance the loan at \$2,000, however total interest savings are calculated at approximately \$24,000 over the remaining life of the loan.

Town staff reviewed the proposal with the Local Government Commission (LGC), and was advised that because the Town is keeping the loan with the same bank and not extending the term of the loan, the LGC does not require further review or approval of the rate modification/refinancing.

I recommend the Board approve the rate modification to the existing installment purchase agreement to Truist Bank, (formerly BB&T), and have included a resolution approving the new financing terms.

I am happy to answer any questions you may have.



Nice Matters!

**Town of Emerald Isle**  
7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-3424 voice  
252-354-5068 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Mayor**  
Eddie Barber

**Mayor Pro-Tem**  
Floyd Messer, Jr.

**Board of Commissioners**  
Candace Dooley  
Steve Finch  
Jim Normile  
Mark Taylor

**Town Manager**  
Matt Zapp  
[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



## RESOLUTION APPROVING FINANCING TERMS – RATE MODIFICATION TO 2018 FINANCING AGREEMENT

**Whereas**, the TOWN OF EMERALD ISLE, NC (“Borrower”) previously financed the purchase of land (the “Project”) through a Financing Agreement and Deed of Trust dated as of May 11, 2018 with Branch Banking and Trust Company (now Truist Bank), and the Finance Director has now presented a proposal for the refinancing of such Project.

**Now, therefore, be it resolved** by the Board of Commissioners that:

1. The Borrower hereby determines to refinance the Project by entering into a Modification Agreement (the "Modification Agreement") with Truist Bank ("Lender") in accordance with the proposal dated January 3, 2020, or as such proposal may be supplemented or amended by Lender and the Borrower verbally or in writing. The amount refinanced shall not exceed \$540,000, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.59%, and the term of the Modification Agreement shall not exceed 9 years from the date of closing.
2. The Modification Agreement and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the refinancing of the Project as contemplated by the proposal and this resolution.
3. The Finance Director is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to the Finance Director's satisfaction. The Finance Director is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Director shall approve, with the Finance Director's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of such document's final form.
4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or

parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Eddie Barber, Mayor

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC

Governmental Finance

5130 Parkway Plaza Boulevard  
Charlotte, North Carolina 28217  
Phone (704) 954-1700  
Fax (704) 954-1799

January 3, 2020

Ms. Laura Rotchford  
TOWN OF EMERALD ISLE, NC  
7500 EMERALD DR  
EMERALD ISLE, NC 28594

Dear Ms. Rotchford:

Truist Bank ("Lender") is pleased to offer this proposal for the financing requested by the TOWN OF EMERALD ISLE, NC ("Borrower").

**PROJECT:** Emerald Isle Modification of Unit 00003

**AMOUNT:** \$540,000

**TERM OR MATURITY DATE:** May 11, 2028

**INTEREST RATE:** 2.59%

**TAX STATUS:** Tax Exempt-BQ

**PAYMENTS:** Interest: Annual  
Principal: Annual

**INTEREST RATE CALCULATION:** 30/360

**SECURITY:** First lien security interest on the real property purchased, financed, constructed, or renovated with financing proceeds

**PREPAYMENT TERMS:** Prepayable in whole at any time without penalty

**RATE EXPIRATION:** 2/14/2020

**DOCUMENTATION/ LEGAL REVIEW FEE:** \$2,000

**FUNDING:** N/A

**DOCUMENTATION:** Lender and its counsel shall prepare the deed of trust and all documentation for the Borrower. We shall provide a sample of all required documentation to you and your counsel if Lender is the successful proposer. Lender will not require a survey or title insurance. At a minimum, Lender shall require flood insurance, if applicable.

**REPORTING**

**REQUIREMENTS:** Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

Lender appreciates the opportunity to offer this financing proposal. Please call me at 803-251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

*Truist Bank*



**Andrew G. Smith**  
**Sr. Vice President**

**EXISTING FINANCING AGREEMENT**

BB&T                \$600,000                3.57%

Date	Payment	Interest	Principal	Balance
5/11/2018	-	-	-	(600,000.00)
5/11/2019	81,420.00	21,420.00	60,000.00	540,000.00
5/11/2020	79,278.00	19,278.00	60,000.00	480,000.00
5/11/2021	77,136.00	17,136.00	60,000.00	420,000.00
5/11/2022	74,994.00	14,994.00	60,000.00	360,000.00
5/11/2023	72,852.00	12,852.00	60,000.00	300,000.00
5/11/2024	70,710.00	10,710.00	60,000.00	240,000.00
5/11/2025	68,568.00	8,568.00	60,000.00	180,000.00
5/11/2026	66,426.00	6,426.00	60,000.00	120,000.00
5/11/2027	64,284.00	4,284.00	60,000.00	60,000.00
5/11/2028	62,142.00	2,142.00	60,000.00	-
	717,810.00	117,810.00	600,000.00	

**PROPOSED FINANCING AGREEMENT**

BB&T                \$600,000                2.59%

Date	Payment	Interest	Principal	Balance
5/11/2018	-	-	-	(600,000.00)
5/11/2019	81,420.00	21,420.00	60,000.00	540,000.00
5/11/2020	73,986.00	13,986.00	60,000.00	480,000.00
5/11/2021	72,432.00	12,432.00	60,000.00	420,000.00
5/11/2022	70,878.00	10,878.00	60,000.00	360,000.00
5/11/2023	69,324.00	9,324.00	60,000.00	300,000.00
5/11/2024	67,770.00	7,770.00	60,000.00	240,000.00
5/11/2025	66,216.00	6,216.00	60,000.00	180,000.00
5/11/2026	64,662.00	4,662.00	60,000.00	120,000.00
5/11/2027	63,108.00	3,108.00	60,000.00	60,000.00
5/11/2028	61,554.00	1,554.00	60,000.00	-
	691,350.00	91,350.00	600,000.00	



Nice Matters!

**Town of Emerald Isle**  
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**Finance Director**  
Laura Rotchford  
[lrotchford@emeraldisle-nc.org](mailto:lrotchford@emeraldisle-nc.org)



January 14, 2020

**MEMO TO:** Mayor Barber and Board of Commissioners  
**FROM:** Laura Rotchford, Finance Director  
**SUBJECT:** Recommended Financing Terms – Installment Purchases for Replacement Ambulance and Replacement Aerial Fire Truck

During the Board's regular monthly meeting in July, 2019, the Board authorized the purchase of a replacement 2020 Braun ambulance and replacement 2020 Smeal aerial fire truck, while declaring the official intent to reimburse these purchase expenditures with the proceeds of debt.

In December, 2019 the Town solicited proposals from several area banks for a 5-year installment purchase agreement in the amount of \$246,000 for the purchase of the ambulance, and a 15-year installment purchase agreement in the amount of \$1,255,000 for the purchase of the aerial fire truck.

Two proposals were received and we are recommending the overall lowest interest rate proposal from Truist Bank, or formally BB&T, for the two vehicles. First, the loan for the ambulance was quoted at 2.19% for a 5-year term. Total interest expense for the term of the loan will be \$16,162, with an average annual debt service amount of \$52,432. Secondly, the loan for the aerial truck was quoted at 2.52% for a 15-year term. Total interest expense for the term of the loan will be \$253,008, with an average annual debt service amount of \$100,534.

I recommend awarding the installment purchase agreements to Truist Bank, (formerly BB&T), and have included two resolutions approving the financing terms for the vehicles as described above.

I am happy to answer any questions you may have.



Nice Matters!

**Town of Emerald Isle**

7500 Emerald Drive  
Emerald Isle, NC 28594

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**Mayor**

Eddie Barber

**Mayor Pro-Tem**

Floyd Messer, Jr.

**Board of Commissioners**

Candace Dooley  
Steve Finch  
Jim Normile  
Mark Taylor

**Town Manager**

Matt Zapp  
[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



## RESOLUTION APPROVING FINANCING TERMS – AMBULANCE INSTALLMENT PURCHASE

**Whereas**, The TOWN OF EMERALD ISLE, NC (“Borrower”) has previously determined to undertake a project for the financing of an ambulance and equipment (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

**Now, therefore, be it resolved** by the Board of Commissioners that:

1. The Borrower hereby determines to finance the Project through Truist Bank (“Lender”) in accordance with the proposal dated January 9, 2020. The amount financed shall not exceed \$246,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.19%, and the financing term shall not exceed five years from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Eddie Barber, Mayor

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC



**Branch Banking & Trust Company**

Governmental Finance  
5130 Parkway Plaza Boulevard  
Charlotte, North Carolina 28217  
Phone (704) 954-1700  
Fax (704) 954-1799

January 7, 2020

Ms. Laura Rotchford  
TOWN OF EMERALD ISLE, NC  
7500 EMERALD DR  
EMERALD ISLE, NC 28594

Dear Ms. Rotchford:

Truist Bank ("Lender") is pleased to offer this proposal for the financing requested by the TOWN OF EMERALD ISLE, NC ("Borrower").

**PROJECT:** Ambulance Financing

**AMOUNT:** \$246,000.00

**TERM OR MATURITY DATE:** Five years

**INTEREST RATE:** 2.19%

**TAX STATUS:** Tax Exempt-BQ

**PAYMENTS:** Interest: Annual  
Principal: Annual

**INTEREST RATE CALCULATION:** 30/360

**SECURITY:** Vehicles and Equipment

**PREPAYMENT TERMS:** Prepayable in whole at any time without penalty

**RATE EXPIRATION:** 2/20/2020

**DOCUMENTATION/ LEGAL REVIEW FEE:** N/A

**FUNDING:** Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

**DOCUMENTATION:** Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

**REPORTING REQUIREMENTS:** Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

Lender appreciates the opportunity to offer this financing proposal. Please call me at 803-251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

*Truist Bank*



*Andrew G. Smith  
Sr. Vice President*

Governmental Finance  
5130 Parkway Plaza Boulevard  
Charlotte, North Carolina 28217  
Phone (704) 954-1700  
Fax (704) 954-1799

January 7, 2020

Ms. Laura Rotchford  
TOWN OF EMERALD ISLE, NC  
7500 EMERALD DR  
EMERALD ISLE, NC 28594

Dear Ms. Rotchford:

Truist Bank ("Lender") is pleased to offer this proposal for the financing requested by the TOWN OF EMERALD ISLE, NC ("Borrower").

**PROJECT:** Emerald Isle Fire Truck

**AMOUNT:** \$1,255,000.00

**TERM OR MATURITY DATE:** Fifteen years

**INTEREST RATE:** 2.52%

**TAX STATUS:** Tax Exempt-BQ

**PAYMENTS:** Interest: Annual  
Principal: Annual

**INTEREST RATE CALCULATION:** 30/360

**SECURITY:** Vehicles and Equipment

**PREPAYMENT TERMS:** Prepayable in whole at any time. A one percent prepayment penalty will apply during the first half of the term.

**RATE EXPIRATION:** 2/20/2020

**DOCUMENTATION/ LEGAL REVIEW FEE:** N/A

**FUNDING:** Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

**DOCUMENTATION:** Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

**REPORTING**

**REQUIREMENTS:** Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower's financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

Lender appreciates the opportunity to offer this financing proposal. Please call me at 803-251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

*Truist Bank*



*Andrew G. Smith  
Sr. Vice President*

BOND DEBT SERVICE

Town of Emerald Isle, North Carolina Customer # 9933004918 NAICS 921140  
New Ambulance

Dated Date 01/31/2020  
Delivery Date 01/31/2020

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
01/31/2020						246,000	246,000
01/31/2021	49,200	2.190%	5,387.40	54,587.40		196,800	196,800
06/30/2021					54,587.40	196,800	196,800
01/31/2022	49,200	2.190%	4,309.92	53,509.92		147,600	147,600
06/30/2022					53,509.92	147,600	147,600
01/31/2023	49,200	2.190%	3,232.44	52,432.44		98,400	98,400
06/30/2023					52,432.44	98,400	98,400
01/31/2024	49,200	2.190%	2,154.96	51,354.96		49,200	49,200
06/30/2024					51,354.96	49,200	49,200
01/31/2025	49,200	2.190%	1,077.48	50,277.48			
06/30/2025					50,277.48		
	246,000		16,162.20	262,162.20	262,162.20		



Nice Matters!

**Town of Emerald Isle**

7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-3424 voice  
252-354-5068 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Mayor**

Eddie Barber

**Mayor Pro-Tem**

Floyd Messer, Jr.

**Board of Commissioners**

Candace Dooley  
Steve Finch  
Jim Normile  
Mark Taylor

**Town Manager**

Matt Zapp  
[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



**RESOLUTION APPROVING FINANCING TERMS – AERIAL FIRE TRUCK  
INSTALLMENT PURCHASE**

**Whereas**, The TOWN OF EMERALD ISLE, NC (“Borrower”) has previously determined to undertake a project for the financing of an aerial fire truck and equipment (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

**Now, therefore, be it resolved** by the Board of Commissioners that:

1. The Borrower hereby determines to finance the Project through Truist Bank (“Lender”) in accordance with the proposal dated January 9, 2020. The amount financed shall not exceed \$1,255,000.00, the annual interest rate (in the absence of default or change in tax status) shall not exceed 2.52%, and the financing term shall not exceed fifteen years from closing.
2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.
3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer's release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document's final form.
4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).
5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower's official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower's general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Adopted this the \_\_\_\_ day of \_\_\_\_\_, 2020.

ATTEST:

\_\_\_\_\_  
Eddie Barber, Mayor

\_\_\_\_\_  
Rhonda Ferebee, Town Clerk. CMC

BOND DEBT SERVICE

Town of Emerald Isle, North Carolina Customer # 9933004918 NAICS 921140  
New Aerial Fire Truck

Dated Date 01/31/2020  
Delivery Date 01/31/2020

Period Ending	Principal	Coupon	Interest	Debt Service	Annual Debt Service	Bond Balance	Total Bond Value
01/31/2020						1,255,000	1,255,000
01/31/2021	83,600	2.520%	31,626.00	115,226.00		1,171,400	1,171,400
06/30/2021					115,226.00	1,171,400	1,171,400
01/31/2022	83,600	2.520%	29,519.28	113,119.28		1,087,800	1,087,800
06/30/2022					113,119.28	1,087,800	1,087,800
01/31/2023	83,600	2.520%	27,412.56	111,012.56		1,004,200	1,004,200
06/30/2023					111,012.56	1,004,200	1,004,200
01/31/2024	83,600	2.520%	25,305.84	108,905.84		920,600	920,600
06/30/2024					108,905.84	920,600	920,600
01/31/2025	83,600	2.520%	23,199.12	106,799.12		837,000	837,000
06/30/2025					106,799.12	837,000	837,000
01/31/2026	83,600	2.520%	21,092.40	104,692.40		753,400	753,400
06/30/2026					104,692.40	753,400	753,400
01/31/2027	83,600	2.520%	18,985.68	102,585.68		669,800	669,800
06/30/2027					102,585.68	669,800	669,800
01/31/2028	83,600	2.520%	16,878.96	100,478.96		586,200	586,200
06/30/2028					100,478.96	586,200	586,200
01/31/2029	83,600	2.520%	14,772.24	98,372.24		502,600	502,600
06/30/2029					98,372.24	502,600	502,600
01/31/2030	83,600	2.520%	12,665.52	96,265.52		419,000	419,000
06/30/2030					96,265.52	419,000	419,000
01/31/2031	83,600	2.520%	10,558.80	94,158.80		335,400	335,400
06/30/2031					94,158.80	335,400	335,400
01/31/2032	83,600	2.520%	8,452.08	92,052.08		251,800	251,800
06/30/2032					92,052.08	251,800	251,800
01/31/2033	83,600	2.520%	6,345.36	89,945.36		168,200	168,200
06/30/2033					89,945.36	168,200	168,200
01/31/2034	83,600	2.520%	4,238.64	87,838.64		84,600	84,600
06/30/2034					87,838.64	84,600	84,600
01/31/2035	84,600	2.520%	2,131.92	86,731.92			
06/30/2035					86,731.92		
	1,255,000		253,184.40	1,508,184.40	1,508,184.40		

**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 14

**ITEM TO BE CONSIDERED**

**Title:** Appointments

**Brief Summary:**

The Board should fill 5 vacancies on the Golf Cart Advisory Committee.

There are currently 4 members with terms expiring January 2020. Taney Browder and Paul Buchanon have expressed interest in serving another two year term that would expire January 2022.

There is also 1 vacancy due to the early resignation of Martha Levey. An appointment will be needed for an individual to serve the remainder of her unexpired term that expires January 2021.

In addition to current members Taney Browder and Paul Buchanon, the Town solicited applicants and the following individuals have also expressed interest in serving - Jim Blanton, Jeanne Clark, Jeff Spady, Travis Speight, and Jay Thomas.

**Suggested Motion(s):**

Motion to appoint \_\_\_\_\_, \_\_\_\_\_, \_\_\_\_\_,  
and \_\_\_\_\_ to new terms on the Golf Cart Advisory Committee that  
expire January 2022.

Motion to appoint \_\_\_\_\_ to serve on the Golf Cart Advisory Committee to  
complete the term of outgoing member Martha Levey with a term expiring January 2021.

**BACKGROUND**

**Originating Department / Individual:**

Board of Commissioners \_\_\_\_\_



**Attachments:**

- 1 Golf Cart Advisory Committee Roster
- 2 Letters of Interest - New Applicants
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_

TOWN OF EMERALD ISLE  
Golf Cart Advisory Committee Members

The Golf Cart Advisory Committee is tasked with promoting the safe use of golf carts, identifying strategies to expand golf cart access, and coordinating fundraising activities for future golf cart infrastructure.

January 2021	Chris Blythe
January 2021	Martha Levey
January 2021	Michael Taylor
January 2020	Michael Ayers
January 2020	Taney Browder
January 2020	Paul Buchanan
January 2020	Ted Harrell

In order to provide staggered terms, 4 members were initially appointed to a 2-year term and 3 members were initially appointed to a 1-year term, with all serving subsequent 2-year terms.

Effective 1/8/2019

**TOWN OF EMERALD ISLE  
Board of Commissioners**



**AGENDA ITEM COVER SHEET**

Meeting Date: January 14, 2020

Agenda Item #: 15

**ITEM TO BE CONSIDERED**

Title: Comments from Town Manager

**Brief Summary:**

Written updates from the Town Manager on various issues.  
Monthly budget report.  
Monthly department head reports.  
Monthly statistical report.

**Suggested Motion:**

No formal action required.

**BACKGROUND**

**Originating Department / Individual:**

Matt Zapp, Town Manager

**Attachments:**

- 1 Memo from Zapp
- 2 \_\_\_\_\_
- 3 \_\_\_\_\_
- 4 \_\_\_\_\_
- 5 \_\_\_\_\_
- 6 \_\_\_\_\_
- 7 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_



Nice Matters!

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**Town Manager**  
Matt Zapp  
[mzapp@emeraldisle-nc.org](mailto:mzapp@emeraldisle-nc.org)



# MEMO

**TO:** Mayor Barber and Board of Commissioners  
**FROM:** Matt Zapp, Town Manager  
**SUBJECT:** Comments from Town Manager  
**DATE:** January 6, 2020

## Hurricane Dorian-

On December 16, 2019, the Public Works Department completed the Hurricane Dorian related vegetative debris collection. As a result, the Finance Department is working on final details with FEMA to receive grant funding of approximately \$275,000 to offset Hurricane Dorian efforts. We will work to keep the Board apprised of the progress with FEMA.

## Islander Drive- Redevelopment

Emerald Isle staff continues to work closely with ARK Consulting, A-Team and CCEC on the upcoming Village West and the Islander Drive improvements.

*BID PROCESS-* ARK Consulting released a bid announcement on Friday January 3, 2020 for associated public roadway work. A pre-bid conference is slated for January 9<sup>th</sup> @ 2:00 PM. Sealed bids are due by Monday January 27<sup>th</sup> @ 2:00 PM. Following receipt of the bids, staff will bring the lowest and best bid forward for consideration by the BOC. A Special Meeting may be necessary to award a contract, as the roadway portion of this project is time sensitive. If possible, we desire to complete Islander Drive road work by April 2020.

## Western Ocean Regional Access Improvements

In an effort to complete the desired work at the WORA, town staff will bid and complete this project independent of the Islander Drive roadway work. In order for Alesia Sanderson to bid the proposed sidewalk/boardwalk installation, an easement with the Islander Hotel is needed. A surveyed drawing and associated easement are being developed now. Upon completion, the necessary approvals will be brought before the BOC for approval.

Grant funds associated with this project must be utilized before June 30, 2020. It is expected that construction will take place before the peak of the Summer 2020 season.

## Beach Nourishment

Permits for this year's project are in hand and engineers are prepared to provide the "Notice to Proceed" to the Contractor. A pre-construction conference is scheduled for the 8<sup>th</sup> of January. GLDD intends to mobilize submerged pipeline (this will take place inside Morehead City Harbor) sometime during the week of the 13<sup>th</sup> of January.

*LOCAL IMPACT-* Expect to see construction in Emerald Isle late March and into April 2020.

*COMMUNICATIONS-* Emerald Isle staff will provide communications to the public, following the pre-construction conference. As progress nears our jurisdiction, communications will become more frequent.

***End of Report***

**TOWN OF EMERALD ISLE**

**Monthly Budget Report - Major Funds Only**

**50% of Fiscal Year Completed**

**December 2019**

<u>GENERAL FUND</u>	<u>Budget</u>	<u>Actual Thru</u> <u>31-Dec-19</u>	<u>Percent of</u> <u>Budget</u>	<u>Balance as of</u> <u>31-Dec-19</u>	<u>Notes on</u> <u>Major Deviations</u>
<b>REVENUES</b>					
Property Tax	4,399,786	3,725,609	85%	(674,177)	1
Sales Tax	2,091,853	582,623	28%	(1,509,230)	2
State-Shared Revenues	788,642	339,679	43%	(448,963)	3
Solid Waste Fees	1,585,200	1,357,038	86%	(228,162)	1
EMS Service Fees	215,000	115,060	54%	(99,940)	
Development Permit Fees	248,000	97,851	39%	(150,149)	
Other Fees	406,000	268,279	66%	(137,721)	4
Parks and Recreation Fees	191,000	71,009	37%	(119,991)	
Grant Revenues	74,303	30,940	42%	(43,363)	5
Other Revenues	169,100	145,407	86%	(23,693)	6
Installment Financing Proceeds	250,000	-	0%	(250,000)	7
Interest Earnings	25,000	31,596	126%	6,596	
Special Sep Allow Fund Balance	60,400	-	0%	(60,400)	
Appropriated Fund Balance	427,244	-	0%	(427,244)	8
<b>TOTAL REVENUES</b>	<b>10,931,528</b>	<b>6,765,090</b>	<b>62%</b>	<b>(4,166,438)</b>	
<b>EXPENDITURES AND ENCUMBRANCES</b>					
Governing Body	99,708	48,554	49%	51,154	
Legal	15,000	6,239	42%	8,761	
Administration	723,414	367,939	51%	355,475	
Police	1,940,957	972,673	50%	968,284	
Fire	1,806,382	850,101	47%	956,281	
EMS	1,119,476	415,694	37%	703,782	
Planning and Inspections	185,932	93,095	50%	92,837	
Public Works	879,339	365,868	42%	513,471	
Waste Management	1,518,453	803,079	53%	715,374	
Parks and Recreation	1,186,594	512,523	43%	674,071	
Nondepartmental	623,181	366,205	59%	256,976	9
Debt Service	378,092	9,000	2%	369,092	10
Transfers to Other Funds	455,000	422,050	93%	32,950	11
<b>TOTAL EXPENDITURES AND ENCUMBRANCES</b>	<b>10,931,528</b>	<b>5,233,020</b>	<b>48%</b>	<b>5,698,508</b>	

NOTES:

- 1 Property tax bills were mailed mid-August. The majority of property tax and solid waste collections occur during November through January.
- 2 Three month lag in sales tax distribution. Sales tax distributions are trending upward approximately 5% year over year. First three months of distributions for FY 2020 are significantly higher than FY 2019.
- 3 Most state-shared revenues are distributed quarterly, beginning in December. Powell Bill distributions have been received.
- 4 Other fees includes seasonal region access parking and beach driving permit fees.
- 5 SAFER grant reimbursements for three Firefighter positions are anticipated quarterly. Quarterly reimbursements will decrease from 75% to 35% of total salaries and benefits effective October, 2019. Total amount also includes Bullet Proof Vest grant.
- 6 Other revenues include insurance proceeds, and donations which were not previously budgeted, as well as quarterly ABC Board distributions.
- 7 Installment financing proceeds budgeted for new Braun ambulance, and financing agreement is planned for January, 2020.
- 8 Appropriated fund balance for FY 2019 NC Office of Recovery & Resiliency grant and contracts carried over from FY 2019 for street light improvements and building repairs.
- 9 Majority of annual insurance premiums paid in July.
- 10 Debt service payment to date for installment purchase of Lot 1, Shell Cove North.
- 11 Transfers from the General Fund to Future Beach Nourishment Fund and Golf Cart Infrastructure Improvements Project are complete.

1/10/2020

TOWN OF EMERALD ISLE

Monthly Budget Report - Major Funds Only

50% of Fiscal Year Completed

December 2019

<u>FUTURE BEACH NOURISHMENT FUND</u>	<u>Budget</u>	<u>Actual Thru</u> <u>31-Dec-19</u>	<u>Percent of</u> <u>Budget</u>	<u>Balance as of</u> <u>31-Dec-19</u>	<u>Notes on</u> <u>Major Deviations</u>
<b>REVENUES</b>					
Primary Benefit Special District Taxes	281,599	237,344	84%	(44,255)	1
Transfer from General Fund	400,000	400,000	100%	-	
Interest Earnings	85,000	15,776	19%	(69,224)	
<b>TOTAL REVENUES</b>	<b>766,599</b>	<b>653,120</b>	<b>85%</b>	<b>(113,479)</b>	
<b>EXPENDITURES AND ENCUMBRANCES</b>					
Appropriation to Fund Balance	766,559	-	0%	766,559	
<b>TOTAL EXPENDITURES AND ENCUMBRANCES</b>	<b>766,559</b>	<b>-</b>	<b>0%</b>	<b>766,559</b>	

NOTES:

1 Property tax bills were mailed mid-August. Majority of property taxes are paid in November, December, and January.

<b>SUMMARY OF CASH ACCOUNTS</b>	<b>Current Month</b>		
	<u>Last Year</u>	<u>Last Month</u>	<u>Current Month</u>
Cash / Checking - BB&T **	3,144,845	(1,901,595)	(1,407,438)
NC Capital Management Trust - Cash Portfolio	606,794	4,101,478	4,951,338
NC Capital Management Trust - Term Portfolio	138,507	1,144,488	1,146,206
<b>GENERAL FUND</b>	<b>3,890,146</b>	<b>3,344,372</b>	<b>4,690,106</b>
<b>OTHER FUNDS (Capital and Special Revenue) **</b>	<b>(1,696,992)</b>	<b>1,837,374</b>	<b>1,797,150</b>
Cash / Checking - BB&T **	(6,248)	732,533	796,250
NC Capital Management Trust-Cash Portfolio	298	2,242	2,245
NC Capital Management Trust-Term Portfolio	4,069,867	1,566,566	1,568,918
<b>FUTURE BEACH NOURISHMENT FUND</b>	<b>4,063,917</b>	<b>2,301,341</b>	<b>2,367,413</b>
<b>TOTAL CASH - ALL FUNDS</b>	<b>6,257,071</b>	<b>7,483,087</b>	<b>8,854,669</b>

\*\* Note: Other Funds includes Hurricane Florence Fund - which includes NC Office of Recovery and Resiliency State Revolving Fund Loan proceeds used to fund recovery expenses pending FEMA reimbursements.

\*\* Negative amounts in individual funds caused by "Pooled" Cash.

\*\* All Funds held in "Pooled" Cash / Checking - BB&T. Current Month Balance = \$1,185,912.



Nice Matters!

**Town of Emerald Isle**  
7500 Emerald Drive  
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**Finance Director**  
Laura Rotchford  
[lrotchford@emeraldisle-nc.org](mailto:lrotchford@emeraldisle-nc.org)



## MONTHLY DEPARTMENT REPORT - Narrative

Administration Department

December, 2019

### Significant Accomplishments During Past Month:

- Reviewed daily deposit entries for accuracy
- Processed weekly accounts payable
- Monitored cash balances in BB&T and NCCMT accounts to optimize interest earnings over bank service fees
- Reconciled Bank and NCCMT statements for all Funds
- Submitted Annual Financial Information Report to NC State Treasurer
- Submitted Application to GFOA for Certificate of Achievement for Excellence in Financial Reporting award
- Submitted CAFR and Single-Audit Reporting to Federal Audit Clearinghouse
- Closed out payroll for 2019 Tax Year – updating all new State and Federal tax parameters for the 2020 Tax Year
- Submitted annual Claim for Refund of Sales and Use Tax to NC DOR
- Processed bi-weekly payrolls, and all related reports
- Completed all monthly, quarterly, and annual processes related to payroll
- Provided Human Resource assistance as needed and requested
- Enrolled 1 new part-time employee
- Posted Town notices, advertisements, proclamations
- Daily updates and maintenance to Town website, other social media
- Prepared Minutes for the December 10, 2019 Regular Board Meeting and the December 10, 2019 Special and Closed Session Meetings.

### Significant Planned Tasks / Objectives for Next Month:

- Ongoing work with NC Emergency Management and FEMA on appropriate claims, and documentation for hurricane recovery expenses – Florence & Dorian
- Continue implementation process for Boardbook – new online and paperless agenda application
- Ongoing work with Tyler Technologies for implementation of Incode Software
- Submit quarterly and annual payroll reports to IRS and NC DOR
- Prepare and distribute 1099 tax forms
- Prepare and distribute annual ACA Health Care forms and W-2 tax forms
- Submit semi-annual LGC-203 report on Cash & Investments to NC State Treasurer
- Submit annual Municipal Certification for Valuation and Property Tax Levies (TR-2) to NC DOR
- Assess interest on delinquent tax bills for 2019 and begin delinquency notification process

Submitted by: Laura Rotchford, Finance Director



Nice Matters!

**Emerald Isle EMS Department**  
7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-2249 voice  
252-354-9384 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**EMS Chief**  
David Jones  
[djones@emeraldisle-nc.org](mailto:djones@emeraldisle-nc.org)

**DIAL 911 FOR EMERGENCIES**



## MONTHLY DEPARTMENT REPORT – Narrative

EMS Department

December 2019

### Significant Accomplishments during Past Month:

- EMS hosted the Emerald Isle Supper Club's meeting on December 12<sup>th</sup>.
- EMS taught a Continuing Education Class on Environmental Emergencies here on December 19<sup>th</sup> to our EMS personnel and others throughout the county.
- Chief Jones attending a meeting on Pulsara, which is an secure app that allows faster and more accurate cardiac data to be transferred to the receiving hospital. This is a free to EMS program and EIEMS will start utilizing this program in the coming months
- EMS participated in the Emerald Isle Christmas Parade and gave away lots of popcorn and hot chocolate to the parade attendees.
- EMS held its Christmas Party at CaribSea for all of our employees and volunteers. Everyone had a great time and the food was amazing.

### Significant Planned Tasks / Objectives for Next Month:

- Chief Jones will be in Van Wert, Ohio January 8<sup>th</sup>-9<sup>th</sup> to do final inspection on the Town's new ambulance.
- EMS expects to take delivery of the new ambulance in January with the goal of having it in service for the community by the end of the month.
- EMS will be completing their yearly physicals in January.
- EMS will also be teaching an EMS continuing education class on January 23<sup>rd</sup> at the EMS building.

### Special Items of Interest to Note:

- The Town's new EMS unit will be delivered in January.

Respectfully Submitted by: David Jones, EMS Chief



Nice Matters!

**Emerald Isle  
Fire Department**  
7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-2445 voice  
252-354-4081 fax

[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Fire Chief**  
William W. Walker  
[bwalker@emeraldisle-nc.org](mailto:bwalker@emeraldisle-nc.org)

**DIAL 911 FOR EMERGENCIES**



## MONTHLY DEPARTMENT REPORT - Narrative

Fire Department

December 2019

### Significant Accomplishments during Past Month:

- We attended a variety of area Christmas parades throughout the month
- Crews updated the local businesses preplans.
- We finished up the Hydrant test this month

### Significant Planned Tasks / Objectives for Next Month:

- We have started taking applications for the lifeguards for the 2019 season.
- We are preparing for the 2020 season
- We are scheduled to take our annual physicals this month to certify to wear airpack's.
- Took delivery of a new jeep for the lifeguards

### Special Items of Interest to Note:

- Chief Askew had rotator cuff Surgery this month, we are praying for a speedy recovery.

Submitted by: William W. Walker, Fire Chief



Nice Matters!

**Emerald Isle  
Parks and Recreation  
Department**

7500 Emerald Drive  
Emerald Isle, NC 28594

252-354-6350 voice  
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[www.emeraldisle-nc.org](http://www.emeraldisle-nc.org)

**Parks and Recreation Director**  
Alesia F. Sanderson  
[asanderson@emeraldisle-nc.org](mailto:asanderson@emeraldisle-nc.org)



**MONTHLY DEPARTMENT REPORT – Narrative**

Parks and Recreation Department

December 2019

**Significant Accomplishments during Past Month:**

- Maintained parks
- Maintained town building grounds
- Maintained Emerald Dr. ROW appearance
- 8<sup>th</sup> Annual Holiday Arts and Crafts Fair occurred December 7<sup>th</sup>
- Santa and a Movie took place on December 13<sup>th</sup>
- American Red Cross Blood Drive was held on December 20<sup>th</sup>
- Community center closed at 5pm on December 24<sup>th</sup>
- Community Center was be closed on 25<sup>th</sup> for Christmas holiday
- Community Center closed at 5pm on December 31<sup>st</sup>

**Significant Planned Tasks / Objectives for Next Month:**

- Community Center will be closed on January 1<sup>st</sup> for New Year
- Friday Free Flick to take place on January 10<sup>th</sup> featuring “Norm of the North”

**Special Items of Interest to Note:**

- Friday Free Flick to take place on February 14<sup>th</sup> featuring “A Charlie Brown Valentine”
- American Red Cross Blood Drive is scheduled for February 21<sup>st</sup>

Submitted by: Alesia Sanderson, Parks and Recreation Director



Nice Matters!

Emerald Isle  
Police Department  
500 Emerald Drive  
Emerald Isle, NC 28594

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52-354-6767 fax

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Chief of Police  
James A. Reese  
[reese@emeraldisle-nc.org](mailto:reese@emeraldisle-nc.org)

**CALL 911 FOR EMERGENCIES**



## MONTHLY DEPARTMENT REPORT - Narrative

Police Department

December 2019

### Significant Accomplishments during the past Month:

- The final presentation of the 2019 PEP program covered “Neighborhood Watch Annual Update” and was presented by Chief T. Reese of the police department. This class provided tips and information to citizens on how to ensure your safety through awareness of your surroundings and tactical planning. There were 18 people in attendance. Some of the highlights of this presentation were crime statistics which showed a 67% increase in the number of calls for service with a 25% decrease in the number of crimes being reported since the start of the program. Additionally, statistics indicate a 50% decrease in violent crimes and a 37.6% decrease in property crimes. This would indicate that the program has been a huge success for the community. The PEP program continues to be a great opportunity for the department to partner with the community and other agencies to educate the public on topics related to current events and to bring a better understanding of the public on the programs, capabilities and resources available in our area.
- Coffee with a Cop was held at “Ben and Jerry’s” and there were 14 people in attendance, including some new residents. This program continues to be a great avenue of getting information out about the town and town events for the department and the town residents, as well as, an opportunity for the officers and our residents to get to know each other on a personal level and share information and ideas about the happenings and issues in Emerald Isle.
- The department continues its participation in the Carteret County HEAT Task Force. We would like to thank all of the agencies support this effort. The checking station this month was held in Emerald Isle and there were 3 DWI arrests and 15 citations issued.
- Beach Driving began on September 15<sup>th</sup>. The department continues daily patrols of the beach strand to ensure safety and enforcement of the rules and regulations of the program. This year, the department took over the issuance of Beach Driving Permits from Town Hall. In the month of December, the department issued 90 beach driving permits. A total of 2,490 beach driving permits have been issued for the FY19-20 season.
- The department continues to administer the Golf Cart Registration Program for the town. Registration for the 2020 calendar year began in November. In the month of December the department issued a total of 183 golf cart registrations. There have been a total of 189 registrations issued for calendar year 2020. The final total for golf cart registrations issued for the 2019 calendar year was 1,064, which was a 19.2% increase over the number of registrations issued for the 2018 calendar year. This continues to be a widely popular program and the department will continue to work hard to ensure the safety of the program and the public through education and enforcement.
- The department began offering the annual “Golf Cart Safety” classes, with two classes being offered in the month of December. This program provides valuable information to golf cart registrants while also providing a \$25.00 discount towards the cost of registration or renewal. There were a total of 53 attendees at the classes.
- The department began administering the annual Coyote trapping program on December 1, 2020 and will continue through February 28, 2020, which is the

authorized coyote trapping season for Carteret County. As usual, we are working closely with the North Carolina Department of Wildlife and utilizing the services of a Wildlife Depredation Agent in all trapping being conducted on town property. Additionally, the department is working with town residents interested in participating in the program by providing guidance and resources to have their concerns addressed on private property. In the month of December there were 7 coyotes harvested in Emerald Isle, all of which came from the Coast Guard Road area. The department continues to keep records on coyote harvests to provide information to the North Carolina Wildlife biologist as part of the towns urban wildlife management plan.

- Chief Reese attended the monthly Carteret County Chief's Meeting in Morehead City. The topic of discussion was updates to new legislation and the effects on law enforcement, active shooter training for agencies in the county and communications in the county.
- The department sponsored and attended the annual "Neighborhood Watch Appreciation Dinner" in recognition of the hard work and achievements the EINW program has achieved in reducing crime in Emerald Isle. This year's guest speakers were Rudy Rudolph who discussed beach re-nourishment, Town Manager Matt Zapp who discussed projects in Emerald Isle, and Chief Tony Reese who talked about the past, present and future of neighborhood watch in Emerald Isle. There were 92 people in attendance and this was a great event for the program. SRO S. DeLorme deserves a lot of credit for all that she does in aiding the board in administering the program and in putting events like this together.
- The department hosted a retirement reception for Assistant Chief Bill Bailey who retired in December after 29 years of service to the Town of Emerald Isle. Assistant Chief Bailey was a great leader and an asset to the department and community. His service was honored at this event with over 100 people in attendance. He was presented with the Distinguished Service Medal by Chief Reese at this event. Additionally, Assistant Chief Bailey was honored at the December town board meeting by the Board of Commissioners where he was presented with a retirement plaque and his badge and service weapon. He will truly be missed.
- Chief Reese attended a with the Town Manager and Department Heads as part of an effort to review and update our Town Emergency Operations Plan when dealing with storms and natural disasters. Additionally, Chief Reese and Town Manager Zapp met with the General Manager of MacDaddy's to negotiate the use of the facility as an off island EOC in the event of a catastrophic storm. That process is ongoing and updates will be provided as they are available.
- Chief Reese attended the Golf Cart Advisory Committee meeting where discussion of ways to improve community access for the golf cart program continued. The committee is continuing to work on plans to improve parking in various locations in town. There are three members whose terms are ending in January and have requested to be replaced. The openings have been posted to the public by the Town Clerk.
- The department provided escorts for the Mayor in several holiday parades being hosted in other local communities.
- Chief Reese, IT Paul Cheshire and records personnel worked with Southern Software and the State of North Carolina to update to a new RMS software format. The software is part of a new reporting requirement by the Federal Bureau of Investigation that will replace the UCR Crime Reporting system with the modern NIBRS reporting system. The new system has created several changes in the way reporting is being done and the department will continue to work to change policies and procedures, as needed, to adapt to the new demands.
- Officer T. Robinson completed the Crisis Intervention Training certification course offered December 9<sup>th</sup> through the 13<sup>th</sup> by the North Carolina Department of Health and Human Services in Pine Knoll Shores. This class teaches officers strategies and negotiation tactics when dealing with persons in crisis.
- Lt. M. Odom completed the Police Law Institute training course offered December 3<sup>rd</sup> through the 13<sup>th</sup> by the North Carolina Justice Academy. This class teaches officers the skills necessary to conduct enforcement activities associated with search warrants, warrantless searches, interviews, eyewitness identifications and nontestimonial identification and other high liability processes in law enforcement.

### **Significant Planned Tasks / Objectives for Next Month:**

- The first PEP Program presentation for 2020 will be held on January 21, 2020 in the Town Board Room at 10:00am. This month's topic will be on "Firearm's Safety" and will be presented by Department Firearms Instructor Sergeant Tyler Biskup of the Emerald Isle Police Department.
- The Coffee with a Cop community outreach program will be held at "Movement Mortgage" in the K&V Plaza on January 23, 2020 at 9 am. Movement Mortgage is a new business to the program this year and we look forward seeing everyone there and always look forward to meeting and welcoming new attendees.
- The department will continue its support and participation in the Carteret County HEAT Task Force.
- The department will continue to participate in the Carteret County Chief's Meeting held monthly at the Morehead City Police Department. This meeting is an opportunity for command staff officers from across the county to meet and discuss events, training and other concerns in the law enforcement community.
- The department will continue to offer in house training on relevant topics for our officers. Officers are still encouraged to attend online training through the NCJA website and will be attending training in other job related areas.
- The department will continue to participate in the multi-agency Rapid Response Active Shooter training and Command Staff Active Shooter Training in the county.
- Chief Reese and SRO DeLorme will attend the monthly meeting of the EINW Program. These meetings are open to the public and held on the first Tuesday of the month in the Board Meeting Room at the police department. The EINW Board is doing a great job of promoting the program in the community and working with the department to educate and inform residents on crime safety information and crime prevention strategies.
- Chief Reese will continue to participate in the Golf Cart Advisory Committee meetings. These meeting are open to the public and held on the third Tuesday of the month in the Board Meeting Room at the police department at 5:30pm. This committee is focused on improving and expanding the Golf Cart Program in Emerald Isle.
- The department will continue to administer the annual Coyote Trapping program as part of the Towns Urban Wildlife Management Plan.
- The department will continue to administer the Golf Cart Safety classes as part of the Golf Cart program. Classes began in December and will continue through May of 2020. The department will host at least two classes per month to promote education and safety as part of the program.
- The department will begin a recruiting process to select a replacement for retired Assistant Chief Bailey. The current timeline for that process is as follows:
  - January 3<sup>rd</sup>: Public posting of position
  - January 24<sup>th</sup>: Application Deadline
  - January 30<sup>th</sup>: Application screening committee begins review of applicants
  - February 4<sup>th</sup>: Application screening committee makes final selection of candidates for interviews.
  - February 7<sup>th</sup>: Status letters sent to all applicants. Finalist will receive continuation packet with project instructions, process requirements and interview dates and times.
  - February 21<sup>st</sup>: Candidate Interviews and presentations
  - February 24 – March 4<sup>th</sup>: reserved for follow up interviews and deliberation
  - March 6<sup>th</sup>: - Announcement of new Assistant Chief.

### **Special Items of Interest to Note:**

- The department continues recruiting efforts to fill six (9) vacancies in our part-time staff. There are currently multiple openings for full-time officers in the county and surrounding areas, which makes recruiting officers for part-time work more challenging.

- The department continues to offer refrigerator magnets containing beach safety information and beach rules and regulations for purchase for \$2.00 per magnet. They have been widely popular and are being utilized by realty companies and private homeowners to put in rental units to bring awareness to beach flag meanings, rip current information and the Emerald Isle APP. All proceeds will go to purchase more magnets.

Respectfully Submitted by: James A. Reese, Chief of Police



Nice Matters!

**Emerald Isle**  
**Public Works Department**  
7500 Emerald Drive  
Emerald Isle, NC 28594

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**Public Works Director**  
John "Artie" Dunn  
[adunn@emeraldisle-nc.org](mailto:adunn@emeraldisle-nc.org)

## MONTHLY DEPARTMENT REPORT - Narrative

Public Works Department

December 2019

### Significant Accomplishments During Past Month:

- Made stormwater repairs/improvements at Cape Emerald discharge pipe
- Replaced a failed driveway culvert at Island Circle
- Returned New Bern brush truck
- Assisted Cape Carteret with annual brush pick up
- Cleaned ditches throughout town
- Maintained all stormwater drop inlets throughout town (100 +)
- Load and Haul 48 Cu. Yds. of white goods to recycler
- Painted STOP bars at Lee Ave. / Archers Creek Dr.
- Used PKS bucket truck to assist Paul Cheshire with Police Dept. camera maintenance (Roundabout)
- Maintained rain gutters at all town facilities.
- Installed safety mirror at Point Ramp to aid in the safety of beach drivers

### Significant Planned Tasks / Objectives for Next Month:

- Continue to monitor and maintain stormwater system
- Continue to make stormwater improvements where necessary
- Continue to work on street repair list.
- Keep all vehicle beach access ramps maintained
- Continue to work on street sign list

### Special Items of Interest to Note:

- Removed and buried 4 deer from Town ROW's
- Recorded 2.78 inches of rainfall for December
- Recorded 35.85 inches rainfall for all of 2019
- Loaded and hauled 2100 Cu Yds of vegetative debris from town ROW's
- Removed 18 tires from beach strand after the Nor Easter

**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
**FY 2019-20**



Data through end of December 2019 , except as noted otherwise

**GENERAL ADMINISTRATION**

	# Unique Web Site Visits						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	103,932	70,426	44,823	50,914	58,516	54,600	-6.69%
August	51,431	47,053	69,222	36,000	47,450	44,405	-6.42%
September	43,349	30,843	30,182	37,283	408,320	167,790	-58.91%
October	39,791	17,503	49,681	19,661	39,887	20,926	-47.54%
November	32,446	12,107	13,435	16,105	19,375	19,199	-0.91%
December	31,165	9,893	13,863	12,033	14,260	14,843	4.09%
January	44,118	14,039	17,021	21,112	19,852		-100.00%
February	42,514	14,548	18,464	19,224	18,628		-100.00%
March	51,412	20,837	28,682	30,771	29,321		-100.00%
April	45,419	17,822	26,365	27,154	31,318		-100.00%
May	55,214	31,848	34,420	32,133	45,614		-100.00%
June	69,219	39,491	45,177	44,072	46,082		-100.00%
<b>TOTAL - Entire FY</b>	610,010	326,410	391,335	346,462	778,623	321,763	-58.68%
<b>TOTAL - FY to Date</b>	103,932	70,426	44,823	50,914	58,516	54,600	-6.69%

	# Downloads - The Emerald Isle APP						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	3,241	7,396	8,727	8,735	0.09%
August	not available	not available	3,810	7,929	8,729	8,736	0.08%
September	not available	not available	4,111	8,347	8,731	8,736	0.06%
October	not available	not available	4,629	8,550	8,731	8,737	0.07%
November	not available	not available	4,759	8,695	8,732	8,737	0.06%
December	not available	not available	4,897	8,701	8,733	8,737	0.05%
January	not available	not available	5,030	8,707	8,734		-100.00%
February	not available	not available	5,150	8,714	8,734		-100.00%
March	not available	not available	5,356	8,719	8,734		-100.00%
April	not available	not available	5,701	8,720	8,734		-100.00%
May	not available	1,398	6,072	8,721	8,734		-100.00%
June	not available	2,353	6,635	8,724	8,735		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	# Subscribers to Email Newsletter						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	6,498	6,775	6,848	7,471	7,797	10,087	29.37%
August	6,516	6,797	6,851	7,512	7,811	10,177	30.29%
September	6,526	6,834	6,857	7,678	10,258	10,762	4.91%
October	6,546	6,823	7,194	7,689	10,200	10,744	5.33%
November	6,532	6,823	7,191	7,686	10,143	10,713	5.62%
December	6,521	6,817	7,190	7,676	10,114	10,696	5.75%
January	6,556	6,823	7,199	7,717	10,067		-100.00%
February	6,594	6,827	7,202	7,719	10,034		-100.00%
March	6,641	6,815	7,201	7,722	10,075		-100.00%
April	6,670	6,818	7,203	7,730	10,075		-100.00%
May	6,697	6,817	7,222	7,742	10,106		-100.00%
June	6,731	6,835	7,399	7,741	10,102		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	# Twitter Followers						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1,897	2,248	2,568	2,919	3,548	5,521	55.61%
August	1,916	2,288	2,613	2,978	3,510	5,562	58.46%
September	1,924	2,318	2,621	3,042	5,413	5,885	8.72%
October	1,938	2,386	2,761	3,062	5,413	5,887	8.76%
November	1,959	2,399	2,763	3,075	5,400	5,890	9.07%
December	1,979	2,416	2,767	3,097	5,381	5,875	9.18%
January	2,008	2,428	2,775	3,146	5,377		-100.00%
February	2,021	2,447	2,790	3,166	5,734		-100.00%
March	2,056	2,464	2,794	3,204	5,387		-100.00%
April	2,071	2,488	2,796	3,233	5,397		-100.00%
May	2,103	2,522	2,802	3,276	5,421		-100.00%
June	2,208	2,553	2,848	3,335	5,470		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
**FY 2019-20**



Data through end of December 2019 , except as noted otherwise

**GENERAL ADMINISTRATION**

	# Hurricane Re-Entry Permits						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	318	34	20	48	20	27	35.00%
August	104	37	57	142	28	48	71.43%
September	15	40	83	225	1,113	706	-36.57%
October	7	82	520	9	46	-	-100.00%
November	8	10	5	6	9	5	-44.44%
December	7	11	5	5	8	5	-37.50%
January	8	7	3	2	11		-100.00%
February	7	6	9	6	3		-100.00%
March	14	7	17	19	7		-100.00%
April	17	13	15	15	25		-100.00%
May	14	27	19	21	33		-100.00%
June	43	32	41	25	16		-100.00%
<b>TOTAL - Entire FY</b>	<b>562</b>	<b>306</b>	<b>794</b>	<b>523</b>	<b>1,319</b>	<b>791</b>	<b>-40.03%</b>
<b>TOTAL - FY to Date</b>	<b>318</b>	<b>34</b>	<b>20</b>	<b>48</b>	<b>20</b>	<b>27</b>	<b>35.00%</b>

	# Facebook "Likes"						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	not available	not available	20,282	31,564	55.63%
August	not available	not available	not available	not available	20,460	32,013	56.47%
September	not available	not available	not available	not available	29,279	35,869	22.51%
October	not available	not available	not available	not available	29,406	35,965	22.30%
November	not available	not available	not available	not available	29,469	36,057	22.36%
December	not available	not available	not available	17,917	29,485	36,084	22.38%
January	not available	not available	not available	18,385	29,523		-100.00%
February	not available	not available	not available	18,518	29,571		-100.00%
March	not available	not available	not available	18,663	29,795		-100.00%
April	not available	not available	not available	18,764	29,860		-100.00%
May	not available	not available	not available	18,983	30,756		-100.00%
June	not available	not available	not available	19,267	31,113		-100.00%

	# Subscribers to Text Message Alerts						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	not available	891	1,882	4,549	141.71%
August	not available	not available	not available	1,221	1,894	4,824	154.70%
September	not available	not available	not available	1,433	4,591	6,109	33.06%
October	not available	not available	not available	1,528	4,621	5,705	23.46%
November	not available	not available	not available	1,548	4,626	5,713	23.50%
December	not available	not available	not available	1,612	4,630	5,720	23.54%
January	not available	not available	not available	1,699	4,631		-100.00%
February	not available	not available	not available	1,705	4,632		-100.00%
March	not available	not available	not available	1,713	4,644		-100.00%
April	not available	not available	not available	1,731	4,676		-100.00%
May	not available	not available	not available	1,758	4,737		-100.00%
June	not available	not available	583	1,785	4,782		-100.00%

	# Beach Equipment Exception Stickers						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	29	37	55	26	32	14	-56.25%
August	15	66	29	2	14	17	21.43%
September	2	-	-	10	-	2	
October	-	1	5	14	-	10	
November	-	2	-	-	-	-	
December	-	2	-	-	-	-	
January	-	-	-	2	-		
February	-	-	4	-	2		-100.00%
March	2	6	4	6	-		
April	14	2	12	12	2		-100.00%
May	11	8	10	26	23		-100.00%
June	48	53	16	24	12		-100.00%
<b>TOTAL - Entire FY</b>	<b>121</b>	<b>177</b>	<b>135</b>	<b>122</b>	<b>85</b>	<b>43</b>	<b>-49.41%</b>
<b>TOTAL - FY to Date</b>	<b>29</b>	<b>37</b>	<b>55</b>	<b>26</b>	<b>32</b>	<b>14</b>	<b>-56.25%</b>

**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
**FY 2019-20**



Data through end of December 2019 , except as noted otherwise

**FINANCE AND TAX**

	Total General Fund Cash						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 1,133,307	\$ 1,154,925	\$ 1,161,698	\$ 1,147,231	\$ 1,450,894	\$ 2,001,998	37.98%
August	\$ 1,329,963	\$ 1,116,170	\$ 1,369,072	\$ 1,495,346	\$ 1,695,566	\$ 3,554,735	109.65%
September	\$ 2,089,757	\$ 1,685,078	\$ 1,779,580	\$ 1,728,704	\$ 2,019,275	\$ 4,022,806	99.22%
October	\$ 2,517,517	\$ 1,418,453	\$ 2,046,463	\$ 1,706,450	\$ 1,842,370	\$ 4,132,592	124.31%
November	\$ 3,160,659	\$ 2,631,555	\$ 2,755,461	\$ 2,920,395	\$ 1,665,135	\$ 5,181,746	211.19%
December	\$ 4,091,491	\$ 4,030,104	\$ 4,059,249	\$ 4,159,552	\$ 2,193,154	\$ 6,487,256	195.80%
January	\$ 4,301,824	\$ 3,969,408	\$ 4,149,313	\$ 4,176,941	\$ 2,336,424		-100.00%
February	\$ 3,462,912	\$ 3,663,540	\$ 3,888,687	\$ 3,843,314	\$ 1,828,756		-100.00%
March	\$ 3,320,852	\$ 3,177,917	\$ 3,188,497	\$ 3,197,752	\$ 1,237,440		-100.00%
April	\$ 2,052,362	\$ 2,589,894	\$ 2,796,285	\$ 2,609,528	\$ 861,566		-100.00%
May	\$ 1,358,636	\$ 1,977,925	\$ 2,618,554	\$ 1,823,168	\$ 2,664,124		-100.00%
June	\$ 1,935,542	\$ 1,838,388	\$ 1,769,177	\$ 2,147,488	\$ 2,490,471		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	Total Future Beach Nourish Fund Cash						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 676,025	\$ 1,115,622	\$ 1,824,043	\$ 2,506,886	\$ 3,276,667	\$ 1,598,254	-51.22%
August	\$ 703,625	\$ 1,240,988	\$ 1,860,636	\$ 2,605,071	\$ 3,334,811	\$ 1,831,931	-45.07%
September	\$ 737,915	\$ 1,384,232	\$ 1,995,196	\$ 2,737,804	\$ 3,664,622	\$ 1,860,316	-49.24%
October	\$ 762,627	\$ 1,497,776	\$ 2,127,079	\$ 2,854,116	\$ 3,697,805	\$ 1,874,414	-49.31%
November	\$ 809,531	\$ 1,679,840	\$ 2,395,120	\$ 3,135,950	\$ 4,063,601	\$ 2,301,341	-43.37%
December	\$ 828,184	\$ 1,753,143	\$ 2,702,355	\$ 3,208,444	\$ 4,063,917	\$ 2,367,413	-41.75%
January	\$ 1,016,254	\$ 1,781,190	\$ 2,740,423	\$ 3,243,025	\$ 4,094,630		-100.00%
February	\$ 1,112,906	\$ 1,815,857	\$ 2,745,197	\$ 3,248,762	\$ 4,078,831		-100.00%
March	\$ 1,114,182	\$ 1,818,125	\$ 2,747,765	\$ 3,253,965	\$ 4,031,239		-100.00%
April	\$ 1,114,376	\$ 1,819,105	\$ 2,749,910	\$ 3,258,868	\$ 3,996,470		-100.00%
May	\$ 1,114,847	\$ 1,820,149	\$ 2,502,075	\$ 3,264,743	\$ 2,011,756		-100.00%
June	\$ 1,115,626	\$ 1,821,337	\$ 2,503,325	\$ 3,270,794	\$ 1,608,421		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	Emerald Isle Sales Tax Distribution						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 169,162	\$ 175,450	\$ 163,758	\$ 191,099	\$ 152,136	\$ 207,110	36.13%
August	\$ 159,045	\$ 136,843	\$ 172,581	\$ 151,674	\$ 175,909	\$ 198,097	12.61%
September	\$ 140,424	\$ 144,439	\$ 153,978	\$ 158,075	\$ 156,050	\$ 177,416	
October	\$ 138,547	\$ 128,083	\$ 141,084	\$ 150,279	\$ 168,498		
November	\$ 129,933	\$ 127,515	\$ 145,019	\$ 151,967	\$ 175,590		
December	\$ 150,452	\$ 147,177	\$ 166,076	\$ 160,759	\$ 167,294		
January	\$ 97,627	\$ 115,323	\$ 124,516	\$ 129,379	\$ 136,137		
February	\$ 111,736	\$ 94,728	\$ 130,893	\$ 126,148	\$ 143,748		
March	\$ 115,219	\$ 147,388	\$ 145,030	\$ 168,867	\$ 189,927		
April	\$ 139,209	\$ 144,147	\$ 164,359	\$ 162,735	\$ 183,106		
May	\$ 146,519	\$ 160,387	\$ 155,148	\$ 174,895	\$ 194,506		
June	\$ 171,169	\$ 186,070	\$ 187,138	\$ 203,904	\$ 201,789		
<b>TOTAL - Entire FY</b>	\$ 1,669,042	\$ 1,707,550	\$ 1,849,580	\$ 1,929,781	\$ 2,044,690	\$ 582,623	-71.51%
<b>TOTAL - FY to Date</b>	\$ 1,351,354	\$ 1,361,093	\$ 1,507,294	\$ 1,550,982	\$ 1,648,395	\$ 582,623	\$ 0

	# Delinquent Property Tax Accounts - Current Year Only						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	69	82	94	168	202	230	13.86%
August	65	75	94	161	195	221	13.33%
September	61	73	91	154	195	208	6.67%
October	58	70	87	148	199	180	-9.55%
November	58	69	85	147	187	180	-3.74%
December	56	68	82	142	184	180	-2.17%
January	52	59	75	136	162		-100.00%
February	47	54	66	117	153		-100.00%
March	43	51	66	102	152		-100.00%
April	39	49	53	99	151		-100.00%
May	38	46	49	98	145		-100.00%
June	37	42	48	96	141		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	\$ Value Outstanding Property Tax Accts - Current Year Only						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 29,158	\$ 18,361	\$ 19,399	\$ 29,348	\$ 37,843	\$ 54,270	43.41%
August	\$ 21,776	\$ 16,694	\$ 18,915	\$ 27,831	\$ 31,130	\$ 47,776	53.47%
September	\$ 19,899	\$ 16,444	\$ 18,368	\$ 25,115	\$ 34,879	\$ 43,026	23.36%
October	\$ 19,376	\$ 16,005	\$ 17,803	\$ 24,210	\$ 34,069	\$ 39,279	15.29%
November	\$ 19,376	\$ 14,147	\$ 17,414	\$ 24,193	\$ 34,020	\$ 32,774	-3.66%
December	\$ 18,451	\$ 13,676	\$ 15,056	\$ 21,695	\$ 33,372	\$ 30,026	-10.03%
January	\$ 18,266	\$ 13,421	\$ 13,826	\$ 20,219	\$ 31,246		-100.00%
February	\$ 15,437	\$ 12,417	\$ 12,287	\$ 19,015	\$ 30,289		-100.00%
March	\$ 15,025	\$ 12,328	\$ 12,287	\$ 15,220	\$ 29,546		-100.00%
April	\$ 14,066	\$ 12,019	\$ 10,444	\$ 15,132	\$ 29,544		-100.00%
May	\$ 10,340	\$ 10,587	\$ 8,584	\$ 14,813	\$ 27,020		-100.00%
June	\$ 10,340	\$ 7,916	\$ 8,578	\$ 13,556	\$ 24,754		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							



**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
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**PLANNING AND INSPECTIONS**

	# Inspections Completed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	200	193	212	232	332	374	12.65%
August	204	223	202	320	364	374	2.75%
September	250	157	189	279	123	241	95.93%
October	229	249	189	292	222	375	68.92%
November	113	261	206	321	263	270	2.66%
December	136	291	200	250	247	268	8.50%
January	231	299	264	282	306		-100.00%
February	199	266	284	327	345		-100.00%
March	228	317	373	351	387		-100.00%
April	289	353	278	356	396		-100.00%
May	240	338	455	407	461		-100.00%
June	211	315	357	315	347		-100.00%
<b>TOTAL - Entire FY</b>	<b>2,530</b>	<b>3,262</b>	<b>3,209</b>	<b>3,732</b>	<b>3,793</b>	<b>1,902</b>	<b>-49.85%</b>
<b>TOTAL - FY to Date</b>	<b>200</b>	<b>193</b>	<b>212</b>	<b>232</b>	<b>332</b>	<b>374</b>	<b>12.65%</b>

	% Inspections In 24 Hrs or Requested						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	99%	99%	99%	100%	99%	96%	-3.03%
August	100%	99%	99%	100%	99%	99%	0.00%
September	100%	100%	99%	99%	100%	98%	-2.00%
October	99%	98%	98%	99%	100%	99%	-1.00%
November	100%	98%	100%	99%	99%	99%	0.00%
December	100%	99%	100%	99%	99%		-100.00%
January	100%	97%	99%	100%	100%		-100.00%
February	100%	98%	99%	100%	100%		-100.00%
March	100%	99%	100%	99%	99%		-100.00%
April	100%	99%	100%	99%	98%		-100.00%
May	100%	98%	99%	99%	97%		-100.00%
June	98%	99%	99%	100%	95%		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	# Board of Adjustment Cases Heard						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	-	-	-	-	-	-
August	-	-	-	-	-	-	-
September	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-
June	-	-	-	-	-	-	-
<b>TOTAL - Entire FY</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>TOTAL - FY to Date</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

**TOWN OF EMERALD ISLE**  
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**POLICE DEPARTMENT**

	Customer Svc Inquiries - Evenings / Weekends						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	828	450	598	700	439	423	-3.64%
August	416	340	381	523	345	316	-8.41%
September	393	360	410	636	471	758	60.93%
October	352	417	535	475	411	360	-12.41%
November	343	278	208	313	325	246	-24.31%
December	284	256	277	246	252	277	9.92%
January	335	264	322	232	257		-100.00%
February	331	248	373	326	243		-100.00%
March	333	379	456	434	393		-100.00%
April	227	319	419	368	531		-100.00%
May	462	501	629	368	632		-100.00%
June	400	454	675	372	388		-100.00%
<b>TOTAL - Entire FY</b>	<b>4,704</b>	<b>4,266</b>	<b>5,283</b>	<b>4,993</b>	<b>4,687</b>	<b>2,380</b>	<b>-49.22%</b>
<b>TOTAL - FY to Date</b>	<b>828</b>	<b>450</b>	<b>598</b>	<b>700</b>	<b>439</b>	<b>423</b>	<b>-3.64%</b>

	Average Response Time (Min.Sec)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3.31	3.14	3.12	2.41	2.41	5.80	140.66%
August	2.47	2.45	2.30	2.25	2.48	5.73	131.05%
September	2.23	2.17	2.12	2.30	2.85	5.05	77.19%
October	2.09	2.12	2.05	2.13	2.41	5.73	137.76%
November	1.39	1.58	1.48	1.38	2.09	4.54	117.22%
December	1.43	1.42	1.28	1.43	1.70	4.87	186.47%
January	1.38	1.35	1.37	1.44	1.96		-100.00%
February	1.40	1.28	1.38	1.30	1.68		-100.00%
March	1.46	2.11	1.37	1.46	1.72		-100.00%
April	2.16	2.22	2.17	2.20	5.36		-100.00%
May	2.34	2.11	2.01	2.24	5.37		-100.00%
June	2.40	2.38	2.31	3.00	4.97		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	Customer Svc Transfers - Evenings / Weekends						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	183	153	145	64	132	132	0.00%
August	139	119	73	66	133	136	2.26%
September	110	69	88	55	110	116	5.45%
October	87	72	64	48	107	77	-28.04%
November	63	73	35	47	72	66	-8.33%
December	73	49	43	4	69	49	-28.99%
January	72	53	49	42	61		-100.00%
February	55	39	65	66	44		-100.00%
March	54	87	45	52	92		-100.00%
April	48	74	51	101	109		-100.00%
May	109	100	80	110	143		-100.00%
June	113	85	72	135	143		-100.00%
<b>TOTAL - Entire FY</b>	<b>1,106</b>	<b>973</b>	<b>810</b>	<b>790</b>	<b>1,215</b>	<b>576</b>	<b>-52.59%</b>
<b>TOTAL - FY to Date</b>	<b>183</b>	<b>153</b>	<b>145</b>	<b>64</b>	<b>132</b>	<b>132</b>	<b>0.00%</b>

	Total Crimes Against Persons Reported						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	22	11	11	15	8	12	50.00%
August	11	11	16	10	5	8	60.00%
September	3	6	6	12	5	5	0.00%
October	9	7	4	4	6	4	-33.33%
November	1	7	6	3	3	2	-33.33%
December	6	7	8	3	2	5	150.00%
January	6	4	6	5	4		-100.00%
February	3	5	4	7	4		-100.00%
March	4	4	9	8	3		-100.00%
April	3	5	3	7	7		-100.00%
May	4	9	17	11	11		-100.00%
June	12	6	12	9	8		-100.00%
<b>TOTAL - Entire FY</b>	<b>84</b>	<b>82</b>	<b>102</b>	<b>94</b>	<b>66</b>	<b>36</b>	<b>-45.45%</b>
<b>TOTAL - FY to Date</b>	<b>22</b>	<b>11</b>	<b>11</b>	<b>15</b>	<b>8</b>	<b>12</b>	<b>50.00%</b>

	Total Public Education Activities / Events						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3	2	3	2	4	3	-25.00%
August	2	3	2	1	5	4	-20.00%
September	2	2	3	4	1	3	200.00%
October	2	2	4	7	4	5	25.00%
November	2	2	6	3	2	5	150.00%
December	2	2	3	6	6	6	-16.67%
January	2	3	3	5	5		-100.00%
February	3	2	4	8	6		-100.00%
March	3	4	4	6	7		-100.00%
April	2	3	5	6	4		-100.00%
May	2	6	5	6	9		-100.00%
June	2	2	5	4	4		-100.00%
<b>TOTAL - Entire FY</b>	<b>27</b>	<b>33</b>	<b>47</b>	<b>58</b>	<b>57</b>	<b>25</b>	<b>-56.14%</b>
<b>TOTAL - FY to Date</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>2</b>	<b>4</b>	<b>3</b>	<b>-25.00%</b>

	Total Crimes Against Property Reported						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	43	36	43	37	22	28	27.27%
August	43	36	28	24	29	27	-6.90%
September	24	19	13	41	16	10	-37.50%
October	26	20	20	15	27	15	-44.44%
November	13	15	23	9	10	17	70.00%
December	11	8	23	7	16	7	-56.25%
January	14	17	14	32	13		-100.00%
February	9	17	17	28	9		-100.00%
March	16	23	13	15	16		-100.00%
April	17	26	27	15	23		-100.00%
May	35	26	29	24	23		-100.00%
June	30	42	27	29	16		-100.00%
<b>TOTAL - Entire FY</b>	<b>281</b>	<b>285</b>	<b>277</b>	<b>276</b>	<b>220</b>	<b>104</b>	<b>-52.73%</b>
<b>TOTAL - FY to Date</b>	<b>43</b>	<b>36</b>	<b>43</b>	<b>37</b>	<b>22</b>	<b>28</b>	<b>27.27%</b>

**TOWN OF EMERALD ISLE**  
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**POLICE DEPARTMENT**

	Aggravated Assault (Felony)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	-	1	1	1	1	0.00%
August	-	-	1	-	1	1	0.00%
September	-	-	1	1	-	-	-
October	2	-	-	-	1	1	0.00%
November	-	-	1	-	2	-	-100.00%
December	-	-	-	-	1	1	0.00%
January	2	-	-	1	-	-	-
February	-	-	2	2	-	-	-
March	-	-	2	3	-	-	-
April	-	1	-	-	3	-	-100.00%
May	1	-	1	-	1	-	-100.00%
June	-	-	1	-	-	-	-
<b>TOTAL - Entire FY</b>	<b>6</b>	<b>1</b>	<b>10</b>	<b>8</b>	<b>10</b>	<b>4</b>	<b>-60.00%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>-</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>1</b>	<b>0.00%</b>

	Burglary / Breaking & Entering						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	10	7	10	9	4	3	-25.00%
August	10	5	11	4	8	8	0.00%
September	9	6	5	17	4	-	-100.00%
October	13	10	10	8	14	1	-92.86%
November	3	4	3	4	3	4	33.33%
December	5	4	11	-	3	3	0.00%
January	5	9	6	12	3	-	-100.00%
February	3	4	9	16	5	-	-100.00%
March	10	4	3	7	4	-	-100.00%
April	1	10	8	6	7	-	-100.00%
May	11	8	16	7	7	-	-100.00%
June	12	10	11	8	2	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>92</b>	<b>81</b>	<b>103</b>	<b>98</b>	<b>64</b>	<b>19</b>	<b>-70.31%</b>
<b>TOTAL - FY to Date</b>	<b>10</b>	<b>7</b>	<b>10</b>	<b>9</b>	<b>4</b>	<b>3</b>	<b>-25.00%</b>

	Simple Assault (Misdemeanor)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	13	4	10	12	3	8	166.67%
August	4	6	7	8	2	7	250.00%
September	1	4	3	8	4	2	-50.00%
October	3	4	4	2	3	3	0.00%
November	1	3	2	2	-	2	#DIV/0!
December	2	5	5	2	1	2	100.00%
January	3	2	5	3	3	-	-100.00%
February	2	4	2	3	3	-	-100.00%
March	3	3	6	5	2	-	-100.00%
April	1	3	2	6	2	-	-100.00%
May	1	5	13	7	7	-	-100.00%
June	7	3	7	5	6	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>41</b>	<b>46</b>	<b>66</b>	<b>63</b>	<b>36</b>	<b>24</b>	<b>-33.33%</b>
<b>TOTAL - FY to Date</b>	<b>13</b>	<b>4</b>	<b>10</b>	<b>12</b>	<b>3</b>	<b>8</b>	<b>166.67%</b>

	Larceny						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	26	20	27	18	15	18	20.00%
August	27	15	19	13	20	15	-25.00%
September	15	14	6	27	9	7	-22.22%
October	20	10	9	8	17	8	-52.94%
November	7	9	7	4	8	9	12.50%
December	7	7	11	2	9	3	-66.67%
January	7	9	9	21	8	-	-100.00%
February	5	11	13	18	6	-	-100.00%
March	8	14	6	7	10	-	-100.00%
April	13	14	19	9	10	-	-100.00%
May	17	15	17	10	12	-	-100.00%
June	19	26	20	14	7	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>171</b>	<b>164</b>	<b>163</b>	<b>151</b>	<b>131</b>	<b>60</b>	<b>-54.20%</b>
<b>TOTAL - FY to Date</b>	<b>26</b>	<b>20</b>	<b>27</b>	<b>18</b>	<b>15</b>	<b>18</b>	<b>20.00%</b>

	Sexual Assault						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3	-	-	1	2	1	-50.00%
August	-	-	1	1	1	-	-100.00%
September	1	-	-	-	-	1	-
October	-	2	-	-	1	-	-100.00%
November	-	-	-	-	-	-	-
December	3	-	2	-	-	1	-
January	-	-	1	-	-	-	-
February	-	-	-	-	-	-	-
March	1	-	1	-	1	-	-100.00%
April	1	-	-	-	-	-	-
May	1	1	1	2	-	-	-
June	1	1	1	1	1	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>11</b>	<b>4</b>	<b>7</b>	<b>5</b>	<b>6</b>	<b>3</b>	<b>-50.00%</b>
<b>TOTAL - FY to Date</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>-50.00%</b>

	Damage to Property						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	13	13	8	15	3	10	233.33%
August	17	18	6	7	4	9	125.00%
September	9	2	6	13	4	2	-50.00%
October	7	5	10	4	8	7	-12.50%
November	4	6	6	2	1	7	600.00%
December	3	1	11	7	4	1	-75.00%
January	2	5	7	17	3	-	-100.00%
February	2	5	5	4	4	-	-100.00%
March	9	9	6	8	3	-	-100.00%
April	4	10	8	2	9	-	-100.00%
May	13	10	9	11	10	-	-100.00%
June	10	13	4	5	7	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>93</b>	<b>97</b>	<b>86</b>	<b>95</b>	<b>60</b>	<b>36</b>	<b>-40.00%</b>
<b>TOTAL - FY to Date</b>	<b>13</b>	<b>13</b>	<b>8</b>	<b>15</b>	<b>3</b>	<b>10</b>	<b>233.33%</b>

**TOWN OF EMERALD ISLE**  
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**POLICE DEPARTMENT**

	Total Drug Related Crimes Reported						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	11	30	8	12	27	6	-77.78%
August	7	5	93	19	31	17	-45.16%
September	9	-	3	5	8	12	50.00%
October	8	2	5	2	15	5	-66.67%
November	8	3	15	1	27	13	-51.85%
December	1	2	6	22	22	28	27.27%
January	6	8	5	19	28		-100.00%
February	4	14	10	11	22		-100.00%
March	7	26	1	2	40		-100.00%
April	9	19	8	7	53		-100.00%
May	-	25	19	4	14		-100.00%
June	7	35	13	5	2		-100.00%
<b>TOTAL - Entire FY</b>	<b>77</b>	<b>169</b>	<b>186</b>	<b>109</b>	<b>289</b>	<b>81</b>	<b>-71.97%</b>
<b>TOTAL - FY to Date</b>	<b>11</b>	<b>30</b>	<b>8</b>	<b>12</b>	<b>27</b>	<b>6</b>	<b>-77.78%</b>

	Total Weapons Related Crimes Reported						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	2	2	-	4	1	-75.00%
August	2	1	2	5	1	1	0.00%
September	2	-	1	1	2	-	-100.00%
October	4	-	4	4	3	5	66.67%
November	-	1	6	1	5	-	-100.00%
December	1	-	4	1	1	1	0.00%
January	3	2	2	7	-		-100.00%
February	-	1	1	1	1		-100.00%
March	-	4	2	2	1		-100.00%
April	-	6	3	-	2		-100.00%
May	2	3	4	6	3		-100.00%
June	-	3	1	3	1		-100.00%
<b>TOTAL - Entire FY</b>	<b>15</b>	<b>23</b>	<b>32</b>	<b>31</b>	<b>24</b>	<b>8</b>	<b>-66.67%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>2</b>	<b>2</b>	<b>-</b>	<b>4</b>	<b>1</b>	<b>-75.00%</b>

	Total Financial Crimes Reported						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	4	2	-	2	-	2	#DIV/0!
August	3	1	3	2	3	2	-33.33%
September	2	2	2	3	2	5	150.00%
October	2	1	1	-	2	2	0.00%
November	2	1	3	-	1	2	100.00%
December	2	2	-	-	2	1	-50.00%
January	1	4	1	2	5		-100.00%
February	2	1	1	-	1		-100.00%
March	-	1	2	1	4		-100.00%
April	1	1	2	3	-		-100.00%
May	1	3	1	2	2		-100.00%
June	2	3	-	1	1		-100.00%
<b>TOTAL - Entire FY</b>	<b>22</b>	<b>22</b>	<b>16</b>	<b>16</b>	<b>23</b>	<b>14</b>	<b>-39.13%</b>
<b>TOTAL - FY to Date</b>	<b>4</b>	<b>2</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>2</b>	

	Total Call for Service Received						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1,136	1,267	1,715	1,486	1,493	1,873	25.45%
August	862	1,174	1,182	1,169	1,299	1,483	14.16%
September	691	940	1,097	1,073	1,248	1,243	-0.40%
October	670	870	1,040	929	1,053	1,140	8.26%
November	545	820	897	821	877	964	9.92%
December	476	847	882	812	861	963	11.85%
January	542	938	830	905	940		-100.00%
February	427	847	829	990	855		-100.00%
March	610	1,150	985	1,019	1,104		-100.00%
April	622	1,092	1,201	995	1,147		-100.00%
May	933	1,208	1,271	1,178	1,443		-100.00%
June	967	1,356	1,768	1,405	1,684		-100.00%
<b>TOTAL - Entire FY</b>	<b>8,481</b>	<b>12,509</b>	<b>13,697</b>	<b>12,782</b>	<b>14,004</b>	<b>7,666</b>	<b>-45.25%</b>
<b>TOTAL - FY to Date</b>	<b>1,136</b>	<b>1,267</b>	<b>1,715</b>	<b>1,486</b>	<b>1,493</b>	<b>1,873</b>	<b>25.45%</b>

	Total Incident Reports Taken						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	105	84	102	88	87	77	-11.49%
August	91	76	87	65	75	68	-9.33%
September	60	44	42	80	44	39	-11.36%
October	70	40	44	39	65	42	-35.38%
November	32	33	55	35	40	45	12.50%
December	39	27	48	34	41	50	21.95%
January	34	47	35	61	50		-100.00%
February	23	44	35	60	39		-100.00%
March	27	72	38	52	54		-100.00%
April	41	82	64	51	65		-100.00%
May	57	83	82	74	66		-100.00%
June	80	88	74	91	56		-100.00%
<b>TOTAL - Entire FY</b>	<b>659</b>	<b>720</b>	<b>706</b>	<b>730</b>	<b>682</b>	<b>321</b>	<b>-52.93%</b>
<b>TOTAL - FY to Date</b>	<b>105</b>	<b>84</b>	<b>102</b>	<b>88</b>	<b>87</b>	<b>77</b>	<b>-11.49%</b>

	Total Motor Vehicle Accident Reports Taken						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	21	36	36	33	29	27	-6.90%
August	14	11	16	22	17	16	-5.88%
September	14	11	11	9	13	12	-7.69%
October	10	11	15	4	11	14	27.27%
November	7	13	5	-	7	11	57.14%
December	9	6	7	7	7	5	-28.57%
January	3	2	3	7	7		-100.00%
February	1	3	5	3	5		-100.00%
March	2	9	6	5	13		-100.00%
April	6	13	18	14	14		-100.00%
May	15	16	18	18	21		-100.00%
June	19	33	29	21	29		-100.00%
<b>TOTAL - Entire FY</b>	<b>121</b>	<b>164</b>	<b>169</b>	<b>143</b>	<b>173</b>	<b>85</b>	<b>-50.87%</b>
<b>TOTAL - FY to Date</b>	<b>21</b>	<b>36</b>	<b>36</b>	<b>33</b>	<b>29</b>	<b>27</b>	<b>-6.90%</b>

**TOWN OF EMERALD ISLE**  
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**POLICE DEPARTMENT**

	Total Arrests						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	30	30	33	22	13	13	0.00%
August	26	11	36	11	14	19	35.71%
September	12	14	17	29	9	6	-33.33%
October	19	6	13	9	14	10	-28.57%
November	9	9	15	11	18	7	-61.11%
December	16	7	12	6	14	24	71.43%
January	11	4	13	11	10		-100.00%
February	5	15	13	8	15		-100.00%
March	10	12	12	10	21		-100.00%
April	10	13	10	10	18		-100.00%
May	18	13	23	16	17		-100.00%
June	18	21	16	14	14		-100.00%
<b>TOTAL - Entire FY</b>	<b>184</b>	<b>155</b>	<b>213</b>	<b>157</b>	<b>177</b>	<b>79</b>	<b>-55.37%</b>
<b>TOTAL - FY to Date</b>	<b>30</b>	<b>30</b>	<b>33</b>	<b>22</b>	<b>13</b>	<b>13</b>	<b>0.00%</b>

	Total Traffic Stops Performed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	193	225	271	147	148	202	36.49%
August	154	140	146	97	77	221	187.01%
September	120	102	155	90	171	175	2.34%
October	196	81	111	91	155	195	25.81%
November	156	91	118	99	182	195	7.14%
December	90	152	119	100	181	183	1.10%
January	87	168	70	92	134		-100.00%
February	86	127	75	90	198		-100.00%
March	118	237	93	72	282		-100.00%
April	138	201	146	96	152		-100.00%
May	140	168	132	77	211		-100.00%
June	113	188	205	123	166		-100.00%
<b>TOTAL - Entire FY</b>	<b>1,591</b>	<b>1,880</b>	<b>1,641</b>	<b>1,174</b>	<b>2,057</b>	<b>1,171</b>	<b>-43.07%</b>
<b>TOTAL - FY to Date</b>	<b>193</b>	<b>225</b>	<b>271</b>	<b>147</b>	<b>148</b>	<b>202</b>	<b>36.49%</b>

	Total DWI Violations						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	8	15	8	10	4	5	25.00%
August	11	4	7	2	3	10	233.33%
September	2	5	6	4	1	3	200.00%
October	6	4	4	5	5	5	0.00%
November	4	3	5	3	4	4	0.00%
December	4	1	4	1	5	8	60.00%
January	5	1	1	1	3		-100.00%
February	2	4	9	-	5		-100.00%
March	4	7	6	6	7		-100.00%
April	4	7	6	3	3		-100.00%
May	8	5	7	4	4		-100.00%
June	6	9	5	2	8		-100.00%
<b>TOTAL - Entire FY</b>	<b>64</b>	<b>65</b>	<b>68</b>	<b>41</b>	<b>52</b>	<b>35</b>	<b>-32.69%</b>
<b>TOTAL - FY to Date</b>	<b>8</b>	<b>15</b>	<b>8</b>	<b>10</b>	<b>4</b>	<b>5</b>	<b>25.00%</b>

	Total Traffic Citations Issued						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	106	205	166	89	73	62	-15.07%
August	70	85	60	32	50	58	16.00%
September	55	40	64	46	23	55	139.13%
October	67	31	49	23	38	36	-5.26%
November	40	31	42	17	57	52	-8.77%
December	26	54	36	33	40	61	52.50%
January	42	65	28	32	52		-100.00%
February	33	50	31	35	53		-100.00%
March	49	140	26	35	86		-100.00%
April	90	122	78	36	64		-100.00%
May	86	97	78	35	82		-100.00%
June	72	160	106	52	90		-100.00%
<b>TOTAL - Entire FY</b>	<b>736</b>	<b>1,080</b>	<b>764</b>	<b>465</b>	<b>708</b>	<b>324</b>	<b>-54.24%</b>
<b>TOTAL - FY to Date</b>	<b>106</b>	<b>205</b>	<b>166</b>	<b>89</b>	<b>73</b>	<b>62</b>	<b>-15.07%</b>

	Total Warning Citations Issued						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	24	24	21	24	14	9	-35.71%
August	20	23	21	10	14	7	-50.00%
September	30	13	10	28	7	13	85.71%
October	24	7	6	14	7	3	-57.14%
November	14	9	6	11	7	2	-71.43%
December	11	8	12	16	5	4	-20.00%
January	3	17	9	7	9		-100.00%
February	5	7	12	13	8		-100.00%
March	1	15	18	4	11		-100.00%
April	7	10	25	10	7		-100.00%
May	47	10	15	8	18		-100.00%
June	45	18	28	9	7		-100.00%
<b>TOTAL - Entire FY</b>	<b>231</b>	<b>161</b>	<b>183</b>	<b>154</b>	<b>114</b>	<b>38</b>	<b>-66.67%</b>
<b>TOTAL - FY to Date</b>	<b>24</b>	<b>24</b>	<b>21</b>	<b>24</b>	<b>14</b>	<b>9</b>	<b>-35.71%</b>

	Total Ordinance Citations Issued						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	16	49	101	48	31	126	306.45%
August	7	13	13	18	34	66	94.12%
September	3	2	10	17	19	15	-21.05%
October	5	-	7	3	7	18	157.14%
November	1	2	1	2	9	3	-66.67%
December	1	2	1	1	4	7	75.00%
January	-	-	2	-	4		-100.00%
February	2	1	2	5	5		-100.00%
March	4	9	2	2	4		-100.00%
April	4	1	17	3	14		-100.00%
May	26	17	24	19	26		-100.00%
June	15	40	42	22	86		-100.00%
<b>TOTAL - Entire FY</b>	<b>84</b>	<b>136</b>	<b>222</b>	<b>140</b>	<b>243</b>	<b>235</b>	<b>-3.29%</b>
<b>TOTAL - FY to Date</b>	<b>16</b>	<b>49</b>	<b>101</b>	<b>48</b>	<b>31</b>	<b>126</b>	<b>306.45%</b>

**TOWN OF EMERALD ISLE**  
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**POLICE DEPARTMENT**

	Total Alcohol Violations						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	42	71	35	21	16	26	62.50%
August	18	16	9	8	10	10	0.00%
September	3	13	4	5	5	1	-80.00%
October	3	1	-	-	-	-	
November	2	-	5	-	-	2	
December	5	-	1	-	-	3	
January	4	-	4	-	2		-100.00%
February	-	3	1	-	-		
March	-	32	3	5	3		-100.00%
April	19	22	20	5	5		-100.00%
May	16	23	26	1	2		-100.00%
June	22	51	22	17	50		-100.00%
<b>TOTAL - Entire FY</b>	134	232	130	62	93	42	-54.84%
<b>TOTAL - FY to Date</b>	42	71	35	21	16	26	62.50%

	Total Business Checks Performed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	11,406	17,150	13,504	21,501	23,798	20,518	-13.78%
August	13,997	16,561	16,772	24,098	26,185	19,156	-26.84%
September	13,241	15,146	18,340	23,211	18,736	19,060	1.73%
October	11,566	16,187	18,383	23,826	21,175	25,524	20.54%
November	16,189	13,287	19,449	24,430	24,648	22,891	-7.13%
December	15,212	12,902	18,560	25,170	25,524	21,282	-16.62%
January	13,372	12,956	20,129	24,448	25,484		-100.00%
February	13,786	12,657	19,169	22,146	21,976		-100.00%
March	15,911	14,908	18,436	22,529	25,439		-100.00%
April	14,784	16,299	18,224	20,179	22,339		-100.00%
May	14,979	15,741	21,599	24,069	24,873		-100.00%
June	16,226	18,379	20,049	24,107	23,058		-100.00%
<b>TOTAL - Entire FY</b>	170,669	182,173	222,614	279,714	283,235	128,431	-54.66%
<b>TOTAL - FY to Date</b>	11,406	17,150	13,504	21,501	23,798	20,518	-13.78%

	Total Residence Checks Performed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	131	174	145	76	73	27	-63.01%
August	195	45	70	129	137	26	-81.02%
September	245	72	142	84	41	11	-73.17%
October	168	89	73	82	49	546	1014.29%
November	1,244	238	983	80	53	901	1600.00%
December	984	501	781	1,568	546	468	-14.29%
January	733	523	706	1,303	716		-100.00%
February	527	501	516	552	327		-100.00%
March	302	590	192	52	102		-100.00%
April	77	389	249	370	786		-100.00%
May	25	41	103	123	84		-100.00%
June	84	112	94	94	35		-100.00%
<b>TOTAL - Entire FY</b>	4,715	3,275	4,054	4,513	2,949	1,979	-32.89%
<b>TOTAL - FY to Date</b>	131	174	145	76	73	27	-63.01%

	Total Active Investigations Brought Forward						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	29	12	17	35	105.88%
August	not available	not available	20	12	15	23	53.33%
September	not available	not available	19	12	17	26	52.94%
October	not available	not available	22	13	16	28	75.00%
November	not available	not available	17	14	19	31	63.16%
December	not available	39	22	15	19	30	57.89%
January	not available	30	19	16	20		-100.00%
February	not available	31	18	20	26		-100.00%
March	not available	36	14	25	29		-100.00%
April	not available	35	15	16	32		-100.00%
May	not available	21	14	16	32		-100.00%
June	not available	27	13	18	37		-100.00%
<b>TOTAL - Entire FY</b>	not available	not available	222	189	279	173	-37.99%
<b>TOTAL - FY to Date</b>	not available	not available	29	12	17	35	105.88%

	Total New Cases Assigned for Investigation						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	13	14	7	11	4	11	175.00%
August	16	6	23	5	8	8	0.00%
September	11	11	3	11	1	6	500.00%
October	7	9	7	11	6	4	-33.33%
November	6	4	3	1	2	4	100.00%
December	7	9	4	2	2	4	100.00%
January	5	7	6	7	9		-100.00%
February	6	10	3	10	7		-100.00%
March	9	6	8	15	12		-100.00%
April	10	10	9	6	15		-100.00%
May	13	16	7	3	10		-100.00%
June	23	16	6	10	15		-100.00%
<b>TOTAL - Entire FY</b>	126	118	86	92	91	37	-59.34%
<b>TOTAL - FY to Date</b>	13	14	7	11	4	11	175.00%

	Total Cases Closed / Cleared by Arrest						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	18	16	24	14	11	12	9.09%
August	8	9	32	9	11	11	0.00%
September	8	7	8	16	7	6	-14.29%
October	17	8	8	6	11	5	-54.55%
November	9	5	12	8	13	7	-46.15%
December	8	5	11	8	8	18	125.00%
January	5	11	11	11	14		-100.00%
February	4	4	9	9	14		-100.00%
March	7	15	9	24	14		-100.00%
April	6	11	8	12	18		-100.00%
May	8	13	16	17	16		-100.00%
June	11	18	18	21	7		-100.00%
<b>TOTAL - Entire FY</b>	109	122	166	155	144	59	-59.03%
<b>TOTAL - FY to Date</b>	18	16	24	14	11	12	9.09%

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**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
**FY 2019-20**



Data through end of December 2019 , except as noted otherwise

**POLICE DEPARTMENT**

	Total Cases Closed / Cleared by Exception						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	15	9	7	12	7	9	28.57%
August	13	10	10	9	4	5	25.00%
September	3	3	3	7	3	3	0.00%
October	8	4	3	4	4	4	0.00%
November	2	7	3	4	2	2	0.00%
December	5	2	7	1	2	1	-50.00%
January	3	1	4	5	9		-100.00%
February	2	5	2	2	5		-100.00%
March	3	15	5	7	5		-100.00%
April	4	5	6	7	4		-100.00%
May	4	8	14	2	8		-100.00%
June	11	5	13	9	4		-100.00%
<b>TOTAL - Entire FY</b>	<b>73</b>	<b>74</b>	<b>77</b>	<b>69</b>	<b>57</b>	<b>24</b>	<b>-57.89%</b>
<b>TOTAL - FY to Date</b>	<b>15</b>	<b>9</b>	<b>7</b>	<b>12</b>	<b>7</b>	<b>9</b>	<b>28.57%</b>

	Total Cases Marked Inactive / Closed Leads Exhausted						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	76	61	73	69	-5.48%
August	not available	not available	71	56	56	49	-12.50%
September	not available	not available	31	46	28	28	0.00%
October	not available	not available	38	34	40	36	-10.00%
November	not available	not available	5	1	26	5	-80.77%
December	not available	12	22	20	27	16	-40.74%
January	not available	39	27	30	36		-100.00%
February	not available	34	35	34	26		-100.00%
March	not available	4	30	24	36		-100.00%
April	not available	55	49	61	38		-100.00%
May	not available	76	50	48	45		-100.00%
June	not available	57	2	169	42		-100.00%
<b>TOTAL - Entire FY</b>	<b>not available</b>	<b>not available</b>	<b>436</b>	<b>584</b>	<b>473</b>	<b>203</b>	<b>-57.08%</b>
<b>TOTAL - FY to Date</b>	<b>not available</b>	<b>not available</b>	<b>76</b>	<b>61</b>	<b>73</b>	<b>69</b>	<b>-5.48%</b>

	Total Current Active Investigations						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	33	14	19	36	89.47%
August	not available	not available	25	13	19	32	68.42%
September	not available	not available	22	17	18	31	72.22%
October	not available	not available	26	15	21	32	52.38%
November	not available	not available	20	15	20	33	65.00%
December	not available	39	26	16	20	30	50.00%
January	not available	34	21	21	26		-100.00%
February	not available	39	19	30	28		-100.00%
March	not available	40	18	35	34		-100.00%
April	not available	44	15	16	38		-100.00%
May	not available	36	19	16	37		-100.00%
June	not available	42	13	19	43		-100.00%

	Total Value of Stolen Property						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 40,742	\$ 55,311	\$ 28,402	\$ 25,761	\$ 9,636	\$ 27,774	188.23%
August	\$ 25,023	\$ 4,386	\$ 22,604	\$ 19,463	\$ 38,991	\$ 16,192	-58.47%
September	\$ 19,122	\$ 6,672	\$ 6,343	\$ 73,870	\$ 4,532	\$ 3,209	-29.19%
October	\$ 38,929	\$ 3,789	\$ 22,600	\$ 8,575	\$ 24,795	\$ 281,510	1035.35%
November	\$ 4,965	\$ 12,970	\$ 17,598	\$ 945	\$ 5,708	\$ 129,775	2173.56%
December	\$ 7,484	\$ 19,005	\$ 4,045	\$ -	\$ 11,516	\$ 5,852	-49.18%
January	\$ 40,443	\$ 7,834	\$ 36,205	\$ 55,092	\$ 8,356		-100.00%
February	\$ 13,400	\$ 8,887	\$ 11,949	\$ 23,691	\$ 1,602		-100.00%
March	\$ 8,790	\$ 9,480	\$ 67,167	\$ 6,176	\$ 34,945		-100.00%
April	\$ 31,469	\$ 14,565	\$ 9,971	\$ 10,302	\$ 40,006		-100.00%
May	\$ 20,987	\$ 7,271	\$ 6,743	\$ 10,450	\$ 4,100		-100.00%
June	\$ 10,808	\$ 35,960	\$ 7,589	\$ 24,902	\$ 14,217		-100.00%
<b>TOTAL - Entire FY</b>	<b>\$ 262,162</b>	<b>\$ 186,130</b>	<b>\$ 241,216</b>	<b>\$ 259,227</b>	<b>\$ 198,404</b>	<b>\$ 464,312</b>	<b>134.02%</b>
<b>TOTAL - FY to Date</b>	<b>\$ 40,742</b>	<b>\$ 55,311</b>	<b>\$ 28,402</b>	<b>\$ 25,761</b>	<b>\$ 9,636</b>	<b>\$ 27,774</b>	<b>188.23%</b>

	Total Value of Recovered Property						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ 27,928	\$ 21,547	\$ 10,207	\$ 20,765	\$ 6,560	\$ 1,042	-84.12%
August	\$ 4,775	\$ 1,250	\$ 1,000	\$ 13,950	\$ 13,122	\$ 12,110	-7.71%
September	\$ 7,358	\$ 400	\$ 17,000	\$ 58,540	\$ 1,213	\$ 250	-79.39%
October	\$ 28,667	\$ 681	\$ 16,960	\$ 22,600	\$ 9,639	\$ 81,193	742.34%
November	\$ 150	\$ 7,000	\$ 6,200	\$ 250	\$ 1,405	\$ 1,419	1.00%
December	\$ 6,601	\$ 825	\$ 1,180	\$ -	\$ 6,925	\$ 751	-89.16%
January	\$ 22,166	\$ 2,000	\$ 1,215	\$ 34,012	\$ -		-100.00%
February	\$ 10,000	\$ 2,128	\$ 80	\$ 10,749	\$ 797		-100.00%
March	\$ 600	\$ 2,633	\$ 4,412	\$ -	\$ 1,300		-100.00%
April	\$ 600	\$ 966	\$ 870	\$ 1,600	\$ 640		-100.00%
May	\$ 15,800	\$ 470	\$ 550	\$ 17,050	\$ 269		-100.00%
June	\$ 2,407	\$ 900	\$ 1,920	\$ 2,465	\$ 8,500		-100.00%
<b>TOTAL - Entire FY</b>	<b>\$ 127,052</b>	<b>\$ 40,800</b>	<b>\$ 61,594</b>	<b>\$ 181,981</b>	<b>\$ 50,370</b>	<b>\$ 96,765</b>	<b>92.11%</b>
<b>TOTAL - FY to Date</b>	<b>\$ 27,928</b>	<b>\$ 21,547</b>	<b>\$ 10,207</b>	<b>\$ 20,765</b>	<b>\$ 6,560</b>	<b>\$ 1,042</b>	<b>-84.12%</b>

	Total Animal Complaints						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	4	3	11	7	4	1	-75.00%
August	5	2	11	9	2	2	0.00%
September	7	6	4	4	1	1	0.00%
October	9	4	5	3	3	6	100.00%
November	5	6	5	2	4	2	-50.00%
December	6	2	3	12	1	9	800.00%
January	3	11	3	7	1		-100.00%
February	4	13	3	4	1		-100.00%
March	-	21	3	1	1		-100.00%
April	1	29	5	4	-		-100.00%
May	-	21	11	1	2		-100.00%
June	1	10	5	2	3		-100.00%
<b>TOTAL - Entire FY</b>	<b>45</b>	<b>128</b>	<b>69</b>	<b>56</b>	<b>23</b>	<b>21</b>	<b>-8.70%</b>
<b>TOTAL - FY to Date</b>	<b>4</b>	<b>3</b>	<b>11</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>-75.00%</b>

**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
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Data through end of December 2019 , except as noted otherwise

**POLICE DEPARTMENT**

Complaints Involving Dogs							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	-	5	6	-	-	
August	not available	1	7	1	-	1	
September	not available	1	3	1	1	-	-100.00%
October	not available	1	2	1	2	1	-50.00%
November	not available	-	3	1	1	2	100.00%
December	not available	-	2	7	-	6	
January	not available	7	1	3	1	-	-100.00%
February	not available	4	2	3	1	-	-100.00%
March	not available	6	1	-	-	-	
April	not available	12	1	1	-	-	
May	not available	10	8	-	-	-	
June	not available	7	4	-	-	-	
<b>TOTAL - Entire FY</b>	not available	49	39	24	6	10	66.67%
<b>TOTAL - FY to Date</b>	not available	-	5	6	-	-	

Complaints Involving Deer							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	3	3	1	2	1	-50.00%
August	not available	1	2	2	2	1	-50.00%
September	not available	4	-	1	-	1	
October	not available	3	1	-	1	4	300.00%
November	not available	6	-	1	3	-	-100.00%
December	not available	1	-	2	1	2	100.00%
January	not available	-	1	2	-	-	
February	not available	3	-	-	-	-	
March	not available	2	-	-	-	-	
April	not available	1	-	1	-	-	
May	not available	2	3	-	2	-	-100.00%
June	not available	-	-	2	3	-	-100.00%
<b>TOTAL - Entire FY</b>	not available	26	10	12	14	9	-35.71%
<b>TOTAL - FY to Date</b>	not available	3	3	1	2	1	-50.00%

Complaints Involving All Other Animals							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	-	3	-	2	-	-100.00%
August	not available	-	2	6	-	-	
September	not available	1	1	2	-	-	
October	not available	-	2	2	-	1	
November	not available	-	2	-	-	-	
December	not available	1	10	1	-	1	
January	not available	4	1	2	-	-	
February	not available	6	1	1	-	-	
March	not available	13	2	1	1	-	-100.00%
April	not available	16	4	2	-	-	
May	not available	9	-	1	-	-	
June	not available	3	1	-	-	-	
<b>TOTAL - Entire FY</b>	not available	53	29	18	3	2	-33.33%
<b>TOTAL - FY to Date</b>	not available	-	3	-	2	-	-100.00%

# Reported Deer-Vehicle Accidents							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	2	1	-	-	-	
August	1	-	-	-	-	-	
September	1	3	1	2	-	1	
October	5	3	3	1	1	2	100.00%
November	4	6	3	-	-	1	
December	-	1	1	-	2	1	-50.00%
January	1	-	-	-	1	-	-100.00%
February	-	1	-	-	-	-	
March	-	1	-	-	-	-	
April	1	2	-	-	-	-	
May	-	-	-	-	-	-	
June	1	-	-	1	-	-	
<b>TOTAL - Entire FY</b>	15	19	9	4	4	5	25.00%
<b>TOTAL - FY to Date</b>	1	2	1	-	-	-	

# Paid Beach Driving Permits Issued							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	1	-	-	8	4	-50.00%
August	63	100	129	157	113	117	3.54%
September	622	653	824	852	188	840	346.81%
October	371	413	514	486	651	452	-30.57%
November	98	145	145	163	202	138	-31.68%
December	42	89	62	34	52	65	25.00%
January	18	21	38	16	44	-	-100.00%
February	10	18	34	26	28	-	-100.00%
March	16	19	25	29	17	-	-100.00%
April	7	13	9	14	13	-	-100.00%
May	-	-	-	-	-	-	
June	-	-	-	-	-	-	
<b>TOTAL - Entire FY</b>	1,247	1,472	1,780	1,777	1,316	1,616	22.80%
<b>TOTAL - FY to Date</b>	-	1	-	-	8	4	-50.00%

# Free Beach Driving Permits							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	9	-	-	11	15	36.36%
August	90	102	71	196	154	121	-21.43%
September	351	385	413	242	244	425	74.18%
October	201	208	113	217	187	182	-2.67%
November	24	20	51	64	76	44	-42.11%
December	3	1	26	36	29	25	-13.79%
January	11	14	11	7	26	-	-100.00%
February	-	10	18	15	20	-	-100.00%
March	9	14	15	9	18	-	-100.00%
April	7	9	14	6	4	-	-100.00%
May	-	-	-	-	-	-	
June	-	-	-	-	-	-	
<b>TOTAL - Entire FY</b>	696	772	732	792	769	812	5.59%
<b>TOTAL - FY to Date</b>	-	9	-	-	11	15	36.36%

**POLICE DEPARTMENT**

# Golf Cart Registration Permits							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	22	26	52	58	58	73	25.86%
August	13	13	30	29	30	33	10.00%
September	5	6	13	15	6	13	116.67%
October	8	4	5	7	13	15	15.38%
November	2	2	1	6	7	-	-100.00%
December	18	29	37	25	136	183	34.56%
January	90	70	76	74	149	-	-100.00%
February	75	79	134	103	88	-	-100.00%
March	114	217	141	213	187	-	-100.00%
April	71	93	121	129	132	-	-100.00%
May	58	75	100	138	148	-	-100.00%
June	54	41	110	98	86	-	-100.00%
<b>TOTAL - Entire FY</b>	530	655	820	895	1,040	317	-69.52%
<b>TOTAL - FY to Date</b>	22	26	52	58	58	73	25.86%

**TOWN OF EMERALD ISLE**  
**Monthly Statistical Report**  
**FY 2019-20**



Data through end of December 2019 , except as noted otherwise

**FIRE DEPARTMENT**

	# Structure Fires						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	2	3	6	3	4	33.33%
August	3	1	2	2	2	4	100.00%
September	6	-	3	-	4	2	-50.00%
October	2	2	1	-	3	6	100.00%
November	2	2	3	-	1	3	200.00%
December	1	-	2	-	-	1	#DIV/0!
January	1	1	1	-	1	-	-100.00%
February	1	-	1	2	-	-	-
March	3	2	1	1	-	-	-
April	1	2	1	1	-	-	-
May	2	1	3	2	2	-	-100.00%
June	3	1	3	1	1	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>25</b>	<b>14</b>	<b>24</b>	<b>15</b>	<b>17</b>	<b>20</b>	
<b>TOTAL - FY to Date</b>	<b>-</b>	<b>2</b>	<b>3</b>	<b>6</b>	<b>3</b>	<b>4</b>	<b>-33.33%</b>

	# Vehicle Fires						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	1	-	-	-	-	-
August	-	-	-	-	1	2	100.00%
September	-	-	-	1	2	-	-100.00%
October	-	1	-	-	-	-	-
November	-	-	-	-	2	1	-50.00%
December	-	-	-	1	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-
April	-	-	-	-	1	-	-100.00%
May	-	-	-	-	2	-	-100.00%
June	-	-	-	-	-	-	-
<b>TOTAL - Entire FY</b>	<b>-</b>	<b>2</b>	<b>-</b>	<b>2</b>	<b>8</b>	<b>3</b>	
<b>TOTAL - FY to Date</b>	<b>-</b>	<b>1</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	

	# Brush / Woods Fires						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	4	3	2	2	4	4	0.00%
August	3	2	2	1	2	2	0.00%
September	1	1	2	1	3	3	0.00%
October	-	-	1	1	5	-	-100.00%
November	-	-	1	2	1	-	-100.00%
December	-	-	-	-	-	1	#DIV/0!
January	2	-	-	-	-	-	-
February	2	-	2	1	1	-	-100.00%
March	1	1	1	1	2	-	-100.00%
April	4	2	-	-	3	-	-100.00%
May	6	1	2	-	1	-	-100.00%
June	1	3	3	1	2	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>24</b>	<b>13</b>	<b>16</b>	<b>10</b>	<b>24</b>	<b>10</b>	
<b>TOTAL - FY to Date</b>	<b>4</b>	<b>3</b>	<b>2</b>	<b>2</b>	<b>4</b>	<b>4</b>	<b>100.00%</b>

	Property Value Lost in Fires						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	\$ -	\$ 7,200	\$ 11,000	\$ 264,396	\$ 13,000	\$ 7,100	-45.38%
August	\$ 200	\$ -	\$ -	\$ 1,500	\$ 335,000	\$ -	-100.00%
September	\$ 673,000	\$ 200	\$ 600	\$ 5,000	\$ 3,500	\$ 500	-85.71%
October	\$ 500	\$ 26,000	\$ 500	\$ -	\$ 45,147	\$ -	-100.00%
November	\$ 5,000	\$ -	\$ 8,500	\$ -	\$ -	\$ 649,500	-
December	\$ -	\$ -	\$ 223,304	\$ -	\$ -	\$ -	-
January	\$ 100	\$ -	\$ -	\$ -	\$ 1,750	\$ -	-100.00%
February	\$ 2,000	\$ 50	\$ -	\$ 33,000	\$ -	\$ -	-
March	\$ 13,000	\$ 15,000	\$ 200	\$ 5,000	\$ -	\$ -	-
April	\$ 100	\$ 70,000	\$ 5,000	\$ 60,000	\$ 2,650	\$ -	-100.00%
May	\$ 31,200	\$ -	\$ 6,655	\$ 100	\$ 22,500	\$ -	-100.00%
June	\$ 2,500	\$ 13,500	\$ 600	\$ 250	\$ 800	\$ -	-100.00%
<b>TOTAL - Entire FY</b>	<b>\$ 727,600</b>	<b>\$ 131,950</b>	<b>\$ 256,359</b>	<b>\$ 369,246</b>	<b>\$ 424,347</b>	<b>\$ 657,100</b>	<b>54.85%</b>
<b>TOTAL - FY to Date</b>	<b>\$ -</b>	<b>\$ 7,200</b>	<b>\$ 11,000</b>	<b>\$ 264,396</b>	<b>\$ 13,000</b>	<b>\$ 7,100</b>	<b>-45.38%</b>

	# EMS Assistance Calls						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	68	80	102	90	100	80	-20.00%
August	69	55	72	68	101	57	-43.56%
September	53	52	56	65	71	61	-14.08%
October	36	39	59	50	47	43	-8.51%
November	43	36	29	28	43	53	23.26%
December	32	33	29	36	37	55	48.65%
January	42	50	22	39	40	-	-100.00%
February	27	34	30	42	47	-	-100.00%
March	28	40	36	47	46	-	-100.00%
April	40	41	37	34	46	-	-100.00%
May	68	49	60	79	63	-	-100.00%
June	84	72	72	84	70	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>590</b>	<b>581</b>	<b>604</b>	<b>662</b>	<b>711</b>	<b>349</b>	<b>-50.91%</b>
<b>TOTAL - FY to Date</b>	<b>68</b>	<b>80</b>	<b>102</b>	<b>90</b>	<b>100</b>	<b>80</b>	<b>-20.00%</b>

	# Calls with Mutual Aid Provided						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	6	5	4	8	2	13	550.00%
August	6	9	7	3	5	8	60.00%
September	8	10	6	7	14	9	-35.71%
October	1	9	11	9	9	7	-22.22%
November	8	12	13	8	7	5	-28.57%
December	11	9	3	3	5	7	40.00%
January	8	3	12	16	13	-	-100.00%
February	1	6	6	1	6	-	-100.00%
March	5	5	9	7	10	-	-100.00%
April	2	4	8	7	5	-	-100.00%
May	5	1	6	-	9	-	-100.00%
June	5	6	5	10	7	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>66</b>	<b>79</b>	<b>90</b>	<b>79</b>	<b>92</b>	<b>49</b>	<b>-46.74%</b>
<b>TOTAL - FY to Date</b>	<b>6</b>	<b>5</b>	<b>4</b>	<b>8</b>	<b>2</b>	<b>13</b>	<b>550.00%</b>

**TOWN OF EMERALD ISLE**  
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Data through end of December 2019 , except as noted otherwise

**FIRE DEPARTMENT**

	# Calls with Mutual Aid Received						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	4	8	7	4	7	75.00%
August	3	5	1	3	3	4	33.33%
September	9	1	5	2	9	2	-77.78%
October	2	4	2	1	7	8	14.29%
November	4	3	7	-	7	3	-57.14%
December	3	-	5	-	6	3	-50.00%
January	2	2	4	1	1		-100.00%
February	1	-	2	-	-		
March	4	2	3	1	2		-100.00%
April	2	2	5	1	1		-100.00%
May	3	2	7	3	6		-100.00%
June	4	4	4	5	2		-100.00%
<b>TOTAL - Entire FY</b>	<b>38</b>	<b>29</b>	<b>53</b>	<b>24</b>	<b>48</b>	<b>27</b>	<b>-43.75%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>4</b>	<b>8</b>	<b>7</b>	<b>4</b>	<b>7</b>	<b>75.00%</b>

	Average Response Time (Min.Sec)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	4.39	4.47	4.25	5.23	5.06	5.37	-95.37%
August	4.39	4.55	5.08	5.22	4.40	5.45	-94.55%
September	5.01	5.06	5.01	5.34	6.12	6.17	-95.72%
October	5.29	6.04	5.50	5.10	6.03	6.05	-95.80%
November	4.51	5.55	5.09	5.40	5.43	5.38	-95.68%
December	5.51	5.29	5.15	5.22	5.54	5.46	-95.66%
January	5.07	6.09	5.37	7.04	5.56		-100.00%
February	5.10	5.43	5.21	5.25	6.02		-100.00%
March	5.01	5.15	5.23	5.20	5.38		-100.00%
April	5.00	5.38	5.18	5.07	5.17		-100.00%
May	4.11	5.27	4.47	5.30	5.16		-100.00%
June	5.14	4.46	4.38	4.51	5.09		-100.00%
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	# Alarm Activations						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	12	5	6	6	3	3	0.00%
August	2	4	2	7	-	4	#DIV/0!
September	3	4	4	2	16	3	-81.25%
October	-	4	4	3	8	8	0.00%
November	2	4	6	2	6	-	-100.00%
December	2	1	4	1	6	2	-66.67%
January	3	3	5	2	1		-100.00%
February	4	-	2	-	3		-100.00%
March	3	1	4	-	3		-100.00%
April	1	2	6	-	5		-100.00%
May	4	4	6	4	6		-100.00%
June	6	6	3	7	7		-100.00%
<b>TOTAL - Entire FY</b>	<b>42</b>	<b>38</b>	<b>52</b>	<b>34</b>	<b>64</b>	<b>20</b>	<b>-68.75%</b>
<b>TOTAL - FY to Date</b>	<b>12</b>	<b>5</b>	<b>6</b>	<b>6</b>	<b>3</b>	<b>3</b>	<b>0.00%</b>

	# Water Rescue Calls (All FD Personnel)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	21	26	22	31	56	24	-57.14%
August	15	15	14	29	52	32	-38.46%
September	3	2	5	8	2	7	250.00%
October	1	5	1	2	3	3	0.00%
November	1	2	-	1	-	-	#DIV/0!
December	-	-	-	-	-	-	#DIV/0!
January	1	1	-	-	-		-100.00%
February	1	-	-	1	-		-100.00%
March	2	-	1	-	-		-100.00%
April	-	1	2	2	10		-100.00%
May	10	5	6	50	32		-100.00%
June	19	12	60	17	12		-100.00%
<b>TOTAL - Entire FY</b>	<b>74</b>	<b>69</b>	<b>111</b>	<b>141</b>	<b>167</b>	<b>66</b>	<b>-60.48%</b>
<b>TOTAL - FY to Date</b>	<b>21</b>	<b>26</b>	<b>22</b>	<b>31</b>	<b>56</b>	<b>24</b>	<b>-57.14%</b>

	# Fire Inspections Completed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3	5	14	15	16	18	12.50%
August	3	13	14	28	14	16	14.29%
September	43	50	46	38	-	34	
October	41	44	46	47	84	85	1.19%
November	30	43	40	45	23	38	65.22%
December	29	25	38	27	37	39	5.41%
January	49	43	58	47	36		-100.00%
February	41	52	42	50	56		-100.00%
March	39	39	56	52	51		-100.00%
April	35	42	50	43	75		-100.00%
May	48	61	57	64	72		-100.00%
June	9	11	13	13	15		-100.00%
<b>TOTAL - Entire FY</b>	<b>370</b>	<b>428</b>	<b>474</b>	<b>469</b>	<b>479</b>	<b>230</b>	<b>-51.98%</b>
<b>TOTAL - FY to Date</b>	<b>3</b>	<b>5</b>	<b>14</b>	<b>15</b>	<b>16</b>	<b>18</b>	<b>12.50%</b>

	# Water Rescues (Lifeguards)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	12	6	26	22	52	8	-84.62%
August	2	3	21	32	29	29	0.00%
September	1	-	10	5	-	3	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	-	-	-	-	-		-100.00%
February	-	-	-	-	-		-100.00%
March	-	-	-	-	-		-100.00%
April	-	-	-	-	-		-100.00%
May	1	2	1	11	21		-100.00%
June	4	23	79	12	12		-100.00%
<b>TOTAL - Entire FY</b>	<b>20</b>	<b>34</b>	<b>137</b>	<b>82</b>	<b>114</b>	<b>40</b>	<b>-64.91%</b>
<b>TOTAL - FY to Date</b>	<b>12</b>	<b>6</b>	<b>26</b>	<b>22</b>	<b>52</b>	<b>8</b>	<b>-63.64%</b>

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**FIRE DEPARTMENT**

	# Swimmer Welfare Checks (Lifeguards)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	27	28	49	77	318	66	-79.25%
August	30	36	13	34	51	1,063	1984.31%
September	1	3	1	1	-	4	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	-	-	-	-	-	
April	-	-	-	-	-	-	
May	11	1	3	8	27		-100.00%
June	19	18	42	44	87		-100.00%
<b>TOTAL - Entire FY</b>	<b>88</b>	<b>86</b>	<b>108</b>	<b>164</b>	<b>483</b>	<b>1,133</b>	<b>134.58%</b>
<b>TOTAL - FY to Date</b>	<b>27</b>	<b>28</b>	<b>49</b>	<b>77</b>	<b>318</b>	<b>66</b>	<b>-79.25%</b>

	Child Welfare Checks (Lifeguards)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	11	3	9	5	13	5	-61.54%
August	8	3	2	2	4	9	125.00%
September	1	-	1	1	-	1	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	-	-	-	-	-	
April	-	-	-	-	-	-	
May	-	-	-	1	-	-	
June	12	-	2	7	5		-100.00%
<b>TOTAL - Entire FY</b>	<b>32</b>	<b>6</b>	<b>14</b>	<b>16</b>	<b>22</b>	<b>15</b>	<b>-31.82%</b>
<b>TOTAL - FY to Date</b>	<b>11</b>	<b>3</b>	<b>9</b>	<b>5</b>	<b>13</b>	<b>5</b>	<b>-61.54%</b>

	First Aid Assists (Lifeguards)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	17	39	43	47	72	38	-47.22%
August	16	30	21	13	155	43	-72.26%
September	3	1	1	-	-	10	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	-	-	-	-	-	
April	-	-	-	-	-	-	
May	6	1	3	1	16		-100.00%
June	21	25	11	47	32		-100.00%
<b>TOTAL - Entire FY</b>	<b>63</b>	<b>96</b>	<b>79</b>	<b>108</b>	<b>275</b>	<b>91</b>	<b>-66.91%</b>
<b>TOTAL - FY to Date</b>	<b>17</b>	<b>39</b>	<b>43</b>	<b>47</b>	<b>72</b>	<b>38</b>	<b>-47.22%</b>

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**EMS**

	Total Calls for Service						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	130	132	131	150	181	133	-26.52%
August	105	102	114	119	156	108	-30.77%
September	72	72	82	96	110	82	-25.45%
October	48	47	79	68	76	66	-13.16%
November	48	44	34	42	54	74	37.04%
December	38	44	43	50	42	61	45.24%
January	51	55	39	50	51		-100.00%
February	36	41	41	61	73		-100.00%
March	49	56	54	63	69		-100.00%
April	51	59	66	57	76		-100.00%
May	104	71	93	140	118		-100.00%
June	117	110	169	123	104		-100.00%
<b>TOTAL - Entire FY</b>	<b>849</b>	<b>833</b>	<b>945</b>	<b>1,019</b>	<b>1,110</b>	<b>524</b>	<b>-52.79%</b>
<b>TOTAL - FY to Date</b>	<b>130</b>	<b>132</b>	<b>131</b>	<b>150</b>	<b>181</b>	<b>133</b>	<b>-26.52%</b>

	# Calls With Mutual Aid Received						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	3	2	3	14	2	-85.71%
August	-	1	7	1	22	2	-90.91%
September	-	-	1	3	10	3	-70.00%
October	-	-	1	4	2	3	50.00%
November	-	-	-	2	3	8	166.67%
December	-	-	1	4	-	4	#DIV/0!
January	-	-	-	4	1		-100.00%
February	-	1	1	5	5		-100.00%
March	-	-	1	5	3		-100.00%
April	-	1	-	2	9		-100.00%
May	2	2	2	8	6		-100.00%
June	2	3	8	6	4		-100.00%
<b>TOTAL - Entire FY</b>	<b>5</b>	<b>11</b>	<b>24</b>	<b>47</b>	<b>79</b>	<b>22</b>	<b>-72.15%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>3</b>	<b>2</b>	<b>3</b>	<b>14</b>	<b>2</b>	<b>-85.71%</b>

	# Calls Involving Transport						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	43	52	56	60	60	62	3.33%
August	62	37	66	47	43	32	-25.58%
September	41	33	49	50	38	41	7.89%
October	30	26	50	36	27	37	37.04%
November	31	21	14	28	25	33	32.00%
December	21	27	24	21	19	31	63.16%
January	31	28	25	31	19		-100.00%
February	21	25	23	34	29		-100.00%
March	29	28	23	40	28		-100.00%
April	24	31	41	26	34		-100.00%
May	40	38	46	57	38		-100.00%
June	47	50	59	44	38		-100.00%
<b>TOTAL - Entire FY</b>	<b>420</b>	<b>396</b>	<b>476</b>	<b>474</b>	<b>398</b>	<b>236</b>	<b>-40.70%</b>
<b>TOTAL - FY to Date</b>	<b>43</b>	<b>52</b>	<b>56</b>	<b>60</b>	<b>60</b>	<b>62</b>	<b>3.33%</b>

	# Calls Requiring 2nd Crew Out						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	8	8	26	42	20	-52.38%
August	4	-	5	12	50	18	-64.00%
September	1	1	1	14	19	9	-52.63%
October	1	-	4	6	4	3	-25.00%
November	-	-	-	2	3	9	200.00%
December	-	-	-	-	-	4	#DIV/0!
January	1	-	1	-	1		-100.00%
February	-	-	-	1	5		-100.00%
March	1	1	-	7	3		-100.00%
April	3	-	6	4	10		-100.00%
May	3	6	16	21	16		-100.00%
June	4	6	37	15	18		-100.00%
<b>TOTAL - Entire FY</b>	<b>19</b>	<b>22</b>	<b>78</b>	<b>108</b>	<b>171</b>	<b>63</b>	<b>-100.00%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>8</b>	<b>8</b>	<b>26</b>	<b>42</b>	<b>20</b>	<b>-84.62%</b>

	# Calls With Mutual Aid Provided						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	8	2	6	2	2	7	250.00%
August	1	2	9	4	1	1	0.00%
September	4	1	4	3	3	-	-100.00%
October	4	1	11	3	3	4	33.33%
November	2	1	-	8	3	4	33.33%
December	1	1	3	12	1	-	-100.00%
January	4	1	6	4	1		-100.00%
February	4	4	3	6	9		-100.00%
March	5	3	5	4	4		-100.00%
April	5	2	9	3	6		-100.00%
May	4	2	12	5	7		-100.00%
June	4	4	3	4	6		-100.00%
<b>TOTAL - Entire FY</b>	<b>46</b>	<b>24</b>	<b>71</b>	<b>58</b>	<b>46</b>	<b>16</b>	<b>-65.22%</b>
<b>TOTAL - FY to Date</b>	<b>8</b>	<b>2</b>	<b>6</b>	<b>2</b>	<b>2</b>	<b>7</b>	<b>250.00%</b>

	Average Response Time (Min.Sec)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	not available	not available	5.25	5.47	5.35	5.37	0.37%
August	not available	not available	6.53	5.57	5.46	6.10	11.72%
September	not available	not available	5.57	5.54	6.06	6.27	3.47%
October	not available	not available	7.28	6.31	5.05	5.35	5.94%
November	not available	not available	4.21	6.02	5.37	5.58	3.91%
December	not available	not available	6.12	7.21	6.39	5.37	-15.96%
January	not available	6.14	6.53	6.49	5.19		-100.00%
February	not available	6.37	6.30	4.45	6:00		-100.00%
March	not available	7.20	5.10	6.41	7:54		-100.00%
April	not available	5.58	6.08	7.06	5:51		-100.00%
May	not available	6.33	6.02	6.24	5:38		-100.00%
June	not available	6.23	4.55	5.34	5:55		-100.00%

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**EMS**

	Total \$ Gross Charges								Total \$ Net Payments							
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year		
July	\$ 36,356	\$ 45,881	\$ 56,035	\$ 36,901	\$ 52,779	\$ 57,549	9.04%	\$ 8,886	\$ 21,403	\$ 19,248	\$ 23,660	\$ 17,526	\$ 20,200	15.26%		
August	\$ 15,073	\$ 20,807	\$ 45,986	\$ 40,955	\$ 42,120	\$ 24,991	-40.67%	\$ 13,850	\$ 22,817	\$ 19,995	\$ 23,022	\$ 16,829	\$ 16,383	-2.65%		
September	\$ 41,858	\$ 18,708	\$ 29,033	\$ 23,124	\$ 25,602	\$ 21,334	-16.67%	\$ 8,439	\$ 21,608	\$ 25,717	\$ 26,591	\$ 20,821	\$ 13,505	-35.14%		
October	\$ 26,616	\$ 16,607	\$ 18,158	\$ 23,803	\$ 26,417	\$ 21,935	-16.97%	\$ 22,010	\$ 14,865	\$ 25,846	\$ 26,607	\$ 19,687	\$ 6,471	-67.13%		
November	\$ 3,578	\$ 16,022	\$ 8,727	\$ 11,737	\$ 21,702	\$ 31,271	44.09%	\$ 6,582	\$ 15,494	\$ 14,801	\$ 21,054	\$ 16,518	\$ 9,952	-39.75%		
December	\$ 5,080	\$ 16,878	\$ 12,152	\$ 15,416	\$ 10,016	\$ 21,795	117.60%	\$ 7,023	\$ 14,638	\$ 11,236	\$ 14,499	\$ 19,451	\$ 24,687	26.92%		
January	\$ 21,866	\$ 18,983	\$ 19,090	\$ 24,105	\$ 14,507		-100.00%	\$ 11,593	\$ 9,623	\$ 11,814	\$ 12,149	\$ 9,092		-100.00%		
February	\$ 15,509	\$ 20,593	\$ 18,667	\$ 21,725	\$ 20,490		-100.00%	\$ 9,089	\$ 8,919	\$ 10,543	\$ 12,326	\$ 10,730		-100.00%		
March	\$ 22,068	\$ 17,778	\$ 3,794	\$ 36,950	\$ 19,970		-100.00%	\$ 8,058	\$ 11,091	\$ 13,834	\$ 9,513	\$ 19,088		-100.00%		
April	\$ 26,228	\$ 2,320	\$ 24,844	\$ 17,273	\$ 14,355		-100.00%	\$ 8,558	\$ 13,039	\$ 7,581	\$ 16,672	\$ 19,420		-100.00%		
May	\$ 33,100	\$ 27,248	\$ 34,778	\$ 54,275	\$ 29,181		-100.00%	\$ 11,126	\$ 10,895	\$ 19,603	\$ 17,006	\$ 16,706		-100.00%		
June	\$ 24,875	\$ 36,458	\$ 43,666	\$ 32,302	\$ 28,067		-100.00%	\$ 19,844	\$ 10,401	\$ 19,946	\$ 14,528	\$ 15,490		-100.00%		
<b>TOTAL - Entire FY</b>	\$ 272,207	\$ 258,283	\$ 314,930	\$ 338,566	\$ 305,206	\$ 178,875	-41.39%	\$ 135,058	\$ 174,793	\$ 200,164	\$ 217,627	\$ 201,358	\$ 91,198	-50.62%		
<b>TOTAL - FY to Date</b>	\$ 36,356	\$ 45,881	\$ 56,035	\$ 36,901	\$ 52,779	\$ 57,549	9.04%	\$ 8,886	\$ 21,403	\$ 19,248	\$ 23,660	\$ 17,526	\$ 20,200	11.30%		

**TOWN OF EMERALD ISLE**  
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**PUBLIC WORKS**

	# Vehicle Service Orders						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	30	25	27	18	35	14	-60.00%
August	31	29	26	28	33	28	-15.15%
September	38	22	29	11	4	13	225.00%
October	21	20	24	23	31	25	-19.35%
November	15	16	15	13	19	9	-52.63%
December	17	17	20	16	11	12	9.09%
January	21	22	25	13	19		-100.00%
February	17	13	22	13	13		-100.00%
March	14	20	30	10	20		-100.00%
April	24	23	16	16	15		-100.00%
May	15	22	16	19	23		-100.00%
June	24	16	21	18	16		-100.00%
<b>TOTAL - Entire FY</b>	<b>267</b>	<b>245</b>	<b>271</b>	<b>198</b>	<b>239</b>	<b>101</b>	<b>-57.74%</b>
<b>TOTAL - FY to Date</b>	<b>30</b>	<b>25</b>	<b>27</b>	<b>18</b>	<b>35</b>	<b>14</b>	<b>-60.00%</b>

	# Building Maintenance Orders						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	24	18	26	25	22	27	22.73%
August	19	28	44	21	16	26	62.50%
September	16	17	31	21	10	17	70.00%
October	33	22	24	26	4	21	425.00%
November	21	22	36	29	8	21	162.50%
December	27	27	22	14	33	26	-21.21%
January	39	34	19	40	28		-100.00%
February	26	28	30	22	28		-100.00%
March	13	32	40	18	24		-100.00%
April	28	21	22	17	22		-100.00%
May	20	23	24	18	10		-100.00%
June	21	12	22	23	19		-100.00%
<b>TOTAL - Entire FY</b>	<b>287</b>	<b>284</b>	<b>340</b>	<b>274</b>	<b>224</b>	<b>138</b>	<b>-38.39%</b>
<b>TOTAL - FY to Date</b>	<b>24</b>	<b>18</b>	<b>26</b>	<b>25</b>	<b>22</b>	<b>27</b>	<b>22.73%</b>

	# Pothole / Radii Repairs						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	8	4	-	9	3	-	-100.00%
August	6	8	6	2	10	12	20.00%
September	5	7	4	5	-	-	-
October	10	9	4	5	-	-	-
November	1	3	-	3	-	2	-
December	5	5	-	-	3	1	-66.67%
January	4	-	12	4	1		-100.00%
February	1	6	5	23	22		-100.00%
March	15	24	11	1	14		-100.00%
April	20	8	4	6	-		-
May	7	3	3	-	3		-100.00%
June	2	12	-	6	-		-
<b>TOTAL - Entire FY</b>	<b>84</b>	<b>89</b>	<b>49</b>	<b>64</b>	<b>56</b>	<b>15</b>	<b>-73.21%</b>
<b>TOTAL - FY to Date</b>	<b>8</b>	<b>4</b>	<b>-</b>	<b>9</b>	<b>3</b>	<b>-</b>	<b>-100.00%</b>

	# ROW Sight Improvements						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	17	8	2	-	3	2	-33.33%
August	6	-	3	22	5	1	-80.00%
September	11	20	18	12	-	6	-
October	26	30	23	23	-	9	-
November	4	2	19	10	-	6	-
December	28	12	45	1	-	-	-
January	15	45	13	12	12		-100.00%
February	1	31	26	-	45		-100.00%
March	2	7	28	3	71		-100.00%
April	4	-	1	3	3		-100.00%
May	2	9	4	10	3		-100.00%
June	8	31	2	6	2		-100.00%
<b>TOTAL - Entire FY</b>	<b>124</b>	<b>195</b>	<b>184</b>	<b>102</b>	<b>144</b>	<b>24</b>	<b>-83.33%</b>
<b>TOTAL - FY to Date</b>	<b>17</b>	<b>8</b>	<b>2</b>	<b>-</b>	<b>3</b>	<b>2</b>	<b>-33.33%</b>

	# Signs Replaced / Installed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	40	17	28	19	5	38	660.00%
August	8	20	11	9	17	6	-64.71%
September	33	6	33	7	-	26	-
October	11	-	-	7	36	30	-16.67%
November	13	1	6	21	8	29	262.50%
December	16	26	159	7	3	2	-33.33%
January	27	9	30	6	109		-100.00%
February	33	5	17	8	1		-100.00%
March	22	-	14	7	1		-100.00%
April	2	5	10	35	15		-100.00%
May	19	34	6	19	17		-100.00%
June	13	15	30	19	10		-100.00%
<b>TOTAL - Entire FY</b>	<b>237</b>	<b>138</b>	<b>344</b>	<b>164</b>	<b>222</b>	<b>131</b>	<b>-40.99%</b>
<b>TOTAL - FY to Date</b>	<b>40</b>	<b>17</b>	<b>28</b>	<b>19</b>	<b>5</b>	<b>38</b>	<b>660.00%</b>

	# NC 58 ROW Mowing Cycles Completed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	2	2	1	1	2	1	-50.00%
August	2	2	1	1	1	1	0.00%
September	2	-	-	-	-	-	-
October	1	-	-	-	-	-	-
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	1	-	-	1	1		-100.00%
April	1	-	2	-	2		-100.00%
May	1	1	1	2	1		-100.00%
June	1	2	1	1	2		-100.00%
<b>TOTAL - Entire FY</b>	<b>11</b>	<b>7</b>	<b>6</b>	<b>6</b>	<b>9</b>	<b>2</b>	<b>-77.78%</b>
<b>TOTAL - FY to Date</b>	<b>2</b>	<b>2</b>	<b>1</b>	<b>1</b>	<b>2</b>	<b>1</b>	<b>-50.00%</b>

**TOWN OF EMERALD ISLE**  
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**PUBLIC WORKS**

	# Beach Equipment Warnings						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	164	260	314	249	359	195	-45.68%
August	76	138	150	199	200	106	-47.00%
September	9	65	61	20	76	-	-100.00%
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	-	-	-	-	-	
April	-	-	-	-	-	-	
May	32	40	28	39	31	-	-100.00%
June	131	173	148	202	81	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>412</b>	<b>676</b>	<b>701</b>	<b>709</b>	<b>747</b>	<b>301</b>	<b>-59.71%</b>
<b>TOTAL - FY to Date</b>	<b>164</b>	<b>260</b>	<b>314</b>	<b>249</b>	<b>359</b>	<b>195</b>	<b>-45.68%</b>

	# Beach Equipment Confiscations						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	18	39	9	22	29	31.82%
August	2	3	19	12	-	5	#DIV/0!
September	-	5	12	2	7	-	-100.00%
October	-	-	-	-	10	-	-100.00%
November	-	-	-	-	-	-	#DIV/0!
December	-	-	-	-	-	-	#DIV/0!
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	-	-	-	-	-	
April	-	-	-	-	-	-	
May	4	-	2	1	9	-	-100.00%
June	5	31	7	24	6	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>12</b>	<b>57</b>	<b>79</b>	<b>48</b>	<b>54</b>	<b>34</b>	<b>-37.04%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>18</b>	<b>39</b>	<b>9</b>	<b>22</b>	<b>29</b>	<b>31.82%</b>

	# Storm Water Inspections / Repairs						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	6	10	8	8	8	10	25.00%
August	7	9	9	12	8	10	25.00%
September	7	13	8	8	15	10	-33.33%
October	7	8	8	8	4	10	150.00%
November	7	10	8	10	8	9	12.50%
December	6	18	8	8	10	12	20.00%
January	6	10	10	8	10	-	-100.00%
February	8	8	8	10	7	-	-100.00%
March	8	6	9	10	8	-	-100.00%
April	8	6	8	8	8	-	-100.00%
May	9	8	12	10	9	-	-100.00%
June	8	-	8	15	10	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>87</b>	<b>106</b>	<b>104</b>	<b>115</b>	<b>105</b>	<b>61</b>	<b>-41.90%</b>
<b>TOTAL - FY to Date</b>	<b>6</b>	<b>10</b>	<b>8</b>	<b>8</b>	<b>8</b>	<b>10</b>	<b>25.00%</b>

	# Deceased Deer Found & Buried						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	2	3	4	1	2	-	-100.00%
August	4	1	1	-	-	-	
September	5	3	-	-	-	1	
October	9	5	3	-	-	5	
November	9	4	4	-	-	2	
December	3	2	3	1	-	4	
January	4	-	2	2	-	-	
February	2	-	2	-	1	-	-100.00%
March	1	5	1	-	1	-	-100.00%
April	2	2	-	1	-	-	
May	1	2	-	-	-	-	
June	5	-	-	1	1	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>47</b>	<b>27</b>	<b>20</b>	<b>6</b>	<b>5</b>	<b>12</b>	<b>140.00%</b>
<b>TOTAL - FY to Date</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>1</b>	<b>2</b>	<b>-</b>	<b>-100.00%</b>

**TOWN OF EMERALD ISLE**  
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**SOLID WASTE**

	Tons of Residential Trash						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	527.13	549.40	554.07	559.51	576.86	547.87	-5.03%
August	450.26	448.60	468.66	414.64	429.28	411.61	-4.12%
September	311.97	291.65	311.86	308.62	459.13	302.48	-34.12%
October	208.07	226.58	225.35	246.60	306.67	225.18	-26.57%
November	128.73	189.91	187.11	189.98	248.20	161.97	-34.74%
December	186.71	166.27	155.75	157.87	187.02	209.18	11.85%
January	156.23	163.79	178.83	176.78	197.03		-100.00%
February	122.22	153.48	156.01	164.61	163.60		-100.00%
March	201.48	213.99	198.31	205.66	218.00		-100.00%
April	238.02	242.29	260.76	281.96	315.58		-100.00%
May	300.33	316.81	316.16	300.16	325.22		-100.00%
June	444.22	392.85	422.01	419.92	378.03		
<b>TOTAL - Entire FY</b>	3,275.37	3,355.62	3,434.88	3,426.31	3,804.62	1,858.29	-51.16%
<b>TOTAL - FY to Date</b>	527.13	549.40	554.07	559.51	576.86	547.87	-5.03%

	Tons of Residential Recyclables						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	184.75	139.96	113.75	111.22	115.95	104.65	-9.75%
August	131.31	103.29	122.25	116.07	119.45	85.67	-28.28%
September	65.77	80.44	62.43	66.09	22.51	58.63	160.46%
October	59.06	45.62	46.44	50.98	61.15	57.97	-5.20%
November	37.38	36.53	50.42	54.73	42.60	35.41	-16.88%
December	50.61	51.20	35.55	34.00	31.37	28.40	-9.47%
January	33.75	33.59	39.79	44.81	44.68		-100.00%
February	27.63	29.89	31.92	34.89	33.23		-100.00%
March	36.87	49.83	47.15	39.89	37.34		-100.00%
April	55.46	44.76	53.62	51.95	49.30		-100.00%
May	58.51	52.19	79.05	75.05	71.91		-100.00%
June	81.93	106.60	81.93	84.08	74.41		-100.00%
<b>TOTAL - Entire FY</b>	823.03	773.90	764.30	763.76	703.90	370.73	-47.33%
<b>TOTAL - FY to Date</b>	184.75	139.96	113.75	111.22	115.95	104.65	-9.75%

	Recyclables as % of Total Solid Waste						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	25.95%	20.30%	17.03%	16.58%	16.74%	16.04%	-4.16%
August	22.58%	18.72%	20.69%	21.87%	21.77%	17.23%	-20.85%
September	17.41%	21.62%	16.68%	17.64%	4.67%	16.24%	247.75%
October	22.11%	16.76%	17.09%	17.13%	16.62%	20.47%	23.16%
November	22.50%	16.13%	21.23%	22.37%	14.65%	17.94%	22.46%
December	21.33%	23.54%	18.58%	17.72%	14.36%	11.95%	-16.78%
January	17.77%	17.02%	18.20%	20.22%	18.48%		
February	18.44%	16.30%	16.99%	17.49%	16.88%		
March	15.47%	18.89%	19.21%	16.25%	14.59%		
April	18.90%	15.59%	17.06%	15.56%	13.51%		
May	16.31%	14.14%	20.00%	20.00%	18.11%		
June	15.57%	21.34%	16.26%	16.68%	16.45%		
<b>TOTAL - Entire FY</b>	20.08%	18.74%	18.20%	18.23%	15.61%	16.63%	
<b>TOTAL - FY to Date</b>	25.95%	20.30%	17.03%	16.58%	16.74%	16.04%	

	% Recycling Collection Points Set Out						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	49.32%	53.20%	57.43%	60.12%	59.37%	52.75%	-11.15%
August	49.79%	52.58%	57.46%	56.11%	54.16%	38.64%	-28.66%
September	38.80%	40.74%	44.99%	42.55%	35.84%	34.84%	-2.79%
October	32.37%	32.15%	33.00%	37.97%	34.64%	28.46%	-17.84%
November	22.02%	27.08%	26.36%	28.67%	24.96%	17.10%	-31.49%
December	22.85%	28.29%	22.62%	23.38%	19.34%	12.58%	-34.95%
January	22.91%	24.83%	25.90%	23.71%	22.86%		-100.00%
February	19.11%	19.00%	23.74%	22.53%	15.91%		-100.00%
March	24.07%	27.14%	27.41%	25.35%	18.34%		-100.00%
April	31.03%	28.41%	34.36%	30.59%	28.83%		-100.00%
May	42.05%	28.30%	40.24%	38.39%	35.40%		-100.00%
June	42.58%	42.39%	49.87%	48.36%	42.99%		
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

	# Yard Waste Collection Points						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1,992	1,724	2,987	3,104	4,402	1,231	-72.04%
August	1,147	1,529	3,080	3,950	3,349	2,694	-19.56%
September	1,663	2,098	3,282	3,757	1,342	2,032	51.42%
October	1,560	2,308	3,095	3,320	464	1,729	272.63%
November	1,001	1,986	3,154	3,178	1,940	1,439	-25.82%
December	888	1,634	1,622	1,736	1,998	1,640	-17.92%
January	1,120	1,585	1,816	2,860	1,827		-100.00%
February	803	2,306	2,802	2,626	2,536		-100.00%
March	1,502	2,990	3,084	3,529	3,055		-100.00%
April	2,306	3,313	3,026	3,606	2,078		-100.00%
May	2,384	3,178	4,410	4,566	2,360		-100.00%
June	2,456	3,034	4,313	4,149	2,080		-100.00%
<b>TOTAL - Entire FY</b>	18,822	27,685	36,671	40,381	27,431	10,765	-60.76%
<b>TOTAL - FY to Date</b>	1,992	1,724	2,987	3,104	4,402	1,231	-72.04%

	# Yard Waste Loads Disposed						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	108	79	73	60	112	55	-50.89%
August	109	65	63	73	87	99	13.79%
September	49	66	80	77	37	88	137.84%
October	53	78	120	100	33	147	345.45%
November	43	70	110	81	100	103	3.00%
December	29	64	45	46	107	89	-16.82%
January	51	59	64	87	95		-100.00%
February	35	64	93	109	160		-100.00%
March	68	91	117	110	146		-100.00%
April	114	108	90	138	136		-100.00%
May	94	77	100	120	152		-100.00%
June	90	93	93	106	95		-100.00%
<b>TOTAL - Entire FY</b>	843	914	1,048	1,107	1,260	581	-53.89%
<b>TOTAL - FY to Date</b>	108	79	73	60	112	55	-50.89%

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**SOLID WASTE**

	# Discarded Appliances						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	1	9	4	5	18	12	-33.33%
August	1	5	8	8	11	13	18.18%
September	1	1	4	3	-	7	
October	2	6	3	13	158	3	-98.10%
November	3	5	1	4	-	5	
December	2	-	5	1	16	7	-56.25%
January	2	4	2	8	14	-	-100.00%
February	2	6	11	4	6	-	-100.00%
March	2	2	8	8	12	-	-100.00%
April	2	-	6	5	12	-	-100.00%
May	2	5	9	6	10	-	-100.00%
June	6	3	5	16	15	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>26</b>	<b>46</b>	<b>66</b>	<b>81</b>	<b>272</b>	<b>47</b>	<b>-82.72%</b>
<b>TOTAL - FY to Date</b>	<b>1</b>	<b>9</b>	<b>4</b>	<b>5</b>	<b>18</b>	<b>12</b>	<b>-33.33%</b>

	Lbs Trash from Beach (Approx)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	33,941	37,369	55,995	36,431	41,370	27,317	-33.97%
August	22,004	27,358	37,672	24,726	25,170	27,108	7.70%
September	10,410	9,093	20,433	11,737	10,658	4,316	-59.50%
October	3,289	530	2,593	-	-	-	
November	1,878	1,251	-	-	-	-	
December	-	680	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	731	-	-	-	-	
April	3,413	3,207	14,593	8,325	6,362	-	-100.00%
May	23,952	16,914	21,547	17,831	15,857	-	-100.00%
June	23,954	31,071	25,348	29,746	24,167	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>122,841</b>	<b>128,204</b>	<b>178,181</b>	<b>128,796</b>	<b>123,584</b>	<b>58,741</b>	<b>-52.47%</b>
<b>TOTAL - FY to Date</b>	<b>33,941</b>	<b>37,369</b>	<b>55,995</b>	<b>36,431</b>	<b>41,370</b>	<b>27,317</b>	<b>-33.97%</b>

	Lbs Recyclables from Beach (Approx)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	59,095	60,725	91,515	64,685	63,072	44,650	-29.21%
August	35,649	48,367	61,553	37,746	35,687	30,895	-13.43%
September	15,455	17,449	30,246	19,038	16,065	7,618	-52.58%
October	2,978	1,037	3,122	-	-	-	
November	204	954	-	-	-	-	
December	-	892	-	-	-	-	
January	-	-	-	-	-	-	
February	-	-	-	-	-	-	
March	-	1,690	-	-	-	-	
April	4,291	6,820	17,698	13,020	6,694	-	-100.00%
May	37,208	28,528	31,166	26,144	21,507	-	-100.00%
June	36,165	42,848	40,335	36,477	36,654	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>191,045</b>	<b>209,310</b>	<b>275,635</b>	<b>197,110</b>	<b>179,679</b>	<b>83,163</b>	<b>-53.72%</b>
<b>TOTAL - FY to Date</b>	<b>59,095</b>	<b>60,725</b>	<b>91,515</b>	<b>64,685</b>	<b>63,072</b>	<b>44,650</b>	<b>-29.21%</b>

**TOWN OF EMERALD ISLE**  
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**PARKS AND RECREATION**

	# of Paid Parking Customers - ORAs						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	2,643	2,410	4,290	4,022	3,980	4,284	7.64%
August	1,927	2,705	2,321	1,743	3,101	2,973	-4.13%
September	624	785	1,083	974	1,776	-	-100.00%
October	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-
April	90	600	2,688	1,140	-	-	-
May	3,656	2,339	3,072	2,782	3,850	-	-100.00%
June	2,441	3,331	2,435	4,054	3,415	-	-100.00%
<b>TOTAL - Entire FY</b>	<b>11,381</b>	<b>12,170</b>	<b>15,889</b>	<b>14,715</b>	<b>16,122</b>	<b>7,257</b>	<b>-54.99%</b>
<b>TOTAL - FY to Date</b>	<b>2,643</b>	<b>2,410</b>	<b>4,290</b>	<b>4,022</b>	<b>3,980</b>	<b>4,284</b>	<b>7.64%</b>

	# Free Parking Visitors - ORAs						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	321	254	372	367	321	368	14.64%
August	224	217	201	187	308	337	9.42%
September	77	121	119	120	166	-	-100.00%
October	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-
April	18	65	125	76	-	-	-
May	369	259	206	222	235	-	-100.00%
June	247	228	189	279	-	-	#DIV/0!
<b>TOTAL - Entire FY</b>	<b>1,256</b>	<b>1,144</b>	<b>1,212</b>	<b>1,251</b>	<b>1,030</b>	<b>705</b>	<b>-31.55%</b>
<b>TOTAL - FY to Date</b>	<b>321</b>	<b>254</b>	<b>372</b>	<b>367</b>	<b>321</b>	<b>368</b>	<b>14.64%</b>

	Comm Center Attendance (All Activities)						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3,958	3,268	3,115	3,037	3,599	3,844	6.81%
August	2,569	2,547	2,987	2,906	4,326	3,147	-27.25%
September	2,955	3,277	4,963	3,397	1,366	2,744	100.88%
October	3,844	4,082	4,818	3,783	4,210	4,613	9.57%
November	3,336	3,164	3,070	3,852	3,328	2,451	-26.35%
December	2,931	3,125	3,504	2,784	2,732	3,027	10.80%
January	4,291	3,329	4,727	4,482	3,120	-	-100.00%
February	3,661	3,909	3,765	3,819	3,388	-	-100.00%
March	3,275	3,815	3,688	4,910	3,834	-	-100.00%
April	3,557	3,359	3,096	3,706	3,237	-	-100.00%
May	2,601	2,889	3,092	3,342	3,780	-	-100.00%
June	2,671	3,660	3,117	3,253	-	-	-
<b>TOTAL - Entire FY</b>	<b>39,649</b>	<b>40,424</b>	<b>43,942</b>	<b>43,271</b>	<b>36,920</b>	<b>19,826</b>	<b>-46.30%</b>
<b>TOTAL - FY to Date</b>	<b>3,958</b>	<b>3,268</b>	<b>3,115</b>	<b>3,037</b>	<b>3,599</b>	<b>3,844</b>	<b>6.81%</b>

**After School Program Enrollment**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
	July	-	-	-	-	-	-
August	15	15	20	20	19	21	10.53%
September	15	15	20	20	19	21	10.53%
October	15	15	20	20	19	21	10.53%
November	15	15	20	18	20	21	5.00%
December	13	15	19	18	19	21	10.53%
January	13	15	18	18	18	-	-100.00%
February	13	14	20	20	19	-	-100.00%
March	13	14	20	20	19	-	-100.00%
April	13	14	20	20	19	-	-100.00%
May	14	14	20	20	19	-	-100.00%
June	-	-	-	-	-	-	-
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

**Summer Day Camp Enrollment**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
	July	24	24	28	28	30	30
August	24	24	28	28	30	30	0.00%
September	-	-	-	-	-	-	-
October	-	-	-	-	-	-	-
November	-	-	-	-	-	-	-
December	-	-	-	-	-	-	-
January	-	-	-	-	-	-	-
February	-	-	-	-	-	-	-
March	-	-	-	-	-	-	-
April	-	-	-	-	-	-	-
May	-	-	-	-	-	-	-
June	24	28	28	30	-	-	-
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

**Mothers Morning Out Enrollment**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
	July	-	-	-	-	-	-
August	-	-	-	-	-	-	-
September	21	20	20	20	20	20	0.00%
October	21	20	20	20	20	20	0.00%
November	21	20	20	19	20	20	0.00%
December	21	20	20	19	20	20	0.00%
January	21	20	20	19	20	-	-100.00%
February	21	20	20	19	20	-	-100.00%
March	21	20	20	19	20	-	-100.00%
April	21	21	21	19	20	-	-100.00%
May	21	21	21	19	20	-	-100.00%
June	-	-	-	-	-	-	-
<b>TOTAL - Entire FY</b>							
<b>TOTAL - FY to Date</b>							

**TOWN OF EMERALD ISLE**  
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**PARKS AND RECREATION**

	# Community Center Memberships - Individual Taxpayer						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	4	5	5	5	1	5	400.00%
August	2	-	3	3	3	3	0.00%
September	3	1	-	1	-	1	
October	8	5	3	5	4	9	125.00%
November	-	4	3	4	-	-	
December	16	11	20	20	14	15	7.14%
January	63	74	72	80	77		-100.00%
February	16	21	19	26	17		-100.00%
March	11	10	10	20	13		-100.00%
April	10	7	5	11	4		-100.00%
May	5	5	6	9	5		-100.00%
June	13	7	9	4	-		
<b>TOTAL - Entire FY</b>	151	150	155	188	138	33	-76.09%
<b>TOTAL - FY to Date</b>	4	5	5	5	1	5	400.00%

	# Community Center Memberships - Family Taxpayer						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3	7	3	7	7	4	-42.86%
August	3	-	2	3	6	3	-50.00%
September	3	1	-	-	-	1	
October	8	6	4	6	4	1	-75.00%
November	-	3	-	1	1	1	0.00%
December	16	26	38	25	20	29	45.00%
January	98	84	87	92	91		-100.00%
February	24	26	20	29	23		-100.00%
March	8	16	16	21	14		-100.00%
April	8	11	10	17	12		-100.00%
May	8	9	8	8	7		-100.00%
June	16	11	17	11	-		
<b>TOTAL - Entire FY</b>	195	200	205	220	185	39	-78.92%
<b>TOTAL - FY to Date</b>	3	7	3	7	7	4	-42.86%

	# Community Center Memberships - Free						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	3	2	5	6	7	10	42.86%
August	3	1	6	6	14	7	-50.00%
September	3	5	2	3	1	-	-100.00%
October	2	3	-	5	2	4	100.00%
November	3	6	1	2	1	4	300.00%
December	10	1	10	7	7	33	371.43%
January	59	57	51	56	73		-100.00%
February	12	9	14	17	12		-100.00%
March	1	9	5	9	17		-100.00%
April	2	13	7	10	11		-100.00%
May	12	12	20	18	28		-100.00%
June	6	7	4	8	-		
<b>TOTAL - Entire FY</b>	116	125	125	147	173	58	-66.47%
<b>TOTAL - FY to Date</b>	3	2	5	6	7	10	42.86%

	# Community Center Memberships - Individual Non-Taxpayer						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	-	-	-	-	-	
August	-	-	-	-	-	-	
September	-	-	-	-	-	-	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	1	2	2	1	3	2	-33.33%
January	2	1	6	4	1		-100.00%
February	-	-	-	-	1		
March	-	-	-	-	-		
April	-	-	-	-	-		
May	-	-	-	-	-		
June	1	-	-	-	-		
<b>TOTAL - Entire FY</b>	4	3	8	5	5	2	-60.00%
<b>TOTAL - FY to Date</b>	-	-	-	-	-	-	

	# Community Center Memberships - Family Non-Taxpayer						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	1	-	-	-	-	
August	-	-	-	-	-	-	
September	-	-	-	-	-	-	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	-	-	-	-	-	-	
January	1	2	2	3	3		
February	-	-	-	3	-		
March	-	-	-	-	-		
April	-	1	-	-	-		
May	-	-	-	-	-		
June	-	-	-	-	-		
<b>TOTAL - Entire FY</b>	1	4	2	6	3	-	-100.00%
<b>TOTAL - FY to Date</b>	-	1	-	-	-	-	

	# Community Center Memberships - Walkers Only						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	-	-	-	-	-	-	
August	-	-	-	-	-	-	
September	-	-	-	-	-	-	
October	-	-	-	-	-	-	
November	-	-	-	-	-	-	
December	1	1	-	-	-	-	
January	-	-	2	2	2		-100.00%
February	1	-	-	-	-		
March	-	-	-	-	-		
April	-	-	-	-	-		
May	-	-	-	-	-		
June	-	-	1	-	-		
<b>TOTAL - Entire FY</b>	2	1	3	2	2	-	-100.00%
<b>TOTAL - FY to Date</b>	-	-	-	-	-	-	

**TOWN OF EMERALD ISLE**  
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**PARKS AND RECREATION**

	Beach / Sound Access Repair / Improve						
	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
July	33	25	28	24	39	28	-28.21%
August	43	15	29	20	26	33	65.00%
September	5	11	14	24	-	13	-45.83%
October	19	14	7	10	16	28	180.00%
November	3	4	49	16	32	6	-62.50%
December	21	32	4	45	44	7	-84.44%
January	42	8	8	17	36		-100.00%
February	46	4	11	11	22		-100.00%
March	27	5	9	9	9		-100.00%
April	3	62	31	73	18		-100.00%
May	56	15	50	20	35		-100.00%
June	67	90	36	4	-		
<b>TOTAL - Entire FY</b>	<b>365</b>	<b>285</b>	<b>276</b>	<b>273</b>	<b>277</b>	<b>115</b>	<b>-58.48%</b>
<b>TOTAL - FY to Date</b>	<b>33</b>	<b>25</b>	<b>28</b>	<b>24</b>	<b>39</b>	<b>28</b>	<b>-28.21%</b>

**# NC 58 ROW Mowing Cycles Completed**

	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20	% Chg - 1 Year
	July	5	4	4	4	4	3
August	4	5	3	5	5	4	-20.00%
September	4	4	2	3	1	2	-33.33%
October	2	2	1	1	2	1	0.00%
November	-	-	-	-	1	-	
December	-	-	-	-	4	1	
January	-	1	-	-	1		
February	-	-	1	-	1		
March	1	2	1	2	3		-100.00%
April	2	2	3	2	3		
May	2	3	3	3	3		
June	4	4	4	4	-		
<b>TOTAL - Entire FY</b>	<b>24</b>	<b>27</b>	<b>22</b>	<b>24</b>	<b>28</b>	<b>11</b>	<b>-60.71%</b>
<b>TOTAL - FY to Date</b>	<b>5</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>4</b>	<b>3</b>	<b>-25.00%</b>



AGENDA ITEM COVER SHEET

Meeting Date: January 14, 2020

Agenda Item #: 17

**ITEM TO BE CONSIDERED**

**Title:** Closed Session - Pursuant to NCGS 143-318.11(5), To Discuss Land Negotiations.

**Brief Summary:**

The Board will discuss land negotiations in closed session.

**Suggested Motion:**

Motion to go into closed session, pursuant to NCGS 143-318.11(5), for the purpose of discussing land negotiations.

Motion to return to open session.

**BACKGROUND**

**Originating Department / Individual:**  
Board of Commissioners

- Attachments:**
- 1 \_\_\_\_\_
  - 2 \_\_\_\_\_
  - 3 \_\_\_\_\_
  - 4 \_\_\_\_\_
  - 5 \_\_\_\_\_
  - 6 \_\_\_\_\_



**ACTION TAKEN:**

Motion By: \_\_\_\_\_

Carried: \_\_\_\_\_