



**AGENDA**  
**MOREHEAD CITY TOWN COUNCIL**  
**Tuesday, August 11, 2015 at 5:30 p.m.**  
**Municipal Chambers**  
**202 South 8<sup>th</sup> Street**

- I. Regular Meeting Call to Order, Invocation and Pledge of Allegiance
2. Adoption of the CONSENT AGENDA:
  - A. Approval of Minutes: Tuesday, July 14, 2015 -- Regular Meeting
  - B. Approve the Requests for Release of Overpayment of Ad Valorem Taxes for July 2015, in the amount of \$25.02 and Accept the Tax Collector and Finance Director Reports for July 2015
  - C. Adopt Budget Ordinance Amendment 2015-27 to Update Revenues and Expenditures in the General Fund, Water/Sewer Fund and Water/Sewer Capital Project Fund and Budget Ordinance Amendment 2015-28 to Adjust the Water and Sewer Extensions/Improvements Capital Project Fund
  - D. Adopt Resolution 2015-33 Endorsing the North Carolina East Sports Lookout Shootout Poker Run and Radar Run and Authorizing Action Necessary for the Event to be held September 19 & 20, 2015, in Morehead City and Surrounding Waterway
  - E. Adopt Ordinance 2015-16 Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection: South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street
  - F. Re-Appoint Mayor Gerald A. Jones, Jr. to the Beaufort/Morehead City Airport Authority
3. New Business
  - A. Adopt Resolution 2015-34 to Sponsor the Friends of Spooner's Creek Shallow Draft Dredging Grant
  - B. Appointments to the Morehead City Planning Board

**C. Appointments to the Morehead City Board of Adjustment**

- 4. Citizen Requests/Comments: [2 Minute Time Limit] Concerned Citizens of Carteret County present a Resolution in Opposition of Offshore Drilling Activities and related Seismic Blasting Activities off of the North Carolina Coast**
- 5. City Manager's Report: Update on the Request to Consider Elimination of the Commercial Mail Receiving Agency [CMRA] Located At City Hall**
- 6. Council Requests/Comments**
- 7. CLOSED SESSION AS PER G.S. 143.318.11[a][3] TO APPROVE THE CLOSED SESSION MINUTES OF TUESDAY, JULY 14, 2015 AND FRIDAY, OCTOBER 24, 2014; TO CONSIDER A SETTLEMENT OF THE LAWSUIT WITH D.H. GRIFFIN FOR REPAIRS TO THE POLICE DEPARTMENT BUILDING; TO RECEIVE A REPORT FROM THE CITY MANAGER ON KEY PERSONNEL POSITIONS; AND TO CONSULT WITH THE CITY ATTORNEY**
- 8. Adjournment**

TOWN OF MOREHEAD CITY

AGENDA ITEM: 2.

REQUEST FOR TOWN COUNCIL ACTION

DATE: August 11, 2015

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: Adoption of the CONSENT AGENDA

Background Information Attached: Yes  No

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**2.A. Approval of Minutes: Tuesday, July 14, 2015 -- Regular Meeting**

*Approve the minutes of Tuesday, July 14, 2015, Regular Meeting and dispense with the reading.*

**2.B. Approve the Requests for Release of Overpayment of Ad Valorem Taxes for July 2015, in the amount of \$25.02; and Accept the Tax Collector and Finance Director Reports for July 2015**

*Approve the requests for release of overpayment of ad valorem taxes for July 2015, in the amount of \$25.02; and accept the Tax Collector and Finance Director Reports for July 2015.*

**2.C. Adopt Budget Ordinance Amendment 2015-27 to Update Revenues and Expenditures in the General Fund, Water/Sewer Fund and Water/Sewer Capital Project Fund and Budget Ordinance Amendment 2015-28 to Adjust the Water and Sewer Extensions/Improvements Capital Project Fund**

The purpose of Budget Ordinance Amendment 2015-27 is to update the General Fund budget as follows:

- To increase miscellaneous revenue from the Police Department calendar sponsor fee in the amount of \$2,000 and increase the Police Department budget by the same.
- To increase appropriated Fund Balance from Restricted Funds in the amount of a \$1,500 grant from the Norfolk-Southern Foundation received in late June 2015 after adoption of the FY 2015-16 budget for Police Department equipment and increase the Police Department budget by the same.
- To increase appropriated Unassigned Fund Balance in the amount of \$26,400 and increase Library the same for the contract for the structural assessment in progress at June 30, 2015.
- To increase the Cemetery/Building & Grounds Department by \$15,800 and decrease Contingency the same for improvements at the dock located at 709 Shepard Street to be made by the lessee in exchange for rent.

To update the budget in the Water/Sewer Fund as follows:

- To increase the Transfer to the Water/Sewer (Annual) Capital Project Fund in the amount of \$22,800 and appropriate Fund Balance by the same amount for work on the contract in progress for Lift Station #11 that was not as far along at June 30, 2015, as anticipated in the initial budget.

To adjust the budget in the Water/Sewer [Annual] Capital Project Fund as follows:

- To recognize an increase in the Transfer from the Water/Sewer Fund in the amount of \$22,800 and increase expenditures the same amount to provide adequate funding for the contract in progress for Lift Station #11 that was not as far along at June 30, 2015 as anticipated in the initial budget.

The purpose of Budget Ordinance Amendment 2015-28 is to update the Water and Sewer Extensions/Improvements Capital Project Fund by decreasing Contributed Capital from S & W Ready Mix in the amount of \$8,374 and decreasing expenditures related to the S & W requested line extension by \$6,083. This amendment also reduces the line item Reserved for Future Appropriation by \$2,291 to cover the City's share of the line extension.

*Adopt Budget Ordinance Amendment 2015-28 to Update Revenues and Expenditures in the General Fund, Water/Sewer Fund and Water/Sewer Capital Project Fund; and 2015-28 to Adjust the Water and Sewer Extensions/Improvements Capital Project Fund.*

**2.D. Adopt Resolution 2015-33 Endorsing the North Carolina East Sports Lookout Shootout Poker Run and Radar Run and Authorizing Action Necessary for the Event to be held September 19 & 20, 2015, in Morehead City and Surrounding Waterways**

North Carolina East Sports has requested to hold a poker/radar boat run in downtown Morehead City in the vicinity of Jack's Waterfront Bar and the surrounding waterways. They have requested the use of the City docks at the end of South 6<sup>th</sup> Street and the use of the City docks at Jaycee Park if necessary. They have also requested that the City have no objections to the temporary waiver of the No Wake zone in the water area located at the State Port and Turning Basin. No streets or alleys have been requested to be closed with this resolution. The Public Works Committee of the Council reviewed the request.

*Adopt Resolution 2015-33 Endorsing the North Carolina East Sports Lookout Shootout Poker Run and Radar Run and authorizing action necessary for the event to be held September 19 & 20, 2015, in Morehead City and surrounding waterways.*

**2.E. Adopt Ordinance 2015-26 Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection: South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street**

A request has been received to add four-way stop signs at the intersections of South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street. These streets are adjacent to Shevans Park. The area has heavy pedestrian traffic, a good proportion of it younger citizens who frequent the playground located there. For safety issues, Ordinance 2015-26 is recommended for adoption. The Public Works Committee of the Council reviewed the above proposed ordinance and recommended adoption.

*Adopt Ordinance 2015-26 Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection: South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street.*

**2.F. Re-Appoint Mayor Gerald A. Jones, Jr. to the Beaufort/Morehead City Airport Authority**

Mayor Jones has been a member of the Beaufort/Morehead City Airport Authority for many years. He has agreed to continue to serve in this capacity. Council action is needed to appoint him for another two [2] year term and to advise the Carteret County Commissioners of this request.

*Appoint Mayor Gerald A. Jones, Jr., to the Beaufort/Morehead City Airport Authority for a term of two [2] years from 8/31/2015 to 8/30/2017.*

***Recommended Action: Adopt the CONSENT AGENDA in one [1] motion. Any item[s] may be removed and discussed separately.***

Board Action:      Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
VOTE: Ayes \_\_\_\_\_ Naves \_\_\_\_\_ Postponed/Tabled \_\_\_\_\_

**A.**

**Town Council Minutes  
Morehead City, North Carolina**

**Tuesday, July 14, 2015**

The Honorable Council of the Town of Morehead City met in Regular Session on Tuesday, July 14, 2015, at 5:30 p.m., in the Municipal Chambers located at 202 South 8<sup>th</sup> Street, Morehead City, North Carolina. Those in attendance were:

MAYOR:	Gerald A. Jones, Jr.
MAYOR PRO-TEM:	George W. Ballou
COUNCIL:	William F. Taylor
	Demus L. Thompson [Absent]
	Harvey N. Walker, Jr.
	Diane C. Warrender
CITY MANAGER:	David S. Whitlow
CITY CLERK:	Jeanne M. Giblin
CITY ATTORNEY'S OFFICE:	Nelson W. Taylor, III; Derek Taylor, Mike Thomas
OTHERS:	Police Chief Bernette Morris; Deputy Police Chief Bryan Dixon; Assistant Public Services Director Graham Strother; Charles McDonald; Anna Harvey, Reporter, THE CARTERET NEWS TIMES; Public Services Director Daniel Williams; Human Resources Officer Susan Nixon; Tom Kies; Planning Director Linda Staab; Holly Fletcher; Beth Nitt; and Vincent Martin

**1. Regular Meeting Call to Order, Invocation and Pledge of Allegiance**

Mayor Jones called the meeting to order at 5:30 p.m., Councilman Ballou gave the invocation and all joined in The Pledge of Allegiance.

Mayor Jones announced that Councilman Thompson was ill and will be absent.

Mayor Jones introduced Town of Beaufort Councilmember Charles McDonald.

**2. Adoption of the CONSENT AGENDA**

**2.A. Approval of Minutes: Tuesday, June 9, 2015 -- Regular Meeting**

*Approved the Minutes of Tuesday, June 9, 2015, Regular Meeting and dispensed with the reading.*

**2.B. Approve the Requests for Release of Overpayment of Ad Valorem Taxes for June 2015, in the amount of \$1,493.92; and Accept the Tax Collector and Finance Director Reports for June 2015**

*Approved the requests for release of overpayment of ad valorem taxes for June 2015, in the amount of \$1,493.92; and accepted the Tax Collector and Finance Director Reports for June 2015. [The Financial Reports are attached to and made a part of these minutes herein by reference.]*

**2.C. Receipt of Tax Collector's Settlement for FY2014/2015; Disposition of Tax Records/Receipts; Tax Collections for FY2014/2015; Outstanding Taxes as of**

**6/30/15; Real Estate Delinquent Report for Tax Year 2014; Barred Tax List Effective September 1, 2015; and Insolvents List**

The attached report is the tax settlement for fiscal year 2014-2015, submitted as required by North Carolina General Statute 105-373. The total disposition of tax records and receipts for the 2014 tax year was \$6,151,021.08 with the percentage of collection at 99.32 percent as of June 30, 2015. The total tax collections including discounts for 2014 were \$6,167,041.40. Morehead City's outstanding taxes as of June 30, 2015, were \$80,163.61 and the real estate delinquent report for tax year 2014 was \$38,726.11. The barred tax list effective September 1, 2015, was \$1,656.66. The insolvents list, which is a list of taxpayers who listed no real estate taxes and who have not paid their personal taxes by the time the report was filed was in the amount of \$2,858.14. Collection efforts on these accounts will continue.

*Accepted receipt of Tax Collector's Settlement for FY2014/2015; Disposition of Tax Records/Receipts; Tax Collections for FY2014/2015; Outstanding Taxes FY2014/2015; Real Estate Delinquent Report for Tax Year 2014; Barred Tax List effective September 1, 2015, and Insolvents List. [The Financial Reports are attached to and made a part of these minutes herein by reference.]*

**2.D. Authorize Collection of FY2015/2016 Ad Valorem Taxes**

As per G.S. 205.321, the Council must adopt and enter into the minutes [after July 1<sup>st</sup> and prior to September 1<sup>st</sup>] an order charging the Tax Collector with the duty of collecting the FY2015/2016 Ad Valorem Tax. By the adoption of this directive, the governing body is hereby authorizing the Tax Collector to comply. The tax bills are projected to be mailed in late July.

*Authorized the Collection of FY2015/2016 Ad Valorem Taxes. [The Authorization to collect FY2015/2016 Ad Valorem Taxes is attached to and made a part of the minutes herein by reference.]*

**2.E. Adopt Ordinance 2015-24 Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection: South 8<sup>th</sup> Street and Evans Street**

With the advent of the Big Rock Landing/Jib Plaza being completed, the vehicular/pedestrian traffic use on Evans Street has increased. The area of the 700 Block on Evans Street also allows slanted parking spaces on the southern portion of Evans Street which makes it difficult for the traffic on South 8<sup>th</sup> Street heading north to have a clear line of sight crossing Evans Street. The adoption of Ordinance 2015-24 will add stop signs on both the eastern and western traffic on Evans Street to the already placed stop signs on South 8<sup>th</sup> Street. The Public Works Committee of the Council reviewed the above proposed ordinance and recommended adoption.

*Adopted Ordinance 2015-24 Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection: South 8<sup>th</sup> Street and Evans Street. [Ordinance 2015-24 is attached to Ordinance Book #7 in the vault.]*

**2.F. Adopt Budget Ordinance 2015-25 for 2014 West End Pump Station and Force Main Capital Project**

The Public Utilities Committee had previously recommended pursuing the West End Pump Station and Force Main Capital Project. The sewer force main will serve the western end of Morehead City from the junction of Highways 24 & 70 west. The current line is nearing capacity and this project would allow for the continued and additional growth potential of Morehead City westward. The budget ordinance establishes the budget and accounting structure related to the project. The Finance and Administration Committee reviewed the proposed budget ordinance and recommended adoption.

*Adopted Budget Ordinance 2015-25 for 2014 West End Pump Station and Force Main Capital Project. [Budget Ordinance 2015-25 is attached to Ordinance Book #7 in the vault.]*

***Councilman Taylor MOVED, seconded by Councilman Walker, and carried unanimously [Councilman Thompson absent], to adopt the CONSENT AGENDA in one [1] motion.***

**3.A. Public Hearing: Request for a Certificate of Convenience and Necessity [Taxi Franchise] for Old Town Taxi, LLC, Charles McDonald [Owner], 316 Marsh Street, Beaufort, N.C. -- Adopt Ordinance 2015-23**

City Manager Whitlow reported that the application is for a taxi service [taxi franchise] in Morehead City. Old Town Taxi, LLC, has been in business in Carteret County for many years. The City Code provides that a Certificate of Convenience and Necessity be granted for two [2] years. A taxi franchise must pass two [2] readings before the City Council with the request to set the date of the public hearing being the first reading and the public hearing being the second such hearing. The Public Safety Committee reviewed the application. All the required paperwork was complete.

Mayor Jones opened the public hearing. No one spoke for or against the proposed taxi franchise.

Mayor Jones closed the public hearing.

Applicant Charles McDonald stated he would do his best to provide good service to his Morehead City patrons. He thanked the Council for granting him the taxi franchise.

***Councilman Walker MOVED, seconded by Councilman Ballou, and carried unanimously [Councilman Thompson absent], to adopt Ordinance 2015-23 granting a Certificate of Convenience and Necessity [Taxi Franchise] to Old Town Taxi, LLC, Charles McDonald [Owner], 316 Marsh Street, Beaufort, North Carolina for the period of July 14, 2015 to July 31, 2017. [Taxi Franchise Ordinance 2015-23 is attached to Ordinance Book #7 in the vault.]***

**3.B. Public Hearing: Request Submitted by Ralph and Beth Nitt of Loser Boy, LLC, on behalf of Richard Wayne See, to Rezone Property located**

**at 151 Gloria Dawn Road from CH [Highway Commercial] to I [Industrial] District – Adopt Resolution 2015-32 and Ordinance 2015-22**

Planning Director Linda Staab reported that Ralph and Beth Nitt of Loser Boy, LLC, on behalf of Richard Wayne See, requested to rezone an approximately 2.09 acre tract located at 151 Gloria Dawn Road from CH [Highway Commercial District] to I [Industrial District]. The property is located partially within the corporate limits and partially within the extraterritorial jurisdiction and is currently vacant. The property was originally owned by Richard Wayne See but has recently changed hands to the applicants.

The zoning classification of adjacent properties is I to the north and east, CH to the west, and CH and R15M across Business Drive to the south. Surrounding land use includes a contractor's plant to the north, agricultural uses across Business Drive to the south, a public utility building and undeveloped land to the east, and the Wayne See subdivision stormwater pond to the west. The property is located in Neighborhood 8 of the CAMA Land Use Plan and is classified as General Industrial and Low Density Residential. Property owners within 300 feet of the property were notified of the Planning Board meeting as well as the date of the public hearing on July 14, 2015. The property has been posted.

At the Planning Board Meeting on June 16, 2015, Jackie Maucher made the MOTION, seconded by Tom Outlaw, and carried unanimously, to recommend approval of the rezoning request and Resolution No. 2015-0007. The Planning Committee of the Council reviewed the request.

Mayor Jones opened the public hearing.

Upon a question from Councilman Ballou, Planning Director Staab reported that the parcel has two [2] zoning designations and that the new owners would like to have the entire parcel zoned Industrial.

Beth Nitt of 3615 Sunny Drive, Morehead City, one of the applicants, commented that the property in question is Lot #30 in the subdivision and instead of being zoned two [2] different designations they would prefer the entire parcel be zoned Industrial.

Mayor Jones closed the public hearing.

***Councilman Taylor MOVED, seconded by Councilman Walker, and carried unanimously [Councilman Thompson absent], to adopt Resolution 2015-32 and Ordinance 2015-22 granting the request submitted by Ralph and Beth Nitt of Loser Boy, LLC, on behalf of Richard Wayne See, to rezone property located at 151 Gloria Dawn Road from CH [Highway Commercial] to I [Industrial] District. [Resolution 2015-32 is attached to and made a part of these minutes herein by reference. Ordinance 2015-22 is attached to Ordinance Book #7 in the vault.]***

4. **Citizen Requests/Comments:** None

5.A. **City Manager's Report:** Request from George Aswad of Morehead City Ferry Service for Additional Upgrade of the Boat Slip at 709 Shepard Street

City Manager Whitlow reported that George Aswad, the owner of the Morehead City Ferry Service and lessee of the former Continental Shelf boat slip and office at 709 Shepard Street, requested that the City contribute to the cost of including a section of floating dock and gangplank. Mr. Aswad proposed that he will install the improvements and forego paying the rent until he has recaptured his costs. The estimated cost is \$15,000. The Public Works Committee of the Council reviewed the request and recommended the following:

- Receipt of the actual contractor's cost proposal and a copy of the invoice.
- The Council would forgive the rent at the rate of \$1,500 per month until the cost was recaptured.
- The effective date of the forgiveness would be from May 1, 2015 forward.

City Manager Whitlow reported that the City has recently spent in the range of \$20,000 getting the dock site prepared for the Big Rock/Blue Marlin Tournament and due to the length of time in which the City refrained from making improvements or maintenance to the dock site. He cautioned the Council that if this request was approved, it may also impact the slips which the City currently owns and leases and the ten [10] additional slips that will be acquired with the riparian rights from the acquisition of Katherine Davis Park from the North Carolina Railroad.

Councilman Ballou questioned if a City contractor has reviewed the bid?

City Manager Whitlow replied that the City's contractor deems that the costs were in line with current construction costs. In further discussion, Mr. Aswad reported that the actual cost is \$15,800. Any of the improvements made become the property of Morehead City.

Councilman Taylor recommended that in spirit of the agreement Mr. Aswad brought forward, he would recommend allowing the \$15,800.

***Councilman Taylor MOVED, seconded by Councilman Ballou, that Morehead City grant approval of the City's participation in the cost of improvements, not to exceed \$15,800, to the boat slip at 709 Shepard Street currently leased by George Aswad.***

Councilman Ballou commented that Mr. Aswad was bringing business to downtown Morehead City with his successful ferry service.

***The motion was approved unanimously with Councilman Thompson absent.***

#### **5.B. City Manager's Report: Review of Morehead City Marlins License Agreement Renewal for the Use of Big Rock Stadium**

City Manager Whitlow reported that the Council received two [2] highlighted copies of the proposed license agreement with Riverfront Sports and Entertainment, a.k.a. The Morehead Marlins. The first was the agreement that City staff and Public Works Committee members developed for consideration last fall. The second was the response

that the City received in December 2014 from Buddy Bengel, the Vice President of Riverside Sports and Entertainment, Inc. The yellow highlighting indicates the differences between the two [2] versions. City Manager Whitlow proposed that the Council set a date for a Special Meeting to review the contract and further negotiations.

City Manager Whitlow highlighted the primary proposed changes recommended by the Committee:

- Change the dates of the contract. It should be from January 1, 2015, to August 31, 2017.
- Not include the use of the former concession stand by The Marlins because the City has use for it by City personnel.
- Regarding the sound equipment portion of the agreement, included language that the sound equipment could be used only for practices which are stipulated by contract; used not more than one [1] hour prior to scheduled games and cut off at 11:00 p.m.
- Add a requirement that the use of the field had to be at scheduled times so the City had adequate time to maintain the field.
- Included a provision that both parties cooperate to maximize the use of the area for other baseball events.
- The Licensee make application for use of the premises for other activities in the same manner as was done for other park facilities.
- Increase in the fees to two [2] payments of \$10,500 per season [\$21,000].
- Removed the responsibility of the Licensee from field maintenance.
- Limit where vehicles could drive or park within the facility.
- General provision of the Licensee keeping the area clean at all times.
- Provision that mats would be used during batting practice.
- No cleats worn during warm-ups.
- Clarification on notice period [five (5) days].
- The Marlins would be required to acquire all necessary permits for any food/beverage service operations.
- Limit vendors to specific locations within the site.
- Provision for clean-up of the facility at the end of the season and removal of all concession stand contents [food & beverage].
- Coolers and refrigerators turned off at the end of the season.
- Clarified the placement of advertising.
- All banners must be removed at the end of the season by the Licensee.

The Council proposed the dates for a Special Meeting for either July 28 or July 30, 2015 at 5:30 p.m. in the Council Chambers.

#### **6. Council Requests/Comments:**

Councilman Ballou commented it was an honor to be present at the meeting and to be able to serve.

Mayor Jones concurred.

**7. CLOSED SESSION AS PER G.S. 143.318.11[A][3][6] REGARDING UPDATE ON QUALIFICATIONS AND FITNESS OF CURRENT EMPLOYEE AND TO APPROVE THE CLOSED SESSION MINUTES OF OCTOBER 24, 2014**

Police Chief Bernette Morris and Human Resources Officer Susan Nixon were granted permission by the Council to attend the CLOSED SESSION portion on the qualifications and fitness of a current employee.

***Councilman Ballou MOVED, seconded by Councilman Taylor, and carried unanimously [Councilman Thompson absent] to enter into CLOSED SESSION.***

***Councilman Walker MOVED, seconded by Councilwoman Warrender, and carried unanimously [Councilman Thompson absent], to return to OPEN SESSION.***

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Gerald A. Jones, Mayor

Attest:

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Jeanne M. Giblin, City Clerk

**B.**

TOWN OF MOREHEAD CITY  
 REQUESTED REFUNDS  
 AS OF 7/31/2015  
 PREPARED BY SHIRL MEADOWS, TAX COLLECTOR

Tax Year	Payee/Taxpayer	Parcel No. and/or Account No.	Requested by/ Refund to	Amount of Tax & Interest Paid	Amount of Interest Due	Total Refund	Reason
2013	ROBIN VAN COMER	375856	ROBIN VAN COMER 400 WETHERINGTON LANDING STELLA, NC 28582	25.02		25.02	OVERPAYMENT
						25.02	

DATE \_\_\_\_\_

BOARD APPROVED  
 REMARKS \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

CITY CLERK \_\_\_\_\_

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL  
George W. Ballou, Mayor Pro Tem  
Demus L. Thompson  
William F. Taylor  
Diane C. Warrender  
Harvey N. Walker, Jr.

202 South 8th Street  
Morehead City, North Carolina 28557-4234  
TEL (252) 726-6848  
FAX (252) 222-3082  
www.moreheadcity.nc.gov

David S. Whitlow  
City Manager

TO: Honorable Mayor and Town Council

FROM: Shirl Meadows, Tax Collector

SUBJECT: Tax Collection Report

DATE: August 3, 2015

**TOWN LEVIED TAXES:**

The following taxes were collected for the month of July 2015:

2015	\$ 11,904.16	2010	\$ 0.00	2005	\$ 0.00
2014	\$ 4,889.59	2009	\$ 0.00		
2013	\$ 714.21	2008	\$ 0.00		
2012	\$ 151.32	2007	\$ 0.00	OTHER	
2011	\$ 0.00	2006	\$ 0.00	PENALTIES	\$ 532.09

The following is fiscal year to date tax information through July 31<sup>st</sup>, 2015 with comparatives to 2014:

	<u>2015</u>	<u>2014</u>
Tax Scroll (Net Levy)	6,498,471.58	6,043,833.33
Taxes collected (incl. discounts, net of refunds)	11,904.16	235.00
Balance due on taxes	6,486,567.42	6,043,598.33
Percentage of tax collected to date	0.001869%	.000039%
Prior year taxes collected to date (net of refunds)	5,755.12	7,090.93
Prior year taxes outstanding	72,751.83	81,974.86
Interest and penalties collected to date (net of refunds)	968.08	968.08

**Notes:**

1. Overpayments for July 2015 totaled \$5,593.71. Refunds requested totaled \$25.02.
2. Attachments and garnishments are used as a means of collection on delinquent taxes.

MOTOR VEHICLE TAXES:

Carteret County collected the following taxes for the fiscal year through June 30<sup>th</sup>, 2015 with comparative information for 2014. The County collects and remits these taxes to the Town, net of a 1½% collection fee.

	<u>6/30/15</u>	<u>6/30/14</u>	
Fiscal year to date tax levy	241,176.57	277,522.77	A
Interest billed on taxes	149.57	362.05	B
Total billed	241,326.14	277,884.82	C
Current year taxes collected	242,433.18	268,494.59	D
Prior year taxes collected	6,251.74	20,182.44	E
Interest collected	2,702.94	5,023.34	F
Collection fee charged (Both systems)	14,883.95	11,848.54	G
Percentage of tax collected to date	100.52%	96.75%	H

**The above figures for 2015 are a combination of the old County motor vehicle billing/collecting system and the new Tax & Tag system run by the Department of Revenue.**

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL  
George W. Ballou, Mayor Pro Tem  
Demus L. Thompson  
William F. Taylor  
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202 South 8th Street  
Morehead City, North Carolina 28557-4234  
TEL (252) 726-6848  
FAX (252) 222-3082  
www.moreheadcity.nc.gov

David S. Whitlow  
City Manager

TO: Honorable Mayor and Town Council

FROM: Ellen Sewell, Finance Director

SUBJECT: Finance Report

DATE: August 4, 2015

Reported below are cash and investment balances and interest rates for the Town of Morehead City for July, 2015. Also, reported are prior year comparative balances for the same period:

<b>Central Depository Funds</b>	<u>July, 2015</u>	<u>July, 2014</u>
<u>Unrestricted Funds</u>		
Branch Bank & Trust-General disb. acct. (A)	\$ 2,565,496.79	\$ 3,683,693.50
Branch Bank & Trust-Money Rate acct. (.10%)	3,559,369.41	2,614,697.21
Branch Bank & Trust Cert. Of Deposit	-0-	1,000,000.00
North Carolina Capital Mgmt. Trust-		
Cash Account (.06%)	898,546.42	115,020.62
Term Account (.12%)	7,081,226.93	5,025,319.51
Finistar (.17%)	<u>2,162,573.27</u>	<u>2,158,864.81</u>
Total-unrestricted cash and investments	16,267,212.82	14,597,595.65
<u>Restricted Funds</u>		
Branch Bank & Trust-Employee reimb. acct.	51,997.32	52,394.98
Branch Bank & Trust-USDA required restricted accts.	186,977.11	130,669.83
Branch Bank & Trust-USDA required restricted CD	<u>22,139.00</u>	<u>22,139.00</u>
Total-restricted cash and investments	261,113.43	205,203.81
Total cash and investments-July 31	16,528,326.25	14,802,799.46
Total cash and investments-June 30	17,941,629.92	15,006,462.96
Increase (decrease)	(1,413,303.67)	(203,663.50)
Interest received July	1,311.93	1,112.20
Interest received fiscal year to date	\$ 1,311.93	\$ 1,112.20

(A) Town began maintaining a \$2,500,000 minimum balance in the general disbursement account to reduce bank service charges in April, 2014. The interest rate equivalent on the service charge reduction is ~.25%.

**C.**

**TOWN OF MOREHEAD CITY  
FY 2015-2016 BUDGET ORDINANCE AMENDMENT –2015-27**

	Annual Budget Before Amendment	Annual Amended Budget	Difference
<b>GENERAL FUND</b>			
The purpose of this amendment is to update the budget as follows:			
<ul style="list-style-type: none"> <li>• To increase miscellaneous revenue from the Police Dept. calendar sponsor fee in the amount of \$2,000 and increase the Police Dept. budget by the same.</li> <li>• To increase appropriated fund balance from restricted funds in the amount of a \$1,500 grant from the Norfolk-Southern Foundation received in late June 2015 after adoption of the FY 2015-16 budget for Police Dept. equipment and increase the Police Dept. budget by the same.</li> <li>• To increase appropriated unassigned fund balance in the amount of \$26,400 and increase Library Dept. the same for the contract for the structural assessment in progress at June 30, 2015.</li> <li>• To increase the Cemetery/Building &amp; Grounds Dept. by \$15,800 and decrease Contingency the same for improvements at the dock located at 709 Shepard St. to be made by the lessee in exchange for rent.</li> </ul>			
<b>Revenue</b>			
Ad valorem taxes	\$ 6,498,000	\$ 6,498,000	\$ -0-
Other taxes	25,000	25,000	-0-
Unrestricted intergovernmental	3,587,125	3,587,125	-0-
Restricted intergov'tal revenue	478,725	478,725	-0-
Permits and fees	267,500	267,500	-0-
Sales and services	243,300	243,300	-0-
Investment earnings	6,000	6,000	-0-
Miscellaneous	17,750	19,750	2,000
<b>Other financing sources</b>			
Approp. fund balance-restr. & committed	35,200	36,700	1,500
Approp. Fund balance-unassigned	603,900	630,300	26,400
<b>TOTAL GENERAL FUND REVENUE</b>	<b>\$11,762,500</b>	<b>\$11,792,400</b>	<b>\$ 29,900</b>
<b>Expenditures</b>			
Mayor/Council	\$ 87,500	\$ 87,500	\$ -0-
Administration	417,675	417,675	-0-
Finance	537,675	537,675	-0-
Cemetery/Bldg. & Grounds	504,725	520,525	15,800
Central Services	635,375	635,375	-0-
Information Technology	132,600	132,600	-0-
Garage	119,900	119,900	-0-
Community Projects	78,925	78,925	-0-
Police	3,541,250	3,544,750	3,500
Federal forfeiture funds	4,950	4,950	-0-
Planning & Inspections	543,900	543,900	-0-
Transportation	874,900	874,900	-0-
Powell Bill	269,450	269,450	-0-
Library	204,825	231,225	26,400
Recreation	651,225	651,225	-0-
Parks	303,850	303,850	-0-
Debt Service	713,097	713,097	-0-
Transfers to other funds	2,739,050	2,739,050	-0-
Reimbursements from other funds	(698,400)	(698,400)	-0-
Contingency	100,028	84,228	(15,800)
<b>TOTAL GENERAL FUND EXPEND.</b>	<b>\$11,762,500</b>	<b>\$11,792,400</b>	<b>\$ 29,900</b>

	Annual Budget Before Amendment	Annual Amended Budget	Difference
--	---	-----------------------------	------------

**WATER/SEWER FUND**

The purpose of this amendment is to update the budget as follows:

- To increase the Transfer to the Water/Sewer (Annual) Capital Project Fund in the amount of \$22,800 and appropriate Fund Balance by the same amount for work on the contract in progress for Lift Station #11 that was not as far along at June 30, 2015 as anticipated in the initial budget.

Revenue	\$ 6,834,500	\$ 6,857,300	\$ 22,800
Expenditures	\$ 6,834,500	\$ 6,857,300	\$ 22,800

**WATER/SEWER (ANNUAL) CAPITAL PROJECT FUND**

The purpose of this amendment is to adjust the budget as follows:

- To recognize an increase in the Transfer from the Water/Sewer Fund in the amount of \$22,800 and increase expenditures the same amount to provide adequate funding for the contract in progress for Lift Station #11 that was not as far along at June 30, 2015 as anticipated in the initial budget.

Revenue	\$ 942,500	\$ 965,300	\$ 22,800
Expenditures	\$ 942,500	\$ 965,300	\$ 22,800

This ordinance shall become effective upon adoption.

Adopted as submitted this the 11<sup>th</sup> day of August, 2015.

TOWN OF MOREHEAD CITY

\_\_\_\_\_  
Gerald A. Jones, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Jeanne M. Giblin, City Clerk

**TOWN OF MOREHEAD CITY  
WATER AND SEWER EXTENSIONS/IMPROVEMENTS CAPITAL PROJECT FUND  
BUDGET ORDINANCE AMENDMENT –2015-28**

	Budget Before Amendment	Amended Budget	Difference
--	-------------------------------	-------------------	------------

The purpose of this amendment is to adjust the budget as follows:

- Decrease Contributed Capital from S & W Ready Mix in the amount of \$8,374 and decrease expenditures related the S & W requested line extension \$6,083. This amendment also reduces the line item Reserved for Future Appropriation by \$2,291 to cover the Town’s share of the line extension.

Revenue			
Interest	\$ 76,910	\$ 76,910	\$ -0-
Contributed capital			
Spooner’s Creek Yacht Club	486,414	486,414	-0-
Radio Island Phase II	713,616	713,616	-0-
Mariner’s Point	827,795	827,795	-0-
Morgan Street	123,964	123,964	-0-
Vinings at Wildwood	349,699	349,699	-0-
S&W Ready Mix	105,000	96,626	(8,374)
26 <sup>th</sup> & Evans Sewer	27,665	27,665	-0-
Rural Center Grant-Vinings	40,000	40,000	-0-
Transfer from Water/Sewer Fund	176,500	176,500	-0-
Transfer from Radio Island Capital Project Fund	391,913	391,913	-0-
Transfer from W/S Rebatable Capital Reserve Fund	77,297	77,297	-0-
Total Revenue	\$3,396,773	\$3,388,399	\$ (8,374)
Expenditures			
Hwy 24/McCabe Rd/Spooner’s Creek Yacht Club improvements	\$ 728,215	\$ 728,215	\$ -0-
Radio Island Phase II improvements	708,066	708,066	-0-
Mariner’s Point improvements	884,247	884,247	-0-
Morgan Street improvements	128,964	128,964	-0-
Vinings at Wildwood improvements	556,440	556,440	-0-
S&W Ready Mix improvements	105,000	98,917	(6,083)
26 <sup>th</sup> & Evans sewer relocation	27,665	27,665	-0-
Transfer to Water/ Sewer (operating) Fund	182,128	182,128	-0-
Reserved for future appropriation	76,048	73,757	(2,291)
Total Expenditures	\$3,396,773	\$ 3,388,399	\$ (8,374)

This ordinance shall become effective upon adoption.

Adopted as submitted this the 11<sup>th</sup> day of August, 2015.

TOWN OF MOREHEAD CITY

\_\_\_\_\_  
Gerald A. Jones, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Jeanne M. Giblin, City Clerk

**D.**

**Town of Morehead City  
RESOLUTION 2015 – 2015-33**

**Endorsing the North Carolina East Sports Lookout Shootout Poker Run and Radar Run  
and Authorizing Action Necessary for the Event to be held September 19 & 20, 2015, in  
Morehead City and Surrounding Waterways**

**WHEREAS, N.C. East Sports** [hereinafter called NCES], a private non-profit organization desires to promote Morehead City and the surrounding area for tourism in the shoulder season, shall be solely responsible for conducting a Boat Poker Run and Radar Run in Morehead City, North Carolina, on **September 19 & 20, 2015**, with the Town of Morehead City providing only ancillary services as requested by the NCES; and

**WHEREAS**, NCES plans to levy such fees as may be necessary to cover those costs associated with the planning, organizing, and conducting the Lookout Shootout Poker Run and Radar Run and these fees [e.g., registration] shall be in addition to any other City fees or licenses normally required to cover business activities.

**NOW, THEREFORE, BE IT RESOLVED**, by the Town Council of the Town of Morehead City, North Carolina, in regular session that it endorses the NCES Lookout Shootout Poker Run and Radar Run; and

**BE IT FURTHER RESOLVED**, that the Town Council of the Town of Morehead City, North Carolina, authorizes the following:

1. The temporary use of the City Dock's located at the end of 6<sup>th</sup> Street and the permission to use the Jaycee Town Docks, if necessary, for the purpose of boat docking from Friday September 18, 2015 through Sunday, September 20, 2015.
2. The City has no objection to the temporary use of floating docks in navigable waters at 513 Evans Street, Morehead City.
3. The City has no objection to the temporary waiver of the NO WAKE area located at the State Port and its Turning Basin necessary for the operations of the Lookout Shootout Poker Run and Radar Run.
4. The NCES is an independent entity and is not a part of or connected to the Town of Morehead City and is solely responsible for the planning, organizing, implementing and monitoring of the activities.
5. The NCES is solely responsible as an independent entity to see such activities are carried out in compliance with all federal, state and local laws and regulations, and is carried out in a manner protecting the property rights of citizens and insuring the safety and well-being of citizens attending the activities.
6. The NCES shall indemnify, reimburse, keep and hold harmless, the City from any liability on account of any kind of injury, damage, or liability whatsoever from injury [including death] or damage to property arising out of the occupation or use of the City parks, streets, sidewalks, parking areas, buildings, toilet facilities, docks and any other property,

buildings and facilities owned, leased or under the control of the City within the areas occupied, used or controlled by the NCES; and also, for any claim or damage which may results directly or indirectly from the failure of the NCES to carry out this agreement, except that the City shall remain liable for any actions it would otherwise be liable at law for due to the negligence of the City or its employees or due to the intentional wrongdoing of the City or its employees. In the event that any suit or proceeding is brought against the City at law or in equity, either independently or jointly with the NCES, or either of them, on account of any use or occupation of City street, sidewalks, parks, parking areas, buildings, toilet facilities, docks and any other property, buildings and facilities owned, leased or under the control of the City within the areas occupied, used or controlled by the NCES, the NCES will defend the City with total cost accruing to the NCES all reasonable attorney fees for the NCES and the City. The Town of Morehead City may select Counsel of its own choosing to consult with the NCES's attorney and/or participate in the defense of such suit or proceeding. In the event of final judgment or decree being obtained against the City, either independently or jointly with the NCES, or either of them, the NCES to the extent provided herein shall pay such judgment and all costs or comply with such decree and pay all costs and expense of whatsoever nature, including interest and fines, and hold the City completely harmless therefrom. The indemnification and hold harmless obligations of the NCES will not be limited in anyway by the limits of insurance provided for in this agreement.

7. The NCES shall secure liability insurance effective during the course of the activities. Limits of the policy shall be determined by the City Manager. The kind of insurance required shall include, but not limited to comprehensive general liability, including personal injury, blanket contracting and non-owned auto. The City shall be named as an additional insured.
8. The NCES shall be held responsible for any damage/loss to City property within the designated event boundaries and shall leave the area used as originally found.
9. The NCES will notify all property owners in the vicinity of the event at least two [2] weeks before the event.
10. The Town of Morehead City will be recognized as a host and all advertising will acknowledge this.
11. The City Manager shall be the liaison person to the NCES and shall determine the scope of ancillary City services to be provided to the NCES.

Adopted this the 11<sup>th</sup> day of August, 2015.

Town of Morehead City

---

Gerald A. Jones, Jr., Mayor

Attest:

---

Jeanne M. Giblin, City Clerk

**E.**

MOREHEAD CITY  
NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL

George W. Ballou, *Mayor Pro Tem*  
Demus L. Thompson  
William F. Taylor  
Diane C. Warrender  
Harvey N. Walker, Jr.

202 South 8th Street  
Morehead City, North Carolina 28557-4234  
TEL (252) 726-6848  
FAX (252) 222-3082  
www.moreheadcity.nc.gov

David S. Whitlow  
*City Manager*

**Town of Morehead City  
Ordinance 2015-26  
Amending Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules,  
Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection:  
South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street**

***BE IT ORDAINED***, by the Council of the Town of Morehead City that Chapter 9, Motor Vehicles and Traffic, Article VII, Traffic Schedules, Section 9-176, Schedule X, - Stop Intersections (c) Four-Way Stop Intersection, be amended by the following:

Add: South 15<sup>th</sup> and 16<sup>th</sup> Streets at Evans Street and Shepard Street

This Ordinance will become effective upon adoption.

***ADOPTED***, this the 11<sup>th</sup> day of August, 2015.

\_\_\_\_\_  
Gerald A. Jones, Jr., Mayor

Attest:

\_\_\_\_\_  
Jeanne M. Giblin, City Clerk

## TOWN OF MOREHEAD CITY

AGENDA ITEM: 3.

DATE: August 11, 2015

REQUEST FOR TOWN COUNCIL ACTION

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: New Business

Background Information Attached: Yes  No

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### 4.A. Adopt Resolution 2015-34 to Sponsor the Friends of Spooner's Creek Shallow Draft Dredging Grant

The City was recently approached by the Friends of Spooners Creek to sponsor a Shallow Draft Dredging Grant application. The project consists of dredging the access channel to Spooners Creek from the ICW [Intercoastal waterway] to the mouth of the creek. Planning Director Linda Staab has completed the application for a North Carolina Water Resources Development Project Grant Program grant application for the Spooner's Creek Shallow Dredging Project. The amount requested is \$25,000 with the Friends of Spooner's Creek providing an equivalent local match. The City would only act as a sponsor and not be liable for the expenditure of any funding for the project. The Morehead City Public Services Department would be responsible for management of the funds and the contract work; and also would ensure that the project is compliant with applicable laws. The contractor has secured a suitable site at which the dredged spoils will be placed. The Planning Committee of the Council reviewed the proposed grant.

***Recommended Action: Adopt Resolution 2015-34 to Sponsor the Friends of Spooner's Creek Shallow Draft Dredging Grant.***

### 4.B. Appointments to the Morehead City Planning Board

Three [3] In-City Member seats are up for re-appointment. Tom Outlaw and Tom Saunders are eligible and wish to be re-appointed. Gordon Thayer has served his full three [3], three-year terms and is not eligible to be re-appointed.

Extraterritorial Member Ronetta Gaskill is eligible and wishes to be re-appointed. Her seat would be a recommendation to the Carteret County Board of Commissioners.

***Recommended Action: If the Council so desires, reappoint Tom Outlaw and Tom Saunders as In-City Members of the Morehead City Planning Board and make a recommendation to the Carteret County Board of Commissioners to reappoint Extraterritorial Member Ronetta Gaskill. Accept nominations for the seat vacated by Gordon Thayer.***

### 4.C. Appointments to the Morehead City Board of Adjustment

Two Extraterritorial seats are available:

- Member: Beth Taylor has served her full three [3], three-year terms and is not eligible to be re-appointed.
- Alternate: Terry Senich has moved to Michigan and has tendered his resignation.
- Diane Gagnon is interested in serving on the Board of Adjustment as an extraterritorial jurisdiction (ETJ) member. The Planning Committee of the Council recommended moving Tripp Mudge from an ETJ alternate seat into an ETJ member seat and Diane Gagnon into an ETJ alternate seat. If these recommendations are made and approved by the Carteret County Board of Commissioners, there would still remain a vacant ETJ alternate seat.

***Recommended Action: If the Council so desires, recommend to the Carteret County Board of Commissioners that Tripp Mudge be appointed to an ETJ Member Seat and Diane Gagnon be appointed as an ETJ Alternate. Accept nominations for the recommendation to the Carteret County Commissioners for the remaining ETJ Alternate Seat.***

Board Action:      Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
 VOTE: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Postponed/Tabled \_\_\_\_\_

**Water Resources Development Project Grant Program**  
**Electronic Application**

**Instructions:** Download and complete this form through Item I. Email the form as an attachment, along with Items II through V, to [jeff.bruton@ncdenr.gov](mailto:jeff.bruton@ncdenr.gov).

**Date:**

**Project Name:** Spooner's Creek Shallow Dredging Project

**Water Body:** Bogue Sound to Spooner's Creek

**County:**  **River Basin:**

**Coordinates in WGS-84** (-EW d.ddd, NS d.ddd)

**Eligible Purpose:**

**Amount Requested:** \$  **Is the amount being requested the same as the amounts provided in the: Resolution** ? **Budget** ?

**I. Sponsor and Primary Contact Information - *(It is the applicant's responsibility to update this information as necessary.)***

**Project Sponsor (from Resolution)**

**Unit of Local Government**   
**Signatory (Name and Title)**   
**U.S. Postal Mailing Address**   
  
**Ten-digit Telephone Number**   
**Email Address**

**Primary Contact**

**Name**   
**U.S. Postal Mailing Address**   
  
**Ten-digit Telephone Number**   
**Email Address**

**II. Official Resolution:**

**III. Project Narrative:**

**IV. Project Plan and Location Map:**

**V. Project Budget:**



**TOWN OF MOREHEAD CITY**  
**Resolution #2015-34**

*Resolution to Sponsor the Friends of Spooner's Creek Shallow Draft Dredging Grant*

WHEREAS, the Morehead City Council desires to sponsor the Friends of Spooner Creek for a shallow draft dredging grant to dredge the access channel from the Intracoastal Waterway to the mouth of Spooner's Creek

NOW, THEREFORE, BE IT RESOLVED THAT:

- 1) The Council requests the State of North Carolina to provide financial assistance to Morehead City for the Spooner's Creek Shallow Dredging Project in the amount of \$25,000 or 50 percent of project construction cost, whichever is the lesser amount;
- 2) The Council will collect the matching funds for the grant from the Friends of Spooner's Creek and, upon collection, will assume full obligation for payment of the balance of project costs;
- 3) The Friends of Spooner's Creek have obtained all necessary State and Federal permits;
- 4) The Council will comply with all applicable laws governing the award of contracts and the expenditure of public funds by local governments.
- 5) The Council will oversee the Friends of Spooner's Creek supervision of construction of the project to assure compliance with permit conditions and to assure safe and proper construction according to approved plans and specifications;
- 6) The Council, with the assistance of the Friends of Spooner's Creek, will obtain suitable spoil disposal areas as needed and all other easements or rights-of-way that may be necessary for the construction and operation of the project without cost or obligation to the State;
- 7) The Council will assure that the project is open for use by the public on an equal basis with no restrictions;
- 8) The Council will hold the State harmless from any damages that may result from the construction, operation and maintenance of the project;

- 9) The Council will insure that the Friends of Spooner's Creek accepts responsibility for the operation and maintenance of the completed project.

Adopted by the Morehead City Town Council this the 11<sup>th</sup> day of August, 2015

\_\_\_\_\_  
Gerald A. Jones, Jr., Mayor

ATTEST:

\_\_\_\_\_  
Jeanne Giblin, City Clerk

ADOPTED: August 11, 2015



## SHALLOW DRAFT DREDGING GRANT NARRATIVE

August, 2015

Spooners Creek Harbor has been home to Spooners Creek Marina since the 1950's. Although ownership and upland development has changed over the years, the marina continues to operate, selling fuel and providing dockage for transient mariners. The 96 slip marina employs a Dockmaster who mans the diesel and gas pumps seven (7) days a week. There is also an office manager who assists with slip rentals. In addition to the marina, Spooners Creek is home to commercial fishing boats as well as a number of residential boat slips. Spooners Creek also provides water access to a 48 acre tract of land with over 1000 feet of frontage on Highway 24 which is ripe for commercial development.

The Town of Morehead City was recently approached by the Friends of Spooners Creek to sponsor a Shallow Draft Dredging Grant application. Therefore, Morehead City, on behalf of the Friends of Spooners Creek, is requesting Shallow Draft Dredging funds in the amount of \$25,000 to dredge the access channel to Spooners Creek from the ICW to the mouth of the creek. The \$25,000 would be matched with \$25,000 cash for a total project cost of \$50,000.

Grant funds would be used to conduct maintenance dredging in the entrance channel to Spooners Creek to maintain the 6' MLW depths and acquire an updated hydrographic survey. Data collected from the high resolution multibeam hydrographic survey will be used to assess the existing conditions relative to the permitted depths and calculate the amount of material above the permitted depth to assist with the dredging budget. Collected data can also be used in the future to understand relative shoaling rates for better management of the channel. The Friends have an active Major CAMA permit (#125-11) which allows for maintenance dredging. Spoils will be taken off site via truck. Since 2011 nearly 6000 cubic yards have been dredged.

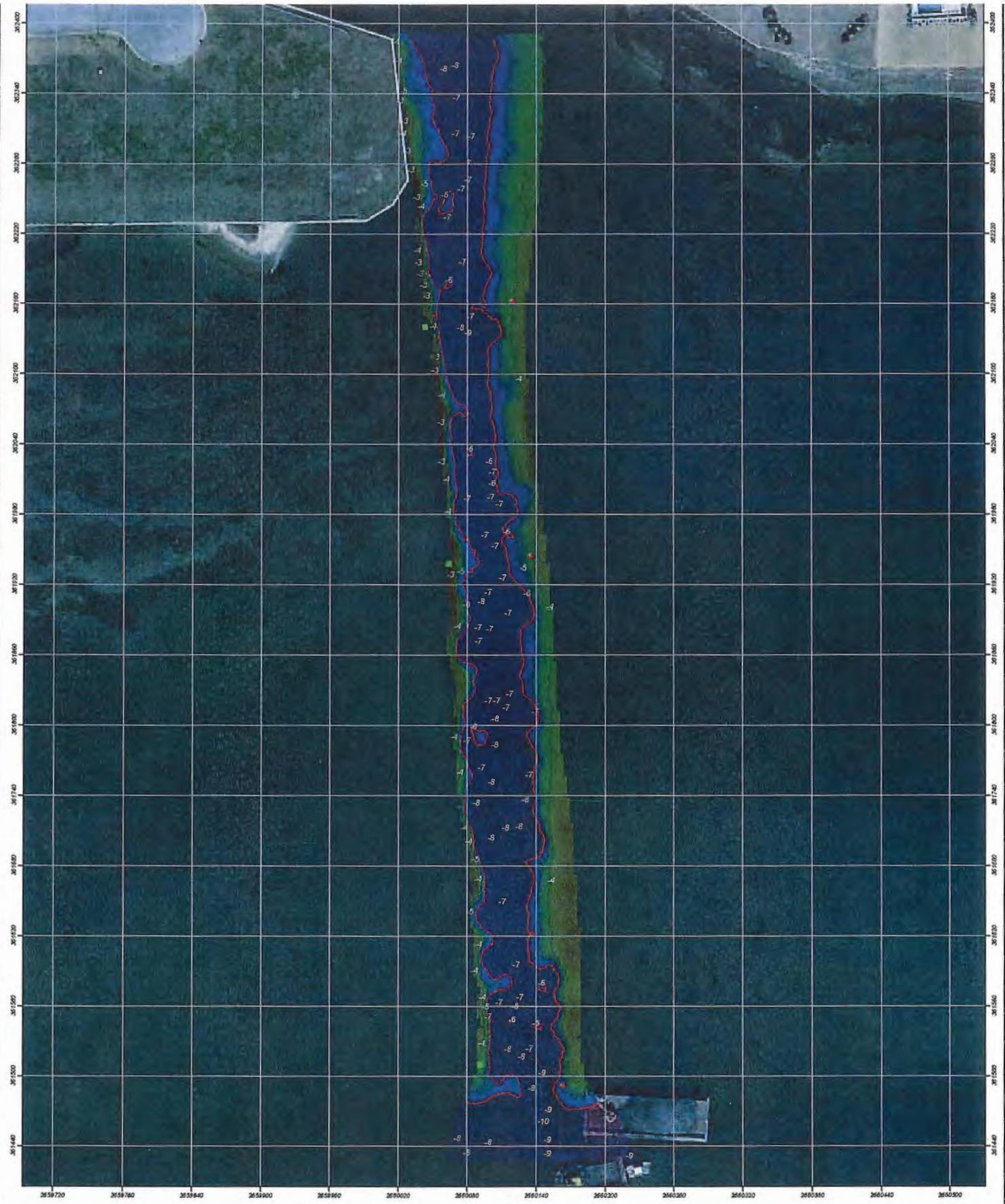


# Spooner's Creek - Vicinity Map



**Spooner's Creek Shallow Draft Dredging**  
Morehead City, NC

Prepared By: Town of Morehead City  
Planning Department  
July 2015



Channel Condition as of February 28, 2014

**Legend:**  
 — 6ft Contour  
 Depth (ft, mllw)  
 1  
 3  
 6

**Notes:**  
 Survey on February 28, 2014. Depths Relative to MLLW (Feet). Map shown in North Carolina State Plane Feet (Zone 3200), NAD83 (2011).



**Entrance to Spooners Creek  
 Dredging Project**

Map No: 1 Drawn By: Dave Bernstein March 10, 2014

All planning and survey activities area performed and/or overseen by  
 Reviewed By: Chris Freeman

*hydrodynamics*

**Project Name:**

**SPOONER'S CREEK SHALLOW DRAFT DREDGING GRANT**

	DWR	Local Match	Other Non-Federal Match	Federal Contribution	Match Total	Category Total
<b>0.00% Administration</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Design</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Permitting</b>						
Cash					-	-
In-kind					-	-
<b>5.00% Survey</b>						
Cash	1,250	1,250			1,250	2,500
In-kind					-	-
<b>0.00% Construction Oversight</b>						
Cash					-	-
In-kind					-	-
<b>95.00% Construction</b>						
Cash	23,750	23,750			23,750	47,500
In-kind					-	-
<b>0.00% Construction Materials</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Plant Materials</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Education</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Monitoring</b>						
Cash					-	-
In-kind					-	-
<b>0.00% Land</b>						
Cash					-	-
In-kind					-	-
Cash Sub-total	25,000	25,000	-	-	25,000	50,000
In-kind Sub-total	-	-	-	-	-	-
Total	25,000	25,000	-	-	25,000	50,000

<b>DWR Total =</b>	25,000		25,000	50,000
<b>Match Total + DWR Total =</b>	50,000		50.00%	= Match Total/Category Total
<b>Match Total/Match Total + DWR Total =</b>	50.00%		100.00%	= Match Total + DWR Total/Category Total





## **APPOINTMENT MEMORANDUM**

TO: The Honorable Mayor and Town Council  
David Whitlow, City Manager

FROM: Linda V. Staab, Planning Director

RE: Appointments to Planning Board and Board of Adjustment

DATE: June 23, 2015

Attached you will find the most current Planning Board and Board of Adjustment rosters along with maps showing the areas where each resides. The seats of those board members highlighted are set to expire in August of this year.

Planning Board In-City Members Tom Outlaw and Tom Saunders are eligible for re-appointment and wish to continue to serve. Gordon Thayer has served his full three, three-year terms and is not eligible for re-appointment. Extraterritorial Member Ronetta Gaskill is eligible for reappointment and has indicated her desire to continue to serve. Board of Adjustment Extraterritorial Member Beth Taylor has served her full three, three-year terms and is not eligible for re-appointment. There is also an Extraterritorial Alternate vacancy.

Also attached is a list of other Morehead residents for whom the City has applications on file. If you know of anyone who might be interested in serving on the Board of Adjustment, it is necessary for them to complete a Citizen Participation application. Applications can be submitted electronically by visiting [https://moreheadcity.nc.gov/moreheadwp/documents/planning-inspections/Citizen\\_Participation.pdf](https://moreheadcity.nc.gov/moreheadwp/documents/planning-inspections/Citizen_Participation.pdf) or in person by contacting Jeanne Giblin. If the person is interested in an extraterritorial seat, a County application will be required. The contact for that application is County Clerk Rachel Hammer (252)-728-8450 or [rachel.hammer@carteretcountync.gov](mailto:rachel.hammer@carteretcountync.gov). This is because extraterritorial members are appointed by the County Commissioners. In years past, the Council has made recommendations to the County Commissioners.

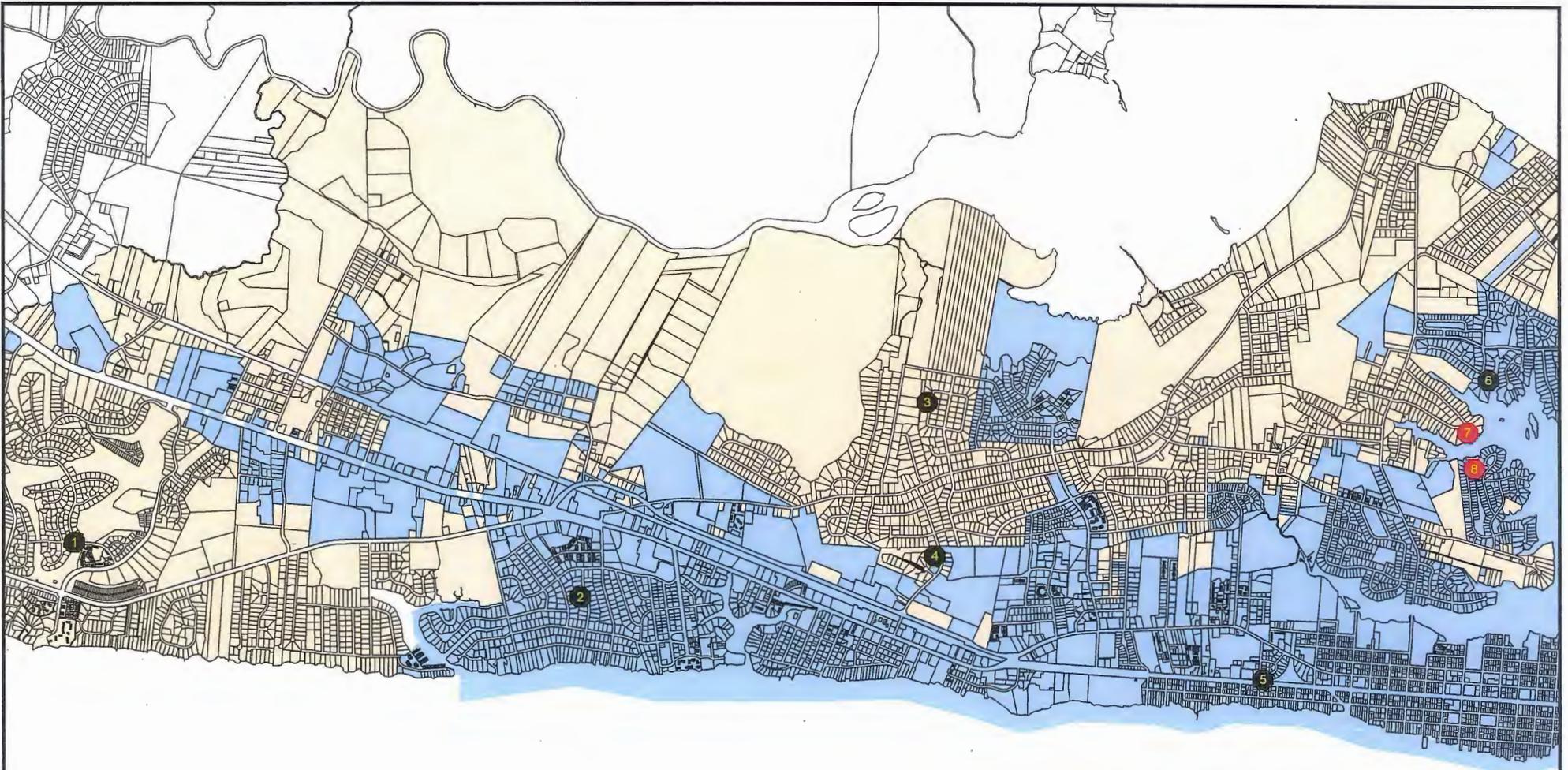
TOWN OF MOREHEAD CITY



PLANNING BOARD

NAME	ADDRESS	PHONE	TERM
<b>IN-CITY MEMBERS:</b>			
Tom Outlaw (2/2012)	1406 Dill Creek Lane	240-1195 H	8/15/12-8/15/15 <i>(desires to serve)</i>
Tom Saunders (9/2012)	100 North 28 <sup>th</sup> Street PO Box 942	247-2053 H 247-7444 W 241-5306 C	8/15/12-8/15/15 <i>(desires to serve)</i>
Gordon Thayer (1/2006) <i>(8/00 - 2/05 and 1/06 - present)</i>	203 Hodges Street	726-6821 H	8/15/12-8/15/15 <i>(NOT eligible for re-appointment)</i>
Curtis Fleshman (8/2007) <i>Chairman</i>	212 Larkin Street	726-6139 H	8/15/13-8/15/16
David Whitlow, City Manager <i>Secretary</i>	706 Arendell Street	726-6848 W	<i>Ex-Officio Member</i>
<b>EXTRATERRITORIAL MEMBERS:</b>			
Jacquelyn Maucher (8/2008) <i>(8/08 - 08/09 and 8/09 - present)</i>	201 Lord Granville Drive	808-2668 H	8/15/13-8/15/16
John Creech (8/2004) <i>Vice-Chair</i>	409 Friendly Road	247-5914 W	8/15/13-8/15/16
Ronetta Gaskill* (10/2013)	3717 W. Hedrick Drive	726-7942 H 241-5202 C	8/15/12-8/15/15 <i>(desires to serve)</i>

\**Last change*  
( ) Year of first appointment



### Current Planning Board Members and Planning Board Applicant

- Member
- Applicant
- City Limits
- ETJ

Prepared by: Town of Moréhead City  
 Planning Department  
 June 2015



#	Member/Applicant	Status
1	Jacquelyn Maucher	Member
2	Curtis Fleshman	Member
3	Ronetta Gaskill	Member
4	John Creech	Member
5	Tom Saunders	Member
6	Tom Outlaw	Member
7	Dianne Gagnon	Applicant
8	Jennifer Nebe	Applicant

14



TOWN OF MOREHEAD CITY

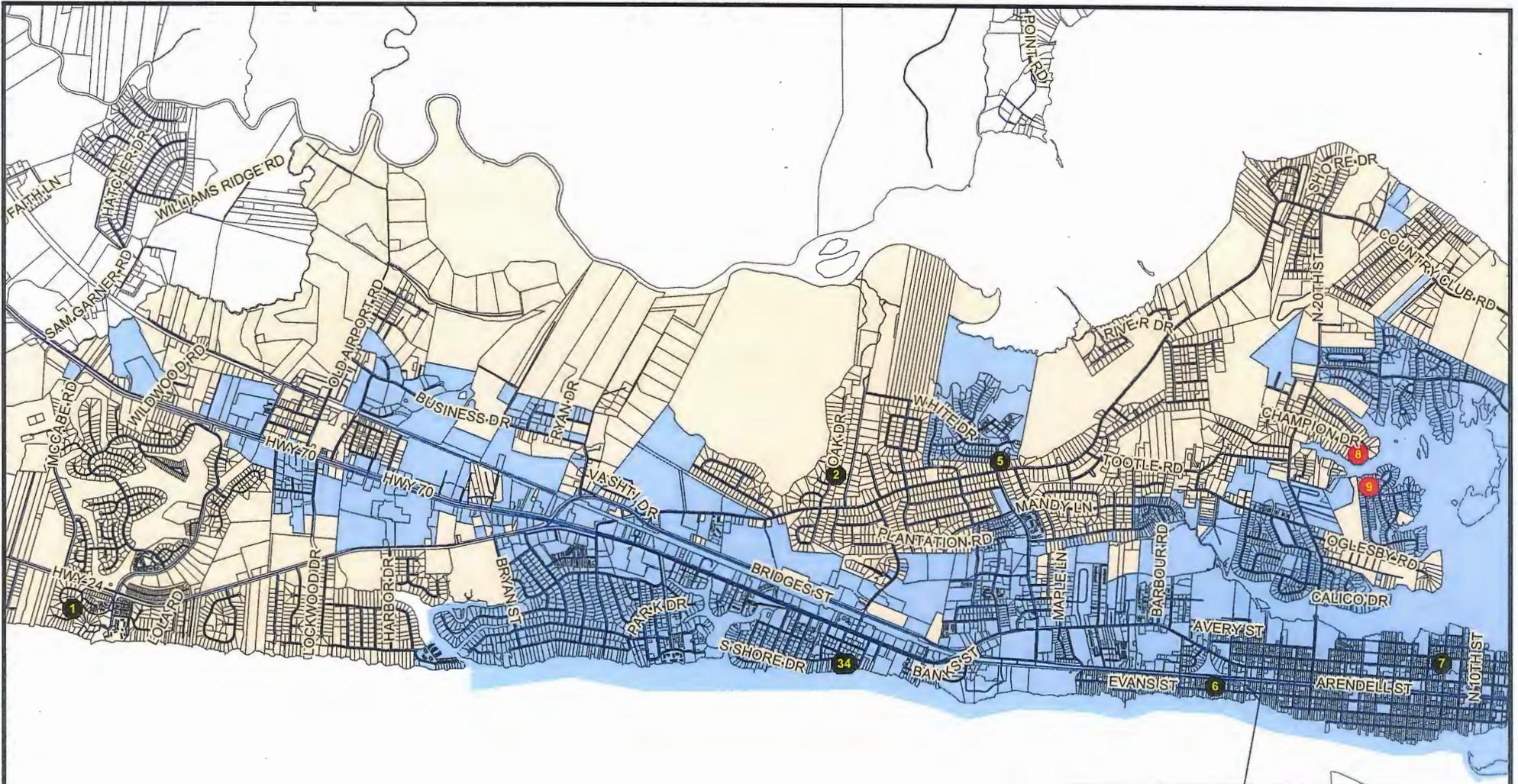


**BOARD OF ADJUSTMENT**

NAME	ADDRESS	PHONE	TERM
<b><u>IN-CITY MEMBERS:</u></b>			
Dave Robertson (8/2005) <i>(Chairman)</i>	2512 Evans Street	726-1461W 726-1118H 725-2130 C	8/27/13-8/27/16
Dick Gambill (11/2007)	4111 Sound Drive	726-0786 H	8/27/13-8/27/16
Sally Lumpkin (10/2013) <i>(Vice-Chair)</i>	4107 Sound Drive P.O. Box 489	659-0253 C	8/27/14-8/27/17
<b><u>IN-CITY ALTERNATES:</u></b>			
Charles Sewell* (9/2014)	3407 Snead Street	440-221-6715 C	8/27/14-8/27/16
Trey McCarther (10/2013)	305 North 12 <sup>th</sup> Street	342-8500 C	8/27/13-8/27/16
<b><u>EXTRATERRITORIAL MEMBERS:</u></b>			
Beth Taylor (5/2002)	1807 Champion Drive	726-3820 H <i>(NOT eligible for re-appointment)</i>	8/27/12-8/27/15
Bill Stompf (2013)	812 Oak Drive	764-1965 C	8/27/13-8/27/16
<b><u>EXTRATERRITORIAL ALTERNATES:</u></b>			
Tripp Mudge (8/2008)	126 Pine Bluff Drive	726-1955 H 241-3619 C 728-2182 W	8/27/14-8/27/17
<i>Vacant</i>			8/27/13-8/27/16

*\*Last change*

( ) Year of first appointment



### Current Board of Adjustment Members and Applicant

- Member
- Applicant
- City Limits
- ETJ

Prepared by: Town of Morehead City  
 Planning Department  
 July 2015



#	Name	Status	
1	Tripp Mudge	ETJ	Member
2	Bill Stompf	ETJ	Member
3	Dick Gambill	In-City	Member
4	Sally Lumpkin	In-City	Member
5	Charles Sewell	In-City	Member
6	Dave Robertson	In-City	Member
7	Trey McCarther	In-City	Member
8	Diane Gagnon	ETJ	Applicant
9	Jennifer Nebe	In-City	Applicant

TOWN OF MOREHEAD CITY

AGENDA ITEM: 4.

DATE: August 11, 2015

REQUEST FOR TOWN COUNCIL ACTION

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: Citizen Requests/Comments: [2 minute time limit]

Background Information Attached: Yes X No

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**3.A. Concerned Citizens of Carteret County Presents a Resolution in Opposition of Offshore Drilling Activities and related Seismic Blasting Activities off of the North Carolina Coast**

A group of citizens have requested time before the Council to present a resolution opposing drilling and blasting activities off the North Carolina coast. They have submitted a draft resolution [copy attached] for the Council to consider.

**3.B. Other Citizen Requests/Comments**

Board Action: Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
VOTE: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Postponed/Tabled \_\_\_\_\_

**Resolution in Opposition of Offshore Drilling Activities and related Seismic Blasting Activities off of the North Carolina Coast**

Introduced By: Concerned Citizens

Date: August 11, 2015

**LEGISLATIVE INTENT/PURPOSE:**

WHEREAS, the U.S. Department of the Interior has proposed the inclusion of the North Carolina coast and Carteret County's Crystal Coast in their proposal for exploration and development of offshore oil and gas off of the Atlantic Coast; and

WHEREAS, seismic air guns-fire intense blasts of compressed air are considered to be one of the loudest man made sounds in the ocean; and

WHEREAS, these seismic blasts can occur as frequently as every ten seconds, for days to weeks at a time and are loud enough to harm marine and aquatic life; and

WHEREAS, the full impacts of seismic blasting and offshore drilling in the Atlantic are not yet fully understood by scientists, the oil and gas industry, the Bureau of Ocean Energy Management, of the Federal Government, and lower-impact alternative technologies may be available for exploration in the future; and

WHEREAS, exploratory and commercial drilling, extraction, and the transportation of offshore oil and gas resources poses significant economic and environmental risks; and

WHEREAS, offshore drilling activities pose specific threats for the offshore marine ecosystems as well as the coastal and river wetlands areas of Morehead City and Carteret County, which are of intrinsic ecological value for numerous migratory bird species, serve as essential nursery habitats for our recreational and commercially important fisheries and act as natural buffers from storm surge and hurricanes; and

WHEREAS, the appreciation of our natural coastal and historical habitat, as well as commercial and recreational fishing are critical economic and quality of life drivers for Morehead City and Carteret County; and

WHEREAS, tourism is the economic backbone of Morehead City and Carteret County and that offshore drilling activities and the potential for oil spills on our coastline poses a significant threat to our thriving tourism and the Carteret County tax base; and

WHEREAS, one oil spill could potentially devastate Carteret County and Morehead City's economic engine and tax base; and

WHEREAS, Carteret County and Morehead City endeavors to be a good steward of our coastal environment and its resources; and

WHEREAS, it has been requested by area residents and local advocacy organizations that Morehead City and Carteret County leadership lend its voice to this critical issue facing our Crystal Coast and share this information with Governor McCrory; and

WHEREAS, Carteret County stands with other coastal North Carolina municipalities in their pursuit of shoreline protection.

**THEREFORE, BE IT RESOLVED:**

THAT, the Morehead City Town Council of Carteret County, North Carolina, is opposed to offshore oil and gas development and drilling and related seismic blasting activities off of the North Carolina coast.

Adopted at a \_\_\_\_\_ meeting

ATTEST: \_\_\_\_\_

On \_\_\_\_\_ 2015

APPROVED AS TO FORM: \_\_\_\_\_

TOWN OF MOREHEAD CITY

AGENDA ITEM: 5.

DATE: August 11, 2015

REQUEST FOR TOWN COUNCIL ACTION

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: City Manager's Report: Update on the Request to Consider Elimination of the Commercial Mail Receiving Agency [CMRA] Located At City Hall

Background Information Attached: Yes X No

Over the past several months, Council and City staff has discussed the possible discontinuance of the contract with the United States Postal Service to receive and disburse mail at City Hall. The concern is that this service is costly relative to the number of people who use it, it takes time away from City related functions, and there are a decreasing number of users. At present, only 33 of 242 boxes are being utilized, indicating that other methods of receiving mail are used, including direct delivery to the front door.

On July 10, 2015, staff placed letters in all of the current boxholder boxes indicating the consideration of discontinuance and asking for any comments. As of today, we have received comments from seven [7] customers, citing convenience as the primary reason for wanting to continue to have their boxes at City Hall.

The Finance and Administration Committee of the Council discussed this issue at its meeting on August 4, 2015 and has recommended that the Council discontinue mail service on December 31, 2015, with immediate notification to the current customers so that they can make alternate arrangements.

Copies of the comments that were received are attached and Morehead City Council minutes of Tuesday, June 9, 2015.

**Recommended Action: Consider discontinuance of the Commercial Mail Receiving Agency [CMRA] located in City Hall at 706 Arendell Street on December 31, 2015, with immediate notification to the current customers.**

Board Action: Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
VOTE: Ayes \_\_\_\_\_ Naves \_\_\_\_\_ Postponed/Tabled \_\_\_\_\_

## MEMORANDUM

**TO:** Honorable Mayor  
Members of Council

**FROM:** David S. Whitlow, City Manager

**SUBJECT:** Mail Service at City Hall

**DATE:** August 5, 2015

Over the past several months, we have discussed the possible discontinuance of our contract with the United States Postal Service to receive and disburse mail at City Hall. Our concern is that this service is costly relative to the number of people who use it, it takes time away from Town related functions, and there are a decreasing number of users. At present, only 33 of 242 boxes are being utilized, indicating that other methods of receiving mail are being used, including direct delivery to the front door.

On July 10, 2015, we placed letters in all of the current boxholder boxes indicating the consideration of discontinuance and asking for any comments. As of today, we have received comments from 7 customers, citing convenience as the primary reason for wanting to continue to have their boxes at City Hall.

The Finance Committee discussed this issue at its meeting on August 4, 2015 and has recommended that the Council discontinue mail service on December 31, 2015, with immediate notification to the current customers so that they can make alternate arrangements.

Copies of the comments that we received are attached.

**VI. City Manager's Report: Request to Consider Elimination of Morehead City's Commercial Mail Receiving Agency [CMRA]**

City Manager Whitlow reported that Morehead City operates a Commercial Mail Receiving Agency [CMRA] through the offices of the Revenue, Billing & Collection Department. A CMRA acts as an agent to receive mail for entities other than themselves. Currently the Town collects and boxes mail for box holders Monday through Friday except federal holidays when the US Post Office (USPS) is closed. This includes collecting and boxing mail on days that are City but not Federal holidays (e.g. Good Friday, Thanksgiving Friday, Christmas Eve and the additional Christmas holiday that the City provides). The City no longer collects and boxes mail on Saturday. Saturday mail service by the City was recently eliminated as a cost savings measure.

The City has 242 boxes available for rent. Currently only 36 are rented. The number of boxes utilized has decreased over the years from around 175 or so to the current 36 now rented. The City receives approximately \$2,500 - \$3,000 per year in revenue from the rent of the boxes.

In addition to the above, the City also sells stamps and accepts boxes and other packages and sells postage to mail those. This requires the City to carry a diverse inventory of postage and to deliver the mail and packages daily to the main Post Office in Morehead City. The City sells the stamps at face value and there is no revenue generated from the sale of postage.

The Finance Department requested consideration of elimination of postal services to the general public effective with sufficient notice. The City chose to offer postal services to the public in the 1970's, when the City purchased the old postal facility which is now City Hall. Many of the options now available to the public to purchase postage and/or send packages were not available or as prevalent at that time.

Selling stamps, accepting packages and weighing and selling the appropriate amount of postage for them, and receiving and boxing mail is not congruent with the operation of the Billing & Collection Department. City staff believes that staff time could be better utilized serving customers in the core functions of utility and tax billing and collection.

The Finance and Administration Committee of the Council reviewed this proposal at their meeting on May 6, 2015, and recommended to eliminate operation of the CMRA at City Hall on December 31, 2015.

City Manager Whitlow further explained that the operation has cost the City money since the day it was instituted. The City is shouldering an expense which is not being used by many people.

Councilman Thompson was against closing the CMRA at City Hall.

Councilwoman Warrender commented that any business could have their mail delivered to their address and usage has continued to decline.

Mayor Jones questioned the running of the CMRA and how much of a burden it was to the City, he stated that he did not want the decision to be just about the money.

City Manager Whitlow stated the main concern was the personnel expenses to the City. There was also the investment of maintaining postage and the matter that City personnel has to pick-up and deliver the mail to the post office. Operating the CMRA means less time that the front desk has to manage City business. The City receives no income from the sale of postage. The idea is to have City employees do City business rather than the business of the federal government.

Councilman Taylor questioned if the City would receive any cost savings from the CMRA closure in the budget?

Finance Director Sewell stated a cost savings would be realized from not having personnel come in on the odd days that City Hall was closed. Council stopped the Saturday service some time ago. Redirecting City employee time would be a large benefit. Also freeing up the space that the post office operation occupies and potentially doing something else with that space would be a benefit. She offered to make some calculations of the approximate costs savings.

Councilman Taylor commented that this topic has been discussed before and that it was an emotional issue to the people who live downtown. If the CMRA were to be closed the City needed a carefully constructed message to those using the service.

Councilman Thompson commented that could the City just not deliver the mail on holidays. He was of the opinion that the CMRA at City Hall was a nostalgic service but he did not want to cost the City money.

Mayor Jones commented that maybe a postage machine in the lobby would suffice. He personally hated to see the service go away completely and was of the opinion that the CMRA encouraged downtown development.

Finance Director Sewell reported that the selling of stamps was more time consuming than operating the private mail boxes. Selling stamps means that the City has to keep an inventory of stamps which must be audited on a regular basis. Twenty years ago City Hall had a stamp machine which was broken into and taken back by the post office. She was concerned with the imminent notice to the box holders to give them ample time to make another choice and the decision not to accept a full years rent on the boxes.

Councilman Taylor suggested to ask the Finance and Administration Committee to distribute a letter to the box holders regarding this situation and see what happens.

***It was the consensus of the Council to return this item to the Finance and Administration Committee for further evaluation.***

## **VII. Council Requests/Comments:**

Mayor Jones thanked everyone for their condolences on the passing of his Mom.

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL  
George W. Ballou, Mayor Pro Tem  
Demus L. Thompson  
William F. Taylor  
Diane C. Warrender  
Harvey N. Walker, Jr.

706 Arendell Street  
Morehead City, North Carolina 28557-4234  
TEL (252) 726-6848  
FAX (252) 726-2267  
www.moreheadcity.nc.gov

David S. Whitlow  
City Manager

July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
- Collecting and distributing the mail takes staff time away from other important Town functions.
- Usage of the mailboxes has dropped significantly to around 10% of our total box count, indicating that this is no longer a popular alternative to receiving mail directly at homes and businesses.

If the Council determines that it desires to end this service, notice will be given in ample time for you to make alternate arrangements. Please note that you can arrange to have the post office deliver your mail directly to your home or office.

If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

Name: Ruth Willis **Postal Box Response Form**

Address: [REDACTED]

Telephone Number or Email Address:

Comment: Please do not close the  
down town post office. It is very convenient  
for many people, especially the elderly and  
handicapped. I thank you for your  
consideration

Ruth M. Willis

**Robin H. Fields**  
**706 Arendell St.,**  
**Morehead City, NC 28557**

July 15, 2015

David S. Whitlow, City Manager  
Town of Morehead City  
706 Arendell St.  
Morehead City, NC 28557

**Re: A Request to Maintain a Limited Postal Service at City Hall**

Dear Mr. Whitlow,

Today I received the notice to mailbox holders regarding the Town Council's considering terminating its contract with the US Postal Service.

I am a mailbox holder. I understand the Council's efforts to spend taxpayers' monies wisely.

**I am requesting City Hall to maintain a limited postal delivery service.**

I hope that the following factors will be considered and that a limited service will be continued.

--discontinue the sale of stamps

--discontinue accepting items (letters and packages) to be mailed

--discontinue accepting and putting up US Postal Service-, UPS- and FedEx-delivered mail and packages on holidays

--US Postal Service, UPS and FedEx already make Monday-Friday deliveries to City Hall.

The "few" of us who rent mailboxes at City Hall are very grateful to be able to do so. This service offered by the Town is appreciated by all of us who live at "this end of town."

Limited service will be just fine. For reasons of security for my business mail, I cannot have a mailbox at my residence.

Respectfully,

*Robin H. Fields*  
Robin H. Fields



# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



David S. Whitlow  
City Manager

## COUNCIL

George W. Ballou, *Mayor Pro Tem*  
Demus L. Thompson  
William F. Taylor  
Diane C. Warrender  
Harvey N. Walker, Jr.

706 Arendell Street  
Morehead City, North Carolina 28557-4234  
TEL (252) 726-6848  
FAX (252) 726-2267  
www.moreheadcity.nc.gov

July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
- Collecting and distributing the mail takes staff time away from other important Town functions.
- Usage of the mailboxes has dropped significantly to around 10% of our total box count, indicating that this is no longer a popular alternative to receiving mail directly at homes and businesses.

If the Council determines that it desires to end this service, notice will be given in ample time for you to make alternate arrangements. Please note that you can arrange to have the post office deliver your mail directly to your home or office.

If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

### Postal Box Response Form

Name: Beeulah Bagrowski

Address: Morehead City, N.C. 28557

Telephone Number or Email Address: [REDACTED]

Comment: She wants a box at other post office

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



David S. Whitlow  
City Manager

## COUNCIL

George W. Ballou, Mayor Pro Tem  
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July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
- Collecting and distributing the mail takes staff time away from other important Town functions.
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If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

### Postal Box Response Form

Name: Clark Callaway Principal Financial Group

Address: \_\_\_\_\_

Telephone Number or Email Address: \_\_\_\_\_

Comment: I have been a user of the Postal Service @ Town Hall  
since I opened my office 8 yr ago. It has been a  
valuable & convenient service for me. I hope that it  
will be able to continue.

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL  
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David S. Whitlow  
City Manager

July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
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If the Council determines that it desires to end this service, notice will be given in ample time for you to make alternate arrangements. Please note that you can arrange to have the post office deliver your mail directly to your home or office.

If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

## Postal Box Response Form

Name: SHAIK M. AHMED

Address: [REDACTED]

Telephone Number or Email Address: [REDACTED]

Comment: Please keep the service it's been years we have  
this P.O. Box for convenience.  
Hope and pray it won't be closed for mail.  
Thank you so much

Travis S. [Signature]

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor



COUNCIL  
George W. Ballou, Mayor Pro Tem  
Demus L. Thompson  
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David S. Whitlow  
City Manager

July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
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If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

## Postal Box Response Form

Name: Andrea Smith

Address: \_\_\_\_\_

Telephone Number or Email Address: \_\_\_\_\_

Comment: I love my mailbox! Please consider advertising this service, especially since it is way cheaper than having a box at 35<sup>th</sup> st. As a downtown resident, I love having a walkable downtown and enjoy being able to run my errands on foot. Plus, a downtown isn't a downtown without a post office. I would love to host a party/fundraiser to save the post office! Please let me know if I can be of assistance.

Many people don't read or sign out front too.

# MOREHEAD CITY NORTH CAROLINA

Gerald A. Jones, Jr., Mayor

COUNCIL  
George W. Ballou, Mayor Pro Tem  
Demus L. Thompson  
William F. Taylor  
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David S. Whitlow  
City Manager

July 10, 2015

Dear Boxholder:

The Morehead City Town Council is considering terminating its contract with the United States Postal Service to receive and disburse mail. This is being considered for several reasons, including:

- It is costly to staff this function, especially on holidays when the Town must pay overtime for staff to collect and distribute the mail.
- The Town maintains a stock of postage of various denominations in order to accept mail, which requires an investment of Town funds for a product that may or may not be used.
- Collecting and distributing the mail takes staff time away from other important Town functions.
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If you have any questions regarding this matter, please contact the City Manager at 252-726-6848 X 113 or complete the form below and return to the front counter at 706 Arendell Street.

Sincerely,  
The Town of Morehead City

Postal Box Response Form

Name: Neal Gilbert

Address: \_\_\_\_\_

Telephone Number or Email Address: \_\_\_\_\_

Comment: Would not support closing this Postal location.  
The other location is not convenient for me.

TOWN OF MOREHEAD CITY

REQUEST FOR TOWN COUNCIL ACTION

AGENDA ITEM: 6.  
DATE: August 11, 2015

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: Council Requests/Comments

Background Information Attached: Yes No X

---

Board Action: Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_  
VOTE: Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Postponed/Tabled \_\_\_\_\_

TOWN OF MOREHEAD CITY

AGENDA ITEM: 7.

DATE: August 11, 2015

REQUEST FOR TOWN COUNCIL ACTION

TO: The Honorable Mayor and Town Council

FROM: David S. Whitlow, City Manager

SUBJECT: CLOSED SESSION AS PER G.S. 143.318.11[a][3] TO APPROVE THE CLOSED SESSION MINUTES OF TUESDAY, JULY 14, 2015 AND FRIDAY, OCTOBER 24, 2014; TO CONSIDER A SETTLEMENT OF THE LAWSUIT WITH D.H. GRIFFIN FOR REPAIRS TO THE POLICE DEPARTMENT BUILDING; TO RECEIVE A REPORT FROM THE CITY MANAGER ON KEY PERSONNEL POSITIONS; AND TO CONSULT WITH THE CITY ATTORNEY

Background Information Attached: Yes  No

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Motion to enter into CLOSED SESSION:

Second to Motion:

Vote:

Motion to return to OPEN SESSION:

Second to Motion:

Vote:

Board Action: Approved: 1<sup>st</sup>: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_