



TOWN OF SURF CITY

April 16, 2020 WORK SESSION AGENDA

9:00 AM / Thursday, April 16, 2020

Remote Meeting Hosted by You Tube: www.youtube.com/townofsurfcity

Call to Order

Mayor Douglas C. Medlin, Mayor

Invocation & Pledge

Introductions & Welcome

Approval of Agenda

Public Comment Period

The Town of Surf City is collecting public comments for the April 16th work session meeting. To leave a public comment please call 910-338-5510. Each participant will be provided one three-minute opportunity for comments and/or concerns. Please state your full name and address then start your public comment recording. Please note that these comments will be played back using a digital platform during the April 16th public comment period and are considered an open public record. The phone line will open on Wednesday, April 8th and will remain open for comments until Tuesday, April 14th at 5:00 PM. If you have questions regarding this process, please contact the town clerk at 910-328-4131x106 or by email at clerk@surfcitync.gov.

Town Council Work Plan Items:

- 1. Town Hall Update - Monteith Construction**
- 2. The Honor Foundation Rental Request**
- 3. Cody Leutgens - Ocean Fest**
- 4. State of Emergency Discussion & Update**
- 5. NCDOT Speed Limit Reduction - Driftwood Drive SR 1641**

6. Delinquent Taxes

7. Cape Fear Council of Governments - Wes McLeod

8. FY 20-21 Budget Discussions

Honor Foundation Rental Request

Background

The Honor Foundation is an institution specifically designed to serve the U.S. Special Operations Forces. They offer a curriculum that focus on key transitional readiness. They are requesting the waiver of fees for the rental of the Welcome Center to hold classes. Below are the dates, times and fess of the requested rental waiver.

Below are the dates that the Honor Foundation would be interested in reserving the Welcome Center for, and they are interested in 3-9pm each of those dates.

From 3-9pm, it is a \$360 fee, with an additional \$120 staffing fee.

For all of the dates below, the total would be **\$7980**, with an additional **\$380** in staffing.

T 18 Aug and Peter Hare	Orientation / How To Use Your Coach and “Cups of Coffee” Dave, Lindsay,
TH 20 Aug	Career Leader Chris Lord and Dress for Success Prep Dustin and Calvin
T 25 Aug	Harnessing your Strengths John Gregory Vincent
Th 27 Aug	Storytelling and Personal Pitch Bill Dittmar
T 1 Sept	Start With Why Jeff Pottinger
W 2 Sept	Start With Why 2 Jeff Pottinger
Th 3 Sept	Start With Why 3 Jeff Pottinger
T 8 Sept	Headshots all day at Campus and Fellows tell their Story Dave and Lindsay
Th 10 Sept	Networking Joe Sweeney
W 16 Sept	Company Culture and Company Research Lisa Hebert
Th 17 Sept	Resume Design Lisa Hebert
W 23 Sept	BUS 101 Peter Hare (Tentative)
Th 24 Sept	BUS 102 Peter Hare (Tentative)
T 29 Sept	Compensation and Negotiation Interview techniques Jeff Pottinger
Th 1 Oct	LinkedIn Profile Kate Paine
Th 8 Oct	Mock Interviews Local HR Professionals
T 20	Build a Fort (Entrepreneurship) 1 Dave Neal
Th 22 Oct	Build a Fort (Entrepreneurship) 2 “Shark Tank Pitch” Dave Neal
T 2 Nov	Fellows Transition Plan Presentations Dave Pouleris

Ordinance Amendment Request

Background

Request made by Cody Leutgens with Ocean Fest:

In lieu of the growth and success of last year's Ocean Fest, we've received a great deal of feedback on the grounds and functionality of the event.

As we've discussed, as well as previously approved by town council, the footprint of the event was forced to expand to help spread out patrons, allow for more vendors, and ultimately generate more revenue that can be donated to the charities we support.

The last component that needs to be solidified is the consumption of alcohol and where and when this can take place. Ideally, as long as patrons are inside the perimeter of the footprint, they would be allowed to consume alcohol. In short, allowing Ocean Fest visitors to walk and sip creates a much more conducive event, as well as increases the funding we can receive from sponsors, and the sales of alcohol.

In the April 17th council meeting, I am requesting that the current Alcohol and Beverage Consumption Ordinance (Sec 12-11 (B)) be amended to accommodate not only Ocean Fest, but any future events put on by the town or outside organizations. Surf City is growing more and more popular with a diverse age group and I believe it is time for some bigger picture ordinances to be adjusted.

Ordinance As It Currently Reads

Sec. 12-11. Alcoholic beverage possession and consumption.

(a) It shall be unlawful for any person to consume or possess an open container of malt beverage or beer on the beach strand between the area between Public Beach Access #17 (300 N. Shore Dr.) and Public Beach Access #19 (200 S. Shore Dr.). This no alcohol zone is identified by signage on the beach strand as well as the public access points.

(b) Except as provided below, it shall be unlawful for any person to consume or possess an open container of malt beverage or unfortified wine on any street, sidewalk, or alley of the town, including those temporarily closed to regular traffic for special events, and on any real estate owned, occupied, or controlled by the town government, including but not limited to public parks, sound accesses, and municipal buildings and grounds.

(c) Special events may, upon prior written approval of the town manager and with permits from appropriate alcohol law enforcement agencies, be permitted to allow sales, possession, and consumption of malt beverages and unfortified wine in a specific area, provided that the applicants comply with any requirements imposed by the town manager and/or an alcoholic beverage control agency to help insure control of use and peaceful conduct.



DECLARATION OF STATE OF EMERGENCY BY THE MAYOR OF THE TOWN OF
SURFCITY

EFFECTIVE MARCH 26, 2020

WHEREAS, the Town Council of the Town of Surf City has duly adopted ordinances pursuant to the provisions of N.C. G.S. 166A Article IA to determine and declare the existence of a State of Emergency and to impose certain prohibitions and restrictions appropriate to meet the emergency;

NOW, THEREFORE, I, Douglas C. Medlin, Mayor of the Town of Surf City do hereby declare as follows:

Section 1. A State of Emergency exists within the municipal limits of the Town of Surf City due to the expected impacts of COVID-19.

Section 2. In response to the global spread of the virus and the disease it causes, the World Health Organization has declared COVID-19 a Public Health Emergency; the Centers for Disease Control and Prevention (CDC) has warned of the high public health threat posed by COVID-19 globally; and the North Carolina Department of Health and Human Services ("NCDHHS") confirmed cases of COVID-19 in North Carolina as of March 10, 2020.

Section 3. Governor Cooper issued Executive Order No. 116 titled "Declaration of a State of Emergency to Coordinate Response and Protective Actions to Prevent the Spread of COVID-19, and subsequently issued Executive Order No. 117 and Executive Order 118 related to the COVID-19 pandemic. These Orders include provisions prohibiting mass gatherings, provisions mandating school closures, mandating bar closures and provisions restricting restaurant operations to carry-out, drive through, and delivery services and restricting onsite consumption in outdoor seating areas only. Based upon guidance from CDC and NCDHHS, arrangements must be made to take appropriate action to ensure that COVID-19 remains controlled and that residents and visitors of Surf City will remain safe and secure.

Section 4. The following restrictions and prohibitions are imposed:

- Closure of Public Beach Parking Areas
- Closure of Public Beach Accesses
- Closure of Public Parks (Soundside Park, Nelva Albury Park, Kenneth Batts Park & Disc Golf Course)

Section 5. I further proclaim and hereby impose the following orders, prohibitions and restrictions:

Discontinuance of All Short-term Rental Operations: All rental agencies and property owners that rent properties within the Town of Surf City are instructed to have all current renters, with a rental period of less than 3 months' duration, and their invitees vacate the premises and leave the Town no later than 2:00 p.m. on Wednesday, March 25, 2020. Effective immediately, there will be no new rental occupancies of a duration less than 90 days allowed within the Town. Individuals and entities renting within the Town for purposes directly related to the COVID-19 pandemic or related to the provision of other essential public services are exempted from the prohibition contained in Paragraph 1. For purposes of this Paragraph 1 the phrase "Short-term Rental Operations" shall include the rental of one or more rooms in any hotel, motel, or any other for-profit establishment offering short-term occupancy of a duration less than 90-days. This discontinuance of all Short-term Rental Operations is applicable to all hotels, motels, rentals procured through "AirBnB", "VRBO", real estate agents and companies, property management companies, individual homeowners, or any other entity or individual of a similar nature.

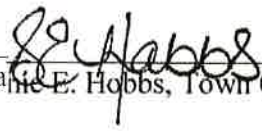
This discontinuance shall be effective until April 22nd unless otherwise terminated or modified. The Town will assess the need and effect of this discontinuance on or before April 17, 2020.

- 1) The Town urges that all travel be limited to essential travel for property owners and residents, business owners and their respective employees and contractors, and municipal employees and contractors.
- 2) Town Operations: The Town Manager or his designee is hereby authorized to take all lawful actions necessary to manage the Town during this State of Emergency, including, without limitation, procuring goods and services necessary to manage this emergency including but not limited to the adjustment of hours, access, and operation of all government operations, Town-owned facilities, roads, rights-of way, and parks, as deemed reasonably necessary to restrict the spread of COVID- 19 and protect Town residents, the public and municipal employees .
- 3) I and the Town Council strongly encourage everyone to comply with all CDC and State guidelines, including limiting groups to no more than 10 people, limiting activities in public and maintaining at least six feet of distance from other people as well as comply with the Executive Orders issued by the Governor.


Section 6. Any person who violates any provision of this Declaration shall be guilty of a Class 2 misdemeanor in accordance with the provisions G.S. 14-288.20A.

Section 7. This Declaration of a State of Emergency shall be effective immediately and shall remain in effect until April 30, 2020 unless otherwise rescinded or modified by the Mayor and/or the Town Council.

Attest:


Stephanie E. Hobbs, Town Clerk




Douglas C. Medlin, Mayor



STATE OF NORTH CAROLINA
DEPARTMENT OF TRANSPORTATION

ROY COOPER
GOVERNOR

J. ERIC BOYETTE
SECRETARY

April 2, 2020

Stephanie Hobbs
Town Clerk
Town of Surf City
P.O. Box 2475
Surf City, NC 28445

Dear Ms. Hobbs,

This letter is in regard to speed limit ordinances on SR 1641 (Driftwood Drive) in Surf City, Pender County. We received a request from a citizen to review the speed limit in the Gabes Point and Cedar Landing subdivisions.

The Department has completed an engineering investigation to determine if the warrants are met to recommend changing the speed limit. Based on the road characteristics and surrounding environment, we recommend a 25mph speed limit for the qualifying roads in the Gabes Point and Cedar Landing subdivisions.

The route of SR 1641 (Driftwood Drive) is part of this residential area and is within the Town of Surf City limits and will therefore require a municipal certificate for the enactment of the 25mph (Ordinance #1077645) speed limit. Please put this matter on a Town Council meeting agenda for adoption of concurring ordinances or resolutions by the Council. We have included the original Certification of Municipal Declaration form, on watermarked bond paper. When adopted, please complete the form, certify and seal it and return it by mail to my attention at the below address. There can be no changes or corrections made on the certificate.

You may contact me or Bob Hammond, Traffic Engineering Technician, if you have any questions or need additional information.

Sincerely,

A handwritten signature in black ink that reads "Jessi Leonard".

Jessi Leonard, PE
Division Traffic Engineer

JLL/

Attachments

cc: File

Mailing Address:
NC DEPARTMENT OF TRANSPORTATION
DIVISION OF HIGHWAYS
5504 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429

Telephone: 910-341-2200
Fax: 910-602-7079
Customer Service: 1-877-368-4968

Website: ncdot.gov

Location:
DIVISION 3 TRAFFIC SERVICES
5504 BARBADOS BOULEVARD
CASTLE HAYNE, NC 28429

**Certification of Municipal Declaration
To Enact Speed Limits and Request for Concurrence**

Concurring State Ordinance Number: 1077645

Division: 3 **County:** PENDER

Municipality: SURF CITY

Type: Municipal Speed Zones

Road: SR 1641

Car: 25 MPH

Truck: 25 MPH

Description: Subdivisionwide - Gabes Point and Cedar Landing - (Driftwood Drive) between SR 1608 (Spot Lane) and 0.292 mile northwest of SR 1608.

Municipal Certification

I, _____, Clerk of _____, do hereby certify that the municipal governing body, pursuant to the authority granted by G.S. 20-141(f), determined upon the basis of an engineering and traffic investigation and duly declared, on the _____ day of _____, 20____, the speed limits as set forth above on the designated portion of the State Highway System, which shall become effective when the Department of Transportation has passed a concurring ordinance and signs are erected giving notice of the authorized speed limit.

The said municipal declaration is recorded as follows:

Minute Book: _____ Page: _____ Ordinance Number: _____

In witness whereof, I have hereunto set my
hand and the municipal seal this _____ day
of _____, 20_____.

(signature)

(municipal seal)

Department of Transportation Approval

Division: _____ **Title:** _____ **Date:** _____

Region: _____ **Title:** _____ **Date:** _____
