



**City of Havelock, North Carolina  
Board of Commissioners**

---

---

**AGENDA COMMUNIQUE**

---

---

**TO:** Mayor William L. Lewis, Jr.  
Board of Commissioners  
City Attorney Troy Smith

**FROM:** City Manager Frank Botorff  
City Clerk Cindy Morgan

**SUBJECT:** Board of Commissioners Meeting – Monday, June 03, 2019 – 7:00 PM

**DATE:** 5/31/2019

**CC:** Department Heads; Press

---

**I. CALL TO ORDER:**

Mayor Will Lewis will call the meeting to order.

**II. OPENING PRAYER/MOMENT OF SILENCE:**

The Mayor or a Board member shall request a clergy member to offer the opening prayer or the Board shall conduct a moment of silence.

**III. PLEDGE OF ALLEGIANCE:**

Mayor Will Lewis will lead the Commissioners and those in attendance in reciting the Pledge of Allegiance to the Flag.

*“I pledge allegiance to the Flag of the United States of America, and to the Republic for which it stands, one nation under God, indivisible, with liberty and justice for all.”*

**IV. REGULAR & CONSENT AGENDA:**

The City Clerk respectfully submits to Board, the Regular Agenda and the below Consent Agenda items, which there is thought to be of general agreement and little public interest or no controversy. These items may be voted on as a single group without Board discussion “or” if so desired, the Board may vote to remove any item(s) from the consent agenda and place same on the regular agenda for discussion and consideration.

<b>Consent Agenda Item A</b>	Minutes of the April 22, 2019 Regular Board of Commissioners Meeting
----------------------------------	--

<b>Consent Agenda Item B</b>	Minutes of the May 6, 2019 Board of Commissioners Budget Workshop
<b>Consent Agenda Item C</b>	Minutes of the May 7, 2019 Recessed Board of Commissioners Budget Workshop
<b>Consent Agenda Item D</b>	Schedule the following Public Hearings on Monday, June 24, 2019 beginning at 7:05 p.m. or as soon as the matter can be reached in order to receive public comments on:  1. A Proposed Text Amendment – To Add a Freeboard Requirement to the UDO Section 156.02 Flood Damage Prevention Ordinance, and  2. A Proposed Text Amendment – To Remove Manufactured Homes from Permitted Use Table in R-20 District, UDO Table 155-8 Table of Permitted Uses and Section 155.0703(A)
<b>Consent Agenda Item E</b>	Approval of the Havelock Chamber of Commerce and City of Havelock Contract & Lease Agreement for use of the Havelock Tourist & Event Center <i>(no changes from current agreement)</i>
<b>Consent Agenda Item F</b>	City of Havelock & Havelock Chamber of Commerce - Annual Contract for Visitor Information Center Services <i>(no changes from current agreement)</i>

**Request:** Commissioners motion and second are being sought as to approving or not, the following agenda matters:

- A. Consent Agenda as presented; and
- B. Regular Agenda as presented.

**City Manager’s Opinion:** The Board may by majority vote add items to or subtract items from both the proposed consent and regular agenda. As of this writing, the manager understands that the presented consent agenda items are routine and therefore concurs with adopting the presented consent agenda.

## V. PUBLIC COMMENTS:

If any citizen wishes to address the City of Havelock Board of Commissioners during this “Public Comments” segment of this meeting, they may do so by signing up prior to the beginning of the meeting.

The City Clerk shall provide the sign-up sheet, which lists the name and address. It should be noted that comments shall be limited to five (5) minutes and Board reserves the right not to act on requests first presented this evening.

## VI. REGULAR AGENDA ITEMS:

### Item #1. PUBLIC HEARING:

#### A. FY 2019-2020 Proposed Budget

Per North Carolina State Statute 159-12(b) (**Exhibit #1A**) it is required that the Board of Commissioners hold a public hearing before adopting the annual budget ordinance. A public hearing notice was published in the Sun Journal on May 6, 2019 and May 8, 2019, meeting the established legal requirements (**Exhibit #1B**). The public hearing allows citizens an opportunity to address the Board with concerns and comments regarding the proposed budget for FY 2019-2020. Staff is prepared to briefly present by way of PowerPoint the proposed budget (**Exhibit #1C**), including revisions resulting from the work sessions. Also included is a draft budget ordinance (**Exhibit #1D**), along with the proposed fee schedule changes (**Exhibit #1E**).

**City Code References:** 32.16(B)(5)

**Request:** a. Mayor Lewis is to open up the hearing and first call upon Finance Director Lee Tillman and the City Manager to briefly present the proposed budget (PPT Presentation), as work sessions revised, to the public; and

b. Solicit public comments; and

c. Upon receiving no further public comments, Mayor Lewis is to close the public hearing; and

d. Solicit from the Commissioners regarding their desire to conduct a further June budget work session with staff prior to the scheduled June 24th budget adoption meeting date.

**City Manager's Opinion:** As aware, this is the time for citizens to comment on the proposed budget. After receiving citizen related budget comments, the governing body can consider their merit in a final budget passage.

### Item #2. Military Base Protection Act: Resolution in Support

Senate Bill 377 (**Exhibit #2A**), introduced by Senators Brown, Newton and Sanderson, would prohibit the construction, operation, or expansion activities associated

with a wind energy facility in any location included in the area designated in red as "significant" on the provided map entitled: "Vertical Obstruction Impact on the NC Military Mission" (**Exhibit #2B**).

Senate Majority Leader Harry Brown described Senate Bill 377 as critical to North Carolina's effort to fend off the military's next round of base closures. "Having wind farms encroach on the ability of the Army, Air Force and Marines to train near any of their bases in the eastern part of the state could quickly become a reason for the Defense Department to close or scale down one or more of those bases."

In regards to our area, a reduction in aircraft or units to Cherry Point could have a significant impact to the installation and the regional economy. In order to express the City's support of our military and the mission readiness of Marine Corps Air Station - Cherry Point (MCAS-CP), Resolution No. 19-R-06 (**Exhibit #2C**) is provided for the Board's adoption consideration.

**City Code References:** N/A

**Request:** A Commissioner's motion and a second is being requested to adopt Resolution #19-R-06, a resolution in support of Senate Bill 377 - The Military Base Protection Act.

**City Manager's Opinion:** The NC Military Affairs Commission (NCMAC) passed a resolution in support of this Senate Bill last week. It is important for military host cities and counties to provide a supporting resolution as well.

### **Item #3. Elected/Appointed Officials Reports/Comments:**

- a. **City Manager:** At this time, City Manager Frank Bottorff submits a manager's report as referenced in the agenda packet (**Exhibits #3A**) and at this evening's meeting may offer other comments.
- b. **City Attorney:** At this time, City Attorney Troy Smith is provided an opportunity to report on any related City business matters.
- c. **Commissioners:** At this time, Commissioners are provided an opportunity to report on any related City business matters.
- d. **Mayor:** At this time, Mayor Will Lewis is provided an opportunity to report on any related City business matters.

**VII. CLOSED SESSION:** *...a motion and second is requested to go into closed session for the following purpose:*

- NCGS 143-318.11(a)(3) *-To consult with City Attorney (Attorney-Client Privilege) on two (2) items*

## **VIII. ADJOURNMENT/RECESS**