



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

www.southernshores-nc.gov

January 5, 2021

COUNCIL MEETING-5:30 P.M.-PITTS CENTER

1. Opening

- A. Call Meeting to Order
- B. Pledge of Allegiance
- C. Moment of Silence
- D. Amendments to / Approval of Agenda
- E. Consent Agenda **TAB 1**
 - Council Meeting Minutes – November 4, 2020 & December 1, 2020
 - Extend Emergency Sick Leave Policy until Governor's State of Emergency is lifted

2. Presentation

- A. Historic Landmarks Appreciation-Lorelei Costa
- B. Beach Nourishment Funding-Dare County Manager-Attorney Bobby Outten **TAB 2**

3. Staff Reports

- A. Deputy Town Manager/Planning Director
- B. Police Chief
- C. Fire Chief, Southern Shores Volunteer Fire Department
- D. Town Manager's Report
- E. Town Attorney's Report

4. General Public Comment (Limit: 3 minutes per speaker.)

5. Old Business

6. New Business

- A. Historic Landmarks Commission Appointment **TAB 3**
- B. Town Code Update Planning Board Direction **TAB 4**
- C. NCLM Legislative Goals **TAB 5**

7. General Public Comment (Limit: 3 minutes per speaker.)

8. Other Business

- A. Mayor's Comments & Responses
- B. Council Member's Comments & Responses

9. Adjourn



Town of Southern Shores
Regular Council Meeting
November 4, 2020

The Town of Southern Shores Town Council met in the Pitts Center located at 5377 N. Virginia Dare Trail at 5:30 p.m. on Wednesday, November 4, 2020.

COUNCIL MEMBERS PRESENT: Mayor Bennett, Mayor pro tem Elizabeth Morey and Councilmen Matt Neal, Jim Conners, and Leo Holland.

COUNCIL MEMBERS PARTICIPATING REMOTELY: None

COUNCIL MEMBERS ABSENT: None

OTHERS PRESENT: Town Attorney Will Norrell, Town Manager Cliff Ogburn, Finance Officer/ HR Director Bonnie Swain, Deputy Town Manager/Planning Director Wes Haskett, Town Clerk Sheila Kane, Police Chief David Kole, Fire Chief Ed Limbacher, and Public Works Director David Bradley.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Mayor Bennett called the meeting to order at 5:30 p.m., led the Pledge of Allegiance, and held a moment of silence.

AMENDMENTS / APPROVAL OF AGENDA

MOTION: Councilman Holland moved to approve the agenda as presented. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

CONSENT AGENDA

The consent agenda consisted of the following items:

- Council Meeting Minutes – October 6, 2020
- Budget Amendments
 - #13-Cemetery Maintenance
 - #14- Additional Police Officer
 - #15-Town Website Upgrade
 - #16-Establish Beach Fund in Capital Reserve Fund

MOTION: Mayor Bennett moved to remove budget amendment #13 from the consent agenda and place it under new business-Item 5C. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).

47 **MOTION:** Mayor Bennett moved to approve the consent agenda as amended. The motion was seconded by
48 Councilman Connors. The motion passed unanimously (5-0).
49

50
51 **STAFF REPORTS**

52 The following department heads presented department reports for the month:

- 53 ○ Deputy Town Manager/Planning Director Wes Haskett presented the department’s monthly
54 permit report for the month of October.
- 55 ○ Police Chief David Kole presented the Police Department’s report for October.
- 56 ○ Fire Chief Ed Limbacher presented the Fire Department’s report for October.
- 57 ○ The Town Manager presented the Manager’s report on operations highlights:
 - 58 ○ NC 158 Paving- The NCDOT and their Contractor, RPC Construction, milling and re-
59 surfacing on Hwy 158 from the Wright Memorial Bridge through the Southern
60 Shores / NC 12 Intersection is due to be complete November 25th.
 - 61 ○ Beach Nourishment- 2020 Annual Monitoring and Initial Permitting Coordination
62 Task 1 – Annual Beach Profile Data Acquisition-98% complete
63 Task 2 – Annual Data Analysis and Report -55% complete
64 Task 3 – Inter-Agency Coordination / BOEM G&G Permitting -100% complete
 - 65 ○ Beach Nourishment- 2022 Permitting & Design
66 Task 1 – Environmental Documentation and Permitting -15% complete
67 Task 2 – Engineering and Design-15% complete
68 Task 3 – Borrow Area Investigations and Design-1% complete
69 Task 4 – Native Sampling -80% complete
70 Task 5 – Survey to Quantify 3-Inch Clasts on Native Beach-98% complete
 - 71 ○ In October, the Town received \$1,408,247.19 in grant funding from the N.C.
72 Department of Environmental Quality’s Division of Water Resources (DWR). The
73 award from the Coastal Storm Damage Mitigation Fund will help fund the Town’s
74 beach nourishment project.
 - 75 ○ Two other grants (storm water related) will be coming up for future agenda items.
 - 76 ○ Recognize Police Department for being out and about on Halloween, community
77 involvement.

78
79 **GENERAL PUBLIC COMMENT**

80 Mayor Bennett called for public comment and hearing no citizens wishing to speak, Mayor Bennett
81 closed public comment.
82

83 **BUSINESS ITEMS**

84 **Beach Nourishment- Resolution 2020-11-01-Resolution** Declaring the Intent of The Town of Southern
85 Shores to Reimburse Itself for Capital Expenditures Incurred in Connection with A Beach Nourishment
86 Project from The Proceeds of Tax-Exempt Obligation.
87

88 Resolution 2020-11-01 ensures that all costs associated with the planned 2022 Beach Nourishment project
89 are accounted for and paid by the funds borrowed for the project. The Town is permitted to reimburse the
90 general fund for costs associated with planning for the beach nourishment project from the funds borrowed
91 to pay for construction. The Federal Tax Code permits the Town to reach back 60 days for hard costs, which
92 none have been spent to date. However, we can reach back as far as necessary to capture “preliminary
93 expenditures”, i.e. soft costs.
94

95 **MOTION:** Councilman Holland moved to approve Resolution 2020-11-01- Declaring the Intent of The Town
96 of Southern Shores to Reimburse Itself for Capital Expenditures Incurred in Connection with A Beach

97 Nourishment Project from The Proceeds of Tax-Exempt Obligation as presented. The motion was seconded
98 by Councilman Conners. The motion passed unanimously (5-0).
99

100
101 **Amendment to the Unassigned Fund Balance Policy**

102 At its October 20, 2020 Workshop, the Town Council directed staff to bring back to its November 4, 2020
103 regular meeting and amendment to the Unreserved Fund Policy to do two things:

- 104 1-Increase the minimum unassigned fund balance from \$1.75 million to \$3 million dollars, and
105 2-Include language to make clear that the primary use of these funds is for emergency purposes.
106

107 Town Manager Ogburn stated staff recommends that the Town Council adopt the attached amended fund
108 balance policy. Doing so should present a commitment on the Town's behalf to continue its strong financial
109 position and conservative approach to managing its revenue and expenditures while allowing the Town
110 Council to exercise its discretion in prioritizing its spending above the minimum amount. A \$3 million dollar
111 minimum is generally 50 percent of the Town's annual operating budget which will help ensure the town is
112 prepared to handle the inevitable emergency circumstance.
113

114 Mayor pro tem Morey asked Town Manager Ogburn if the unforeseen emergency paragraph contained a
115 description that Mr. Ogburn was clear and comfortable with interpreting. Mr. Ogburn stated this is just a
116 policy statement and he is comfortable with the definition and clear intent.
117

118 Councilman Neal stated the policy states it is to be reviewed annually and the budget time seems like an
119 appropriate time.
120

121 Town Manager Ogburn stated the policy review could be placed in the wording of the budget ordinance,
122 forcing it to be reviewed.
123

124 **MOTION:** Councilman Neal moved to approve the amendment to the unassigned fund balance policy. The
125 motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).
126
127

128 **Dare County Tourism Board Appointment/Reappointment**

129 In January 2020 the Dare County Board approved appointment for Councilman Leo Holland to complete
130 Councilman Christopher Nason's term through January 2021. Councilman Holland fulfilled Mr. Nason's
131 remaining term (one year) and is eligible for reappointment, to serve a full term or Council can
132 nominate another member.
133

134 **MOTION:** Councilman Neal moved to reappoint Councilman Holland as the town representative on the
135 Dare County Tourism Board as first choice; Mayor pro tem Morey second choice and Councilman Conners
136 third. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).
137
138

139 **Planning Board Appointment**

140 The Southern Shores Planning Board Alternate Member 2 position is currently vacant. On October 10, 2020,
141 Town Staff received an application from Janis Collins to serve on the Town Planning Board as an Alternate
142 Member. This vacancy currently has a term that is valid until June 30, 2021.
143

144 **MOTION:** Mayor pro tem Morey moved to appoint Janis Collins to the alternate #2 Planning Board
145 position. The motion was seconded by Councilman Conners. The motion passed unanimously (5-0).
146

147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192

Budget Amendment #13-Cemetery

Public Works staff has requested an expenditure from the Town Cemetery fund for cemetery maintenance. The original request of \$8,000 which would replace the stone in the existing driveway, repair markers and grind tree stumps, was reduced to \$2000 for minor maintenance at this time. The minor maintenance would consist of stump removal and marker repair.

MOTION: Councilman Holland moved to approve budget amendment #13-cemetery maintenance in the amount of \$2,000. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

COUNCIL COMMENTS

Mayor pro tem Morey stated Covid has spread through our community and encouraged residents to stay vigilant by wearing a mask and practicing social distancing.

Councilman Holland reported on the Tourism Board:

- Occupancy is up 1% from last same time last year. It was up 27% year prior to that, hence the reason it is only 1% increase this year from last.
- Meals are still down (28%). Please do what you can to support the local businesses through these times.
- A committee has been put together to create plans for the event site but has not met since February because of Covid.

Councilman Holland also asked that we remember the families that were lost in the tragic fire down in Buxton.

Councilman Conners stated Bill Jones, the owner of Northeast Marine recently passed. He has done work for many residents in this Town over the years and will be missed.

Councilman Conners also thanked Town staff for their work ethics.

Mayor Bennett took a moment to reinforce Mayor pro tem Morey’s comments. Covid infections are on an upswing, please do not leave your masks at home, leaving yourself vulnerable.

ADJOURN

Hearing no other business, Mayor Bennett called for a motion to adjourn.

MOTION: Councilman Holland moved to adjourn the meeting. The motion was seconded by Councilman Neal. The motion passed unanimously (5-0). The time was 6:15 pm.

ATTEST:

Thomas G. Bennett, Mayor

Respectfully submitted,

Sheila Kane, Town Clerk



Town of Southern Shores
Regular Council Meeting
December 1, 2020

The Town of Southern Shores Town Council met in the Pitts Center located at 5377 N. Virginia Dare Trail at 5:30 p.m. on Tuesday, December 1, 2020.

COUNCIL MEMBERS PRESENT: Mayor Bennett, Mayor pro tem Elizabeth Morey and Councilmen Matt Neal, Jim Conners, and Leo Holland.

COUNCIL MEMBERS PARTICIPATING REMOTELY: None

COUNCIL MEMBERS ABSENT: None

OTHERS PRESENT: Town Attorney Ben Gallop, Town Manager Cliff Ogburn, Deputy Town Manager/Planning Director Wes Haskett, Town Clerk Sheila Kane, Police Chief David Kole, Fire Chief Ed Limbacher, and Public Works Director David Bradley.

CALL TO ORDER / PLEDGE OF ALLEGIANCE / MOMENT OF SILENCE

Mayor Bennett called the meeting to order at 5:30 p.m., led the Pledge of Allegiance, and held a moment of silence.

AMENDMENTS / APPROVAL OF AGENDA

Town Manager Cliff Ogburn requested item 6A be considered immediately following the Fire Chief's monthly report (item 3C) to accommodate scheduling.

MOTION: Councilman Holland moved to approve the agenda with amendment. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

CONSENT AGENDA

The consent agenda consisted of the following items:

- Council Meeting Minutes – October 20, 2020

MOTION: Councilman Holland moved to approve the consent agenda as presented. The motion was seconded by Councilman Neal. The motion passed unanimously (5-0).

PRESENTATIONS

- Tribute to Warren Davis-Mayor Bennett recognized Warren Davis for his 37 years of community involvement with so many organizations here on the Outer Banks. We also celebrated Warren's coming 100th birthday, December 16, 1920.

47
48
49
50
51
52
53
54
55
56
57
58
59
60
61
62
63
64
65
66
67
68
69
70
71
72
73
74
75
76
77
78
79
80
81
82
83
84
85
86
87
88
89
90
91
92
93
94
95
96

- Employee Recognition
 - Forest Hood, 5 Years of Service
 - New Employee Introduction-Marcey Baum, Permit Officer & Kevin Clark, Building Inspector/ Code Enforcement Officer
- SSPD Recognition-Dare County Motorcycle Toy Run-Terry Gray

STAFF REPORTS

The following department heads presented reports for the month:

- Deputy Town Manager/Planning Director Wes Haskett presented the department’s monthly permit report for the month of November. In respect to the Town code update, the Town Attorney’s comments have been addressed and the necessary revisions have been made. The Planning Board will begin its review of the public hearing draft January 19, 2021.
- Police Chief David Kole presented the Police Department’s report for November.
- Fire Chief Ed Limbacher presented the Fire Department’s report for November.

Southern Shores Fire District Firefighters’ Relief Fund

The Fire Department Relief Fund is a board of five members, two of which are appointed by the Town Council. The Fire Chief serves as a tiebreaker vote only.

Monique Mims from 207 Sea Oats Lane is the recommendation from the Southern Shores Volunteer Fire Department for appointment of a Southern Shores citizen as a Trustee to the Southern Shores Fire District Firefighters’ Relief Fund Board of Trustees. The Fire District Firefighters’ Relief Fund is governed by state statutes of Article 84 of Chapter 58.

Hearing no objections to the appointment, Mayor Bennett called for a motion.

MOTION: Councilman Conners moved to appoint Monique Mims to the Southern Shores Fire District Firefighters’ Relief Fund Board of Trustees. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).

GENERAL PUBLIC COMMENT

Mayor Bennett called for public comment and the following citizen provided comment:

Paul Borzellino-Invitation to his annual Christmas display on 7th Avenue, December 15-January 5.

BUSINESS ITEMS

Beach Nourishment-MSD Boundaries

Town Manager Ogburn directed Council on the process of establishing one or more Municipal Service Districts to generate revenue to fund the 2022 beach nourishment project. He reported, at this time, with funding from the Dare County Beach Nourishment Occupancy Fund uncertain, the focus will mostly be on establishing the district boundaries with less emphasis on potential tax rates for each of the districts until funding becomes clear. The districts can be established first and the tax rate applied later with the adoption of the annual operating budget.

In January of this year, DEC Associates presented to Town Council the typical process for funding beach nourishment projects to date in Dare County. The assumption being that funding from occupancy tax for beach nourishment would pay half of the cost of each project. The funding models assume that the other half would come from the equivalent of 7.82 cents of each town’ tax levy with the remaining portion negotiated with the County to be paid out of the occupancy tax for beach nourishment. The terms of the County contribution will need to be clarified in an Inter-local Agreement that the County and Town approve.

97 Current planning calls for property tax to be levied through a town wide tax so that all properties within the
98 Town contribute, coupled with one or more Municipal Service Districts. The size and makeup of these
99 Municipal Service Districts is what the Town Council needs to consider.
100
101 Mr. Ogburn presented a PowerPoint presentation with two options [attached], with the assumption that the
102 Town will need to generate \$1,224,775 per year for 5 years to pay its portion of a ~\$16 million-dollar
103 project. Its staff's opinion that regardless of the County funding, the boundaries will remain the same unless
104 the project is greatly altered. In January of 2021, the Council will need to direct staff to prepare a report
105 which initiates the process. The timeline that has been drafted for this process has the final adoption of the
106 districts in April of 2021. There is approximately one month of excess time built into the calendar. The tax
107 rates for the municipal services districts will go into effect July 1,2021. The Dare County Tax Collector has
108 requested that our districts be established no later than May 4, 2021 so that they can prepare for collection
109 of the new tax.
110
111 Mayor Bennett reported there is no action at this time that Town Council needs to take. However, staff
112 appreciates any feedback and discussion to generate a consensus among Council members to establish the
113 districts.
114
115 Councilman Conners requested some street names be provided in the notice.
116
117 Councilman Holland asked what the protocol was for those wanting to be excluded?
118
119 Town Attorney Gallop reported that those property owners wanting to be excluded would need to do so by
120 requesting it at the public hearing or in writing within 5 days of the hearing.
121
122 Councilman Neal confirmed that at the January meeting, Council will discuss the boundaries and then the
123 February meeting Council will be provided a map reflecting these new boundaries. Town Manager Ogburn
124 concurred.
125
126 Councilman Neal and Conners both discussed ocean influence maps. Councilman Conners requested Town
127 Manager Ogburn to provide examples at the January meeting of how other towns tax for beach
128 nourishment.
129
130 Mayor pro tem Morey stated if we introduce ocean influence into our discussion, could we direct the Town
131 Manager to possibly get some more background as to how the ocean influence was derived. Town Manager
132 Ogburn confirmed that he could provide that information.
133
134 No further action was taken at this time.
135
136 **Historic Landmarks Commission Appointments**
137 The two-year terms for Historic Landmarks Commission (HLC) members Lorelei Costa, Tony DiBernardo, and
138 Richard Perkins will expire on December 11, 2020. HLC member Lorelei Costa has notified Town Staff that
139 she will soon no longer reside in Southern Shores and therefore will no longer be eligible to serve on the
140 HLC. HLC members Tony DiBernardo and Richard Perkins have both indicated that they would like to
141 continue serving on the HLC. There are currently no applications on file to fill the vacancy created by Lorelei
142 Costa's departure.
143
144 **MOTION:** Mayor Bennett moved to reappointment Tony DiBernardo and Richard Perkins as members of
145 the Historic Landmarks Commission. The motion was seconded by Councilman Conners. The motion passed
146 unanimously (5-0).

147
148
149
150
151
152
153
154
155
156
157
158
159
160
161
162
163
164
165
166
167
168
169
170
171
172
173
174
175
176
177
178
179
180
181
182
183
184
185
186
187
188
189
190
191
192
193
194
195
196

Mayor pro tem Morey and Councilman Connors both inquired as to future appointments to fill the vacancy created by Lorelei Costa's resignation due to eligibility.

Deputy Town Manager/Planning Director Wes Haskett stated the Town is currently seeking applicants.

Resolution 2020-12-01-CSDM Award Funding

Town Manager Ogburn reported in October, the Town received \$1,408,247.19 in grant funding from the N.C. Department of Environmental Quality's Division of Water Resources (DWR). The award from the Coastal Storm Damage Mitigation Fund will help fund the Town's beach nourishment project. As part of the grant award process, the Town needs some additional steps to receive the funding. In order for the State to move forward with executing the contract and disperse funding, the Town will need to submit a resolution from the Council regarding the funding, a copy of the Town's Conflict of Interest Policy, an Appropriation Request form and a letter requesting the funds.

The Town's present Conflict of Interest Policy is predicated upon Federal funding. The policy will need to be amended to capture State law.

MOTION: Mayor Bennett moved to approve the conflict of interest statement. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

MOTION: Mayor Bennett moved to approve Resolution 2020-12-01 CSDM Award Funding and letter requesting funds, as presented. The motion was seconded by Councilman Holland. The motion passed unanimously (5-0).

2021 Council Meeting Schedule – Resolution 2020-12-02

Councilman Neal requested to move the April 6th meeting one week out to accommodate a scheduling conflict.

MOTION: Mayor Bennett moved to approve the 2021 Council meeting schedule-Resolution 2020-12-02 with an April amended meeting date of April 13, 2021. The motion was seconded by Mayor pro tem Morey. The motion passed unanimously (5-0).

Councilman Holland confirmed the workshop meetings are not being canceled and will be held the third Tuesday of the month, as needed.

Consideration of Street Project – Wood Duck Court Asphalt Overlay

The Wood Duck Ct. road improvement project was brought to the Streets Committee with an estimated cost and explanation of why it was important to consider. The committee chose to forward it directly to Council, rather than make a decision on it. The request is to direct the Town Manager to use funds of \$18,430 to make necessary repairs/improvements to Wood Duck Ct.

Councilman Connors stated the street does not consist of many homes but there is storm drainage issues and a true need for repairs.

Councilman Neal stated the streets committee had overwhelming support for the project utilizing the remaining money already budgeted for streets this year.

197 Councilman Holland stated there has been two requests from homeowners on that street to address the
198 improvements needed.

199
200 Mayor pro tem Morey's understanding is there has been more recent activity on that street, a house under
201 construction with contractor trucks coming and going. This is the original street that has never been
202 repaired or improved and this additional impact has made the street worse than it was before. Ms. Morey
203 asked if the contractors were to be held liable. The Town needs to be vigilant with contractors and others
204 that are abusing the roads.

205
206 Councilman Conners stated the road could have been not quite up to standards to begin with and the
207 narrowness of the road doesn't help. The Town does require a surety bond from all contractors.

208
209 Deputy Town Manager/Planning Director Wes Haskett confirmed that there are contractors working on a
210 house on that street. The contractor has fixed landscaping issues caused by the trucks but did not have the
211 ability to make additional repairs to the road that, as Council said, was not quite adequate to begin with.

212
213 **MOTION:** Mayor Bennett moved to direct the Town Manager to use \$18,430 to make necessary
214 repairs/improvements to Wood Duck Ct. The motion was seconded by Councilman Neal. The motion passed
215 unanimously (5-0).

216
217

218 **Consideration of Paving Study**

219 Councilman Neal requested a moment to discuss a paving study, a tool to construct upon for the Town
220 Manager to develop a 10 plus year plan, as well as financial planning. All of Council agreed to address the
221 item at this time.

222

223 Councilman Neal stated the Town of Southern Shores had a paving study previously (ITRE Report) and it
224 would behoove the Town to move forward with a new study. The study would be good for 5-8 years. He
225 admitted the Streets Committee was not entirely comfortable with the idea and got the impression they
226 most likely thought the expense of the study would need to come from the annual street improvement
227 budget allocation. Councilman Neal strongly supported the idea of a paving study. He stated with the study,
228 the Streets Committee can then weigh in on additional improvements, such as sidewalks. The study would
229 give the Town Manager and Streets Committee a base to work with.

230

231 Mayor pro tem Morey stated historically citizen input has been a great value in the street priority list. She
232 was initially not sold on the pavement study but with the explanation of providing a base to start, and
233 keeping citizen input, she would support the study.

234

235 Town Manager Ogburn stated pavement studies are worth the expense. Street improvement is Southern
236 Shores is the largest capital expense, and we are not doing it in an efficient way. He estimated the pavement
237 study to cost approximately \$30,000 and from there a 10-year plan could be developed.

238

239 Mayor Bennett stated the residents of this Town know the streets better than anyone. He agrees the study
240 would provide a base for the committee to work with.

241

242 Councilman Conners supports the study but wanted to make sure the analysis did not weigh heavily on how
243 many homes are on a particular street. He stated the study will remove any politics from decision making,
244 providing unbiased facts of street conditions and priorities.

245

246 **MOTION:** Councilman Neal moved to direct the Town Manager to issue an RFQ for a street paving study for
247 the Town of Southern Shores. The motion was seconded by Councilman Holland. The motion passed
248 unanimously (5-0).

249
250 Councilman Conners inquired if the RFQ would come to Council for approval, or just the request for
251 qualifications submissions once received.

252
253 Council agreed the Town Manager was capable of creating and advertising the RFQ and Council would
254 consider the submissions once received.

255
256
257 **PUBLIC COMMENT**

258 Mayor Bennett called for comment, hearing no citizen wishing to speak he closed public comment.

259
260
261 **COUNCIL COMMENTS**

262 Councilman Neal welcomed the new Town staff members and wished everyone a Merry Christmas.

263
264 Councilman Conners did the same, including a thank you to Mayor Bennett for recognizing Warren Davis.

265
266 Councilman Holland reported Holy Redeemer Catholic Church will be hosting a blood drive from 12-6 p.m.
267 Wednesday, December 2nd. He also provided a brief update on the Tourism Board; occupancy being up 6%
268 for the year, but meals are still 22% off for the calendar year. The Throwdown Surf Benefit raised \$33,000,
269 which was donated to the Community Foundation.

270
271 **ADJOURN**

272 Hearing no other business, Mayor Bennett called for a motion to adjourn.

273 **MOTION:** Councilman Holland moved to adjourn the meeting. The motion was seconded by Councilman
274 Neal. The motion passed unanimously (5-0). The time was 7:10 pm.

275
276
277
278 ATTEST:

Respectfully submitted,

279
280 _____
281 Thomas G. Bennett, Mayor

Sheila Kane, Town Clerk



Agenda Item Summary Sheet

Date: January 5, 2021

Item # Consent Agenda

Item Title: Consideration of Extending the Town Emergency Paid Sick Policy

Item Summary: The Families First Coronavirus Response Act was passed by Congress and signed by the President on March 14, 2020. The Act was meant to respond to the economic impacts of the ongoing COVID-19 pandemic. The Act, among other things, provided paid leave for employees affected by the pandemic.

The Families First Coronavirus Response Act required certain employers to provide their employees with paid sick leave or expanded family and medical leave for specified reasons related to COVID-19. Though not required to adhere to the act due to the number of Town employees being below the minimum, on April 7, 2020 the Town Council adopted the attached Personnel Policy to adhere to the requirements of the FFCRA . The new policy provided paid sick leave for employees through December 31, 2020.

Eligible employees for purposes of emergency family or medical leave available under this policy must have been employed by the Town for at least 30 calendar days before requesting the leave.

Reason for Emergency Paid Sick Leave

Employees are eligible to take Emergency Paid Sick Leave if they are unable to work (or telework, if allowed) due to a need for leave because:

1. They are subject to a federal, state, or local quarantine or isolation order related to COVID-19;
2. They have been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
3. They are experiencing symptoms of COVID-19 and are seeking a medical diagnosis;
4. They are caring for an individual who is subject to an order as described in 1 above or who has been advised to quarantine or isolate due to concerns related to COVID-19;

5. They are caring for their own child (i) because their school or place of care is closed, or (ii) because their child's childcare provider is unavailable, due to COVID-19 precautions; or
6. They are experiencing substantially similar conditions as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Duration/Compensation

Employees entitled to Emergency Paid Sick Leave:

1. Full-time employees: Up to 80 hours of pay for non-exempt employees, two weeks of pay for exempt employees, or a two-week equivalent of pay for police, at their regular pay rate. However, when caring for a family member (for reasons 4, 5, and 6 above), Emergency Paid Sick Leave is paid at two-thirds the employee's regular rate.
2. Part-time employees: Emergency Paid Sick Leave provided under this Policy is calculated based on the number of hours the employee works, on average, over a two-week period. Except in extraordinary circumstances, the two-week period used will be the two full weeks immediately preceding the date the leave is requested.
3. Paid leave under this shall not exceed \$511 per day (\$5,110 in total) where leave is taken for reasons 1, 2, and 3 described above (generally, an employee is unable to work because of their own illness or quarantine); or \$200 per day (\$2,000 in total) where leave is taken for reasons 4, 5, or 6 (where the employee is unable to work due to a need to care for others or school closures).

The Stimulus Bill that Congress passed Monday, December 21, 2020 did not include an extension of these benefits.

Staff Recommendation: Staff recommends that Town Council extend the Policy until the current Declaration of a State of Emergency addressing COVID-19 is rescinded.

Requested Action: A motion to approve extending the Town's Emergency Sick Leave Policy through the end of the COVID-19 State of Emergency.

Attachments: Emergency Sick Leave Policy



Town of Southern Shores

5375 N. Virginia Dare Trail, Southern Shores, NC 27949

Phone 252-261-2394 / Fax 252-255-0876

info@southernshores-nc.gov

www.southernshores-nc.gov

The Town provides eligible employees with emergency paid sick leave and emergency FMLA leave under certain conditions as required by the Families First Coronavirus Relief Act. These are two separate forms of leave that in some cases are governed by different rules, as set forth below.

Eligibility

All classes of employees are eligible for emergency paid sick leave and emergency FMLA leave. All employees are eligible for emergency paid sick leave under this policy regardless of the length of their employment. To be an "eligible" employee for purposes of emergency family or medical leave available under this policy, the employee must have been employed by the Town for at least 30 calendar days before requesting the leave.

A. Reason for Emergency Paid Sick Leave

You may take Emergency Paid Sick Leave if you are unable to work (or telework, if allowed) due to a need for leave because:

1. You are subject to a federal, state, or local quarantine or isolation order related to COVID-19;
2. You have been advised by a health care provider to self-quarantine due to concerns related to COVID-19;
3. You are experiencing symptoms of COVID-19 and are seeking a medical diagnosis;
4. You are caring for an individual who is subject to an order as described in 1, above or who has been advised to quarantine or isolate due to concerns related to COVID-19;
5. You are caring for your own child (i) because their school or place of care is closed, or (ii) because your child's childcare provider is unavailable, due to COVID-19 precautions; or
6. You are experiencing substantially similar conditions as specified by the Secretary of Health and Human Services, in consultation with the Secretaries of Labor and Treasury.

Duration/Compensation

Employees are entitled to Emergency Paid Sick Leave:

- **Full-time employees:** Up to 80 hours of pay for non-exempt employees, two weeks of pay for exempt employees, or a two-week equivalent of pay for police, at their regular pay rate. However, when caring for a family member (for reasons 4, 5, and 6 above), Emergency Paid Sick Leave is paid at two-thirds the employee's regular rate.
- **Part-time employees:** Emergency Paid Sick Leave provided under this Policy is calculated based on the number of hours the employee works, on average, over a two-week period. Except in extraordinary circumstances, the two-week period used will be the two full weeks immediately preceding the date the leave is requested.
- Paid leave under this shall not exceed \$511 per day (\$5,110 in total) where leave is taken for reasons 1, 2, and 3 described above (generally, an employee is unable to work because of their own illness or quarantine); or \$200 per day (\$2,000 in total) where leave is taken for reasons 4, 5, or 6 (where the employee is unable to work due to a need to care for others or school closures).

Leave Rules

- You may elect to use Emergency Paid Sick Leave before using any accrued paid leave. You are not required to use any other paid leave before using Emergency Paid Sick Leave.
- No leave provided by the Town before April 1, 2020 may be credited against your leave entitlement. In addition, Emergency Paid Sick Leave provided under this Policy cannot be carried over after December 31, 2020 and will not be paid out upon termination.

Requesting Emergency Paid Sick Leave

- If you need to take Emergency Paid Sick Leave, provide notice as soon as possible. Normal call-in procedures apply to all absences from work. You are not required to search for or find a replacement employee to cover the hours during which you are using leave under this policy.

B. Reason for Emergency FMLA Leave

An eligible employee is entitled to Emergency FMLA Leave if the employee is unable to work (or telework, if allowed) due to a need for leave to care for their own child < 18 y.o. because the school or childcare facility for the child has been closed due to public health emergency, or because the childcare provider of such child is unavailable due to a public health emergency.

Duration/Compensation

- No pay is available for first 10 days of leave unless the employee elects to substitute any accrued vacation leave, sick leave or Emergency Sick Leave.
- After 10 days, part-time and full-time employees will receive two-thirds of the employee's regular rate of pay for the number of hours they would normally be scheduled to work, capped at \$200/day and \$10,000 total.

Leave Rules

You may elect to use any accrued paid leave during the first 10 days of Emergency FMLA Leave.

Requesting Emergency FMLA Leave

Where the need for Emergency FMLA Leave provided for in this policy is foreseeable, the employee must provide their supervisor with as much notice of the leave as is practicable.

Job Restoration

The return to work provision of the Town's FMLA Leave policy shall apply to an employee who takes Emergency FMLA leave under this policy.

C. General Provisions

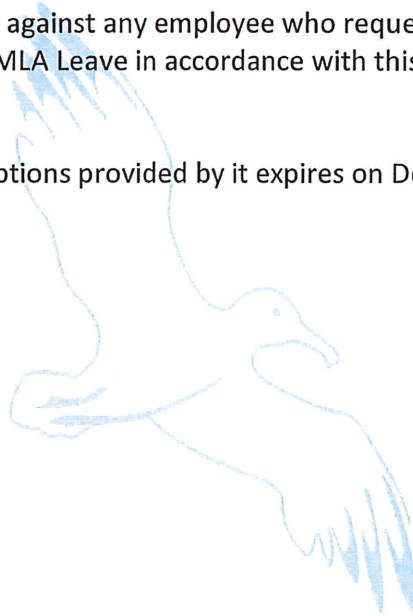
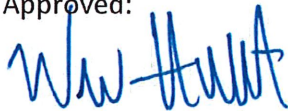
Retaliation

The Town will not retaliate against any employee who requests or takes Emergency Paid Sick Leave or Emergency FMLA Leave in accordance with this policy.

Expiration

This policy and the leave options provided by it expires on December 31, 2020.

Approved:





Agenda Item Summary Sheet

Date: January 5, 2021

Item # 2 - B

Item Title: Update on Dare County Occupancy Tax for Beach Nourishment funding plan

Item Summary: Dare County Manager/Attorney Bobby Outten will present to the Town Council the present funding plan based off the financial modeling for allocating funds from the Beach Nourishment Occupancy Tax Fund.



Agenda Item Summary Sheet

Date: 01-05-2021

Item #: 6A

Item Title: Historic Landmarks Commission Appointment

Item Summary: There is currently one vacant seat on the Historic Landmarks Commission (HLC) due to the departure of Lorelei Costa. Town Staff has two applications on file from citizens interested in serving on the HLC. The term for the position would take effect immediately and expire on December 11, 2022.

Staff Recommendation: Appointment of Charlie Andrews or Michael Guarracino as a member of the HLC.

Requested Action: Motion to appoint Charlie Andrews or Michael Guarracino as a member of the HLC with a term that is valid until December 11, 2022.

Attachments: HLC terms spreadsheet and Board Volunteer Applications for Charlie Andrews and Michael Guarracino.

Submitted by: Wes Haskett

**TOWN OF SOUTHERN SHORES
BOARD VOLUNTEER APPLICATION**

DATE: December 15, 2020

Municipal Board(s), Commission(s), or Committee(s) interested in:
Any

NAME: Michael Guarracino PHONE: (HOME) (540) 735-6323

PHONE: (WORK) _____

Email: mguarracino@verizon.net

ADDRESS: 118 Tall Pine Lane Southern Shores NC, 27949

OCCUPATION (Past & Present)

Deputy Marshal of the Court

Security Executive

Weapons, EOD, Security, Law Enforcement, Intelligence

EMPLOYER

Supreme Court of the United States

Department of Defense

U.S. Navy LCDR - Retired

EDUCATIONAL BACKGROUND

School(s)	Dates	Area of Study	Cert or Degree
<u>American Military University</u>	<u>2014</u>	<u>Security Management</u>	<u>BA with Honors</u>
_____	_____	_____	_____
_____	_____	_____	_____

Specific experiences, training or interest, which you have that you feel would be useful in the work of this Board, Commission, or Committee: (Use additional pages if needed)

Recently retiring from the federal government and moving to Southern Shores I would welcome the opportunity to serve our

community. While serving at the Court in addition to security and law enforcement I was deeply involved in architectural, construction, and historic renovations to the Supreme Court building. Additionally, I have served as President, Vice President,

and Chairman of the Architectural Control Committee for two HOAs.



Mr. MICHAEL J. GUARRACINO

Mr. Mike Guarracino manages complex programs for law enforcement, homeland defense, emergency preparedness, and security clients with a national reputation for his expertise in security, law enforcement, force protection, terrorism, intelligence, COOP, COG, and ECG.

Prior to Gray Wolf Associates, Mike served at the Supreme Court of the United States as the Deputy Marshal for Security. In this capacity, he was the principal assistant to the Marshal in the development coordination and execution of the Court's security, executive protection, intelligence, and emergency preparedness programs for the protection of the Court., Justices and employees on a global basis

Prior to the Court, Mike served as a charter member and the Deputy Director, Force Protection Directorate at the Defense Threat Reduction Agency and played a lead role in the planning and execution of over 500 Joint Staff Integrated Vulnerability Assessments and other select Special Assessments for the Chairman of the Joint Chiefs of Staff. In 1998, his involvement with the program was instrumental in DTRA winning the Award of "Most Outstanding Antiterrorism Innovation/Action - DoD Component."

Mike enlisted in the Navy in 1977 achieving the rank of Senior Chief and was commissioned in 1987 While on active duty, he served as a nuclear weapons supervisor, deputy chief of police, security officer, special security engagement tactical team commander, accident/incident response commander, senior intelligence analyst, and counterintelligence officer. As a multidisciplinary expert, Mike participated in numerous national-level committees tasked to influence security policies and technology developments both within and outside the Department of Defense. For the Undersecretary of Defense for Acquisition and Technology, he independently provided program management for the exploratory development of multimillion-dollar state-of-the-art technologies related to combating terrorism. He retired as a LCDR from the Naval Reserve in October 2001 as the Naval Explosive Ordnance Disposal Technical Division Executive Officer,

After leaving the Navy, Mike went to Bankers Trust *Company* where he managed the Bank's worldwide emergency operations center, 120-person security force, and domestic security program. He managed investigations into white-collar crime, conducted assessments to of security and corporate intelligence programs, and served as member of the New York Financial Crimes Task Force. Additionally, Mike directed security assessments and executed the installation and integration of interior and exterior electronic security equipment for multimillion-dollar design and construction projects.

Leaving Bankers Trust Company Mike went to work for the Department of Defense, Federal Bureau of Investigation, and Department of Energy in countering the threat of proliferation, acquisition, and smuggling of weapons of mass destruction by terrorist, paramilitary, and criminal organizations internationally. He conducted national-level terrorist related exercises and served as a senior technical advisor for Department of Defense and Department of Energy Combating Terrorism Programs.

Mike is married to Theresa Rogers Guarracino has a daughter Kailtyn, son Matthew and granddaughter Nakaylah.



Agenda Item Summary Sheet

Date: 01-05-2021

Item #: 6B

Item Title: Town Code Update Planning Board Direction

Item Summary: The Town has been in the process of updating the Town Code since 2015 with the assistance of a consultant, CodeWright Planners. A Citizen Survey has been conducted, two public forums have been held, and the Planning Board reviewed Module One of three and submitted comments on it to the consultant in 2018. At this point, all three modules have been revised to reflect comments submitted by Town Staff, the Planning Board (Module One only), and the Town Attorney (Zoning Chapter only). The Adoption Draft can be viewed in its entirety at <https://www.southernshores-nc.gov/wp-content/uploads/2020/12/11-24-2020-Adoption-Draft.pdf>. The next step in the adoption process requires the Planning Board's final review and recommendation to the Town Council. The following Chapters require the Planning Board's final review and recommendation: Chapter 4, Definitions; Chapter 22, Zoning; Chapter 26, Subdivisions; and Chapter 28, Flood Damage Prevention.

Staff Recommendation: Direct the Planning Board to conduct its final review of the applicable Chapters in the Town Code Update.

Requested Action: Motion to direct the Planning Board to conduct its final review of the applicable Chapters in the Town Code Update.

Attachments: None

Submitted by: Wes Haskett



Sheet

Agenda Item Summary

Date: January 5, 2021

Item # **6 - C**

Item Title: North Carolina League of Municipalities Advocacy Goals

Item Summary: The NCLM Board of Directors revised the member-driven process that forms the NCLM legislative policy positions. The goal was to expand the process to receive as much input from all municipal officials that reflects the diversity of members' opinions and circumstances.

This process coincides with the start of each new legislative biennium. During even-numbered years, members meet to share their legislative goals and priorities. The basic process includes the following steps:

1. Members submit their ideas for legislative policy goals online. Ideas should fit into the League's overarching policy focus areas, be actionable and be applicable to cities and towns statewide.
2. The Policy Committee considers all submitted ideas through the lens of the Core Municipal Principles and policy focus areas and submits its suggestions to the Board of Directors.
3. After reviewing and refining the Policy Committee's suggestions, the NCLM Board of Directors presents the goals to the entire membership for a vote.
4. Each municipality casts a single vote on the policy goals and the results are used by League staff, members, and legislative leaders to advance the agenda together.

450 ideas from 165 individuals representing 114 municipalities were submitted. The Legislative Policy Committee compiled and refined the submitted goals which the NCLM Board of Directors reviewed, approved, and submitted 17 proposed advocacy goals for consideration by the full membership. Each municipality will cast a single vote by selecting 10 of the 17 proposed goals.

To vote, a municipality must:

1. Designate a single Voting Delegate who will cast the municipality's vote by January 14, 2021 and submit attached form.
2. Review, discuss and determine which of the proposed advocacy goals the Town Council supports. Each municipality may select 10 of the 17 proposed goals.
3. Submit the online ballot by January 15, 2021.

Staff Recommendation: Staff recommends that the Council participate in this process. Many of the 17 proposed goals do not directly impact the town although they do support several towns and cities across the State which can have positive impacts for us. Being involved with establishing the Municipal Advocacy Goals will hopefully better position us in the future with the League in our own individual advocacy needs.

Of the 17 goals, staff sees the following 10 as being the most beneficial:

- Grant local governments the authority to build broadband infrastructure to partner with private providers and provide additional funding to help close the digital divide.
- Secure federal and state aid directly to municipalities to offset all lost revenues due to the Covid-19 pandemic.
- Refine economic tier designation system to reflect conditions more accurately at subcounty level.
- Increase state and federal funding for affordable housing.
- Create a permanent and adequate funding stream for local infrastructure needs.
- Ensure state funding for any new, state-mandated benefits for municipal employees.
- Allow a short grace period for online posting of local emergency declarations while allowing them to take effect immediately.
- Increase public safety grant funding and expand allowable uses.
- Reduce pressure on property taxpayers by expanding locally controlled options for revenue generation.
- Increase in state funding to support public transportation development and operations.

Requested Action:

1. Designate a single Voting Delegate who will cast the Town's vote.
2. Review, discuss and determine which of the 10 proposed advocacy goals the Council supports and then direct the delegate to vote accordingly.
3. Submit the online ballot by January 15, 2021. (The Voting Delegate will receive voting instructions and the online ballot directly)

Attachments: Legislative Goal Statements Recommended by the NCLM Board of Directors
Voting Delegate Form

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are NOT listed in any particular order.

- Grant local governments the authority to build broadband infrastructure in order to partner with private providers, and provide additional funding to help close the digital divide.
 - The COVID-19 pandemic has demonstrated the need for additional steps to improve broadband access.
 - Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.

- Secure federal and state aid directly to municipalities to offset all lost revenues due to the Covid-19 pandemic.
 - Municipalities saw large drops in sales and occupancy taxes and utility revenues last spring; the current surge in the virus is likely to produce more economic disruption and further erosion in revenues.
 - Earlier federal assistance to state and local governments was neither direct nor flexible, preventing revenue holes from being filled.
 - NC municipalities received only a fraction of the federal CARES Act state and local dollars allocated to North Carolina in March.

- Expand incentives and funding for local economic development.
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - A lack of state funding is seen in grants or incentives for major job creation projects as well as programs to boost small business growth.
 - Among the needs are restoring cuts or additional funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits.

- Refine economic tier designation system to more accurately reflect conditions at sub-county level.
 - The existing criteria does not seem to reflect the status of many communities.
 - The current tier designations fail to take into account the disparate levels of wealth within individual counties.
 - The county-focused system means that municipalities can lose out on state grants and other types of funding when they fail to adequately reflect community's wealth.

- Revitalize vacant and abandoned properties with enhanced legal tools and funding.
 - Many towns and cities do not have the funding to address abandoned properties.
 - These properties affect surrounding home and business property values, economic development opportunities and crime rates.
 - With funding and additional legal tools, such as those allowing for properties to be more easily condemned and to address multiple heirs, these properties could serve to addressing local housing needs.

- Increase state and federal funding for affordable housing.
 - Ongoing revenue sources to meet affordable housing needs is extremely limited; the two primary state programs to meet those needs – the N.C. Housing Trust Fund and the Workforce Housing Loan Program – have received less than \$30 million annually in recent years.
 - More than one-in-four North Carolina households are considered “cost-burdened” when it comes to paying for housing, meaning they pay at least 30 percent of their income in housing costs.
 - Affordable housing is not an issue only in larger cities; a growing number of smaller cities and towns have recognized a lack of affordable housing as major problem facing residents and an impediment to workforce recruitment.

- Create a permanent and adequate funding stream for local infrastructure needs.
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating a more permanent funding stream for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.

- Provide funding to keep aging water and sewer systems financially solvent today and viable for the future.
 - According to a state study, North Carolina will need at least \$17 billion to meet water and wastewater infrastructure needs over the next two decades.
 - Several dozen towns in the state have financially distressed water or sewer operations, threatening the towns' overall financial viability.
 - These stresses to water and sewer operations have coincided with population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.

- Ensure state funding for any new, state-mandated benefits for municipal employees.
 - In recent years, legislators have considered additional post-retirement benefits for certain classes of municipal employees.
 - Often, proposed legislation would act as an unfunded mandate on municipalities, as it fails to include a state-funding source.
 - Proposals, many focused on firefighter benefits, fail to consider that municipalities already enjoy the authority to provide these benefits individually without legislative action.

- Improve state-wide funding and support for LEO training focused on use of force, mental health and de-escalation skills.
 - Highly-publicized incidents of police use of force in 2020 have underscored the need for enhanced and expanded law enforcement training.
 - Improved training is needed to build trust and legitimacy in the community while serving the public in a professional and equitable manner.
 - Numerous studies show that additional and effective training focused on conflict de-escalation can significantly reduce police use of force.

- Permit all cities to establish a police department citizen review board.
 - Current state law requires cities to seek local legislation approved by the General Assembly to establish a police citizen review board.
 - A statewide law providing cities and towns the option of establishing such boards would allow more flexibility to meet local needs.
 - Establishing these review boards, when sought by and supported by local residents, can create another avenue to build trust with the community.

- Allow a short grace period for online posting of local emergency declarations while allowing them to take effect immediately.
 - Current state law requires immediate online posting of local emergency declarations in order to take effect.
 - Recent disasters and emergencies have demonstrated the difficulties meeting the requirement.
 - Weather issues and power outages are among the problems that can hamper compliance.

- Increase public safety grant funding and expand allowable uses.
 - Improving policing will require additional public safety grant funding and more flexibility in its uses.
 - More effective and equitable policing can be achieved by additional funding of community policing programs, as well as putting more dollars toward alternative programs that seek to address mental health calls and other issues through non-uniformed personnel.
 - Additional funding is also needed to meet public safety communication needs.

- Extend notification timeline for any changes to sales tax revenue disbursement.
 - Under current law, counties are able to shift the method of local sales tax disbursement in April, providing notice to municipalities just two months ahead of the new fiscal year.
 - These shifts, from per-capita to ad valorem distribution methods, or vice versa, can mean significant losses of sales tax revenue for municipalities, with little time to consider the budget implications.
 - County governments enjoy this power even though a majority of sales tax revenues are generated within municipal borders.

- Reduce pressure on property tax payers by expanding locally-controlled options for revenue generation.
 - Property taxes remain the primary revenue stream over which municipal governments exercise control.
 - Cities have little or no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.

 - Increase in state funding to support public transportation development and operations.
 - Growing areas require public transportation options to effectively allow people to work, live and play.
 - When quality of life suffers due to traffic congestion, areas lose their attractiveness as places to live and work; that can affect the larger economic growth of the entire state.
 - The state needs to be a full partner in public transit solutions.

 - Improve processes and payments for moving utility lines located in the right-of-way during transportation projects.
 - NCDOT charges to cities to move utility lines for road projects can be costly.
 - Due to uncertain construction timelines, these charge often come with little notice or ability to budget.
 - Increased transparency and communication would allow cities to better plan for these projects.
-



2021-2022 Biennium Legislative Policies | Designate Your Municipality's Voting Delegate

The League’s member-driven legislative and policy goals planning process coincides with the start of each new legislative biennium. During even-numbered years, members come together to submit their legislative goals and priorities. Over the last few months, the Legislative Policy Committee has been considering these ideas and will present its recommendations to the Board of Directors in December. The Board will refine the position further before sending them to the full League membership for a final vote. After the final voting period closes, cities and towns will have a focused advocacy agenda to pursue at the state and federal levels.

Designation of the Voting Delegate: Each Voting Delegate shall cast the single vote of the municipality for the Biennial Legislative and Policy Goals and Core Municipal Principals. Designate your voting delegate now.

If you have questions, contact Karen Waddell | kwaddell@nclm.org | 919.715.0950

VOTING DELEGATE INFORMATION

Name *

Title	First	Last
-------	-------	------

Municipality *

Preferred Email - unique to voting delegate to receive ballot *

Cell Number *

Preferred Address *

Address Line 1		
City	State	Zip Code

PERSON COMPLETING FORM (if different from above)

Name

Title	First	Last
-------	-------	------

Email

Preferred Phone Number

Submit



2021-2022 Biennium Legislative Policies | Designate Your Municipality's Voting Delegate

The League's member-driven legislative and policy goals planning process coincides with the start of each new legislative biennium. During even-numbered years, members come together to submit their legislative goals and priorities. Over the last few months, the Legislative Policy Committee has been considering these ideas and will present its recommendations to the Board of Directors in December. The Board will refine the position further before sending them to the full League membership for a final vote. After the final voting period closes, cities and towns will have a focused advocacy agenda to pursue at the state and federal levels.

Submit