

1 **PRESENT:** Mayor William L. Lewis, Jr.; Commissioners Jim Kohr, Josh Kohr, Karen  
2 Lewis, Danny Walsh, and Brenda Wilson

3  
4 **STAFF**

5 **PRESENT:** City Manager Christopher McGee; Assistant City Manager/City Clerk Cindy  
6 Morgan; City Attorney Troy Smith; Information Technology Director Chad  
7 Ives; Police Chief Chris Morning; Fire Chief Tom Dorn; Recreation Director  
8 Travis Adams; Public Works Director Patrick Lee; Public Utilities Director  
9 Rick Day; Finance Director Lee Tillman; Planning Director Katrina Marshall;  
10 TEC Sales Manager Pam Holder; and Deputy City Clerk Mary Weigl

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12 **OTHERS**

13 **PRESENT:** Matt Braswell, Martin Starnes & Associates

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15 Mayor Will Lewis called the regular meeting of the Havelock Board of Commissioners to  
16 order at 7:00 p.m. on October 24, 2022 at the Havelock City Hall with a quorum present. At  
17 this time, Mayor Lewis called for a moment of silence, followed by the pledge of allegiance.

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19 **REGULAR & CONSENT AGENDA**

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21 City Clerk Cindy Morgan presented the Board of Commissioners with the Regular Agenda  
22 and the Consent Agenda for their review and approval. Commissioner Jim Kohr made a  
23 **motion to adopt the consent agenda and regular agenda as presented.** Commissioner  
24 Lewis seconded and the motion carried unanimously. (5-0) The motion included the following  
25 approvals:

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27 **Regular Agenda as presented**

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29 **Consent Agenda as presented:**

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  - **Minutes of the September 26, 2022 Board of Commissioners Regular Meeting**
  - **Board Policy Amendment: Policy #87-BOC-01: Flag and Banner Display Days - U.S. Flag and Home of the Brave Banners**
    - *This policy is on file in the City Clerk's Office*
  - **Board Policy Amendment: Policy #06-BOC-01: Athletic Association Endorsement Policy**
    - *This policy is on file in the City Clerk's Office*

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37 **PUBLIC COMMENTS**

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39 Prior to discussing the agenda topics, Mayor Lewis stated he would like to give the public an  
40 opportunity to address the Board of Commissioners on any issue. Anyone providing a public  
41 comment was asked to speak their name and address for the record and noted that comments  
42 would be limited to five (5) minutes. In summary, it was further explained that the Board  
43 would take all comments and questions very seriously and would assign follow-up as  
44 necessary to City staff. As a result, the following appeared before the Board:

45  
46 **Albert Lester, 706 Badger Lane, Havelock, NC** Mr. Lester stood before the Board this  
47 evening to say that he has talked with the homeless gentleman who lives in a tent behind the  
48 CVS. The man is a Marine Corps veteran and has permission from CVS to have his tent there.  
49 Mr. Lester reported that he has contacted Congressman Murphy's office about avenues of help  
50 for this man and they were very receptive to finding help for him.

51  
52 He concluded by thanking the Board and Staff for the great job that they are doing with the  
53 City.

54  
55 **Jessie Crump, 107 Pine Dale Road, Havelock, NC** Ms. Crump stood before the Board this  
56 evening to thank the Board and Staff for having the light on the Woodhaven bridge installed  
57 so quickly.

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59 **REGULAR AGENDA ITEMS**

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61 **HAVELOCK – CRAVEN COUNTY LIBRARY BRIEFING**

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63 Havelock–Craven County Library Branch Manager Rebecca Lucas appeared before the Board

64 of Commissioners this evening to provide information on how the library has utilized the  
65 \$6,000 provided by the City. As you may recall, the library requested funding from the City  
66 during the budget process for projects to enhance the library for citizens. Some of those  
67 projects were specifically identified as:

- 68
- 69 • Addition of approximately 400 books to the juvenile collection – in the library and  
70 online
- 71 • Supplies for the craft programs
- 72 • Construction paper
- 73 • Summer Reading program special guests
- 74 ○ NC Aquarium: Mobile Critter Truck
- 75 ○ Magician, Dana Hill
- 76

77 In addition to providing an update on how the funds have been applied, Ms. Lucas took a few  
78 moments to identify some things they will be working on in the future. She relayed that in  
79 running reports, she has learned that the average age of the children’s fiction and non-fiction  
80 collection is 20-years old, so they will need to update those collections. Additionally, Ms.  
81 Lucas found the census data showing that there are approximately 6,000 children living in  
82 Havelock and only 11,000 physical books in the children’s area. She stated that she would  
83 like to add to that number. Continuing, Ms. Lucas relayed that this also does not include the  
84 library’s e-book collection (<https://nckids.overdrive.com/>) which is around 35,000 items,  
85 however she stated that studies show that children still prefer to hold a physical book.

86

87 In closing, Ms. Lucas stated that she and the library is grateful for the Boards support.

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89 **FY 2021 – 2022 AUDIT PRESENTATION**

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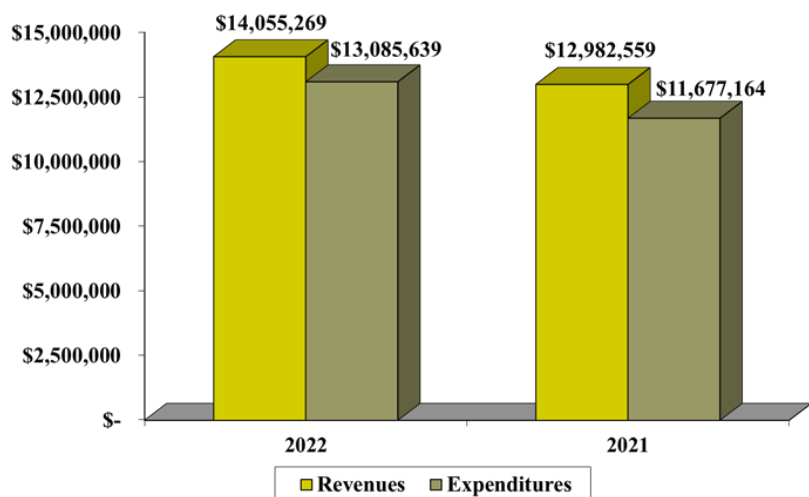
91 Pursuant to NCGS 159-34, Matt Braswell of Martin Starnes and Associates, CPAs, P.A.  
92 appeared before the Board of Commissioners for the presentation of the FY 2021-2022 audit  
93 report. At this time, Mr. Braswell provided the following audit results:

- 94
- 95 • Unmodified opinion – clean opinion
- 96 • No findings or questioned costs
- 97 • No significant deficiencies or material internal control weaknesses identified
- 98 • Cooperative and timely staff
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100 Findings were defined as errors in the way a program is handled, while Questioned Costs are  
101 evidence of funds spent inappropriately. Mr. Braswell commended the City staff for their  
102 competence and cooperativeness.

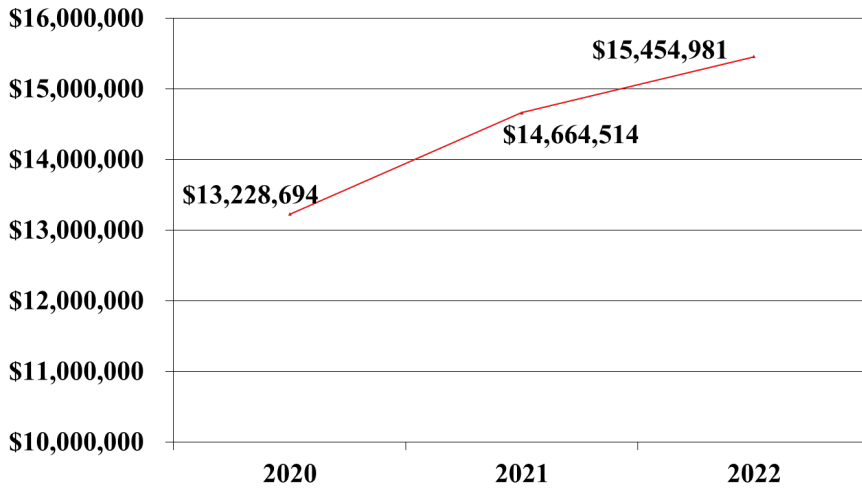
103

104 The General Fund Summary was reported as very comparative from 2021 to 2022 and was  
105 depicted as follows:



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107 The Fund Balance of the General Fund was represented as follows:



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109 The Fund Position of the General Fund Balance was described as follows:

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- 111 • Total Fund Balance \$15,454,981
- 112 • Non-spendable - 14,396.00
- 113 • Stabilization by State Statute -1,733,372
- 114 • Available Fund Balance \$13,707,213

115

116 Available Fund Balance 2022 \$13,234,510

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118 The General Fund – Available Fund Balance as a Percent of Expenditures was reported as:

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120 2020: 105.42%

121 2021: 11.48% (minimal hurricane expenses – 3 month supply on hand)

122 2022: 103.34%

123

124 City of Havelock has an approximate 13-month supply on hand, which is a good thing as a  
 125 coastal community.

126

127 The following General Fund Statement of Revenues and Expenditures were identified as  
 128 follows:

Year	2020	2021	2022	Notes
<b>Revenues</b>				
<b>Property Tax</b>	\$5,172,254	\$5,244,811	\$5,407,114	3% increase - Very comparable over last few years.
<b>Sales Tax</b>	\$2,112,803	\$2,371,710	\$2,551,322	8% increase – good year
<b>Restricted Intergovernmental Fed/State Grants</b>	\$1,348,558	\$1,785,084	\$2,190,896	Includes \$400,000 FEMA grants
<b>Expenditures</b>				
<b>Public Safety</b>	\$5,161,506	\$6,000,899	\$5,627,288	\$370,000 decrease due to capital outlay and fire department
<b>General Government</b>	\$2,630,950	\$2,522,876	\$4,424,883	Large increase due to contracted expenses due to hurricane related expenses – nothing major.
<b>Highway and Streets</b>	\$1,548,296	\$2,158,585	\$1,475,525	Decrease due to no projects this year.
<b>Debt Service</b>	\$341,289	\$341,674	\$351,179	Increase due to GASB 87 Lease payments.

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130 The Debt Position of Governmental and Business-Type Activities were depicted as:

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132 Outstanding debt at 6/30/22: \$18,499,395

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134 Notes Payable – General \$5,546,632

135 Notes Payable – Water 2,765,619

136 Notes Payable – Sewer 10,187,144

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138 Debt margin at 6/30/222: \$54,900,000

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140 Overall, Mr. Braswell stated that the City is not debt heavy and could legally borrow about

141 \$54 million.

142

143 The Enterprise Fund Income/Loss was reflected as:

	Total		Income (Loss)
	Revenues	Expenses	
Water	\$ 2,785,094	\$ 2,174,774	\$ 610,320
Sewer	4,022,205	4,230,915	(208,710)
Solid Waste	1,188,926	1,129,716	59,210
Tourist Center	367,763	501,778	(134,015)

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145 It was pointed out that the Tourist Center figures do not take into account the occupancy tax or  
 146 General Fund transfer.

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148 The status of the Enterprise Funds was reported as follows:

	Required Debt Service	Cash Flow From Operations	Unrestricted Net Position
Water	\$ 340,119	\$ 1,041,167	\$ 4,779,888
Sewer	642,506	970,610	5,004,153
Solid Waste	-	146,257	1,160,680
Tourist Center	-	(206,667)	903,185

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150 As an additional LCG requirement/standard, Mr. Braswell also provided the following data  
 151 input worksheet:

152

- 153 • No “red flags”
- 154 • Timely audit submission
- 155 • Stable property tax valuation and collection percentage
- 156 • Water and Sewer net income and cash to expense ratio very good

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158 With there being no Board questions at this time, Mr. Braswell informed the Board that the  
 159 City’s finance staff has done an excellent job managing, accounting and reporting on the  
 160 City’s finances for FY 2021-22 Mayor Lewis took this time to thank Mr. Braswell for all of  
 161 his work each year and breaking down the information in reasonable and understandable  
 162 slides. The Board agreed and passed along their appreciation to Finance Director Lee Tillman  
 163 and her Staff for their hard work and cooperation with the auditor.

164

165 The full comprehensive report is on file in the City Clerk’s Office.

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167 **MONTHLY FINANCIAL PRESENTATION: SEPTEMBER 2022 REPORT**

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169 Finance Director Lee Tillman appeared before the Board of Commissioners this evening to  
 170 present the September 2022 monthly financial report. Septembers Budget-to-Actual report  
 171 shows that the department is at the high level of normal. The Department will continue to be  
 172 monitored the next several months in case additional funding is necessary. Ms. Tillman noted  
 173 the following items of interest to the Board:

174

CITY OF HAVELOCK  
BUDGET VERSUS ACTUAL  
SEPTEMBER 2022  
GENERAL FUND

**Revenues**

Source	Budget	Actual	Percentage
Ad Valorem Taxes	\$ 5,311,211	750,215	14.13%
Sales Tax	3,370,275	920,016	27.30%
Powell Bill	450,000	232,192	51.60%
Intergovernmental Revenues	1,539,549	401,901	26.11%
Permit Fees	122,148	82,424	67.48%
Rents & Concessions	209,250	147,312	70.40%
EMS Revenues	1,308,500	362,126	27.67%
Interest	12,153	(87,648)	-721.20%
Other	3,234,751	22,204	0.69%
<b>Total Revenues</b>	<b>15,557,837</b>	<b>2,830,742</b>	<b>18.19%</b>

**Expenditures**

Departments	Budget	Actual	Percentage
Governing Body	167,745	55,673	33.19%
ACT Expenses	19,270	13,174	68.37%
Economic Development	99,811	0	0.00%
Administration	1,012,022	69,332	6.85%
Finance & Revenue	267,307	(424,523)	-158.81%
Legal	85,000	38,278	45.03%
Information Technology	694,111	199,172	28.69%
Planning	447,431	122,467	27.37%
Police	3,355,670	992,819	29.59%
Animal Control	111,215	29,456	26.49%
Fire & EMS	2,742,657	1,140,626	41.59%
Public Works	337,812	113,202	33.51%
Street Lighting	161,500	30,682	19.00%
Garage	143,050	36,889	25.79%
Streets-Nonpowell	1,852,273	313,159	16.91%
Powell Bill	955,816	54,257	5.68%
Public Buildings	1,124,497	538,783	47.91%
Recreation	945,142	243,429	25.76%
Interfund/Hurricane	1,035,508	(77,979)	-7.53%
<b>Total Expenditures</b>	<b>15,557,837</b>	<b>3,488,895</b>	<b>22.43%</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (658,153)</b>	

Actual expenses include encumbrances some of which are for the entire year.

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Ms. Tillman noted that right now, she has a little concern about the interest, however the sales tax still remains strong. Additionally, she relayed that she will have to ask for more legal money during budget Amendment Number One, in November.

CITY OF HAVELOCK  
BUDGET VERSUS ACTUAL  
SEPTEMBER 2022  
WATER FUND

**Revenues**

Source	Budget	Actual	Percentage
Water Revenue	\$ 2,866,205	\$ 724,080	25.26%
System Development Fees	-	18,998	0.00%
Reconnect Fees	35,000	11,785	33.67%
Interest	8,050	13,282	164.99%
Other	25,000	9,049	36.20%
<b>Total Revenues</b>	<b>2,934,255</b>	<b>777,194</b>	<b>26.49%</b>

**Expenditures**

Departments	Budget	Actual	Percentage
Plant	2,377,902	999,666	42.04%
Distribution	556,353	173,903	31.26%
<b>Total Expenditures</b>	<b>2,934,255</b>	<b>1,173,568</b>	<b>40.00%</b>
<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (396,374)</b>	

Actual expenses include encumbrances some of which are for the entire year.

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Ms. Tillman noted that all looks good in the Water Fund.

**CITY OF HAVELOCK  
 BUDGET VERSUS ACTUAL  
 SEPTEMBER 2022  
 SEWER FUND**

**Revenues**

Source	Budget	Actual	Percentage
Sewer Revenue	\$ 4,337,750	\$ 1,080,469	24.91%
System Development Fees	-	34,492	0.00%
Reconnect Fees	25,000	8,722	34.89%
Interest	7,200	7,117	98.85%
Other	320,000	8,577	2.68%
<b>Total Revenues</b>	<b>4,689,950</b>	<b>1,139,377</b>	<b>24.29%</b>

**Expenditures**

Departments	Budget	Actual	Percentage
Plant	2,882,518	1,176,967	40.83%
Collection	1,807,432	558,882	30.92%
<b>Total Expenditures</b>	<b>4,689,950</b>	<b>1,735,849</b>	<b>37.01%</b>

**Excess of Revenues Over  
 (Under) Expenditures**      **\$ -**      **\$ (596,471)**

183 Actual expenses include encumbrances some of which are for the entire year.  
 184 Ms. Tillman noted that all looks good in the Sewer Fund.  
 185

**CITY OF HAVELOCK  
 BUDGET VERSUS ACTUAL  
 SEPTEMBER 2022  
 SOLID WASTE**

**Revenues**

Source	Budget	Actual	Percentage
Solid Waste Revenue	1,271,714	\$ 326,429	25.67%
<b>Total Revenues</b>	<b>1,271,714</b>	<b>326,429</b>	<b>25.67%</b>

**Expenditures**

Departments	Budget	Actual	Percentage
Solid Waste	1,271,714	999,251	78.58%
<b>Total Expenditures</b>	<b>1,271,714</b>	<b>999,251</b>	<b>78.58%</b>

**Excess of Revenues Over  
 (Under) Expenditures**      **\$ -**      **\$ (672,822)**

186 Actual expenses include encumbrances some of which are for the entire year.  
 187 Ms. Tillman reported that all is on track with Solid Waste.

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**CITY OF HAVELOCK  
 BUDGET VERSUS ACTUAL  
 SEPTEMBER 2022  
 TOURIST AND EVENT CENTER**

**Revenues**

Source	Budget	Actual	Percentage
Building Rent	100,000	\$ 21,789	21.79%
ABC Sales	14,250	3,722	26.12%
Exhibit Revenue	24,750	1,793	7.25%
Transfer from General Fund	210,455	-	0.00%
Other	123,708	8,519	6.89%
<b>Total Revenues</b>	<b>473,163</b>	<b>35,823</b>	<b>7.57%</b>

**Expenditures**

Departments	Budget	Actual	Percentage
Center	418,163	216,888	51.87%
Exhibits	55,000	4,801	8.73%
<b>Total Expenditures</b>	<b>473,163</b>	<b>221,689</b>	<b>46.85%</b>

<b>Excess of Revenues Over (Under) Expenditures</b>	<b>\$ -</b>	<b>\$ (185,866)</b>	
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Actual expenses include encumbrances some of which are for the entire year.

**Prior Year Revenue:**

Source	Budget	September 2021 Actual	Percentage
Building Rent	52,500	\$ 18,252	34.77%
ABC Sales	14,250	5,297	37.17%
Exhibit Revenue	24,750	5,826	23.54%
Transfer from General Fund	191,051	191,051	100.00%
Other	236,725	3,737	1.58%
<b>Total Revenues</b>	<b>519,276</b>	<b>224,162</b>	<b>43.17%</b>

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Ms. Tillman reported that she has no concerns with the Tourist & Event Center.

**ECAHF FUNDING ALLOCATION REQUEST: ARMISTEAD ESTATE DONATION**

As background, Dr. Ray Armistead, a local orthopedic surgeon, his wife, Patricia Prescott Armistead, and their daughters, Lauren and Kristen, were tragically killed in a plane crash near Charleston, South Carolina on December 22, 2006. He and his family were very philanthropic and supported various community organizations.

On December 29, 2016, the estate of the family gifted a parcel of land located on East Main Street near Coldwell Banker to the City of Havelock/Eastern Carolina Aviation Heritage Foundation (ECAHF). Piedmont Natural Gas has since purchased the rights to a permanent easement and a temporary easement at the total purchase price of \$116,550.00. The Armistead/Prescott Families have requested the money from any sale of the property be used for Science, Technology, Engineering, Math (STEM) education and safety training for students. Eastern Carolina Aviation Heritage Foundation would like to honor the request by purchasing items to promote STEM education and safety and developing activities for students.

Tourist and Event Center Sales Manager, Pam Holder appeared before the Board this evening on behalf of ECAHF, and sought a Commissioner’s motion and second to appropriate \$40,000 from Exhibits Armistead Reserve and authorize the of purchase equipment and curriculum promoting Science, Technology, Engineering, and Math education and safety.

Commissioner Jim Kohr questioned what ECAHF would purchase with the money. Ms. Holder replied that some ideas they have are to update the STEM summer camp curriculum and purchase a simulator for the TEC.

At this time, Commissioner Wilson made a **motion to appropriate \$40,000 from Exhibits Armistead Reserve and authorize the of purchase equipment and curriculum promoting Science, Technology, Engineering, and Math education and safety.** Commissioner Lewis seconded and the motion carried unanimously. (5-0)

225 **CITY MANAGER'S REPORT**

226 Please find below brief selected report items that may be of interest. The City Manager is open  
227 to provide further details or respond to questions that may arise from this meeting report.

228  
229 **1. Recent Board Action: October 10, 2022 Fall Retreat**

230 For public information purposes, the manager relayed the following actions taken by the  
231 Board of Commissioners at the Fall Retreat held on October 10, 2022:

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233 *1. NC Emergency Management Funded Drainage Projects:* The City of Havelock  
234 received and accepted two North Carolina Emergency Management Resiliency Grants  
235 on July 11, 2022. The first grant for \$812,050 was for Gray Fox Road Infrastructure  
236 Improvements, and the second grant for \$190,541 was for Lee Drive Infrastructure  
237 Improvements. Engineering proposals were solicited for both projects. After a review  
238 of experience, workload, design, timeline and references, Staff recommended an  
239 official engineering award on both projects. Based on the recommendations, the Board  
240 awarded the Gray Fox Road Engineering Contract to Hazen & Sawyer, utilizing up to  
241 \$226,182 of the Emergency Management Disaster Relief and Mitigation Grant Funds;  
242 and the Lee Drive Engineering Contract to Vaughn & Melton in the amount of  
243 \$70,500 from the Emergency Management Disaster Relief and Mitigation Grant  
244 Funds. As a reminder, both projects consist of rehab/replacement of dated drainage.

245  
246 *2. Tourist & Event Center Rate Increases:* Effective January 1, 2023, the Board  
247 authorized a 20% increase in building rental rates and a linen fee increase to \$6.00 per  
248 linen. These increases were recommended by Staff to address the rising costs of goods  
249 and services. In comparison to other venue rates, this increase will still allow the  
250 TEC's clientele to comfortably afford the facility. The Center will honor the current  
251 rates on any 2023 or later contracts that have been executed prior to the October 10th  
252 Board action.

253  
254 **2. Sidewalk Plan:**

255 Over the past several years, the Board has approved the use of the "Sidewalk in-Lieu of  
256 Funding" for sidewalk installation at Church Road, and along Webb Boulevard in the area of  
257 Havelock High School and the Boys & Girls Club. Currently, there is approximately \$89,000  
258 in the fund. Staff would like to provide an update, along with some additional options  
259 associated with Webb Boulevard at an upcoming Workshop or the 2023 Spring Retreat. Based  
260 on the amount of time that has passed between now and the 2018-2019 approval, the City's  
261 current staff members would prefer providing additional information and updated costs in  
262 order for the Board to properly prioritize a sidewalk plan. If there are no objections, Staff will  
263 add this item to the list of upcoming presentations.

264  
265 **3. 2023 Community Listening Sessions:**

266 As part of the development of a Strategic Plan for the City of Havelock, the Board was  
267 provided with a proposal of conducting/scheduling community listening sessions. Based on a  
268 January 2023 kickoff, the Board is being asked to further review the proposed topics, dates  
269 and times in order for Staff to schedule locations, prepare agendas for discussion and  
270 advertise/engage citizens, businesses and organizations to attend and participate. Per the  
271 Board's recent direction, below is a revised list of topics and dates:

Topic	Date	Time
General Government	Tuesday, January 17, 2023	7-9 pm
Economic Development/Growth	Tuesday, February 21, 2023	7-9 pm
Infrastructure & Stormwater	Tuesday, March 21, 2023	7-9 pm
Parks & Recreation	Tuesday, April 18, 2023	7-9 pm
Public Health & Safety	Tuesday, July 18, 2023	7-9 pm
Arts & Cultural Resources	Tuesday, August 15, 2023	7-9 pm

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275 Prior to scheduling the locations, Staff is seeking a concurrence from the Board regarding the



276 proposed dates.

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278 **4. Tourist & Event Center/ECAHF Announcements:**

279 For announcement and congratulatory purposes, the Board was be briefed on the following  
280 awards:

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282 • Havelock Tourist & Event Center 2022 Readers' Choice Award: On October 17, 2022,  
283 it was announced that the publishers and editors of ConventionSouth, the national  
284 multimedia resource of planning events in the South, selected the Havelock Tourist &  
285 Event Center (TEC) with a 2022 Readers' Choice Award. This is the second time the  
286 TEC has received this recognition, with the first being in 2021. With over 4,000  
287 nominations, the Tourist & Event Center is among 416 convention and visitor bureaus,  
288 meeting facilities and hotels across the South to receive this award. The facility will be  
289 featured as an award recipient in the December 2022 Awards Issue of the  
290 ConventionSouth magazine.

291

292 • ECAHF – NC Space Grant: The Eastern Carolina Aviation Heritage Foundation  
293 (ECAHF) was recently notified that they were selected for funding as part of the NC  
294 Space Grant Mini-Grant Program in the amount of \$3,000. This award was based on  
295 their “Young Engineering Education Challenges” proposal submitted by the  
296 Foundation’s Educational Outreach Representative Mary Beth Fennell. NC Space  
297 Grant is a NASA-funded grant program that promotes, develops and supports  
298 aeronautics and space-related science, engineering and technology education and  
299 training in North Carolina. North Carolina State University partners with NASA,  
300 industry, nonprofit organizations and state government agencies to conduct programs  
301 designed to equip the current and future aerospace workforce of North Carolina.

302

303 **5. Upcoming Events:**

304 Please take note of the following upcoming community events:

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306 • *Trunk or Treat Event:* The Parks & Recreation Department will be hosting a “Trunk or  
307 Treat” event at the Recreation Complex on Friday, October 28, 2022 from 5-7 pm. In  
308 addition to a Halloween Costume Contest, there will be treats, vendors, games and  
309 prizes for all to enjoy.

310

311 • *ACT Sea to Table:* Tickets are now available for the 6th Annual Sea to Table Dinner to  
312 benefit Allies for Cherry Point's Tomorrow (ACT). Live music, sunset views, great  
313 food and drinks, all to support ACT's efforts to protect and grow MCAS Cherry Point  
314 and its civilian enterprises. The event will take place on Thursday, November 10, 2022  
315 from 6-9 pm at Jack's Waterfront Bar, located at 513 Evans Street in Morehead City.  
316 The City of Havelock sponsors this event each year; therefore, please inform the ACM  
317 if you plan to attend.

318

319 **CITY ATTORNEYS REPORT**

320

321 The City Attorney had no report.

322

323 **COMMISSIONERS REPORTS/COMMENTS**

324

325 Commissioner Walsh reported that he is glad for the good weather that we’ve been having and  
326 thanked the Tourist & Event Center for the good job that they’ve been doing.

327

328 Commissioner Josh Kohr reported that he had very good results from his RHAM meeting. It  
329 got people thinking, and raised organizational awareness. He stated that honestly, he doesn’t  
330 know what the next step is. In conclusion, he stated that he just got back from a meeting in  
331 Charlotte about “The Wall that Heals” and stated that it was a productive meeting.

332

333 Commissioner Wilson congratulated Pam and the staff of the Tourist Center. She also stated  
334 that she is proud of our Havelock Rams and concluded by saying that tomorrow she will  
335 attend the ceremony for the Service Person of the Quarter.

336

337 Commissioner Lewis congratulated Pam and the staff at the Tourist Center. She also

338 encouraged everyone to get out and vote.

339

340 Commissioner Jim Kohr congratulated Pam and the staff at the Tourist Center. He also  
341 reported on the following:

342

- 343 • He reminded everyone that early voting has started and to get out and vote.
- 344 • He also stated that the ACT Sea to Table event is a great event to support.
- 345 • He thanked the department heads for the updated reports, and stated they are easier to  
346 read now.
- 347 • He was very impressed with the turnout at Commissioner Josh Kohr's roundtable.
- 348 • The Board attended a very productive ADC in Raleigh with great representation of  
349 Havelock and Cherry Point.

350

351 He concluded by saying that he is the representative on the Eastern Carolina Council of  
352 Government and they had two presentations at a recent meeting. One was on the educational  
353 needs in North Carolina and the other was done by their aging department in North Carolina.  
354 Commissioner Kohr stated what the ECOG does is amazing with the aging department.

355

### 356 **MAYOR'S REPORTS/COMMENTS**

357

358 Mayor Lewis also congratulated Pam and her staff on winning the Readers' Choice Award of  
359 ConventionSouth magazine. He reminded everyone that this is a "true readers choice award"  
360 and is not an award that can be bought.

361

362 Continuing, the Mayor stated the mobile stage was wrapped and out on display during  
363 National Night Out. He said that the stage wrapping is a collage of all things that represent  
364 Havelock and thanked Staff for having that done.

365

366 Lastly, Mayor Lewis stressed that the listening sessions have been something that the City has  
367 been trying to do since March 2020. They were stalled when COVID-19 came through and  
368 then the City began the new Manager search process. We are now ready to begin the listening  
369 sessions and Mayor Lewis stated that the goal of them is to engage the citizens with the Board  
370 and Staff. The Mayor relayed that these sessions will be informal, cover different topics and  
371 will be held in different Havelock restaurants for about 2 hours an evening per month. He  
372 ended by saying that these will start in January and he looks forward to seeing a lot of citizens  
373 there.

374

### 375 **CLOSED SESSION**

376

377 At this time, Commissioner Walsh **moved to enter into closed session pursuant to the**  
378 **provisions of NCGS 143-318.11(a)(5), to discuss potential property acquisitions.**  
379 Commissioner Lewis seconded and the motion carried unanimously. (5-0) The Board entered  
380 closed session at 8:07 p.m.

381

### 382 **OPEN SESSION**

383

384 The Board exited closed session at 9:05 p.m. Commissioner Josh Kohr **moved to go back**  
385 **into open session.** Commissioner Walsh seconded and the motion carried unanimously. (5-0)

386

387 Commissioner Jim Kohr made a **motion to allocate \$170,000 from General Fund-Fund**  
388 **Balance for the City Manager to use within the parameters discussed in Closed Session**  
389 **for property negotiations.** Commissioner Lewis seconded and the motion carried  
390 unanimously. (3-0)

391

### 392 **ADJOURNMENT/RECESS**

393

394 With there being no other business to discuss, Commissioner Josh Kohr made a **motion to**  
395 **adjourn.** Commissioner Jim Kohr seconded and the motion carried unanimously. (3-0)

396

397 The meeting adjourned at 9:07 p.m.

398

399 Date approved: \_\_\_\_\_

BOARD OF COMMISSIONERS  
REGULAR MEETING  
OCTOBER 24, 2022  
PAGE 11

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Attest:

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Mary C. Weigl  
Deputy City Clerk

William L. Lewis, Jr., Mayor