



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 Chris McGee
Assistant City Manager/City Clerk Cindy Morgan

SUBJECT: Board of Commissioners Meeting – Monday, May 23, 2022 – 7:00 PM

DATE: 5/20/2022

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.

Consent Agenda Item A	Minutes of the April 25, 2022 Board of Commissioners Regular Meeting
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Consent Agenda Item B	Schedule a Public Hearing for Monday, June 27, 2022 beginning at 7:00 p.m. or shortly thereafter to consider the adoption of the City of Havelock's Coastal Area Management Act (CAMA) Land Use Plan
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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. RECOGNITIONS/PRESENTATIONS:

A. Sir Henry Havelock Award: Duane Edward Reynolds

In May 2020, Mayor Will Lewis established the "Sir Henry Havelock Award" to recognize and acknowledge extraordinary members of the Havelock community.

This evening, Mayor Lewis will present the third award to Mr. Duane Reynolds **(Exhibit #1A.1)**. After serving our country for 10 years in the United States Marine Corps, Duane continued his service to the Havelock community as a member of various civic organizations; a church deacon, minister and elder; along with multiple sports/recreational coaching endeavors. Duane has devoted the past twenty-three years improving the lives of children in our community by serving as the Program

Director, Club Director, Director of Operations, Executive Director and Director of Organizational Development of the Boys & Girls Clubs of America, Coastal Carolina and the Coastal Plain. Specifically, he has been dedicated to the success and accomplishments of the Havelock Boys & Girls Club for many years.

Furthermore, in recognition of his years of service, a scholarship was recently named in his honor. On February 4, 2022, Duane had the pleasure of presenting the first annual Duane Reynolds Youth of the Year Scholarship for Region 3 of the Boys & Girls Clubs of the Coastal Plain.

City Code References: N/A

Request: Join Mayor Lewis in publicly presenting and awarding the Sir Henry Havelock Award to Mr. Duane Reynolds, recognizing his leadership, commitment and dedication to improving the lives of numerous children in our community and many other communities.

City Manager's Opinion: The manager is honored to witness the presentation of this award to Mr. Reynolds, a man who has clearly earned the respect and affection of many people.

Item #2. Public Hearing: *FY 2022-2023 Proposed Budget*

Per North Carolina State Statute 159-12(b) (**Exhibit #2A**) 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 9, 2022 meeting the established legal requirements (**Exhibit #2B**). The public hearing allows citizens an opportunity to address the Board with concerns and comments regarding the proposed budget for FY 2022-2023. Staff is prepared to briefly present by way of PowerPoint the proposed budget (**Exhibit #2C**), including revisions resulting from the work sessions. A draft budget ordinance (**Exhibit #2D**), along with proposed fee schedule changes (**Exhibit #2E**) are attached for reference.

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 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 comments from the Commissioners regarding their desire to further discuss budgetary items during the June work session with staff prior to the scheduled June 27th 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 #3. Elected/Appointed Officials Reports/Comments:

- a. **City Manager:** At this time, City Manager Chris McGee 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. ADJOURNMENT/RECESS