

Mayor Will Baker  
Commissioner Steve Martin  
Commissioner Cameron Watts  
Commissioner Charlie Morgan



Mayor Pro Tem Jeff Waters  
Commissioner Don Miller  
Town Manager Frank Rush  
Town Attorney Brett DeSelms

**RESOLUTION AMENDING PUBLIC BOAT RAMP PASS POLICY  
TO ADJUST THE ANNUAL PASS EFFECTIVE DATES**

**Whereas**, the Town of Cape Carteret offers a public boat ramp facility for use by residents and real property owners of Cape Carteret and nearby communities, and

**Whereas**, the Town controls access and usage of the public boat ramp facility through an annual boat ramp pass program, and

**Whereas**, the Board of Commissioners adopted a formal boat ramp pass policy in August 2022 to govern the use of the popular facility, and

**Whereas**, the Town has issued annual passes for many years that cover the fiscal year period from July 1 – June 30, and

**Whereas**, the Town now seeks to change the annual pass period to cover the calendar year period from January 1 – December 31,

**Now, therefore, be it resolved** that the Board of Commissioners that the Public Boat Ramp Pass Policy is hereby amended as follows:

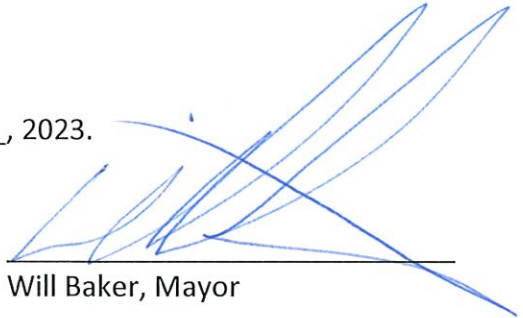
**Town of Cape Carteret  
Public Boat Ramp Pass Policy**

1. The Town's public boat ramp facility located at the terminus of Manatee Street is provided for the use and benefit of residents and real property owners of Cape Carteret and nearby communities and may only be utilized upon securing a valid annual boat ramp pass from the Town of Cape Carteret. A valid annual boat ramp pass is required to use the facility and/or park at the facility.
2. A maximum total of 285 boat ramp passes shall be issued annually, on a first come-first served basis according to the schedule outlined in this policy. The total is calculated based on the total number of boat ramp passes distributed, and Cape Carteret residents and real property owners securing 2 boat ramp passes shall count as 2 passes toward the maximum of 285. Boat ramp passes issued to Town of Cape Carteret officials and staff shall not count against the maximum of 285 annual boat ramp passes.

3. The Board of Commissioners shall establish the annual fee for boat ramp passes each year as part of the annual fee schedule and shall establish separate fees for Cape Carteret residents and real property owners and separate fees for residents and real property owners in nearby communities.
4. Annual boat ramp passes shall be valid from January 1 – December 31. The Town shall begin the sale and issuance of boat ramp passes to Cape Carteret residents and real property owners on November 1 of each year. If November 1 falls on a weekend, the Town shall begin the sale and issuance on the Monday following November 1.
5. The Town shall begin the sale and issuance of boat ramp passes to residents and real property owners of nearby communities on December 1 of each year. If December 1 falls on a weekend, the Town shall begin the sale and issuance on the Monday following December 1.
6. The Town shall publicize the upcoming sale and issuance of boat ramp passes via digital communications channels and other effective means no later than October 15 of each year.
7. Cape Carteret residents and real property owners shall be eligible to purchase a maximum of 2 boat ramp passes per household. These passes are intended to be used by all family members occupying the household, and other family members (spouses, children, etc.) are not entitled to purchase additional passes beyond the 2 passes per household. Residents and real property owners in nearby communities are limited to a maximum of 1 boat ramp pass per household.
8. Prior to January 1, 2024, boat ramp passes shall be in the form of a sticker to be affixed to the port side of the trailer winch. Beginning January 1, 2024, boat ramp passes shall be in the form of a sticker to be affixed to the lower driver side corner of the towing vehicle's windshield. An individual with a valid handicapped placard may apply for a special boat ramp pass to accommodate special boat launch needs.
9. In the event of damage or sale of a boat trailer or vehicle, a replacement boat ramp pass may be issued for an additional fee as established in the annual fee schedule if the previously issued pass is returned to the Town.
10. The Board of Commissioners shall establish penalties for unauthorized use of the boat ramp facility in a duly adopted Town ordinance, as amended from time to time.
11. The public boat ramp facility may be used by any valid annual boat ramp pass holder; however, no commercial business may be conducted with customers at the public boat ramp facility.
12. The Town Manager is authorized to issue free, temporary use passes to Cape Carteret

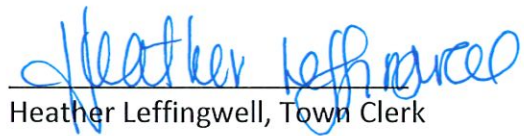
residents and real property owners that have not secured an annual boat ramp pass in the event of an approaching or departing hurricane threat. The use of such free, temporary passes is intended to enable the removal and re-launching of boats stored on the water to avoid hurricane threats. Cape Carteret residents and real property owners must secure the free, temporary use pass from Town Hall at such time a hurricane threatens the Town of Cape Carteret. The Town Manager is also authorized to issue free, temporary use passes to Cape Carteret residents and real property owners for special, limited duration circumstances.

Adopted this the 10 day of April, 2023.



Will Baker, Mayor

ATTEST:



Heather Leffingwell, Town Clerk

