**CAROLINA BEACH**

Town Council Workshop Day Meeting Minutes

Tuesday, February 25, 2020 @ 9:00 AM

Council Chambers

1121 N. Lake Park Boulevard

Carolina Beach, NC 28428

**ASSEMBLY**

A Day Meeting Workshop of the Town of Carolina Beach Town Council was held on Tuesday, February 25, 2020, at 9:00 AM at Council Chambers.

PRESENT: Mayor LeAnn Pierce, Mayor Pro Tem Jay Healy, Council Member Lynn Barbee, Council Member Steve Shuttleworth

ABSENT: Council Member JoDan Garza

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ALSO PRESENT: Town Manager Bruce Oakley, Town Clerk Kim Ward, and Town Attorney Noel Fox

**1. MAYOR PIERCE CALLED THE MEETING TO ORDER**

**2**. **DISCUSSION ITEMS**

a. Employee Recognition

The following employees were recognized for their years of service:

* Mark Dudenhaver, Utility Construction Review Technician, 5 years
* Mike Hare, Public Utilities Supervisor, 5 years
* Ken Lewis, Utilities Maintenance Worker, 35 years

b. Discussion on the Future of Parking in Carolina Beach

Assistant Town Manager Ed Parvin gave a review of the Town’s current and proposed parking program. Town staff is proposing a parking rate increase at most Town lots to $5 per hour or $20 per day, with the Town absorbing transaction fees. Exceptions would be for the Weeks lot, Harbor Master lot, 1708 Canal Drive, and in front of Hang Ten Grill, which would all remain at $2.50 per hour or $17 per day. Town staff is also proposing to limit free parking to 2 hours in the lots at Carolina Beach Lake and at the Community Center. In addition, Town staff is recommending increasing rates for metered spaces from $2.50 to $3 per hour with a 2-hour max. Town staff is also proposing the use of immobilizing wheel locks on vehicles in violation that have three or more outstanding, unpaid, and overdue parking ticket issued on at least three separate dates.

Mr. Parvin gave an update on efforts to restripe and add golf cart parking. He said Town staff had upgraded several oceanfront street ends to add golf cart parking. In addition, Town staff is proposing to add golf cart parking at a FEMA buyout lot that the Town owns across from A&G Barbecue. Council expressed interest in Town staff identifying other unutilized opportunities for golf cart parking.

Town staff is also proposing extending the parking season, which is currently April-October. The proposed parking season for 2020 is April-November and for 2021 March-November.

Based on Council feedback, revised recommendations will include removing the Harbor Master lot from the list of those with reduced rates and not enforcing the 2-hour limit in the Community Center lot during evening hours to accommodate events. The proposed parking changes will come back before Council on March 10.

c. Top Budget Priorities for Town Council

Council discussed the following budget priorities:

* Military Ocean Terminal Sunny Point (MOTSU) relationship: Get decision makers to come here to discuss how we can move forward with our requests.
* Find other options for Carolina Beach Lake spoils.
* Start the marina project in fall 2020.
* Gain support via letters to our representatives (Mike McIntyre, Harper Peterson, David Rouzer, etc.) for Town initiatives (i.e., Golden LEAF grant).
* Fund balance: Work with consultant (i.e., Ann White, Local Government Commission, etc.) to help the Town complete an analysis of where we should be regarding the fund balance as a North Carolina coastal community.
* Water capacity: Bring back the Engineering Study at March workshop. The priorities included MOTSU relationship and gaining communication with actual decision makers. Council also discussed the timeline from Engineering Services on water needs based on current growth and buildout scenarios.
* Ensure the Town focuses on quality of life issues (i.e., bike trails, enhanced amenities, draw at the Boardwalk, open space)

**3. NON-AGENDA ITEMS**

Council Member Shuttleworth asked about the status of the Land Use Plan. Town staff reported it was tabled at the last Planning & Zoning Commission meeting but was scheduled to be back on the agenda for March 12, when the Commission would make a recommendation to Council.

Mayor Pierce asked about who is in charge of kiosks. Town staff will talk with the Pleasure Island Chamber of Commerce and the Parks & Recreation Department about kiosk management.

Mayor Pierce also brought up complaints from residents about coyotes. Town staff will ensure coyote management strategies are identified on the Town’s website.

Mayor Pierce also mentioned the Town possibly using SeeClickFix, a request and work management app that facilitates communication between residents and local government. Staff has looked into this for past budgets. For a municipality the size of the Town, the annual cost would be approximately $11,000. Town staff has communicated with the City of Raleigh on their experience with it. They didn’t have many complaints other than people entering bogus requests and the use of profanity/inappropriate images.

**4. CLOSED SESSION**

a. Closed Session to Discuss a Real Estate Matter in Accordance to NCGS 143-318.11(a)(5)

**ACTION**: Motion to go into a closed session to discuss a real estate matter in accordance to NCGS 143-318.11(a)(5). The property being discussed is located at 3 Boardwalk Avenue.

Motion: Mayor Pierce

Vote: UNANIMOUS

**5. ADJOURNMENT**

Mayor Pierce made a motion to return to open session, stating that no action was taken during closed session. Motion passed unanimously.

Mayor Pierce made a motion to adjourn. Motion passed unanimously.