

# CAROLINA BEACH

Town Council Workshop Minutes  
Thursday, January 18, 2018 @ 8:00 AM  
Council Chambers  
1121 N. Lake Park Boulevard  
Carolina Beach, NC 28428

## ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Thursday, January 18, 2018 at 8:00 AM at Carolina Beach Fire Department.

PRESENT: Mayor Joe Benson, Mayor Pro Tem Tom Bridges, Council Member Steve Shuttleworth, Council Member LeAnn Pierce, and Council Member JoDan Garza

ABSENT:

ALSO PRESENT: Town Manager Michael Cramer, Assistant Town Manager Ed Parvin, Finance Director Debbie Hall, Town Attorney Noel Fox, and Town Clerk Kim Ward

### 1. WELCOME AND BREAKFAST

### 2. DISCUSSION ITEMS

a. Discussion

#### 1. Infrastructure Improvements

a. Phased Repair and Replace Program (Water/Sewer/Storm Water/Roads and Sidewalks) Phase A is complete. Phase B should be complete by the end of March including the additional tie-ins on Monroe and Harper. The \$6.5 million for Phase B will be paid by revenue bonds. The next phase is Phase C. It will be a mixed bag of funding. You cannot combine water and sewer loans. You have to do double work – two sets of applications, etc. The \$3.1 million low interest loans will be from the state. The Town will have to come up with another \$6 million to finish Phase C which is expected to start August, 2019. The Harper Avenue streetscape and sidewalks project will need public input. Phase D and E have been put on hold.

Council Member Garza asked if rates will continue to increase every year for 10 years. Mr. Cramer said that they would.

Council Member Shuttleworth asked that the Town invite specific homeowners that are going to be affected by these projects and explain the process. He asked staff to be proactive and not reactive.

b. The 3 million gallon water tank is still in negotiation with Carolina Beach Presbyterian Church.

c. Water Treatment Plant – The purchase of 801 Dow Road should close within the next 30 days.

This will be used for storage until it is turned into a water treatment plant. The estimated cost for the water treatment plant is \$4.7 million.

Council recommended that the Town Manager continue to work with the church to obtain the property and then figure out a financial plan.

d. Replace Raleigh Street Water Tank- This tank will need to be removed after the new tank is built. It is estimated to cost \$500,000 to decommission this tank. There is a well and a treatment plant on this site as well.

Council suggested looking at purchasing Russo's Motel and the other properties in this block. Ideas for the property include a parking deck, pool, community garden, senior center, help center, and community building.

e. Lake Dredging Project- The five acres at 9800 River Road is still being considered. It would cost approximately \$75,000 to put ABC stone down for an access road.

f. Road Improvement Plan – Transmap provided a pavement condition index map. Staff is coming up with what they want to improve next and will take it back to Council.

g. Harper Avenue Multi-Use Path Plan – Construction will begin next week. Council would like the Manager to install the safety signals at crosswalks now. Construction will begin in the winter of 2018 with completion expected in the spring of 2019.

h. Harbor/Marina Improvement Plan - The design of the marina will change. There is a pre-construction meeting today at 2:00. The project should be completed by May, 2018. There were some issues with the Corps on setback navigation in the center of the harbor. Slip rent will continue to include water but not electricity.

i. Community Garden – There are a couple of options for a community garden. One option is near Mike Chappell Park and another option is over by the Senior Center.

Council Members Garza and Shuttleworth will meet with the Town Manager to move forward.

j. North End Improvement Phase II – The first step is to survey Canal Drive. The Town Manager asked Council if they would like to come up with the \$1.3 million to start improvements on Canal Drive. Council wants the Operations Committee to weigh in and give recommendations prior to moving forward. The main flooding occurs between the 400 and 1100 block. Council also discussed creating an ordinance requiring homeowners to have a bulkhead on their property. Mr. Cramer recommended using this information for the January 23, 2018 workshop.

Council Member Pierce asked about the pot holes on Canal Drive. Council members are receiving a lot of phone calls about this. Mr. DuBois stated that the asphalt plants have been closed due to the cold weather but the pot holes will be addressed.

Council Member Shuttleworth questioned the plywood on the sidewalk in front of Cabana that has been there for 12 years. Mr. Cramer said that he is aware of the plywood.

## **2. Service Improvements**

a. Freeman Park – Council wants staff to come up with a solution for the trash before the season even if that includes hiring another staff member.

b. Short Term Rentals – Residents are concerned about the impacts of the use of the property. Wilmington will be holding a meeting on this soon. The Town will need an ordinance to help capture Room Occupancy Tax and place regulations on where you can and cannot have short term rentals. Council Member Pierce would like to be notified about meetings regarding this topic.

c. ServLine Water Leak Insurance – This would cover credits that the Town gives for water breaks. Council Member Shuttleworth suggested hearing this at a workshop.

d. Solid Waste RFP – Contract with Waste Industries expires in December. RFP's will be sent out and reviewed with Council. Residents are wanting recycling picked up every week. Council wants that changed now and not wait until the end of the contract.

e. Public/Private Partnership for Parking Deck – Mr. Cramer recommends contracting out this study. Wilmington used the UNC School of Government to conduct the survey. Council Member Shuttleworth suggested finding someone local. Mr. Cramer said that he has someone in mind. Council wants Mr. Cramer to move forward on this.

f. Parking RFP – The SP Plus contract will expire this season. This will go out for bid and staff will look into the cost of bringing it back in house. Council Member Garza asked if you always go with lowest bidder. Mr. Cramer explained the process of accepting the lowest, responsive, responsible bidder.

g. System Development Fee – This will come back to Council in the spring.

## **3. Committees**

Over the past couple of years, there have been discussions about the discontinuation, consolidation or realignment of certain committees. Staff would like to discuss the Freeman Park Committee, Harbor Committee, Ad-Hoc Boardwalk Committee, and the Ad-Hoc North End Committee.

Freeman Park and Harbor Committee – Staff feels these two should be combined into one committee called the Beaches and Waterways Committee. This will change the make-up of the Freeman Park Committee. The Freeman family no longer owns property on this portion of the beach.

Council Member Garza suggested getting all committee chairs together with Council to discuss common goals.

Mayor Benson stated that he overall likes it but feels they should maintain the Freeman Park Committee until after the regulatory changes are made. He also would like to invite Layton Bedsole down for monthly meetings.

MPT Bridges likes Beaches and Waterways because that includes the entire beach strand not exclusive to Freeman Park.

The Boardwalk Committee hasn't met in over a year. Council Member Pierce said she is good with dissolving it. MPT Bridges agreed.

North End/Canal Drive Committee – Staff will bring back the structure of this committee.

Bike/Ped Committee – Mission statement has been established and will go out for applications soon.

Council Member Garza would like to have employee appreciation and team building events monthly. Mrs. Brooks said that it is a budgetary item and she would have to request this during budget season. Council Member Garza stated that he does not want individualized departments, wants all employees to participate together.

Council Member Garza also mentioned having joint team building events with Kure Beach employees.

Council Member Garza wants to budget for social media pushes and wants events created in Facebook.

Council Member Pierce asked why the social media coordinator does not attend meetings and events to take pictures. She also asked the Clerk to update the employee photo booklet so that Council can identify employees and know their name.

Council Member Garza reminded everyone that he is providing lunch for all employees this Friday at 12:30.

### **3. ADJOURNMENT**

Adopted at a regular meeting on February 13, 2018.

Submitted by Kimberlee Ward, Town Clerk