



CAROLINA BEACH
TOWN COUNCIL MEETING
MINUTES • JANUARY 26, 2016

Council Chambers

Workshop

9:00 AM

1121 N. LAKE PARK BLVD.
CAROLINA BEACH, NC 28428

I. CALL TO ORDER

Attendee Name	Title	Status	Arrived
Dan Wilcox	Mayor	Present	
LeAnn Pierce	Mayor Pro Tem	Present	
Steve Shuttleworth	Council Member	Present	
Tom Bridges	Council Member	Present	
Gary Doetsch	Council Member	Present	
Michael Cramer	Town Manager	Present	
Ed Parvin	Assistant Town Manager	Present	
Debbie Hall	Finance Director	Present	
Kim Ward	Town Clerk	Present	
Noel Fox	Attorney	Excused	

II. DISCUSSION ITEMS

a. 5 Year Infrastructure Improvement Financing Plan

(Requested by Michael Cramer, Town Manager's Office)

David Cheatwood, Director of First Tryon Financial Advisors gave an overview of the town's utility system outstanding debt and the options for revenue bonds.

Amy Vitner, Managing Director gave overview of 5 different financing scenarios.

Daryll Parker with Willdan Financial Services gave an analysis of utility funding options.

Wayne Gunter, 502 Green Court has a problem with drainage in his backyard and his neighbors backyard. There is sink hole.

Mr. Cramer informed Mr. Gunter that he has received money to go in and fix the problem. The crews should be there in the next couple of weeks.

b. Discussion of the Phase B Infrastructure Project

(Requested by Michael Cramer, Town Manager's Office)

Ed Parvin gave an update of Phase B.

This project may include additional stormwater improvement as some of the sidewalk maintenance would need stormwater infrastructure added. To date the town has planned to move forward with adding sidewalks keeping in mind that additional infrastructure may be needed to accommodate stormwater. That information is included in the estimate given to council. The engineering would change if some of the sidewalks are taken out.

Some concerns from council included additional maintenance costs per year to maintain the sidewalks as well as the burden contractors will take on in order to include sidewalk construction in already existing plans. There are also concerns as to what will happen to parking once smaller sidewalks are replaced with wider sidewalks.

Part of the problem in the past with maintenance was the enforcement of such maintenance, which will be addressed. The town does not, at this time, have an ordinance to enforce sidewalk maintenance. The town would also need to determine who is responsible for lawn maintenance related to sidewalks. Some maintenance issues, such as driveway cracks, would be determined on an individual basis. In regards to the additional costs to add sidewalks in where they do not already exist, staff is hoping to alleviate some of the issues later by having this done now. Contractors and homeowners would be responsible for meeting the new standards for driveway cuts and sidewalks for new construction, all being relative to the pertaining ordinance.

Council Member Shuttleworth gave recommendation and council agreed.

Direction from council is to have the engineer move forward with design plans with sidewalks on both sides.

c. Emergency Operation Plan Discussion

(Requested by Michael Cramer, Town Manager's Office)

Chief Alan Griffin gave an update on the changes to the 2016 Emergency Operations Plan and how the EOC will be set up in the new Multipurpose Room.

d. Muni-Code Discussion

(Requested by Michael Cramer, Town Manager's Office)

This item was moved to the February 23, 2016 workshop.

III. ADJOURN

Mayor Wilcox made a motion to adjourn at 12:10 p.m. Motion carried unanimously.

Kimberlee Ward
Kimberlee Ward, Town Clerk

3-8-2016
Date Approved