



MINUTES
Town of Atlantic Beach, North Carolina
Town Council Meeting
125 W Fort Macon Road and
Electronically via Zoom
Monday, January 23, 2023 – 6:00pm



The regularly scheduled meeting of the Atlantic Beach Town Council was held Monday, January 23, 2023 at 6:00pm in the Council Meeting Room, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present: Mayor A. B. Cooper, III; Mayor Pro Tem Austin Waters; Councilmembers: Renea Baker, Joey Dean, Danny Navey, Joseph Starling

Members Absent: None

Others Present: David Walker, Town Manager; Katrina Tyer, Town Clerk; Derek Taylor, Town Attorney; Marc Schulze, Public Services Director; Sabrina Simpson, Admin Services Director; Sarah Currie, Finance Director; Jeff Harvey, Police Chief; Jennifer Ansell, Planning Director; Morgan Gilbert, Parks and Rec Director; Mike Simpson, Fire Chief; Vada Palma, BOA member; Bradley Jones, BOA member; Carteret News Times (via Zoom)

CALL TO ORDER and PLEDGE OF ALLEGIANCE

Mayor Cooper called the meeting to order at 6:00 p.m. Councilmember Navey led the Pledge of Allegiance.

APPROVAL OF AGENDA

Councilmember Baker made a motion *to approve* the Agenda as presented. Seconded by Mayor Pro Tem Waters. Vote was unanimous, 5-0. Motion carried.

CONSENT AGENDA

- a) Finance Report
- b) Budget Amendments
- c) Budget Transfers
- d) FY23-24 Budget Calendar
- e) Tax Collection Report
- f) Tax Releases and Refunds Report
- g) Utility Write-offs
- h) Approval of Summer 2023 Paid Parking Program
- i) Authorize Town Manager to execute all necessary documents for the purchase of the agreed upon portions of the two real property parcels located at 119 Atlantic Blvd and 121 Atlantic Blvd for the combined price of \$500,000 plus any associated fees for the Title Policy
- j) Approval of Ordinance 23-01-01: Authorizing the Use of Cash (removal of water utility fund petty cash)
- k) Acceptance of Proposal and Conditions for Debris Removal and Emergency Pumping Contracts Preparation/Selection Assistance with Johnson Environmental
- l) Call for a Public Hearing on February 27 at 6:00pm in the Boardroom on proposed UDO Text Amendments to clarify the Major Site Plan submittal process
- m) Minutes: 12/6/22 Joint; 12/19/22; 1/3/23 CS

Mayor Cooper noted the paid parking rate is the same as last year's \$3 an hour. Councilmember Navey made a motion *to approve* the Consent Agenda as presented. Seconded by Councilmember Dean. Vote was unanimous, 5-0. Motion carried.

CITIZEN REQUESTS/COMMENTS

None.

TOWN MANAGER REPORT

- a) Update on Capital Projects

The stormwater project on Glenn Street is complete expect for the electrical hookup, which will be installed soon. The Henderson, Asbury, Davis stormwater project will begin soon. The next project will hopefully be Bayview Blvd., but it is still in the engineering phase.

b) Pursuit of Project Grants

Mr. Walker reviewed the status of pending and potential grants, locations and deadlines. Mayor Cooper instructed Morgan to work closely with the grant consultant and the potential parks grants.

Funding Source	Application Due Date	Amount/ Match	Proposed Project	Status
CAMA Public Access	September 16, 2022	\$500,000 project \$300,000 reimbursement \$200,000 cash match	Acquisition of two portions of parcels at Boardwalk	Awarded
Water Resources Development Grant	December 31, 2022	Max award: \$200,000 Required match: 50%	Acquisition of remaining two portions of parcels at Boardwalk	Applied
N.C. Resilient Coastal Communities Program (RCCP)	February 3, 2023	\$0	Development of a "shovel-ready" nature-based resiliency project (Watershed Restoration and Resiliency Plan)	Pending
NC Recreational Trails Program Grant	February 17, 2023	\$10,000-\$100,000 with 25% match required	Sidewalks along North Side of West Fort Macon Road from Dollar General to Palm Suites	Pending
NC DEQ Level 2 Charging Station Program	March 31, 2023	\$5,000 per charging port or 100% of project cost (whichever is less)	Electric car charging station	Awaiting approval to apply through EBS
Parks and Recreation Trust Fund	Pre-Application: March 15, 2023 Due: May 1, 2023	Max request: \$500,000 Required match: 50%	Boardwalk Phase I Construction	Engaged SmartMoves to complete application
Parks and Recreation Trust Fund	Pre-Application: March 15, 2023 Due: May 1, 2023	Max request: \$500,000 Required match: 50%	Playground equipment at Town park	Engaged SmartMoves to complete application
Down East RPO Carbon Reduction Program	March 17, 2023	20% local match	Sidewalks along North Side of West Fort Macon Road from Dollar General to Palm Suites	Submitted Pre-application

MAYOR/COUNCIL COMMENTS

Mayor Pro Tem Waters asked about the status of the bridge work. Mr. Walker informed that the project is expected to be completed this month.

Mayor Cooper provided an update on the next Town Manager search. With the assistance of a hiring consultant, Council has conducted phone and in-person interviews and are ready to complete the hiring process.

Councilmember Navey made a motion to schedule a Special Meeting on Monday, January 30, 2023 at 11:00am to approve a contract outlining the potential hire date, pay and benefits for the appointment of the new Town Manager after negotiations. Seconded by Councilmember Starling. Vote was unanimous, 5-0. Motion carried.

ADJOURN

There being no further action taken or business before Council the meeting stood adjourned. The time was 6:14pm.

These minutes were approved at the February 27, 2023 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)

 Katrija Tyer - Town Clerk



 A. B. Cooper, III - Mayor