



MINUTES
Town of Atlantic Beach, North Carolina
Town Council Meeting
125 W Fort Macon Road and
Electronically via Zoom
Monday, September 25, 2023 – 6:00pm



The regularly scheduled meeting of the Atlantic Beach Town Council was held Monday, September 25, 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: John O'Daniel, Town Manager; Katrina Tyer, Town Clerk; Derek Taylor, Town Attorney; Sabrina Simpson, Admin Services Director; Marc Schulze, Public Works Director; Mike Simpson, Fire Chief; Elisabeth Webster, Planner; Sarah Currie, Finance Director; Jason Hutchinson, Police Major; Brad Rich (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

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

CONSENT AGENDA

- a) Finance Report
- b) Budget Amendment #8
- c) Budget Transfers
- d) Tax Collection Report
- e) Tax Releases and Refunds Report
- f) Minutes: 7/12/23 WS; 7/24/23; 8/9/23 WS; 8/28/23

Councilmember Navey made a motion *to approve* the Consent Agenda as presented. Seconded by Councilmember Starling. Vote was unanimous, 5-0. Motion carried.

CITIZEN REQUESTS/COMMENTS

None, in person or online via Zoom.

WATER RESOURCES GRANT - Authorize Town Manager to execute documents for the purchase of land at 141 and 143 Atlantic Blvd and to execute the Department of Water Resources Grant Contract and Approval of Budget Amendment 7

Attorney Taylor is reviewing more closing documents and is making progress on getting the wording where it needs to be. FMB still has the festival easement included in the deed, which is not accurate. He is still working on exclusion from the HOA but does not see it as a problem. He would like to review the grant contract to see what items it states that we can and cannot do to ensure it is in line with the proposed land contract. Cullipher is still preparing a survey on all four lots.

Councilmember Starling made a motion *to table the discussion until the October 11, 2023 work session*. Seconded by Councilmember Baker. Vote was unanimous, 5-0. Motion carried.

RE-ENTRY PASS AND PAID PARKING PROGRAM

To limit the over 16,000 re-entry passes we currently have in the public, we propose the following:

Re-Entry Pass Proposal

In 2011, re-entry passes were permitted to serve as free parking passes. The re-entry passes were ¼ the fee of the annual parking pass and we began seeing the trend that people were buying re-entry passes to distribute to their extended family, renters, guests, and business clientele for free parking. After several years of operating this way, the decision was made to detach re-entry passes from parking with the intent of limiting the number of people able to access the Town when a State of Emergency had been issued. Re-entry passes will no longer serve as parking passes in Atlantic Beach starting in 2024. This update aims to provide added security for our property owners. Re-entry passes will still be required to cross the high-rise bridge into Atlantic Beach after a major storm. The old policy allowed the volume of re-entry passes issued to grow exponentially beyond what is appropriate to allow re-entry after a storm for property owners. By reducing the number of re-passes to property owners, the town will be in a better position to protect your property after a storm.

There was discussion on allowing two passes for personal property for boat owners and the consensus was to limit boat owners to one pass and mobile homeowners two passes if they can produce a water or electric bill.

Paid Parking Pass Proposal

In 2011, re-entry passes were permitted to serve as free parking passes. The long-term re-entry passes were ¼ the fee of the annual parking pass, and we began seeing the trend that people were buying re-entry passes to distribute to their extended family, renters, guests, and business clientele for free parking. After several years of operating this way, the decision was made to detach re-entry passes from parking to limit the number of people able to access the Town when in a State of Emergency had been compromised. Re-entry passes will no longer serve as parking passes in Atlantic Beach starting in 2024.

RFP For Paid Parking Program Update

There was discussion on annual reapplication for the re-entry pass. It was consensus that everyone has to reapply annually. There was discussion on ensuring we maintain the same revenues without increasing the hourly parking rate this season. If we do not like any of the proposals, we can purchase new kiosks and keep the same vendor.

It was the consensus to proceed with drafting the RFP and review proposals, as well as have the Town Manager speak with a vendor in Wilmington on their paid parking program and any concerns they have.

| Re-entry Pass Summary | |
|---|---|
| Term | Long-Term- But we understand at some point (5yrs, 10yrs, etc) the program will be re-assessed, and new passes may need to be issued. |
| Form | Pass on cardstock, size of 1/3 paper (not green or blue) |
| Property Owners (as verified by Atlantic Beach tax parcel) | Two free given per parcel or PIN#. The property owner may give their pass to anyone they want but they are responsible for anyone who is holding their pass. Additional passes may be purchased for \$25 each by the property owner or with an affidavit from owner. Passes are to be conveyed at closing. |
| Business | One free given per eligible business. Must have a current AB business registration. Business owners may give their pass to anyone they want but are responsible for anyone who is holding their pass. Additional passes may be purchased for \$25 each by the business owner or with an affidavit from the owner. Passes are to be conveyed at closing. |
| Long-term Tenants | Passes may be conveyed to the tenant at the property owner's discretion. |
| Management | Handled in-house |
| General Public | Not available for purchase |

| Beach Parking Pass Summary | |
|-----------------------------------|--------|
| Term | Annual |

| | |
|---|---|
| Form | Depends on the parking company selected. It will likely be tied to a single license plate only, a sticker, or a combination of both. |
| Property Owners (as verified by AB tax parcel) | Property owners get two free passes each year. Must apply annually. Any additional parking passes are \$100 |
| Business | Businesses get one free pass each year. Must re-apply annually. Any additional parking passes are \$100 |
| Long-term Tenants | Long-term tenants get one free pass (per property with lease) each year. Must re-apply annually. After one free, any additional passes are \$100 |
| Management (Ideally) | Turn-key managed by a parking company with minimal staff involvement after it is set up. (Depends on parking program proposals received) |
| General Public | Anybody can purchase an annual pass for \$100 |

TOWN MANAGER REPORT

The town can manage picking up debris from the recent storm without utilizing the contractor. Townwide security cameras will begin being installed this week and hopefully will be completed by the end of October. NCDOT is preparing and setting up for the main intersection repairs. Construction begins October 3, with early phases at night.

MAYOR/COUNCIL COMMENTS

Councilmember Baker stated the AB King Mackerel Tournament registration is going well. So far 32 boats have registered, with two weeks of registration left and the Captain's Party next Friday. She thanked Mayor Cooper and Chief Simpson for their response to the storm over the weekend and the multiple television interviews.

Mayor Cooper and the board thanked Public Services staff for their work in preparing the drainage systems before the storm. He knows all departments are well trained and experienced to be prepared in handling storm events.

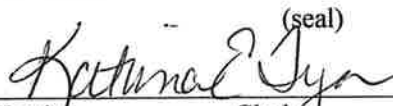
ADJOURN

There being no further action taken or business before Council the meeting stood adjourned. The time was 6:41pm.

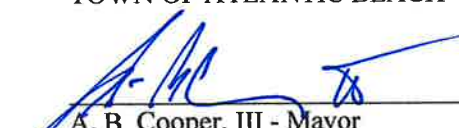
These minutes were approved at the December 18, 2023 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

(seal)

 Katrina Tyer - Town Clerk




 A. B. Cooper, III - Mayor