



MINUTES
Town of Atlantic Beach, North Carolina
Town Council Special Meeting Worksession
Town Boardroom
125 W Fort Macon Road
Thursday, March 7, 2024 – 9:00am



The regularly scheduled meeting of the Atlantic Beach Town Council was held Thursday, March 7, 2024 at 9:00am in the Town Boardroom, 125 West Fort Macon Road, Atlantic Beach, North Carolina.

Members Present: Mayor Danny Navey; Mayor Pro Tem Austin Waters; Councilmembers: Harry Archer, Renea Baker, Joey Dean

Members Absent: Joseph Starling (via Zoom)

Others Present: John O'Daniel, Town Manager; Katrina Tyer, Town Clerk; Sabrina Simpson, Admin Services Director; Marc Schulze, Public Works Director; Jennifer Ansell, Planner; Sarah Currie, Finance Director; Elisabeth Webster, Planner; Mike Simpson, Fire Chief (9:08am); Brad Rich, Carteret News Times via Zoom; Jody Lewis via Zoom

CALL TO ORDER

Mayor Navey called the meeting to order at 9:00 a.m.

APPROVAL OF AGENDA

Councilmember Baker made a motion *to approve* the agenda. Seconded by Councilmember Dean. Vote was unanimous, 4-0. Motion carried.

Councilmember Starling was viewing via Zoom but was sick with the flu, so Councilmember Dean made a motion *to excuse*. Seconded by Councilmember Archer. Vote was unanimous, 4-0.

Council began by reviewing the 100% Schematic Design Plans from Kutonotuk presented at the October 12, 2022 Council work session and the Topographic Survey by The Cullipher Group dated July 2022 submitted as part of the CAMA Permit notification process.

CIRCLE BOARDWALK

Existing Contracts and Commitments

We have paid \$80,000 to Kutonotuk via Oakley Collier Architects on the original purchase order amount of \$174,307. We also owe The Cullipher Group \$7,892 for their work on the CAMA Permit application, which is not complete. There was a lengthy discussion on the amount we have invested versus the product we have to show for it.

Existing Grant Requirements

The lots we purchased using the CAMA Beach and Waterfront Access must be perpetually retained and used for public access, following the recorded deed restrictions. Any facilities built must be maintained for public access for at least 25 years. The Town has five years to begin developing beach and water access facilities on the acquired site. Any deviations require prior approval by DEQ/DCM.

The lots we purchased using the NC DEQ Water Resources Development Grant Program must be retained and used for public access. Any changes to the original project scope require written approval from DWR. The Letter of Commitment required Town to agree to pursue additional funding under the program to further the project.

Bathhouse Septic Issues

Discussion with the Carteret County Environmental Health Department has confirmed that the Town could potentially repair the existing LPP septic system if and when needed, but no additional fixtures could be added to the system. Added fixtures (sinks, toilets, urinals) would require a new permit. The new permit would be based on existing water usage and the estimated water use of additional fixtures. This permit would likely require an engineer to design it with input from a soil scientist. The Water Department will be adding a water meter on the bathhouse to separate the water used that enters the septic system, from that used in the outdoor shower rinse stations. We will collect that water usage data as soon as possible for the permit process. This data will be collected until further notice or until other sources of sewage disposal are available. The current system works effectively, and we routinely have it pumped.

Bathroom Renovation Options

Staff is proposing renovations to the Circle bathhouse to install new plywood stall partitions (\$7,000); adding ventilation fans (\$500); new flooring (\$12,000); new toilets (\$1,500); and new urinals (\$2,000) for a total of \$22,000. If renovations exceed 50% of the structure's value it will need to be brought into compliance with the VE flood zone requirement (VE11) current building code. Public Services staff wants to complete the work and thinks they can have it done before Memorial Day.

Discussion of the expense of the renovations and the potential of tearing down the bathhouse and rebuilding in a couple of years was discussed, but overall, it was determined the bathhouse needs some upgrades, and we do not have a firm date to begin new construction. The consensus was to complete all of these items and add a budget amendment to the March 25 meeting.

Funding Options

John reviewed potential grants that could be applied for as funding options. He feels we are more likely to receive a PARTF grant for the Town Park project using the new NLI design plans than for the boardwalk.

The projected cost to complete phase one is \$1,704,618, which includes the purchase of the lots, but it does not include a new bathhouse. We had originally hoped for a \$500,000 PARTF grant but we did not score high enough to get that grant and most likely would need a new plan to improve our score. Staff should apply for any applicable grants in 2025.

Potential approval of Design

John is asking Council to consider developing a smaller phase one plan in the \$500,000 price range. He hopes to receive \$300,000 in grants and the added revenue from the parking program to cover the new phase one project.

John asked Council to prioritize some items to determine if they could be cut from the plan. Council feels the bathhouse septic, storage for the beach wheelchairs at the bathhouse, and shade structures are important. Public art and misting stations are not. It was the consensus to keep the upper and lower portions of the boardwalk. The biggest items are the showers, seating, lighting, and shade. The pavilion is not a priority right now and may even prefer a different design. Any vegetation will be a maintenance nightmare so there will not be any plantings to maintain.

Mayor Pro Tem Waters would like to see new construction, rather than just putting a band-aid on what we have.

There was discussion on the best design and method to prevent sand from covering the boardwalk and seawall, but with our strong south winds there really is not a solution. The upper level will be made of trex or wood, and the lower concrete.

Council does not feel the elevated boardwalk will affect the privacy of the homes in the Circle area.

Mayor Navey really liked the concrete California shade structures, they will last, but there is concern about blocking views. It was the consensus to keep shade, but to reduce the proposed number of structures.

The beach and boardwalk are open to the public and can be used for anything, such as yoga classes. The town can implement rules for the use of boardwalks when they are constructed.

Fire Chief Simpson confirmed there is no need for a fire or police office in the bathhouse building. Wheelchair storage would be nice since the KMT trailer is a temporary solution.

There was discussion on emergency access points via a ramp from upper and lower levels for vehicles and people. Currently, the fire department transports from the beach using ATVs to vehicles waiting on Atlantic Blvd. There was discussion on handicap access and getting people in the water in wheelchairs, but it is too hard here. Fire Chief Simpson added that only one vehicular access shared by handicap access should be sufficient because it is now shared at the boardwalk.

Fire Chief Simpson brought up the current showers and their high maintenance cost. They spend \$350 to replace the valves each year. He is asking to replace the current showers, which cost a lot to repair annually, with more of an outdoor shower design for around \$500 total. The council agreed and requested approval at the March 25 meeting.

The current brick paver alley walkways cannot be repaired by the beginning of the season so we need to leave them as is for the season. The pavers are unlevel and may need to be replaced with stamped concrete.

John will notify Kutonotuk and The Cullipher Group that the project is on hold and awaiting grant funding.

MAYOR/COUNCIL COMMENTS

None.

ADJOURN

There being no further action taken or business before Council the meeting stood adjourned. The time was 10:45am.

These minutes were approved at the April 22, 2024 meeting of the Atlantic Beach Town Council.

TOWN OF ATLANTIC BEACH

ATTEST:

Katrina Tyer (seal)

Katrina Tyer - Town Clerk



Danny Navey

Danny Navey - Mayor