



**MINUTES**  
**Town of Atlantic Beach, North Carolina**  
**Town Council Worksession**  
**125 W Fort Macon Road and Electronically via Zoom**  
**Thursday, April 11, 2024 – 9:00am**



The regularly scheduled meeting of the Atlantic Beach Town Council was held Thursday, April 11, 2024 at 9:00 a.m in the Council Meeting Room, 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, Joseph Starling

**Members Absent:** None

**Others Present:** John O'Daniel, Town Manager; Katrina Tyer, Town Clerk; Sabrina Simpson, Admin Services Director; Marc Schulze, Public Works Director; Jennifer Ansell, Planner; Mike Simpson, Fire Chief

**CALL TO ORDER**

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

**APPROVAL OF AGENDA**

Councilmember Archer made a motion *to approve* the agenda. Seconded by Councilmember Dean. Vote was unanimous, 5-0. Motion carried.

**FY24-25 BUDGET WORKSHOP**

Manager O'Daniel wanted Council to schedule a special meeting to discuss the budget items that would not be decided on today. The consensus was to schedule a meeting for Friday, April 19, 2024, at 9:00 a.m. Councilmember Baker will not be available that day but will participate via Zoom.

John reviewed current expenses and revenues, then reviewed some of the council-approved projects completed in FY23-24:

- Completed West Bogue Sound Drive Dock Replacement
- Moonlight Drive Boat Access Improvements
- Reclaimed Center/Shore Drive Right of Way and repaired drainage work
- Townwide Camera System Installed
- Branded Merchandise (Hats, Tumblers, PFG Shirts, Christmas Ornaments, Flags, and Koozies)
- New Re-entry Pass and Paid Parking program implemented
- Accepted delivery of new Ladder Truck (Sold old ladder truck)
- Beach Accesses (Replaced multiple beach lights with wildlife-friendly lighting)
- Successful 9<sup>th</sup> Annual Beach Music Festival
- Boardwalk (Closed on the Purchase of two parcels; Started bath house repairs)
- Assessed Crosswalk at Charlotte Avenue (Determined that it was not a viable option at this time)
- New Bern Retention Wall (To be completed soon)
- Golf Cart Parking at Beach accesses (Installed at Club Colony and Raleigh Ave)
- Completed UDO Amendments to COR District
- Numerous successful events around town: July 4<sup>th</sup> Fireworks, Darius Rucker Concert at The Cottage, Coffee with a Cop, Trunk-or-Treat, National Night Out, Christmas Parade, Jr. Lifeguard Camps, Easter Egg Hunt, Smoke on the Water, Movies at the Park, etc.
- Town Park: Merry-go-round installation started; Gaga Ball Court coming soon; Security Gate installed; Mini-golf carpeting repairs are coming soon; Fence replacement along West Fort Macon coming soon; Splashpad Assessment

Upgrading the water plant is going to be a major financial project. We will apply for as many grants as possible, hopefully through DWR and DEQ. We plan to release a Request for Qualifications in May to find someone to manage the project. Councilmember Archer would like John to meet with Lobbyist Tom Fetzer for support. Council discussed the need for a reverse osmosis and soft water system and would like the reverse osmosis system to be included in the planning. SCADA has been paid off. We can shift the \$3 stormwater fee to build up the water capacity fund, hopefully decreasing the amount of a rate increase.

John reviewed the special fund balances, reminding the Council that in FY19-20, they voted to allocate 1.5 cents of taxes to the Beach and Waterway Fund for beach expenses. In FY23-24, Council voted to allocate part of those funds to the boardwalk project, totaling \$746,350, leaving the Beach Nourishment Fund at a \$0 balance. The Beach Fund is used for seasonal adjustments, sand fencing, trash cans, signage, etc. It currently has a balance of \$94,326. The dredging fund balance of \$56,949. The Beach Access Fund balance is \$135,702. It was the consensus of Council to ensure revenues are allocated to this fund as intended, ensuring a balance in the Nourishment Fund.

**Powell Bill Funds:** Funds need to be allocated in the next budget to complete paving projects using Powell Bill funds. There was discussion on addressing citizen requests for speed tables and using Powell Bill funds to pay for them.

**Stormwater Funds:** John will reach out to the residents on Bayview Blvd. to see if they will consent to easements so we can begin work on the proposed stormwater project.

**Recreational Water Testing:** Councilmember Archer wants to talk to NC Wildlife and understand their testing procedures and locations to determine if we can use any of the data. There was discussion on the need for further testing from Dr. Noble and the possibility of testing every other year.

**Boardwalk:** The design firm has been informed that this project is on hold pending funding and will end the agreement with them. Council will reevaluate the project in September, reviewing the season's paid parking funds. Public works is going to refurbish the current bathhouse.

**Bridge Abutment:** Staff plans to apply for the Big Rock Grant again, hoping to do something similar to what public works did at the Moonlight Drive boat ramp with the addition of some picnic tables and shade areas.

**Park improvements:** annual costs include mini golf carpeting, grass, and fencing. This year's remaining expense items are a playground, walking trail, tot playground, splash pad, basketball court, and skate park railing. Starling talked about a prefab boat playground set he recently looked at and thinks Council should consider.

**Public Safety Building repairs:** we need to plan for roof repairs, sally port, HVAC assessment, doors/awnings, storm shutters, sound dampening, dumpster, generator screening, gutter improvements, and radio repeater.

The main changes to consider are COLA, merit, insurance, and department needs, as well as preserving fund balance. A health increase of 12% is expected this year.

Chief Simpson discussed his request for an additional staff position. This position would save money on part-time and over-time funds, and again, they are the only department in the county that is not running a 4-person shift; instead of asking for a 4-person shift that is not needed year-round, he is asking for one position,

#### **PAID PARKING PROGRAM UPDATE**

We have sold 88 annual passes at \$200 each. Premium Parking provides a daily update of income, violations, etc., including weather data. 596 property owners and 37 business owners have registered for their free passes. The western part of the gravel lot has been cleared and is ready for paid parking, which is new this year.

It was the consensus of Council for Premium staff to only issue warnings for the first two weeks to residents using their re-entry passes. Councilmember Baker would like to have data on the number of residents versus visitors using the parking area. They asked staff to publish the parking information more on social media and in the Ocean Breeze.

#### **REVIEW OF PROPOSED CONTRACT WITH KIRKMAN, WHITFORD, BRADY, BERRYMAN & GORDON, PA FOR TOWN ATTORNEY**

John reviewed the contract and spoke with other towns comparing their rates. Approval is to be on the April 22 Consent Agenda.

#### **TOWN MANAGER REPORT**


None.

#### **ADJOURN**

There being no further action taken or business before Council the meeting stood adjourned. The time was 12:03pm.

These minutes were approved at the May 20, 2024 meeting of the Atlantic Beach Town Council.

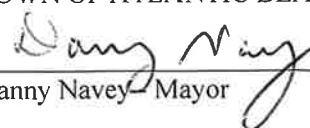
ATTEST:

  
Katrina Tyer - Town Clerk

(seal)



TOWN OF ATLANTIC BEACH

  
Danny Navey - Mayor