



Town of Beaufort, NC

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Beaufort Waterfront Operations & Finance Committee Meeting
1:00 PM Thursday, December 05, 2024
Train Depot, 614 Broad Street

Call To Order

Chair Sarah Spiegler called the meeting to order at 1 p.m.

Roll Call

Members Present: Chair Sarah Spiegler, Vice-Chair Paula Gillikin, Steve Bishop, Mike Bradley, Vic Fasolino, Ted Morris, Becky Newton Bowler, Barry Slade, Craig Souza, Miriam Sutton, and Weymouth Tillett

Members Absent: Dexter Matthews

Staff Present: Interim Town Manager Charlie Burgess & Public Information Officer Rachel Johnson

BOC Members Present: Mayor Sharon Harker, Commissioner Bucky Oliver & Commissioner Melvin Cooper were in attendance in the audience.

Agenda Approval

Agenda approved by consensus.

Minutes Approval

1. Nov. 8, 2024 Minutes
Nov. 15, 2024 Minutes
Minutes approved as presented by consensus.

Project Updates

Chair Sarah Spiegler stated that Paula Gillikin provided an update to the Board of Commissioners (BOC) at their Nov. 25, 2024 work session meeting.

Interim Town Manager Charlie Burgess updated that the RFP for the Fuel Farm closes at 12 p.m. Dec. 16, 2024. As of Dec. 5, there had been 1 submittal. The mayor will appoint a review committee.

Mayor Harker said the review committee would be the Town Planner Kyle Garner, Town Engineer Sam Bell, Commissioner Oliver, Commissioner John LoPiccolo, and BWOFC members Vic Fasolino and Steve Bishop.

Items for Discussion and Consideration

1. Project Updates

2. Beaufort Waterfront Plan Implementation

3. Research Topics

Marina Management Scope of Services

At the last meeting in November, committee members were asked to review a list of items to include in the Marina Management Scope of Services RFP. In between meetings members submitted feedback and a revised scope was created.

Marina Management Scope of Services Document

Barry Slade and Steve Bishop led the discussion. The scope was modeled after other marinas. Slade said 3 additional items had come up today that should be considered for addition. The first is timing/length of the contract. It was decided not to specify a term at this time as that can be mandated in a future contract.

Secondly, it needs to be clear that the Town will reserve the right to intervene with a sub contractor if necessary. While the Town doesn't want to dictate the rates, they want to make sure the Town has the ultimate approval.

The question was raised of "What are we missing?"

Discussion revolved around the new operator working with the old operator to ensure a smooth transition.

The next steps were determined to be to issue an RFP. The BWOC asked if an RFP could be generated by Jan. 1, 2025. It was discussed that the RFP should be advertised in coastal newspapers to include the Star News.

The committee reached a consensus to send the scope to the BOC for final approval with the addition of language about the transition between operators.

Research Topic Updates

1) Construction/Operations Update: None

2) Finance Update:

Craig Souza reported that the newly created Foundation conducted an organizational meeting on Nov. 21 and is in the process of appointing board members, drafting a mission statement and creating a logo. The Foundation is accepting donations and already has a few in the bank. They are planning a kick-off event in early 2025. Souza stated the Beaufort Community Foundation is a 501c3 that operates independent of the Town and the BWOF committee to support the docks, waterways and parks in Beaufort. It will be an ongoing foundation for all of Beaufort.

Revenue Bonds - Mike Bradley, Becky Bowler and Dexter Matthews are working on revenue bonds. Bradley stated that the benefit is that by buying bonds people are putting money in that has a return potential.

3) Grants:

Paula Gillikin stated that the Town and several committee members had been working with WK Dixon to submit a Letter of Intent (LOI) for the BRIC grant. Based on conversations, the grant request will cover both engineering and implementation. Discussion took place around the link between the bulkhead and the boardwalk as well as water and electric lines. Gillikin discussed the importance of highlighting resilience elements. Becky Bowler expressed her gratitude that the Town is working with WK Dixon and reiterated the importance of 3 key words: Resiliency, Accessibility and Flood Mitigation.

Next Steps/Wrap Up

Miriam Sutton is working on a submission for the January Town newsletter.

Mike Bradley said that all references to city should be town in all documents going forward.

Vic Fasolino suggested starting an email account to accept public comments.

A consensus was given to cancel the Dec. 19 meeting and to reconvene in January.

Dates were suggested for meetings through May 2025.

Adjourn

Meeting adjourned at 2:02 p.m.

Chair

Board Secretary