



Town of Beaufort, NC

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Town of Beaufort Board of Commissioners Work Session Meeting/FY21 Proposed Budget Public Hearing 4:00 PM Monday, June 22, 2020 - Held Electronically Due to COVID-19 Pandemic Minutes

Call To Order

Mayor Newton called the meeting to order.

Roll Call

PRESENT

Mayor Everette Newton
Commissioner Sharon Harker
Commissioner Charles McDonald
Commissioner Ann Carter
Commissioner Marianna Hollinshed
Commissioner John Hagle

Agenda Approval

A motion was made to approve the agenda as presented.

Motion made by Commissioner Hagle.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Public Comment

No public comments were made.

FY21 Budget Public Hearing

Town Manager Day stated there were three possible scenarios for consideration as a result of comments and questions from commissioners. Mr. Day reported two of the plans held the tax rate at 43.68 cents and one of them maintained the current tax rate of 46 cents.

Commissioner Hagle made a motion to open the public hearing. The vote was unanimous.

No comments were made.

Commissioner Hagle made a motion to close the public hearing. The vote was unanimous.

Mayor Newton indicated since this was a public hearing the final decision will not be made until the June 25, 2020 budget meeting.

Items for Discussion and Consideration

1. Cape Lookout National Park International Dark Sky Designation

Mayor Newton asked the board to please consider approving the Cape Lookout National Park Service Dark Skies at Night resolution. He reported Jeff West, Superintendent asked for the town to support the resolution.

This item was placed on the agenda under Items of Consent.

2. 511 & 513 Turner Street - Site Plan/Preliminary Plat

Town Planning Director Garner reported this item had been tabled from the June regular meeting so additional information could be received. Mr. Garner reported the project engineer, Ron Cullipher provided the requested information.

Mr. Cullipher reported the project meets the rules and regulations as set out in the town's ordinances. He reported the project had been granted a CAMA permit. He indicated the permeability of the soil was tested and found to be pretty rapid. Additionally, Mr. Cullipher reported during the investigation of the project he found out there was a house located on this property at one time until fairly recently. Mr. Cullipher commented the water quality impairments of the creek would hopefully be helped since the new bridge has been completed. He indicated the portion of storm water drainage from the project is minimal compared to what it has been in the past.

Commissioner Cater indicated she remembered the house that was once located on the property. Additionally, she stated the creek will always be SE waters since there are marinas in the area.

Commissioner Harker thanked Mr. Cullipher for providing the requested information.

Commissioner Hagle thanked Mr. Cullipher for the information. He asked if the culverts in front of the project went directly into Town Creek. Mr. Cullipher confirmed this for Commissioner Hagle. Commissioner Hagle indicated he was concerned about the size of the project and was concerned about the traffic pattern and flow.

A motion was made to approve the site plan as presented.

Motion made by Commissioner Carter.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

3. Modify/Revise the Existing Planned Unit Development (PUD) for Beau Coast Subdivision

Town Planning Director Garner reported this request was to modify the Planned Unit Development standards for Beau Coast. He reported there would be some replacement of townhouse lots with single family homes and adding an additional street type design allowing for a larger street tree planting area. Mr. Garner reported the request was to set a public hearing for the July 13, 2020 meeting.

Mayor Newton expressed concern over water coming out of Davis Bay in a hurricane type situation and flooding the northwest corner of the project. He asked for an explanation of how that type of scenario may be handled. Mr. Garner reported he would as the storm water engineer to provide answers at the regular monthly meeting.

This item was placed on the agenda under Public Hearing for July 13, 2020.

4. Final Plat - Beau Coast Phase 2B

Town Planning Director Garner reported this item was for the final plat for Phase 2B. He indicated the Planning Board had recommended approval.

Commissioner Hagle asked for an explanation of the storm water plan. Mr. Garner indicated that discussion could be had during the Public Hearing item for the PUD Zoning Amendment.

This item was placed on the agenda under Items of Discussion and Consideration.

5. Preliminary Plat for Beau Coast Subdivision Phase V

Planning Director Garner indicated this item correlated with the PUD Zoning Amendment regarding some of the street types and the structure types. Mr. Garner indicated at the Planning Board meeting there was a request from some of the adjacent property owners to increase the buffer area from 20 feet to 25 feet and retain it as natural. Mr. Garner indicated updated plans with those requests will be in the July 13, 2020 packet. Mr. Garner reported the Planning Board recommended approval.

Commissioner Hagle asked for the developers to be prepared to talk about erosion control during construction and the storm water control since it is adjacent to two neighborhoods on Charles Street and Jefferson Street. He also asked about the overflow of the retention pond in regards to where does it go and how does it get to its destination.

This item was placed on the agenda under Items for Discussion and Consideration.

6. Case #20-08 513 Front Street - Micro Distillery/Restaurant

Planning Director Garner indicated this was a request for a Special Use Permit. He indicated this would be a quasi-judicial proceeding. Mr. Garner indicated this was for a Micro Distillery with an outside restaurant and potentially an outside tavern or bar type area. Mr. Garner indicated property owners within 200 feet of the property will be notified.

Commissioner Hagle also request additional information regarding the storm water plan.

This item was placed on the agenda under Public Hearing.

7. Right-of-Way Acquisition Request

Orange Street (Topsail Park)

Town Engineer Greg Meshaw indicated this request was from J218 LLC who owns the adjacent parcel on the west side of the right of way of Topsail Park which until recently was the location of a portion of the Spouter Inn. Mr. Meshaw continued by saying the request was for approximately 596 square feet which is roughly a six to seven foot of right of way that will run parallel to the adjacent property. The stated purpose of the request was to take in the turn in the seawall so the turn could be part of a repair or replacement for the property. This request also will square up the adjacent parcel in the process. The owners have offered to donate in return for this portion of the land \$29,000 to be used for the Topsail Park redesign. The \$29,000 represents the estimate of funding needed to complete the project along with the grant monies.

Commissioner Carter asked if it was to be used as a right of way if the property would be usable as part of the park. Mr. Meshaw reported they are not asking for a right of way but for the land to be recombined and become part of their parcel. Mr. Meshaw indicated the area being requested was all originally covered by building and concrete.

Commissioner Harker asked if there was any reason the town could allow for the repair to be made without selling the parcel. Mr. Mewshaw indicated he had not spoken with the property owners along those lines. Commissioner Harker indicated it would be nice to recapture that land for the park area. Mr. Meshaw indicated he would talk with the property owners.

Commissioner Hollinshed thanked Mr. Meshaw for information provided regarding the town finishing the portion of the bulkhead.

Commissioner Hagle indicated he would like to see if it was possible for the repair of the bulkhead without losing the land for the park area.

Commissioner Carter asked if the repair could be made without obtaining the property. Mr. Meshaw stated it could probably be completed in that manner although it may not be as easy for the property owner.

This item was placed on the agenda under Items for Discussion and Consideration.

8. Voluntary Annexation Request for Old Seaport Development, LLC (153 Aqua 10 Road and 103 Aqua 10 Road) Doug Brady

Town Clerk Michele Davis reported the Public Hearing for this item was held during the June 8, 2020 meeting. She reported the final decision needed to be decided on whether or not to annex and the effective date of the annex.

A motion was made to approve the annexation with the date of annexation being July 1, 2020.

Motion made by Commissioner Carter.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

9. May Financial Report

Finance Director Christi Wood provided a brief report on the May Financial Report. She stated the tax information collection percentage was not available to the time of agenda submission which is why only the April information is available. She reminded the board members the revenue from Local Option Sales Tax shows eight months of collections with four more months to be received. Additionally, she indicated there were two additional months remaining to collect for the Utility Franchise Tax.

Ms. Wood indicated the FEMA reimbursements for Hurricanes Florence and Dorian have been submitted. The state and FEMA will be finalizing the projects.

Mayor/Commission Comments

Commissioner Carter indicated she had received a call from Dock Master Haywood Weeks and he was pleased with the interim dredging that had been completed.

Commissioner Harker had no comments.

Commissioner McDonald had no comments.

Commissioner Hollinshed had no comments.

Commissioner Hagle thanked the staff for the work done on the budget.

Closed Session

10. Closed Session for Personnel

A motion was made to enter into Closed Session for the Permitted Purpose of Personnel.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Being no further business to discuss, a motion was made to return to Open Session.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter,
Commissioner Hollinshed, Commissioner Hagle

Budget Work Session

The board members decided through consensus to add a Budget Work Session to the agenda.

Town Manager Day reviewed the changes reflected in each of the scenarios as requested by the board members.

Scenario 1--has a tax rate of 43.68 cents resulting no fund balance appropriation in FY21; reduces fund balance appropriation in FY22 by \$384,039; provides a new appropriation of \$100,398 in FY21 for vehicle replacement plan and reduces the 5-year shortfall to \$295,000; increases contingency in FY21 by \$10,697; moves remainder of funding for UDO in FY22 (\$82,500) to FY21 so UDO can be completed in FY21; increases fund balance as a percentage of General Fund expenditures each year; leaves about \$252,000 available in FY25, which is sufficient to service debt of \$3.1 million for delayed capital projects.

Scenario 2--has a tax rate of 43.68 cents resulting in no fund balance appropriation in FY21; reduces fund balance appropriation in FY22 by \$356,539; provides new appropriation of \$100,398 in FY21 for vehicle replacement and reduces the 5-year shortfall to \$295,000; increases contingency in FY21 by \$10,967; moves remainder of funding for UDO in FY22 to FY21 so UDO can be completed in FY21; adds debt service for \$3 million in additional road resurfacing in USSI Project beginning in FY22; increases fund balance as a percentage of General Fund expenditures for FY21, FY22 and FY23.

Scenario 3--has a tax rate of 46 cents resulting in no fund balance appropriations in FY21 and FY22; provides new appropriation of \$336.572 in FY21 for vehicle replacement and additional increase of \$58,961 in FY22 eliminates projected \$395,533 shortfall over 5-year planning period; moves remainder of funding for UDO in FY22 to FY21; adds \$19,448 to contingency in FY21; adds debt service for \$4.4 million in additional road resurfacing in USSI Project beginning in FY22 to complete project; increases fund balance as a percentage of General Fund expenditures for FY22, FY23, FY24 and FY25; leaves about \$160,000 available in FY25 which is sufficient to service debt of \$2 million for delayed capital projects.

Adjourn

Being no further discussions, a motion was made to adjourn the meeting.

Motion made by Commissioner Harker.

Voting Yea: Commissioner Harker, Commissioner McDonald, Commissioner Carter, Commissioner Hollinshed, Commissioner Hagle

Mayor Everette S. (Rett) Newton

Michele Davis, Town Clerk