



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

Town of Beaufort Board of Commissioners Regular Meeting 6:00 PM Monday, January 11, 2021 - Zoom due to COVID-19 Monthly Meeting

Call to Order

Roll Call

Agenda Approval

Calendar

Public Comment

Manager Report

Items of Consent

1. Draft Minutes for the Nov. 23 and Dec. 14, 16 and 21, 2020 BOC meetings

Items for Discussion and Consideration

1. Financing for Public Utilities Dump Truck
2. Preservation North Carolina Request
3. Sewer Allocation Policy
4. NC League of Municipalities Legislative Goals - 2021-2022 Legislative Biennium

Mayor/Commission Comments

Adjourn



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**Town of Beaufort Board of Commissioners Regular Meeting
6:00 PM Monday, Jan. 11, 2021 – Zoom Meeting due to COVID19 Pandemic**

AGENDA CATEGORY: Consent
SUBJECT: Draft Minutes for the Nov. 23 and Dec. 14, 16 and 21, 2020
BOC meetings

BRIEF SUMMARY:

Draft minutes for the Nov. 23 Work Session, Dec. 14 Regular Meeting and Dec.16 Special Meeting, and the Dec. 21 Work Session.

REQUESTED ACTION:

Approve as presented

EXPECTED LENGTH OF PRESENTATION:

2 minutes

SUBMITTED BY:

Rachel Johnson, Deputy Clerk

Nov. 23 minutes prepared by Lance Heater, Dec. 14 and 16 minutes prepared by Kate Allen, Town Planner

BUDGET AMENDMENT REQUIRED:

No



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**Town of Beaufort Board of Commissioners Work Session Meeting
4:00 PM Monday, November 23, 2020 – Zoom Meeting Due to COVID-19 Pandemic
Minutes**

Call to Order

Mayor Newton called the meeting to order at 4:00 p.m.

Roll Call

Mayor Newton conducted roll call and declared a quorum present for the meeting.

Present

- Ann Carter
- John Hagle
- Sharon Harker
- Marianna Hollinshed
- Charles McDonald

Agenda Approval

Commissioner Hagle asked to amend order of the agenda by switching items #9 and #10.

Commissioner Harker made a motion to approve the agenda as amended. The motion passed unanimously.

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

Public Comment

None

Project Updates

Town Engineer, Greg Meshaw provided an update on current projects.

- Randolph Johnson Park: Mr. Meshaw stated the project was substantially complete, with final inspection scheduled for the week of 11/30.

- Topsail Park: Mr. Meshaw stated that the start date had been pushed back to 11/30. Work is expected to be completed within seven weeks.
- Street Construction: Mr. Meshaw showed a list of street rehabilitation and construction projects. Paving has been completed on Live Oak Street (100 block), Gordon Street, Laurel Lane, Safrit Drive, Craven Avenue, Carteret Avenue, Pollock Street and Olivia Road. Still to be completed are Live Oak Street (300 block), Marsh Street, Taylors Creek Road and Campen Road. New street construction is complete on Howard Jr. Lane. New street construction is scheduled for the Souza Development Access Street.
- Turner Street 100 Block Street Improvements: Start date on the project has been delayed until January, due to concerns about the impact on retail businesses during the holiday season.
- Cedar Street Water & Sewer Rehabilitation & Replacements: The contract was awarded 11/9 with a preconstruction meeting scheduled for 12/9.
- First Street Culvert Relocations: Work has been completed.
- Wastewater System Inventory Asset Assessment: Mr. Meshaw reported that, through grant funding, the Town would be developing a 10-year Wastewater Capital Improvement Plan. Tasks involved in the development include CCTV inspection of sewers, inspection of wastewater pumping stations, and preparing cost estimates. Inspection has begun, with a 45-day contract period.
- First Street Culvert Relocations: Work completed on 10/27.
- Town Hall Reception Area Renovation: Work is slated to be complete at the end of 1/21.

In response to a question from Commissioner McDonald, Town Manager John Day stated that once lobby renovations are complete and a new handicap-accessible public entrance is complete, the lobby will be reopened for those who wish to conduct utility transactions. In response to a question from Commissioner Harker, Mr. Meshaw stated that the Turner Street project would begin the first week of 1/21, with work lasting approximately 6 weeks. Also in response to a question from Commissioner Harker, Mr. Day stated that a locked door would be installed between the public area and the rest of the building during Town Hall renovations. In response to a question from Commissioner Hollinshed, Mr. Day stated that citizens had access to Town Hall employees by appointment. In response to a question from Commissioner Hagle, Parks & Events Coordinator/P.I.O. Rachel Johnson stated that a dedication ceremony for Randolph Johnson park would be held in the spring of 2021. In response to a question from Mayor Newton, Mr. Meshaw stated that improvements to Howard Jr. Lane would help to mitigate flooding in the area.

Items for Discussion and Consideration

1. Draft Minutes for the Oct. 26 Work Session, Nov. 4 Special Meeting, and Nov. 9, 2020 Regular Meeting

This item was placed on the agenda under Items of Consent

2. Case #20-12 Special Use Permit for a Kennel, Indoor/Outdoor Operation for 102 Professional Park Drive & 1975 Live Oak Street

Mayor Newton declared the evidentiary hearing open and reviewed the rules for conducting a quasi-judicial evidentiary hearing.

Town Clerk Lance Heater administered the oath to Kyle Garner, Planning and Inspections Director and Sam Barnes, representative of the applicant, Austin Veterinary Clinic.

In response to an inquiry from Mayor Newton, each Board member affirmed that they had no ex parte communication, bias or conflicts of interest regarding the case.

Mr. Garner provided an overview of the case, noting the following: 1) location of 102, Professional Park Drive & 1975 Live Oak Street, request for a kennel indoor/outdoor operation, 1.90 acres; 2) notice having been provided to adjacent property owners; 3) property is zoned TR, Transitional; 3) CAMA land use plan indicating the property as general commercial; 4) site plan showing the existing structure, parking, and proposed privacy fence; 5) interior layout design showing location of kennel areas; 6) 10%

of the square footage of the interior space would be used as kennel space; 7) use of a kennel requires a Special Use Permit per section 8-B-5 of the LDO; 8) existing structure is 7,800 square feet and is not to be extended; 9) parking requirement is 31 spaces and 34 spaces are shown on the site plan; 10) area to serve as the kennel is approximately 10% of the total internal operational footprint; 11) proposed boarding area would accommodate 10 felines and approximately 10-15 canines; and 12) outside play area would only be used between 9am and 5pm.

Mr. Garner outlined staff comments as follows: 1) the application is for the outside kennel portion of the vet operation; the other use is considered as permitted use and the existing site meets all standards; 2) at their 10/19/2020 meeting, the Planning Board recommended approval of the Special Use Permit with the following conditions: that the indoor kennel area have sound proofing to dampen the sound of animals and that the vegetative buffer be designed and installed by an arborist to provide sound dampening between the outside area and the residents of Pearl Drive; 3) the LDO Section 20-B, Special Use Permits, requires a complete application to include a site plan; and 4) a written narrative has been by the applicant as to how the required findings of the Special Use Permit meet the requirements of Section 20-E-1.

Mr. Garner outlined the required findings of the Board of Commissioners before any application for a Special Use Permit may be granted or denied and staff's review of them as follows:

- a. The proposed use is an allowable special use in the zoning district it is being located within—staff testifies that it is an allowable special use.
- b. The application is complete—staff testifies that it is complete.
- c. The location and character of the use will be in conformity with the Town's land use plan and other comprehensive planning elements—staff testifies that it is in compliance with the CAMA future land use plan identifying this area as conducive to business commercial property.
- d. Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with the current traffic engineering standards and Town regulations and found to be adequate for the proposed special use—staff testifies that it is.
- e. The proposed special use will not substantially injure the value of adjoining or abutting properties—staff has not been provided with any information that the use would be harmful to the value of adjacent properties.
- f. The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area (for residential zones, this includes size; height; proportion and scale; roof shape; setbacks; location, size, and number of openings [doors and windows]; materials; color; and texture)—staff testifies that it would be compatible; and
- g. The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan—staff has not been presented with any evidence or testimony to the contrary.

Mr. Garner asked that the materials presented in the Board's agenda packet be entered into the record of the proceeding as Exhibit A.

Mr. Barnes, representing the applicant, testified that although the use is described as a kennel, it is in fact a boarding facility for a veterinary hospital. Mr. Barnes stated that the outside dog area would only be used during business hours while the facility is staffed.

In response to a question from Commissioner Carter, Mr. Barnes stated that the facility would be regularly cleaned to limit any odors that might be generated from the facility and that the sound-proofing and vegetative buffer recommended by Planning Board have been incorporated into the facility's design. In response to a question from Commissioner McDonald, Mr. Barnes stated that the facility would employ 5-7 staff members. In response to a question from Commissioner Harker, Mr. Barnes stated that, although the facility would not be staffed 24 hours per day, personnel would be on call should an

emergency or problem with the facility arise. Commissioner Hagle spoke positively about the applicants' current operation and stated that he had heard no complaints regarding it.

Mayor Newton asked the Board if there were other materials not in evidence which would prevent the Board from determining the case. Each Commissioner stated that there were none.

Mayor Newton conducted a roll call vote on whether a consensus to approve or deny could be obtained:

Voting to approve: Commissioner Carter, Commissioner McDonald, Commissioner Harker, Commissioner Hollinshed, and Commissioner Hagle.

Commissioner Hagle made a motion as follows: Having reviewed the record and having considered all evidence submitted and oral testimony for Case # 20-12, I move that the Board of Commissioners conclude the pending application meets the following location standards under the Land Development Ordinance for the Town of Beaufort and is appropriate in the proposed location:

- a. *The proposed use is an allowable special use in the zoning district it is being located within;*
- b. *The application is complete;*
- c. *The location and character of the use will be in conformity with the Town's land use plan and other comprehensive planning elements;*
- d. *Streets, driveways, parking lots, traffic control, and any other traffic circulation features shall be designed and provided in accordance with the current traffic engineering standards and Town regulations and found to be adequate for the proposed special use;*
- e. *The proposed special use will not substantially injure the value of adjoining or abutting properties;*
- f. *The proposed special use will be compatible and in harmony with adjoining land uses and the development patterns of the immediate area (for residential zones, this includes size; height; proportion and scale; roof shape; setbacks; location, size, and number of openings [doors and windows]; materials; color; and texture); and*
- g. *The proposed use will not materially endanger the public health or safety of the community if located where proposed and developed according to the submitted and approved plan.*

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

3. Case No. 20-11 – Request to Rezone 1205 Lennoxville Road

Kate Allen, Town Planner, asked the Board to schedule a public hearing on the request to rezone property located at 1205 Lennoxville Road from B-1 General Business to TCA Townhomes, Condominiums and Apartments.

This item was placed on the agenda under Public Hearing.

4. Sewer Allocation Policy

Mr. Meshaw presented an amended Sewer Allocation Policy, which reflected comments received from the Board since the last meeting. Mr. Meshaw noted that language had been added in Section 7 which required that applicants outside of the Town limits request annexation as part of the application process. Requests would be considered only after the site had been annexed or an agreement for out-of-Town services had been approved. In response to a question from Commissioner Carter, Mr. Meshaw stated that under the policy either an individual property owner or a group of owners within a subdivision would need to petition for annexation prior to

consideration of any request for sewer service. Commissioner Carter suggested that the Board could also choose to extend sewer service but to defer the request for annexation until a future time of the Town's choosing. In response to a question from Commissioner McDonald, Mr. Meshaw stated that if adopted, the Sewer Allocation Policy would be a policy and not an agreement. Commissioner Harker stated that she would support language in the policy which incorporated thresholds of capacity. In response to a question from Commissioner Harker, Mr. Meshaw stated that the wastewater system inventory assessment would assist with regard to decisions about growth. Commissioner Hollinshed asked that the language in Section 7-B-1 allowing for allocation requests without annexation be deleted from the policy or that it be made clear that such requests would only be approved by the Board. Commissioner Hollinshed also asked that Section 3-A Extensions be removed or the wording "at the sole discretion of staff" be removed. In response to a question from Commissioner Hagle, Mr. Meshaw stated that the tier system applied to all requests. Also in response to a question from Commissioner Hagle, Mr. Day stated that the term "infill" as used in the policy only applied to properties within the Town limits. Commissioner Hagle stated that he would prefer language be added which would set a cap on when the Board would not allow further out-of-Town service based on plant capacity, perhaps at 70-75%. Mr. Day asked if the Board wanted to impose limits on the Board's discretion to approve requests at some threshold.

It was the consensus of the Board that they would like to see a draft of the policy reflecting the comments of the Commissioners as well as information regarding the potential capacity for in-Town expansion prior to further consideration at a future work session.

5. Short Term Rental Regulations

Mayor Newton suggested that these regulations be included in the UDO and not be considered as a separate set of regulations. In response to a question from Commissioner Carter, Town Attorney Arey Grady stated that the proposed regulations, although based upon those developed by the City of Wilmington which are currently in litigation, do not contain items that are the subject of that litigation. Commissioner Carter suggested that the Town consider postponing adoption of the regulations until the Wilmington case was adjudicated. Commissioners McDonald and Harker concurred with Mayor Newton on incorporating the regulations into the UDO. Commissioner Hollinshed suggested that the Board develop a consensus on issues regarding parking, noise, and trash which would then be incorporated into the UDO. Commissioner Hagle noted that these regulations concern a business operating in a residential area and that B&Bs are required to obtain Special Use Permits in the current LDO. Mr. Grady stated that incorporating the regulations into the UDO was perhaps the safest method to pursue.

6. Turner Street Traffic Calming

Mr. Day stated that a request had been made to add a traffic calming device in the 200 block of Turner Street in the form of a raised crosswalk such as the one planned for the 100 block of Turner Street. The estimated cost is \$10,000. Commissioner Hollinshed expressed support for installing devices on all corners of the intersection of Broad and Turner and asking the County to support it.

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

7. October Financial Report/Notes

Christi Wood, Finance Director, provided the October Financial Report. Ms. Wood reported on property tax collections and sales & use tax distributions. Ms. Wood noted that Budget transfers from Non-Departmental Capital Outlay- Vehicles were made during October to the Police Department and Public Works for vehicles and equipment. During the budget process staff had not finished prioritizing the vehicle needs of each department. A lump sum amount was budgeted in the Non-Departmental account to be disbursed once needs were reviewed and prioritized with

each department. In response to a question from Commissioner Hollinshed, Ms. Wood stated that 3 police vehicles, 2 pickup trucks, 1 dump truck and a backhoe had been purchased.

8. FY 21 Budget Amendment #4

Ms. Wood stated that in the prior year Town moved to a purchase card program that allowed for rewards to be earned on purchases. As of November 5, 2020, rewards available were \$16,125. The reward dollars were not budgeted in the annual budget. Ms. Wood recommended approval of Budget Amendment #4 which would allow for these funds to be appropriated to the Public Works budget to fund renovations to the Town Hall lobby area. In response to a question from Commissioner Harker, Mr. Day stated that these funds would cover the cost of the project.

This item was placed on the agenda under Items of Consent

9. Harbor Master Plan Committee

Commissioner Carter stated that a number of citizens had requested to have input in the process of developing a Master Plan for the Harbor and suggested the formation of a Harbor Committee to act as a steering committee to work with the consultants in the development of the Plan. Commissioner Carter suggested that applications be taken and considered by the Board. Commissioner McDonald suggested the matter be tabled, as it may be too soon to consider it. Commissioner Harker concurred. Commissioner Hollinshed spoke in favor of forming the Committee, noting that government often moves slowly and that the Board should form a vision to direct how the Committee should be structured. Commissioner Hagle concurred. Mayor Newton voiced opposition, stating that input could be obtained in a transparent manner involving all stakeholders without formation of a committee. Mayor Newton stated the proposal contained in the agenda packet for development of a Harbor Master Plan included engagement with stakeholder meetings as a part of the process. Mayor Newton also expressed concern regarding the additional workload of staff resources to support the committee. Commissioner Hagle suggested the Board hold a special called meeting in January to address the issue. Mayor Newton stated that he would email the Board to determine an appropriate time to schedule such a meeting.

10. Capital Project Street Rehabilitation and Pedestrian Improvement Budget Amendment #1

Ms. Wood stated that during the October 12, 2020 meeting the Board approved Capital Reserve Fund Budget Amendment #5 to transfer funds to the Capital Project Street Rehabilitation and Pedestrian Improvement for Turner Street improvements. Budget Amendment #5 transferred the funds out of the Capital Reserve Fund. Ms. Wood stated that Budget Amendment #1 is needed to receive the funds in the Street Rehabilitation and Pedestrian Improvement Capital Project.

This item was placed on the agenda under Items of Consent

Mayor/Commission Comments

Commissioner Carter had none.

Commissioner McDonald stated that whatever is decided regarding the Harbor Master Plan, input should be solicited from the current leaseholder.

Commissioner Harker wished everyone a happy Thanksgiving and thanked those who were going to be feeding those in need during the holiday. She also encouraged use of the three “W”s to prevent COVID and encouraged getting the flu vaccine.

Commissioner Hollinshed also wished everyone a happy Thanksgiving and expressed appreciation for those who would be helping others during the holiday.

Commissioner Hagle wished everyone a great Thanksgiving and asked that everyone pay attention and focus on driving and to wear their masks.

Adjourn

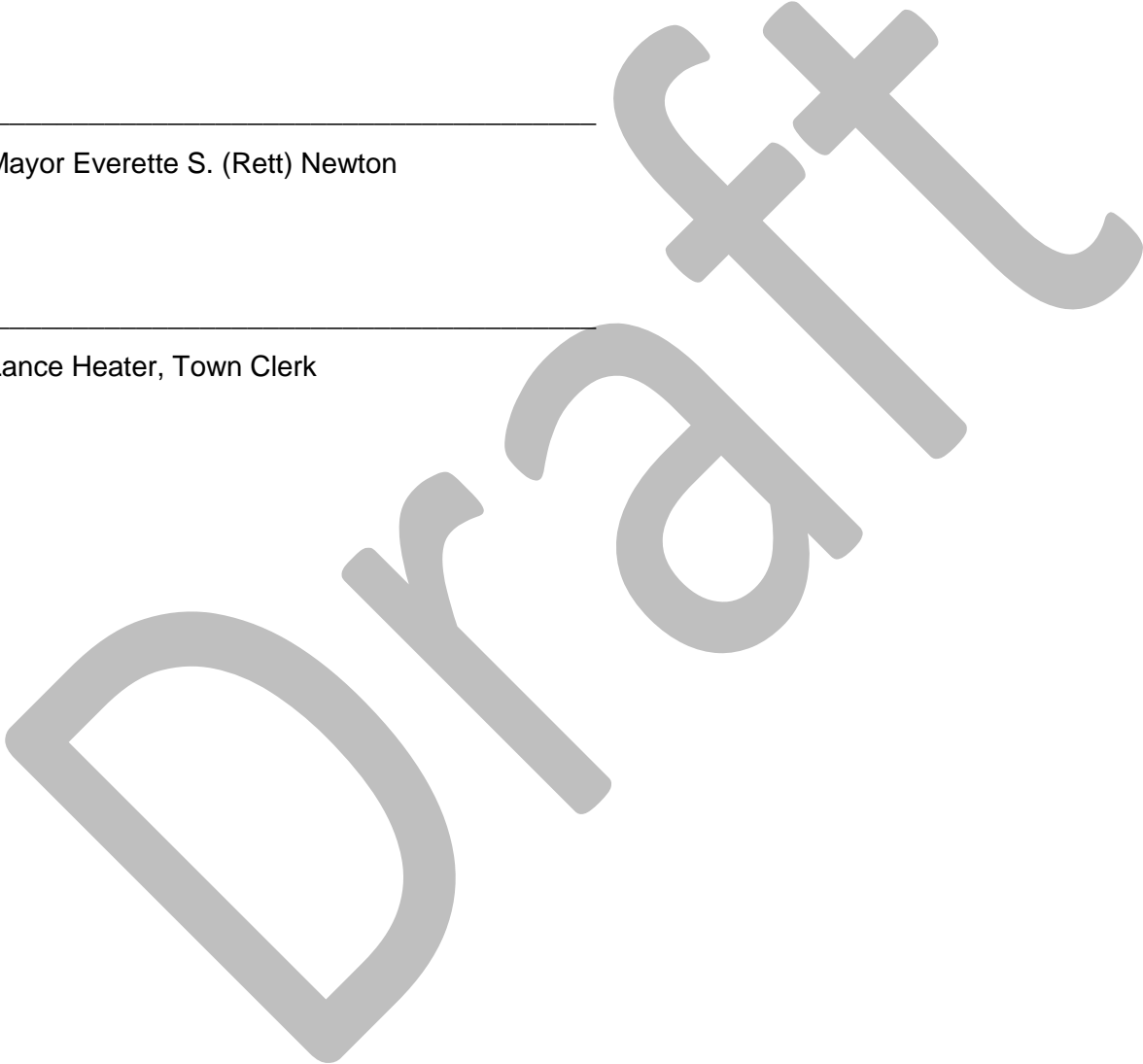
Commissioner Hagle made a motion to adjourn. The motion passed unanimously.

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

The meeting was adjourned at 6:19pm.

Mayor Everette S. (Rett) Newton

Lance Heater, Town Clerk





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**Town of Beaufort Board of Commissioners Regular Meeting
6:00 PM Monday, December 14, 2020 - Zoom Meeting - COVID-19 Pandemic
Minutes**

Call to Order

John Day, Town Manager, read a statement providing instruction to those wishing to speak during the Public Comment period and Public Hearing.

Roll Call

Mayor Newton conducted roll call and declared a quorum present.

Present: Commissioner Ann Carter, Commissioner Sharon Harker, Commissioner Marianna Hollinshed, Commissioner John Hagle

Commissioner McDonald was experiencing technical issues and unable to access the meeting.

Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented. Mayor Newton conducted a roll call vote and the motion passed 4-0.

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

Calendar

Mayor Newton said that in addition to the normally scheduled meetings, the Beaufort Farmers Market will have a holiday market on Saturday, Dec. 19 at 4:30 p.m. on the Courthouse grounds.

Public Comment

No public comments

Manager Report

John Day, Town Manager, provided the Manager's Report. Mr. Day reminded the Board that Randolph Johnson Park is now open. In addition, Mr. Day said that the raised crosswalk across Carteret Avenue is complete and open.

Mr. Day then discussed the ongoing renovations at Town Hall. He said that the renovations are coming along well and provided pictures of the progress. He explained that there will be three service counters, with the middle counter being ADA accessible. He said that he hopes to have the project completed soon with hopes of opening it to the public in January.

Items of Consent

Commissioner Hagle made a motion to approve the Items of Consent as presented. Mayor Newton conducted a roll call vote and the motion passed unanimously (4-0).

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

- 1. Draft Minutes for the Oct. 26 Work Session (open and closed sessions), Nov. 4 Special Meeting, and Nov. 9, 2020 Regular Meeting
- 2. FY 21 Budget Amendment #4
- 3. Capital Project Street Rehabilitation and Pedestrian Improvement Budget Amendment #1
- 4. FY 21 Budget Amendment #5

Public Hearing

Kate Allen, Town Planner, presented the background information for the requested rezoning. She told the Board that legal advertisements were run in the Carteret News Times Dec. 2 and Dec. 9, notice letters were mailed Dec. 1, and a sign was posted on the subject property on Dec. 3. She explained that the applicant is requesting a rezoning from B-1 General Business to TCA Townhomes, Condominiums and Apartments. She further explained that the request is inconsistent with the CAMA Future Land Use Map and, if approved, would require an amendment from the Industrial classification to Mixed Use. She said that the request was reviewed at the October Planning Board meeting where the Planning Board recommended approval and provided a consistency statement which is included in the Board packet. Ms. Allen then reminded the Board that given remote meetings requirements, staff was asking that the Board conduct the public hearing and set the date for final consideration (following required 24-hour public comment period after public hearing). She added that she would be happy to answer any questions the Board may have.

Mayor Newton asked the Board for any questions regarding the request. Commissioner Carter said that the property looks small and asked if it included the house next door. Ms. Allen said that there is one house on the subject property that will be demolished. There were no other questions.

Mayor Newton asked for a motion to open the public hearing. *Commissioner Hagle made a motion to open the public hearing. The motion passed unanimously (4-0).*

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

Mayor Newton asked John Day if anyone signed up to speak during the public hearing. Mr. Day said that no one signed up to speak. Mayor Newton then asked for a motion to close the public hearing. *Commissioner Hollinshed made a motion to close the public hearing. The motion passed unanimously (4-0).*

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

Mayor Newton asked John Day when he would like to schedule the time and date of final consideration. Mr. Day said that there is a work session scheduled for December 21, 2020. Mayor Newton asked the Board if it would like to proceed on that date. The Board agreed. Ms. Allen asked to confirm for the record that the meeting on Dec. 21 would be at 4:00 p.m. Mayor Newton confirmed.

- 1. Case No. 20-11 – Request to Rezone 11 Lennoxville Road

Kate Allen, Town Planner, presented the background information for the requested rezoning. She told the Board that legal advertisements were run in the Carteret News Times Dec. 2 and Dec. 9, notice letters were mailed Dec. 1, and a sign was posted on the subject property on Dec. 3. She explained that the applicant is requesting a rezoning from B-1 General Business to TCA Townhomes, Condominiums and Apartments. She further explained that the request is inconsistent with the CAMA Future Land Use Map and, if approved, would require an amendment from the Industrial classification to Mixed Use. She said that the request was reviewed at the October Planning Board meeting where the Planning Board recommended approval and provided a consistency statement which is included in the Board packet. Ms. Allen then reminded the Board that given remote meetings requirements, staff was asking that the Board conduct the public hearing and set the date for final consideration (following required 24-hour public comment period after public hearing). She added that she would be happy to answer any questions the Board may have.

Mayor Newton asked the Board for any questions regarding the request. Commissioner Carter said that the property looks small and asked if it included the house next door. Ms. Allen said that there is one house on the subject property that will be demolished. There were no other questions.

Mayor Newton asked for a motion to open the public hearing. *Commissioner Hagle made a motion to open the public hearing. The motion passed unanimously (4-0).*

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

Mayor Newton asked John Day if anyone signed up to speak during the public hearing. Mr. Day said that no one signed up to speak. Mayor Newton then asked for a motion to close the public hearing. *Commissioner Hollinshed made a motion to close the public hearing. The motion passed unanimously (4-0).*

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

Mayor Newton asked John Day when he would like to schedule the time and date of final consideration. Mr. Day said that there is a work session scheduled for December 21, 2020. Mayor Newton asked the Board if it would like to proceed on that date. The Board agreed. Ms. Allen asked to confirm for the record that the meeting on Dec. 21 would be at 4:00 p.m. Mayor Newton confirmed.

Items for Discussion and Consideration

1. Turner Street Traffic Calming

John Day, Town Manager, reminded the Board of previous discussions at the last work session in response to a request received regarding Turner Street traffic calming device – specifically a raised crosswalk – on the 200 block of Turner Street. Mr. Day then asked Greg Meshaw, Public Services Director/Town Engineer, to share his recommendations with the Board.

Mr. Meshaw said that the Town is planning Turner Street pedestrian improvements in the 100 block, to put a raised crosswalk in the proximity of the historical site, where there is already an at grade crossing, staff recommends putting another raised crosswalk a little bit of a distance from the one the Town is already planning to construct. In other words, he said, he would recommend placing it at the Broad Street intersection.

Mayor Newton asked if it would be on the north side of south side of Broad Street. Mr. Meshaw explained that he has not looked at it in detail at this point, but his initial thoughts are probably on the north side as that's where people are coming from the bridge to get downtown. Commissioner Hagle pointed out that the north side could be challenging because of the driveway to the courthouse. Commis er Hagle added that he has no preference either

way, but if it is going on the north side, it needs to be looked at very closely. Commissioner Carter and Commissioner Hollinshed agreed. Discussion ensued.

Commissioner Carter said that she is not sure that it is an appropriate place for a crosswalk. Mayor Newton said that the problem is that people are coming through the stop light at a high rate of speed and do not slow down until they reach the 100 block of Turner Street. Commissioner Carter agreed and said that traffic calming is needed, but not necessarily a crosswalk. Mayor Newton explained that he has quite a few concerns about safety at the Broad Street and Turner Street cross-section during the farmer’s market. Commissioner Hagle agreed and said that it might be better to put it in the 200 block a little closer to the corner, noting that it is a very busy intersection.

Mr. Day told the Board that it could make this a bigger and more effective project by looking at those blocks to see if there would be an appropriate place for bump-outs which serve as a traffic calming device which might void some of the other issues. He said that staff could take a look and see if it would be effective, or to see if there are other options for the Board to choose from.

Commissioner Hagle asked if the calming devices on Campen Road are portable and if they could be placed there temporarily to see how it would work. Mr. Day explained that they do make portable traffic calming devices, but the ones on Campen Road are asphalt speed tables which are designed to slow traffic before it reaches the crosswalk. Mr. Meshaw said that the Town could purchase “cushioned” ones. He explained that they could be configured in such a way that fire trucks could go through without having to slow down.

Mayor Newton asked if the Board would like to have town staff take a look at the area and provide recommendations.

Commissioner Carter agreed.

Commissioner Harker said that she would like to see some options. She said that she agreed with Commissioner Hagle’s concerns about placement on the north side of Broad Street. She further added that Turner Street is a gateway to the Town and an unsightly speed bump might not be the best option in that area. She said that a speedbump with a pedestrian pathway like the one in front of Moonrakers could be more appealing in that area. Commissioner Harker also voiced concerns about pinch points that could result from bump-outs and the danger it could pose to bicyclists.

Commissioner Hollinshed said that it is important to remember the caution light on Turner, but that additional calming measures should be considered.

Commissioner Hagle said that the south side would be better and said it would be nice to place something temporary to see how much of a difference it could make. He said that he was concerned about the potential hazards associated with bump-outs in that area given the heavy traffic flow. Commissioner Carter agreed.

2. Ann Street United Methodist Church Christmas Eve Services Event Application

Mayor Newton asked Mr. Day if he would like to speak on the matter. Mr. Day confirmed as Rachel Johnson, Parks and Events Coordinator/Public Information Officer/Deputy Clerk was assisting Commissioner McDonald with technical issues.

Mr. Day told the Board that the Ann Street United Methodist Church requested to hold two Christmas Eve services at Grayden Paul Park at 3:00 and 5:00 p.m. He said that the park is traditionally only available on a first come, first served basis, but the church requested the use of electricity for sound amplification. Therefore, it must be treated like an event with an event application. He added that the proposed service size is limited to 50 people

in order to comply with COVID-19 protocols. He added that religious and other first amendment activities are exempt from the mass gathering limitations in the governor’s executive order.

Mayor Newton asked the Board for any questions.

Commissioner Carter said that she understood that they could have more than 50, but was concerned about encouraging any kind of gathering.

Commissioner Harker agreed. She added that she felt the church would be as careful as possible to make sure that proper protocols were followed. She pointed out that there is a cost associated with using electricity and asked if there was any money left in the event fund. Mr. Day said that there is not really an event fund this year because there was no paid parking. He said that the standard event fee is \$50 for electricity.

Commissioner Hollinshed echoed similar concerns about the mass gathering. She said that she had grave concerns about proceeding with the event, especially since there is an alternate site that the church could use (church parking lot).

Commissioner Hagle agreed with the previous comments. He said that his church has been holding parking lot services for a month. He said that the church could use their large parking lot. He explained that he would rather remain consistent with the Town’s stance on mass gatherings.

Mayor Newton asked Mr. Day to confirm that the church could still meet at the park without approval, it just would not be able to utilize the electricity for sound amplification. Mr. Day confirmed.

Commissioner Hagle made a motion to deny the event application. The motion passed unanimously (4-0).

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

Mayor/Commission Comments

Commissioner Carter said that she would like for Town Hall to be reopened at the start of the year. She said that the Town could limit the number of members of the public allowed in at a time if necessary. She voiced concerns about the level of service being provided to the community. She said that staff has the ability to socially distance and added that the Town has the fogger that was purchased with CARES Act funds.

Commissioner Harker wished everyone a happy and safe holiday. She said that there is history being made with the vaccine which will hopefully be available to anyone who wants to take it. She added that even after one gets the vaccine, they should still follow the 3Ws. Commissioner Harker then said that she is happy to see Randolph Johnson Park open, and even better to see people playing on the equipment. She congratulated the Parks and Recreation staff and thanked staff for all of their hard work throughout the process.

Commissioner Hollinshed said that she agreed with Commissioner Carter about the reopening of Town Hall. She said that she would like to see a written plan that outlines procedures for reopening. She said that she wants to keep Town employees safe but believes there is a way to accomplish both. She suggested potentially having employees in Town Hall on a rotating basis. She then wished everyone a happy and safe holiday.

Commissioner Hagle reminded everyone to be very cautious when driving and noted that at 35 mph, you are traveling 51 feet per second. He also wished everyone a Merry Christmas.

Mayor Newton congratulated the Holland Shepherd Group for collecting 365 donated bicycles for Toys for Tots. He said that last year he was impressed when they collected 185 bikes. He said that 365 donated bikes this year was incredible and reflects the generosity of the people of Carteret County. Mayor Newton then spoke about the economic news in the county. He said that unfortunately, the fact that sales tax revenues are up masks the economic disparity in the county. He said that there are people struggling right now, especially with hunger, and urged the community to be generous and help those in need.

Closed Session

1. Attorney – Client Privilege/Personnel Matter

Mayor Newton asked for a motion to go into closed session pursuant to NCGS 143-318.11.

Commissioner Harker made a motion to go into closed session. The motion passed unanimously (4-0).

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

Adjourn

Commissioner Hagle made a motion to adjourn. The motion passed unanimously.

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

Mayor

Deputy Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Town of Beaufort Board of Commissioners Special Called Meeting: Redevelopment of former
Beaufort Elementary School
4:00 PM Wednesday, December 16, 2020 - Zoom Meeting due to COVID-19
Minutes**

Call To Order

Mayor Newton called the meeting to order at 4:00 p.m.

Roll Call

PRESENT

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

ABSENT

- Commissioner Charles McDonald

Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented. The motion passed unanimously (4-0)

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

Items for Discussion and Consideration

1. Redevelopment of former Beaufort Elementary School

Kyle Garner, Planning and Inspections Director, addressed the Board regarding the purpose of the meeting. Mr. Garner explained that the old Beaufort Elementary School is under new ownership and is looking to redevelop the property. He said that the new property owners have reviewed several Town documents, to include the Small Area Plan (2018) which identifies the subject property as prime for redevelopment. Mr. Garner said that the new owners wanted to hold an open discussion with the Board in order to gain an understanding of the Board's vision and potential concerns with redeveloping the property. Mr. Garner explained that this meeting

would provide the property owners and their engineer, Ron Cullipher, with a baseline of what the Town does/does not want in order to create a design. He emphasized that formal plans and design have not been completed at this time. Once the owners and their design team create a formal plan, it will have to go through the normal approval process – Technical Review Committee, Planning Board, and the Board of Commissioners.

Mayor Newton asked the Board if there were any questions about Mr. Garner's presentation. Commissioner Hollinshed asked Mr. Garner to confirm that the Town has never owned this particular property. Mr. Garner confirmed. Commissioner Carter asked Mr. Garner to confirm that the Boys and Girls Club property is not included in the subject property. Mr. Garner confirmed. Mayor Newton asked Mr. Garner to introduce the owners and their representative. Mr. Garner introduced Mr. Phil Lewis (owner) and Ron Cullipher (Cullipher Group, PA).

Mr. Phil Lewis, property owner, thanked the Board for the opportunity to discuss the property and clarified that he and Mr. Sammy Ballou are 50/50 partners in this project. He explained that they enjoy working with historic buildings. Mr. Lewis then asked Mr. Ron Cullipher to address the Board.

Mr. Cullipher thanked Mayor Newton and the Board for the opportunity to discuss the project. He explained that Mr. Lewis and Mr. Ballou are going to try to work with the existing buildings on the property. He said that the intent is to develop a little neighborhood in the heart of Beaufort. He explained that at this point, they have little more than a bubble sheet of ideas for the property. It shows the existing school building converted into condominiums, the existing gym and cafeteria as a potential event space with a catering kitchen, and potentially a commercial venue on Live Oak Street, as well as a residential component. He reiterated that this is a very preliminary sketch and told the Board that they are looking for guidance and direction with the property.

Mayor Newton thanked Mr. Cullipher and asked the Board for any questions. Commissioner Hagle said that he is excited about the retrofit aspect of the buildings. He said that he has seen several that look quite nice. Commissioner Hagle also voiced concerns about stormwater and emphasized the need for a thorough stormwater management plan. He added that he likes the mixed use aspect of the concept.

Commissioner Hollinshed asked if the owners have identified a marketing strategy at this point. Mr. Cullipher said that they have not as they are quite early in the planning process. He added that Mr. Lewis and Mr. Ballou want to invest in something that the community supports.

Commissioner Hagle said that he would like the owners to consider the cost of housing with the project, noting high real estate prices in the area which are out of many resident's budget. Mr. Cullipher referenced discussions with Mr. Garner the week prior regarding housing prices in the area and asked what price point the Board considers work-force housing. Commissioner Hollinshed agreed that affordable housing is needed in the area and noted concerns of neighboring property owners and potential tax increases.

Commissioner Harker thanked the developers for being proactive and having this conversation early in the process. She said that she will have plenty of questions as the project progresses but would like the developers to consider stormwater management and emphasized the need for a comprehensive plan. She added that workforce housing is a concern in the community, but that there is time to figure out exactly what the price range should be. She also emphasized the need to be sensitive to the existing community surrounding the property.

Commissioner Carter echoed concerns about workforce housing, but said that she understands that this particular property is going to be a very costly undertaking. She said that she is delighted to see that the developers are hoping to retain the historic structures.

Mayor Newton thanked the commissioners for their comments. He explained that protection of the marsh areas to the north and northwest is critical, citing both aesthetic and natural function. He said that Beaufort does want to attract young professionals and their family, and an area like that would be ideal. Discussion ensued.

Mayor Newton asked Mr. Day if he would like to speak. John Day, Town Manager, said that he believes this would be an interesting plan to see a mixture of housing types and price points. He

said that kind of mix can achieve a variety of different things socially and probably would have a more positive impact on the surrounding neighborhood.

Mayor Newton asked Mr. Lewis and Mr. Ballou if they would like to speak. They explained that the intent is to maintain the historic structures to the extent possible. Discussion ensued.

Adjourn

Commissioner Hagle made a motion to adjourn. The motion passed unanimously (4-0)

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

Mayor

Deputy Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Town of Beaufort Board of Commissioners Work Session Meeting
4:00 PM Monday, December 21, 2020 - Zoom due to COVID-19
Minutes**

Call To Order

Mayor Newton called the meeting to order at 4:00 p.m.

Roll Call

PRESENT

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

Agenda Approval

Commissioner Hagle made a motion to approve the agenda as presented. The motion passed unanimously.

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

Public Comment

The following comments were submitted via email to Deputy Clerk Rachel Johnson prior to the meeting.

Received: Dec. 21, 2020:

To: Beaufort Commissioners

From: Jane Hines, 106 Leonda Drive Beaufort, NC

Date: December 21, 2020

I plan to zoom in today as I did for Mr. Balou and Mr. Lewis’s initial presentation. I appreciate their interest in developing this area with local input. I live within three blocks of the old school property. My major concerns

are increased density and its affect on vehicular and pedestrian traffic, disruption of marsh area adjacent to property, and potential over-pricing of housing for affordability by workforce residents.

I hope the price point for any townhomes on this property will be in the high \$100k - low \$200k range. Several townhouse communities are currently on the market in the Charlotte area in that price range by these builders: Brookline Homes, Profile Homes, HH Homes, and True Homes to name a few.

The area near Lennoxville Road where I live is experiencing significant construction traffic from Beau Coast development. The affects of the additional increase in local traffic as these homes are occupied is yet to be known. I question the scheduling of further development until the existing infrastructure can be upgraded to handle the volume of construction traffic and regular town traffic that will ensue. Upgrades must include pedestrian/biker considerations as well as vehicular considerations as density rises in this area. My neighbors and I have had multiple "close calls" as we attempt to share the road with no sidewalks available.

Finally, the marsh area is not only critical to storm water management, but also a beautiful natural area in need of protection as development soars around us.

Thank you for thoroughly considering all proposed development and the scheduling of inevitable growth that will determine the desirability of our town in the future.

Jane Hines

Received: Dec. 21, 2020

I would like to express my concerns regarding the proposed development at the Old Schoolhouse property.

I really hope the town will analyze this from every possible angle as we are facing a potential crisis in this community if not.

Currently, we have BeauCoast developing at a rapid rate - taking 100+year old trees down without even a moment's thought. I live on Leonda, right off of Lennoxville road, and am already seeing the increase in traffic and I know this is a drop in the bucket compared to the final buildout.

What makes this place so special, are the natural assets that surround us - the ocean, sound, estuaries, big beautiful oak trees, the opportunity to watch dolphins emerge from time to time, wild horses, birds of every species - all of this surrounds us every day. We are so blessed!

The more dense our development is, the more damage it does to our natural resources, the more strain it causes on our infrastructure, the more pollution, the more trash, the more flooding, the more traffic (both car and boat), etc. and before we know it, the very reasons we want to be here, are now destroyed.

Please take all of this into account! I like the idea of converting the current school building to condos, and preserving the history. But, we need to preserve the green space, the marsh, etc. Make it a beautiful community gathering place, outdoors, to be enjoyed by the condo owners, but also the community!

So in summary - some of my concerns:

Harriet Altman

Received: Dec. 21, 2020

limit size/ density of development behind Elementary School

When I was looking for ground to establish a Community Garden

20 years ago, I learned:

the soil is contaminated behind the Beaufort Elementary School and the Boys and Girls Club: both were used to park school buses for a long time. and from ~1860s or 1880s to ~1920s, I heard tell, the land behind the Elementary School was a dump.

The land is also flood zone. Across Town Creek is an historic Quaker cemetery.

thanks

susankiwi15@gmail.com

(252) 269-0032 I don't text much

Received: Dec. 21, 2020

Sir,

We thoroughly oppose this dense development, to be built on marsh land.

The environmental impact would be huge. And traffic increase worse.

NO!

Thank you,

Daryl Walker

Beaufort resident since 1974

Received: Dec. 21, 2020

I am greatly concerned about the proposed rapid development of the old school grounds and suggest a rigorous study of impacts before proceeding.

Beaufort has not fully experienced nor quantified the "**unintended consequences**" of current new developments in progress. These include a broad range of altered traffic patterns, congestion, disruption of previously established neighborhoods and other direct impacts to daily life.

Yet the "benefit" of increased town property tax revenues takes years to develop and longer still to recover the supporting infrastructure costs placed on current taxpayers, directly and indirectly.

A short inspection of Freedom Park and the surrounding lands stripped of all landscape and an altered viewshed as a current example of negative impacts and visible loss of Beaufort's beauty and environmental health.

Sincerely,

Rich Huffman

116 Mashburn Drive, Beaufort NC 28516

Received: Dec. 21, 2020

I am writing to register comments regarding the development of the old Beaufort Elementary School property. I do not wish to speak tonight but I would like my comments noted in the minutes - or- recorded in the usual manner for meetings of this kind.

I am concerned about yet another large development that may have negative environmental impacts and quality of life impacts in Beaufort.

Regarding the environment: I live near the Beau Coast property. This property has displaced and changed the habitat for many of our local wildlife. The many trees that have been removed, not only took away bird habitats, but created the possibility of greater flooding. The traffic on Lennoxville Road has increased. How will our town be impacted further with the addition of this new planned development?

Our town is in need of affordable housing. I wonder how much of this development will be dedicated to this? I have heard younger people say they cannot afford to rent or buy in Beaufort.

I respectfully ask that these issues be addressed before decisions are made to build on this property.

Thank you,

Virginia Ferri

102 Leonda Dr.

Beaufort, NC

Project Updates

Greg Meshaw gave a project update.

Electric vehicle charging station; have had conversations with ChargePoint and Duke Energy. Staff determined Duke Energy is a better fit for the Town's needs and will provide assistance with planning.

Commissioner Carter said that she felt this is a great idea. She asked if the charging station would be equipped with Tesla chargers, too. Mr. Meshaw said that he is not sure but will find out.

Commissioner Harker said that she believes this is a great idea as well. She said it would be nice to have a charging location in Beaufort. She said that he did not mention the fees associated with this service. Mr. Meshaw explained that the fees would be at the Board's discretion. Commissioner Carter said that there is a charger at Bucky Oliver's property, but she isn't sure what the fees are.

Commissioner Hollinshed asked how long it takes to charge a car from empty. Mr. Meshaw explained that it depends on the type of charger. He said that most vehicles today are in a 200-300-mile charge range.

Commissioner Hagle voiced concerns about the proposed location of the charging stations. He said that he would like to explore alternate locations in Town that are not as heavily trafficked in the summer months. He added that it seems like a lot of work for Town staff and said that he feels the private sector will likely provide these charging stations in the near future.

Mayor Newton asked the Board if it is interested in pursuing this grant opportunity. The Board confirmed.

Mayor Newton asked Mr. Meshaw if he had any updates on the high rate infiltration permit. Mr. Meshaw said that the Town was waiting for the clearing to be completed prior to placing the piezometers for the ground water table monitoring. He said that last he checked that clearing had not occurred. He added that he received an email from one of the consultants involved, who said that they have been communicating with the contractor and it appears they are moving forward. He said that the consultants would let him know when they are able to install the piezometers. He further added that the clearing process has taken longer than was originally anticipated. Mayor Newton asked the Board for any questions.

Commissioner Carter asked Mr. Meshaw if the piezometers were required in order to obtain the high rate infiltration permit. Mr. Meshaw confirmed.

Items for Discussion and Consideration

- 1. Draft Minutes for the Nov. 23 and Dec. 14, 16 and 21 2020 Work Session

Draft Minutes for the Nov. 23 and Dec. 14, 16, 21 Work Session and Regular Meetings were placed on the consent agenda for the Jan. 11, 2021 Regular Meeting.

- 2. Sewer Allocation Policy

Greg Meshaw reminded the Board of recent discussions – Oct. 26, Nov 9 and Nov. 23. Mr. Meshaw made the requested revisions following the Nov. 23 meeting. Mr. Meshaw explained that the packet materials have two types of highlights. The yellow highlights were the initial revisions, and the red highlights were the newest revisions based on feedback at the last meeting.

Page 2

Page 3-4

Page 5

Page 7

Page 8

Mr. Meshaw concluded his presentation and asked for any questions or comments.

Commissioner Carter asked if the Deerfield subdivision (where annexation has not been discussed) would be one of the infill areas the Town would be willing to expand sewer to. Mr. Meshaw said that he believes the capacity to service Deerfield subdivision is there and that by definition, the vacant lots in Deerfield would be considered infill development as the subdivision is already there. Mr. Meshaw said that from what he understands, there are 3-5 lots that are required to switch to the Town’s system. He said that these lots will get the allocation and added that the station and infrastructure was designed such that it could support 15 houses. He said that he anticipates additional lots will likely not be able to support a septic system and will need to join Town sewer. Commissioner Carter said that there are several vacant lots on fill that will never be able to support a septic system. Discussion ensued.

Mr. Day asked Mr. Meshaw if houses other than the houses that were included or the lots that were included in the original agreement town approve any other requests in that area, because they're outside of the town limits would go to the board to decide. Mr. Meshaw confirmed. Mr. Day said that in a case like this, it would go before the Board. Mr. Meshaw added that it would be a level two priority and would follow the same approval process that is required for the development. He said that this sort of thing does not go before the Board typically. Mr. Day said that he believed the Board would be more comfortable with any request for sewer outside of the Town limits if it went before the Board. Mr. Meshaw said that would be an easy fix and said that he would make the revisions to paragraph E.

Commissioner Harker asked for clarification regarding the reservation fees. She asked what would happen if a developer paid reservation fees based on a project of a certain size, but as the project progressed, the size changed, and they use less water than anticipated. She asked if

there would be a refund or prorated fees. Mr. Meshaw said that there would not be a refund.

Commissioner McDonald had no questions.

Commissioner Hollinshed thanked Mr. Meshaw for developing the policy and reiterated the importance of tracking capacity.

Commissioner Hagle asked if a town-funded project was a town-owned facility. Mr. Meshaw confirmed. Commissioner Hagle asked for clarification on page 4 regarding Tier 2 projects and two classes within it, noting the portion that read, “except that it does not include development and redevelopment to be located within an area or corridor...” Mr. Meshaw explained that it was added based on concerns by Commissioner Carter. He explained that if one is adjacent to a sewer forced main, the Town is not necessarily going to provide sewer allocation, adding that Priority 2 areas are areas that are already served with necessary infrastructure in place.

Mayor Newton asked if the Board would like to add the item under Discussion and Consideration at the Jan. 11 Regular Meeting. The Board confirmed.

3. Case No. 20-11 – Request to Rezone 1205 Lennoxville Road

Kate Allen, Town Planner, reminded the Board of the Public Hearing at the December 14th meeting. She said that this is a request to rezone 1205 Lennoxville Road from B-1 General Business to TCA Townhomes, Condominiums and Apartments District. She said that staff did not receive any additional comments in the 24-hour public comment period following the public hearing.

Mayor Newton asked the Board for any questions or comments.

Commissioner Harker asked if staff had any idea of the price-point of the future homes. Ms. Allen said that information had not been provided.

Commissioner Hollinshed said that she would like for the applicants to try to take care of the lovely trees on the lot. She said that it is not a condition of the approval, but that she would like to see them preserved if possible.

Commissioner Hagle agreed and said that he would like to make a motion.

Commissioner Hagle made a motion to approve the requested amendment to the zoning map and CAMA Land Use Plan Future Land Use Map as presented. The motion passed unanimously.

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

4. Financing for Public Utilities Dump Truck

Christi Wood, Finance Director, said that the FY 21 budget appropriated loan proceeds for the purposes of purchasing a dump truck for Public Utilities. She said that she received rates from banks that the Town usually works with and reached out to the bank with the lowest rates in order to obtain a proposal. She said that the terms are 1.79% for five years, with the amount of the quote at \$79,533.10. She said that staff needs Board approval to move forward with the loan.

Mayor Newton asked the Board for any questions or comments. Commissioner Hagle asked if the Town has considered paying cash for the vehicle in order to avoid the finance charges. John Day, Town Manager explained that generally vehicles are paid for with cash, but given upcoming projects, financing the vehicle is an attempt to conserve cash in the utility fund.

Mayor Newton asked the Board if this item should go on the agenda under Discussion and Consideration. The Board agreed unanimously.

5. November Financial Report/Notes

Christi Wood, Finance Director, said that tax collections are included in the notes for October and November. She added that the sales tax collection worksheet is also included in the packets. She pointed out that sales tax revenue in December was \$173,832, up 30-31% from last year.

Mayor Newton asked the Board for any questions or comments. Commissioner Carter asked if the audit has been completed. Mrs. Wood said that the audit is ongoing, but on track and will be wrapping up soon. She said that confirmations still need to be sent out to the attorneys, but that there will be no issues meeting the January deadline. She explained that the state extended the deadline due to the COVID-19 pandemic and virtual audits.

Commissioner McDonald asked Mrs. Wood to explain why the Town has been running late on the audit. Mrs. Wood explained that the last couple of years were largely because of the two hurricanes. She said that this year the state extended it because of the virtual audit requirements, noting challenges with protected information and the time-consuming process of scanning documents that are usually reviewed in person. Discussion ensued.

Mr. Day explained that the town is not running late on the audit. He said that the deadlines were extended in recognition of the additional time required to do a virtual audit. He said that there are boxes of files that have to be scanned and emailed.

Commissioner Hagle thanked Mrs. Wood for all of her hard work.

6. Manager and Board Evaluation Proposal

Mayor Newton asked Commissioner Harker to introduce Donna Warner of the UNC School of Government. Commissioner Harker said that she and Mr. Day attended a workshop called "Evaluating Manager and Board Performance." She said that the workshop was led by Pat Carolson and added that she has been in contact with Donna Warner who is an adjunct with the School of Government. She explained that she has been working with Donna to create a process and tool to effectively evaluate the manager as well as the Board. She said that she has been able to touch base with all of the commissioners to get their concerns in order to draft a final document which she will present tonight.

Ms. Donna Warner, UNC School of Government, explained that she will discuss the process, analysis conducted, and recommendations that resulted. The four findings/focus areas from the commissioner interviews were:

She added that it is apparent that the Board is very committed and very proud of Beaufort and that it wants the best for the community.

Ms. Warner then discussed actions taken following the commissioner interviews. She said that they consulted with Peg Carolson at the School of Government, examined assessments used by other municipalities, and reviewed standards set by the ICMA (International City/County Managers Association).

Ms. Warner then discussed the recommendations that resulted from the review.

Revise/Expand what is assessed

Ms. Warren experienced technical difficulties and was disconnected from the call. John Day, Town Manager, said that if the Mayor and Board would like, they could move on to the next item until Ms. Warren was able to rejoin.

Ms. Warren rejoined the call following the discussion of Item 7. Preservation North Carolina Request.

Ms. Warren explained that it is important to incorporate both the operational and strategic sides of the manager's performance. She also added that it takes two to govern and that in the process of evaluating the manager, separation is so important. She said that in North Carolina, we have a manager-council form of government. That means that you are tied together as a Board and manager. And it means that that understanding and being clear about what you expected one another, both as a board, but also the manager becomes really vital. Otherwise, you're going to have conflict.

Ms. Warner then discussed additional recommendations:

Ms. Warren then provided a summary of the presentation. She said that we looked at samples and models, we made recommendations about changing not only what the Board assesses, but also the process, and then the form would change. She added that part of that would be looking at the commissioners' role as governors and how their work and John's work is tied together. And then lastly, having a chance to have a discussion about what the Board expects because that becomes the foundation. She then asked for any questions from the Board.

Commissioner Carter said that one thing that seemed to be omitted from the presentation is that the commissioners are evaluated by the most severe critics possible: the public. She said that the commissioners have to deal with that, and if the manager does not perform to satisfy the public, the commissioners get caught up there. She added that she has some real issues with the idea of evaluating fellow commissioners. Ms. Warren explained that the intent is more to set expectations rather than evaluating fellow commissioners.

Commissioner McDonald said that he feels the commissioners should not do the evaluations on themselves or be evaluated as a group. He said that he thinks that instead of being evaluated, commissioners need to be properly trained. He said that the commissioners are not getting the training necessary to assist the manager.

Commissioner Hollinshed said that she thinks it is hard to evaluate fellow commissioners. She said that the manager could meet the goal and leave wreckage and chaos along the way. She said that he/she has achieved the goal, but that it may have negative impacts on the community. Commissioner Hollinshed also voiced concerns about the number of meetings that would be necessary in order to meet these recommendations. Discussion ensued.

Commissioner Hagle said that it's a difficult process – especially when 5-6 people are evaluating one person. He said that he believes the recommendations address the challenges and added that he believes the evaluation of fellow commissioners likely will not be as hard or challenging as it may seem at first glance.

Mayor Newton said that the best organizations are self-critical. He said there is an opportunity, and noted that currently the Board conducts formal evaluations in the winter and informal evaluations in the summer. He added that one of the most consequential responsibilities of the Town Manager is creation of the budget. He said that if those were swapped with the formal review in July, and an informal meeting in February, it would provide the time necessary to address some of Commissioner McDonald's concerns regarding training, etc.

Commissioner Carter voiced concerns about the focus on commissioner evaluations rather than the town manager evaluation and process.

Commissioner Harker said that part of the process here would be conducting an evaluation that could be facilitated by a facilitator. She added that it could be part of the training process. Commissioner Harker pointed out that by having a facilitator, the Board would essentially receive training on conducting the evaluations. Discussion ensued.

Commissioner Harker asked Mayor Newton how he would like to proceed. Mayor Newton said that he would like to set up a time in January or February to discuss further, and

potentially include a training aspect at that time. Mayor Newton and the Board thanked Ms. Warren for the information and presentation.

7. Preservation North Carolina Request

Mayor Newton asked John Day, Town Manager, to speak on the item. Mr. Day said that earlier this year, the town entered into an agreement with Preservation North Carolina whereby the demolition order for 400 Pollock Street would be rescinded if certain conditions were met, including reimbursing the town for asbestos abatement costs. Mr. Day said that the Town received a letter from Preservation North Carolina requesting an extension of the deadline for reimbursing the town for asbestos abatement from Dec. 31 to June 30, 2021 or when the property is sold, whichever comes first. He added that the reason for the request is that as a nonprofit, finances are tight.

Mayor Newton asked the Board for any questions.

Commissioner Carter asked why they waited until now to request an extension, adding that their financial situation likely has not changed drastically in the last few months. Mr. Day said he did not know.

Commissioner Harker asked why there are two deadlines and asked why not just wait until it sells. Discussion ensued.

Commissioner Carter pointed out that this is town money that is tied up. She said that by granting the extension, this keeps that money unavailable. Commissioner Harker asked if the Town is charging any interest on the funds. Commissioner Carter said that it is not.

Mayor Newton asked Mr. Day if Commissioner McDonald needed to recuse himself from this particular item. Mr. Day said that he would like to defer to the attorney. Mr. Arey Grady, Town Attorney, said that the dynamics have changed, and he does not feel that Commissioner McDonald's family is involved anymore. Therefore, he said he felt it was okay for Commissioner McDonald to participate on this particular topic. Commissioner McDonald said that he would like to recuse himself based on the fact that he recused himself on the onset of the discussion. He said that he would like to recuse himself from this discussion. He added that he would like for the Board to table the request to the next meeting.

Mayor Newton explained that there is a deadline at the end of the year. He said that it can go on the January agenda if the Board would like, but said he wanted to make sure that there is flexibility for the end of year deadline to push into January.

Mayor Newton asked if the Board would be okay with placing the item on the January agenda under Items for Discussion and Consideration. The Board agreed.

8. NC League of Municipalities Legislative Goals - 2021-2022 Legislative Biennium

Mayor Newton asked John Day, Town Manager, to speak on the matter. Mr. Day said that the North Carolina League of Municipalities Legislative Policy Committee compiled and refined goals submitted by members, and from those the NCLM Board of Directors has reviewed and approved 17 proposed advocacy goals for consideration. Each member municipality may now review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2021-2022 legislative biennium, which begins in January at the NC General Assembly. He explained that the league asked each municipality to select a delegate and select 10 of the 17 possible legislative goals which would be for their delegate to vote on in the future. He said that the votes will be submitted electronically and that the deadline is January 14. He said that the Board could consider the goals at the January 11 meeting.

Commissioner Harker asked if there was a way to create a poll format. Commissioner Hagle asked if the Board could vote on the matter tonight. Mr. Day said that if the commissioners would like to send their votes to him, he could compile them and share them with the Board and pointed out that it is entirely up to the Board. Commissioner

Hagle said that would be the best way to proceed. Mayor Newton asked Commissioner Hagle if he would be willing to be the Town’s delegate. Commissioner Hagle confirmed.

Mayor/Commission Comments

Commissioner Carter urged everyone to stay safe and enjoy Christmas as much as possible.

Commissioner Harker said to continue practicing the 3W’s and have a safe and happy holiday.

Commissioner McDonald wished happy holidays to all.

Commissioner Hollinshed wished everyone a safe healthy holiday. She said that she would like to have an update on the latest PUD, commonly called the Food Lion/Souza property. She further added that she would like to see the children enjoying the splash pad and long-awaited park facilities. She would like to receive news that the Town has received federal funding from the USDA. She would like to see Carolina win the Orange Bowl. She added that she would like to see Beaufort remain the caring Town that attracted many here to begin with.

Commissioner Hagle wished everyone a Merry Christmas. He encouraged everyone to focus on their driving, be it a car, truck, bicycle, golf cart, skateboard, etc. as they are all hazardous if you are not paying attention to what you are doing. He said people get distracted very easily when driving.

Adjourn

Commissioner Hagle made a motion to adjourn. The motion passed unanimously.

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

Mayor

Deputy Clerk



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
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**Town of Beaufort Board of Commissioners Regular Meeting
6:00 PM Monday, January 11 – Zoom meeting due to Covid-19**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Financing for Public Utilities Dump Truck

BRIEF SUMMARY:

The FY 21 budget appropriated loan proceeds for the purpose of purchasing an F-750 dump truck for Public Utilities. Attached are the quote for the truck and the financing proposal from Truist for the loan. Terms are 1.79% for 5 years, amount \$79,533.10

A budget amendment is attached appropriating fund balance should the Board decide a cash payment is preferred.

REQUESTED ACTION:

Review and approve the financing proposal or budget amendment

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

Christi Wood – Finance Director

BUDGET AMENDMENT REQUIRED:

Budget Amendment is attached if needed based on the Board’s decision.

Governmental Finance

5130 Parkway Plaza Boulevard
Charlotte, North Carolina 28217
Phone (704) 954-1700
Fax (704) 954-1799

December 16, 2020

Ms. Christi Wood
Town of Beaufort, NC
PO Box 390
Beaufort, NC 28516

Dear Ms. Wood:

Truist Bank (“Lender”) is pleased to offer this proposal for the financing requested by the Town of Beaufort, NC (“Borrower”).

PROJECT: 2021 F-750 Dump Truck

AMOUNT: \$79,533.10

TERM: 5 years

INTEREST RATE: 1.79%

TAX STATUS: Tax Exempt – Bank Qualified

PAYMENTS: Interest: Annual
Principal: Annual

INTEREST RATE CALCULATION: 30/360

SECURITY: Vehicles and Equipment

PREPAYMENT TERMS: Prepayable in whole at any time without penalty

RATE EXPIRATION: January 29, 2021

DOCUMENTATION/ LEGAL REVIEW FEE: N/A

FUNDING: Proceeds will be deposited into an account held at Lender pending disbursement unless equipment is delivered prior to closing.

DOCUMENTATION: Lender proposes to use its standard form financing contracts and related documents for this installment financing. We shall provide a sample of those documents to you should Lender be the successful proposer.

The financing documents shall include provisions that will outline appropriate changes to be implemented in the event that this transaction is determined to be taxable or non-bank qualified in accordance with the Internal Revenue Service Code. All documentation must be deemed appropriate by Lender before closing.

REPORTING

REQUIREMENTS: Lender will require financial statements to be delivered within 270 days after the conclusion of each fiscal year-end throughout the term of the financing.

Should we become the successful proposer, we have attached the form of a resolution that your governing board can use to award the financing to Lender. If your board adopts this resolution, then Lender shall not require any further board action prior to closing the transaction.

Lender shall have the right to cancel this offer by notifying the Borrower of its election to do so (whether this offer has previously been accepted by the Borrower) if at any time prior to the closing there is a material adverse change in the Borrower’s financial condition, if we discover adverse circumstances of which we are currently unaware, if we are unable to agree on acceptable documentation with the Borrower or if there is a change in law (or proposed change in law) that changes the economic effect of this financing to Lender.

Costs of counsel for the Borrower and any other costs will be the responsibility of the Borrower.

The stated interest rate assumes that the Borrower expects to borrow no more than \$10,000,000 in the current calendar year and that the financing will qualify as qualified tax-exempt financing under the Internal Revenue Code. Lender reserves the right to terminate this bid or to negotiate a mutually acceptable interest rate if the financing is not qualified tax-exempt financing.

We appreciate the opportunity to offer this financing proposal. Please call me at (803) 251-1328 with your questions and comments. We look forward to hearing from you.

Sincerely,

Truist Bank



Andrew G. Smith
Senior Vice President

Resolution Approving Financing Terms

WHEREAS: The Town of Beaufort, NC (“Borrower”) has previously determined to undertake a project for the financing of a dump truck (the “Project”), and the Finance Officer has now presented a proposal for the financing of such Project.

BE IT THEREFORE RESOLVED, as follows:

1. The Borrower hereby determines to finance the Project through Truist Bank (“Lender”) in accordance with the proposal dated December 16, 2020. The amount financed shall not exceed \$79,533.10, the annual interest rate (in the absence of default or change in tax status) shall not exceed 1.79%, and the financing term shall not exceed five (5) years from closing.

2. All financing contracts and all related documents for the closing of the financing (the “Financing Documents”) shall be consistent with the foregoing terms. All officers and employees of the Borrower are hereby authorized and directed to execute and deliver any Financing Documents, and to take all such further action as they may consider necessary or desirable, to carry out the financing of the Project as contemplated by the proposal and this resolution.

3. The Finance Officer is hereby authorized and directed to hold executed copies of the Financing Documents until the conditions for the delivery of the Financing Documents have been completed to such officer's satisfaction. The Finance Officer is authorized to approve changes to any Financing Documents previously signed by Borrower officers or employees, provided that such changes shall not substantially alter the intent of such documents or certificates from the intent expressed in the forms executed by such officers. The Financing Documents shall be in such final forms as the Finance Officer shall approve, with the Finance Officer’s release of any Financing Document for delivery constituting conclusive evidence of such officer's final approval of the Document’s final form.

4. The Borrower shall not take or omit to take any action the taking or omission of which shall cause its interest payments on this financing to be includable in the gross income for federal income tax purposes of the registered owners of the interest payment obligations. The Borrower hereby designates its obligations to make principal and interest payments under the Financing Documents as "qualified tax-exempt obligations" for the purpose of Internal Revenue Code Section 265(b)(3).

5. The Borrower intends that the adoption of this resolution will be a declaration of the Borrower’s official intent to reimburse expenditures for the Project that are to be financed from the proceeds of the Lender financing described above. The Borrower intends that funds that have been advanced, or that may be advanced, from the Borrower’s general fund or any other Borrower fund related to the Project, for project costs may be reimbursed from the financing proceeds.

6. All prior actions of Borrower officers in furtherance of the purposes of this resolution are hereby ratified, approved and confirmed. All other resolutions (or parts thereof) in conflict with this resolution are hereby repealed, to the extent of the conflict. This resolution shall take effect immediately.

Approved this _____ day of _____, 2020

By: _____

By: _____

Title: _____

Title: _____

SEAL

Town of Beaufort (DRAFT} Dump Truck

Compounding Period: Annual

Nominal Annual Rate: 1.790%

Cash Flow Data - Loans and Payments

	Event	Date	Amount	Number	Period	End Date
1	Loan	12/16/2020	79,533.10	1		
2	Payment	12/16/2021	16,770.91	5	Annual	12/16/2025

TValue Amortization Schedule - Normal, 360 Day Year

	Date	Payment	Interest	Principal	Balance
Loan	12/16/2020				79,533.10
2021 Totals		0.00	0.00	0.00	
1	12/16/2021	16,770.91	1,423.64	15,347.27	64,185.83
2022 Totals		16,770.91	1,423.64	15,347.27	
2	12/16/2022	16,770.91	1,148.93	15,621.98	48,563.85
2023 Totals		16,770.91	1,148.93	15,621.98	
3	12/16/2023	16,770.91	869.29	15,901.62	32,662.23
2024 Totals		16,770.91	869.29	15,901.62	
4	12/16/2024	16,770.91	584.65	16,186.26	16,475.97
2025 Totals		16,770.91	584.65	16,186.26	
5	12/16/2025	16,770.91	294.94	16,475.97	0.00
2026 Totals		16,770.91	294.94	16,475.97	
Grand Totals		83,854.55	4,321.45	79,533.10	

Prepared for: , Town of Beaufort

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215



Client Proposal

Prepared by:

Jeff Williams

Office: 828-693-4281

Email: jeff.williams@fourseasonsford.com

Quote ID: 1208202002

Date: 12/08/2020



Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

Table of Contents

Description	Page
Cover Page	1
Table of Contents	2
As Configured Vehicle	3
Pricing Summary - Single Vehicle	8

Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

As Configured Vehicle

Code	Description
Base Vehicle	
F7D	Base Vehicle Price (F7D)
Engines	
99C	6.7L Power Stroke V8 Turbo Diesel - 270 HP @ 2400 RPM Includes Engine Exhaust Brake and manual regen capability. Torque: 700 ft.lbs. @ 1500 rpm. <i>Governed RPM: 3200. Includes CARB clean idle label - may be removed if un-necessary.</i>
425	50-State Emissions
Transmissions	
44G	Ford TorqShift HD 6-Speed Automatic - Double Overdrive, less PTO Provision, less Park Pawl
41A	Transmission Power Take-Off Provision w/LiveDrive Capability and Tow/Haul
Front Wheels & Tires	
643	Wheels, Front 22.5x8.25 White Powder Coated Steel, 10-Hole <i>(285.75MM BC) hub piloted, flanged nut, metric mount, 8.25 DC rims; with steel hubs.</i>
TCH	Tires, Front Two 255/70R22.5H Goodyear Endurance RSA (566 rev/mile)
Rear Wheels & Tires	
663	Wheels, Rear 22.5x8.25 White Powder Coated Steel, 10-Hole <i>(285.75MM BC) hub piloted, flanged nut, metric mount, 8.25 DC rims; with steel hubs.</i>
RCH	Tires, Rear Four 255/70R22.5H Goodyear Fuel Max RSA (563 rev/mile)
Brakes	

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: .

Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

As Configured Vehicle (cont'd)

Code	Description
67H	<p>Hydraulic Brake System - Bosch HydroMax w/Traction Control</p> <p><i>Full power with automatic adjustment, 4-channel ABS antilock brake system. Includes 12" x 3" (Bosch) DSSA type rear axle mounted parking brake, Orscheln lever control, right of driver and hand operated park brake lever.</i></p>
154	<p>Trailer Connection Socket - 7-Way, Wired for Turn Signals, Separate of Stop</p> <p><i>Mounted at rear of frame, for separate trailer stop, tail, turn, marker light circuits. Includes electric trailer brake accommodation package with cab connections for mounting customer installed electric brake unit.</i></p>

Front Axle and Suspension

43N	10,000 lb. Cap. Non-Driving - Dana E-1002I - I-Beam Type
61C	<p>Taper-Leaf Springs, Parabolic - 10,000 lb. Cap</p> <p><i>2-leaf, 62" x 3.15". Also includes, standard duty, dual, double acting shock absorbers.</i></p>
60A	Lube, Front Axle, EmGard 50W, Synthetic Oil

Rear Axle and Suspension

475	<p>21,000 lb. Single Reduction - Open - Dana / Spicer 21060S</p> <p><i>NOTE: When specifying an axle ratio, check performance guidelines for startability and gradeability.</i></p>
18P	<p>Driveshaft Upgrade</p> <p><i>A heavy duty drive line is optional. Heavy duty drive line components are required in more demanding applications, such as higher torque engines or deep reduction low gear(s). The heavier SPL-140 driveshaft is powertrain dependent and should be used when more durability is required by the vocation or customer.</i></p>
68P	<p>Multi-Leaf Springs - 21,000 lb. Cap</p> <p><i>11-leaf. Includes 2,000 lb auxiliary springs for load stabilization.</i></p>
607	Lube, Rear Axle, EmGard 75W-90, Synthetic Oil
X5D	5.57 Axle Ratio

Wheelbase

176WB	176" Wheelbase/102" CA/70" AF/285" OAL
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Frame

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Note: .

Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

As Configured Vehicle (cont'd)

Code	Description
535	Single Channel - Straight 'C' 15.14 SM, 80,000 PSI <i>1,211,200 RBM. High strength low alloy steel. 10.250" x 3.092" x 0.375" (260.4mm x 78.5mm x 9.5mm).</i>
18D	Special Rating GVWR - Limited to 25,999 lb. GVWR
Exhaust	
91G	Under Cab, Right Side Outlet, Switchback-Style <i>Single, horizontal muffler, right side, under cab, outside of frame rail with rear discharge.</i>
Fuel Tanks	
65B	Fuel Tank - LH 50 Gallon Rectangular - Aluminum
12	12 Gal. Single Tank Fuel Fill. Mandatory Charge Applied, Based On Tank Selection
Electrical / Alternator / Battery	
STDALT	Extra Heavy Duty Alternator - 12-Volt, 200 Amp Denso SC5
55M	Jump Start Stud - Remote Mounted
STDBAT	Battery - Two 750 CCA, 1500 Total, Includes Steel Battery Box <i>12Volt, Motorcraft.</i>
59E	Body Builder Wiring - At End of Frame, Separate - (ILO Standard - Back of Cab Combined) <i>Includes sealed connectors for 2 ground circuits, with separate left/stop, separate right/stop, back up lamps. Also includes 2 additional pass through wires to cab.</i>
17M	Back-Up Alarm - Electric, 102 dBA
16V	Voltmeter <i>Available in message center.</i>
Seats	
88A	30/0/30 Fixed Driver & Fixed Passenger w/Console - Vinyl

Cab Interior

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Note: .

Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

As Configured Vehicle (cont'd)

Code	Description
600A	<p>Preferred Equipment Package 600A</p> <p><i>Includes:</i></p> <ul style="list-style-type: none"> - Bumper, Front - Black, Full Width - Wheel Seals, Front - Oil lubricated, SKF ScotSeal PlusXL Seals - Wheel Seals, Rear - Oil lubricated, SKF ScotSeal PlusXL Seals - Manual Regen Initiation - Driver Interface in Message Center - Engine Exhaust Brake - Extra Heavy Duty Alternator - 12-Volt, 200 Amp Denso SC5 - Painted Grille - Plastic - Lights - Roof Marker/Clearance - Amber Lenses, 5 Lights - Tow Hooks, Front (2) - Frame-Mounted, Painted Black - Four Body Builder Switches - Mounted in Center Instrument Panel With connector access located in engine compartment. Amperages vary by switch: 10, 15, 25, 25. - Floor Covering - Black Vinyl - Intelligent Oil Life Monitor - Steering Column - Tilt / Telescoping - Steering Wheel - Black PVC w/Integral Cruise Control Switches, includes Audio Controls
90P	<p>Power Equipment Group - (Included in (90A) Appearance Group)</p> <p><i>Includes power front side windows, power door locks and door trim panel.</i></p>
588	<p>Radio: AM/FM Stereo w/2 Speakers, USB input, Clock Display and Bluetooth</p>
85A	<p>SecuriLock Passive Anti-Theft System</p> <p><i>The SecuriLock Passive Anti-Theft System is designed to help prevent the engine from being started unless a coded key, programmed to the vehicle, is used. It helps protect against drive-away theft through an electronically coded ignition key, its electronically coded ignition key features billions of possible codes to start the vehicle and is not compatible with non-OEM aftermarket remote start systems.</i></p>

Cab Exterior

85K	Remote Keyless Entry w/2 Key Fobs
54R	<p>Mirrors, Dual - Heated & Motorized Rectangular, XL2020 - 102" Width</p> <p><i>Integral spot mirror, sail type, solid black finish.</i></p>

Ship-Thru

21A	<p>Pre-Delivery Inspection</p> <p>Selection requires that you also choose either (314) or (31F) or (31V) to have the Inspection performed. Required with any final Ship-To that is not a dealer.</p>
31V	Ship-Thru - Fontaine Vocational Services for Tractors

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: .

Prepared for:

Town of Beaufort

Prepared by: Jeff Williams

12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |

287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

As Configured Vehicle (cont'd)

Code	Description
	MAY be selected w/o adding (21A). For MODIFICATIONS ONLY, Dealer must make arrangements directly with Fontaine (please use CVT Resources for add. Info).
Miscellaneous	
PAINT	Paint Type - Environmentally Friendly, "3 - Wet System"
Fleet Options	
B4A	Net Invoice Fleet Option
Interior Colors	
E_01	Gray
Primary Colors	
YZ_01	Oxford White
Upfit Options	
300U	Godwin 300U 12' Dump Bed BODY 300U 12 X 30 SIDES 10GA HOIST 820SF DA 12 FT P22-8S OAK SIDE BOARD 12' CAB PROTECTOR HALF SMALL BODY INSTALL CAB PROTECTOR LIGHT HOLES IN CP, RA, RCP ASPHALT CHUTE 300U AND T BOLT INSTALL ASPHALT CHUTE HIDE A STEP OUTSIDE HANDLES ON DUMP BODY OUTSIDE STEPS ON DUMP BODY INSIDE STEPS ON DUMP BODY WALK ROD GRIP STRUT 12 ALUMINUM 4 SPRING TARP SYSTEM IDLER BAR FOR TARP TAILGATE AIR CONTROL ZINC PRIME & BLACK POWDER COAT INSTALL SNGL AXLE BDY UP/DOWN HITCH PINTLE HOOK RIGID PH20 GLAD HANDS LICENSE PLATE BRACKET GLOVE LABOR TO INSTALL ATG INSTALL 6-PIN ELECTRIC PLUG ADAPT 7-PIN FACTORY ELECT PLUG PAINT UNDER COATING 11' BODY RUSTPROOF 11' BODY OR MORE INSTALL SEALED WIRING HARNESS INSTALL STT AND BACK-UP LED 97db BACK UP ALARM - STANDARD INSTALL 6-HEAD FLASHING LED PTO FORD AUTOMATIC

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: .

Prepared for:

Town of Beaufort
Prepared by: Jeff Williams
12/08/2020



Four Seasons Ford Inc. | 601 Duncan Hill Rd Hendersonville North Carolina |
287922722

2022 F-750 Diesel Regular Cab Base (F7D)

Price Level: 215 | Quote ID: 1208202002

Pricing Summary - Single Vehicle

	MSRP
<i>Vehicle Pricing</i>	\$98,033.50
<i>Pre-Tax Adjustments</i>	
Code	Description
Ford Gvmnt GPC	Government GPC
Discount	Dealer Discount
	-\$6,800.00
	-\$11,700.40
Total	\$79,533.10

Customer Signature

Acceptance Date

Prices and content availability as shown are subject to change and should be treated as estimates only. Actual base vehicle, package and option pricing may vary from this estimate because of special local pricing, availability or pricing adjustments not reflected in the dealer's computer system. See salesperson for the most current information.

Note: .



**TOWN OF BEAUFORT
FY 2021 BUDGET AMENDMENT #6**

WHEREAS, the Town of Beaufort adopted its Fiscal Year 2021 Budget through Ordinance on June 25, 2020, and

WHEREAS, the Board of Commissioners recognizes that periodic modifications to the estimated revenues and expenditures for the fiscal year may be necessary for fiscal management purposes and to implement decisions of the Board of Commissioners;

BE IT THEREFORE ORDAINED that the Board of Commissioners amends the Fiscal Year 2021 Budget as follows:

SECTION III: UTILITY FUND

This amendment requests the appropriation of Unrestricted Fund Balance for the purchase of the F-250 Dump Truck for Public Utilities.

A. REVENUE

<u>INCREASE</u>	
APPROPRIATED UNRESTRICTED FUND BALANCE... ..	\$ 79,600
TOTAL INCREASE	\$ 79,600

B. EXPENDITURES AUTHORIZED BY DEPARTMENT

<u>INCREASE</u>	
SEWER DIVISION.....	\$ 79,600
TOTAL INCREASE	\$ 79,600

SECTION VI: DISTRIBUTION

Copies of this ordinance shall be furnished to the Town Manager and Finance Officer to be kept on file for their direction in the disbursement of funds. Adopted this 11th day of January 2021.

ATTEST:

Rachel Johnson
Deputy Town Clerk

Everette S. Newton
Mayor



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Town of Beaufort Board of Commissioners Regular Meeting
6:00 PM Monday, Jan. 11, 2020 – Zoom Meeting due to COVID19 Pandemic**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Preservation North Carolina Request

BRIEF SUMMARY:

Earlier this year the Town entered into an agreement with Preservation North Carolina whereby the demolition order for 400 Pollock Street would be rescinded if certain conditions were met, including reimbursing the town for asbestos abatement costs.

Attached is a letter from Myrick Howard of Preservation North Carolina requesting an extension of the deadline for reimbursing the town for asbestos abatement from December 31 to June 30, 2021, or when the property is sold, whichever comes first.

REQUESTED ACTION:

Consider request.

EXPECTED LENGTH OF PRESENTATION:

5 minutes

SUBMITTED BY:

John Day, Town Manager

BUDGET AMENDMENT REQUIRED:

No

Preservation North Carolina

The Historic Preservation Foundation of North Carolina, Inc.

Saving historic places that matter to the diverse people of North Carolina.



BOARD OF DIRECTORS

- Andrew Stewart, Raleigh Chairman
Valerie Ann Johnson, Oxford Vice Chair and Chair-Elect
Ranse Stokes, Raleigh Secretary
Trish Wilson, Wilmington Treasurer
April Larkins, Greensboro At-Large Executive Committee Member
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Matt Hobbs, Raleigh
Richard Hunter, Warrenton
Earl Ijames, Wendell
Laurie Jackson, Raleigh
Annie Jacobs, Wilmington
Jeff Michael, Davidson
John Moore, Winston-Salem
Marshall Phillips, Charlotte
Donna Scott, Lake Waccamaw
Tom Winslow, Oak City

J. Myrick Howard, President

OFFICES

Hall and Graves-Fields Houses
Headquarters, Raleigh
919-832-3652

Bellamy Mansion, Wilmington
910-251-3700

Eastern Office, Tarboro
252-689-6678

Piedmont Office, Durham
919-401-8540

Western Office, Shelby
704-482-3531

December 18, 2020

John Day
Town Manager
Town of Beaufort
PO Box 390
Beaufort NC 28516-0390

Dear John,

Yesterday we received by email an invoice for \$8,600 for Asbestos Abatement at the Godette Hotel. We have not yet received the invoice by USPS. The invoice states that it is due on December 31, only a few workdays from now. The work was actually done in the spring of 2020, and the town was invoiced on April 13, 2020.

We respectfully request that the Town of Beaufort allow us to pay this invoice upon the earlier of 1) the sale of the property or 2) June 30, 2021, the end of the Town's fiscal year. Our nonprofit group has taken a significant risk in borrowing the necessary funds to purchase this highly significant landmark of African-America history in Beaufort (as well as the house next door, which we will be acquiring early in 2021). In the meanwhile, we will have major carrying costs (interest, insurance, marketing, staff time, etc.) for this property.

We are actively looking for a purchaser who will make a major investment in the property. The Town will benefit from our work in increased tax base and in positive publicity.

We shall be most grateful for the Town's continued cooperation with Preservation North Carolina on this project.

Sincerely,

Myrick

Myrick Howard
President

Cc: Maggie Gregg, PNC Eastern Office
Everette S. (Rett) Newton, Mayor

Headquarters

Mail: P.O. Box 27644, Raleigh NC 27611-7644

Street: 814 Oberlin Rd, Raleigh, NC 27605

919-832-3652 • fax 919-832-1651 • e-mail: info@presnc.org • www.PreservationNC.org



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Town of Beaufort Board of Commissioners Regular Session
6:00 PM January 11, 2021**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: Sewer Allocation Policy

BRIEF SUMMARY:

A proposed sewer allocation policy was first presented to the Board of Commissioners during their October 26, 2020 work session. Additions to the proposed policy were subsequently made based upon Commissioner comments. The resulting draft was presented to the Commissioners during their November 9th regular meeting whereupon additional crafting of the policy’s language was requested. This next round of resulting revisions was presented during the December 21st work session meeting. The ensuing discussion yielded a request for additional revisions that if adopted, will require **all out-of-town** requests for allocation to be directed to the Board of Commissioners for consideration. A request was also made to more clearly explain in the text that Priority Level 2 projects do not include those projects to be located in an area where the Town’s sewer infrastructure consists of a transmission force main and its related appurtenances only.

The attached draft policy is presented for consideration as it is intended to incorporate the additions, deletions, and rewording requested by various Board members up to and including the December 21st work session meeting.

REQUESTED ACTION:

Consider approving the Sewer Allocation Policy as presented.

EXPECTED LENGTH OF PRESENTATION:

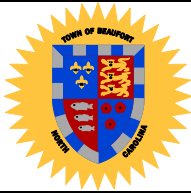
10 minutes

SUBMITTED BY:

Greg Meshaw, PE, Town Engineer

BUDGET AMENDMENT REQUIRED:

No



TOWN OF BEAUFORT POLICY

Department:
Public Services

Effective Date:

Policy Title:
Wastewater Allocation Policy

Version No.:
001

Supersedes:

Prepared By:
Gregory K. Meshaw,
Town Engineer/Pub

Approved By:

Approval Date:

Additions made after the October 26, 2020 work session meeting are **highlighted in yellow**.

Proposed revisions made after the November 9, 2020 regular meeting are shown in **red font**.

Proposed revisions made after the December 21, 2020 work session meeting are shown in **purple font**.

1. Purpose

The Town of Beaufort (“Town”) has made a significant public investment in improvements and increased capacity to the Town’s sewage treatment and disposal facilities (“Plants”) and sewage collection and transmission system (“Sewers”) in order to avoid the environmental damage and danger to the public health caused by limited or inadequate collection and treatment of wastewater. Recognizing that the capacity of the treatment and disposal facilities is finite and adding additional capacity is expensive, this Sewer Allocation Policy has been established to direct growth to areas most appropriate for the efficient provision of municipal sewer service while also establishing a plan for tracking this limited resource. Accordingly, the purpose of this policy is to effectively allocate available sewer capacity to new developments as a means of maintaining a reasonable balance of land-uses in a fair and equitable manner.

2. Definitions

The following words will have the meanings below when used in this ordinance:

- (A) Allocation: A conditional designation of estimated sewer treatment capacity to a specific owner and project, subject to the provisions of this policy and any document of approval.
- (B) Allocation Phase: A provision included as part of an allocation to a specific development that defines the amount of the total allocation which may be used at a specified time.
- (C) Applicant: Any individual, firm, partnership, company, association, corporation, governmental entity, or any other legal entity whose development or improvement of land requires sewer allocation under this policy. The Town may require disclosure of the names of all persons who have a financial interest in any project requesting or having been granted an allocation.

- (D) Application Requirements: All approvals, permits, and/or certifications required for an applicant to begin construction of the infrastructure necessary to serve a proposed development.
- (E) Development: An undertaking involving real property improvement put forth for consideration or acceptance for which Town and/or State approvals, authorizations, or permits are required. A division of real property improvements by phase and/or section lines does not constitute separate developments.
- (F) Development Proposal: An application for approval of a specific plan, subdivision, conditional use permit, site plan, parcel map, or any other discretionary development permit or entitlement application which has been filed with and is pending consideration by the Town.
- (G) DWR: The Division of Water Resources which is part of the North Carolina Department of Environmental Quality, or its successors, ensures safe drinking water in accordance with federal requirements, issues pollution control permits, monitors permit compliance, evaluates environmental water quantity and quality, and carries out enforcement actions for violations of environmental regulations.
- (H) GPD: Typical measurement of the flow or discharge of wastewater in gallons per day.
- (I) Infill Development: Development within a previously developed area that is served by existing the Town's infrastructure existing sewer collection and does not require a permit or permit modification from Division of Water Quality for new or existing sewer main(s) to serve the development.
- (J) Infrastructure: The facilities and installations needed to support a proposed development such as transportation, water, sewer, recreation, and other improvements.
- (K) NCDEQ: The North Carolina Department of Environmental Quality or its successors.
- (L) Plat: A map, generally of a subdivision, showing the location, boundaries, and ownership of individual properties. A Plat may simply be the device for officially recording ownership changes, new lot divisions, or new rezonings.
- (M) PWS: The Public Water Supply Section, which is part of the North Carolina Department of Environmental Quality, or its successors, regulates public water systems within the state under the statutory authority of North Carolina General Statute 130A Article 10.
- (N) Redevelopment: Converting an existing built property into another use. Ideally, redevelopment aims for better use of the property that provides an economic return to the community.
- (ON) Reservation Fee: A fee for the allocation of sewage treatment capacity, specified as dollars per gpd, as established by the adopted fee schedule.

(~~PC~~) Reserve Capacity: The permitted sewer treatment capacity minus the actual wastewater flow being discharged to the treatment facility averaged over the preceding twelve months expressed in gallons per day or similar unit of measurement.

(~~QA~~) Sewer Allocation: A specified amount of sewage treatment capacity (typically measured in gallons per day, gpd) committed to a specific project through action by City staff or Board. An allocation may or may not include allocation phasing.

(~~RP~~) Site Plan: A plan, drawn to scale and showing the scale for which it is drawn, showing uses and structures proposed for a parcel of land as required by the regulations involved. It includes lot lines, streets, building sites, reserved open space, existing structures, natural and man-made landscaping features and, depending on requirements, the location of proposed utility lines.

(~~SR~~) Sketch Plan: An illustrative plan or model that shows the maximum densities for residential and non-residential development, including building massing and height, locations of public use and other spaces, and the relationship to existing and proposed buildings and properties.

(~~TS~~) Uncommitted Reserve Capacity: Is that portion of the reserve capacity remaining after subtracting the development wastewater flow of all projects for which sewer allocation has been granted but have not yet begun discharging to the sewer collection system.

- i. Where applicable, the rated capacity of pump stations and interceptors shall also be taken into account. The most restrictive volume prevails where rated capacities for various components of the collection system differ. For example, an allocation request for 10,000 gpd cannot be granted if the pump station through which this flow would be routed has an uncommitted reserve capacity of only 6,000 gpd despite the wastewater treatment plant reserve capacity being on the order of tens or even hundreds of thousand gallons. The 10,000-gallon request could only be granted if plans for upgrading the capacity of the station have been approved for construction; the upgrade project has been bonded for construction; or the upgrade project is under construction.

3. Allocation Plan

A. The approval of any Final Plat, Site Plan or Building Permit shall be contingent upon approval of sewer allocation adequate for the sewage flows expected to result from development. Under this policy, an approved allocation shall be a prerequisite to the approval of all Final Plats and Site Plans and the issuance of all building permits for those structures that are not part of a development with a previous allocation that has not reverted back to the Town through revocation or expiration.

B. All sewer allocation requests shall be considered on a prioritized basis ~~by category~~. Projects shall be grouped into one of the ~~tiers~~ priority levels below to determine the level of priority and level of consideration needed.

Tier-Priority Level 1 –

- Priority 1 projects include the following classes of development provided all permitting and approval application requirements by the Town and other regulatory agencies having jurisdiction have been satisfied:
 - Infill development located within the Town’s corporate limits
 - Redevelopment located within the Town’s corporate limits.;
 - New development located within the Town’s corporate limits.
- Developments approved prior to effective date of this policy, and,
- Town-funded projects.

Priority Level Tier 2 – Requests that meet all Town application requirements.

- Priority 2 projects include the two classes of development listed immediately below provided all permitting and approval application requirements by the regulatory agencies having jurisdiction have been satisfied **except that** it does not include development or redevelopment to be located within an area or along a corridor in which where the Town’s sewer infrastructure consists solely of a transmission force main and related appurtenances.
 - Infill development located outside of the Town’s corporate limits.
 - Redevelopment to occur within an area located outside of the Town’s corporate limits that is served by a Town-owned sewer collection system.

Priority Level Tier 3 – Requests that do not meet all Town application requirements.

- Development and redevelopment that is volunteered for annexation and have satisfied all permitting and approval application requirements by the Town and other regulatory agencies having jurisdiction. Generally, such development and redevelopment will also incorporate into the overall project the new mains, collection lines, pressure mains, and pump stations necessary to affect extension of service to and at the development/redevelopment.

Priority Level 4 – Requests that do not meet all Town permitting and approval application requirements

- C. Sewer allocation necessary to serve proposed developments shall be based on use capacities as identified in Section 15A of the North Carolina Administrative Code 02T .0114. All sewer capacity shall be considered, allocated, and tracked through the following categories.
- Residential
 - Commercial
 - Discretionary

4. Residential Allocation

- A. Residential Allocation will be considered for all single family, duplex, townhome, and apartment projects and shall be allocated over two categories. These categories are Single Family Developments which includes single family and duplexes; and Multi-Family Developments such as triplexes, quadplexes, townhomes, and apartments.

1. Single Family Development: Single family and duplex developments shall be eligible for a maximum allocation per development phase of 36,000 gpd per 12-month period or the equivalent of one hundred (100) three-bedroom units.

2. Multi-Family Development: Developments such as triplex, quadplex, townhomes, and apartment projects shall be eligible for a maximum allocation per development phase of 48,000 gpd per 12-month period. For example, an applicant would be eligible for up to 200 two-bedroom units per phase.

B. Residential Allocation shall be considered “used” when the Town Engineering Division as well as, the DWR and PWS Divisions of NCDEQ receive and approve the “Engineer’s Certification of Construction” and “As-Built Record Drawings” for the water and sanitary sewer improvements serving the project development phase that was granted the sewer allocation. Release of allocation for a subsequent phase of the development will not occur until the allocation for the prior phase has been used.

5. Commercial Allocation

A. The Commercial Category shall include all developments that are commercial or industrial in nature. The maximum allocation per development phase for projects in the Commercial Category is 15,000 gpd per 12-month period.

B. Sewer allocation granted from the Commercial Category shall be considered “used” when the water meter is installed for the structure to which the allocation was committed.

6. Discretionary Allocation

The Discretionary Category shall include all municipal projects and any other development as approved by Town Board. There is no maximum allocation per development phase; however, Board reserves the right to set a maximum allocation available per phase if deemed appropriate.

7. Procedure

A. All sewer allocation requests shall be made in writing on the Town’s standard form.

B. All applicants requesting water and/or sewer service outside Town limits shall file a petition for annexation with the Town accompanied by the applicable processing fee. The Town will generally consider annexation and extension of utilities to areas within growth areas, though areas outside of a growth area may be considered.

1. Sewer allocation requests shall be considered for a proposed development only after the project site has been annexed or an agreement for out-of-Town services has been approved.

C. ~~Tier 1 projects may be reviewed and approved by Town Staff if application requirements have been satisfied and all applicable conditions have been met.~~ Town Staff shall have the authority to grant allocations of no more than 10,000 gpd to infill developments located within the Town’s corporate limits, projects to be located within the Town’s corporate limits for which the development plans are eligible for approval by Town staff because they that do not require consideration by the Board, and Town-funded projects requiring allocation of no more than 10,000 gpd. In addition, staff may grant additional allocation

to serve subsequent phases of developments approved prior to the effective date of this policy if:

1. the approved plan is still valid;
2. previous allocations have been used; and
3. the allocation being requested does not exceed the allocation limits per development phase as prescribed by this Policy.

D. Sewer allocation requests for ~~Tier~~Priority Level 1 projects that do not meet the criteria of paragraph 7.CB must be reviewed and approved by Town Board.

E. ~~Tier 2 projects shall include development proposals that have met all applicable Town application requirements.~~ Approval of allocation for ~~these~~Priority Level 2 and 3 projects shall follow the same final approval process as required for development proposal. For example, site plans or subdivisions requiring Town Board consideration shall require allocation to also be considered by Board. If a plan is eligible for approval by Town staff, then the allocation may also be granted at a staff level

F. ~~Tier 3~~Priority Level 4 projects are the lowest priority in consideration for reserving sewer allocation. Typically, these projects are speculative in nature since the applicant has not made a significant investment in the proposed project. Board will consider reserving allocation for these projects upon submittal of a preliminary plan or sketch plan and a reservation fee in accordance with this policy.

1. The preliminary plan or sketch plan for a ~~Tier 3~~Priority Level 4 allocation request shall meet the minimum requirements for site plans as established on the Town’s standard “Building Permit Application” or in the case of subdivisions, the minimum requirements for sketch plans as described by the Town’s Subdivision Ordinance.

2. The reservation fee shall be a nonrefundable per gallon charge based on twenty percent (20%) of the sewer system development fees in effect at the time the allocation request is made. If, for any reason, the applicant fails to meet the milestones, as stated in this section, the reservation fee shall be forfeited, and the allocation shall automatically revert to the Town. If the applicant meets the prescribed milestones, the reservation fee shall be credited to the sewer system development fee required for the proposed project.

3. ~~Tier 3~~Priority Level 4 projects shall have twenty-four (24) months to receive all approvals, certifications, and/or permits to begin construction of the water and sewer infrastructure. Once the development has received all approvals and final sewer allocation, the allocation shall be used in accordance with the timeframe as established in the Expiration section of this Policy or the reservation fee and allocation shall be forfeited.

G. An applicant may request allocation sufficient to serve two phases of a development. Such request shall be for the initial phase and reservation of allocation for the successive phase. A request for phased allocation shall be accompanied by a development phasing schedule that clearly shows the planned phases of the development together with the allocations desired per phase.

1. A request to release allocation for a subsequent phase may be made once an allocation for a previous phase has been used.
2. Staff may release an approved allocation phase once the prior phase has been used and all provisions of this policy have been satisfied.

H. An applicant is only eligible to reserve allocation to serve the equivalent of two developments, for use per 12-month period, in any one category.

8. Expiration

A. Sewer allocation granted to a development shall be “used”, as defined herein, within twenty-four (24) months of approval. Thereafter, any allocation reserved for a subsequent phase of development must be used within 12 months of the allocation being released for that phase. If allocation has not been used within the stipulated time periods it shall automatically revert to the Town.

1. An allocation will not be granted until the plans have been approved or the review has been completed whenever a development proposal is part of a project.

9. Extensions

A. The Town staffBoard may grant a 6-month first extension to a development unable to use the initial allocation within the 24-month period. The request for such extension must be accompanied by documentation demonstrating use of allocation before the expiration date is unavoidable due to factors beyond the applicant’s control. The six-month extension may be granted if, at the sole discretion of staffthe Board, the delay is a result of factors beyond the applicant’s control.

B. The Town Board may consider additional extensions for developments with valid plans in 12-month increments. Extension requests made to Board shall be accompanied by a non-refundable processing fee as identified in the adopted Fee Schedule.

10. Appeal Process

Staff decisions may be appealed to Town Board. Appeal requests must be in writing and include a detailed description of the proposed development, allocation requested, and reason for the appeal. All decisions rendered by Board shall be final.

11. Reversion and Revocation

- A. Sewer allocation is granted to a specific development to be located on a specific parcel or parcels of land and based on the approved development which received sewer allocation. Upon completion of the development or permit expiration, the unused allocation (adjusted to the actual development constructed, if necessary), will automatically revert to the Town. Further, allocation granted to a development may be immediately revoked and the Reservation Fee forfeited immediately upon written notice to the applicant that Town staff has determined the allocation was granted based on false or misleading information.
- B. Town Board reserves the right to revoke allocation, if deemed necessary, on projects (or portions thereof) with excess capacity or where system development fees have not been paid within thirty-six (36) months of the original allocation.
- C. Any sewer allocation granted outside the provisions of this Policy from the effective date forward shall be null and void unless granted by Town Board pursuant to Section 13, Policy Review.

12. Transferability

Sewer Allocation may only be used for the specific development on the parcel(s) for which it was originally granted. Unused sewer allocation for a development may only be transferred from the individual, firm, partnership, company, association, corporation, governmental entity, or other legal entity owning the development to another only after receiving written authorization from the Town. Under no circumstances shall allocation be used for any other development.

13. 15A NCAC 02T .0118 Acknowledgement – Capacity Limitations and Future Demands

- A. This Policy acknowledges the requirements of Title 15A of the North Carolina Administrative Code, Chapter 02, Subchapter T, Section .0118 titled “Demonstration of Future Wastewater Treatment Capacities” (15A NCAC 02T .0118) and the purpose of those requirements which is to ensure that treatment facilities to not exceed their hydraulic treatment capabilities. This section of the administrative code also details the actions that must be taken when treatment plants reach average flows of 80 percent and 90 percent of their permitted capacity.
- B. Realizing that the Town must submit to the North Carolina Division of Water Quality (NC DEQ) specific plans for meeting future wastewater treatment or disposal needs prior to exceeding 80 percent of the Town’s wastewater treatment capacity and that granting of sewer allocation requires the approval by the NC DEQ Director once the average flows to the Town’s wastewater treatment facility exceeds 80 percent, the Town Board may elect to consider only high priority level projects for granting of sewer allocation once flows to the facility approach 80 percent of permitted capacity. The Board may also elect to modify or deviate from this policy. Generally, implementation of these and/or other actions will be considered by the Board when the average flows to the Town’s wastewater treatment plant reach 75 percent of the permitted capacity.

13-14. Policy Review

Town Board hereby reserves all rights to review, modify, or deviate from this policy at the sole discretion of the Board. This shall include, but is not limited to:

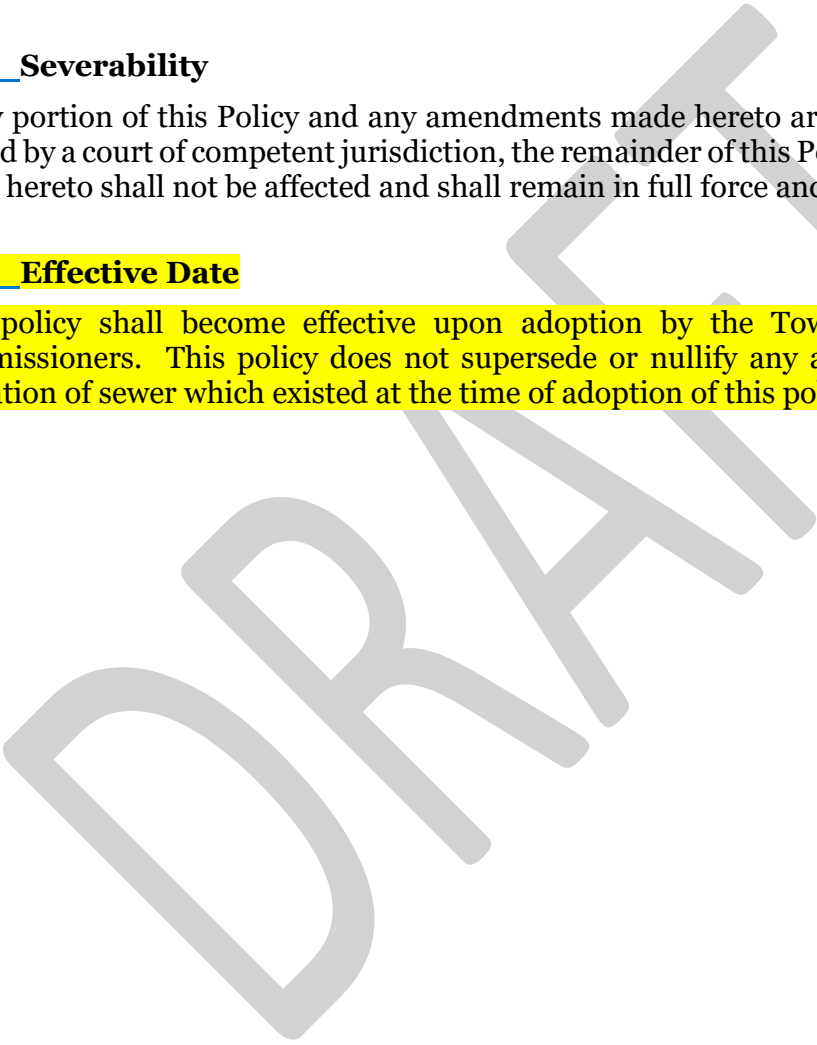
- granting variances to the policy;
- determining sewer capacity available per category to maintain a fair and equitable balance between categories and to promote growth deemed in the best interest of the Town;
- the release of additional allocation recaptured through the Town’s Inflow and Infiltration (I&I) detection and elimination program; and
- other relevant factors as determined by Board.

14.15. Severability

If any portion of this Policy and any amendments made hereto are held unconstitutional or invalid by a court of competent jurisdiction, the remainder of this Policy and any amendments made hereto shall not be affected and shall remain in full force and effect.

15.16. Effective Date

This policy shall become effective upon adoption by the Town of Beaufort Board of Commissioners. This policy does not supersede or nullify any agreement concerning the allocation of sewer which existed at the time of adoption of this policy.



WASTEWATER ALLOCATION REQUEST



3.

TOWN OF Beaufort

Public Services Department
701 Front Street, Beaufort, NC 2816
P.O. Box 390, Beaufort, NC 28516
Phone: 252-728-2141

WASTEWATER ALLOCATION REQUEST

The Town of Beaufort, in an effort to manage and maintain the sewer and water capacity for the Town, requires that this application be completed and submitted to the Town for consideration of a utility allocation. Review fee is due upon submittal of request.

Wastewater Allocation Request Review Fee: \$50

SITE INFORMATION

Name of Project: _____ Acreage of Property: _____

County Tag Number: _____ NC PIN: _____

Address/Location: _____

Zoning District: _____

Location Status: Town Limits Existing Out-of-Town Service Area
 Out-of-Town Service Approval/Agreement

APPLICANT INFORMATION

Applicant: _____

Mailing Address: _____

Phone Number: _____ Fax: _____

Contact Person: _____

Email Address: _____

PROPERTY OWNER INFORMATION

Name: _____

Mailing Address: _____

Phone Number: _____ Fax: _____

Email Address: _____

FOR OFFICE USE ONLY

Date Received: _____

File Number/Name: _____

PROJECT INFORMATION

Use: New Expanded Change

Use Type: Residential Commercial

Proposed Use(s): _____ Existing Use(s): _____

Developer Name: _____

Mailing Address: _____

Phone Number: _____ Fax Number: _____

Email Address: _____

ALLOCATION REQUEST (See instructions on page 3 regarding use of Professional Engineer)

The following supplemental information is required:

- Complete development proposal for Priority Levels 1, 2 or 3 allocation request
- Preliminary plan or sketch plan for Priority Level 4 allocation request meeting requirements for site plans as established on the Town's Building Permit Application or as described for sketch plans by the Town's Subdivision Ordinance
- If a phasing schedule is proposed, include as an attachment

Residential:

Gross Acreage: _____

Single Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
Total		-----	

Multi-Family	# of Units	GPD per Unit	Total Requested GPD
1-2 Bedroom Units			
3 Bedroom Units			
>3 Bedroom Units			
Total		-----	

Non-Residential: (Design Flow Guideline provided as Appendix A)*

**If design flow deviates from the flow rates presented in Appendix A, provide supporting documentation/justification as an attachment in the form of 12 months of water bills demonstrating gallons per day utilized.*

Gross Acreage: _____

Use	Measurement Unit	# of Units	GPD per Unit	Total Requested GPD
Total			-----	

TOTAL REQUESTED GALLONS PER DAY: _____

APPLICANT AFFIDAVIT

I/We, the undersigned, do hereby make application and petition to the Town of Beaufort to approve the subject Wastewater Allocation. I hereby certify that I have full legal right to request such action and that the statements or information made in any paper or plans submitted herewith are true and correct to the best of my knowledge. I understand this application, related material and all attachments become official records of the Planning Department of the Town of Beaufort, North Carolina, and will not be returned.

Print Name

Signature of Applicant

Date

ENGINEER'S CERTIFICATION

The allocation request data provided on page 2 of this form shall be provided by a Professional Engineer for all requests except single lot residential infill requests and commercial requests equal to or less than 250 gallons per day. The certification statement below shall be completed by the Professional Engineer providing the data.

I, _____ hereby attest that the total requested allocation and the values used to derive the total are to the best of my knowledge, accurate and complete having been prepared in accordance with the instructions of this form while also adhering to applicable State laws, regulations, and rules, concerning the determination of design daily wastewater flows from facilities served by public wastewater collection and treatment systems.

Signed and Dated Professional Engineer Seal

Firm Name

Address

Telephone No.

Email Address

Approved by: Town Engineer
 Board of Comissioners

Allocation approved: _____ gallons per day

Date of Approval: _____

Confirmation signature by:

Town Manager

APPENDIX A: DESIGN FLOW RATES

The following table from the North Carolina Administrative Code 02T.0114 shall be used to determine the minimum allowable design daily flow of wastewater facilities. Alternatively, the Town in its sole and absolute discretion may calculate the customer's initial average daily wastewater flow based on data from the customer's operations (or from similarly situated customers) with a comparable sanitary sewer system, where such data are available and reasonably current.

Establishment Type	Daily Flow Rate
Barber and Beauty Shops	
Barber Shops	50 gal/chair
Beauty Shops	125 gal/booth or bowl
Businesses, Offices and Factories	
General business and office facilities	25 gal/employee/shift
Factories, excluding industrial waste	25 gal/employee/shift
Factories or businesses with showers or food preparation	35 gal/employee/shift
Warehouse	100 gal/loading bay
Warehouse – self storage (not including caretaker residence)	1 gal/unit
Churches	
Churches without kitchens, day care or camps	3 gal/seat
Churches with kitchen	5 gal/seat
Churches providing day care or camps	25 gal/person (child & employee)
Fire, Rescue and Emergency Response	
Fire or rescue stations without on-site staff	25 gal/person
Fire or rescue stations with on-site staff	50 gal/person/shift
Food and Drink Facilities	
Banquet, dining hall	30 gal/seat
Bars, cocktail lounges	20 gal/seat
Caterers	50 gal/100 sq. ft. floor space
Restaurant, full Service	40 gal/seat
Restaurant, single service articles	20 gal/seat
Restaurant, drive-in	50 gal/car space
Restaurant, carry out only	50 gal/100 sq. ft. floor space
Institutions, dining halls	5 gal/meal
Deli	40 gal/100 sq. ft. floor space
Bakery	10 gal/100 sq. ft. floor space
Meat department, butcher shop or fish market	75 gal/100 sq. ft. floor space
Specialty food stand or kiosk	50 gal/100 sq. ft. floor space
Hotels and Motels	
Hotels, motels and bed & breakfast facilities, without in-room cooking facilities	120 gal/room
Hotels and motels, with in-room cooking facilities	175 gal/room
Resort hotels	200 gal/room
Cottages, cabins	200 gal/unit
Self-service laundry facilities	500 gal/machine
Medical, Dental and Veterinary Facilities	
Medical or dental offices	250 gal/practitioner/shift
Veterinary offices (not including boarding)	250 gal/practitioner/shift
Veterinary hospitals, kennels, animal boarding facilities	20 gal/pen, cage, kennel or stall
Hospitals, medical	300 gal/bed
Hospitals, mental	150 gal/bed
Convalescent, nursing, rest homes without laundry facilities	60 gal/bed
Convalescent, nursing, rest homes with laundry facilities	120 gal/bed
Residential care facilities	60 gal/person
Parks, Recreation, Camp Grounds, R-V Parks and other Outdoor Activity Facilities	
Campgrounds with comfort station, without water or sewer hookups	75 gal/campsite

Establishment Type	Daily Flow Rate
Campgrounds with water and sewer hookups	100 gal/campsite
Campground dump station facility	50 gal/space
Construction, hunting or work camps with flush toilets	60 gal/person
Construction, hunting or work camps with chemical or portable toilets	40 gal/person
Parks with restroom facilities	250 gal/plumbing fixture
Summer camps without food preparation or laundry facilities	30 gal/person
Summer camps with food preparation and laundry facilities	60 gal/person
Swimming pools, bathhouses and spas	10 gal/person
Public access restrooms	325 gal/plumbing fixture
Schools, Pre-school and Day Care	
Day care and preschool facilities	25 gal/person (child & employee)
Schools with cafeteria, gym and showers	15 gal/student
Schools with cafeteria	12 gal/student
Schools without cafeteria, gym or showers	10 gal/student
Boarding schools	60 gal/person (student & employee)
Service Stations and Car Wash Facilities	
Service stations, gas stations	250 gal/plumbing fixture
Car wash facilities	1200 gal/bay
Sports Centers	
Bowling center	50 gal/lane
Fitness, exercise, karate or dance center	50 gal/100 sq. ft.
Tennis, racquet ball	50 gal/court
Gymnasium	50 gal/100 sq. ft.
Golf course with only minimal food service	250 gal/plumbing fixture
Country clubs	60 gal/member or patron
Mini golf, putt-putt	250 gal/plumbing fixture
Go-kart, motocross	250 gal/plumbing fixture
Batting cages, driving ranges	250 gal/plumbing fixture
Marinas without bathhouse	10 gal/slip
Marinas with bathhouse	30 gal/slip
Video game arcades, pool halls	250 gal/plumbing fixture
Stadiums, auditoriums, theaters, community centers	5 gal/seat
Stores, Shopping Centers, Malls and Flea Markets	
Auto, boat, recreational vehicle dealerships/showrooms with restrooms	125 gal/plumbing fixture
Convenience stores, with food preparation	60 gal/100 sq. ft.
Convenience stores, without food preparation	250 gal/plumbing fixture
Flea markets	30 gal/stall
Shopping centers and malls with food service	130 gal/1000 sq. ft.
Stores and shopping centers without food service	100 gal/1000 sq. ft.
Transportation Terminals	
Air, bus, train, ferry, port and dock	5 gal/passenger

Source: North Carolina Administrative Code 02T.0114, January 1, 2007



Town of Beaufort, NC

701 Front St. - P.O. Box 390 - Beaufort, N.C. 28516
252-728-2141 - 252-728-3982 fax - www.beaufortnc.org

**Town of Beaufort Board of Commissioners Regular Meeting
6:00 PM Monday, Jan. 11, 2020 – Zoom Meeting due to COVID19 Pandemic**

AGENDA CATEGORY: Items for Discussion and Consideration
SUBJECT: NC League of Municipalities Legislative Goals - 2021-2022
Legislative Biennium

BRIEF SUMMARY:

The NCLM Legislative Policy Committee has compiled and refined goals submitted by members, and from those the NCLM Board of Directors has reviewed and approved 17 proposed advocacy goals for consideration.

Each member municipality may now review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda for the 2021-2022 legislative biennium, which begins in January at the N.C. General Assembly.

Individual Commissioners submitted their suggested goals, which were compiled and are presented in an attached document.

REQUESTED ACTION:

Select 10 of the 17 possible legislative goals.

EXPECTED LENGTH OF PRESENTATION:

15 minutes

SUBMITTED BY:

John Day, Town Manager

BUDGET AMENDMENT REQUIRED:

No

NCLM Legislative Goals 2021
Town of Beaufort
Results from Commissioner Survey (four respondents)

Goals with Unanimous Support:

- 1. Increase state and federal funding for affordable housing.**
 - a. Ongoing revenue sources to meet affordable housing needs is extremely limited; the two primary state programs to meet those needs – the N.C. Housing Trust Fund and the Workforce Housing Loan Program – have received less than \$30 million annually in recent years.
 - b. More than one-in-four North Carolina households are considered “cost-burdened” when it comes to paying for housing, meaning they pay at least 30 percent of their income in housing costs.
 - c. Affordable housing is not an issue only in larger cities; a growing number of smaller cities and towns have recognized a lack of affordable housing as major problem facing residents and an impediment to workforce recruitment.

- 2. Create a permanent and adequate funding stream for local infrastructure needs.**
 - a. Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - b. Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - c. Creating a more permanent funding stream for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.

- 3. Provide funding to keep aging water and sewer systems financially solvent today and viable for the future.**
 - a. According to a state study, North Carolina will need at least \$17 billion to meet water and wastewater infrastructure needs over the next two decades.
 - b. Several dozen towns in the state have financially distressed water or sewer operations, threatening the towns’ overall financial viability.
 - c. These stresses to water and sewer operations have coincided with population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.

- 4. Ensure state funding for any new, state-mandated benefits for municipal employees.**
 - a. In recent years, legislators have considered additional post-retirement benefits for certain classes of municipal employees.
 - b. Often, proposed legislation would act as an unfunded mandate on municipalities, as it fails to include a state-funding source.
 - c. Proposals, many focused on firefighter benefits, fail to consider that municipalities already enjoy the authority to provide these benefits individually without legislative action.

Goals with Support from 3 Respondents:

- 5. Expand incentives and funding for local economic development.**
 - a. Funding is simply inadequate in many cities and towns to encourage job growth.
 - b. A lack of state funding is seen in grants or incentives for major job creation projects as well as programs to boost small business growth.
 - c. Among the needs are restoring cuts or additional funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits.

- 6. Refine economic tier designation system to more accurately reflect conditions at sub-county level.**
 - a. The existing criteria does not seem to reflect the status of many communities.
 - b. The current tier designations fail to take into account the disparate levels of wealth within individual counties.
 - c. The county-focused system means that municipalities can lose out on state grants and other types of funding when they fail to adequately reflect community’s wealth.

- 7. Increase public safety grant funding and expand allowable uses.**
 - a. Improving policing will require additional public safety grant funding and more flexibility in its uses.
 - b. More effective and equitable policing can be achieved by additional funding of community policing programs, as well as putting more dollars toward alternative programs that seek to address mental health calls and other issues through non-uniformed personnel.
 - c. Additional funding is also needed to meet public safety communication needs.

- 8. Reduce pressure on property tax payers by expanding locally-controlled options for revenue generation.**
 - a. Property taxes remain the primary revenue stream over which municipal governments exercise control.
 - b. Cities have little or no authority to raise significant revenue in other ways.
 - c. A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.

Goals with Support from 2 Respondents:

- 9. Grant local governments the authority to build broadband infrastructure in order to partner with private providers, and provide additional funding to help close the digital divide.**
 - a. The COVID-19 pandemic has demonstrated the need for additional steps to improve broadband access.
 - b. Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - c. Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.

10. Secure federal and state aid directly to municipalities to offset all lost revenues due to the Covid-19 pandemic.

- a. Municipalities saw large drops in sales and occupancy taxes and utility revenues last spring; the current surge in the virus is likely to produce more economic disruption and further erosion in revenues.
- b. Earlier federal assistance to state and local governments was neither direct nor flexible, preventing revenue holes from being filled.
- c. NC municipalities received only a fraction of the federal CARES Act state and local dollars allocated to North Carolina in March.

11. Revitalize vacant and abandoned properties with enhanced legal tools and funding.

- a. Many towns and cities do not have the funding to address abandoned properties.
- b. These properties affect surrounding home and business property values, economic development opportunities and crime rates.
- c. With funding and additional legal tools, such as those allowing for properties to be more easily condemned and to address multiple heirs, these properties could serve to addressing local housing needs.

12. Extend notification timeline for any changes to sales tax revenue disbursement.

- a. Under current law, counties are able to shift the method of local sales tax disbursement in April, providing notice to municipalities just two months ahead of the new fiscal year.
- b. These shifts, from per-capita to ad valorem distribution methods, or vice versa, can mean significant losses of sales tax revenue for municipalities, with little time to consider the budget implications.
- c. County governments enjoy this power even though a majority of sales tax revenues are generated within municipal borders.

13. Improve processes and payments for moving utility lines located in the right-of-way during transportation projects.

- a. NCDOT charges to cities to move utility lines for road projects can be costly.
- b. Due to uncertain construction timelines, these charge often come with little notice or ability to budget.
- c. Increased transparency and communication would allow cities to better plan for these projects.

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are NOT listed in any particular order.

- Grant local governments the authority to build broadband infrastructure in order to partner with private providers, and provide additional funding to help close the digital divide.
 - The COVID-19 pandemic has demonstrated the need for additional steps to improve broadband access.
 - Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.
- Secure federal and state aid directly to municipalities to offset all lost revenues due to the Covid-19 pandemic.
 - Municipalities saw large drops in sales and occupancy taxes and utility revenues last spring; the current surge in the virus is likely to produce more economic disruption and further erosion in revenues.
 - Earlier federal assistance to state and local governments was neither direct nor flexible, preventing revenue holes from being filled.
 - NC municipalities received only a fraction of the federal CARES Act state and local dollars allocated to North Carolina in March.
- Expand incentives and funding for local economic development.
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - A lack of state funding is seen in grants or incentives for major job creation projects as well as programs to boost small business growth.
 - Among the needs are restoring cuts or additional funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits.

- Refine economic tier designation system to more accurately reflect conditions at sub-county level.
 - The existing criteria does not seem to reflect the status of many communities.
 - The current tier designations fail to take into account the disparate levels of wealth within individual counties.
 - The county-focused system means that municipalities can lose out on state grants and other types of funding when they fail to adequately reflect community's wealth.

- Revitalize vacant and abandoned properties with enhanced legal tools and funding.
 - Many towns and cities do not have the funding to address abandoned properties.
 - These properties affect surrounding home and business property values, economic development opportunities and crime rates.
 - With funding and additional legal tools, such as those allowing for properties to be more easily condemned and to address multiple heirs, these properties could serve to addressing local housing needs.

- Increase state and federal funding for affordable housing.
 - Ongoing revenue sources to meet affordable housing needs is extremely limited; the two primary state programs to meet those needs – the N.C. Housing Trust Fund and the Workforce Housing Loan Program – have received less than \$30 million annually in recent years.
 - More than one-in-four North Carolina households are considered “cost-burdened” when it comes to paying for housing, meaning they pay at least 30 percent of their income in housing costs.
 - Affordable housing is not an issue only in larger cities; a growing number of smaller cities and towns have recognized a lack of affordable housing as major problem facing residents and an impediment to workforce recruitment.

- Create a permanent and adequate funding stream for local infrastructure needs.
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating a more permanent funding stream for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.
- Provide funding to keep aging water and sewer systems financially solvent today and viable for the future.
 - According to a state study, North Carolina will need at least \$17 billion to meet water and wastewater infrastructure needs over the next two decades.
 - Several dozen towns in the state have financially distressed water or sewer operations, threatening the towns' overall financial viability.
 - These stresses to water and sewer operations have coincided with population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
- Ensure state funding for any new, state-mandated benefits for municipal employees.
 - In recent years, legislators have considered additional post-retirement benefits for certain classes of municipal employees.
 - Often, proposed legislation would act as an unfunded mandate on municipalities, as it fails to include a state-funding source.
 - Proposals, many focused on firefighter benefits, fail to consider that municipalities already enjoy the authority to provide these benefits individually without legislative action.
- Improve state-wide funding and support for LEO training focused on use of force, mental health and de-escalation skills.
 - Highly-publicized incidents of police use of force in 2020 have underscored the need for enhanced and expanded law enforcement training.
 - Improved training is needed to build trust and legitimacy in the community while serving the public in a professional and equitable manner.
 - Numerous studies show that additional and effective training focused on conflict de-escalation can significantly reduce police use of force.

- Permit all cities to establish a police department citizen review board.
 - Current state law requires cities to seek local legislation approved by the General Assembly to establish a police citizen review board.
 - A statewide law providing cities and towns the option of establishing such boards would allow more flexibility to meet local needs.
 - Establishing these review boards, when sought by and supported by local residents, can create another avenue to build trust with the community.
- Allow a short grace period for online posting of local emergency declarations while allowing them to take effect immediately.
 - Current state law requires immediate online posting of local emergency declarations in order to take effect.
 - Recent disasters and emergencies have demonstrated the difficulties meeting the requirement.
 - Weather issues and power outages are among the problems that can hamper compliance.
- Increase public safety grant funding and expand allowable uses.
 - Improving policing will require additional public safety grant funding and more flexibility in its uses.
 - More effective and equitable policing can be achieved by additional funding of community policing programs, as well as putting more dollars toward alternative programs that seek to address mental health calls and other issues through non-uniformed personnel.
 - Additional funding is also needed to meet public safety communication needs.
- Extend notification timeline for any changes to sales tax revenue disbursement.
 - Under current law, counties are able to shift the method of local sales tax disbursement in April, providing notice to municipalities just two months ahead of the new fiscal year.
 - These shifts, from per-capita to ad valorem distribution methods, or vice versa, can mean significant losses of sales tax revenue for municipalities, with little time to consider the budget implications.
 - County governments enjoy this power even though a majority of sales tax revenues are generated within municipal borders.

- Reduce pressure on property tax payers by expanding locally-controlled options for revenue generation.
 - Property taxes remain the primary revenue stream over which municipal governments exercise control.
 - Cities have little or no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.
 - Increase in state funding to support public transportation development and operations.
 - Growing areas require public transportation options to effectively allow people to work, live and play.
 - When quality of life suffers due to traffic congestion, areas lose their attractiveness as places to live and work; that can affect the larger economic growth of the entire state.
 - The state needs to be a full partner in public transit solutions.
 - Improve processes and payments for moving utility lines located in the right-of-way during transportation projects.
 - NCDOT charges to cities to move utility lines for road projects can be costly.
 - Due to uncertain construction timelines, these charge often come with little notice or ability to budget.
 - Increased transparency and communication would allow cities to better plan for these projects.
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