

# CAROLINA BEACH

Town Council Workshop Minutes  
Tuesday, August 25, 2020 @ 9:00 AM  
Council Chambers  
1121 North Lake Park Boulevard  
Carolina Beach, NC 28428

## ASSEMBLY

The Town of Carolina Beach Town Council Workshop was held on Tuesday, August 25, 2020, at 9:00 AM in Council Chambers.

PRESENT: Mayor LeAnn Pierce, Mayor Pro Tem Jay Healy, Council Member Lynn Barbee, and Council Member Steve Shuttleworth

ABSENT: Council Member JoDan Garza

ALSO PRESENT: Town Manager Bruce Oakley, Town Clerk Kim Ward, and Town Attorney Noel Fox

## MAYOR PIERCE CALLED THE MEETING TO ORDER

### CLOSED SESSION

Closed Session to Discuss Attorney/Client and Real Estate Matters

**ACTION:** Motion to go into closed session to discuss an attorney/client matter and a real estate matter in accordance to NCGS 143-318.11(a)(3) and (5). The matters being discussed include:

TCB vs. Carolina Freeman LLC NHC 18 CVS 3151

TCB vs. B&F Enterprises LLC NHC 18 CVS 3152

TCB vs. DRDK LLC NHC 18 CVS 3153

TCB vs. Freeman Beach LLC 18 CVS 3154

The property being discussed is Parcel ID R09013-001-135-000, owned by Lena Adams for the purpose of connectivity.

Motion: Mayor Pierce

Vote: 4-0

Council returned to open session at 10:15 a.m.

**Mayor Pierce made a motion to approve a settlement with the Plaintiffs in 19-CVS-2999 Stier Construction Company, Inc and Bryan Humphrey Design Build, Inc pursuant to a stipulation and release agent and to authorize the Town Manager to execute same. Motion passed 4 to 0.**

## DISCUSSION ITEMS

Bike/Ped Committee Project Requests

Bike/Ped Committee Chairman Mike Hoffer gave a presentation of project requests.

## 2 Bicycle/Pedestrian Projects

- Developed over the course of one year minimum
- Unanimously approved by Bike/Ped Committee
- Reviewed and approved by staff/TRC

### Lake Park Blvd - Bike Lane Extension

Carolina Sands Drive - Lake Ave

44 feet wide

Proposal:

- Remove west side parking (7 spots)
  - Re-stripe to add bike lanes
1. Northernmost parking space on east side
  2. 3 parking spaces on west side (to be removed)
  3. 4 parking spaces on west side (to be removed)
  4. Southernmost parking space on east side

\*\* Per Federal Highway Administration vehicle travel lanes should be designed as follows:

25 mph: 10 feet minimum

30-40 mph: 11 feet minimum

> 45 mph: 12 feet minimum

### Lake Park Blvd - Bike Lane Extension

Lake Ave - Woody Hewett Ave

40 feet-32 feet wide

Proposal:

Re-stripe to add bike lanes (no parking spaces on either side of Lake Park)

1. Northbound bike lane ends at Woody Hewett
2. Southbound bike lane starts at Lake

### Lake Park Blvd - Bike Lane Extension

Cost Estimate

Grinding off 2,200 ft of double yellow stripe (\$2.50/Lf): \$5,500

Grinding off 7 parking space lines (\$2.50 / Lf): \$200

Striping 2,200 ft single white line on both sides of the road (\$0.55 / Lf): \$2,420

Striping 2,200 ft of double yellow line (\$0.55 / Lf): \$1,210

Painting 6 bike lane markers (\$150.00 / Ea): \$900

Total: \$10,230

### Island Greenway System Traffic Improvements

Bike/ped routes should have primacy whenever possible and/or reasonable.

1. Remove stop sign from Greenville Ave to allow for right-of-way (5th St only should stop)
2. Add 3-way stop and crosswalk to Greenville & 4th St

3. Remove stop sign from 4th St to allow for right-of-way (Spartanburg Ave only should stop)
4. Remove stop sign from 4th St to allow for right-of-way (Atlanta Ave only should stop)
5. Remove stop sign from Clarendon Ave to allow for right-of-way (6th Street only should stop)
6. Remove stop sign from 8th Street to allow for right-of way (Atlanta Ave only should stop)

Mayor Pierce said this was a great presentation. She said that anytime the Town removes stop signs it becomes a hot topic, so she would like to defer that to Mr. Oakley to take to the Technical Review Committee (TRC) to get input. Mr. Hoffer said the TRC has seen this, but he's fine with a reassessment. Mayor Pierce said before Council votes, she would like to have staff review and a public hearing. Mr. Oakley said he would take the information before the TRC and come back with a recommendation to Council. Mayor Pierce said she would like to move forward with discussing project 1 with the N.C. Department of Transportation (DOT) to see if the Town can do it. Mr. Oakley said staff will do this right away.

Council Member Barbee said the projects sound good to him, but Council needs staff to ensure they won't create a safety hazard.

Mayor Pro Tem Healy said this was a very thorough presentation and that he feels good about it, but it's important to fully go through the process.

### **Update on the Water Study**

Mr. Parvin said the Town has been working with LKC Engineering and Engineering Services for a while on this study, which addresses water quantity and quality needs for the Town as it progresses toward buildout. The presentation was first made during a May 5 workshop via Zoom, but due to audio difficulties with the virtual platform Council wanted to wait for further discussion until it could be delivered in-person.

Adam Kiker of LKC Engineering gave the presentation, which he said covered some of the same topics from May with some tweaks based on feedback.

What is our "why"?

Water quantity challenge

- Historical data, current situation, and future growth
- Peak daily water supply exceeds the 12-hour pumping rate of the supply wells
- Plan for increasing system capacity as system demand grows

Water quality challenge

- Slow degradation in raw water quality from supply wells
- Other systems have experienced similar trends
- Plan for improved levels of treatment over time

Water quantity challenge

Water system peak day supply exceeds 12-hour pumping rates from supply wells

- Consecutive peak days cause operational challenges
- Current available system supply: 1,956,600 gallons/day

Mr. Kiker presented some statistics from 2012 through July 2020. He said they show that during five of the past eight years, there has been at least one day where the Town's system supply has exceeded the 12-hour pumping rate. Mr. Kiker said if this happens once or twice it's not a problem or an emergency, but the Town needs to avoid those numbers becoming more regular and causing frequent stress on the aquifer.

Estimated water system growth

Used the Land Use Plan to track projected peak population

2017 data point for peak water supplied vs. peak population

- 123 gallons per day per capita

Land Use Plan uses a 1.36% growth rate for peak population

- 2050 peak population estimate: 26,464 people
- 123 gallons/day/capita: 3,240,000 gallons per day, peak supply

Water quality challenges

Raw water quality slowly degrading

- Total dissolved solids
- Hardness

Develop a plan that manages changes in water quality as system demand grows

- Transition to membrane filtration

Other challenges

Land availability creates challenges for new water supply infrastructure

Supply wells require a 100-radius circle

- Equivalent of one acre, square

Site for a new treatment facility

Alternatives considered

Water quantity improvements

- Construct more storage to buffer peak days
- Add a third filter at the Alabama WTP to increase supply

Water quality improvements: membrane filtration

- 801 Dow Road site
- Cape Fear WTP site
- MOTSU site near the sewer plant

Bulk water purchase from Cape Fear Public Utility Authority

Mayor Pierce asked for clarification about the 810 Dow Road site. Mr. Kiker said the site is not large enough to accommodate all necessary infrastructure. He moved ahead to a slide showing the reasons it is not a good option.

#### 810 Dow Road site

- Site is too crowded
- Does not meet property line setback requirements
- No room for parking
- Maintenance activities would require road closure
- Process units are separate due to existing telecom utilities

Council Member Shuttleworth said he was confused because in the past, Town staff had made presentations that showed the Town could put a water treatment facility on this site and there was room for everything needed with existing tanks. He said now the presentation was showing components that were never expressed to Council before. Mr. Kiker said the site is not big enough. Mayor Pierce said this was also news to her after the Town had spent \$500,000 on the property. Mark Meyer, Public Utilities Director for the Town, said he doesn't think staff was previously looking as far ahead as they are now. Council Member Shuttleworth said they were looking far ahead in the past and were referencing a 30-year buildout.

Mr. Kiker said the study shows the water plant fits best on the MOTSU site. He said the WTP site can work, but it would be more expensive. Council Member Shuttleworth said Council agrees with this but that the Town isn't able to put anything on the MOTSU site. Mayor Pro Tem Healy asked if there would be enough room on the Dow site if the Town eliminated a building. Mr. Kiker said he doesn't believe the building has a lot of value, but this can be explored further.

#### Phased Approach

##### Phase 1

- Install a third filter at the Alabama WTP site with new wells
- Construct a new 1,000,000-gallon storage tank and pump station on MOTSU near the sewer plant (future membrane plant site)
- Begin the NPDES discharge permit process for Phase 2

Preliminary budget: \$7,714,000

- Increases available supply by approximately 500,000 gallons per day
- Added storage provides a buffer for consecutive peak days in the near term
- Infrastructure will be used in Phase 2

##### Phase 2

- Construct a membrane treatment facility on MOTSU property (near the sewer plant) with one 0.875-mgd treatment skid
- New higher-yield supply wells
- Redirect Cape Fear WTP flow to membrane plant

Preliminary budget: \$14,553,000

- Adds 1,000,000 gallons per day capacity initially
- Plant site sized for 3.5-mgd buildout capacity

- Add membrane trains in the future as needed
- Cape Fear WTP site can be reprogrammed for other Town use

Total for both phases: \$22,267,000

Recommended schedule

Phase 1

Start design, funding, land acquisition: 2020

Begin construction: 2022

Phase 1 completion: 2023

Phase 2

Discharge permit acquisition: 2021-2023

Start design and funding: 2023

Begin construction: 2026

Phase 2 completion: 2027

Council Member Shuttleworth said the Town floated a \$30 million bond for utilities and has raised rates consistently yet still needs to do more just to make payments. He said to complete everything on the above schedule, this would involve more rate increases every year for the next seven to eight years. Mayor Pierce said she doesn't think the Town can do this because it would not be affordable to businesses and residents.

Mayor Pro Tem Healy asked if it would be possible to find the money someplace else instead of raising utility rates. Council Member Shuttleworth said generally government gets money from property taxes, utility rates, and parking fees. Council member Barbee said property tax rates are low, which could be an option. He said at some point the Town has to make this investment, but he is not sure when. Council Member Shuttleworth said the plan is solid, but the big questions are how and when do you pay for it and when do you get to a point where there's no choice? He said these questions need to be posed to the community. Council Member Barbee said the Town has to get people to understand the need. Mr. Kiker said doing Phase 1 would buy some more time.

Regarding the MOTSU site, Mr. Parvin said discussions are ongoing, but everything got put on hold. Mayor Pierce said it would be a good idea to present the study to make the Town's case for using the property because there hasn't been any information that showed the urgency until now. Mr. Parvin said MOTSU is requiring four quarters of good environmental reports from the Town, and the Town is just now in the process of submitting the first quarter.

Council Member Shuttleworth said he had to leave soon for another meeting, but he thought this was a good time to bring up a related non-agenda item. He said he would like to get Town staff to put out an RFP for dredging the lake so Council can get bids to find out what the number is to ship it off the island and see what contractors can come up with in terms of a creative way and place to get rid of the material.

Mr. Kiker said if MOTSU is off the table, it does shift the Town into different options. He said the Cape Fear site can be used and repurposed, and after that the Town is looking at other vacant property, which is scarce.

Mr. Oakley asked Council Member Shuttleworth if he would like the RFP to include dredge and disposal. He said yes.

Council Member Shuttleworth left the meeting at 11:30 a.m.

### **Manager's Update**

Town Manager Bruce Oakley and staff members discussed the following topics:

- Hamlet Bathrooms/Lifeguard Station  
Mr. Parvin said WIMCO has received bids from subcontractors and is putting together the final pricing, and Town staff will meet to review pricing tomorrow. Construction is planned to start in early October and will be completed in spring 2021.

Mayor Pierce asked if the Town is taking out a loan or using room occupancy tax (ROT) funds for the project. She said it might be a good idea to consider ROT funds because that money was not spent over the summer. Mr. Parvin said the staff had talked about using ROT funds, and historically the Town has been able to use them on such a project.

- Hurricane Isaias Expenses  
Mr. Oakley said vegetative debris pickup ends tomorrow, with over 25,000 cubic yards picked up. He said there is a budget amendment for storm-related expenses that adds an additional \$445,000 to the emergency budget of \$25,000 that was approved before the storm. Mr. Oakley said most of that money goes toward vegetative debris pickup, a FEMA-related expense, and that reimbursement will be requested from the State.

**ACTION:** Motion to approve Ordinance #20-1144, an ordinance to amend the General Fund budget creating a budget appropriation for Hurricane Isaias

Motion: Council Member Barbee

Vote: 3-0

- Dow Road Speed Limit  
Mr. Oakley said the DOT is willing to approve speed limit changes if the Town is willing to enforce it. He presented two options: Dow Road all the way to 45 mph and Ocean Boulevard to 25 mph or Dow all the way to 45 mph and Ocean Boulevard to 35 mph. Mr. Oakley said he would prepare a resolution for the next meeting to submit to the DOT for consideration.

Mayor Pro Tem Healy said he would like to see the speed limit even lower some parts of Dow Road. Mayor Pierce said the DOT is likely to approve more uniform changes. Council Member Barbee stressed the importance of enforcement along with the speed limit reduction because people don't always follow signs. Mayor Pierce suggested also using the monitoring stations that read the speed of cars as they pass. She said the Town should ask for permission to do this. Council Member Barbee said the Town needs to try again to get a turn lane for the Carolina Beach State Park.

- Town Marina-Golden LEAF/FEMA Appeal  
Mr. Oakley gave a timeline for the project.

Final design: February 2021  
Construction drawings/bidding: May 2021  
Mobilization/kickoff: July 2021

- Shell Building Demo  
Mr. Oakley said Hurricane Isaias further damaged this building, and the Town would like to start moving forward with removal with Council's consent. Council consensus was to move forward with removal.
- Open Houses at Lake Park  
Mr. Parvin gave an update on the two open houses held at Carolina Beach Lake Park on August 20.

For the Land Use Plan, the following feedback was noted during the session: Relocate the red dash line for the ped/bike path from 107 South Lake Park Boulevard; remove the red dash line for a specific location for interconnectivity; leave land classification as is to match existing zoning between Carolina Beach Avenue South and South Lake Park Boulevard.

Regarding the habitat enhancement project, Mr. Parvin reviewed the questions and answers that were presented at the session, including information about maintenance that will fall to the Town. Mayor Pierce asked how much this maintenance will cost the Town. Council Member Barbee said a key part of the previous presentation to Council about the project was that it would not cost the Town anything. Mayor Pierce said the cost to run irrigation would be minimal, but hiring a landscape company would not be cheap. Mr. Parvin said there would be some additional costs to the Town, and staff will bring numbers back at a later time.

- Efficiency Study  
Mr. Oakley said this is in progress with the consultant on site generating some good discussion. He said plans are for Council to see a presentation of the findings at the October meeting.

Mayor Pierce said she would like to see a component for citizen feedback. Mr. Oakley said he will work with the consultant to put a link on the Town website for this.

#### **NON-AGENDA ITEMS**

Mayor Pro Tem Healy gave an update on the mural project. He said current plans call for it to go outside Town Hall behind the ATM and be a smaller size than previously discussed. The project is not part of a Town committee and is fully funded by donations. Mayor Pierce asked Mayor Pro Tem Healy to look into modeling a project she saw in Oak Island in which public bathrooms were painted with murals. She said she'd like to see that done to the white cinderblock building housing the Boardwalk bathrooms by next spring if possible.

Mayor Pro Tem Healy asked about committees. Ms. Ward said one committee has met virtually, so other committees may try that if they wish. Plans are for Council to vote to appoint members in September to all committee seats that expired on June 30. Council Member Barbee said the committees need to consider virtual options. Mayor Pierce said she thinks it is fine for all



committees to start meeting again, but she doesn't think it has to be in-person.

Mayor Pro Tem Healy said he wanted to recommend a project for the Operations Advisory Committee. He said there are streets in dire need of being trimmed back, so it would be good for someone to check intersections to ensure you can see both ways. He specifically mentioned 6th Street and Atlanta Avenue as well as Charlotte Avenue and Dow Road as problem areas.

Mayor Pierce asked if the Town ever budgeted money for the bathroom that was supposed to be built in front of Fork n Cork. Staff said no, that project is not in the budget and is on hold right now. She also asked if there were any plans to widen Goldsboro Avenue because she had heard of someone saying this. Staff said no, the Town is not widening this street.

Council Member Barbee said he wanted to bring up an issue regarding the Hamlet construction. He said when the Town shut down that parking lot due to COVID-19, a lot of residents were upset because they said they buy annual passes so they can park in that lot while at their residences. Council Member Barbee said he isn't sure how to solve this, but he doesn't think the intent of Town parking passes is to subsidize residential parking. He said this should be considered when reviewing parking regulations for 2020-2021.

Mayor Pierce asked how the Town is doing on parking revenue. Mr. Oakley said things are going pretty well after rebounding following the spring shutdowns.

#### **ADJOURNMENT**

Mayor Pierce made a motion to adjourn at 12:15 p.m. Motion passed 3-0.