

CAROLINA BEACH

Town Council Workshop

Tuesday, March 26, 2024 – 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



AGENDA

CALL TO ORDER

DISCUSSION ITEMS

- [1.](#) Proclamation Recognizing Benjamin Anderson for his Eagle Scout Achievement
- [2.](#) Centennial Committee Update
- [3.](#) Volleyball Court on Cape Fear Boulevard
- [4.](#) Discussion on Greenway and Bike/Ped Items
- [5.](#) Council to Consider Waiving a Citation
- [6.](#) Budget Amendment/Transfer
- [7.](#) Presentation of the Parks, Recreation, and Open Space Master Plan by Dr. James H. Hertisne

COUNCIL COMMENTS

ADJOURNMENT



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 3/26/2024

SUBJECT: Proclamation Recognizing Benjamin Anderson for his Eagle Scout Achievement

BACKGROUND:

Benjamin Anderson received his Eagle Scout Achievement in January, 2024. Council would like to recognize his for his accomplishments and service to the Town of Carolina Beach.

ACTION:

The Mayor will read and present Proclamation 24-2302 to Benjamin.

Proclamation



Town of Carolina Beach
Town Council

PROCLAMATION NO. 24-2302

- WHEREAS** the conferring of the designation of Eagle Scout is one of the highest awards that can be bestowed upon a Boy Scout, as it requires years of dedication and commitment.
- WHEREAS** Benjamin Anderson joined the Boy Scouts of America Carolina Beach Troop 210 in February, 2021 during the Covid pandemic.
- WHEREAS** Ben has made lifelong friends while attending camp outs, National Youth Leadership Training, National Jamboree, and participating in Order of the Arrow in his journey to complete the rank of Eagle Scout. He has earned 42 merit badges, the Paul Bunion Woodsman Award, and the World Conservation Award.
- WHEREAS** Benjamin's Eagle Scout Project provided life jackets on distribution stands at marinas and boat ramps. Ben continues to manage the 7 distribution sites in the Carolina Beach area. This past year, the project built 25 new stands and stocked over 100 life jackets.
- WHEREAS** Benjamin is involved in Order of the Arrow (OA), a service organization for BSA scouts who exemplify the Scout Law and Oath in their daily lives. Scout members can be elected by their troop peers once they have achieved the rank of 1st class. Ben has earned the rank of Brotherhood in OA and is the Kittahican Chapter Chief of the Klahican Lodge, and a part of the Ceremonies Team.
- WHEREAS** When Ben is not participating in Scouting events, he enjoys lifting weights, playing video games, and playing instruments such as the bass guitar, percussion, and the bugle. He can also solve multiple size Rubik's cubes in less than a minute. After high school, Ben plans to get a degree in mechanical engineering and is considering serving our country in the U.S. Coast Guard or U.S. Navy.

NOW, THEREFORE, BE IT HEREBY PROCLAIMED, by the power vested in me as Mayor of Carolina Beach that March 26, 2024 be declared "**Benjamin Anderson Day**" in celebration of his Eagle Scout achievement and acknowledge his special contributions to our community.

Proclaimed and signed this 26th day of March, 2024.

Albert L. Barbee, Mayor



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 3/26/2024

SUBJECT: Centennial Committee Update

BACKGROUND:

Maureen Lewis will give an update on the Centennial Committee

ACTION:

No action requested.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Workshop 3/26/2024

SUBJECT: Volleyball Court on Cape Fear Boulevard

BACKGROUND:

Pleasure Island Volleyball is a group of locals who have historically played volleyball at the Lazy Pirate. The owners at Lazy Pirate have reworked their business plan and no longer provide volleyball. In search of a new beach volleyball venue, the Pleasure Island Volleyball group has been to multiple Town Council meeting requesting the Town build a volleyball court. They have also expressed interest in helping finance the venture.

After discussions with Town Council, Parks and Recreation Staff, and review by TRC it has been determined that the 300 block of Cape Fear Blvd would be a viable location for a beach volleyball court. After review, the following has been determined.

PARKING: Based on zoning the court without designated viewing areas would require 4 parking spaces and 1 designated handicap space. If viewing areas/bleachers are proposed then additional parking will be required. There are 3 parking spaces and 1 handicap space on-site. One additional parking space could potentially be used from the adjacent parking lot that supports the community building and help center.

BATHROOMS: NC Building Code would require the addition of this use to have bathroom facilities. To meet this requirement, it has been recommended that the Community Building be unlocked during the hours when the volleyball court is open.

LIGHTING: The Pleasure Island Volleyball group are interested in having lights for nighttime play. It is recommended that these lights be shielded and oriented to limit any impacts on the surrounding residential uses.

HOURS OF OPERATION: The finalized hours of operation are still under discussion. 8am to 9pm was one consideration.

FENCING: The Town recommends contracting the installation of a fence designed to mitigate: 1. Loss of sand due to wind; and 2. Adequate height to prevent balls leaving the court (possible netting on top of fencing similar to the ball fields at Mike Chappel Park.

SITE PLAN: The Pleasure Island Volleyball group have developed an initial site plan. The Town recommends working with a contractor to develop a final design of the court location that maximizes the setback from Cape Fear Blvd.

ACTION REQUESTED:

If Town Council would like to move forward staff recommends the following actions:

1. Contract to have a site plan completed.
2. Schedule a community meeting at the site to get input from adjacent property owners and Carolina Beach residents.
3. Make any changes based on comments received and finalize site plans.
4. Get final quotes and allocate a budget from the general fund. Receive any donations from Pleasure Island Volleyball and/or others interested in donating.

RECOMMENDED MOTION:

1. Recommend staff move forward with the requested actions with no changes.
2. Recommend staff move forward with the requested actions with the following additions.
3. Recommend tabling this item for further discussion.
4. No action.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 3/26/2024

SUBJECT: Discussion on Greenway and Bike/Ped Items

BACKGROUND:

Council Member Mike Hoffer will discuss some upcoming items regarding the Greenway and Bike/Pedestrian events.

ACTION:

No action needed.



AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 3/26/2024

SUBJECT: Council to Consider Waiving a Citation

BACKGROUND:

Bruce Oakley will ask Council to consider waiving a civil citation.

ACTION:

Motion to approve the Town Manager to waive a citation.



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council –3/26/2023

SUBJECT: Budget Amendment/Transfer

BACKGROUND:

I received a budget amendment and/or transfer request. As you know, transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendment and/or transfer. I have also attached a copy of the supporting documentation for the appropriation.

Appropriations:

Appropriate \$170,000 from Powell Bill Reserves to account 10-561-019 Powell Bill M&O Streets for paving street sections identified on the PCI map.

Transfers:

Transfer \$55,000 from account 10-561-033 Powell Bill Supplies to account 10-561-19 Powell Bill M&O Streets for paving street sections identified on the PCI map.

BUDGET IMPACT:

Appropriation will decrease Powell Bill Reserves.

ACTION REQUESTED:

Approve the budget amendments as presented by the Finance Director.

Debbie Hall

From: Brian Stanberry <brian.stanberry@carolinabeach.org>
Sent: Friday, March 22, 2024 2:34 PM
To: Debbie Hall <debbie.hall@carolinabeach.org>
Cc: Alisa Perry <alisa.perry@carolinabeach.org>
Subject: Budget Amendments

Debbie,

I would like to request the following budget adjustments.

\$55,000 from 10-561-033 Supplies to 10-561-019 Maintenance to Streets
\$170,000 from Powell Bill Reserves to 10-561-019 Maintenance to Streets

Let me know if you have any questions. Thanks for your help.

Brian Stanberry

Director of Public Works

Town of Carolina Beach

910-443-8291 office

910-443-1537 mobile

brian.stanberry@carolinabeach.org



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AGENDA ITEM COVERSHEET

PREPARED BY: Kim Ward, Town Clerk

DEPARTMENT: Clerk

MEETING: Town Council Meeting 2/26/2024

SUBJECT: Presentation of the Parks, Recreation, and Open Space Master Plan by Dr. James H. Hertisne

BACKGROUND:

Dr. Herstine will present the Parks, Recreation, and Open Space Master Plan.

ACTION:

Motion to approve the proposed plan.



2024-2029 Parks, Recreation and Open Space Master Plan

TOWN OF CAROLINA BEACH
TOWN COUNCIL MEETING
APRIL 9, 2024

Reasons/Purposes for Updating the Parks, Recreation and Open Space Master Plan

- ASSESS, ANALYZE, AND EVALUATE THE STATUS OF THE CURRENT PROVISION OF LOCAL COMMUNITY PARKS, RECREATION, AND OPEN SPACE PROGRAMS, SERVICES, EVENTS, CAMPS, ACTIVITIES, FACILITIES, AREAS, AND PARKS
- STIMULATE AN OPEN PUBLIC DISCUSSION OF PRESENT AND FUTURE NEEDS FOR COMMUNITY PARKS, RECREATION, AND OPEN SPACE PROGRAMS, SERVICES, EVENTS, CAMPS, ACTIVITIES, FACILITIES, AREAS, AND PARKS
- ESTABLISH A PLAN OF ACTION FOR FUTURE GROWTH, DEVELOPMENT AND IMPLEMENTATION OF COMMUNITY PARKS, RECREATION, AND OPEN SPACE PROGRAMS, SERVICES, EVENTS, CAMPS, ACTIVITIES, FACILITIES, AREAS, AND PARKS
- SATISFY THE “NEEDS ASSESSMENT AND IDENTIFICATION” REQUIREMENTS FOR FUTURE STATE AND FEDERAL GRANT FUNDING OPPORTUNITIES

THE FINAL PRODUCT OF THE PARKS,
RECREATION, AND OPEN SPACE MASTER
PLAN PROCESS **IS NOT A FINANCIAL
DOCUMENT BUT A LIVING DOCUMENT**
THAT PROVIDES THE TOWN OF CAROLINA
BEACH AND THE PARKS AND RECREATION
DEPARTMENT **A VIABLE BLUEPRINT
AND PLAN OF ACTION TO GUIDE THE
FUTURE ORDERLY GROWTH AND
DEVELOPMENT** OF THE COMMUNITY'S
COMPREHENSIVE PARKS, RECREATION,
AND OPEN SPACE DELIVERY SYSTEM

2024-2029 Parks, Recreation and Open Space Master Plan Needs Assessment Process

- 1) Meeting with Parks and Recreation Advisory Committee—7 November 2022
- 2) Meeting with Parks and Recreation Department Staff—4 May 2023
- 3) Public Meetings/Forums
 - 30 March 2023 (Carolina Beach Recreation Center) - 14 participants
 - 18 April 2023 (Mike Chappell Park) - 31 participants
 - 27 April 2023 (Carolina Beach Recreation Center) - 8 participants
- 4) Individual Interviews (4 individuals)
- 5) Focus Group (8 individuals)—20 February 2023
- 6) Needs Assessment Survey—1 March – 15 May 2023
- 7) Consultant Inspections, Analysis and Evaluations—1 August 2022 – 1 September 2023

Needs Assessment Survey Highlights

- 903 Total Responses – STATISTICALLY ACCURATE AND VALID—11% Response Rate
- 73.75% of the Respondents responded “YES” to the question: Do you reside within the Town of Carolina Beach town limits and pay Town of Carolina Beach property taxes
- 42.25% of the Respondents responded “I have lived at least 10 years within the Town of Carolina Beach
- 38.52% of the Respondents were Male and 61.48% were Female
- 40.12% of the Respondents responded “Couple with Children at Home” best described their Household

Needs Assessment Survey Highlights, Continued

Top 5 Programs/Services/Events/Activities most participated in during the past 12 months:

- ✓ Carolina Beach Market at the Lake
- ✓ Summer Fireworks at the Boardwalk
- ✓ Summer Concert Series at the Boardwalk
- ✓ Accessible Walkway on Beach at the Boardwalk
- ✓ Holiday Market

PROGRAM/SERVICE	%
Carolina Beach Market at the Lake	80.38%
Summer Fireworks at the Boardwalk	73.54%
Summer Concerts Series at the Boardwalk	53.54%
Accessible Walkway on Beach at the Boardwalk	51.38%
Holiday Market	49.49%

Needs Assessment Survey Highlights, Continued

Top 5 Programs/Services/Events/Activities respondents would like to see offered in the future:

- ✓ Biking Opportunities
- ✓ Adult Exercise Classes
- ✓ Swimming Lessons
- ✓ Pickleball League
- ✓ Disc Golf

PROGRAM/SERVICE	%
Biking Opportunities	26.35%
Adult Exercise Classes	22.22%
Swimming Lessons	21.08%
Pickleball League	20.51%
Disc Golf	19.94%

Needs Assessment Survey Highlights, Continued

Top 5 most frequently visited Town of Carolina Beach Recreational Facilities/Areas/Parks during the last 12 months:

- ✓ Carolina Beach Boardwalk
- ✓ Lake Park
- ✓ Island Greenway System
- ✓ Mike Chappell Park
- ✓ Carolina Beach Recreation Center

FACILITY/AREA/PARK	%
Carolina Beach Boardwalk	93.48%
Lake Park	76.38%
Island Greenway System	75.94%
Mike Chappell Park	71.88%
Carolina Beach Recreation Center	62.46%

Needs Assessment Survey Highlights, Continued

Top 5 Recreational Facilities/Areas/Parks respondents would you like to see offered in the future:

- ✓ Bike Lanes
- ✓ Sidewalks/Pedestrian Lanes
- ✓ Indoor Swimming Pool
- ✓ Public Restrooms
- ✓ Hiking Trails/Paths

FACILITY/AREA/PARK	%
Bike Lanes	46.86%
Sidewalks/Pedestrian Lanes	33.69%
Indoor Swimming Pool	33.23%
Public Restrooms	29.86%
Hiking Trails/Paths	29.10%

Needs Assessment Survey Highlights, Continued

- SUPPORT FOR FUNDING SOURCES
 - GRANTS
 - PRIVATE SOURCES
 - BONDS
 - PROPERTY TAX INCREASE

FUNDING SOURCE	%
GRANTS	83%
PRIVATE SOURCE	72%
BONDS	53%
PROPERTY TAX INCREASE	30%

Needs Assessment Survey Highlights, Continued

- **85.72% of Survey Respondents** agree that the **VARIETY** of the programs, services, events, camps, and activities offered by the Town of Carolina Beach Parks and Recreation Department is appropriate
- **90.58% of Survey Respondents** agree that the **QUALITY** of the programs, services, events, camps, and activities offered by the Town of Carolina Beach Parks and Recreation Department is appropriate
- **82.59% of Survey Respondents** are satisfied with that the **QUALITY** of the facilities, areas, and parks provided by the Town of Carolina Beach Parks and Recreation Department
- **57.62% of Survey Respondents** believe the Town of Carolina Beach is **bike friendly/a safe place to bike**

Needs Assessment Survey Highlights, Continued

- **56.49% of Survey Respondents** believe Carolina Beach is **pedestrian friendly/a safe place to walk**
- **68.29% of Survey Respondents** believe the Town of Carolina Beach is an **accessible place for persons with disabilities and other special needs**
- **65.83% of Survey Respondents** believe the **existing facilities, areas, and parks provided by the Town of Carolina Beach Parks and Recreation Department meet the needs of the members of their household**
- **77.54% of Survey Respondents** believe the **existing programs, services, events, camps, and activities provided by the Town of Carolina Beach Parks and Recreation Department meet the needs of the member of their household**
- **90.27% of Survey Respondents** believe it is **important the Town of Carolina Beach Parks and Recreation Department provides new and/or improved recreational facilities, areas, and parks in the future**

Needs Assessment Survey Highlights, Continued

- When asked “Whether the programs, services, events, camps, activities, facilities, areas, and parks provided by the Parks and Recreation Department meet your needs and the needs of the members of your household,” **94% of the respondents gave the Department an overall grade of Average, Good or Excellent!**

RATING	%
POOR	01.26%
FAIR	04.90%
AVERAGE	19.43%
GOOD	56.24%
EXCELLENT	18.17%

Needs Assessment Survey Highlights, Continued

- When asked “What would it take to raise your overall rating to at least “Good,” the top seven (7) responses were: **Dedicated Safe Bike Paths and Lanes; Dedicated Safe Pedestrian Sidewalks and Crosswalks; a Pool/Aquatic Facility; Additional and Improved Program Variety and Quality; Dedicated Sand/Beach Volleyball Courts; an Expanded/Updated/New Recreation Facility; and Improved Parking**

RANKING	RESPONSE
1	Bike Paths/Lanes
2	Sidewalks/Crosswalks
3	Pool/Aquatic Facility
4	Improved Program Variety and Quality
5	Sand/Beach Volleyball Courts
6	New/Recreation Facility
7	Improved Parking

Needs Assessment Survey Highlights, Continued

- When asked “If you could tell the Parks and Recreation Department ONE thing they need to do better, or ONE facility, area or park they need to add,” the top ten (10) responses were:
 - (1) Provide a Safe and Comprehensive System of Dedicated Pedestrian, Bike and Non-Motorized Vehicular Movement in and around the Town that includes Sidewalks, Crossovers, Crosswalks, Walking Lanes/Paths, Bike Lanes/Paths/Trails, Walking and Biking Programs and Expand the Island Greenway System
 - (2) Construct and Operate a Community Pool
 - (3) Construct Dedicated Pickleball Courts
 - (4) Construct Dedicated Beach/Sand Volleyball Courts
 - (5) Construct and Operate a New, Improved and Expanded Multi-Purpose Community Recreation Center

Needs Assessment Survey Highlights, Continued

- 6) Construct, Operate, and Maintain a Tournament Level Disc Golf Course**
- 7) Address the Parking Issues Particularly in the Boardwalk Area, at Lake Park, and at Mike Chappell Park**
- 8) Address Concerns over Facility, Area, and Park Maintenance Particularly on the Boardwalk, at the Recreation Center, at Lake Park, and in Existing Park Restrooms**
- 9) Construct and Operate a Splash Pad**
- 10) Construct and Operate Public Restroom Facilities Particularly on the Boardwalk, at McDonald Park, at Mike Chappell Park and at Lake Park**

Needs Assessment Survey Highlights, Continued

- **When asked to “Please state any additional improvements/enhancements to current Parks and Recreation Department programs, services, events, camps, activities, facilities, areas, and parks that would improve/enhance your overall parks and recreation experience,” the top responses were:**
 - 1) Provide a Safe and Comprehensive System of Dedicated Pedestrian, Bike and Non-Motorized Vehicular Movement in and Around the Town of Carolina Beach that Includes Sidewalks, Crossovers, Crosswalks, Walking Lanes, Walking Paths, Bike Lanes, Bike Paths, Bike Trails, Walking Programs and Biking Programs and Expand the Island Greenway System**
 - 2) Construct and Operate a Community Pool**
 - 3) Construct Dedicated Pickleball Courts**
 - 4) Address the Parking Issues Particularly in the Boardwalk Area, at Lake Park, and at Mike Chappell Park**
 - 5) Address Concerns over Facility, Area, and Park Maintenance Particularly on the Boardwalk, at the Recreation Center, at Lake Park, and in Existing Park Restrooms**

Needs Assessment Survey Highlights, Continued

- 6) Construct Dedicated Beach/Sand Volleyball Courts**
- 7) Construct and Operate Public Restroom Facilities Particularly on the Boardwalk, at McDonald Park, at Mike Chappel Park, and at Lake Park**
- 8) Construct and Operate a New, Improved and Expanded Multi-Purpose Community Recreation Center**
- 9) Construct and Operate a Tournament Level Disc Golf Course**
- 10) Construct and Operate a Splash Pad**

RECOMMENDATION HIGHLIGHTS/TAKEAWAYS

❖ THE CITIZENS WANT:

- 1. A Safe and Comprehensive System of Dedicated Pedestrian, Bike and Non-Motorized Vehicular Movement to include an Expanded Island Greenway System**
- 2. The Construction, Operation, and Maintenance of a new and comprehensive Multi-Purpose Recreation Center and Fitness Complex with an Indoor Swimming Pool**
- 3. Dedicated Pickleball and Sand/Beach Volleyball Courts**
- 4. Additional Public Restroom Facilities**
- 5. Improved Public Parking at Parks and Recreation Facilities, Areas, and Parks, particularly at the Boardwalk Area, Lake Park and Mike Chappell Park**