



Board of Commissioners Agenda

Town of Swansboro

Tuesday, January 14, 2025

Board Members

William Justice, Mayor Pro Tem | Pat Turner, Commissioner | Jeffrey Conaway, Commissioner
Douglas Eckendorf, Commissioner | Joseph Brown, Commissioner

I. Call to Order/Opening Prayer/Pledge

II. Public Comment

Citizens have an opportunity to address the Board for no more than three minutes per speaker regarding items listed on the agenda. There is a second opportunity at the end of the agenda for the public to address the Board on items not listed on the agenda.

III. Adoption of Agenda and Consent Items

The Town Clerk respectfully submits to the Board, the Regular Agenda and the below consent items, which are considered to be of general agreement and little or no controversy. These items may be voted on as a single group without Board discussion "or" if so desired, the Board may request to remove any item(s) from the consent agenda and placed for consideration separately.

III. Consent Items:

- a. Resolution Opposing Senate Bill 382
- b. FY25-26 Budget Schedule
- c. Budget Ordinance Amendment #2025-5

IV. Appointments/Recognitions/Presentations

a. Board Appointments

Presenter: Alissa Fender, MMC – Town Clerk

Due to expiration of terms or resignations, board appointments are needed for the Planning Board, Tourism Development Authority, and the Parks Board.

Recommended Action:

1. Consider appointments to the Planning Board
2. Consider appointments to the TDA
3. Consider appointments to the Parks Board

b. East Carolina Council Appointment

Presenter: Alissa Fender, MMC – Town Clerk

Annually, a representative is selected to serve as a local jurisdiction representative on the East Carolina Council (ECC) General Membership Board.

Recommended Action: Select an individual for appointment to the ECC General Membership Board for 2025.

V. Public Hearing

a. Re-zoning Request – 1149 Hammocks Beach Road

Presenter: Rebecca Brehmer, CFM, CZO – Town Planner

Shannon Weaver, PE, on behalf of property owners David and Linda Camp has submitted a rezoning request for 1149 Hammocks Beach Road from RA (Rural/Agricultural) to B-1 (Business). The property is further identified as tax parcel ID 1319-66 and the total acreage requested for rezoning is +/-0.77 acres.

Recommended Action:

1. Hold a public hearing
2. Motion to approve or deny Ordinance 2025-01 to rezone 1149 Hammocks Beach Road from RA (Rural/Agricultural) to B-1 (Business).

b. UDO Text Amendment to Appendix III Historic District Design Standards, Section 14: Fences and Walls

Presenter: Rebecca Brehmer, CFM, CZO – Town Planner

The Historic Preservation Commission has recommended an amendment to Appendix III Historic District Design Standards, Section 14: Fences and Walls to make clarifications on fence guidelines.

Recommended Action:

1. Hold a public hearing
2. Motion to approve Ordinance 2025-02 amending Appendix III, Section 14: Fences and Walls.

VI. Business Non-Consent

a. Proposal to Establish a Fund Balance Policy

Presenters: Sonia Johnson – Finance Director/Jon Barlow – Town Manager

On October 22, 2024, staff presented a Fund Balance Policy designed to enhance the Town's financial stability. The board tabled approving the policy until after the audit was received. The audit was presented at the December 10, 2024, meeting.

Recommended Action: Motion to approve the Fund Balance Policy as written.

b. NCLM 2025-2026 Advocacy Goal Statements

Presenter: Jon Barlow - Town Manager

The NCLM has published its 2025-2026 Advocacy Goal Statements. Cities and Towns are asked to review and vote on the proposed goals so that cities and towns have a focused state and federal advocacy agenda in the 25-26 legislative biennium which begins in January at the NC General Assembly. Each municipality will cast a single vote by selecting 10 of the 16 proposed advocacy goals.

Recommended Action: 1) Discuss and vote on 10 of the 16 statements; and 2) Designate a voting delegate who will cast the Town's vote by January 17, 2025. The voting delegate will receive voting instructions and the online ballot directly.

c. **Future Agenda Topics**

Presenter: Alissa Fender – Town Clerk

Future agenda items are shared for visibility and comment. In addition, an opportunity is provided for the Board to introduce items of interest and subsequent direction for placement on future agendas.

Recommended Action: Discuss and provide any guidance

VII. Items Moved from Consent

VIII. Public Comment

Citizens have an opportunity to address the Board for no more than five minutes regarding items not listed on the Agenda.

IX. Manager's Comments

X. Board Comments

XI. Closed Session

- a. *Recommended Action: Motion to enter closed session pursuant to NCGS 143-318.11 (a) (3) To consult with an attorney employed or retained by the public body in order to preserve the attorney-client privilege between the attorney and the public body, which privilege is hereby acknowledged; and (5) to establish, or to instruct the public body's staff or negotiating agents concerning the position to be taken by or on behalf of the public body in negotiating the price and other material terms of a contract or proposed contract for the acquisition of real property by purchase, option, exchange, or lease.*

XII. Adjournment