



Board of Commissioners Agenda

Town of Swansboro

Tuesday, August 25, 2026

Board Members

William Justice, Mayor | Jeffrey Conaway, Mayor Pro Tem | Douglas Eckendorf, Commissioner
Tamara Pieratti, Commissioner | Wayne Herbert, Commissioner | Timothy Vannoy, 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. Budget Ordinance Amendment #2027-2

IV. Appointments/Recognitions/Presentations

- a. **Zoe Empowers - A Sustainable Solution**
Presenters: Linda Folger and Cindy Taylor

V. Public Hearing

VI. Business Non-Consent

- a. **Interlocal Agreement with the City of Jacksonville**
Presenter: Jon Barlow - Town Manager

Consideration of an Interlocal Agreement between the Town of Swansboro and the City of Jacksonville for the provision of building inspection and plan review services.

Recommended Action: Motion to approve the Interlocal Agreement between the Town of Swansboro and the City of Jacksonville for Building Inspection Services and authorize the Town Manager to execute the agreement and any related documents.

b. **Professional Services Agreement with WithersRavenel for LWCF and PARTF Grant Applications**

Presenter: Jon Barlow – Town Manager

Consider approval of the Professional Services Agreement with WithersRavenel in the amount of \$35,200 to prepare and submit grant applications for the Land and Water Conservation Fund (LWCF) and Parks and Recreation Trust Fund (PARTF) programs for improvements at Swansboro Municipal Park.

Recommended Action: Motion to approve the Professional Services Agreement with WithersRavenel for professional services related to the preparation of the Land and Water Conservation Fund (LWCF) and Parks and Recreation Trust Fund (PARTF) grant applications for Swansboro Municipal Park in the amount of \$35,200 and authorize the Town Manager to execute the agreement.

c. **Monthly Financial Report as of July 31, 2026**

Presenter: Sonia Johnson – Finance Director

d. **Board of Commissioners Policy No. 12 – Samuel Bland Community Service Award**

Presenter: Alissa Fender, MMC – Town Clerk

The Board requested to review the Samuel Swann Bland Outstanding Community Service Award, and the associated nomination process.

Recommended Action: Review and provide directions to staff for any amendments.

e. **Future Agenda Topics**

Presenter: Alissa Fender, MMC – 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

- a. Projects Brief
- b. Department Reports

X. Board Comments

XI. Closed Session

XII. Adjournment