



Board of Commissioners Agenda

Town of Swansboro

Tuesday, April 09, 2024

Revised 4/5/2024

Board Members

John Davis, Mayor | 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. October 23, 2023, Regular Meeting
- b. October 23, 2023, Closed Session
- c. November 27, 2023, Regular Meeting
- d. December 11, 2023, Organizational Meeting

IV. Appointments/Recognitions/Presentations

- a. **Recognition of Swansboro Middle School Girls Volleyball Team**
Presenter: Mayor John Davis
- b. **Proclamation – Onslow County Senior Games**
Presenter: Mayor John Davis
- c. **Employee Introductions**
Presenter: Dwayne Taylor – Police Chief

V. Public Hearing – None

VI. Business Non-Consent

a. Direction on Scheduling Public Hearing for Rezoning Request

Presenter: Jon Barlow –Interim Town Manager

Per the Board of Commissioners Policy #9, public hearings related to proposed changes in the official zoning map are authorized to be scheduled when supported by both the Planning Board and staff.

Recommended Action: Provide direction to staff on scheduling a public hearing for the rezoning request.

b. Fee schedule amendment for Church Street Town Dock Fees

Presenter: Justin Webb – Dock Master/Downtown Supervisor

A fee schedule amendment is proposed for the Church Street Town Dock, increasing the usage rate from \$1.50 to \$2.00 per foot/per night, and raising the power charge from \$5.00 to \$10.00 per night.

Recommended Action: Motion to approve the fee scheduled amendment to the Church Street Dock usage fees.

c. Digital Sign Discussion (Revised)

Presenter: Sonia Johnson – Finance Director

Discussion and direction on replacement of the digital sign.

Recommended Action: Discuss and direct staff on replacing the digital sign during FY 23-24 budget or submit for consideration in FY 24-25 budget.

d. Future Agenda Topics

Presenter: Alette Cuadro – Deputy 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

XII. Adjournment

**Town of Swansboro
Board of Commissioners
October 23, 2023, Regular Meeting Minutes**

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner Pat Turner, Commissioner Larry Philpott, Commissioner PJ Pugliese, and Commissioner Jeffrey Conaway.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 5:30 pm. Mayor Davis led the Pledge of Allegiance.

Public Comment

Cynthia LaCorte of 220 Elm Street shared that she felt the progress that had been made on the EOC/PSB project did not support safety as a top concern. She also shared that the Social District consideration should take in account citizens comments and concerns. She supported downtown remaining as a family environment and was not in support of the district.

Douglas Eckendorf of 113 Cormorant Drive shared that he had several inquiries about the EOC/PSB project. He inquired if there was a competitive bid process completed to select the consultant hired and if so, what process was used. He further shared that consideration should be given to use military facilities in a partnership.

Lisa Mainess Parkash of 532 Sabiston Drive, Hariette Nichols of 122 Front Street, Spade Rhude of 136 Front Street and Bill Justice of 223 Elm Street all shared their opposition to the Social District consideration for downtown.

Adoption of Agenda and Consent Items

On a motion by Commissioner Philpott, seconded by Commissioner Turner, the agenda and the below consent items were approved unanimously.

- May 8, 2023, Regular Meeting Minutes
 - May 17, 2023, Special Meeting Minutes
 - Budget Ordinance Amendment #2024-4
 - Tax Refund Requests
- | | | |
|---|----------|---------------|
| Lien, Robert Alan & Allison Brodie | \$514.42 | Military |
| McDonald, Evelyn Lee | \$24.82 | Sold/Traded |
| Mixon, Wayne Crosby & Lynne Giddens | \$18.19 | Tag Surrender |
| Peffley, Rachel Marie & Blake Lee | \$28.85 | Tag Surrender |
| Schneider, Stephanie Michelle | \$14.86 | Tag Surrender |
| Watson, Roger Levi Jr. & Megan Anne Edwards | \$112.09 | Tag Surrender |
| Aldret, Kenneth Manning | \$144.77 | Tag Surrender |
| Welch, Chad Leonard & Guillen, Sandra Soledad | \$5.88 | Tag Surrender |

Appointments/Recognitions/Presentations

Employee Introductions

Fire Chief Randall introduced his department's newest employees. Full-time Fire Engineer Michael Beck, Fire Captain Robert Hannon, Captain Jonathan Sevey, Assistant Chief of Training Robert Jackson.

Public Works Director Bates introduced his department's newest employees. Dustin Stiles, Ryan Smith and Joel Pierce.

Employee of the Quarter

Public Works Director Bates introduced the Employee of the Quarter, Scott Brinkley. He shared that Scott had been an employee of the Town for 10 years now and was promoted to Crew Leader in September. He was selected due to all the efforts he has put into taking charge of all the public buildings and now as crew leader.

Business Non-Consent

Social District Survey

Project/Planning Coordinator Brehmer reviewed that the Board of Commissioners requested at the August 14th meeting to conduct a larger scale survey from Shore Drive all the way to Highway 24 to both residents and businesses. Over 300 surveys were sent out on October 3rd with a due date of October 12th.

From the start of the Social District Discussion on March 27, 2023, to today, October 23, 2023, three rounds of surveys were conducted. The scope and result of each survey were as follows:

1. March 2023, surveys were hand delivered to business owners downtown in the proposed district. The results were Yes-10 and No-2.
2. August 2023, surveys were hand delivered to both business owners and residents bordering the proposed district. The results were Yes-3 and No-5.
3. October 2023, surveys were mailed to both business owners and all residents that span from the Methodist Church on Shore Drive to Highway 24. The results were Yes-32 and No-17.

At this time the board was not in support of implementing a Social District in downtown Swansboro. The board expressed appreciation to staff for the effort to research and provide details.

Monthly Financial Report as of September 30, 2023

Finance Director Johnson reviewed details from the monthly financial report, attached herein with the PowerPoint presentation of the meeting. She shared that a deficit

existed due to the ad valorem taxes which had not been received. Additionally, an option for investing the SCIF funds would be provided to the Board at a future meeting.

Public Safety/Emergency Operations Center Professional Services for Design and Construction Phase

Town Manager Webb reviewed that the PSB/EOC Consultant Becker Morgan had prepared the next phase – Professional Services Agreement/Design and Construction Phase for the PSB/EOC Project. Based on that Feasibility Study, the Board of Commissioners selected Option C in August and Becker Morgan had developed a preliminary design schematic for visibility and the agreement for Professional Services/Design and Construction Phases. The indicated cost for this phase would range from 8-10% of the estimated construction costs which for Option C was \$9,900,000. The Professional Services Agreement for Design and Construction is \$840,500. The services provided were broken down as follows:

- Schematic Design – 35% Documents for Review and Comment
- Design Development – 65% Documents for Review and Comment
- Construction Documents – 100% Documents for Bidding, Permitting and Construction
- Basic Services
 - o Programming (previously completed scope shown for reference) (\$19,160)
 - o Task 001
 - Schematic Design – 35% \$205,500
 - o Task 002
 - Design Development – 65% \$200,220
 - Construction Documents – 100% \$238,020
 - Design subtotal \$643,740
 - o Task 003 (please note, these may be adjusted based on final scope)
 - Bidding and Construction Administration \$196,760
 - Total \$840,500

In response to inquiries from the Board, Ernie Olds with Becker Morgan clarified the following:

- If the board desired to look for property instead of constructing on existing property, Option 1 to create a schematic design would be a good starting point from here and would be beneficial when searching/applying for additional funding/grants.
- The schematic design would include 3D renderings.

On a motion by Commissioner Philpott, seconded by Commissioner Turner, approval to proceed with Option 1 for a Schematic Design was approved unanimously.

Future consideration on land acquisition would be explored by the committee and report back to the board at a future meeting.

Future Agenda Topics

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

The following items were addressed:

- Presentation from Ricky's Retreat

Public Comment

Bill Justice of 223 Elm Street shared that he appreciated all the Board was doing and was glad to see that the social district was not approved.

Doug Eckendorf of 113 Cormorant Drive shared that he felt the Board made the correct decision on the social district and offered his assistance to the Fire and Police Departments with the EOC/PSB project.

Cynthia Lacorte shared her appreciation to the board for not approving of the social district.

Manager's Comments

Manager Webb shared that Town Clerk Fender would be starting the Municipal County and Administration course at the UNC Chapel Hill School of Government once a week for the next 8 months.

Additionally, she shared that notification was received that the Town was awarded its 27th GFOA Certificate of Achievement for financial reporting. Appreciation was expressed to Finance Director Sonia Johnson.

Board Comments

Commissioner Conaway shared that he had judged the Halloweenie Roast this past week and it was a very enjoyable event and Parks & Recreation did a wonderful job.

Commissioner Philpott shared that he was happy with the progress that had been made with the EOC/PSB committee.

All Board members expressed their happiness and appreciation to staff for the success of the Mullet Festival and the opening parade.

Closed Session

On a motion by Commissioner Turner, seconded by Commissioner Philpott the board entered closed session at 7:09 pm pursuant to NCGS 143-318.11 (a) (5) to instruct the public body's staff on negotiating terms for property acquisition.

Pursuant to a motion duly made and seconded in closed session the board returned to open session.

Adjournment

On a motion by Commissioner Philpott, seconded by Mayor Pro Tem Tursi, the meeting adjourned at 7:33 pm.

Town of Swansboro
Board of Commissioners
November 27, 2023, Regular Meeting

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner Pat Turner, Commissioner Larry Philpott, Commissioner PJ Pugliese, and Commissioner Jeffrey Conaway.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 5:30 pm. Mayor Davis led the Pledge of Allegiance.

Public Comment

Worth Edwards of 123 Forest Lane shared his concerns regarding the lack of sidewalks on Hammocks Beach Road.

Michael Diehl introduced himself to the board as a candidate for appointment to the Swansboro Tourism Development Board. He shared that he is involved in tourism through his business and Airbnb properties.

Adoption of Agenda and Consent Items

On a motion by Commissioner Turner, seconded by Commissioner Philpott, the agenda was amended to remove Board appointments. The amended agenda and below consent items were unanimously approved.

- May 22, 2023, Regular Meeting Minutes
- Tax Refund Requests
 - Aldret, Kenneth Manning \$6.88 Tag Surrender
 - Gorostieta, Alejandro \$684.97 Over Assessment
 - Huddleston, Cara Olivia \$20.21 Tag Surrender
 - Mier, Melinda J & Olivia Juliet \$38.95 Military
 - Seabolt, David Patton \$150.41 Sold/Traded
 - Squire, Jason Carl \$20.90 Over Assessment

Business Non-Consent

State Capital Infrastructure Funds (SCIF) Investment Options

The Town received State Capital Infrastructure Funds (SCIF) to build a new Emergency Operations Center. Per the NC Office of State Budget and Management, the Town can place these funds in a high interest savings account or money market. Finance Director Johnson reviewed that 4 banks provided options that either included Annual Percentage Rates (APR) or Annual Percentage Yield (APY) or both as follows.

Truist – APR of 3.92% or APY of 4%, Wells Fargo – only shared they were less than 4%, First Citizens Bank – APY of 1.75%, and TD Bank – APR of 5.27% with mention that it was expected that rate could decline over time.

Mrs. Johnson shared that these institutions were chosen from the investment pool provided by the North Carolina Treasury and all banks were aware of adhering to the NCGS regulating this investment.

On a motion by Mayor Pro Tem Tursi, seconded by Commissioner Philpott, approval was given unanimously to proceed with investing the State Capital Infrastructure Funds (SCIF) through TD Bank.

Monthly Financial Report as of October 31, 2023

Finance Director Johnson reviewed details from the monthly financial report, attached herein with the PowerPoint presentation of the meeting. Presently, expenditures exceeded revenues because ad valorem taxes were still due to be received.

Future Agenda Topics

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

The following items were addressed:

- Board appointments would be held on the December 11, 2023, Organizational Meeting.

Recognition of Outgoing Board Members

Manager Paula Webb spoke (captured below) of each departing member's time on the board and presented each with a Swan statue commemorating their dates serviced on the board. All members were recognized for their efforts to UDO changes, serving on committees, supporting plans and updates, budget reviews, staff salaries and benefit increases, just to name a few.

Pat Turner

Served the last 10 years on the Board of Commissioner, but prior to that she served 15 years on the Planning Board for a total of 25 years of service to the Town of Swansboro.

Ms. Turner shared her appreciation for election to the Board and her personal appreciation the Town staff.

Frank Tursi

Served on the Board of Commissioners since 2016 and served on several town committees prior. He had been the town's advocate for wetlands restoration & protection, and staffs

biggest cheerleader through the years understanding the challenges that a small staff has to go through to accomplish the day to day duties.

Mr. Tursi shared that serving on the board had been one of his life's greatest achievements. He shared his appreciation to his wife for her support through the years while he served. He further shared that he worked hard to do right by those who elected him. He expressed his appreciation to the Town staff for all their assistance over the years, stating that they were very dedicated and professional. Additionally, he urged the remaining board and the new oncoming board to support the town's Manager-Council form of government, follow the open meetings laws and not to take rash actions.

Harry "PJ" Pugliese

Served since 2020 on the Board of Commissioners, and prior to that several years on the Parks & Rec board. He was recognized for his contributions and his support to staff.

Mr. Pugliese shared his appreciation to his family for their support and to the board and Town staff for their support over the last 4 years and he cherished all the things he has helped to accomplish for the Town.

Public Comment

Citizens were offered an opportunity to address the Board regarding items not listed on the agenda. No comments were given.

Board Comments

Commissioner Conaway shared his appreciation for the departing commissioners and was honored to serve with them. He shared that the town may never have another commissioners as environmentally focused as Mr. Tursi. He recognized Ms. Turner as being of great support during budget review and PJ for inspiring the younger generations.

Commissioner Philpott shared his appreciation to Ms. Turner, Mr. Tursi and Mr. Pugliese and it was a pleasure working with each of them over the years.

Mayor Davis thanked Ms. Turner, Mr. Tursi, and Mr. Pugliese for their service and noted that between the three of them, they collectively held over 35 years of service to the Town of Swansboro.

Mayor Davis spoke regarding the retirement of Town Manager Paula Webb and that he felt the board needed to put someone in the seat of Interim Manager until they could hire one and he recommended Public Works Director Gerald Bates.

In response to an inquiry from the board to see if Mr. Bates had any knowledge of this matter, Mr. Bates shared that this shocked him and he had not been approached about this at any time. He would be willing to fill the role but only if the Town Manager felt he was the best choice.

In response to an inquiry from the Board on who would be best suited, Manager Webb shared that Finance Director Johnson had the most daily interactions with each department and would be her choice to stand in temporarily as interim manager.

Finance Director Sonia Johnson was appointed to serve as interim manager from December 8, 2023 until an interim manager was hired.

Adjournment

On a motion by Commissioner Philpott, seconded by Commissioner Conaway, the meeting adjourned at 6:23 pm.

Town of Swansboro
Board of Commissioners
December 11, 2023, Organizational Meeting Minutes

Item IV - d.

In attendance: Mayor John Davis, Mayor Pro Tem Frank Tursi, Commissioner PJ Pugliese, Commissioner Larry Philpott, Commissioner Pat Turner, and Commissioner Jeffrey Conaway.

Call to Order/Opening Prayer/Pledge

The meeting was called to order at 5:30 pm. Deacon Jerry Fatica from St. Mildreds Catholic Church led a prayer and Mayor Davis led the Pledge of Allegiance.

Public Comment

Citizens were offered an opportunity to address the Board regarding items listed on the agenda. No comments were given.

Adoption of Agenda and Consent Items

On a motion by Commissioner Phillpott, seconded by Commissioner Turner, the agenda was amended to remove closed session. The motion was unanimously approved.

- June 12, 2023, Regular Meeting Minutes
- June 26, 2023, Regular Meeting Minutes
- Amendment to the Audit Contract-Gregory T. Redman, CPA for Period 7/1/2022-6/30/2023

Appointments/Recognitions/Presentations

2023 Samuel Swann Bland Community Service Award

The Samuel Swann Bland Community Service Award was created to honor the diligence, hard work, leadership, and dedication that characterized the contributions of Sam Bland to the public and the Swansboro Community. The award is made annually to a public employee, civic leader, or community volunteer that has demonstrated the qualities of outstanding dedication to the improvement of community services that were exhibited in the career and contributions of Samuel Swann Bland.

Mayor Davis announced that the 2024 Samuel Swann Bland Community Service Award was given to Mary Pat Smey for her focus on first responders and veterans. It was further shared that she was kind, sweet, had a big heart, and that her motto is "Do Good".

Ms. Smey thanked the town for welcoming her and family and for being great supporters to her causes that she is so passionate about.

The Board took a recess from 5:41pm to 5:44pm.

Oaths of Office Ceremony

Newly elected officials were required to qualify by taking the oath of office prescribed in Article VI, of the North Carolina Constitution. Honorable Judge Jefferson Griffin of the North Carolina Court of Appeals administered the Oaths of Office to the newly elected Board members William Justice, Douglas Eckendorf, and Joesph Brown.

Mayor Pro Tem Appointment

North Carolina General Statute 160A-70 provided that at the organizational meeting, the Governing Board shall elect from among its members a Mayor Pro Tempore.

On a motion by Commissioner Phillipott, he nominated Commissioner Conway. Commissioner Conway seconded the motion, but the motion failed 2:3.
Ayes: Conway, Phillipott.

No: Justice, Brown, Eckendorf

On a motion by Commissioner Eckendorf, he nominated Commissioner Justice. Commissioner Brown seconded the motion and the motion passed 4:1.

Ayes: Eckendorf, Justice, Brown, Philpott

No: Conaway

Judge Griffin administered the Oath of Mayor Pro Tem to Mr. Justice.

Appointment of Representative to ONWASA

ONWASA's Board of Directors were appointed to three-year terms by the local governments in the service area. The Board was composed of eight members whose regular meetings are held bimonthly at Jacksonville City Hall, 815 New Bridge Street, Jacksonville, NC.

On a motion by Commissioner Brown, he nominated Mayor Davis. Mayor Pro Tem Justice seconded the motion, and it passed 3:2.

Ayes: Brown, Justice, Eckendorf

No: Conway, Phillipott

2024 Board of Commissioners Meeting Schedule

Mayor Pro Tem Justice motioned to change the meeting day to the first and third Thursday of the month along with changing the start time to 6:00 pm. Commissioner Eckendorf seconded the motion and was approved unanimously.

Town Clerk Fender shared that a revised meeting schedule to account for any date conflicts would be drafted and provided for the board's approval in consent at the next meeting.

Mayor Davis shared that the board desired to amend the remainder of the agenda for the evening. On a motion by Mayor Pro Tem Justice, seconded by Commissioner Eckendorf, Board Appointments were removed, discussion for provide a Christmas bonus to staff was added, and to schedule a special meeting to handle board appointments for the TDA and Historic Preservation Commission and other business. The motion passed 3:2.

Ayes: Justice, Eckendorf, Brown

No: Conaway, Philpott

Commissioner Phillipott stated his opposition, sharing that board appointments are traditionally held at this meeting.

On a motion by Commissioner Brown, seconded by Commissioner Eckendorf, with unanimous approval, a special meeting was scheduled for Friday, December 15, 2023, with a start time of 9:00 am to handle board appointments to TDA and Historic Preservation Commission, discussion of Christmas bonuses for staff, and to handle interviews for an Interim Town Manager and Town Attorney.

Future Agenda Topics

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

The following items were addressed:

- A list of matters with the suggestion to handle at special meetings was provided by Mayor Davis
- Recognition of Swansboro High School JV Cheerleading team for State Championship
- Recognition of One Harbor Church
- Future review of town projects and discussion

Public Comment

Keith Walsh of 503 Shipyard Ct Swansboro offered his congratulations to the new Commissioners. Having been a resident of Swansboro for over 40 years he was ready to see change and urge the board to cooperate, and to be open & transparent. Regarding the funds for an EOC that the mayor worked to get for the town, he wanted to know how much money had been made from it.

Board Comments

Commissioner Phillipott welcomed the new commissioners and shared he was excited to work with them and hear their new ideas.

Commissioner Conaway congratulated the new commissioners as well and reminded the public to ask about what they hear from others to ensure they are receiving the correct details.

Commissioner Eckendorf stated he was here to serve the people of Swansboro and was grateful he was entrusted and looked forward to the next four years.

Commissioner Brown shared that it was an honor to represent the town and thanked the voters that supported him.

Mayor Pro Tem Justice was appreciative of the welcome provided by Commissioners Conaway & Philpott. Additionally, he read a statement and pledge, and asked the board and Mayor to sign.

Mayor Davis thanked Town Clerk Fender, her team, and the IT specialist for their hard work with getting the ability to live stream the meetings accomplished. He also shared with the Board that it was their responsibility to serve the citizens and the integrity of their office was important.

Mayor Davis recognized guests that were present: County Commissioners Walter Scott, Lisa Carpenter, Linda Howard and former Swansboro Commissioners Roy Herrick and Junior Freeman

Adjournment

On a motion by Commissioner Phillipott, seconded by Commissioner Conway, the meeting adjourned at 6:35 pm.



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Direction on Scheduling Public Hearing for Rezoning Request**

Board Meeting Date: **April 9, 2024**

Prepared By: **Alissa Fender – Town Clerk**

Overview: Per the Board of Commissioners Policy #9, public hearings related to proposed changes in the official zoning map are authorized to be scheduled when supported by both the Planning Board and staff.

A rezoning request from Emerald Coast, LLC, on behalf of themselves and other property owners was resubmitted and reviewed by the Planning Board on April 2, 2024. The request was to rezone the four parcels located on Queen Creek Road from O\I (Office\Institutional) to B-1 (Business). The areas are further identified as 140 Queens Creek Road containing 0.48 acres (tax parcel 1313-88), 144 Queens Creek Road containing one acre (tax parcel ID 1313-87) and 150 Queens Creek Road containing 1.35 acres (tax parcel ID 1313-85) 160 Queens Creek Road containing 5 acres (tax parcel ID 1313-85.1) the total acreage requested for rezoning is +/-7.83 acres.

The proposed change from O\I (Office\Institutional) to B-1 (Business) is not consistent with the Comprehensive Plan, specifically the Future Land Use Map, and staff supports the property remaining O\I (Office\Institutional) and was unanimously not recommended for approval by the Planning Board.

If the board desires to hear the rezoning, a public hearing can be scheduled for the next meeting on April 23, 2024.

Background Attachment(s): None

Recommended Action: Provide direction to staff on scheduling a public hearing for the rezoning request.

Action: _____



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Fee schedule amendment for Church Street Town Dock Fees**

Board Meeting Date: **April 9, 2024**

Prepared By: **Justin Webb – Dock Master/Downtown Supervisor**

Overview: A fee schedule amendment is proposed for the Church Street Town Dock, increasing the usage rate from \$1.50 to \$2.00 per foot/per night, and raising the power charge from \$5.00 to \$10.00 per night.

Comparative analysis with neighboring marinas along the North Carolina coast indicates that Swansboro’s current dockage rate is significantly lower.

Caspers Marina / Swansboro NC \$2.00/per ft. \$10/Power	Northwest Creek Marina / New Bern NC \$2.00/per ft. \$10/power
Dudleys Marina / Swansboro NC \$2.00/per ft. \$10/power	Wrightsville Beach Marina / Wilmington NC \$5.00/per ft. \$20/30amp \$30/50amp \$50/100amp \$15/water
Beaufort Town Docks / Beaufort NC \$2.00/per ft. \$10/30amp \$20/50amp \$30/100AMP	Topsail Island Marina \$2.00/per ft. \$10/power
Seagate Marina / Newport NC \$2.50/per ft. \$10/power	Washington Town Docks \$1.50/per ft. \$10/power
Riverdunes Marina / Oriental NC \$2.50/per ft. \$10/30amp, \$20/50amp \$30/100amp	Morehead City Docks \$2.00/per ft. \$0/power \$50.00/per ft. per night for boats under 26'
Oriental Marina / Oriental NC \$2.00/per ft. \$5/power	

Background Attachment(s): None

Recommended Action: Motion to approve the fee scheduled amendment to the Church Street Dock usage fees from \$1.50 to \$2.00 per foot/per night and power from \$5.00 to \$10.00 per night.

Action: _____



Board of Commissioners Meeting Agenda Item Submittal

Revised

Item To Be Considered: **Digital Sign Discussion**

Board Meeting Date: **April 9, 2024**

Prepared By: **Sonia Johnson – Finance Director**

Overview: Discussion and direction on replacement of the digital sign.

Background: The digital sign located at Town Hall became inoperable due to a failure with the communications device. The sign manufacturer (Formetco) has discontinued support for hardware and software for the sign. Since its failure the sign had remained blacked, however, Public Works was able to locate another communication device (used) and once installed the sign updated and began to work after several attempts. The life expectancy of the device and the availability to acquire another is unknown.

The sign was purchased and installed in 2014, and sign professionals have indicated that the life expectancy of digital signs is around 7 years. Staff recommends replacing the sign due to its age and the uncertainty around the ability to obtain components to repair and the discontinued support by the manufacturer.

Consideration for replacement of the sign can be during this FY 23-24, requiring a budget amendment or added in the next FY 24-25 budget. Once the purchase of the sign is approved the turnaround time to install it would be 60 days. Quotes received for the sign and installation range from \$17,200 to \$29,890.

Recommended Action: Discuss and direct staff on replacing the digital sign during FY 23-24 budget or submit for consideration in FY 24-25 budget.

Action: _____



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Future Agenda Topics**

Board Meeting Date: **April 9, 2024**

Prepared By: **Alissa Fender – Town Clerk**

Overview: The purpose of this memo is to provide the Board with matters that staff anticipates/proposes for upcoming meetings. It should be noted that these items are tentatively scheduled for the specified monthly agenda but are subject to change due to preparation of materials, public notice requirements, etc.

In providing this memo each month, we hope it will also provide an opportunity for the Board to introduce items of interest and subsequent direction for placement on future agendas, which will allow staff the opportunity to plan accordingly.

April 23rd

- * Presentation – Backpack Friends
- * Presentation – ONWASA/Franky Howard
- * Public Hearings:
 - o Rezoning – Queens Creek Road
 - o Text Amendments for Doors, Windows and Roof in the Historic District
 - o Table of Permitted Uses, & Zoning Map Amendments timeframe
- * EOC/PSB Site Selection Committee Updates as needed
- * Financial Report

May 14th & May 28th

- * Onslow County Soil & Water Presentation (14th)
- * Presentation – One Place (28th)
- * Public Hearing – 2 Special Use Permits (14th or 28th)
- * EOC/PSB Site Selection Committee Updates as needed
Financial Report

June meeting dates

11th & 25th

Future Agenda Items

- * American Rescue Plan Funding Recommendations (updates)
- * Building Standards (*Concerns with tarps and homes in poor repair all around town brought up 2.14 meeting*)
- * Swimming Pool/Consideration for Establishing a Pool Committee (*on hold for P&R Master Plan*)
- * Duke Energy Presentation
- * Wayfinding Signs
- * High School Recognitions – *revisit/revise*
- * Street Acceptance of Swansgate and Shadow Creek (*developed has applied*)
- * Highway 24 Superstreet Presentation – *rescheduled to later date*
- * Waterfront Access and Development Plan (*review/revision considerations*)
- * Town Code Amendment to Chapter 91: Fire Prevention
- * Community Presentations (*ongoing monthly*)
- * Special Meeting Workshops as needed
- * Moratorium discussion
- * Sidewalk considerations to connect One Harbor property to Recreation Center
- * 2nd Amendment/Weapon Allowance at Town Hall
- * Recognition of High School Basketball & Volleyball Teams
- * DOD Grant
- * EV Charging fees
- * Ricky's Retreat - June