



Board of Commissioners Agenda

Town of Swansboro

Monday, January 09, 2023

Board Members

John Davis, Mayor | Frank Tursi, Mayor Pro Tem | Pat Turner, Commissioner | Harry PJ Pugliese, Commissioner | Larry Philpott, Commissioner | Jeffrey Conaway, 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. FY 23-24 Budget Schedule

IV. Appointments/Recognitions/Presentations - None

V. Public Hearing

a. Text Amendments related to Demolition by Neglect and Enforcement

Presenter: Andrea Correll, AICP - Planner

Following review of Demolition by Neglect draft ordinances and specific statues related to such, staff has prepared UDO text amendments to Sections 152.485 through 152.488.

The Planning Board recommended approval of the proposed text amendment at the regular meeting on December 6, 2022

Recommended Action: 1) Hold a public hearing;

2) A motion to approve, deny or table Ordinance 2022-01 and adopt a statement of consistency.

VI. Business Non-Consent

a. Public Safety/Emergency Operations Center Feasibility Study

Presenter: Paula Webb – Town Manager

A contract proposal by Becker Morgan is offered for Phase 1 – Feasibility Study for the Public Safety/Emergency Operations Center in the amount of \$19, 120.

Becker Morgan was selected by the Town in November 2022 as the consulting architectural firm.

Recommended Action: *Motion to authorize the Manager to execute the contract.*

b. NCLM 2023-2024 Advocacy Goal Statements

Presenter: Paula Webb – Town Manager

The NCLM has published its 2023-2024 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 23-24 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 12, 2022. 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 - None

XII. Adjournment



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **FY 23-24 Budget Schedule Adoption**

Board Meeting Date: **January 9, 2023**

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

Overview: As provided, see FY 23-24 Budget Schedule for your consideration.

Background Attachment(s): FY 23-24 Budget Schedule

Recommended Action: Motion to approve FY 23-24 Budget Schedule

Action: _____

BUDGET SCHEDULE – FISCAL YEAR 2023-24*

Item IV - a.



January 09, 2023	Adoption of Budget Calendar
January 17, 2023	Budget instructions distributed to Department Heads
February 08, 2023	FY 23-24 draft CIP, capital outlay requests and major program request changes (i.e., new personnel, large contracts, etc.) are due. Any increase that will cause the budget request to be greater than 5-10% of current year's initial budget must be submitted at this point.
February 15, 2023	Operating and year-end projection worksheets due to Finance
February 27, 2023	Finance presents first draft of budget to Town Manager
March 1-7, 2023	Town Manager, Finance Director and Department Heads review departmental requests. Departments-try to leave schedules open.
March 8-11, 2023	Budget Revisions & Team Lock Down to balance Budget
March 17, 2023	Budget Distribution, available for public inspection
March 20-23, 2023	Budget Workshop: Budget Overview
April 11-28, 2023	Additional Budget Workshops, if necessary
May 08, 2023	Set Public Hearing for June 12, 2023
June 12, 2023	Board holds Public Hearing
June 26, 2023	Board adopts Fiscal-Year 2023-2024 Budget
July 1, 2023	FY 23-24 Begins

****All dates are subject to change***



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Text Amendments related to Demolition by Neglect and Enforcement**

Board Meeting Date: **January 9, 2023**

Prepared By: **Andrea Correll, AICP Planner**

Overview: Following review of Demolition by Neglect draft ordinances and specific statues related to such, staff has prepared UDO text amendments to Sections 152.485 through 152.488.

The Planning Board recommended approval of the proposed text amendment at the regular meeting on December 6, 2022

Background Attachment(s): Draft Ordinance Amendments to UDO Section 152.485 through 152.487, Comprehensive Plan Consistency Statement

Recommended Action: 1) Hold a public hearing;
2) A motion to approve, deny or table Ordinance 2022-O1 and adopt a statement of consistency.

Action: _____

ORDINANCE 2023-O1
AN AMENDMENT TO THE UNIFIED DEVELOPMENT ORDINANCE
DEMOLITION BY NEGLECT AND ENFORCEMENT

WHEREAS North Carolina General Statute 160D-605 and 160D-701 requires that zoning regulations shall be made in accordance with a Comprehensive Plan; and

WHEREAS the Board of Commissioners finds that the proposed text amendment to the Unified Development Ordinance regarding demolition by neglect to be consistent with the Town of Swansboro CAMA LAND USE Plan updated January 22, 2019.

NOW BE IT ORDAINED by the Town of Swansboro Board of Commissioners that the Town Unified Development Ordinance be amended including renumbering section starting with Section 152.485 through Section 152.488 to add a new Demolition by Neglect section.

TITLE XV: LAND USAGE
CHAPTER 152: UNIFIED DEVELOPMENT ORDINANCE

§ 152.485 DEMOLITION BY NEGLECT

Demolition by Neglect (DBN) shall mean and include the failure by the owner or such other person who may have legal possession, custody, and control of any building or structure (including walls, fences, light fixtures, steps, pavement, paths, or any other appurtenant features), either designated as an historic landmark or found to have historic significance, to keep the exterior features free of decay, deterioration, and structural defects, in order to ensure that the same shall be preserved. The term “demolition by neglect” shall also include the failure of such owner or other person having such legal possession, custody, and/or control, to repair, upon written request by the Town of Swansboro Historic Preservation Commission on behalf of the Town of Swansboro, such exterior features as are found to be deteriorating, or to correct any condition contributing to deterioration, including, but not limited to, the following defined and prohibited conditions of neglect and defect:

1. Deterioration of exterior walls, foundations, or other vertical supports that cause leaning, sagging, splitting, listing, or buckling.
2. Deterioration of flooring or floor supports, roofs, or other horizontal members that cause leaning, sagging, splitting, listing, or buckling.
3. Deterioration of external chimneys causing leaning, sagging, splitting, listing, or buckling.
4. Deterioration or crumbling of exterior plasters or mortars.
5. Ineffective waterproofing of exterior walls, roofs, and foundations, including broken windows or doors.
6. Defective protection or lack of weather protection for exterior walls and rood coverings, including lack of paint, or weathering due to lack of paint and/or other protective coverings.
7. Rotting holes, and other forms of decay.

8. Deterioration of exterior stairs, porches, handrails, windows, and door frames, cornices, entablatures, wall facings, and architectural details that cause the delamination, instability, loss of shape and form, or crumbling.
9. Heaving, subsidence, or cracking of sidewalks, steps or pathways.
10. Deterioration of fences, gates, and/or accessory structures.
11. Deterioration of any exterior feature so as to create or permit the creation of any hazardous or unsafe conditions to life, health, or other property.

§ 152.486 PROCEDURAL REMEDIES WHEN DEMOLITION BY NEGLECT IS DETERMINED

1. Applicants must provide a sealed report from a structural engineer who has inspected the site and consult with the Town Planner who will consult with NC State preservation office on the submittal and ask for additional information if needed as well as the Town Building Official and Town Engineer.
2. The report must contain a breakdown of the structural integrity of the building including the roof, walls, floors, windows, doors, and foundation. A detailed description of each structural component that needs work must be provided with the remedy for repair along with documentation that the component is 50% or more structurally unsound.
3. If water infiltration is occurring an engineer must provide a sealed site plan showing solutions to the stormwater issue. The calculations will be reviewed by the Town's Engineer.
4. Submit 2 sealed sets of building plans and a site plan along with any exhibits that are needed for the review. The Town staff will work through the review process prior to taking the recommended drawings and exhibits to the Swansboro Historic Commission for consideration of a COA to facilitate and document the corrective action needed.

§ 152.4857 COMPLIANCE AND ENFORCEMENT.

(C) When Demolition by Neglect (DBN) properties have been identified and added to the DBN List, the general steps, actions, decision points, and owner's needed responses when receiving notice of violation from the Town Planner is as follows:

1. A completed DBN complaint form is submitted to the Planner and stamped with the received date and initials. Staff may fill out the complaint form based on email or phone call from a complaint. Email or regular mail is preferred, however if a phone call is received the Town Planner will respond by email and email should be sent to the complainer and the HPC. The Planner will report to the HPC at the next regular meeting.
2. Within 14 days following receipt of the DBN complaint, a status report of the complaint investigation and actions taken is mailed to the complainant and, if warranted, the property owner is notified of the violation. The complaint investigation is reported to the HPC at its next regular meeting if there is a basis for complaint. The Town Planner is the responsible party to prepare and present the reports to HPC.

3. If there is a basis for complaint, the property owner in violation has thirty calendar days to respond to the documented violation(s) contributing to demolition by neglect. The property owner may respond by phone, email or in writing. A follow-up shall be sent in the event the property owner responds by phone. A copy of that email shall be sent to the HPC within two business days of the call. The Planner shall maintain a record of communication with the property owner. The Town Planner is the responsible party to prepare and present the reports to HPC.
4. If the property owner fails to respond or to address the violation(s) by the required deadline, The Town Planner will report Town enforcement action at the next HPC meeting.
5. The HPC evaluates the staff notification of the DBN findings for a property and determines whether to proceed with further action.

§ 152.4868 MUNICIPALLY OWNED PROPERTY

(A) Municipally owned property will be subject to the same regulations as privately owned property if located within the Historic District.

(B) If consideration is being made for possible town acquisitions of historic property, the Swansboro Historic Preservation Commission should provide input in all stages of planning on the usefulness of the acquisition. However, acquisition and restoration of historic property should remain the domain of private enterprise whenever possible.

This Ordinance shall be effective upon adoption.

Adopted by the Board of Commissioners in regular session, January 9, 2023.

John Davis, Mayor

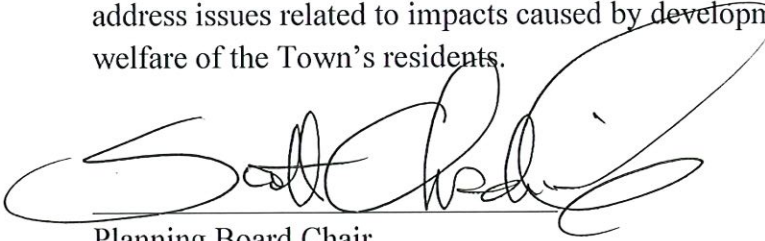
Attest:

Alissa Fender, Town Clerk

**TOWN OF SWANSBORO PLANNING AND ZONING BOARD
STATEMENT OF CONSISTENCY**

On December 6, 2022, the Planning Board heard the requested text amendment and recommended unanimous approval of the text amendment to Sections 152.485 through 152.488. of the Town Unified Development Ordinance.

The Town's Planning Board finds that the proposed text amendment is consistent with the current Comprehensive Plan and other applicable plans and policies and considers the action taken to be reasonable and in the public interest because it provides the structure, for Town staff to proactively address issues related to impacts caused by development in order to protect the health, safety, and welfare of the Town's residents.



Planning Board Chair



Town Planner



Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **Public Safety/Emergency Operations Center Feasibility Study**

Board Meeting Date: **January 9, 2023**

Prepared By: **Paula Webb – Town Manager**

Overview: A contract proposal by Becker Morgan is offered for Phase 1 – Feasibility Study for the Public Safety/Emergency Operations Center in the amount of \$19, 120.

Becker Morgan was selected by the Town in November 2022 as the consulting architectural firm.

The proper design for this new Public Safety Facility requires a careful pre-design process. This process results in establishing what is needed (the "program") and what is practical within the constraints of budget and other factors. This work will be the first phase of a multi-phase design process. The first phase is Feasibility Study.

The goal of the Feasibility Study phase is to define the scope of the project in terms of operations and physical construction within the context of a defined budget. We will evaluate each physical location along with renovation and/or new construction options. We will present and review all options with the EMAC. Last, we will prepare a Feasibility Study Report that includes concise scopes, budgets, and schedules for implementation of the selected option or options.

Background Attachment(s): Contract Proposal

Recommended Action: Motion to authorize the Manager to execute the contract.

Action: _____



ARCHITECTURE
ENGINEERING

PLANNING OUR
CLIENTS' SUCCESS

December 14, 2022

Paula Webb, Town Manager
Town of Swansboro
601 West Corbett Avenue
Swansboro, NC 28584
pwebb@ci.swansboro.nc.us

Re: **Professional Services – Feasibility Study**
SWANSBORO PUBLIC SAFETY BUILDING /
EMERGENCY OPERATIONS CENTER
Swansboro, North Carolina
2022295.00

Dear Ms. Webb:

Becker Morgan Group, Inc. is pleased you have requested a professional services proposal for a feasibility study for the new Swansboro Public Safety Building / Emergency Operations Center project. It was a pleasure for me to meet with you, Commissioner Larry Philpott and Commissioner Jeffery Conaway on December 6, 2022, to discuss the project in detail and tour the site.

Enclosed please find one original agreement documenting our initial services and compensation. If acceptable, please sign and return the original agreement to our office. An electronic copy or scan is satisfactory. We will then proceed with our services.

Thank you for the opportunity to be of service. Please do not hesitate to call with any questions or concerns. We appreciate your confidence in our firm and look forward to working together on this important civic project!

Sincerely,

BECKER MORGAN GROUP, INC.

Ernest W. Olds, AIA
Vice-President

Enclosure: Proposal (12/14/22)

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BECKER MORGAN GROUP, INC.

3333 JAECKLE DRIVE, SUITE 120
WILMINGTON, NORTH CAROLINA 28403
910.341.7600

PORT EXCHANGE
312 WEST MAIN STREET, SUITE 300
SALISBURY, MARYLAND 21801
410.546.9100

309 SOUTH GOVERNORS AVENUE
DOVER, DELAWARE 19904
302.734.7950

THE TOWER AT STAR CAMPUS
100 DISCOVERY BOULEVARD, SUITE 102
NEWARK, DELAWARE 19713
302.369.3700

www.beckermorgan.com

December 14, 2022

Professional Services – Feasibility Study
SWANSBORO PUBLIC SAFETY BUILDING /
EMERGENCY OPERATIONS CENTER
 Swansboro, North Carolina
 2022295.00

Project Scope

The Town of Swansboro, North Carolina is in eastern Onslow County, bordering Carteret County, and the White Oak River to the east. The town is the oldest in Onslow County, incorporated in 1783. It is 2.4 square miles in land area and includes 3,904 residents according to the State's Office of State Budget and Management (OSBM). The town is enjoying significant growth, having added 1,185 residents between 2010 and 2021 or a 44% increase (per OSBM). Including the Town's Extraterritorial Jurisdiction (ETJ), the service area population is believed to be over 5,000.

The town is served by a combined sworn and volunteer fire service of 22 staff stationed at 609 West Corbett Ave. Law enforcement is provided by 13 sworn staff and is collocated with the fire department. Onslow County operates Emergency Medical Services (EMS) from the Town's fire station, as well. Fire, EMS, and police dispatch calls are routed from Onslow County E-911 in Jacksonville, North Carolina. Chief David Degnan heads the fire service, and Chief Dwayne Taylor heads the police department. Onslow County operates a county-wide Emergency Operations Center in Jacksonville.

The area has endured many tropical storms since 2016, including Hermine (2016), Julia (2016), Chris (2018), Michael (2018), Arthur (2020), Fay (2020) and Nicole (2022), as well as hurricanes Matthew (2016), Jose (2017), Maria (2017), Florence (2018), Dorian (2019), Humberto (2019), and Isaias (2020).

All these storms brought wind, rain and/or flooding to the area. Some storms caused damage to the Town's fire/police station and Town Hall despite renovations completed in 2014. A recent evaluation concluded the structures housing the town administration and first responders were not adequate beyond a Category 1 storm event.

The Town established an Emergency Management Advisory Committee (EMAC) to address these facts and investigate solutions to allow continuity of public safety services during extreme weather conditions. Primary objective is the establishment of an appropriate Emergency Operations Center (EOC). At present the Town has an arrangement with a local church to occupy their basement as an EOC should an activation be necessary. Further, the Town has received a \$6,000,000 grant to support the design and construction of a new facility and ancillary work.

Committee has developed three broad concepts to explore:

1. **Dual-Use Building:** A new municipal building that would serve as an operations center during times of declared emergencies. The building would be planned to include all the features needed for a temporary emergency center but would primarily serve other town function most of the time.
2. **Public-safety Center:** A new police and fire station to replace our current building

that would be used as an emergency center when needed. The building would be sized to accommodate reasonable future growth.

3. Regional Center: A building that would serve as a regional emergency operations center for eastern Onslow County with building, operations and maintenance costs shared with the county. A similar arrangement will be explored with our neighboring communities in western Carteret County: Cape Carteret, Cedar Point and Peletier.

When considering each concept one can assume variations such as renovation versus new construction, use of existing town property or acquisition of new property, and additions to existing buildings.

The Emergency Management Advisory Committee has requested the preparation of a feasibility study. The study should "describe the strengths and weaknesses of each approach, including estimated construction and maintenance costs for each alternative, plus any land purchases that might be required and the costs of furnishings and new equipment. The final report should include a recommended alternative with preliminary cost estimates and a timetable for completion".

Becker Morgan Group has been selected to prepare the feasibility study. We have met with Town leadership and toured the present facilities on Corbett Avenue. We were also asked to consider alternate facility location options should they be identified and become available.

Regardless of the selected location, or decision to build new or renovate, the EOC and supporting structures have several concerns that must be addressed:

- Flood Elevation (new regulations) and Wind Speed (increased design pressures)
- Enhance Facility Construction requirements/standards (Risk Category IV per Ch. 16 of NC Building Code)
- Construction Costs and Funding challenges (schedules and funding sources)
- Building/Site Layouts (confirm site orientation, building position and configuration)
- Integration of Operations with other components of local public safety service

The EOC will likely be a majority component in the overall facility construction expense. Care must be exercised to understand the opportunities and adjacencies available that could support operational improvements to both the fire and police service.

Services Scope

The proper design for this new Public Safety Facility requires a careful pre-design process. This process results in establishing what is needed (the "program") and what is practical within the constraints of budget and other factors. This work will be the first phase of a multi-phase design process. The first phase is Feasibility Study.

The goal of the Feasibility Study phase is to define the scope of the project in terms of operations and physical construction within the context of a defined budget. We will evaluate each physical location along with renovation and/or new construction options. We will present and review all options with the EMAC. Last, we will prepare a Feasibility Study Report that includes concise scopes, budgets, and schedules for implementation of the selected option or options.

PHASE 1 – FEASIBILITY STUDY

- A. Data Acquisition – for up to 3 sites
 - Review applicable regulations, building and zoning codes, and operational standards.
 - Surveys – personnel/equipment space needs both current and future.
 - Investigate site permits in place and any known site limitations.
 - Determine availability of utilities (water, sewer, power, communications, etc.).
 - Acquire available documentation/drawings for building existing conditions.
- B. Analysis/Documentation
 - Program of spaces, relationships within public safety network.
 - Initial cost estimates/phased implementation/schedules.
 - Diagrammatic options for each physical location.
 - Summary, review, revision, confirmation.
- C. Deliverables - Production of *Feasibility Study Report* to include:
 - Physical Assessment of structure and systems relative to codes and standards.
 - Space Needs spreadsheet.
 - Operational Evaluation from physical, security, and efficiency perspectives.
 - Cost Estimates for site, building and systems construction.
 - Phase Schedule as appropriate to recommended plan or plans.

We expect the space surveys, site inspections and planning meeting to involve one day on-site. The remainder of the analysis and documentation work will require approximately 60 days. We will meet with the EMAC to review all options and to select, as appropriate, one or more options. Upon completion and receipt of the *Feasibility Study Report*, you will be able to evaluate the option(s) and select a path forward. We will deliver this report in electronic and printed form. We are prepared to present this report to the Board of Commissioner when scheduled.

Once the first phase is completed, the project can proceed as would a typical building, albeit one that is more sophisticated.

Becker Morgan Group, Inc. will provide overall project leadership and will coordinate our project team. While we will not require the full involvement of the engineering disciplines (civil, structural, mechanical, electrical, plumbing) during this initial phase, we will consult with each as appropriate to inform our investigations and conclusions.

Compensation

For the services described above, we propose the following fixed fee:

Phase 1 – Feasibility Study	\$19,160
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For reimbursables, such as printing and travel, etc., please allow \$300.

We will bill for our services monthly based on the degree of completion each month. We do not require an initial payment.

Our proposed services do not include the items on the following list, but you may find them

useful as a check list during planning for the project.

Exclusions *(the following services and expenses are excluded from this agreement)*

*If authorized, Becker Morgan Group has experienced staff to provide these services.

Services

- Design*: Landscape; Interior Design and Furnishings, Fixtures, and Equipment (FF&E)
- Engineering: Geotechnical (soil borings and recommendations); Civil; Structural; Mechanical, Electrical, Plumbing; Fire Protection; Life Safety; Technology and Telecommunications
- Surveying: subdivision plats; recordation; ALTA/ACSM surveys; construction stake-out; recordation drawings; as-built surveys
- Studies: traffic; community impact statements; feasibility*
- Regulatory matters: variances; special exceptions; amendments; hearings; review meetings
- LEED® design or documentation or similar environmental or energy conservation program.
- Environmental: Phase 1 and Phase 2 studies; tree conservation compliance; wetlands delineation and permitting; CAMA compliance
- Off-site improvements: design of any off-site improvements or utility extensions to the site
- Special Consultants: Acoustical; Cost Estimation; Food Service; Health Care; Building Envelope; Roofing; Scheduling; Security
- Graphics*: presentation/marketing materials (2D / 3D); models; project signage; computer animation.
- Permitting*: building, site, health, food service, environmental

Expenses

- Fees: filing; review; permits; agency approvals; bonds
- Reproduction: printing of drawings and specifications
- Travel: mileage, tolls, parking

Agreement Terms

Reimbursable items such as printing, mileage, etc. are included in our fee as an allowance and will be billed separately. The attached of *Terms and Conditions of Agreement* documents contract terms and is hereby incorporated into this agreement. If this proposal is acceptable, please have it signed by the appropriate official and return a copy to our office.

Thank you for the opportunity to be of service.

BECKER MORGAN GROUP, INC.



Ernest W. Olds, AIA
Vice President

EWO/e

Town of Swansboro

Accepted: _____

Printed: _____

Title: _____

Date: _____

Attachment: *Terms and Conditions of Agreement* (01.01.22) NC

Client Billing Information (please print)

Billing contact: _____

Billing entity: _____

Billing address: _____

Billing email address: _____

Billing contact phone: _____

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Board of Commissioners Meeting Agenda Item Submittal

Item To Be Considered: **NCLM 2023-2024 Advocacy Goal Statements**

Board Meeting Date: **January 9, 2023**

Prepared By: **Paula Webb – Town Manager**

Overview: The NCLM has published its 2023-2024 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 23-24 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.

Background Attachment(s): 23-24 Advocacy Goal Statements

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 12, 2022. The voting delegate will receive voting instructions and the online ballot directly.

Action: _____

LEGISLATIVE GOAL STATEMENTS

RECOMMENDED BY THE NCLM BOARD OF DIRECTORS

The following goal statements are grouped by subject area but NOT listed in any priority order.

- Expand federal and state resources for affordable housing.
 - Housing affordability is a growing problem across North Carolina, affecting cities and towns of all sizes and people across different income levels.
 - Increasingly, the lack of affordable housing acts as a major impediment to business and workforce recruitment.
 - Ongoing state and federal revenue streams to address housing affordability are extremely limited, with much of the burden for solutions left with cities and towns
- Revitalize vacant and abandoned properties with enhanced legal tools and funding.
 - Abandoned and vacant properties, often the subject of so-called tangled titles, can affect the ability of communities to revitalize areas and improve economic conditions.
 - The abandoned properties, with enhanced legal tools to help heirs clear up title issues and sell properties at market rates, could help address local housing needs.
 - Many towns do not have the funding to adequately address abandoned properties.
-
- Create an adequate and permanent funding stream for local infrastructure.
 - Infrastructure – including roads, water, sewer, stormwater, parks and beaches – are critical to economic development and job creation.
 - Many cities in the state are growing, creating a constant need for investment to keep pace with population growth; many cities and towns also have aging infrastructure that must be replaced.
 - Creating more permanent funding streams for local infrastructure, such as a dedicated tax source, would allow for better planning to meet needs.



- Allow municipalities to use local resources and capabilities to expand broadband access in their communities through innovative partnerships.
 - Slow and unreliable internet service threatens educational and professional opportunities, and the economic future of entire communities.
 - Municipalities own existing infrastructure – including dark fiber, towers and electric poles – that could be utilized in innovative partnerships and assist in making broadband service more affordable.
 - Failure to utilize local government assistance and assets will continue to create digital gaps that have real-world consequences for North Carolinians.

- Extend deadlines for completion of federal infrastructure projects.
 - Current deadlines for the allocation and expenditure of American Rescue Plan Act funding may make more complex infrastructure projects unrealistic.
 - High inflation and worker shortages are leading to higher project costs; extending ARPA and other funding deadlines will spread projects out and may help lower costs.
 - Cities and towns require flexible deadlines to get the best bang for their buck out of this funding.

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- Expand state transportation funding streams for construction and maintenance for municipal and state-owned secondary roads.
 - Current Powell Bill and other state funding is not adequate to address transportation needs, particularly as they affect municipal and state-owned secondary roads.
 - In many cities and towns, major commuting corridors are not receiving the level of investment needed to keep pace with traffic.
 - More investment is needed for these roads if existing residents are to embrace business and residential growth.



- Support integrated and multi-modal transportation solutions.
 - Today, cities and towns seek to make downtowns and other areas accessible to residents and visitors, whether traveling by foot, bike, car, mass transit and other means.
 - Making areas accessible in this manner requires integrated planning and funding with the state.
 - Only through recognizing the need for multi-modal transportation solutions can cities and towns maximize tourism and other economic opportunities, ensuring that local businesses thrive.
 - Increase state funding for public transportation operations.
 - Road construction is not keeping pace with transportation needs in any many areas, and public transportation provides a means to reduce the burden of building roads.
 - Investment in public transportation can improve traffic safety, air quality and residents' accessibility to businesses and public services.
 - One of the biggest impediments to economic growth is traffic and commuting times, which can be alleviated through public transportation options.
-
- Expand incentives and funding for local economic development.
 - Funding is simply inadequate in many cities and towns to encourage job growth.
 - State grants and incentives are often targeted in ways that fail to assist the areas in greatest need of job creation.
 - Maintaining or expanding funding for film tax credits, major industrial site development, downtown development and renewable energy tax credits helps cities and towns across the state.

- Expand incentives that encourage regionalization of water and sewer, as well as other municipal services, when appropriate.
 - A number of municipal water and sewer systems continue to financially struggle with deferred maintenance needs.
 - These challenges came about largely due to population and job losses in rural areas, leading to an erosion of taxpayer and ratepayer bases.
 - While legislators and municipalities have begun to address these issues with the creation of the Viable Utility Reserve and the use of ARPA funding, state estimates show needs still exceed expenditures by several billion dollars.
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- Enhance state systems and resources for local law enforcement officer recruitment, training, and retention.
 - Municipalities across the state are facing law enforcement staffing shortages, in many cases severe shortages.
 - State training resources are limited, and the cost of local law enforcement agencies to send recruits and existing officers to NC Justice Academy locations can be prohibitive.
 - Grant writing assistance is one of several options that might provide better access to the large volume of federal law enforcement grant funding that is available.
- Provide state assistance for yearly financial audits, ensuring that an adequate number of auditors is available.
 - Several dozen local governments have been placed on the state Unit Assistance List due to late audits.
 - Often these audits are late due to staffing shortages, changes in financial personnel and a growing shortage of private auditors willing to perform this work.
 - Addressing this challenge would lessen negative portrayals of local government financial controls.



- Revise state contracting laws to better protect public entities from the effects of inflation.
 - Labor and materials costs have been rising at a rapid rate, leaving municipalities with few options when project bids and costs exceed expectations.
 - Additional flexibility regarding the contracting process could assist municipalities in protecting taxpayers from inflation and escalating costs.
 - Without contracting law flexibility, projects can be delayed and costs can further increase.
-
- Update annexation petition thresholds to make voluntary annexations easier to initiate.
 - Voluntary annexation by petition currently requires 100 percent consent from all property owners, a threshold that can be impossible to meet even if a majority of property owners can benefit by utilizing their property for business or residential purposes.
 - Lowering the threshold from 100 percent represents a middle ground that would still reflect the will of property owners but not handicap communities' ability to economically thrive.
 - The ability of a city or town to grow and reflect its urban footprint is vital to its financial health; city services are relied on by residents whether they live in or near municipal boundaries.
- Provide authority to municipal water systems to recoup costs of clean-up from polluters.
 - Local municipal water systems are increasingly being looked to for the clean-up of PFAS and other "forever" chemicals found in surface waters.
 - State regulators plan to set surface water standards for these chemicals and propose Maximum Contaminant Levels for PFAS chemicals in drinking water.
 - To date, cities' only recourse to try to recoup the cost for utility ratepayers is through the courts.
- Provide local revenue options beyond property tax.
 - Roughly 40 percent of municipal general fund revenue is generated by local property taxes.
 - Cities have little to no authority to raise significant revenue in other ways.
 - A lack of diverse, local tax options can affect economic growth, as well as cause large swings in revenue based on economic changes.



Board of Commissioners Meeting

Agenda Item Submittal

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

Board Meeting Date: **January 9, 2023**

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.

January 23, 2023

- * Text Amendment/Massing Standards in the Historic District
- * ARP Funding Update
- * FY 21-22 Audit Report (*tentative*)
- * Employee of the Quarter
- * Recognition of Mrs. Williams (SBES Music Teacher)
- * Financial Report
- * Department Report

February 2023 (13th & 27th)

- * Joint Meeting with Planning Board (13th)
- * Financial Report
- * Department Report

Future Agenda Items

- * American Rescue Plan Funding Recommendations (updates)
- * Further LUP Review/Amendments
 - Comprehensive Transportation Plan Revisions
- * Text Amendments – Occupancy Tax
- * Text Amendments – R/A Zoning Uses – *referred back to Planning Board*
- * Sub-committee designations for Strategic Plan Implementation (*Eco Dev Committee est. Oct 2020*)
- * Building Standards
- * Table of Permitted Uses Amendments (*after: consider re-empowering BOA for Special Use Permit Review*)
- * Board Meeting Alternatives for Public viewing (*undergoing further research*)
- * Church Street Dock Safety Policy
- * Swimming Pool/Consideration for Establishing a Pool Committee (*on hold for P&R Master Plan*)
- * Social District Consideration (2nd March Meeting)
- * Samuel Swann Bland Community Service Award policy revisions (*ongoing*)
- * Downtown Parking
- * Special Use Permit/Wawa convenience store/gas station