



## **SURF CITY TOWN COUNCIL REGULAR MEETING AGENDA**

**Tuesday, March 7, 2023, 4:30 PM**

**Surf City Municipal Complex – 214 W. Florence Way**

**Stream Live: [www.youtube.com/townofsurfcity](http://www.youtube.com/townofsurfcity)**

*Council Present:*

*John Koloski*

*Jeremy Shugarts*

*Don Helms, Mayor ProTem*

*Teresa Batts, Mayor*

*Hugh Cannady*

*Staff Present:*

*Carla Citarelli, Town Clerk*

*Kyle Breuer, Town Manager*

*Amy Kimes, Town Planner*

*Phil Voorhees, Police Chief*

*Melissa Moore, Director of Finance*

*Jason Lingle, IT Director*

*Chris Wright, IT Specialist*

*Allen Wilson, Fire Chief*

*David Price, Public Utilities Director*

*Chris Carter, Facilities and Grounds Director*

*Jeff Johnson, Police Captain*

*Jodi Shepard, Parks, Recreation and Tourism Director*

- I CALL TO ORDER - *Teresa B. Batts, Mayor*
- II INVOCATION – *Pastor Nathan Swartz – Chapel by the Bay*
- III PLEDGE OF ALLEGIANCE – *Gage Johnson, Surf City Elementary School*
- IV SPECIAL RECOGNITION - *Surf City Parks, Recreation & Tourism Advisory Committee*  
*The 4 members of the committee that were present came forward. Jodi Shepard introduced them. Committee member Nick \_ spoke about what the committee does. Mayor Batts spoke about recognizing the volunteers on the committees and thanked them for all that they do.*  
*Ocean Fest- An award was presented by the mayor to the cofounders and team. The representatives spoke further on what Ocean Fest is about. It will be held Oct. 13 & 14, 2023.*
- V BEAUTIFICATION & ENHANCEMENT COMMITTEE AWARDS -  
Business of the Month: *Surf City Pet Hospital- Presented to the owner and manager by Sandi Monroe of the Beautification and Enhancement Committee.*

Home of the Month: 202 Edgewater Way – No one present to accept the award

VI MAYOR'S REMARKS -

*We ask that all in attendance please set your cell phones to silent or vibrate mode. The Council offers the public an opportunity to speak during the meeting. Comments should be limited to three minutes each and must be directly issue oriented with agenda items for this meeting, or an issue upon which the Council has control.*

*Citizen speakers will be acknowledged in the order in which they sign up to speak and will address all comments to the Board as a whole and not one individual Council member. Speakers will address the Council from the speaker's podium at the front of the room and will begin their remarks by stating their name and address. Discussions between Speakers and members of the audience will not be allowed. Groups of individuals seeking to speak on the same topic of concern will need to pick an individual speaker to represent the group as whole. Public comment is not intended to require the Council to answer any impromptu questions. Speakers are expected to be civil in their language and presentation. Any comments where the primary purpose is to promote business or candidacy shall not be allowed.*

*In accordance with the Council's adopted Rules of Procedures, Council members shall reserve responses, if any, for the Council Forum on the agenda.*

VII ADOPTION OF THE AGENDA

*Mr. Helms made a motion to add a closed session to the end of the meeting, item number 16 and adopt the agenda as amended. Seconded by Mr. Koloski, all in favor, motion carried.*

VIII APPROVAL OF THE CONSENT AGENDA

*Items under Consent are generally of a routine nature. The Board may take action to approve/disapprove all items in a single vote. Any item may be withheld from a general action, to be discussed and voted upon separately at the discretion of the Council.*

1. Approval of Minutes; February 7, 2023, February 8, 2023, February 17, 2023, and February 28, 2023
2. Communications Position Reclassification
3. Budget Ordinance Amendment – Communications
4. Budget Ordinance Amendment – Retirement
5. Budget Ordinance Amendment - Administrative

Specific Action Requested: It is requested that the Town Council consider approval of the consent agenda as presented.

*Motion made by Mr. Helms to approve, seconded by Mr. Koloski, all in favor, motion carried.*

IX PUBLIC HEARING- None

X PUBLIC COMMENTS - Citizens have an opportunity to address the Council for no more than three minutes per speaker on topics which concern agenda items of this meeting.

*Dale Eisman of Turtle Creek, 123 Leyland Way. He came to thank the staff and council, especially Ms.*

*Kimes for her handling of the development Applewood Trace. He understands they have asked to be put on the agenda for the April meeting. He is hoping that any information given regarding their proposals will be given at least 2 weeks in advance to the community to allow the residents time to review it.*

*Sandi Monroe of the Beautification and Enhancement Committee gave an update on what the committee is working on.*

*March 23, NC Coastal Federation will be holding an event in Council Chambers. April 22, Earth Day, is a scheduled street sweep. They are working on some planting projects as well. They presented the Town Council with a canvas of the Surf City Mural.*

## XI MANAGER'S REPORT -

### *Introduction:*

- *It's my pleasure to introduce Melissa Moore to the Town as our new finance director. Melissa is joining the team with experience as a finance officer for Jones County, Jones County schools, and an internal auditor with Onslow County. Her first day was Monday and is already hitting the ground running.*

### *Budget Process:*

- *Department's have submitted their Fiscal Year 23–24-line-item budgets. I've been meeting with them to review their requests and will finish up this week in preparation for Council's Work Session on the 17<sup>th</sup>. Departments will present their budgets to Council for review and questions. Following that, we'll continue to work on revenue projections and towards a balanced budget for the next fiscal year.*

### *Council Retreat:*

- *I wanted to thank Council and staff for their time to go through the Retreat last week. I felt like we got a lot accomplished, including laying the foundation for the update to the Town's Strategic Plan.*

### *Resilient Coastal Communities Program*

- *Phase III of the RCCP wrapped up last week, WK Dickson presented to the TISPC their recommendations in addressing 18-flooding "hot spots". The final invoices have been received and we'll be seeking grant reimbursement from the Division of Coastal Management. Next steps will be to seek funding for implementation either through Phase 4 of the program or other grant opportunities.*

### *East Coast Greenway Project*

- *The consultant team is working on incorporating comments received from the public input meeting. Additional coordination is occurring regarding future NCDOT projects and utility projects to make sure these are aligned.*

### *Parking*

- *Parking management started back March 1, to date, we've had 259 season passes sold.*

### *Surf City Expo*

*The parks department held another successful Expo at the Community Center, thank you for coming out and supporting our local vendors and service providers.*

## XII OLD BUSINESS

## XIII NEW BUSINESS

1. Williams Hurricane House – Presented by Town Planner, Amy Kimes. This is a request for subdivision approval for a lot on Belt Rd. We've been through it 4 times with this owner. He is selling the property one acre at a time.

*Mr. Helms made a motion to approve, seconded by Mr. Koloski, all in favor, motion carried.*

Specific Action Requested: It is requested that the Town Council consider approval of the plan as presented.

2. Accolade Subdivision – known as the Preserve at Pirate's Cove. This is the area behind there near the waterway. Because it is over 2 acres, it had to go to the Technical Review Committee and Planning Board. The name has been changed to Accolade. It was originally part of the existing Pirate's Cove. 43 single family residential units that meet the R5 zoning. Sidewalks will be provided and they have direct access to NC 50 and to Cutlas Drive. They will receive water through the town but will either have individual septic or onsite pump service. They will provide a 10' easement access to the water. They are also working with DEQ for permits as needed. They will cut for roads and amenities center. They will save all trees possible. Road has been widened to meet the 26' requirement.

Specific Action Requested: It is requested that the Town Council consider approval of the plan as presented.

*Motion to approve made by Mr. Helms, seconded by Mr. Koloski, all in favor, motion carried.*

#### XIV COUNCIL FORUM

*Mr. Shugarts mentioned that he likes the changes of including the community into the meetings. He also spoke about the Beautification and Enhancement Committee and all that Sandi Monroe has done to revive it. He commended the things they have done and invited people to get involved in the committees. The Greater Topsail Community Alliance meets once per month and discuss city happenings. They have a first paid ticketed event, a music festival in N. Topsail Beach. Holly Ridge will be holding Camp Davis Day in April. Topsail Beach is moving towards paid parking.*

*Mr. Cannady had no comments.*

*Mr. Koloski thanked Gage Johnson for saying the pledge and also Reverend Swartz.*

*Mr. Helms thanked everyone for coming out and thanked Gage for saying the pledge. He thanked the committees and invited people to get involved in the committees.*

*Ms. Batts thanked the Surf City Pet Hospital. She also thanked Ocean Fest for all they bring to the community. She thanked Gage Johnson for saying the pledge. She also thanked all departments for their work in getting the town ready for the season and for budget preparations.*

#### XV TOWN ATTORNEY REPORT – No Report

*Mr. Helms made a motion to go into closed 143-318.11(a)(3) Attorney Client Privilege. Seconded by Mr. Koloski, all in favor, motion carried.*

*No action was taken in closed session.*

*Mr. Helms made a motion to come out of closed session (5:34PM), seconded by Mr. Koloski, all in favor, motion carried.*

*Mr. Cannady made a motion to adjourn, seconded by Mr. Shugarts, all in favor, meeting adjourned.*

XVI ADJOURNMENT