

CAROLINA BEACH

Town Council Workshop

Tuesday, April 26, 2022 - 9:00 AM

Council Chambers, 1121 N. Lake Park Boulevard, Carolina Beach, NC



MINUTES

CALL TO ORDER

Mayor Barbee called the meeting to order at 9:00 AM.

PRESENT

Mayor Lynn Barbee

Mayor Pro Tem Jay Healy

Council Member Joe Benson

Council Member Mike Hoffer

Council Member Deb LeCompte

ALSO PRESENT

Town Manager Bruce Oakley

Town Clerk Kim Ward

Town Attorney Noel Fox

DISCUSSION ITEMS

1. Parking Update by Pivot Parking

Scott Diggs and Tina Reid of Pivot Parking gave an update on the 2022 season. Pivot has been working with the Town since November 1.

Ms. Reid gave an overview of the transition period, which included updates on Parkeon pay stations, MacKay Meters, and Text2Park. She said Pivot did an inventory of equipment early in the process. New sign designs were also implemented to give more clarity of rules and payment options, and Pivot has gotten positive feedback about this, Ms. Reid said.

Operational updates included information about the new online permit system, new citation platform, re-entry decals, staff uniforms, and signage painting.

Revenue summary and data focused on Freeman Park camping and annual sales, pay stations, Text2Park, citations, meters, and residential sales. Since November, March has been the biggest month for Freeman Parking camping in terms of number of reservations (209) and revenue (\$20,015). Freeman Park early bird sales were up from 2021 to 2022, but annual sales outside of the early bird period were down in 2022. Ms. Reid said this was due to the early bird cutoff in early March this year. From December to March, the total number of Freeman Park annual passes sold was 3,104, generating \$356,463.44.

Daily pay station revenue for Freeman Park was \$33,678 for November through March. During the month of March, other revenue was as follows:

- Beach access/lots pay stations: \$35,310
- Text2Park: \$76,855.25
- Paid citations: \$22,450
- Meters: \$16,180.65

Total parking revenue is up from \$79,245.12 in March 2021 to \$128,345.90 in March 2022. The March 2022 average revenue per space is \$218.63.

Residential revenue for February and March 2022 was as follows:

- Residential permits: \$188,980
- Golf cart permits: \$31,360
- Low-speed vehicle (LSV) residential permits: \$15,740 (LSV non-residential permits: \$4,140)
- Business/employee permits: \$14,300

Citation data for March 2022 was as follows:

- Warning citations: 635 (issued during the first week of the season)
- Written citations: 631 (issued beginning March 9)
- Citations paid: 211
- Residential parkers in public spaces: 223

Ms. Reid also reviewed 2022 season start modifications, issues, and corrections. She detailed some of the glitches that occurred at the beginning of the season with pay stations, meters, and data entry for permits.

Space modifications for 2022 were as follows:

- 30-minute free spaces added to encourage quick in-and-out patronage at businesses
- Updating golf-cart-only space painting along Cape Fear Boulevard
- Removal of old Duncan meters and installing Text2Park decals

Ms. Reid said the Town added 73 parking spaces for a total of 1,235, including 34 handicap spaces and 41 golf cart spaces.

Mayor Pro Tem Healy asked if the Town is looking for more handicap spaces. Town Manager Bruce Oakley said there will be an upcoming workshop to discuss an accessibility plan for the Town.

Council Member Benson asked what reducing the citation fine from \$100 to \$50 would do to Pivot's commission. Ms. Reid said they would have to run the numbers, but this move could affect the commission. She said \$100 is a steep fine but usually results in a change of behavior and future compliance.

Mayor Barbee praised Pivot's work and said these efforts are why the Town changed parking companies. He said the data allows Council to have a clearer understanding of metrics, resulting in better management.

Mayor Pro Tem Healy also commended Pivot for a thorough presentation.

Council Member Hoffer asked if every meter has a two-hour limit. Ms. Reid said yes. Mayor Barbee asked Ms. Reid to check to be sure every meter has a sign on the actual display indicating this. Council Member Hoffer said he is concerned about residents with permits who are not feeding the meters and therefore not interfacing with the display.

Council Member LeCompte asked about free handicap parking. She said the Americans with Disabilities Act (ADA) does not require free handicap parking, but Council decided to offer this for those with a handicap placard parking in a designated handicap space. She said language on the website may imply there is free handicap parking in any metered space. Mr. Oakley said he will get this clarified.

2. Canal Drive Presentation by Staff

This item was removed from the agenda.

3. Budget Presentations

Staff presented department budget highlights to Council.

Mr. Oakley began with an overview of the departmental breakdown for 2022/2023. He said what he is presenting includes a 7% cost-of-living adjustment (COLA) for staff, but since development of this draft neighboring local government entities have implemented larger staff increases. Mr. Oakley said one of the goals in the Town's strategic plan is recruitment/retention, so he would like Council to consider a tiered COLA system for staff: 8% for department heads, 9% for mid-grade staff, and 10% for lower-paid employees. He said he is requesting that Council act quickly on this to ensure the Town doesn't lose employees.

Mayor Barbee said he would rather approve this with the budget but is worried that waiting could result in two months of other organizations poaching Town employees.

Council Member Hoffer said he would like to focus on salary increases for lower-paid employees first.

Mr. Oakley presented the proposed Executive/Marina and Legislative 2022/2023 budgets.

Executive/Marina

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$594,881	\$654,991	\$777,141	+\$122,150
Maintenance & Operations	\$685,794	\$656,592	\$714,463	+\$57,871
Capital Outlay	\$20,000	\$14,000	\$14,000	\$0
Total Budget	\$1,290,675	\$1,325,583	\$1,505,604	+\$180,021

Highlights

- Personnel & Benefits includes addition of Communications Coordinator position, COLA, and cost of benefits for all staff
- Travel and training resume for staff
- Increases in cost of general Maintenance & Operations line items
- Purchase boat for marina/mooring field management

2022/2023 initiatives: Executive

- Hire Communications Coordinator
- Explore alternative IT support options

2022/2023 initiatives: Marina

- Purchase boat for marina/mooring field management

Legislative

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$95,794	\$95,801	\$96,971	+\$1,170
Maintenance & Operations	\$166,405	\$347,077	\$232,314	-\$114,763
Capital Outlay	\$0	\$0	\$7,000	+\$7,000
Total Budget	\$262,199	\$442,878	\$336,285	-\$106,593

Highlights/Cost

- Relocate A/V equipment outside of Council Chambers: \$7,000
- Removed contingency line item from FY 2021/2022: \$115,000

Mr. Oakley said there will be another budget workshop next week, where he will provide revenue projections with total requests. He said there will be a budget open house on May 3.

Finance Director Debbie Hall presented the proposed Finance and Debt Service 2022/2023 budgets. She began by reviewing an organizational task chart that showed a request for a new Finance & Budget Analyst position. Ms. Hall said this role would help alleviate some of the burden regarding tracking of American Rescue Plan projects and be part of a succession plan for when Ms. Hall retires.

Finance

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel	\$273,882	\$293,393	\$423,083	+\$129,690
Maintenance & Operations	\$126,815	\$116,075	\$130,827	+\$14,752
Capital Outlay	-	-	-	-
Total Budget	\$400,697	\$400,698	\$553,910	\$144,442

Takeaway points

- Requesting new Finance & Budget Analyst position
 - Wages and benefits for new position: \$100,087
 - Desk and supplies for new position: \$1,500
- \$10,000 increase for New Hanover tax collection fees due to new property values and growth

- 7% COLA

Mayor Barbee said the conversation about the need for a Finance & Budget Analyst position has been going on for years. He said he doesn't like adding it but thinks it's necessary for Council to bite the bullet at some point.

Debt Service General Fund

	FY 20/21	FY 21/22	FY 22/23	Change
Total	\$861,961	\$864,572	\$1,323,212	+\$458,640

Takeaway points

- Freeman Park Loan 4/11/22 (\$7,000,000/10 years): \$399,750 (Ms. Hall said the Town is hoping for grants to do away with this debt.)
- Two new loans requested in FY 2022/2023
 - Rescue fire apparatus (\$638,810/10 years): \$73,557
 - F-450 (\$189,000/5 years): \$40,776 (replaces Hummer and 5-ton)

Mayor Barbee asked about a scenario in which the Town doesn't get the grant for Freeman Park. Ms. Hall said in this case, the Town would use the Sand Fund and not the General Fund for those debt service payments.

Debt Service Utility Fund

	FY 20/21	FY 21/22	FY 22/23	Change
Total	\$2,580,229	\$2,525,699	\$2,515,328	-\$10,371

Takeaway points

- Net changes due to decrease in revenue bond debt service for FY 2022/2023
- No new request for debt for FY 2022/2023

Town Clerk Kim Ward presented the proposed Clerk 2022/2023 budget.

Clerk

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$106,707	\$110,562	\$127,561	+\$16,999
Maintenance & Operations	\$52,545	\$51,555	\$51,555	\$0
Capital Outlay	\$0	\$0	\$0	-
Total Budget	\$159,252	\$162,117	\$179,116	+\$16,999

Highlights/Cost

- Personnel & Benefits includes 7% COLA and increase in cost of benefits: \$16,999

Mayor Barbee asked if the proposed Communications Coordinator position would act as a backup for Ms. Ward, who has no assistant, unlike many other neighboring municipalities. Mr. Oakley said the proposed Human Resources administrative position may assist Ms. Ward with clerical duties and the proposed Communications Coordinator position may help with running cameras for meetings.

Human Resources Director Holly Brooks presented the proposed Human Resources 2022/2023 budget.

Human Resources & Retirees

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits/Retirees	\$384,626	\$396,050	\$470,083	+8.4%
Maintenance & Operations	\$133,350	\$159,670	\$174,228	+9.2%
Capital Outlay	\$0	\$0	\$0	-
Total Budget	\$517,976	\$555,720	\$644,311	+8.6%

Highlights/Cost

- Add administrative staff member/Personnel & Benefits + Maintenance & Operations: \$70,322
- Retiree insurance for 30+ retirees: \$171,000

Ms. Brooks said during the last payday, Human Resources ran 139 checks. She said the department will onboard another 50 employees within the next 30 days and serves as the contact point for all retirees who have questions about benefits. Ms. Brooks said the two existing employees need help and that there has not been an addition to the department’s staff in 15 to 20 years. She said the proposed administrative position could also fill in for the Town Clerk and Front Desk Receptionist.

Planning Director Jeremy Hardison presented the proposed Planning & Development 2022/2023 budget.

Planning & Development

	FY 19/20	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$576,765	\$576,300	\$608,903	\$664,273	+9%
Maintenance & Ops	\$52,935	\$43,425	\$67,800	\$134,850	+98.8%
Capital Outlay	\$27,000	\$0	\$8,800	\$0	-100%
Total Budget	\$656,700	\$619,725	\$685,503	\$799,123	+16.5%

Maintenance & Operations/Cost

- Unified Development Ordinance (UDO): \$70,000
- Configuration Financial Management System (FMS)/Cityworks: \$20,000

Mr. Hardison said to soften the cost of the two proposed big-ticket Maintenance & Operations items, he has made reductions in other areas, such as no capital outlay expenses, including requests for vehicles. He said the last rewrite of the UDO was 22 years ago, so a review to determine if this is meeting the needs of how the Town lives and works today is important. Mr. Hardison said the purpose of the integration between the FMS and Cityworks is to ensure they are talking to each other to maximize efficiency. He said billing staff is now manually entering building permit information, and 804 permits were issued in 2021. The integration would eliminate this.

Parks and Recreation Director Eric Jelinski presented the proposed Parks and Recreation 2022/2023 budget.

Parks and Recreation

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$492,276	\$558,979	\$599,887	+7.1%
Maintenance & Operations	\$323,875	\$474,870	\$533,615	+11.65%
Capital Outlay	\$20,000	\$183,800	\$205,000	+11.34%
Total Budget	\$836,151	\$1,217,649	\$1,338,502	+9.46%

Highlights/Cost

Fireworks, music, Family Night, and Christmas by the Sea – room occupancy tax (ROT): \$181,000

Parks, Recreation and Open Space Master Plan: \$25,000

Remaining payment on Mike Chappell Park restroom: \$205,000 (capital outlay)

Mr. Jelinski said the Maintenance & Operations increases are mostly from the ROT programs, especially fireworks, which are now \$4,000 per weekly show instead of \$2,750. He said the cost of the Fourth of July fireworks also went up by about 35%.

Mr. Jelinski said Parks and Recreation is a revenue generator for the Town and will bring in about \$300,000 vs. \$60,000 when he started nine years ago.

2022/2023 initiatives

- Update the Parks and Recreation Master Plan
- Complete new restroom at Mike Chappell Park
Construct playground and restroom at Lake Park (total grant funding of \$1,175,000 with no Town match)

Mayor Pro Tem Healy noted that Parks and Recreation has taken on more responsibility while keeping staffing at the same level. He asked why the department is not asking for another person. Mr. Jelinski said Parks and Recreation is operating with five full-time employees, but one is retiring. He said although seasonal staff has been increased, it is becoming a challenge. Mr. Jelinski said the community always steps up, so there are a lot of volunteers.

Police Chief Vic Ward presented the proposed Police Department 2022/2023 budgets.

Police Department (510)

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$2,368,433	\$2,542,874	\$2,762,620	+8.64%
Maintenance & Operations	\$312,426	\$388,427	\$487,824	+25.59%
Capital Outlay	\$54,195	\$10,000	\$18,000	+80%
Total Budget	\$2,735,054	\$2,941,301	\$3,268,444	+11.12%

Highlights/Cost

- Equipment and upfit for two new vehicles, including K9: \$18,000
- Technology upgrade phasing (in-car computers, radios): \$40,000
- Rapid Response Unit phasing (annually for 3 years): \$25,000

- Equipment for implementation of selective traffic enforcement program (grant funding): \$50,000

Police Department (630) (beach budget)

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel & Benefits	\$295,735	\$304,180	\$326,249	+7.26%
Maintenance & Operations	\$0	\$0	\$0	-
Capital Outlay	\$0	\$25,000	\$0	-100%
Total Budget	\$295,735	\$329,180	\$326,249	-0.89%

2022/2023 initiatives

- Recruiting, staffing, retention
 - Overall grade and salary increases
 - Sign-on bonuses for experience
 - Educational incentives
 - Shift differential
 - Overtime pay for special projects (CB AIDE, selective traffic enforcement, community policing initiatives)

Chief Ward said compensation is his top priority because of competition with other agencies. He said he is not seeking a raise for himself but wants to offer an incentive for young people to make a career out of working for the Town and be part of the community.

Council Member Benson said employee retention is critical.

Council Member LeCompte said the Town has lost out on recruiting seasoned officers over a few thousand dollars.

Public Works Director Brian Stanberry presented the proposed Public Works 2022/2023 budgets.

Environmental

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel	\$716,237	\$857,718	\$875,338	+\$17,620
Maintenance & Operations	\$2,468,559	\$2,778,426	\$2,867,771	+\$89,345
Capital Outlay	\$40,350	\$63,250	\$3,000	-\$60,250
Total	\$3,225,146	\$3,699,394	\$3,746,109	+\$46,715

Highlights/Cost

- Modifications to Town Hall office space: \$50,000
- Police Department Officer break area modifications: \$10,000
- Spartanburg pedestrian crosswalk: \$20,000
- GFL waste contract (5.6% CPI increase): \$1,964,821

Stormwater

	FY 20/21	FY 21/22	FY 22/23	Change

Personnel	\$527,989	\$613,414	\$659,942	+\$46,528
Maintenance & Operations	\$518,900	\$582,800	\$881,500	+\$298,700
Capital Outlay	\$10,000	\$22,000	\$52,000	+\$30,000
Total	\$1,056,889	\$1,218,214	\$1,593,442	+\$375,228

Highlights

- Starfish street end stormwater: \$75,000
- Saint Joseph pipe replacement: \$80,000
- 104 Alabama Avenue stormwater: \$80,000
- Marina backflow improvement: \$75,000
- 400 block of Monroe Avenue stormwater improvement: \$70,000
- Henniker's Ditch maintenance: \$30,000

Powell Bill

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel	\$0	\$0	\$0	-
Maintenance & Operations	\$183,867	\$185,000	\$863,420	+\$678,420
Capital Outlay	\$0	\$0	\$0	-
Total	\$183,867	\$185,000	\$863,420	+\$678,420

Highlights/Cost

- Annual State Powell Bill allotment: \$213,420
- Powell Bill reserve fund draw: \$550,000
- 2022 paving project based on PCI study: \$700,000
- ADA transitional plan improvements: \$10,000

Beach Maintenance

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel	\$297,735	\$304,180	\$326,249	+\$22,069
Maintenance & Operations	\$625,500	\$645,245	\$447,741	-\$197,504
Capital Outlay	\$6,300	\$25,000	\$7,500	-\$17,500
Total	\$927,535	\$954,425	\$781,490	-\$172,935

Highlights/Cost

- Starfish street end water access: \$75,000
- Scotch Bonnet bulkhead \$40,000
- Beach access repairs: \$75,000
- Repair/replacement of dumpsters for Freeman Park: \$25,000
- Inlet dredging payment: \$23,587

Mayor Barbee said Beach Maintenance is not growing its staff despite the season starting earlier and making it difficult to keep up with emptying trash cans, etc. He asked if seasonal staffing would begin earlier and result in increased costs. Mr. Stanberry said no, it's within the operating budget and is just a

matter of scheduling. He said there are three seasonal workers for the Boardwalk area, and the weather is a determining factor for how early the busy season will start.

Public Utilities Director Mark Meyer presented the proposed Public Utilities 2022/2023 budgets.

Public Utilities

	FY 20/21	FY 21/22	FY 22/23	Change
Personnel	\$1,674,465	\$1,752,914	\$1,809,545	+\$56,631
Maintenance & Operations	\$3,420,320	\$3,540,848	\$3,888,345	+\$347,497
Capital Outlay	\$13,000	\$68,000	\$273,500	+\$205,500
Total	\$5,107,785	\$5,361,762	\$5,971,390	+\$609,628

Highlights/Cost

- Increases of materials, chemicals, and services: \$347,497
- Permitting for Phase 1 of water study: \$250,000
- Skid steer: \$23,500

Mr. Meyer said he would love to have more staff and will maybe explore this in the future, but he is trying to stay the course for now. He said the projected cost increase for materials and chemicals in the upcoming year is significant.

Enterprise Fleet

	FY 20/21	FY 21/22	FY 22/23	Change
Maintenance/Repair	\$118,000	\$120,700	\$147,000	+\$26,300
Maintenance/Tires	\$21,000	\$22,000	\$26,000	+\$4,000
Fuel	\$80,000	\$80,000	\$130,000	+\$50,000
Total	\$219,000	\$222,700	\$303,000	+\$80,300

Highlights/Cost

- Increase across the board: \$80,300

General Fleet

	FY 20/21	FY 21/22	FY 22/23	Change
Maintenance/Repair	\$106,750	\$111,750	\$115,750	+\$4,000
Maintenance/Tires	\$19,500	\$19,500	\$19,500	\$0
Fuel	\$100,000	\$140,000	\$200,000	+\$60,000
Total	\$226,250	\$271,250	\$335,250	+\$64,000

Highlights/Cost

- Increase across the board: \$64,000

Proposed projects/cost

Wastewater treatment plant (WWTP) headworks: \$3.3 million

Water expansion (Phase 1): \$8 million (Military Ocean Terminal Sunny Point approval needed)

~~Water extension 7th Street to Dow Road: \$70,000-\$100,000 (next year)~~

~~WWTP drying bed renovation: \$200,000~~ (next year finding better solution)

Possible 2022/2023 replace two package plant lift stations: \$200,000 (looking for other possible financing solutions)

Mayor Barbee said the headworks and water expansion are the most important infrastructure items. He said staff is working on funding options such as grants, but he encouraged both staff and elected officials to be vocal about the Town's need for helping with funding these large projects.

Mr. Oakley asked Council to resume the earlier discussion about staff compensation. He said department heads in all departments are being actively recruited to leave, adding that at some point money will talk. Mr. Oakley is proposing a tiered COLA system for staff: 8% for department heads, 9% for mid-grade staff, and 10% for lower-paid employees.

Mayor Barbee asked what the impact to the current budget would be if Council approved these increases now. Mr. Oakley said it should be OK to start effective June 1. Mayor Barbee said his recommendation is to start the increases for everyone below department heads on June 1 and then implement the COLA for department heads on July 1.

Because the 8% tier may include some higher-wage employees that are not department heads, Mr. Oakley suggested holding off on that entire tier, regardless of department head status, until July 1.

Mayor Pro Tem Healy said lots of surrounding local government entities are doing increases, so this makes sense for retention.

ACTION: Motion that effective June 1, 2022, employees in pay grades 12-17 will receive a 10% pay increase and pay grades 18-26 will receive a 9% increase; staff in pay grades 27 and above will receive an 8% increase effective July 1, 2022

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem Healy, Council Member Benson, Council Member Hoffer, Council Member LeCompte

Motion passed unanimously

Council Member LeCompte said everybody is having to increase pay to retain good people, and retention is one of the Town's highest priorities.

4. Discussion on Portable Restrooms

Council discussed adding portable restrooms at certain beach accesses. Council Member Benson said the recent decision at a budget retreat to give staff guidance to pull three portable restrooms had resulted in some negative feedback. He said the large lots in the old Wilmington Beach area – including Tennessee Avenue, Ocean Boulevard, and Texas Avenue – should have services such as parking and restrooms.

Mr. Oakley said the Town can provide these portable restrooms at a cheaper price than a contractor, but it's still a big cost and comes with safety concerns regarding staff maintenance.

Mr. Meyer said portable restrooms are a temporary fix rather than a permanent solution, so he would like to see the Town put money toward permanent fixtures. He said accessibility issues and other hazards create a dangerous scenario for staff maintenance of the portable restrooms that were recently removed.

Mayor Barbee said the Town already has more permanent bathrooms than neighboring beach towns. He said he is unsure what's driving the need for restroom facilities in Wilmington Beach. Mr. Meyer said people going to the beach in that area were used to the portable restrooms that were recently removed.

Mr. Meyer said there could be issues with putting a permanent structure near the dunes, so staff will have to figure out what's possible. He said he is looking at every possible option.

Mayor Barbee said he has concerns that residents will request portable restrooms at every beach access. He said he would like to leave things as they are now following the vote in February to remove the portable restrooms and offered a motion, but Council Member Hoffer and Council Member LeCompte said they were hoping for a discussion and not a vote. Mayor Barbee retracted his motion.

Council Member Hoffer said every decision by Council should make lives easier, cheaper, and less complicated. He said he is still thinking about what would be best in terms of restrooms and wants to ensure whatever is done this summer is easier, cheaper, and less complicated than what was done in summer 2021.

Mayor Pro Tem Healy said the Boardwalk area has a greater need for portable restrooms than other areas being discussed. He said the permanent facility there often has long lines.

Council Member LeCompte said she is not a fan of portable restrooms and would like to seek a permanent solution to the issue. She said the Town should look into what the costs are for putting permanent facilities where the Town offers large parking lots and also take a look at whether the Boardwalk facility is adequate. She said Council should be looking forward and considering sustainability and efficiency.

Mayor Pro Tem Healy said he agrees that Council should look at the long term.

Mayor Barbee said permanent structures are the answer if there is an identified need for portable restrooms in certain areas, but he thinks more research is necessary. He said Council should not change anything now but may start thinking about the process for long-range plans.

5. Discussion on Citizen Advisory Committee Missions

Staff and Council discussed the missions of citizen advisory committees. Mr. Oakley said a recent discussion about the Operations Advisory Committee led to discovery of the need for a review of missions and goals for all committees. This item came before Council earlier this year, and Council directed staff to revise some of the missions and goals and come up with recommendations. Mr.

Oakley presented these recommendations, and Town Attorney Noel Fox explained that most of the proposed changes are clarification of wording to reflect that committees are advisory in nature to Council and not staff. She said committee members' interactions with Town staff should be limited. Mr. Oakley said staff will be reaching out to committees to discuss changes and offer training.

Several Council Members suggested increasing the frequency of reviewing committees and hearing from members. Mayor Barbee said there have been specific issues with the Operations Advisory Committee, such as members launching a Facebook war against Council to try to affect policy. He said he is willing to give the committee another chance with the proposed changes but does not want the same problems to continue every year. Mayor Barbee suggested having an update from one committee at every Council workshop.

6. Resolutions of Support to Apply for N.C. Division of Water Infrastructure Grants

Mr. Hardison presented Resolutions 22-2261 and 22-2262 in support of applying for grants through the N.C. Division of Water Infrastructure. He said approval of these resolutions would authorize Mr. Oakley to apply for funds for water and sewer projects such as the WWTP headworks, and if the Town receives funding the issue will come back before Council.

ACTION: Motion to adopt the resolutions to direct the Town Manager to apply for N.C. Division of Water Infrastructure grants

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem Healy, Council Member Benson, Council Member Hoffer, Council Member LeCompte

Motion passed unanimously

COUNCIL COMMENTS

7. Discuss Agenda Items for May Council Meeting

Council Member Benson asked about the best way to proceed if Council is interested in creating an advisory committee for the recent purchase of Freeman Park. Ms. Fox said there is a grant application pending and the Town should hear back by early fall, so the best time to form a committee would be after news of the grant because if awarded, there could be conditions.

Council Member Hoffer said he thinks Council should start now by considering the vision and makeup of such a committee. Other Council Members said they agreed. Mayor Barbee said Council will need to determine a mission before advertising for committee members and suggested one or two Council Members get together to work on that in the near future. Ms. Fox said this is an appropriate step at this time, and the Council Member or two may report back to the rest of Council with a proposed plan of action and mission statement. Mayor Pro Tem Healy and Council Member Benson will begin this process.

Mayor Barbee asked about the Town's ADA plan. Mr. Oakley said this will be discussed at an upcoming workshop.

Council Member Hoffer said he hopes there will be some news to report after staff meets with the N.C. Department of Transportation (DOT) on May 9. Mr. Oakley said he will report back during his Manager's Update at the May 10 regular meeting. He said he would like to do another open house so the DOT can promote what it's doing and answer questions from citizens.

Mayor Barbee said Council wants to hear any update on the lake dredge.

CLOSED SESSION

8. Closed Session – Personnel

ACTION: Motion to go into closed session to discuss a personnel matter pursuant to North Carolina General Statute 143-318.11(6)

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem Healy, Council Member Benson, Council Member Hoffer, Council Member LeCompte

Motion passed unanimously

Mayor Barbee called the meeting back to order.

ACTION: Motion to amend the Town Manager's contract to include the use of a leased vehicle for business and incidental use that will be maintained by the Town.

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem Healy, Council Member Benson, Council Member Hoffer, Council Member LeCompte

Motion passed unanimously

ADJOURNMENT

ACTION: Motion to adjourn

Motion made by Mayor Barbee

Voting Yea: Mayor Barbee, Mayor Pro Tem Healy, Council Member Benson, Council Member Hoffer, Council Member LeCompte

Motion passed unanimously

The meeting adjourned at 11:45 AM.