

**Town of Swansboro**  
**Swansboro Tourism Development Authority**  
**October 1, 2024, Special Meeting Minutes**

In attendance: Chairman Randy Swanson, Michael Diehl, Preston Patterson, Linda Thornley and Commissioner Joseph Brown. Jack Harnatkiewicz was absent.

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**Call to Order**

Chair Randy Swanson called the meeting to order and reviewed that the purpose of the meeting will be for consideration of a Funding Request for the Town of Swansboro Bicentennial Park Boardwalk Extension with Public Day Docks Project. Mr. Swanson recused himself as a voting member of the board due to his involvement as the property owner. Vice-chair Linda Thornley facilitated the rest of the meeting.

*Funding Request for Swansboro Bicentennial Park Boardwalk Ext. Project*

Town Manager Jon Barlow reviewed that the project has been under planning for four years, with initial cost estimates of \$142,350 now increased to \$233,200 due to significant rises in material and labor costs. After negotiating with Carteret Marine, the contractor, and the project engineer, costs were reduced by \$22,000, lowering the revised total to \$211,200. Additional engineering and consulting fees raised the total to \$226,200, leaving a \$83,850 shortfall. The town committed \$67,900, resulting in a remaining shortfall of \$15,950. To account for that amount and potential unforeseen costs, a request was submitted to the TDA for \$20,000.

The project involves constructing a 150-foot dock wall extending from the Highway 24 bridge, a 6x130-foot floating dock with three public boat slips, and connecting the town's infrastructure to local waterfront assets. It must be completed by April 30, 2025, as mandated by a CAMA grant extension. Delays were attributed to COVID-19, dredging operations, bulkhead repairs requiring re-permitting, and rising costs over time. Maintenance plans include using aluminum and concrete for greater durability, with town public works responsible for upkeep.

Discussions centered on the project's scope, timeline, and sustainability. Board members expressed concerns over the durability of waterfront structures given frequent flooding. Questions were raised about the 25-year lease terms, which include options for renewal, to ensure town control over the property.

On a motion by Ms. Thornley, seconded by Mr. Diehl, with unanimous approval, funding in the amount of \$15,950 was approved for the Town of Swansboro- Bicentennial Park Boardwalk Ext. Project. (4:0) Mr. Swanson recused himself from voting.

**Board Comments**

Mr. Swanson shared that he wanted board members to read and be familiar with the TDA resolution a by-laws in preparation for a special meeting to be held with the Board of Commissioners with regards to the spending of TDA funds.

Board members emphasized the importance of ensuring proper use of occupancy tax funds by prioritizing events that drive overnight stays, fostering transparency, and education on TDA spending allowances.

**Adjournment**

On a motion by Commissioner Brown, seconded by Ms. Thornley, the meeting adjourned at 3:00 pm.