



# TOWN OF SURF CITY

## February 19, 2021 WORK SESSION

### MINUTES

9:00 AM / Friday, February 19, 2021  
Surf City Welcome Center, 102 N. Shore Drive  
Watch Virtually: [www.youtube.com/townofsurfcity](http://www.youtube.com/townofsurfcity)

#### *Members Present:*

*Douglas C. Medlin, Mayor*  
*William J. (Buddy) Fowler, Mayor Pro-Tem*  
*Donald Helms*  
*Teresa Batts*  
*Jeremy Shugarts*  
*Dwight Torres*

#### **Call to Order**

Douglas C. Medlin, Mayor

#### **Invocation & Pledge**

#### **Introductions & Welcome**

#### **Approval of Agenda**

Mr. Helms made a motion to approve the agenda. Mr. Fowler seconded the motion and it was carried.

#### **Consent Agenda**

1. Kayak & Canoe Launch, & Budget Ordinance Amendment
2. Position & Title Classification Amendment– Streets & Grounds

Mr. Helms made a motion to approve the consent agenda as presented. Mr. Torres seconded the motion and it was carried.

#### **Town Council Work Plan Items:**

3. Town Hall Update – Monteith Construction
4. Southeastern NC Regional Hazard Mitigation Plan – Nathan Slaughter, ESP Associates

5. Advisory Board Appointments –

- John Thomas, Board of Adjustment
- Chris Huff, Parks & Recreation

The council came to a consensus to move forward with placing the appointments on the consent agenda for the March 2<sup>nd</sup> meeting.

6. Parks & Recreation Foundation Outline Presentation

Council came to the consensus to have Mr. Merritt, Parks & Recreation Director to move forward with the Parks & Recreation Foundation.

7. Paving Contract – N. Topsail Drive

Mr. Merritt discussed the pavement condition survey that was performed town wide to evaluate town streets. Three companies responded to the pavement RFP for N. Topsail Drive as it was identified as being in the worst condition. The lowest bid was received from Onslow Grading & Paving. N. Topsail Drive would be paved from Roland Ave to the 900 block of N. Topsail Drive.

Council came to the consensus to move forward with the Onslow Grading & Paving contract.

8. Beautification & Appearance Name Change Request

Councilman Shugarts stated the advisory committee is requesting a name change to the current committee name. They have requested to amend the name change to Beautification & Enhancement committee.

Council came to the consensus to move forward with the name amendment.

9. Demo Contract Award – 214 N. New River Dr. & 116 S. Topsail Dr.

Mr. Breuer stated the town put out and RFQ for demo contracts. Hill & Son's was the lowest bidder on the old town hall and Mark Billett for the old ward building. The town has put out for an abatement contractor as both buildings do contain asbestos. The RFQ for the abatement contractor is due next Friday.

Council came to the consensus to move forward with Hill & Son's and Mark Billett for the demo.

10. Contract for Planning Services

Mrs. Kimes, Planning Director, discussed the new 160D legislation. She explained that the new legislation requires the town to update their current land use plan.

Mr. Fowler made a motion to move forward with the contract subject to the town attorney's review. Mr. Helms seconded the motion and it was carried.

11. Satellite Annexation Request – Share the Table Pender County Pin #4226-74-4801-0000

Mrs. Hobbs stated the town received an application for annexation for Share the Table at the corner of Hwy 17 and Perkins Drive. This would be for satellite annexation. Previously, the council approved a resolution for a sewer only customer for Share the Table at this location.

Mr. Breuer discussed the basis for a sewer only customer based on the current land use plan. The desire of Share the Table is to construct their new facility with the land use regulations of

the town. The managers recommendation is to not move forward with the annexation request.

There was discussion among the board regarding the request. The consensus was for the manager to work with attorney to see if there was an type of legal agreement that could be met regarding the sewer.

#### 12. Paid Parking –

- Ordinance Amendments – Sec. 17-103; 17-106 & 17-111
- Fee Schedule
- Parking Map
- Vendor Contract

Mr. Breuer discussed the parking lot at Robert’s Street. The town will be looking farther into the environmental assessments at Roberts Street. The project for this specific location will be slightly delayed but this lot must be constructed to move forward with the USACE beach nourishment project. This lot is part of the minimum access standards for the USACE project to move forward. He provided an overview of the USACE project and the beach nourishment fund, which is composed of three different revenue streams. The town has a shortfall of \$700,000 annually. The town has proposed paid parking to fill the \$700,000 deficit. The proposed model is \$3 per hour and \$20 per day rate structure. He discussed the parking contract with Pivot Parking, a text to park function, citizen portal and hurricane re-entry process. This would allow parking without an app download or smartphone. Patrons will be able to text or call in payment for parking. They will enforce parking outside of the dedicated spots and will monitor parking throughout the town.

The timing is directly tied to the signing of the contract.

Mr. Torres discussed the need for increasing parking spaces. He made a recommendation to add parking spaces or parking deck at the vacant lot beside the police department on N. New River Drive. The town could then provide free parking at the other locations. He asked council to increase parking capacity and then establish paid parking.

Mr. Helms made a motion to approve the ordinance amendments as presented. Mr. Fowler seconded the motion.

Opposed Torres

Carried

Mr. Helms made a motion to approve the fee schedule as presented. Mr. Fowler seconded the motion.

Opposed Torres

Carried

Mr. Helms made a motion to adopt the parking map as presented. Mrs. Batts seconded that motion.

Opposed Torres

Carried

Mr. Helms made a motion to approve the two-year term contract with Pivot parking based

upon town manager and town attorney's review. Mrs. Batts seconded the motion.

Opposed Torres

Carried

13. FY21-22 Priorities

- Bike & Ped Plan Implementation
- Dump Truck
- Business Registration
- Water & Sewer Infrastructure – Pender County Interlocal Agreement
- Beach Nourishment
- Parking
- Mainland Park Project
- Vegetative Debris Management Plan
- Pay & Classification Study
- Solid Waste
- Updating development regulations

Mr. Helms made a motion to adjourn. Mr. Torres seconded the motion and it was carried.