

# MINUTES



## TOWN OF KURE BEACH TOWN COUNCIL

117 Settlers Lane ▪ Kure Beach, NC 28449

Mac Montgomery, Mayor  
Jim Dugan, Mayor Pro Tem  
Dean Lambeth, Commissioner  
Barry Nelder, Commissioner  
Jim Vattr, Commissioner

Michelle James, Town Administrator ▪ Kaysie Pralle, Town Clerk

### WORKSHOP

FEBRUARY 3, 2009 at 3:00 P.M.

The purpose of the workshop is for Council and committee chairs to discuss 2009-2010 initiatives.

#### COUNCIL MEMBERS PRESENT:

Mayor	Mac Montgomery
Mayor Pro Tem	Jim Dugan
Commissioner	Dean Lambeth
Commissioner	Barry Nelder
Commissioner	Jim Vattr

#### COUNCIL MEMBERS ABSENT:

None

#### STAFF PRESENT:

Town Administrator Michelle James

#### COMMITTEE MEMBERS PRESENT:

Gabby Kraus	Parks & Recreation Committee
Sandy Cox	Citizens Beach Protection Committee
Tony Gonsalves	Shoreline Access and Parking Committee
Candace Clark	Beautification Committee
Chuck Keener	Economic Development Study Committee

Mayor Montgomery called the meeting to order at 3:15 p.m. and asked Commissioner Vattr to lead the discussion of initiatives with the committee chairs present. Sandy Cox, with the Citizens Beach Protection Committee, was called first. Sandy reviewed her committee's initiatives:

#### CITIZEN BEACH PROTECTION COMMITTEE

- **Sea Oats plantings and fertilization**
  - Is there a need to concentrate on sand fencing as suggested by Spencer Rogers, with the Sea Grant Consortium, who made the Dune Report? He said fertilization was not needed for this year. Recommendation is to contact the owners of the property that they are in violation of the town ordinance for crossing over the dunes. Can committee members identify the location where there are code violations? Sandy agreed to identify these areas. It was suggested

that the code enforcement officer become involved after the areas in question are identified.

- **Educating public about beach guidelines**
  - Provide an educational forum with rental agencies.
  - Re-design a magnet which lists the beach rules on it. Magnet can be used on refrigerators in rental units.
  - Educational articles on beach etiquette
  - Distribute beach guidelines brochures at the Street Festival
  - May need to increase the funds currently proposed for education and awareness. Need to continue to work through these initiatives.
- **Sponsoring and conducting beach clean up projects**
- **Advising Council on safety issues or any issues concerning the protection of the dunes & beach**
- **Making recommendations for replacement of signs for dunes and other informational protection signs.**

When Beach Protection and SLAP overlap on initiatives, which committee budget is used? Sandy asked the Council for guidance as this is a concern. These items should be coordinated with other committees prior to and during the budget process, according to Council.

Tony Gonsalves suggested that committee chairs are emailed the minutes of other committees in order to stay up-to-date on overall initiatives. It was suggested that committees review all minutes of the public meetings on the website.

The Citizen Beach Protection Committee's initiatives, by consensus, were agreed to by the commissioners.

Sandy asked how her committee should be involved in enforcing fireworks law. Council determined that the Citizens Beach Protection Committee should educate citizens that fireworks are illegal in the Town. How aggressive should the committee's education efforts be? Council asked for her make a recommendation from the committee as to their efforts. Council emphasized that the committee job is education and not enforcement.

## **SHORELINE ACCESS AND PARKING COMMITTEE**

Tony Gonsalves presented the initiatives for the Shoreline Access and Parking Committee:

- The mayor asked why the committee was concerned about solar lighting?
- A concern is that the proposed projects are very broad.
- Commissioner Varrt suggested that each initiative be reviewed by Council and then place a short-term or long-term goal for each.
- Mayor is in favor of the crossover initiatives. Define fencing - what are you trying to do? Is it install walkways, crossovers, or sand fencing?

- Commissioner Vatrtr suggested instead of talking about grants, let's discuss the projects and the merit of the project
- Tony conveyed that the committee is frustrated. Just tell me which projects will be approved for SLAP to work on next year.
- Sandy suggested SLAP and Beach Protection work together to define what is needed in the way of sand fencing, crossovers, etc.
- Parking is the most important project, according to Tony and adding permanent bathrooms at Joe Eakes Park, Ocean Park, I Avenue, J Avenue and E Avenue.
- Commissioner Nelder suggested using permeable pavers wherever possible.
- We are jumping around here and we haven't agreed to any projects yet.
- Do you have a scope of the work for the parking project? The Town Administrator said "There are too many ideas circulating about the scope of parking. Nothing has been approved by Council. There is no way for staff to define a scope of work until Council approves the direction of this project."
- Council needs to figure out what we can say "yes" to for the committee, said Commissioner Vatrtr.
- Commissioner Nelder concerned about metered parking.
- Is this a committee project? Or is it a Staff or Council project?
- Staff isn't qualified to do the project, according to Commissioner Lambeth.
- Parking should be a committee project, according to Commissioners Lambeth and Nelder.
- It was suggested that 1-4 could be the scope of the project.
- Commissioner Vatrtr suggested that it could be a staff project.
- Committee should tell the Council what type of scope they want to complete.
- By majority, Council agreed that the only bathrooms would be considered are: Ocean Front Park and Joe Eakes Park.
- Solar lighting should be a project the committee works on.
- Budgets on each project were recommended by Council.
- Council will consider: new walkway and lifeguard relief station at J. Avenue; walkways at beach crossovers could be extended; repair of existing boardwalk at Atlantic Avenue is needed; walkways at beach crossovers could be considered for extension. The Park Utilization Committee for the Ocean Front Park will be in charge of projects having to do with the Park such as the crossover, gazebo and Atlantic Avenue pavers, bathrooms, etc. All the committee chairs sit on the Utilization Committee and will have input in how the park is developed.
- We do not know how we will develop the Park until Council approves the plan with Withers & Ravenel.
- Maintenance issues on crossovers should be completed by Public Works - other commissioners felt maintenance issues should at least be identified by the SLAP committee.
- Prioritizing repairs to one crossover a year - extension plan - for sand fencing and maintenance of crossovers & access points is a good idea.
- Flag pole at the entrance of police and fire departments. Kure Beach is the only fire department in the state that does not have an American flag flying on its grounds.

- Commissioner Lambeth suggested that the flag pole should come under Phase II of the Town Hall expansion.
- Purchase a portable sign to advertise special events and “no fireworks.”
- Portable signs should be a budgeted project by the Police and/or fire departments. Tony was asked to return with a budget and recommendation for this project.
- Tony requested that monies should be spent on Kure Beach projects, not for out-of-town projects like the Katie B. Hines Center in Carolina Beach.

By consensus, Council agreed on the following: Parking Project items 1-4 – need a proposal from committee; After OFP bathrooms are completed, committee can begin coordination of Joe Eakes Park in latter part of 2010; need recommendation on solar lighting; need recommendation on walkways and crossovers; make recommendation on flag pole and portable sign projects.

## PARKS & RECREATION COMMITTEE

Gabby Kraus reviewed the Parks and Recreation initiatives.

- **5k Walk/Run in connection with Street Festival** – committee has cost-estimates, entry fees should cover the costs of police and other departments needed to operate the run. Sandy Cox, who organized the first event, agreed it was a worthwhile event. This initiative was agreed to by Council as a project of Parks & Recreation.
- **Sandman Property** – committee has requested to irrigate and seed the property. Estimates have been received and reviewed by Council. This is a capital improvement for one of the parks. Funds can be used from the New Hanover County (NHC) Parks & Recreation Bond. Barry is concerned about property control if NHC funds are used. Does this obligate the Town for the park to always be a park? Attorney responded “no.” The question is what is the future use of the park? Council needs to decide if Parks & Recreation should continue to work on this project? Or should Council intervene and decide how the property should be used first? Majority of Council feels the project should be on hold (4-1). Council will need to figure out how to move forward with this property. Commissioner Lambeth asked why we wasted the time of the committee to obtain cost-estimates if Council did not think this was a committee project. According to other Council members, Council did not authorize obtaining bids. The committee was requested to obtain quotes. Commissioner Vatrtr said, “There have been a lot of good intention here – we are trying to end the confusion between Council and committees by having these meetings.”
- **Pump Track for Joe Eakes Park**  
Mayor concerned about safety and liability issues, control, what authority does the police have in the park – a control plan is needed. The mayor compared it to the Carolina Beach Skate Park. Lambeth agreed that there is a lot of maintenance that would fall on the Public Works Department. Majority of Council agrees that the committee should continue to explore the project (3-2) Commissioner Vatrtr summarized that the committee research and come back to the Council with a plan to include liability, security, supervision and enforcement.

- **Bocce Ball**  
Based on model at City of Wilmington, price is estimated at \$2500. This could also be a part of the Ocean Front Park. Project is approved by Council.
- **Educational Programs and Activities**
  - Hire intern from UNC-W - budget needs to be discussed
  - Spring/Summer Programs
  - Bus trips to Myrtle Beach - day trips in fall and winter - pay for itself by fees/tickets
  - Bingo at the Community Center - completed four years ago. Merchants would donate gifts.
  - Continue seminars

All the educational items are approved by Council.

Fishing/Kayaking Event was introduced by Commissioner Nelder for the committee's consideration. The Town Administrator said the information has been forwarded to Bob Fitzsimons, Chair.

#### **BEAUTIFICATION COMMITTEE**

Committee has proposed a directional uniform sign plan to Council. The committee is seeking funds to design one sign which is a uniform sign to be used at the crossovers and beach access points.

Who has oversight and supervision of signs?

Beautification has been charged with this project for over two years.

Council agrees for committee to introduce standard sign plan. They asked for a proposal and for this initiative to go through the budget process. Candace said there are 82 information signs on Atlantic Avenue. Everyone agreed that these signs needed to be consolidated.

According to Candace, the committee just needs funds to design the signs.

Council agreed for the committee to identify how many types of sign/designs that need a standard, uniform design.

#### **Other remarks about committees**

Mayor suggested that the responsibility of the maintenance of the grounds is a Public Works function. Committee should not be involved. Candace suggested that maintaining the plantings was a job for those who have special expertise in pruning, etc. Public Works Director should hire contractually for this expertise, not the committee.

Candace suggested that the Public Works crews are destroying plants and azalea bushes, etc. Expertise is needed to oversee pruning and landscaping issues.

Sandy believes that Sonny could be approached by a volunteer with that expertise. Council disagrees.

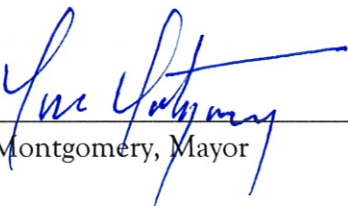
Sandy voiced her opinion about rules and procedures for the committees. We need to work together so that each committee has a product that is beneficial to everyone.

**STORMWATER COMMITTEE**

All of the initiatives presented by committee chair Eric Vann were agreed to by Council.

**ADJOURNMENT**

ACTION - Mayor Pro Tem Dugan MADE THE MOTION to adjourn the meeting at 5:05 pm. Commissioner Nelder seconded the motion. THE VOTE OF APPROVAL WAS UNANIMOUS.

  
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Mac Montgomery, Mayor

  
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Kaysie Pralle, Town Clerk



NOTE: These are action minutes reflecting items considered and actions taken by Council. These minutes are not a transcript of the meeting. Persons wishing to hear the recording of this meeting may request to do so by contacting the Town Clerk.



To: Michelle James  
Cc: Town Council

Re: Committee meeting, February 3, 2009

I have summarized the council's review of committee requested initiatives and ask that you audit my summary with the minutes of the meeting. Upon completion, please return the edited copy to me and I will forward to all committee chairmen.

**Beach Protection, Sandy Cox:**

The council approved the following primary initiatives as well as a preliminary budget of \$7500 plus.

1. 2010 spring Sea Oat planting and dune fertilization study.
2. On-going pro-active beach/dune education.
  - a. Real estate/rental agents and hotel/motel agents
  - b. Town sponsored events.
  - c. Public event/ holiday schedule TBD.
3. Sponsor and conduct beach clean up.
4. Advise council regarding beach, dune and public signage

The committee will now begin to define the tactical elements of their goals and prepare a specific budget request by April 1, 2009. This request will cover July 1, 2009 thru June 30, 2010.

**SLAP, Tony Gonsalves:**

The council approved the following primary initiatives.

1. The committee will outline a scope of work, i.e. project objective, for a "no town cost" parking study to be conducted by the MPO. The scope of work document will be submitted to the Town Adm. for circulation and council review. It was recommended that the council liaison work with the committee in developing this document.
2. The committee will present a solar lighting and portable signage recommendations, including maintenance plans. The committee will include consent/input from appropriate staff department heads and concerned agencies/committees, e.g. Turtle Committee, Beautification, etc.
3. The committee will work with Beach Protection regarding recommendations to council on walkways and beach crossovers. The committee will review all recommendation with ADA prior to council review.
4. Committee will review and offer a recommendation for additional flag poles.

The committee will now begin to define the tactical elements of their goals and prepare a specific budget request by April 1, 2009. This request will cover July 1, 2009 thru June 30, 2010.

**Parks and Recreation, Robert Fitzsimons ... reviewed by Gabby**

The council approved the following primary initiatives.

1. 5K walk/run.
2. Pump track for Joe Eakes Park. NOTE: This project had a split council vote and will require detailed review by full Council. Main issues included; safety, maintenance and demographics of user groups.
3. Bocce ball court at Joe Eakes Park.
4. Continued recreation programs and activities.

The committee will now begin to define the tactical elements of their goals and prepare a specific budget request by April 1, 2009. This request will cover July 1, 2009 thru June 30, 2010.

**Beautification committee, Ken Withrow ... reviewed by Candace**

The council approved the following primary initiatives.

1. The committee will finalize a proposal for the design of a generic town informational sign. The committee will seek the input from P&Z, and appropriate town staff.
2. The committee will remain involved with the completion of the Atlantic Avenue walkway.
3. The committee will recommend a maintenance company for care and treatment of Town Hall grounds. The committee will work with Public Works in determining the scope and terms of this project.

The committee will now begin to define the tactical elements of their goals and prepare a specific budget request by April 1, 2009. This request will cover July 1, 2009 thru June 30, 2010.

**Storm Water Committee, Eric Van .... review was unattended**

The council approved all initiatives.

1. Public education
2. Public involvement projects
3. Assist storm water administrator regarding illicit discharge and runoff controls.
  - a. Note: Committee will define responsibilities with Administrator prior to council review.



4. The committee will continue in its capacity to advise and support all town efforts in obtaining prioritized project funding, e.g. grants, etc.

The committee will now begin to define the tactical elements of their goals and prepare a specific budget request by April 1, 2009. This request will cover July 1, 2009 thru June 30, 2010.

**Those committees that are required under specific town/state mandate will be managed as normal via the budget process.**

Regards,  
Jim