

MINUTES
COUNCIL RETREAT
JANUARY 17, 2018 – 9 A.M.
TRAINING ROOM – OAK ISLAND POLICE DEPARTMENT

PRESENT: Mayor Cin Brochure, Mayor Pro Tempore Loman Scott, Council members John W. Bach, Sheila M. Bell, Charlie K. Blalock and Jeff Winecoff, Town Manager David Kelly, Finance Director David Hatten and Assistant Manager/Town Clerk Lisa P. Stites, CMC.

Mayor Brochure called the meeting to order at 9:03 a.m. Mr. Kelly gave an overview of how the meeting would proceed. Mr. Hatten reviewed the current expenditures report. He also reviewed a financial highlights report he prepared, including taxes, local option sales tax and other revenues received to date. Mayor Brochure noted that she expected the issue of sales tax distribution would again be raised at the State legislature, and that Council should plan to get involved in speaking to legislators. Mr. Hatten and Mr. Kelly discussed the Powell Bill funding and plans for the next round of paving. They also discussed the increase in water tap installations and related areas of the budget; Mr. Kelly reminded Council of the budget 7 or 8 years ago, when the budget had to be adjusted down when the building market declined. Regarding the golf course, Mr. Hatten said that so far, approximately \$25,000 had been transferred (less than in previous years, and so far, less than budgeted). Answering a question about what that could be credited to, Mr. Hatten said he thought it was a number of factors, including having good people in place watching the spending, increased play and increased membership.

Mr. Hatten also reviewed the capital expenditures to date. Mr. Kelly reviewed the status of the replacement water meter project, saying that crews will be physically changing out meters starting in February. Councilor Bach said that he didn't think the message had been conveyed to citizens that they may see an increase in water usage with the new meters reading more efficiently. Mr. Kelly said that there would be notifications issued to customers, and that could be included in the messages to them. Councilor Winecoff said that could be a topic for discussion at the March Town Hall meeting. Mayor Brochure asked about the odor control project for the Middleton station; Mr. Kelly said that the project was to be completed by May 1.

Mr. Kelly and Mr. Hatten also discussed capital expenses requested for the coming fiscal year. There is movement toward paperless tickets, warrants, etc. in the court system, which will mean installing computers and printers in patrol cars. Regarding the Fire Department, Councilor Winecoff said that the fire inspector position was created with the idea that the fees collected would pay for it, but we need to look and see if that is the case. Mayor Pro Tempore Scott asked how many additional calls the department had handled; Mr. Kelly said there were an additional 60 calls. In the Parks and Recreation section, Councilor Winecoff asked that whatever low cost items could be paid for out of the current budget be done this fiscal year.

Councilor Bach asked if there was a master plan for vehicles, mileage, etc.; he said that he wanted to see the plan.

Mayor Brochure said that the list of capital expenditures seemed smaller than in previous years; she complimented staff for the job they were doing. Councilor Winecoff said that we now had a staff in place that is requesting just what is needed rather than a wish list.

Regarding debt service, Mr. Hatten said that there is approximately \$5 million outstanding debt for the General Fund; there is another three years in debt service for the General Fund.

After a short break, Cape Fear Council of Governments Director Chris May began a brainstorming session with Council to set goals for the coming year.

Council suggested the following topics:

1. Beach nourishment funding
2. Rebuild Pier -- sustainable
3. Narcotics abatement
4. Improved communications between Town departments
5. Middleton Park upgrades
6. Plan for Town Equipment Facilities Replacement (combined with 7)
7. Strategic Plan -- 5 years goals, codes, capital, environmental, achieve fiscal solvency (combined with 6)
8. Create 501(c)(3) for Parks and Rec and other Town projects
9. Welcome Sign for Town
10. Website improvements, user friendly, tourism (combined with 23)
11. Live streaming meetings
12. South Harbour
13. Town clean-up, right-of-way, junk, etc. cars, minimum housing standards
14. Repaving schedule
15. Pine Forest Development
16. Sidewalks on main roads (combined with 21)
17. Parking (combined with 25)
18. Educate public on beach rules, enforcement
19. Tree protection – workshop (combine with 20)
20. Stormwater retention (combine with 19)
21. Bike-Ped Trails (Brunswick County) – combine with 16
22. Christmas décor upgrades
23. Website – drone view (combined with 10)
24. Improved Town-businesses relationship
25. Right-of-Way protection (combined with 17)
26. Salary comparison (staff and Council)

Council voted for their top 5, and the list was narrowed down to the following:

1. Renourishment – creative fundraising
2. Plan for Town Equipment Facilities Replacement (combine with 7)/Strategic Plan -- 5 years goals, codes, capital, environmental, achieve fiscal solvency (combine with 6)
3. Rebuild Pier – sustainable
4. Middleton park upgrade
5. Create 501(c)(3) for Parks and Rec. and other Town departments

Town Hall Meetings – Mr. Kelly suggested a few topics for the March Town Hall meeting, such as an update on the water meter project and an update from Moffatt & Nichol. Councilor Winecoff suggested scheduling it for 6-7:30 p.m. Councilor Bach said that the Council needs to discuss what the message will be; he suggested starting with sharing the work plan for the year. Councilor Winecoff suggested hearing from the public regarding parking and right-of-way issues. Council discussed logistics and the format for the Town Hall meetings.

Mr. Kelly gave an update on the Citizens Academy, saying it was full. The Academy will run on Tuesdays and Thursdays in February, with one tour day on a Saturday. Council and certain staff will be introduced at the kickoff meeting.

Council approved the budget calendar by consensus.

Council took a break for lunch at 11:30 a.m. and returned to open session at 12:19 p.m.

Mr. May led Council through a discussion of which member would champion each priority. The consensus was as follows:

Beach Nourishment – Mayor Brochure
Strategic Plan – John Bach
Pier – Councilor Winecoff
Middleton Park – Councilor Bell
501(c)(3) – Mayor Pro Tempore Scott
Councilor Blalock will work on the drug abatement issue

Council discussed having a tree workshop; site visits to construction sites could be scheduled as part of the workshop. Council also wants to meet with builders as part of the workshop. The workshop will be Thursday, March 15 at 6 p.m. Staff will invite builders, real estate professionals, and the Environmental Advisory Committee.

Mr. Kelly gave an update on the dune restoration project. There continues to be a discussion about the color of the sand. Discussions continue with the Corps of Engineers regarding the planned Wilmington Harbor Project. He said that the request for a Letter of Support from Brunswick County for our SDI-5 permit application had been pulled from the Brunswick County agenda so that Oak Island can formally notify Holden Beach that the permit is being sought. Council members also designated certain sections of the Unified Development Ordinance that individual members will review. Mr. Kelly also gave an update on the Pier project and discussed the timing for when work would be done. Council also discussed the timing of entering into another lease for the store and/or restaurant.

Development Services Director Steve Edwards and Planning and Zoning Administrator Jake Vares gave an update on the Pine Forest Development. Mr. Edwards also gave an update on the Publix project and the release of the new flood maps, which affect that project.

Regarding the planned splashpad, staff will bring a few concepts to Council for consideration.

Council discussed the Par 3 and whether action on the deferred motion was needed. **Councilor Bell made a motion to extend the deadline for discussion of the Par 3 funding to the budget process to decide whether we will fund the golf course for the following year. Councilor Bell restated her motion to defer action on the Par 3 until the June regular meeting. Councilor Scott seconded the motion. The motion passed unanimously.**

Mayor Pro Tempore Scott made a motion to adjourn at 1:08 p.m. Councilor Bell seconded the motion and it passed unanimously.

Cin Brochure, Mayor

ATTESTED: _____
Lisa P. Stites, CMC
Assistant Manager/Town Clerk

Clerk's Statement: Minutes are in compliance with the open meetings laws. The purpose of minutes per the open meetings laws is to provide a record of the actions taken by a Council or a Board and evidence that the actions were taken according to proper procedures. All actions of the Council are recorded in the official minutes. Not all portions of Town of Oak Island meetings are recorded verbatim in the official minutes, with general discussion items, reports, presentations, and public comments being paraphrased or summarized in many instances. Public comments in writing should be submitted to the clerk via hard copy, electronic mail, or other means so as to ensure an exact verbatim account. The Town of Oak Island provides full coverage of meetings on Government Channel 8 so that the Citizens and the Public may view and listen to the meetings in their entirety.