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2 **Clerks Note: A copy of Proclamations 20-05-12/P1, 20-05-12/P2, 20-05-12/P3, and 20-05-12/P4 as noted above are**  
3 **incorporated herein by reference and hereby made a part of these minutes.**  
4

5 **7. Public Comment**

6  
7 **Brief Summary:**

8  
9 The public will have the opportunity to address the Board about any items of concern not on the agenda. The  
10 Mayor and Board welcome and appreciate all comments from the public, and will take these comments into  
11 consideration as they make decisions on Town issues and provide direction to Town staff. Public comment is a time  
12 for the Board to listen to the public's concerns and ideas, and is not intended for a lengthy dialogue or question  
13 and answer session.  
14

15 The Mayor, Board, and Town staff are happy to meet with any citizen during normal business hours or at any other  
16 mutually agreeable time to discuss Town issues and answer any questions.

17 Town Clerk Rhonda Ferebee read aloud a written general public comment received in advance  
18 due to continuing COVID-19 restrictions.

19 Joel Dunn, 120 Ethel Drive commented for the record:

20 "I would like to express my support for the town's 2017 purchase of the McLean-Spell wooded  
21 tract. It is a tremendous asset to the town, an oasis of wildness in a very busy urban island. As  
22 such, it's home to many plants and animals that are no longer found anywhere else on the  
23 island. I would like to see the wooded tract remain undeveloped as much as possible. I  
24 understand that Bogue Banks Water will be putting a well on the northwest corner, and that  
25 that some sort of enclosure for an off-leash dog park is widely supported. However, other than  
26 trails, I would like to see no other development in the tract. I know that many of my friends and  
27 neighbors also support leaving this area in its natural state. Please help us preserve this area for  
28 the future. Once it's developed, we can't get it back again."

29 **8. Consent Agenda**

- 30 **a. Tax Releases**  
31 **b. Minutes – February 11, 2020 Regular Meeting**  
32 **c. Minutes – March 10, 2020 Regular Meeting**  
33 **d. Minutes – March 10, 2020 Closed Session**  
34 **e. Minutes – March 14, 2020 Emergency Meeting**  
35 **f. Minutes – March 25, 2020 Special Meeting**  
36 **g. Minutes – April 9, 2020 Special Meeting**  
37 **h. Minutes – April 24, 2020 Special Meeting**  
38 **i. Minutes – April 30, 2020 Special Meeting**  
39 **j. Amend Civilian/Employee Commendation Program**  
40 **k. Budget Amendments- General Fund and Special Event Fund**

- 1       **I. Capital Project Ordinance Amendments**
- 2       **m. Resolution Authorizing Town Attorney to Conduct Hearings for Debt Setoff/Citation**
- 3       **Appeals (20-05-12/R1)**
- 4       **n. Resolution to Award Contract for Professional Disinfection Services (20—05-12/R2)**

5       ***Motion was made by Commissioner Finch to approve the items on the Consent Agenda. The***  
6       ***Board voted unanimously 5-0 in favor. Motion carried.***

7       Clerks Note: A copy of Resolution 20-05-12/R1, 20-05-12/R2 and all other consent agenda items as noted above are  
8       incorporated herein by reference and hereby made a part of these minutes.

9

10      **9. Status Update Beach Nourishment Phase II and Phase III**

11      Carteret County Shore Protection manager Gregory “Rudi” Rudolph provided a very informative  
12      and detailed PowerPoint presentation regarding the status of the Emerald Isle Beach  
13      Nourishment Phase II and Phase III.

14      Commissioner Normile noted that he and Tom Rule served on the Beach Commissioner for the  
15      Town and they had spent a lot of time talking about this issue. Commissioner Normile stated  
16      that he and Tom Rule supported what had been presented in Mr. Rudolph’s presentation.  
17      Commissioner Normile discussed several bullet points included in Mr. Rudolph’s portion of the  
18      presentation that included the best case, worse case, and doomsday case for the project cost  
19      for beach nourishment. Commissioner Normile commented that beach nourishment as  
20      presented worked and has saved everyone on Bogue Banks Phase I and II Nourishment by  
21      building and keeping the baby dune that absorbed the energy from the hurricane saving billions  
22      of dollars.

23      Mayor Barber and the Board of Commissioners thanked Mr. Rudolph and the Beach  
24      Commission for their hard work on this issue.

25      Mr. Rudolph noted that the Beach Commissioner was scheduled to meet the next Monday and  
26      he and Commissioner Normile would report back on this. Mr. Rudolph said he would like the  
27      Beach Commission to take a vote to authorize the use of the nourishment fund for the Phase III  
28      project.

29      **10. Discussion – Summer Day Camp Program Cancellation Due to COVID-19**

30      Alesia Sanderson, Parks and Recreation Director discussed with the Board the 2020 Summer  
31      Day Camp program cancellation due to COVID-19. Ms. Sanderson discussed her concerns with  
32      offering a quality day camp program under the existing guidelines. Ms. Sanderson  
33      recommended cancelling their 8 weeks of summer camp. Ms. Sanderson proposed that they  
34      offer smaller activities on a daily basis once the opportunity presented itself and there were  
35      less restrictions. Ms. Sanderson answered questions posed by the Mayor and Board of  
36      Commissioners. Commissioner Messer suggested that the smaller activities mentioned were  
37      implemented at Ms. Sanderson’s discretion.

1 ***Motion was made by Commissioner Messer to approve the cancellation of the 2020 Summer***  
2 ***Day Camp Program due to COVID-19. The Board voted unanimously 5-0 in favor. Motion***  
3 ***carried.***

4 Ms. Sanderson also discussed with the Board the July 4 fireworks and EmeraldFest. Ms.  
5 Sanderson stated that during the 4<sup>th</sup> of July fireworks by the Bogue Inlet pier there were  
6 massive crowds of people there as well as the Bogue Inlet Pier parking lot. Ms. Sanderson said  
7 she didn't know what the Town could do to enforce social distancing and she felt they would  
8 still be under some restrictions as far as mass gatherings by July 4. Ms. Sanderson proposed  
9 that since they already had the massive bookings for the 4<sup>th</sup> of July that they cancelled 4<sup>th</sup> of  
10 July fireworks with \$18,000 in that budget and reserve a portion of those funds to do a  
11 fireworks show following the Christmas parade. Ms. Sanderson said that was the last day the  
12 pier was open and a time when a majority of our second home owners were here, also  
13 providing another opportunity to bring people in to help our merchants.

14 Mayor Barber thought this was an excellent idea as the weekend after the parade was always a  
15 big weekend.

16 ***Motion was made by Commissioner Normile to regrettably cancel the July 4<sup>th</sup> fireworks, take***  
17 ***a portion of those monies in the budget, move those monies in the budget to the last***  
18 ***Saturday in November to do a fireworks display sometime after the conclusion of our***  
19 ***Christmas parade in support of our merchants, and to include cookies with Santa by the tree.***  
20 ***The Board voted unanimously 5-0 in favor. Motion carried.***

21 Ms. Sanderson noted she would like to bring a group of people together to determine other  
22 activities to coincide with the Christmas parade and fireworks.

23 Ms. Sanderson also stated that EmeraldFest was slated to begin traditionally the second week  
24 of June which was how it was scheduled. Ms. Sanderson would request that EmeraldFest begin  
25 the week of July 4 when hopefully there would be less restrictions for gatherings. Ms.  
26 Sanderson said they could reschedule the June artists in September leading up to the Beach  
27 Music Festival which she prayed could be done without modification. The Board was  
28 supportive of this proposal.

## 29 **11. Presentation FY 2020-21 Recommended Budget**

30 Town Manager Matt Zapp provided an informative PowerPoint presentation outlining the  
31 details of the FY 20-21 Recommended Budget for the Board and public. Town Manager Zapp  
32 provided a general overview of the balanced budget highlighting key points. Highlighted during  
33 the meeting was the total FY 20-21 Recommended Budget of \$11,474,251, a \$104,883 or 1.00%  
34 increase from the FY 19-20 originally adopted total budget. The recommended General Fund  
35 tax rate was 15.5 cents per \$100 of assessed value (14.5 cents for general services and 1.0 cents  
36 earmarked for beach nourishment), which compared to a 14.2 cent revenue neutral rate. The  
37 recommended Primary Benefit District (oceanfront and inlet-front properties only) tax rate is 4  
38 cents. This rate compares to a 03.55 cent revenue neutral rate. There was a recommended

1 increase to the annual solid waste fee in the proposed budget from the current \$240 to \$255.  
2 The 6.0% increase was necessary to cover direct costs associated with providing this essential  
3 service, particularly in the area of recycling. Town Manager Zapp noted a special budget  
4 meeting was slated for May 19 at 5:30 pm if the Board felt the necessity for that workshop,  
5 additionally the official budget hearing would occur on June 9 during the regular Board meeting  
6 allowing time for the formal adoption before July 1.

7 Commissioner Messer said another great job. Commissioner Messer said every budget year he  
8 said this and would say it again this year – he didn't know how they kept doing this with  
9 increased costs and still maintaining the same tax rate he felt staff should be commended and  
10 job well done.

11 Town Manager Matt Zapp referencing the final paragraph in the Budget Message said what  
12 really stood out was they wanted to thank Finance Director Laura Rotchford for her  
13 tremendous volume of work, dedication and long hours to put together such a detailed budget.  
14 Manager Zapp noted that any question you had for Laura was so easily accessed that it was to  
15 be applauded.

16 Commissioner Normile touched on a few bullet points noted that Town Manager Zapp didn't  
17 mention how since he had been here for about a year he had saved the Town about a half-  
18 million dollars, so he thanked Town Manager Zapp, Finance Director Rotchford and the rest of  
19 the staff. Commissioner Normile said when the public had the opportunity to go through the  
20 budget they would see the budget quick summary which outlined all of the cost savings  
21 allowing the Town to do more such as bringing on a public information officer, funds for  
22 improvement for lifeguard pay and incentives to name a few for more good for all of us.

23 Mayor Barber thanked the Town Manager Matt Zapp for how they all worked so well together.  
24 Mayor Barber felt his team concept worked so well and echoed the other comments as to what  
25 an outstanding job they had done.

26 Town Manager Zapp stated they were very thankful to have been able to recruit team members  
27 to the Lifeguard Program and from a USLA standpoint the ability to swim as hard as they could  
28 in a 10 minute or less period in open water, 70+ hours of training and to be under the guidance  
29 of the Fire Department and now the Ocean Rescue Director had really ramped up that process.  
30 Town Manager Zapp stated that all 73 of the staff appreciated the compliments.

31 **12. Ordinance Amending Chapter 6 – Development Standards – Business Identification Signs**  
32 **in Commercial, Government, and Mixed Use Districts (20-05-12/01)**

33 Town Planner Josh Edmondson presented this item to the Board for their consideration. The  
34 following excerpt from his memo to the Town Manager is provided for additional background:

35  
36 The Commissioners are scheduled to hold a public hearing to review an amendment to the sign regulations  
37 regarding signs in commercial, government and mixed use districts. A couple of years ago the sign ordinance was  
38 amended to allow businesses with more than 150 feet of linear street frontage an opportunity for a greater sign  
39 area. Those regulations are as follows:

- 1  
2 (B) For business operations that have more than one-hundred-fifty (150) linear feet of frontage on a  
3 street, a larger business identification sign area may be utilized, subject to the following formula  
4 and conditions:
- 5 (i) The maximum business identification sign area, in square feet, shall be equal to the amount of  
6 linear feet of frontage on each street times one-half (0.5).
- 7 (ii) The bottom of each sign does not extend more than two (2) feet above the lowest point of  
8 the roof soffit.
- 9 (iii) Business operations that physically front on two (2) or more streets may have two (2)  
10 business identification signs, but only one (1) per frontage, calculated according to the  
11 formula in this subsection as applied to each frontage.

12 The amendment has been beneficial to those businesses, which this applies but in some applications due to the  
13 elongation and design of the building, one large sign can look awkward and unbalanced on the building. In an  
14 effort to allow a more uniform look, which fits the building the following amendment is being proposed to allow an  
15 additional identification sign on the building while not increasing the allowed square footage. The amendment will  
16 be placed after the current (iii) as found above as follows:

17  
18 Or

19  
20 (iv) for those business operations that have more than one-hundred fifty linear feet of frontage on a  
21 street, alternatively, the maximum business identification sign area allowed per each street frontage may be  
22 divided into two signs so long as the total sign area for the two signs does not exceed the permitted sign area per  
23 frontage

24  
25 The amendment is meant to add the option for one additional identification sign with no increase in square  
26 footage. Staff's estimate is that this amendment would only apply to ten (10) existing businesses in Emerald Isle.  
27 The Planning Board forwards to the Commissioners with a favorable recommendation as voted on at their March  
28 2020 meeting. I look forward to discussing this with Commissioners at their May 2020 meeting.

29  
30 ***Motion was made by Commissioner Messer to open the Public Hearing. The Board voted***  
31 ***unanimously 5-0 in favor. Motion carried.***

32  
33 There were no public comments.

34  
35 ***Motion was made by Commissioner Messer to close the Public Hearing. The Board voted***  
36 ***unanimously 5-0 in favor. Motion carried.***

37  
38 ***Motion was made by Commissioner Dooley to approve Ordinance Amending Chapter 6 –***  
39 ***Development Standards – Business Identification Signs in Commercial, Government, and***  
40 ***Mixed Use Districts. The Board voted unanimously 5-0 in favor. Motion carried.***

41  
42 **Clerks Note: A copy of Ordinance Amendment 20-05-12/O1 as noted above is incorporated herein by reference and hereby**  
43 **made a part of these minutes.**

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1 **13. Comments from Town Clerk, Town Attorney and Town Manager**

2 There were no comments from the Town Clerk, Town Attorney or Town Manager.

3 **14. Comments from Board of Commissioners and Mayor**

4 Commissioner Taylor thanked Town Manager Zapp for walking him around today and it was  
5 pretty impressive what was going on behind the scenes while a lot of things had been shut  
6 down, and how Matt was leading the group taking advantage of the time now for work on the  
7 parking lot, the Islander Drive development. Commissioner Taylor noted they had raised  
8 \$6,000 during the first Emerald Isle Fishing Tournament for scholarship with \$3,000 to be  
9 awarded to a Croatan High student and \$3,000 to a Swansboro High student. Commissioner  
10 Taylor said they were accepting applications now and the deadline was June 1 after which the  
11 committee would review and select two candidates. Commissioner Taylor hoped to present  
12 two scholarships at a future meeting. Commissioner Taylor thanked everyone for their support  
13 and noted they were still planning the tournament again for this year.

14 Commissioner Finch said we had all lived through some trying times over the last two months  
15 but he wanted to thank all the different Department Heads and everyone with the Town of  
16 Emerald Isle for the outstanding job they had done during a very trying time. Commissioner  
17 Finch said also the businesses, grocery stores, hardware stores, you name it they deserved a  
18 thank you as well as they had kept us going during some difficult times.

19 Commissioner Messer echoed Commissioner Finch's comments and just reiterated that the  
20 Town just had the best Department Heads and employees that you could possibly imagine and  
21 thanked every one of them.

22 Commissioner Dooley echoed those comments as well but wanted to thank Commissioner  
23 Normile and Rudi Rudolph for the amazing job they did, and also for Laura and Matt for another  
24 amazing magic trick on the budget, they were very fortunate to have them.

25 Commissioner Normile thought every elected official and town manager had received 100's of  
26 emails and phone calls even more than during a hurricane in regards to COVID. Commissioner  
27 Normile said mostly good emails, lots of good questions and they hoped they were providing  
28 the most honest, truthful answers they could but the golden nugget was that of the 500 emails  
29 he had received in two months he had not received one negative email from any Emerald Isle  
30 brick and mortar store or restaurant wanting to decimate him or any public elected official or  
31 town manager under what had been put upon us from the State level, the Federal level,  
32 because they had to close their business just like his business had been closed now for two  
33 months. Commissioner Normile said he wanted to thank our Town businesses from his heart  
34 and that they were with the businesses, would spend money with them, the tourists were  
35 coming soon and encouraged them to just hang in there and his praying said we were all going  
36 to be okay.

1 Mayor Barber thanked everyone for their hard work. Mayor Barber said he knew it had been  
2 difficult for everyone but we had been through hurricanes and tornadoes and had always come  
3 out the positive side and we would get through this too. Mayor Barber felt his faith in God had  
4 been strengthened by this. Mayor Barber knew this had been hard on small businesses and  
5 better days were coming. Mayor Barber said amen to everything the Commissioners had  
6 stated tonight.

7 **15. Adjourn**

8 ***Motion was made by Commissioner Messer to adjourn the meeting. The Board voted***  
9 ***unanimously 5-0 in favor. Motion carried.***

10 ***The meeting was adjourned at 7:20 pm.***

11 Respectfully submitted:

12  
13 Rhonda C. Ferebee, CMC, NCCMC  
14 Town Clerk  
15

16